

# MARIN CDA PLANNING DIVISION FEES

	Planning Fee	10% Surcharge	Technology Fee	Deposit	DPW Fee	EHS Fee
<b>1. ACCESSORY DWELLING UNIT</b>	500		15			
<b>2. COASTAL</b>						
a. Regular	5,804	580.40	15	✓	1,407	842
b. Minor / Amendment	3,482	348.20	15	✓	942	842
c. Exclusion	164					
<b>3. DESIGN REVIEW</b>						
a. Residential- Regular	4,643	464.30	15	✓	1,407	842
b. Residential- Minor	1,741		15	✓		
c. Residential- Accessory Structure / Amendment	2,086		15	✓	942	842
d. Non-residential- Major	8,125	812.50	15	✓	1,407	842
e. Non-residential- Minor / Amendment	4,062	406.20	15	✓	942	842
f. Exemption	246					
<b>4. ENVIRONMENTAL REVIEW</b>						
a. Initial Study	17,411		15	✓		
b. Environmental Review Contract Overhead	30%					
<b>5. EXTENSION TO VEST</b>						
a. Administrative	460		15			
b. Public Hearing / Master Plan	1,621		15	✓		
<b>6. FLOATING HOME EXCEPTION</b>	3,482		15	✓		
<b>7. MASTER PLANS</b>						
a. Regular	23,214	2,321.40	15	✓	1,407	842
b. Minor / Amendment	11,607	1,160.70	15	✓	1,407	842
<b>8. PLAN AMENDMENT</b>	35,861	3,586.10	15	✓	1,407	
<b>9. PLANNING REVIEW FEE – BUILDING PERMITS</b>						
a. Major Plan Check	1,007	100.70				
b. Minor Plan Check	405					
c. New Residence Plan Check	2,020	202.00				
d. Partial Demolition	104					
e. Solar Panels, Air Conditioners, Arbors, etc.	104					
f. Structural Plan Check (Under 300 square feet)	197					
<b>10. PRECISE DEVELOPMENT PLAN</b>						
a. Regular	11,607		15	✓	1,407	842
b. Minor / Amendment	5,804		15		942	842
<b>11. PROPERTY MODIFICATION</b>						
a. Certificate of Compliance	2,902		15	✓		
b. Lot Line Adjustment	2,321		15	✓		842
c. Merger	361					
d. Plan Check – Maps / Improvement Plans	1,621		15	✓		
e. Tentative Map- Major	23,214	2,321.40	15	✓	1,407	842
f. Tentative Map- Minor	11,607	1,160.70	15	✓	1,407	842
g. Tentative Map- Amendment	5,804	580.40	15	✓	942	842
h. Tentative Map- Extension to Vest	580		15			
i. Tentative Map- Waiver	2,064		15	✓	1,407	842
j. Urban Lot Split	4,643	464.30	15	✓	1,407	842
<b>12. REZONING</b>	23,214	2,321.40	15	✓	1,407	842

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<b>13. SERVICES</b>						
a. Appeal to the Board of Supervisors	1,408					
b. Appeal to the Planning Commission	712					
c. Address Assignment or Change in Address	307					
d. Planning Consultation	361					
e. General Planning Services Retainer	1,177			✓		
f. Planning Information Packet	307					
g. Preapplication Review	2,918			✓	942	842
h. Property Status Determination / Research	2,337			✓		
i. Presubmittal Plan Review	131					
j. Public Convenience and Necessity – ABC License	942					
k. Street Name Change	1,742		15	✓		
l. Staff Hourly Rate	216					
<b>14. SIGNS</b>						
a. Master Sign Program						
b. Sign Review	1,742		15	✓		
c. Sign Permit / Temporary Sign Permit	1,742		15	✓		
	230		15			
<b>15. SITE PLAN REVIEW</b>						
	2,086		15	✓	942	842
<b>16. TIDELAND</b>						
a. Regular						
b. Minor / Amendment	3,482		15	✓	942	842
<b>17. TREE REMOVAL</b>						
	2,086		15	✓	942	842
a. Regular						
b. Minor	695		15	✓		
	230		15			
<b>18. USE</b>						
a. Master Use Permit						
b. Major	8,125	812.50	15	✓	1,407	842
c. Regular / CUP Amendments	8,125	812.50	15	✓	1,407	842
d. Child Day-Care Home	4,643	464.30	15	✓	1,407	842
e. Large Family Day-Care Home	548		15			
f. Temporary- Regular	548		15			
g. Temporary- Minor	925		15	✓	942	842
h. Renewal	580		15	✓		
	597	59.70				
<b>19. VARIANCE</b>						
a. Regular						
b. Minor / Amendment	4,643		15	✓	1,407	842
<b>20. OTHER</b>						
a. Annual Notification Subscription	50					
<b>21. HOUSING COMPLIANCE REVIEW</b>						
a. Type 1 – Form Based	4,643	464.30	15	✓	1,407	842
b. Type 2 – SB 9	2,086		15	✓	1,407	842
c. Type 3 – SB 35	4,643	464.30	15	✓	1,407	842
<b>22. WILLIAMSON ACT</b>						
a. New Contract	4,643	464.30	15	✓		
b. Contract Amendment	2,086		15	✓		

**ADDITIONAL FEES FOR INFORMATION PURPOSES:**

<b>1. FIRE REVIEW</b> (Flat Fees - Fire fees collected pursuant to Ordinance 3550 – where property is located in CSA-13, CSA-19, CSA-31 or the Bolinas, Stinson Beach or Inverness Fire Protection Districts)						
a. Fire Department Review for Discretionary Projects	360					
b. Vegetation Management Plan Review	411					
c. Tentative Map Review	821					
d. General Review and Consultation - per hour	210					

## MARIN CDA PLANNING DIVISION FEE SCHEDULE NOTES

*The following notes apply to the entire fee schedule and as specified to individual permits.*

1. Fees shall be paid in full at the time of application submittal to the County. When a project requires more than one permit, 100% of the highest base fee shall be collected and all subsequent base fees will be collected at 50% of the published fee. The term "base fee" refers to regular Planning permit fees, and excludes the following fees: code enforcement fees, environmental review fees, "other services" fees, planning review fees on building permits, Certificates of Compliance, Mergers, Plan Checks - Maps/Improvement Plans, and annual notification subscription fees. Non-base fees, Department of Public Works review and Environmental Health Services review fees are collected at 100%. Department of Public Works review and Environmental Health Services review fees shall be charged on a per project basis, rather than on a per permit basis.
2. Fees for the specified applications are charged on a deposit/at cost basis. The fees noted in the fee schedule are minimum fees to be paid at the time of application filing to cover the average County cost of review. Should actual costs exceed the amount of any fee, the applicant will be billed for additional costs. Should the actual costs exceed the amount of the deposit, work on the project will be halted and the owner will be billed for additional costs. Nonpayment of the fees may also result in the denial or withdrawal of the application, an order to cease further work, or withholding of the other administrative processing functions until all required fees have been paid. The CDA Director may defer the collection of the fees as a condition of the building permit if it is found necessary to issue the permit immediately.
3. An invoice for payment of additional deposit fees will be issued periodically. The amount of the additional deposit will be based on a good faith estimate of the anticipated costs for the duration of the permit processing. A subsequent, updated invoice may be issued if changes to the project or other factors are encountered that will change the scope or length of processing.
4. If a project expires or is withdrawn with a remaining deposit fee that exceeds the governing hourly rate for one hour, all unused portions of the deposit fee will be refunded.
5. Notwithstanding the fee schedule, the CDA Director reserves the right to require payment of the deposit fee for the Department of Public Works or Environmental Health Services if the application triggers a review by either department.
6. Remaining fee amounts may be granted toward resubmittal of applications that expire if resubmitted within 60 days from the date of expiration with the prior written authorization of the CDA Director.
7. The CDA Director reserves the right to pass on direct costs incurred by the Community Development Agency to the applicant, such as rental charges associated with use of community facilities solely for public meetings on the application.
8. The CDA Director reserves the right to hire an environmental consultant to conduct environment reviews. When a consultant is hired, the actual cost of the consultant's work and an additional 30% management fee shall be required.
9. Other development-related fees which may be required include, but are not necessarily limited to, the following fees: building, grading, well, septic, creek, encroachment, improvement plan review, transportation facilities, road impact, housing impact, inclusionary housing, park mitigation, and school fees.
10. In the event that there is an unresolved code enforcement case relating to any work that has been undertaken on or use made of a property, the applicant shall pay two times to four times the required base fees, as determined by the CDA Director, consistent with Marin County Code, Chapter 22.122, which is hereby incorporated by

reference as is fully set forth herein. This requirement may be waived by the CDA Director if such a waiver is in the public interest and the applicant is expeditiously correcting the violation. If an application for a Planning permit to resolve the code enforcement case expires, an additional penalty fee is required to reinstate or resubmit the application.

11. Appeal fees apply only to those activities necessary to process the appeal. Additional services to the applicant, such as reviewing modifications to a project that is under appeal, shall be billed against the base fees for the project.
12. The CDA Director shall have the ability to waive or transfer from the In-Lieu Housing Trust Fund up to 100% of the Planning and Environmental Health Services review fees for projects that include below market rate housing units subject to the requirement that the project meet the eligibility standards for state or federal housing funding. The amount of fees waived to be determined based on the proportion of the project, which is below market rate housing, and the permanency of the housing subsidy.

13. The CDA Director is authorized to waive up to 35% of the Planning fees for projects undertaken by community-based non-profit agencies or organizations that provide services resulting in public benefits. Application fees shall be paid in full at the time of filing and accompanied by a written request for the waiver.
14. The CDA Director is authorized to waive up to 100% of the Planning permit fees for solar photovoltaic projects that are consistent with applicable codes and guidelines.
15. The charge for returned checks is \$35 (including a \$10 Department of Finance, Central Collections fee).
16. At the time credit card payments are accepted, a credit card convenience fee will be applied to all credit card transactions. This is not a Marin County fee and is retained by the Service Bureau.

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