

Marin County Community Development Agency - Planning Division Fees

Item No.	Category	Sub-Category	Planning Fee	10% Surcharge	Technology Fee	Fee is a Deposit	Department of Public Works	Environmental Health Services
1	Accessory Dwelling Unit		500		15			
2	Coastal Permit	Regular	5,978	597.81	15	✓	1,449	867
3	Coastal Permit	Minor/Amendment	3,586	358.65	15	✓	970	867
4	Coastal Permit	Exclusion	169					
5	Design Review	Residential - Regular	4,782	478.23	15	✓	1,449	867
6	Design Review	Residential – Minor	1,793		15	✓		
7	Design Review	Residential Accessory Structure/Amendment	2,149		15	✓	970	867
8	Design Review	Non-residential – Major	8,369	836.88	15	✓	1,449	867
9	Design Review	Non-residential – Minor/Amendment	4,184	418.39	15	✓	970	867
10	Design Review	Exemption	253					
11	Environmental Review	Initial Study	17,933		15	✓		
12	Environmental Review	Environmental Review Contract Overhead	30%					
13	Extension to Vest	Administrative	474		15			
14	Extension to Vest	Public Hearing/Master Plan	1,670		15	✓		
15	Floating Home Exception		3,586		15	✓		
16	Master Plan	Regular	23,910	2,391.04	15	✓	1,449	867
17	Master Plan	Minor/Amendment	11,955	1,195.52	15	✓	1,449	867
18	Plan Amendment		36,937	3,693.68	15	✓	1,449	

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19	Planning Review – Building Permits	Major Plan Check	1,037	103.72				
20	Planning Review – Building Permits	Minor Plan Check	417					
21	Planning Review – Building Permits	New Residence Plan Check	2,081	208.06				
22	Planning Review – Building Permits	Partial Demolition	107					
23	Planning Review – Building Permits	Solar Panels, Air Conditioners, Arbors, etc.	107					
24	Planning Review – Building Permits	Structural Plan Check (under 300 square feet)	203					
25	Precise Development Plan	Regular	11,955	1,195.52	15	✓	1,449	867
26	Precise Development Plan	Minor/Amendment	5,978	597.81	15	✓	970	867
27	Property Modification	Certificate of Compliance	2,989		15	✓		
28	Property Modification	Lot Line Adjustment	2,391		15	✓		867
29	Property Modification	Merger	372					

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30	Property Modification	Plan Check – Maps/Improvement Plans	1,670		15	✓		
31	Property Modification	Tentative Map – Major	23,910	2,391.04	15	✓	1,449	867
32	Property Modification	Tentative Map – Minor	11,955	1,195.52	15	✓	1,449	867
33	Property Modification	Tentative Map – Amendment	5,978	597.81	15	✓	970	867
34	Property Modification	Tentative Map – Extension to Vest	597		15			
35	Property Modification	Tentative Map – Waiver	2,126		15	✓	1,449	867
36	Property Modification	Urban Lot Split	4,782	478.23	15	✓	1,449	867
37	Rezoning		23,910	2,391.04	15	✓	1,449	867
38	Services	Appeal to the Board of Supervisors	1,450					
39	Services	Appeal to the Planning Commission	733					
40	Services	Address Assignment or Change in Address	316					
41	Services	Planning Consultation	372					
42	Services	General Planning Services Retainer	1,212			✓		
43	Services	Planning Information Packet	316					
44	Services	Preapplication Review	3,006			✓	970	867
45	Services	Property Status Determination/Research	2,407			✓		

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46	Services	Pre-submittal Plan Review	135					
47	Services	Public Convenience and Necessity – ABC License	970					
48	Services	Street Name Change	1,794		15	✓		
49	Services	Staff Hourly Rate	222					
50	Signs	Master Sign Program	1,794		15	✓		
51	Signs	Sign Review	1,794		15	✓		
52	Signs	Sign Permit/Temporary Sign Permit	237		15			
53	Site Plan Review		2,149		15	✓	970	867
54	Tideland	Regular	3,586		15	✓	970	867
55	Tideland	Minor	2,149		15	✓	970	867
56	Tree Removal	Regular	716		15	✓		
57	Tree Removal	Minor	237		15	✓		
58	Use	Master Use Permit	8,369	836.88	15	✓	1,449	867
59	Use	Major	8,369	836.88	15	✓	1,449	867
60	Use	Regular/CUP Amendments	4,782	478.23	15	✓	1,449	867
61	Use	Child Day-Care Home	564		15			
62	Use	Large Family Day-Care Home	564		15			
63	Use	Temporary – Regular	953		15	✓	942	842
64	Use	Temporary – Minor	597		15	✓		
65	Use	Renewal	615	61.49				
66	Variance	Regular	4,782		15	✓	1,449	867

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67	Variance	Minor/Amendment	2,149		15	✓	970	867
68	Other	Annual Notification Subscription	52					
69	Housing Compliance Review	Type 1 – Form Based	4,782	478.23	15	✓	1,449	867
70	Housing Compliance Review	Type 2 – SB 9	2,149		15	✓	1,449	867
71	Housing Compliance Review	Type 3 – SB 35	4,782	478.23	15	✓	1,449	867
72	Williamson Act	New Contract	4,782	478.23	15	✓		
73	Williamson Act	Contract Amendment	2,149		15	✓		

Additional Fees for Information Purposes:

Fire Department Review Fees are flat fees collected pursuant to Ordinance 3550 for projects located in CSA-13, CSA-19, CSA-31 or in the Bolinas, Stinson Beach or Inverness Fire Protection Districts.

Category	Fee
Fire Department Review for Discretionary Projects	360
Vegetation Management Plan Review	411
Tentative Map Review	821
General Review and Consultation – per hour	210

Marin County Development Agency - Planning Division Fees 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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