

**MARIN COUNTY COMMUNITY DEVELOPMENT AGENCY — PLANNING DIVISION FEES**

	<i>Planning Fees</i>	<i>10% Surcharge</i>	<i>Technology Fee</i>	<i>Deposit</i>	<i>DPW Deposit *</i>	<i>EHS Deposit **</i>
<b>1. ACCESSORY DWELLING UNIT</b>	500		15			
<b>2. COASTAL PERMITS</b>						
a. Regular	5,300	530	15	✓	1,285	545
b. Minor / Amendment	3,180	318	15	✓	860	545
c. Exclusion	150					
<b>3. DESIGN REVIEWS</b>						
a. Residential – (Regular)	4,240	424	15	✓	1,285	545
b. Residential – Minor	1,590		15	✓		
c. Residential Accessory Structure / Amendment	1,905		15	✓	545	545
d. Non-residential – Major	7,420	742	15	✓	1,285	545
e. Non-residential – Minor / Amendment	3,710	371	15	✓	545	545
f. Exemption	225					
<b>4. ENVIRONMENTAL REVIEWS</b>						
a. Initial Study	15,900		15	✓	1,285	545
b. Environmental Impact Review Overhead	30%					
<b>5. EXTENSION TO VEST</b>						
a. Administrative	420		15			
b. Public Hearing / Master Plan	1,480		15	✓		
<b>6. FLOATING HOME EXCEPTION</b>	3,180		15	✓		
<b>7. MASTER PLANS</b>						
a. Regular	21,200	2,120	15	✓	1,285	545
b. Minor / Amendment	10,600	1,060	15	✓	1,285	545
<b>8. PLAN AMENDMENTS</b>	32,750	3,275	15	✓	1,285	
<b>9. PLANNING REVIEW FEE – BUILDING PERMITS</b>						
a. Major Plan Check	920	92				545
b. Minor Plan Check	370					
c. New Residence Plan Check	1,845	184.50				
d. Partial Demolition	95					
e. Solar Panels, Air Conditioners, Arbors, etc.	95					
f. Structural Plan Check (Under 300 square feet)	180					
<b>10. PRECISE DEVELOPMENT PLANS</b>						
a. Regular	10,600	1,060	15	✓	1,285	545
b. Minor / Amendment	5,300	530	15	✓	860	545
<b>11. PROPERTY MODIFICATION</b>						
a. Certificate of Compliance	2,650		15	✓		
b. Lot Line Adjustment	2,120		15	✓		545
c. Merger	330					
d. Plan Check – Maps / Improvement Plans	1,480		15	✓		
e. Tentative Map – Major	21,200	2,120	15	✓	1,285	545
f. Tentative Map – Minor	10,600	1,060	15	✓	1,285	545
g. Tentative Map Amendment	5,300	530	15	✓	860	545
h. Tentative Map – Extension to Vest	530		15			
i. Tentative Map Waiver	1,885		15	✓	545	545
<b>12. REZONINGS</b>	21,200	2,120	15	✓	1,285	545

	Planning Fees	10% Surcharge	Technology Fee	Deposit	DPW Deposit *	EHS Deposit **
<b>13. SERVICES</b>						
a. Appeal to the Board of Supervisors	1,285					
b. Appeal to the Planning Commission	650					
c. Address Assignment or Change in Address	280					
d. Planning Consultation	330					
e. General Planning Services Retainer	1,075			✓		
f. Planning Information Packet	280					
g. Preapplication Review	2,665			✓	545	545
h. Property Status Determination / Research	2,135			✓		
i. Presubmittal Plan Review	120					
j. Public Convenience and Necessity – ABC License	860					
k. Street Name Change	1,590		15	✓		
<b>14. SIGNS</b>						
a. Master Sign Program	1,590		15	✓		
b. Sign Review	1,590		15	✓		
c. Sign Permit / Temporary Sign Permit	210		15			
<b>15. SITE PLAN REVIEW</b>	1,905		15	✓	860	545
<b>16. TIDELANDS PERMITS</b>						
a. Regular	3,180		15	✓	860	545
b. Minor / Amendment	1,905		15	✓	545	545
<b>17. TREE REMOVAL PERMITS</b>						
a. Regular	635		15	✓		
b. Minor	210		15			
<b>18. USE PERMITS</b>						
a. Master Use Permit	7,420	742	15	✓	1,285	545
b. Major	7,420	742	15	✓	1,285	545
c. Regular / CUP Amendments	4,240	424	15	✓	1,285	545
d. Child Day-Care Home	500		15			
e. Large Family Day-Care Home	500		15			
f. Temporary – Regular	845		15	✓	860	545
g. Temporary – Minor	530		15	✓		
h. Renewal	545	54.50				
<b>19. VARIANCES</b>						
a. Regular	4,240		15	✓	545	545
b. Minor / Amendment	1,905		15	✓	545	545
<b>20. OTHER</b>						
a. Annual Notification Subscription	50					

**ADDITIONAL FEES FOR INFORMATION PURPOSES:**

**1. FIRE REVIEW (Flat Fees)**

*(Fire fees collected pursuant to Ordinance 3550 – where property is located in CSA 31)*

a. Fire Department Review for Discretionary Projects	310
b. Vegetation Management Plan Review	354
c. Tentative Map Review	708
d. General Review and Consultation - per hour	177

**2. STATE DEPARTMENT OF THE FISH AND WILDLIFE**

a. Negative Declaration Fee	2,210
b. Environmental Impact Report Fee	3,070
c. County Clerk Filing Fee	50

*(Fees are included in Planning fees)*

\* DPW and EHS deposit fees are collected once per project. If the project includes multiple permits, the highest DPW deposit fee for that project will be collected.

\*\* The EHS deposit is collected only if the property is served by private well or septic disposal system.

## NOTES TO FEE SCHEDULE:

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

(The Fee Schedule was adapted from Board of Supervisors RESOLUTION NO. 2016-45)

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1. Fees shall be paid in full at the time of application submittal to the County. Where 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: the code enforcement penalty, environmental review fees, "other services" fees, planning review fees on building permits, Certificate of Compliance, Merger, Plan Check - 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%.
2. Pursuant to a written request, the Board of Supervisors may waive or reduce any fee upon a finding that such waiver or reduction is in the public interest and that the applicant or appellant is unable to afford such fees.
3. Fees for 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. The Community Development Agency (CDA) Director shall have the ability to refund part of the fee deposit if the actual processing costs are substantially less than the original fee deposit. 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 and other administrative processing functions until all required fees have been paid. The CDA Director may defer the collection of the fees as a condition to issuance of the building permit if it is found necessary to issue the permit immediately to protect the public health and safety.
4. 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.
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. An hourly rate of \$138 shall be charged for all general services provided by the Planning Division, including but not limited to, performance/professional services agreement administration, affordable housing monitoring/ administration, mitigation monitoring and condition compliance review, and zoning enforcement expenses.
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. If a project expires or is withdrawn with a remaining deposit fee that exceeds the governing hourly rate, all unused portions of the deposit fee will be refunded.

10. 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.
11. In the event that there is an unresolved code enforcement case relating to any work has been undertaken on or use made of a property, the applicant shall pay two times to four times the required base fees, pursuant to Marin County Code, Section 1.05.050 D, which is hereby incorporated by reference as is fully set forth herein, unless waived by the CDA Director based on a finding that such a waiver is in the public interest and that 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 the application.
12. 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.
13. 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.
14. 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 which 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.
15. The CDA Director is authorized to waive up to 100% of the Design Review or Coastal Permit fees for solar photovoltaic projects that are consistent with applicable codes and guidelines.
16. The charge for returned checks is \$35 (including a \$10 Department of Finance, Central Collections fee).
17. 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.

8/10/2017

Actual fees will be determined at the time your application is filed at the Permit Center. Please do not write the fee amount on your check in advance of submitting the application.