

City of Folsom

User and Regulatory Fee Study

Planning Fees

Calculation of Estimated Cost of Service

Fee Description		Est. Labor Hours		Hourly Rate	=	Est. Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Structure	Fee Change	Note
1	Annexation Processing	80.0	x	\$216	=	\$17,280	\$5,789	34%	\$17,000	100%	Deposit	\$11,211	[a]
2	Appeal												
	a) Appeal of Director Decision to City Manager	2.0	x	\$216	=	\$432	\$1,500	347%	\$432	100%	Fixed Fee	(\$1,068)	[c]
	b) Appeal of City Manager Decision to City Council	20.0	x	\$216	=	\$4,320	\$258	6%	\$1,500	35%	Fixed Fee	\$1,242	[c]
	c) Appeal of Director Decision to Commission	20.0	x	\$216	=	\$4,320	\$258	6%	\$1,500	35%	Fixed Fee	\$1,242	[c]
	d) Appeal of Commission Decision to City Council	28.0	x	\$216	=	\$6,048	\$522	9%	\$1,500	25%	Fixed Fee	\$978	[c]
3	Code Amendment	40.0	x	\$216	=	\$8,640	\$2,297	27%	\$8,500	98%	Fixed Fee	\$6,203	
4	Conditional Use Permit (CUP)												[b]
	a) CUP Review (Major)	24.0	x	\$216	=	\$5,184	\$5,950	115%	\$5,100	98%	Fixed Fee	(\$850)	
	b) CUP Review (Minor)	12.0	x	\$216	=	\$2,592	\$2,821	109%	\$2,500	96%	Fixed Fee	(\$321)	
	c) CUP Modification	12.0	x	\$216	=	\$2,592	\$1,647	64%	\$2,500	96%	Fixed Fee	\$853	
5	Condominium Conversion Fee	80.0	x	\$216	=	\$17,280	\$11,709	68%	\$17,000	98%	Fixed Fee	\$5,291	[f]
6	Design Review/Architectural Review												[b]
	a) New Multi-Family/Commercial Structure/Single-Family Subdivision (Commission Level)	24.0	x	\$216	=	\$5,184	\$5,100	98%	\$5,100	98%	Fixed Fee	\$0	
	b) Existing Multi-Family/Commercial Structure (Commission Level)	12.0	x	\$216	=	\$2,592	\$2,210	85%	\$2,210	85%	Fixed Fee	\$0	
	c) New Single and Two Family Dwelling (Commission Level)	6.0	x	\$216	=	\$1,296	\$800	62%	\$800	62%	Fixed Fee	\$0	
	d) Existing Single and Two Family Dwelling/Accessory Structure/Non-Exempted ADU (Director Level)	3.0	x	\$216	=	\$648	\$400	62%	\$400	62%	Fixed Fee	\$0	
	e) Historic District New Multi-Family/Commercial Structure (Commission Level)	24.0	x	\$216	=	\$5,184	\$5,100	98%	\$5,100	98%	Fixed Fee	\$0	
	f) Historic District Existing Multi-Family/Commercial Structure (Commission Level)	16.0	x	\$216	=	\$3,456	\$2,210	64%	\$2,210	64%	Fixed Fee	\$0	
	g) Historic District Existing Multi-Family/Commercial Structure (Director Level)	4.0	x	\$216	=	\$864	\$2,210	256%	\$864	100%	Fixed Fee	(\$1,346)	
	h) Historic District Single- and Two-Family Dwelling, Non-Exempted ADU (Commission Level)	16.0	x	\$216	=	\$3,456	\$800	23%	\$800	23%	Fixed Fee	\$0	
	i) Historic District Existing Single and Two Family Dwelling/New or Existing Accessory Structure (Director Level)	2.0	x	\$216	=	\$432	\$400	93%	\$432	100%	Fixed Fee	\$32	
	j) Historic District Demolition	2.0	x	\$216	=	\$432	\$400	93%	\$216	50%	Fixed Fee	(\$184)	
	k) Ministerial Design Review (Director Level)	4.0	x	\$216	=	\$864	\$0	0%	\$864	100%	Fixed Fee	\$864	
7	Development Agreement Processing	48.0	x	\$216	=	\$10,368	\$5,405	52%	\$10,000	100%	Deposit	\$4,595	[a]
8	Entertainment Permit	2.0	x	\$216	=	\$432	\$46	11%	\$200	46%	Fixed Fee	\$154	
9	Entitlement Noticing	1.0	x	\$216	=	\$216	\$0	0%	\$200	93%	Fixed Fee	\$200	

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10	Environmental Review												
	a) Environmental Impact Review & Report	48.0	x	\$216	=	\$10,368	\$8,748	84%	\$10,000	100%	Deposit	\$1,252	[a],[d]
	b) Environmental Mitigation Program Monitoring	36.0	x	\$216	=	\$7,776	\$6,449	83%	\$7,000	100%	Deposit	\$551	[a],[d]
	c) Initial Environmental Study/Assessment	36.0	x	\$216	=	\$7,776	\$6,512	84%	\$7,000	100%	Deposit	\$488	[a],[d]
	d) Notice of CEQA Determination	1.5	x	\$216	=	\$324	\$304	94%	\$300	93%	Fixed Fee	(\$4)	
11	General Plan												[b]
	a) General Plan Amendment < 5 acres	48.0	x	\$216	=	\$10,368	\$4,384	42%	\$10,000	96%	Fixed Fee	\$5,616	
	b) General Plan Amendment 5 or more acres	64.0	x	\$216	=	\$13,824	\$8,768	63%	\$13,000	94%	Fixed Fee	\$4,232	
12	Home Occupation Permit Fee	0.3	x	\$216	=	\$65	\$31	48%	\$60	93%	Fixed Fee	\$29	
13	Indoor Marijuana Cultivation Permit	2.5	x	\$216	=	\$540	\$253	47%	\$500	93%	Fixed Fee	\$247	
14	Landmark Tree Classification	6.5	x	\$216	=	\$1,404	\$295	21%	\$350	25%	Fixed Fee	\$55	
15	Landmark Tree Declassification	8.5	x	\$216	=	\$1,836	\$295	16%	\$1,800	98%	Fixed Fee	\$1,505	[e]
16	Large Family Day Care Home	0.5	x	\$216	=	\$108	\$26	24%	\$100	93%	Fixed Fee	\$74	
17	Lot Line Adjustment/Parcel Merger - Planning	5.0	x	\$216	=	\$1,080	\$1,015	94%	\$1,000	93%	Fixed Fee	(\$15)	[f]
18	Minor Administrative Modification	2.0	x	\$216	=	\$432	\$0	0%	\$400	93%	Fixed Fee	\$400	
19	Non-Residential Plan Check Fee	10.0%				10.0%	10% of building permit fee	100%	10% of building permit fee	100%	Fixed Fee	0%	
20	Opinion on a Planning Matter	2.0	x	\$216	=	\$432	\$258	60%	\$200	46%	Fixed Fee	(\$58)	
21	Preliminary Project Review	12.0	x	\$216	=	\$2,592	\$656	25%	\$1,000	39%	Fixed Fee	\$344	
22	Planned Development												[b]
	a) Planned Development Review												
	i) Base Fee	48.0	x	\$216	=	\$10,368	\$9,175	88%	\$10,000	96%	Fixed Fee	\$825	
	ii) Plus, Per Acre Fee	2.5	x	\$216	=	\$540	\$458	85%	\$500	93%	Fixed Fee	\$42	
	b) Planned Development Extension Review	16.0	x	\$216	=	\$3,456	\$3,217	93%	\$3,000	87%	Fixed Fee	(\$217)	
	c) Planned Development Modification Review	24.0	x	\$216	=	\$5,184	\$9,162	177%	\$5,000	96%	Fixed Fee	(\$4,162)	

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23	Rezoning Request												
	a) Rezoning Request Review – 5 acres or less	48.0	x	\$216	=	\$10,368	\$3,005	29%	\$10,000	96%	Fixed Fee	\$6,995	
	b) Rezoning Request Review – 5+ acres	64.0	x	\$216	=	\$13,824	\$6,000	43%	\$13,000	94%	Fixed Fee	\$7,000	
24	Sidewalk Vendor Permit	2.0	x	\$216	=	\$432	\$50	12%	\$50	12%	Fixed Fee	\$0	[b]
25	Signs												
	a) Sign Permit - Staff	0.7	x	\$216	=	\$151	\$129	85%	\$150	99%	Fixed Fee	\$21	
	b) Sign Permit Extension	0.5	x	\$216	=	\$108	\$60	56%	\$100	93%	Fixed Fee	\$40	
	c) Special Event Sign Permit	0.5	x	\$216	=	\$108	\$63	58%	\$100	93%	Fixed Fee	\$37	
	d) Historic District Sign Review (Staff Level)	0.7	x	\$216	=	\$151	\$63	42%	\$150	99%	Fixed Fee	\$87	
	e) Historic District Sign Review (Commission Level)	4.0	x	\$216	=	\$864	\$63	7%	\$800	93%	Fixed Fee	\$737	
	f) Planned Development Sign Permit	12.0	x	\$216	=	\$2,592	\$1,286	50%	\$2,500	96%	Fixed Fee	\$1,214	
	g) Temporary Sign Permit	0.2	x	\$216	=	\$43	\$10	23%	\$40	93%	Fixed Fee	\$30	
	h) On-Site Subdivision Signs	1.0	x	\$216	=	\$216	\$126	58%	\$200	93%	Fixed Fee	\$74	
	i) Off-Site Subdivision Signs												
	i) base fee	1.5	x	\$216	=	\$324	\$171	53%	\$300	93%	Fixed Fee	\$129	
	ii) refundable deposit - per sign	n/a	x	\$216	=		\$500		\$500		Deposit	\$0	
	j) Off-Site Weekend Directional Signs												
	i) base fee	1.5	x	\$216	=	\$324	\$175	54%	\$300	93%	Fixed Fee	\$125	
	ii) refundable deposit	n/a	x	\$216	=		\$200		\$200		Deposit	\$0	
	k) Uniform Sign Program	2.0	x	\$216	=	\$432	\$295	68%	\$400	93%	Fixed Fee	\$105	
26	Site Design Review												[b]
	a) Site Design Review	2.0	x	\$216	=	\$432	\$302	70%	\$400	93%	Fixed Fee	\$98	
	b) Site Design Review – Planning Commission	24.0	x	\$216	=	\$5,184	\$4,794	92%	\$5,100	98%	Fixed Fee	\$306	
27	Special Event Permit	8.0	x	\$216	=	\$1,728	\$63	4%	\$63	4%	Fixed Fee	\$0	[g]
28	Specific Plan												[b]
	a) Specific Plan Review	72.0	x	\$216	=	\$15,552	\$6,432	41%	\$15,500	100%	Deposit	\$9,068	
	b) Specific Plan Amendment Review	48.0	x	\$216	=	\$10,368	\$7,076	68%	\$10,300	99%	Deposit	\$3,224	
29	Street Name Review/Change	4.0	x	\$216	=	\$864	\$1,256	145%	\$800	93%	Fixed Fee	(\$456)	

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30	Temporary Outdoor Dining												
	a) Initial Permit (Additional Revocable Permit Fees Apply)	4.0	x	\$216	=	\$864	\$302	35%	\$400	46%	Fixed Fee	\$98	
	b) Renewal	2.0	x	\$216	=	\$432	\$302	70%	\$200	46%	Fixed Fee	(\$102)	
31	Temporary Use Permit	2.0	x	\$216	=	\$432	\$65	15%	\$300	69%	Fixed Fee	\$235	[b]
32	Tentative Map/Parcel/Subdivision Map												[b],[f]
	a) Tentative Parcel Map Review	36.0	x	\$216	=	\$7,776	\$5,710	73%	\$7,700	99%	Fixed Fee	\$1,990	
	b) Tentative Map Amendment Review	24.0	x	\$216	=	\$5,184	\$9,515	184%	\$5,100	98%	Fixed Fee	(\$4,415)	
	c) Tentative Map Extension Review	20.0	x	\$216	=	\$4,320	\$4,087	95%	\$4,300	100%	Fixed Fee	\$213	
	d) Tentative Subdivision Map Review												
	i) Base Fee	40.0	x	\$216	=	\$8,640	\$6,718	78%	\$8,600	100%	Fixed Fee	\$1,882	
	ii) Plus, Per Lot Fee	0.3	x	\$216	=	\$54	\$34	63%	\$50	93%	Fixed Fee	\$16	
33	Unattended Donation Box												
	a) Initial Permit	1.5	x	\$216	=	\$324	\$201	62%	\$300	93%	Fixed Fee	\$99	
	b) Renewal	0.5	x	\$216	=	\$108	\$49	45%	\$100	93%	Fixed Fee	\$51	
34	Variance												[b]
	a) Variance Review – Single Family Dwelling	24.0	x	\$216	=	\$5,184	\$1,686	33%	\$2,500	48%	Fixed Fee	\$814	
	b) Variance Review - Other	24.0	x	\$216	=	\$5,184	\$1,686	33%	\$5,100	98%	Fixed Fee	\$3,414	
35	Zoning Verification Review	2.0	x	\$216	=	\$432	\$310	72%	\$400	93%	Fixed Fee	\$90	
36	For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity (per hour)	1.0	x	\$216	=	\$216	\$101	47%	\$200	93%	Per Hour	\$99	

* In addition to amounts shown above, applicant is responsible for all costs of outside agency review/services, including but not limited to, LAFCO, Board of Equalization Fees, Department of Fish and Wildlife Fees, etc.

[a] The amount shown represents the initial deposit and minimum fee payable. The City reserves the right to collect additional amounts when costs exceed minimum fee/initial deposit. Any requests for additional amounts due will be supported by time & materials billings.

[b] Entitlement plan reviews by the Fire Department in excess of 4 hours shall be charged an hourly Fire Plan Check fee as listed in the City Master Fee schedule

[c] Depending on the subject of the appeal, specialized expertise may be solicited, at the expense of the applicant, for the purpose of providing input to the City Manager, Planning Commission, other Commission or Board, or City Council.

[d] Applicant shall be responsible for additional costs of preparation of the required environment document.

[e] For non-development related declassifications, the fee will be waived if the urban forester finds/agrees the tree is dead/dying with no reasonable expectation of recovery and poses a risk to persons/property. For development-related declassifications, fee is amount shown.

[f] Additional fees apply for Engineering review. See Engineering fee schedule.

[g] Special events that require additional resources beyond those covered the scope of these fees will be charged on an hourly basis.