

**RESOLUTION NO. 2024-xx**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS  
ADOPTING DEVELOPMENT SERVICES COST OF SERVICES (USER FEES)  
AND CHARGES TO BE COLLECTED IN FY 2024/2025**

**WHEREAS**, the Los Altos Municipal Code specifies that certain fees and charges shall be set by Resolution of the City Council; and

**WHEREAS**, these fees and charges should be in amounts sufficient to recover the costs incurred by the City with respect to the functions to be performed by the City.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Los Altos hereby adopts the fees and charges set forth in the attached FY 2024/2025 Fee Schedule for the City and these fees shall become effective July 1, 2024, and shall remain in effect until a new Resolution amending the same is adopted by the City Council.

**BE IT FURTHER RESOLVED** that all other fees previously established by other City Council Resolution or Ordinance remain in effect.

**I HEREBY CERTIFY** that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 26<sup>th</sup> day of April, 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Jonathan D. Weinberg, MAYOR

Attest:

\_\_\_\_\_  
Melissa Thurman, CITY CLERK

**DEVELOPMENT SERVICES FY2024/2025****BUILDING DIVISION****Building Permit**

**Valuation based on price per square foot of construction. Minimum valuation for new residential and commercial construction is \$564.00 per square-foot.**

**Total Valuation**

\$1.00 - \$3,000.00	\$240.21
\$3,001.00 - \$25,000.00	
First \$3,000	\$240.21
Each Additional \$1,000	\$30.99
\$25,001.00 - \$50,000.00	
First \$25,000	\$921.88
Each Additional \$1,000	\$31.92
\$50,001.00 - \$100,000.00	
First \$50,000	\$1,719.82
Each Additional \$1,000	\$17.35
\$100,001.00 - \$500,000.00	
First \$100,000	\$3,472.20
Each Additional \$1,000	\$7.59
\$500,001.00 - \$1,000,000.00	
First \$500,000	\$7,549.02
Each Additional \$1,000	\$12.33
\$1,000,001.00 and up	
First \$1,000,000	\$14,276.78
Each Additional \$1,000	\$6.17
ADU Building Permit	\$0.00
<b>Electrical, Mechanical or Plumbing Permit</b>	
\$1.00 - \$3,000.00	\$204.01
\$3,001.00 - \$25,000.00	
First \$3,000	\$389.92
Each Additional \$1,000	\$24.18
\$25,001.00 - \$50,000.00	

First \$25,000	\$921.88
Each Additional \$1,000	\$25.51
\$50,001.00 - \$100,000.00	
First \$50,000	\$1,559.68
Each Additional \$1,000	\$52.47
\$100,001.00 and up	1.62%
ADU Electrical, Mechanical or Plumbing Permit	\$0.00
<b>Plan Check</b>	
<b>ADU Plan Check</b>	\$0.00
<b>Building Plan Check</b>	135%
<b>Energy Plan Check (Title 24)</b>	25%
<b>Solar/Photovoltaic Permit</b>	
<b>Residential</b>	
15 kw or less	\$300.00
15kw - 50kw	\$300.00
Per kw above 15kw	\$10.00
51kw - 250kw	\$500.00
Per kw above 50kw	\$5.00
250+ kw	\$500.00
Per kw above 250kw	\$5.00
<b>Commercial</b>	
50kw or less	\$300.00
50kw - 250kw	\$500.00
Per kw above 50 kw	\$5.00
250+ kw	\$500.00
Per kw above 250 kw	\$5.00
<b>Standalone Building Permits</b>	

Water Heater	\$150.00
Water Line/Sewer Line	\$302.00
Electric Vehicle (EV) Charging Station	\$300.00
Energy Storage System	\$400.00
<b>Demolition Permit</b>	
Single Family	\$233.00
Commercial/Mixed-Use/Multifamily	\$356.00
<b>Inspections</b>	
Re-inspection Request	\$248.00
Inspections Outside of Normal Business Hours (Minimum Charge of 2 hours)	\$576.00
Each Additional Hour	\$288.00
<b>Expired Permits</b>	
Expired Permit Fees	Based on Original Permit Fees
Penalty for Expired Permits	
0 to 30 days	\$0.00
31st day through 60th day	\$200.00/per day
61st day through 120th day	\$400.00/per day
121st day and everyday thereafter	\$800.00/per day
<b>Misc. Building Fees</b>	
Alternate Means and Methods Request (AMMR)	\$444.00
Certificate of Occupancy	\$109.00
Temporary Certificate of Occupancy	\$653.00
Duplicate Permit Request	\$109.00

<b>Street Address Change</b>	\$726.00
<b>Stop Work Penalties</b>	2-4x All Plan review and Permit Fees
<b>In House Plan Check Review</b>	\$296.00/per hour
<b>Consultant Review</b>	Actual Cost
<b>Building Code Compliance Review</b>	\$148.00
<b>Fees Assessed at Time of Building Permit Issuance</b>	
<b>California Green Building Fund</b>	Assessed at the rate of \$4.20 per \$100,000 in valuation, with appropriate fractions thereof, but not less than \$1.00 per every \$25,000 in valuation
<b>Construction Tax</b> (Established per LAMC Chapter 3.24)	
Single Family	\$0.41/per Square Foot
Commercial/Multifamily	\$0.68/per Square Foot
<b>Strong Motion and Seismic Hazard Mapping</b>	
<b>Strong Motion Instrumentation &amp; Seismic Hazard Mapping Fees – SMIP</b> (1-3 Story Residential)	Valuation Amount x 0.00013 (Minimum Fee \$0.50)
<b>Strong Motion Instrumentation &amp; Seismic Hazard Mapping Fees – SMIP</b> (Over 3 story residential & all commercial)	Valuation Amount x 0.00028 (Minimum Fee \$0.50)
<b>General Plan Maintenance Fee</b> (Charged based Building Permit Fee)	7%
<b>Technology Surcharge Fee</b> (Charged based Building Permit Fee)	5%
<b>ENGINEERING DIVISION</b>	
<b>Encroachment Permit</b>	
<b>Parking Stall</b>	
Base	\$291.00

Per Stall Per Day	\$34.00
<b>Special</b>	\$705.00
<b>Miscellaneous</b>	\$1,192.00
<b>Plan Check</b>	
<b>County Sewer Plan Check</b>	\$1,793.00
<b>Public Works Plan Check</b>	Actual Cost
<b>Stormwater Management Plan Check</b>	\$1,873.00
<b>Transportation Plan Check</b>	Actual Cost
<b>Sewer Permit &amp; Fees</b>	
<b>City</b>	\$724.00
<b>County</b>	\$1,594.00
<b>Sewer Tap-in</b>	\$145.00
<b>Sewer Dye Test</b>	\$191.00
<b>Transportation Permits</b>	
<b>Transportation Permits</b>	
Single	\$16.00
Annual	\$90.00
<b>Inspection</b>	
<b>Engineering Inspection Fee</b> (Based on Construction Costs)	6%
<b>Additional Inspection Visit</b>	\$352.00
<b>Mapping Fees</b>	
<b>Final Subdivision Map Check</b>	
Base	\$4,693.00
City Land Surveyor (Minimum Deposit)	\$2,000.00

<b>Lot-Line Adjustment</b>	\$2,717.00
<b>Misc. Engineering Fees</b>	
<b>Vacating Easement/Right-of-Way</b>	\$11,143.00
<b>Utility Street Cut Permit</b> (Based on Construction Costs)	4%
<b>Temporary Lane Closure Permit</b>	
Application	\$628.00
<b>Fees Assessed at Time of Engineering Permit Issuance</b>	
<b>Technology Surcharge Fee</b> (Charged based Engineering Permit Fee)	5%
<b>PLANNING DIVISION</b>	
<b>General Applications</b>	
<b>Annexation</b>	\$18,001.00
<b>Appeal</b>	\$1,000.00
<b>Application Modification</b>	
Single Family	\$1,012.00
Commercial/Multi-Family	\$1,703.00
<b>Applicaton Modification</b>	
Single-Family	\$2,341.00
Commercial/Multi-Family	\$5,127.00
<b>Development Agreement</b>	\$13,986.00
<b>Environmental Review</b> (Deposit)	Actual Cost
<b>Flood Hazard Letter</b>	\$691.00
<b>Home Occupation Permit</b>	\$461.00
<b>Preliminary Project Review</b>	
Staff Review	\$6,649.00

Planning Commission	\$11,068.00
<b>Zoning Compliance/Verification Letter</b>	\$691.00
<b>Conditional Use Permit</b>	
<b>New Use Permit or Modification</b>	\$9,180.00
<b>New Use Permit or Modification (Non-Profit)</b>	\$8,809.00
<b>Temporary Use Permit</b>	\$451.00
<b>Design Review</b>	
<b>Single Family</b>	
Administrative (<150 sq. ft.)	\$691.00
Administrative (>150 sq. ft.)	\$3,469.00
Zoning Administrator	\$6,415.00
<b>Commercial/Multi-Family</b>	
Administrative	\$7,131.00
Planning Commission	\$14,825.00
<b>Historic Permit</b>	
<b>Alteration Permit</b>	\$7,172.00
<b>Resource/Landmark Designation</b>	\$4,275.00
<b>Mills Act</b>	\$6,579.00
<b>Sign Review</b>	
<b>Modification of Existing Sign</b>	\$461.00
<b>New/Modification of Sign Program</b>	\$1,382.00
<b>New Sign</b>	\$691.00
<b>Public Notification</b>	
<b>Public Notice</b>	\$2.00/per resident or occupant within notification boundary



<b>Tree Removal</b>	
<b>Tree Removal Permit</b>	
First Tree	\$300.00
Each Additional Tree	\$150.00
Invasive Species (subject to verification)	\$0.00
<b>In-Lieu Tree Replacement Fee</b>	
	\$1,200.00
<b>Consulting Arborist</b>	
	Actual Cost
<b>Long Range Planning</b>	
<b>General Plan Amendment (Deposit)</b>	
	Actual Cost
<b>Zone Change</b>	
	Actual Cost
<b>Zone Text Amendment (Deposit)</b>	
	Actual Cost
<b>Map Amendment (Deposit)</b>	
	Actual Cost
<b>Planned Unit Development (PUD)</b>	
	Actual Cost
<b>Single-Story Overlay Zone</b>	
	Actual Cost
<b>Parklet Permit</b>	
<b>Initial Application</b>	
	\$553.00
<b>Annual Fee</b> (Calculated per Square Foot of Parklet Area)	\$3.00/sq. ft.
<b>Sidewalk Dining</b>	
<b>Sidewalk Permit</b>	
Initial Applciation	\$553.00
Annual Review	\$357.00
<b>Outdoor Display Permit</b>	
<b>Outdoor Display Permit</b>	
	\$1,152.00

<b>Subdivision Review</b>	
<b>Certificate of Compliance</b>	\$4,003.00
<b>Reversion to Acreage</b>	\$7,279.00
<b>Tentative Subdivision Map Review</b>	
Tract Map	\$10,546.00
Parcel Map	\$10,546.00
Urban Lot Split	\$5,987.00
Lot Line Adjustment/Lot Merger	\$5,020.00
<b>Map Extension or Modification</b>	
Administrative	\$3,728.00
Planning Commission/City Council	\$6,674.00
<b>Variance</b>	
<b>Variance</b>	
Single Family	\$10,595.00
Commercial/Multi-Family	\$12,900.00
<b>Fees Assessed at Time of Planning Project/Permit Submittal</b>	
<b>Technology Surcharge Fee</b> (Charged based Planning Project/Permit Fee)	5%