



Planning Services Fees

Resolution No. 2026-047

Effective July 1, 2026

Address / Street Assignment

Single address.....	\$510.00
Multiple addresses	T&M plus \$1,500.00 deposit

Appeal ⁷

Appeal from Zoning Administrator's Decision for Residential Property under SRMC §D7-8 ⁷	T&M plus \$1,500.00 deposit
Appeal from Zoning Administrator's Decision for Non-Residential Property under SRMC §D7-8.....	T&M plus \$1,500.00 deposit
Appeal from Planning Commission Decision, Land Use, for Residential Property under SRMC §D7-8 ⁷	T&M plus \$2,500.00 deposit
Appeal from Planning Commission Decision, Land Use, for Non- Residential Property under SRMC §D7-8 ⁷	T&M plus \$2,500.00 deposit
Appeal from Planning Commission Decision, Residential and Mix Use Developments under SRMC §D7-8 ⁷	T&M plus \$2,500.00 deposit
Appeal from Planning Commission Decision, Commercial Development, (non-residential) under SRMC §D7-8 ⁷	T&M plus \$2,500.00 deposit

Annexation	T&M plus \$5,500.00 deposit
-------------------------	-----------------------------

Architectural Review

Administrative Review (All Districts)	T&M plus \$1,000.00 deposit
Conceptual (Maximum of one ARB meeting).....	\$1,701.00
Minor Alteration	\$1,021.00

Office / Commercial / Industrial (New Construction, Additions, and/or Alterations)

Small (up to 10,000 sq. ft.)	T&M plus \$2,000.00 deposit
Large (greater than 10,000 sq. ft.).....	T&M plus \$3,500.00 deposit
Alterations.....	T&M plus \$2,000.00 deposit

Residential

Single-Family - Second Story Addition.....	\$1,701.00
New Construction	
1 dwelling unit	T&M plus \$1,500.00 deposit
2 to 10 dwelling units	T&M plus \$2,000.00 deposit
10 dwelling units or more	T&M plus \$3,500.00 deposit

Business License

Business License Document Reprint	\$17.00
Business License Late Payment Fee	\$25.00 after a 30-day grace period
Other Fees (Business License Fees – AB 1379).....	\$4.00

General Businesses

0 – 5 Employees.....	\$341.00 plus \$4.00 (AB 1379)
6 – 50 Employees.....	\$341.00 plus \$4.00 (AB 1379)
More than 50 Employees	\$341.00 plus \$4.00 (AB 1379)

Lessors of Commercial Property

Less than 5,000 square feet.....	\$341.00 plus \$4.00 (AB 1379)
----------------------------------	--------------------------------

5,0001 to 10,000 square feet.....	\$341.00 plus \$4.00 (AB 1379)
More than 10,000 square feet.....	\$341.00 plus \$4.00 (AB 1379)

Lessors of Dwelling Units

One unit only	\$341.00 plus \$4.00 (AB 1379)
2 to 5 units	\$341.00 plus \$4.00 (AB 1379)
More than 5 units	\$341.00 plus \$4.00 (AB 1379)

Amusements & Itinerant Businesses, Circuses, Carnivals, and Exhibitions

\$341.00 plus \$4.00 (AB 1379)

Temporary Places of Sale

1 day.....	\$341.00 plus \$4.00 (AB 1379)
2 to 5 days	\$341.00 plus \$4.00 (AB 1379)
6 to 30 days.....	\$341.00 plus \$4.00 (AB 1379)

Vending Machines

1 to 5 Machines.....	\$341.00 plus \$4.00 (AB 1379)
More than 5 Machines	\$341.00 plus \$4.00 (AB 1379)

Development Agreement and Amendments

Agreement and Amendments	T&M plus \$6,000.00 deposit
Annual Review	\$680.00

Development Plan

Amendment (changes to site plan and/or square footage)	
Administrative Review	\$3,402.00
Public Hearing Required.....	T&M plus \$5,500.00 deposit
Conceptual Development Plan Review – ARB Review	\$4,082.00
Conceptual Development Plan Review – PC Review	\$4,082.00
Preliminary Housing Development Application.....	\$1,701.00
Non-residential	T&M plus \$5,500.00 deposit
Residential	T&M plus \$5,500.00 deposit

Engineering Review – Preliminary Development Review Fee

Routine Project	\$266.00/hour with a 2-hour minimum charge for each permit
Utility/Telecommunication Project.....	\$266.00/hour with a 3-hour minimum charge for each permit
Day Care Center Project of 14 or Fewer Kids	\$266.00/hour with a 1.5-hour minimum charge for each permit
Day Care Center Project of 15 or More Kids	\$1,500.00 deposit plus \$266.00/hour in excess of \$1,500.00
Non-mixed Use Project	\$3,500.00 plus \$266.00/hour in excess of \$3,500.00
Mixed Use Project	\$4,000.00 plus \$266.00/hour in excess of \$4,000.00

Environmental Review

Categorical Exemption	\$170.00
Environmental Impact Report.....	Consultant's Cost plus T&M and \$13,000.00 deposit
Negative Declaration	
Administratively Prepared	T&M plus \$10,000.00 deposit
Consultant Prepared.....	Consultant's Cost plus T&M and \$5,500.00 deposit

Mitigation Monitoring Administration

Contra Costa County Clerk Filling Fee ⁴ (fee payable to County Clerk)	\$50.00
Dept. of Fish and Game User Fee ⁴	
Negative Declaration	Per Dept. of Fish & Game Code Section 711.4
Mitigated Negative Declaration	Per Dept. of Fish & Game Code Section 711.4
Environmental Impact Report.....	Per Dept. of Fish & Game Code Section 711.4
Certified Regulatory Program.....	Per Dept. of Fish & Game Code Section 711.4
Mitigation Monitoring Program.....	
Implementation / Special Peer / Consultant Review	Consultant's Cost plus T&M and \$4,000.00 deposit
Mitigation Monitoring Staff Time	T&M plus \$3,000.00 deposit

General Plan Amendment

T&M plus \$12,500.00 deposit

Home Occupation Permit

\$255.00

Minor Exception.....

\$2,381

Rezoning (all districts) T&M plus \$8,000.00 deposit

Short-Term Rental Registration

New \$425.00
Renewal \$341.00

Sign Review

Sign Permit/Administrative Sign Review (each face copy change) \$425.00
Sign Permit approved by Master Sign Program \$425.00
Sign Permit (each new sign requiring ARB review)..... \$4,082.00
Master Sign Program T&M plus \$4,500.00 deposit
Master Sign Program Amendment T&M plus \$4,500.00 deposit
Temporary Sign Permit
 21 consecutive days (maximum one per quarter) (Banner for Special Event) \$425.00
 90 consecutive days \$425.00

Special Review

Special Peer / Consultant Review Consultant's Cost plus T&M and \$3,000.00 deposit

Specific Plan (Consultant Prepared) Consultant's Cost plus T&M and \$12,500.00 deposit

Subdivision

Major Subdivision T&M plus \$6,500.00 deposit
Minor Subdivision T&M plus \$5,000.00 deposit
Urban Lot Split \$5,613.00

Text Amendment

General Plan Text Amendment T&M plus \$12,500.00 deposit
Specific Plan Text Amendment T&M plus \$12,500.00 deposit
Zoning Text Amendment..... T&M plus \$10,000.00 deposit

Time Extension

Time Extension Approved Administratively
 (Architectural Review, Development Plan, Use Permit, Major/Minor Subdivision, Variance, etc.) \$341.00
Time Extension Requiring Public Hearing(s)
 (Development Plan, Use Permit, Major/Minor, Subdivision, Variance, etc.) T&M plus \$2,000.00 deposit

Tree Removal Permit

Residential \$510.00
Non-Residential, Administrative \$510.00
Subdivision \$1,361.00
Non-Residential, Requiring ARB Meeting \$1,701.00

Use Permit

Major Use Permit and Amendments requiring Public Hearing(s) (All Districts)..... T&M plus \$7,500.00 deposit
Minor Use Permit and Amendments (All Districts) T&M plus \$4,000.00 deposit
Temporary Land Use Permit (e.g. Christmas Tree and Halloween lots) \$850.00 plus \$500.00 cleaning deposit, as
 (all other special events see Parks & Comm. Services Fee Schedule) determined by the Zoning Administrator
Temporary Land Use Permit - Portable Outdoor Storage Unit (POSU) – Residential \$341.00
Temporary Land Use Permit - Portable Outdoor Storage Unit (POSU) – Non-Residential \$341.00

Telecommunications Land Use Permit

Administratively Processed T&M plus \$4,000.00 deposit
 Engineering Prelim. Dev. Review (Telecom.) \$266.00/hour with a 3 hour minimum charge for each permit
Requiring ARB Review T&M plus \$6,500.00 deposit
 Engineering Prelim. Dev. Review (Telecom.) \$266.00/hour with a 3 hour minimum charge for each permit
Requiring Planning Commission Review T&M plus \$6,500.00 deposit
 Engineering Prelim. Dev. Review (Telecom.) \$266.00/hour with a 3 hour minimum charge for each permit

Right-of-way Use Permit.....	T&M plus \$3,500.00 deposit
Small Wireless Site License	\$1,021.00

Variance

Administrative Variance.....	\$2,721.00
Public Hearing Required (each application)	T&M plus \$5,500.00 deposit
Single Family Residence	\$2,721.00

Zoning Certification Letter	T&M plus \$500.00 deposit
--	---------------------------

Zoning Clearance	\$850.00
-------------------------------	----------

Zoning Review / Building Permit

Single Family – Remodel	\$509.00
Single Family – New/Addition/Substantial Alteration	\$1,020.00
Multi-Family/Mixed Use – Minor Improvement.....	\$851.00
Multi-Family/Mixed Use – New/Addition/Substantial Alteration	\$1,701.00
Commercial/Industrial – New Build.....	\$1,701.00
Commercial/Industrial – Tenant Improvement.....	\$341.00
Additional Plan Check Fee (each review)	\$341.00

Miscellaneous Fees

Document / File Research.....	\$339.31 per hour (min. \$500.00 deposit)
General Plan Recovery Costs	0.17 percent (0.0017) of building code valuation
Microfilm and/or Laser fiche Fee	
Administrative Application(s) (each application)	\$170.00
Application(s) Requiring Public Hearing (excluding residential subdivisions)	\$341.00
Residential Subdivisions	\$1,021.00
Newspaper Advertisement.....	Actual Cost charged by the Newspaper
Mailing Fee (under 100 notices).....	\$850 plus Postage Fee
Mailing Fee (100+ notices).....	\$1,361 plus Postage Fee
Postage Fee	Current Postage Rate
Technology Fee Surcharge	4.74 Percent of Application Fee
Zoning Ordinance Recovery Costs	0.13 percent (0.0013) of building code valuation

Development Impact Fees

School Age Child Care Fee ⁵

Commercial - Office	\$0.17 per gross square feet
Commercial - Retail.....	\$0.23 per gross square feet
Commercial - Hotel	\$200.13 per guest room
Commercial – Institutional/Other	\$0.19 per gross square feet
Residential - All Housing Types.....	\$0.29 per gross square feet

Park and Recreation Facility Impact Fee ⁵

Residential - All Housing Types.....	\$1.39 per gross square feet
--------------------------------------	------------------------------

Parkland Dedication Fee (Quimby Act)

Residential - All Housing Types.....	\$22.63 per gross square feet
--------------------------------------	-------------------------------

Open Space Development Impact Fee ⁵

Residential - All Housing Types.....	\$1.18 per gross square feet
--------------------------------------	------------------------------

Public Art Fee ⁵

Residential - All Housing Types.....	\$0.03 per gross square feet
Commercial – Office	\$0.02 per gross square feet
Commercial – Retail	\$0.02 per gross square feet
Commercial – Hotel.....	\$20.05 per guest room
Commercial – Institutional/Other	\$0.03 per gross square feet

Affordable Housing Impact Fee ⁶

Commercial – Office, Retail, Hotel	\$4.88 per gross square feet
Commercial – Industrial	\$3.66 per gross square feet
Residential – Single-Family Detached.....	\$31.43 per livable square feet
Residential – Townhome	\$37.40 per livable square feet
Residential – Condominium	\$48.10 per livable square feet
Residential – Apartment	\$45.78 per livable square feet

Westside Specific Plan Recovery Costs	
Residential	\$733.62 per unit
Non-residential	\$0.57 per gross sq. ft. floor area
San Ramon Village Specific Plan Recovery Fee (formerly Crow Canyon Specific Plan)	
Commercial	\$0.44 per square gross floor area
Residential	\$598.11 per unit

Improvement Bonds and Deposits

(including, but not limited to Landscaping, Public Art, etc.) Bond in the amount of 100% of the
..... improvement costs or 20% Cash Bond plus T&M and \$2,000 deposit

NOTES:

1. Time and Materials charges are calculated using an hourly rate of \$339.31 for each employee working on the application.
2. Deposit amounts are set at assumed average cost of time and materials to provide the service. When the deposit has been drawn by 80%, an additional deposit of 25% to 50% of the original deposit fee will be required to continue processing application(s) as determined by the Planning Services Division. Applications may be deemed withdrawn if account deficits exist.
3. Project Applicants shall pay a cumulative total fee and/or deposits for each application type required.
4. The State Department of Fish & Game and Contra Costa County require filing fees (AB 3158) at the time of project approval.
5. School Age Child Care Fees, Parkland Dedication Fee (Quimby Act), Park and Recreational Facility Impact Fee, Open Space Development Impact Fee, and the Public Art Fee will be adjusted annually based upon the California Construction Cost Index.
6. Refer to the Inclusionary Housing and Affordable Housing Commercial Linkage Fee Ordinance for on-site construction requirements. The review authority may also consider an applicable alternative means of compliance or waiver/ adjustment/ reduction claims as allowed by the Ordinance.
7. Only a successful appeal, completely overturning a prior approval, will be eligible for a refund of appeal Deposit paid.