

City of Benicia

Planning Fee Schedule

Fee Description	Notes	Effective 9/1/19
Planning Applications		
General Plan Amendment		\$ 17,163
Zone Change (including map)		\$ 8,578
Annexation		\$ 8,578
Condominium Conversion		\$ 9,246
Development Agreement	[1]	\$ 5,361
Ordinance Revision (text amendment)		\$ 5,897
Overlay District Plan		\$ 8,578
Planned Development		\$ 8,042
Use Permit		
Office Projects up to 7,500 sq. ft.		\$ 5,361
Residential Projects up to 6 units		\$ 5,361
Commercial/industrial up to 7,500 sq. ft.		\$ 5,361
Officer projects 2,501-7,500 sq. ft.		\$ 5,361
Residential Projects 7 or more units		\$ 14,515
Commercial/Industrial more than 7,501 sq. ft.		\$ 14,515
Cannabis Use Permit	[4]	\$ 19,000
All other projects		\$ 5,361
Use Permit (staff level)		\$ 2,144
Use Permit (temporary)		\$ 536
Variance		
Variance (Staff-Single Family Residences)		\$ 2,144
Variance (Commission)		\$ 5,361
Design Review		
Residential Design Review - Commission Level- Outside H District; Single Family Exempt		\$ 2,681
Commercial Design Review - Staff Level		\$ 1,286
Residential Design Review-Commission level Minor (H District Only)		\$ 858
Commercial Design Review- Commission Level		\$ 2,681
Commercial Design Review (Commission or staff level, Minor)		\$ 1,286
Design Review Exemption or Exception to Criteria	[5]	\$ 118

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Miscellaneous		
Accessory Dwelling Unit (Ministerial)	[2,4]	\$ 181
Appeal/Rehearing/Review		\$ 536
Extension of Approval (Staff)		\$ 214
Extension of Approval (Commission)		\$ 858
Home Occupation Permit		\$ 107
Building Permit Review (1 check/1 re-check)		\$ 107
Field Inspection (Associated with Building Permit)	[5]	\$ 118
Mills Act Contract		\$ 1,608
Sign Permit (Per Site)		\$ 161
Sign Program (Multi-tenant Building)		\$ 3,217
New Sign under the existing sign program		\$ 54
Zoning Compliance Letter		
Standard Letter (Applicant provides template)		\$ 322.09
Detailed Letter		\$ 536.12
Each additional hour after the first 6 hours		\$ 107.02
Zoning Permit		\$ 107.02
Donation Bin Not-for Profit (Zoning Permit)		\$ 259.75
Donation Bin For Profit (Zoning Permit)		\$ 519.50
Environmental Review		
Exemption from CEQA (filed)		\$ 268
Initial Study/ND		\$ 5,361
Initial Study/Mitigated Negative Declaration		\$ 10,722
Mitigation Monitoring and Reporting Program		\$ 2,289
IS/EIR/EIS-Outsourced	[3,4]	15% of total contract cost
Subdivision Applications		
Parcel Map - 4 or fewer lots	[4]	\$ 10,573
Tentative Map - 4 or fewer lots		\$ 13,960
Tentative Map - 5 or more lots		\$ 13,960
Each additional 5 lots	[6]	\$ 2,288
Vesting Parcel Map - 4 or fewer lots		\$ 13,273
Vesting Tentative Map - 4 or fewer lots		\$ 16,249

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Vesting Tentative Map - 5 or more lots		\$ 16,249
Each Additional 5 lots		\$ 2,289
Lot Line adjustment		\$ 2,144
Certificate of Compliance		\$ 1,374
Parcel Merger/Split		\$ 4,289
Waiver of Parcel Map		\$ 2,289
Reversion to Acreage		\$ 10,299
Mobile Home Park Conversion		\$ 10,722
Certificate of Correction- Minor Corrections approved by staff		\$ 2,289
Amendment to Approved Map or Agreement needing Council/Commission action		\$ 6,866
Extension of Approved Map		\$ 687
Mobile Food Vendor's Permit		
New		\$ 596
Renewal		\$ 107
Water Efficient Landscape Ordinance (WELO) Plan Check Fees		
WELO P.C. Single Family		\$ 804
WELO P.C. for multi-unit dwelling (4 or more units)		\$ 1,126
Other Fees and Charges		
Pre-Application Review (per meeting)	[1]	\$ 1,140
In-Lieu Parking Fee	[4]	Varies
Consultant Services	[3]	Cost of Service plus 15% of project cost for city administrative fees
ALUC Review		\$ 536
Contract Management- Administrative Fee (per contract)	[4]	15% of Consultant Cost
Annual Permit	[4]	15% of Consultant Cost

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<p>For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.</p>		

[Notes]

- [1] Actual cost significantly higher than NBS Study
- [2] CA State law changed; Ministerial permit
- [3] Initial deposit will be 25% of contract value
- [4] Maintain status quo fee amount
- [5] Fee in previous schedule was inadvertently omitted
- [6] Fee increased by less than CPI of 3.9% because fee amount caps at full cost recovery