

**City of Rohnert Park – Development Services**  
**DEVELOPMENT ENGINEERING FEE SCHEDULE**

**Development Engineering Services – Schedule of Fees and Charges**

Fee No.	Development Engineering Services	Fees / Charges	Initial Deposit	Notes
1	Grading/Site Improvement Plan Check and Inspection	Full cost-recovery charges apply.	\$4,454 (plan check initial deposit), 1.5% of Engineer's Estimated Cost of improvement (inspection initial deposit)	1, 2, 3, 4
2	Landscaping Plan Check	Full cost-recovery charges apply.	\$5,075 (plan check and documentation verification initial deposit), 1.5% of Estimated Engineer's Cost of improvement (inspection and initial deposit)	1, 2, 3, 4
3	Public Improvement Plan Check and Inspection	Full cost-recovery charges apply.	\$4,322 (plan check initial deposit), 1.5% of Engineer's Estimated Cost of improvement (inspection initial deposit)	1, 2, 3, 4
4	Subdivision Plan Check and Inspection	Full cost-recovery charges apply.	\$3,230 (plan check initial deposit), 1.5% of Engineer's Estimated Cost of improvement (inspection initial deposit)	1, 2, 3, 4
5	Final Parcel Map Review	Full cost-recovery charges apply.	\$2,626	1, 2, 3
6	Final Subdivision Map Review	Full cost-recovery charges apply.	\$5,122	1, 2, 3
7	Final Map Amendment/Revision Review (Minor)	\$755 per map	N/A	5
8	Final Map Amendment/Revision Review (Major)	Full cost-recovery charges apply.	\$1,486	1, 2, 3
9	Time Extension	\$135 per application	n/a	5
10	Lot Line Adjustment / Lot Mergers / Reversion to Acreage	Full cost-recovery charges apply.	\$1,133	1, 2, 3

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11	Street Vacation / Abandonment Request	Full cost-recovery charges apply.	\$1,686	1, 2, 3
12	Minor Encroachment Permit/Inspection	\$391	n/a	5

Fee No.	Development Engineering Services	Fees / Charges	Initial Deposit	Notes
13	Minor Encroachment Permit/Inspection: Single Family Residential Sidewalk Repair	\$0	n/a	6
14	Minor Encroachment Permit/Inspection: Water Lateral Replacement for Accessory Dwelling Unit, SFD major remodel/ addition	\$0	n/a	7
15	Major Encroachment Permit/Inspection	\$1,619	n/a	5
16	Major Encroachment Permit/Inspection requiring time and materials with initial deposit	Full cost-recovery charges apply.	\$2,699	1, 2, 3
17	Plumbing Permit issued by Development Engineering / Inspection	\$391	n/a	5
18	Transportation Permit	\$16 for single trip permit; \$90 for annual permit	n/a	8
19	Sign Review	\$150 per plan	n/a	5, 9
20	Recycled Water Permit	\$1,738 per connection	n/a	5, 10

**Development Engineering Fee Schedule Table Notes**

1. Cost-recovery charges include all costs to provide services or process applications/projects. Costs that may be recovered include but are not limited to: City staff time at fully-burdened hourly rates, including those of City departments other than Development Services (e.g. Fire

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Services, Public Works, etc.), consultant costs, legal costs, administrative costs generated by application/project, public noticing and advertisement costs, and other public agency fees.

2. An ***Acknowledgement of Reimbursement Obligation for Payment of Full Cost Recovery Fees for Application Processing and Inspection Services*** form (“Reimbursement Obligation Form”) or ***Reimbursement Agreement*** must be executed in conjunction with applications for these services and/or permits.
3. The method by which the City recovers its costs from the applicant or financially-responsible party is determined by the cost-recovery obligation form or agreement used. Typically, cost recovery is either: (a) a draw-down from a deposit, or (b) billing in arrears for costs incurred by the City to provide services. The cost recovery method and terms are stipulated in the *Reimbursement Obligation Form, Reimbursement Agreement, or specific terms of a development agreement or other negotiated instrument approved by City.*
4. Initial deposit due for these services will be determined by the City, based on the Engineer’s Cost Estimate of improvement as provided by the applicant. The applicant-provided Engineer’s Cost Estimate is subject to review and approval by the City. The initial deposit amount due may be adjusted by the City, based on recalculations of the Engineer’s Cost Estimate approved by the City Engineer.
5. Applicant will be charged a flat fee as indicated for the service and/or permit, unless the service and/or permit is part of a more complex project with multiple/concurrent permits or entitlements in which costs for processing are recovered pursuant to an executed *Reimbursement Obligation Form, Reimbursement Agreement, or specific terms of a development agreement or other negotiated instrument approved by City.*
6. Insurance required
7. Requires concurrent building permit application for new water meter installation
8. Transportation permit fees are determined by the State of California.
9. Added as additional flat fee to planning flat fee for this service.
10. Requires encroachment permit in addition.

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## **Additional Notes about Fees and Charges**

### **Actual costs**

The actual cost of City staff time is the fully-burdened hourly rate of the staff providing service, which may include but is not limited to Development Services, Public Safety, Public Works, and Administration providing review specifically for the project. Charges will be in increments of 0.25 hour.

### **Consultant charges may apply**

In some cases, additional costs may be incurred by the City due to the necessity of using a consultant to assist Development Services with the review and processing of applications/projects. In such cases, the costs of the consultant's services will be passed through to the applicant, with an Administrative Fee in the amount of 7% of the consultant invoice cost, unless a different rate is stipulated for those services by a Reimbursement Agreement or Development Agreement.

### **Concurrent / multiple applications**

When two or more applications are filed and processed concurrently, the required initial deposit will be the sum of the individual application fees and/or deposits.

### **Investigative fee for work started without a permit**

If work on a Development Engineering project is found to have commenced without a permit, an investigation fee will be charged equal to the amount of permit fee that would apply to that project. If the project is full cost-recovery (i.e. not a flat fee project), the investigation fee will be the cost of time-and-materials required for inspection and administrative support to process the project, prior to the project coming into compliance. This investigation fee is in addition to the permit fees that will be required to bring the project into compliance.

### **Annual Adjustment of Flat Fees**

Flat fees are automatically adjusted annually on July 1st, based on the Consumer Price Index published by the U.S. Bureau of Labor Statistics for All Urban Consumers, All Items, in the San Francisco-Oakland-San Jose Area, measured in the month of December in the calendar year that ends in the previous fiscal year.

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### **Annual Adjustment of Fully-Burdened Hourly Rate**

Fully-burdened hourly rates are automatically adjusted annually on July 1st, based on the Consumer Price Index published by the U.S. Bureau of Labor Statistics for All Urban Consumers, All Items, in the San Francisco-Oakland-San Jose Area, measured in the month of December in the calendar year that ends in the previous fiscal year.

### **Services Not Listed on Development Engineering Schedule of Fees and Charges**

When Development Engineering staff provide requested or necessary review, inspection or staff support services that are not included in this Development Engineering Schedule of Fees and Charges, the Development Services Director may assess and collect such fees that are reasonably necessary to defray the cost of such services. Staff time shall be charged on a fully-burdened hourly rate basis or the actual cost of outside consultant, plus 7% administrative fee, or administrative fee rate as stipulated by applicable Reimbursement Agreement or Development Agreement.