

City of East Palo Alto Comprehensive Fee Schedule



Effective
September 29, 2020

City of East Palo Alto
Miscellaneous Fees

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
MISCELLANEOUS FEES				
1	Photocopy		[1]	
	8.5" x 11" (black & white single side)	each		\$0.10
	8.5" x 11" (color single side)	each		\$0.25
2	Ellis Act Withdrawn Property Administrative Fee	Per Unit Application Units		\$405.00

[Notes]

[1] Includes copies, traffic police reports.

City of East Palo Alto
Finance Department

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
FINANCE FEES				
1	Checks Returned by Bank or Financial Institution Due to Insufficient Funds	per check	[1]	
	First Returned Check			\$25.00
	Each Additional Check			\$35.00
2	Overdue Invoices		[2]	\$10 or 10% per annum, whichever is greater
3	Business License - First Time License Application Fee	each		\$35.00

[Notes]

[1] Fee amount set by State. First returned check: \$25, each additional: \$35.

[2] Unless otherwise specified in the City of East Palo Alto's Municipal Code, \$10 or 10% per annum, whichever is greater; An invoice becomes delinquent one (1) business day following the due date.

City of East Palo Alto
Planning Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
PLANNING FEES				[1]
1	Pre-Application Fees			
	Hourly Pre-Application (1 hr. minimum)	per hour		\$288
	Pre-Application Services for Projects Subject to City's Pre-Application Ordinance	deposit	[8]	\$10,087
2	Appeals			
	Appeals to City Council (if initiated by City Council - no charge)	each		\$4,755
	Appeals to Planning Commission	each		\$7,853
3	Subdivision			
	Certificate of Compliance	each		\$4,467
	Condominium Conversion	each	[2,8]	\$35,160
	Final Maps (4 lots or less) - Planning Review of Engineering Application	each		\$4,323
	Final Maps (5 - 25 lots) - Planning Review of Engineering Application	each		\$4,899
	Final Maps (>25 lots) - Planning Review of Engineering Application	each		\$5,476
	Lot Line Adjustment	each		\$4,611
	Lot Line Merger	each		\$4,611
	Tentative Maps (4 lots or less)	each	[8]	\$14,410
	Tentative Maps (5 - 25 lots)	each	[8]	\$20,174
	Tentative Maps (>25 lots)	deposit	[8]	\$39,195
	Tentative Map Extension	each	[8]	\$8,646
	Tentative Map Modification	each	[8]	\$9,222
4	Design Review			
	Administrative	each		\$4,035
	Minor Modification to Conditions	each		\$2,882
	Planning Commission Review	each		\$12,969
	Accessory Dwelling Unit Permit - Administrative (Includes Guest House)	each		\$1,729
	Accessory Dwelling Unit Permit - Planning Commission	each		\$3,458
	Garage Conversions / Minor ADR (120 s.f. or less)	each		\$865
5	Legislative Actions			
	General Plan Amendment	deposit	[8]	\$18,733
	Planned Unit Development	deposit	[8]	\$18,733
	Zone Change	deposit		\$18,733
	Zoning Text Amendment	deposit		\$18,445

City of East Palo Alto
 Planning Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
6	Tree Removal			
	1-2 trees	each		\$350
	3 or more	each		\$750
7	Signage			
	Master/Common Sign Program	each		\$3,458
	Permanent Sign Program (per sign)	each		\$750
	Temporary Sign (per sign)	each		\$200
8	Business License			
	Zoning Review for Business License	each		\$432
9	Use Permit			
	Extension - SFD	each		\$2,500
	Extension - Other than SFD	each		\$8,142
	Modifications to Conditions - Major	each		\$8,646
	Modifications to Conditions - Minor	each		\$2,882
	Public Utility Tower - Major	each		\$10,735
	Public Utility Tower - Minor	each		\$2,882
	Use Permits	each		\$10,735
	Filing Fees - Public Convenience/Necessity Application	each	[6]	\$10,735
	Temporary Use Permit, 1-6 days in 30 days	each		\$250
	Temporary Use Permit, 15-45 Consecutive Days in 1 year	each		\$2,450
	Temporary Use Permit, 7-45 Days in 1 Year	each		\$5,188
	Temporary Use Permit, 1 Year Approval	each		\$10,735
	Administrative Use Permit (AUP)	each	[4]	\$3,458
10	Zoning Relief			
	Parking Exception - SFD	each		\$2,500
	Parking Exception - Non SFD	each		\$10,735
	Variance	each		\$10,735

City of East Palo Alto
 Planning Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
11	Environmental			
	Categorical Exemption			
	a) Standard	each		\$1,441
	b) Infill/Other			
	Staff Management & Review	each	[1]	\$7,205
	Consultant Cost	deposit		Actual Cost
	Initial Study			
	a) Staff Management & Review	each	[1]	\$23,056
	b) Consultant Cost	deposit		Actual Cost
	Initial Study - Negative Declaration			
	a) Staff Management & Review	each	[1]	\$23,056
	b) Consultant Cost	deposit		Actual Cost
	Initial Study - Mitigated Negative Declaration			
	a) Staff Management & Review	each	[1]	\$23,056
	b) Consultant Cost	deposit		Actual Cost
	Environmental Impact Studies (EIR)			
	a) Staff Management & Review	each	[1]	\$8,646
	b) EIR Report - Consultant Cost	deposit		Actual Cost
	Mitigation Monitoring - one-time	each		\$3,372
	Notice of Determination (NOD) - CEQA Filing	each	[5]	per State
12	Other Administrative Fees			
	Building Permit Review - Minor Res. Improvement	each		\$605
	Building Permit Review - Tenant Improvements	each		\$2,450
	Building Permit Review - Addition of s.f.	each		\$1,960
	Building Permit Review - New SFD	each		\$1,297
	Building Permit Review - New Multifamily	each		\$5,332
	Building Permit Review - New Commercial	each		\$5,332
	Re-Noticing or Special Noticing	each		\$576
	Written Determination by City Planning Manager	each		\$1,441
	Research / Document Review	each		\$3,386
	Planning Hourly Fee (1 hr. minimum)	per hour		\$288
	Address Assignment	each		\$1,873
	Refund Administrative Fee		[3]	per Policy
	Noticing Fee	each		\$576

City of East Palo Alto
Planning Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
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[Notes]

- [1] All fees shall be treated as minimum fees. If service exceeds the minimum fee amount, the Planning Department shall forward a bill for the full amount of the cost to process the permit.
- [2] Refer to Section 7109 of the City Subdivision Regulations.

Refund shall be calculated as follows:
- [3] a) If application has been routed to another division, refund 60% of the permit fee.
b) If Planning Commission has been notified or project is considered "complete", refund of 40% of the permit fee.
- [4] AUPs will be processed at a staff level, unless written protest is filed, at which point, legal advertisement and public noticing plus staff time to prepare a staff report will be charged to the applicant".
- [5] Fee as set by State Fish and Game Department; may be adjusted from time-to-time to reflect State revisions.
- [6] This fee shall be waived if processed concurrently with a Use Permit Application.
- [7] At the discretion of the City Planning Manager, multiple permits may be covered by the fee for the highest permit if additional substantial staff time is not required.

A surcharge of 25.3% for the General Plan Update also applies. For large projects, the City requires a cost recovery agreement, whereby the fee amount becomes an initial deposit. To determine the initial deposit amount, the City estimates either the required City direct planning labor or has or planning project consultant labor. In these cases, the adopted General Plan Surcharge will be applied one-time to the initial amount of estimated project planning labor hours multiplied by the hourly City planning rate.

City of East Palo Alto
Engineering Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
ENGINEERING FEES				
1	Grading - Plan Review		[1]	
	< 50 Cubic Yards	each		\$2,506
	50 - 100 Cubic Yards	each		\$2,506
	101 - 500 Cubic Yards	each		\$5,012
	> 501 Cubic Yards	deposit	[2]	\$15,035
2	Grading - Inspection			
	< 50 Cubic Yards	each		\$2,506
	50 - 100 Cubic Yards	each		\$3,759
	101 - 500 Cubic Yards	each		\$15,035
	> 501 Cubic Yards	deposit	[2]	\$20,000
3	Public Improvements - Plan Review		[1]	
	\$	10,000	base fee up to \$10,000	\$2,506
	\$	10,001	base fee at \$10,001	\$2,506
			each add'l \$10,000 or fraction thereof	\$2,506
	\$	50,001	base fee at \$50,000	\$12,529
			each add'l \$10,000 or fraction thereof	\$1,503
	\$	100,001	base fee at \$100,000	\$20,046
			each add'l \$10,000 or fraction thereof	\$251
	\$	500,001	deposit	\$30,069

City of East Palo Alto
Engineering Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
4 Public Improvements - Inspection				
\$	10,000	base fee up to \$10,000		\$1,253
\$	10,001	base fee at \$10,001		\$1,253
		each add'l \$10,000 or fraction thereof		\$626
\$	50,001	base fee at \$50,000		\$3,759
		each add'l \$10,000 or fraction thereof		\$1,754
\$	100,001	base fee at \$100,000		\$12,529
		each add'l \$10,000 or fraction thereof		\$439
\$	500,001	deposit	[2]	\$30,069
5 Encroachment Permit				
			[1]	
	Minor Frontage Improvements such as sidewalk, curb, gutter, driveway	each		\$451
	Utility connections, excavations, potholing	each		\$752
	Temporary closure of sidewalk, bike/vehicle lane(s), street	each		\$752
	Any other work encroaching into the public right-of-way	each		\$752
	Street Cut Fee	each		\$752
6 Encroachment Permit - Other				
			[1]	
	Debris Box / Temporary Storage	per week		\$1,002
	Traffic Control Plan Review	per street		\$1,002
	Traffic Control Field Inspection/Monitoring	per day		\$1,002
7 Final Parcel Map / Tract Map				
	Parcel Map (4 Lots or Less) - City Admin Cost (consultant costs are passed through to applicant)	each		\$3,759
	Tract Map (5 or More Lots) - City Admin Cost (consultant costs are passed through to applicant)	each		\$5,012
8 Certificate of Compliance / Street Right-of-Way (ROW) Vacation				
	Certificate of Compliance	each		\$3,759
	Street ROW Vacation	each		\$3,759

City of East Palo Alto
Engineering Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
9	Transportation Permit			
	Single Trip	per trip		\$16
	Annual	yearly		\$90
10	Administrative Fees			
	Request for Letter (e.g. Flood Hazard Letter)	each		\$251
	Bond Administration and Release	each		\$251
	Job Card Replacement	each		\$251
	4th and Subsequent Plan Review Fee	each		\$752
	Re-inspection Fee	each		\$752
	After-Hours Inspection (minimum 4 hours)	hourly		\$282
Planning Application Review / Support			[1]	
1	Tentative Maps (4 lots or less)	each		\$2,506
2	Tentative Maps (5 lots or more)	each		\$3,759
3	Tentative Map Extension / Modification	each		\$1,253
4	Design Review - Administrative	each		\$1,253
5	Architectural Supervision	each		\$501
6	Second Unit Permit	each		\$501
7	General Plan Amendment	each		\$1,503
8	Planned Unit Development	each		\$3,759
9	Zone Change / Text Amendment	each		\$501
10	Tree Removal Permit	each		\$501
11	Use Permit (all types)	each		\$501
12	Zoning Relief (all types)	each		\$501
13	Initial Study	each		\$1,253
14	EIR	each		\$2,506
15	Mitigation Monitoring (per measure)	each		\$501
16	Hourly Pre-Application	each		\$251
17	Lot Line Adjustment	each		\$3,759
18	Lot Line Merger	each		\$3,759

City of East Palo Alto
Engineering Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
Building Plan Review / Support			[1]	
1	Minor Residential Improvement	each		\$301
2	TI (Tenant Improvement) or Addition of square feet	each		\$501
3	New SFD (Single Family Dwelling)	each		\$1,002
4	New Multifamily or Commercial	each		\$2,005
5	Encroachment Permit - Fence	each		\$501

[Notes]

[1] Up to 3 plan review submittals included. Additional Fee will be charged for 4th and subsequent reviews.

[2] All Public Improvement projects over \$500,000 in value or Grading projects larger than 501 cubic yards will be recovered on a deposit and time and materials billing system, per the PW Director's discretion. Overtime rate to be charged in inspections performed after hours, minimum 4 hours.

City of East Palo Alto
Environmental Services Program

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
NPDES				
1	BMP Inspection			
	2,500 to 10,000 square feet	each		\$270
	10,001 square feet to 1 acre	each		\$674
	1 acre to 5 acres	each		\$2,021
	Each additional acre >5 acres	per acre		\$189
2	Grading Inspection for Construction BMPs	per 10,000 s.f.		\$135
3	C.4 Inspection			
	Low Priority	each		\$135
	High Priority	each		\$337
4	Discharge Inspection			
	Initial Inspection (3 hours)	each		\$404
	Each additional hour	hourly		\$135
	Monitoring, Sampling or Testing, Lab analysis, cost, and rental equipment charges	deposit		Actual Cost
5	Illicit Discharge Clean-Up in the Public Right-of-Way			
	Initial Inspection (3 hours)	each		\$404
	Each additional hour	hourly		\$135
6	Vacant Property inspections, illegal dumping, encampments, etc.	each		\$270
7	Administrative Citation, Minor discharge (inert substance)	each	[1]	\$100
8	Administrative Citation, Major Discharge (non-inert substance, per storm drain impact)	each	[1]	\$1,000
9	Other Services not Listed	hourly		\$135
Support to Planning Fees				
1	Stormwater Design Review			
	Single Family	each		\$34
	Other			
	2,500 to 10,000 square feet	each		\$270
	10,001 square feet to 1 acre	each		\$674
	1 acre to 5 acres	each		\$2,021
	Each additional acre >5 acres	per acre		\$472
2	Water Efficiency Landscape Ordinance Plan Review			
	80% or more low-to-no water use	per acre		\$202
	80% or less low-to-no water use	per acre		\$809

City of East Palo Alto
Environmental Services Program

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
3	Solid Waste Enclosure Design Review			
	Single Family	each		\$34
	Other			
	2,501-5,000 sf	each		\$34
	5,000 sf or more: restaurant, auto, retail, nursery, & other high pollutant potential	each		\$67
	10,000 sf- 1 acre, all other	each		\$135
	1 acre or high concern projects	per acre		\$270
4	Each Additional Plan Review after first three reviews	hourly		\$135
5	Environmental Impact Studies (EIR)	each		\$674
Support to Building Fees				
1	Stormwater Design Review			
	Single Family	each		\$34
	Other			
	2,500 to 10,000 square feet	each		\$270
	10,001 square feet to 1 acre	each		\$809
	1 acre to 5 acres	each		\$2,021
	Each additional acre >5 acres	per acre		\$472
2	Water Efficiency Landscape Ordinance Plan Review			
	80% or more low-to-no water use	per acre		\$404
	80% or less low-to-no water use	per acre		\$1,348
3	Solid Waste Enclosure Design Review			
	Single Family	each		\$34
	Other			
	2,501-5,000 sf	each		\$67
	5,000 sf or more: restaurant, auto, retail, nursery, & other high pollutant potential	each		\$135
	10,000 sf- 1 acre, all other	each		\$270
	1 acre or high concern projects	per acre		\$404
4	Each Additional Plan Review after first three reviews	hourly		\$135

[Notes]

[1] Penalty Charge

City of East Palo Alto
 Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
BUILDING PERMIT AND PLAN CHECK FEES				[1]
1	Processing Fee	flat		\$283
2	Building Plan Check - Single Family Residential			
\$	5,000	base fee up to \$5,000		\$189
\$	5,000	base fee at \$5,000		\$189
	each additional \$1000 or fraction thereof	each add'l \$1,000		\$18.89
\$	25,000	base fee at \$25,000		\$567
	each additional \$1000 or fraction thereof	each add'l \$1,000		\$7.56
\$	50,000	base fee at \$50,000		\$756
	each additional \$1000 or fraction thereof	each add'l \$1,000		\$7.56
\$	100,000	base fee at \$100,000		\$1,134
	each additional \$1000 or fraction thereof	each add'l \$1,000		\$2.83
\$	500,000	base fee at \$500,000		\$2,267
	each additional \$1000 or fraction thereof	each add'l \$1,000		\$1.79
\$	1,000,000	base fee at 1,000,000	[2]	\$3,165

City of East Palo Alto
 Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
3	Building Permit/Inspection - Single Family Residential		[5]	
\$		5,000	base fee up to \$5,000	\$189
\$		5,000	base fee at \$5,000	\$189
	each additional \$1000 or fraction thereof		each add'l \$1,000	\$18.89
\$		25,000	base fee at \$25,000	\$567
	each additional \$1000 or fraction thereof		each add'l \$1,000	\$0.00
\$		50,000	base fee at \$50,000	\$567
	each additional \$1000 or fraction thereof		each add'l \$1,000	\$15.11
\$		100,000	base fee at \$100,000	\$1,323
	each additional \$1000 or fraction thereof		each add'l \$1,000	\$6.14
\$		500,000	base fee at \$500,000	\$3,779
	each additional \$1000 or fraction thereof		each add'l \$1,000	\$4.91
\$		1,000,000	base fee at 1,000,000	\$6,235
			[2]	

City of East Palo Alto
 Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
4	Building Plan Check - Commercial/Multi-Family/Industrial			
\$	5,000	base fee up to \$5,000		\$189
\$	5,000	base fee at \$5,000		\$189
	each additional \$1000 or fraction thereof	each add'l \$1,000		\$20.99
\$	50,000	base fee at \$50,000		\$1,134
	each additional \$1000 or fraction thereof	each add'l \$1,000		\$52.90
\$	100,000	base fee at \$100,000		\$3,779
	each additional \$1000 or fraction thereof	each add'l \$1,000		\$14.17
\$	500,000	base fee at \$500,000		\$9,447
	each additional \$1000 or fraction thereof	each add'l \$1,000		\$94.47
\$	1,000,000	base fee at 1,000,000		\$14,170
	each additional \$1000 or fraction thereof	each add'l \$10,000		\$29.18
\$	10,000,000	base fee at \$10,000,000	[3]	\$40,432

City of East Palo Alto
 Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
5	Building Permit/Inspection - Commercial/Multi-Family/Industrial		[5]	
\$	5,000	base fee up to \$5,000		\$189
\$	5,000	base fee at \$5,000		\$189
	each additional \$1000 or fraction thereof	each add'l \$1,000		\$12.60
\$	50,000	base fee at \$50,000		\$756
	each additional \$1000 or fraction thereof	each add'l \$1,000		\$11.34
\$	100,000	base fee at \$100,000		\$1,323
	each additional \$1000 or fraction thereof	each add'l \$1,000		\$13.70
\$	500,000	base fee at \$500,000		\$6,802
	each additional \$1000 or fraction thereof	each add'l \$1,000		\$136.03
\$	1,000,000	base fee at 1,000,000		\$13,603
	each additional \$1000 or fraction thereof	each add'l \$10,000		\$78.30
\$	10,000,000	base fee at \$10,000,000	[3]	\$84,076

City of East Palo Alto
 Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
MISCELLANEOUS FEES - FLAT RATE PERMITS				
1	Demolition	flat		\$472
2	Commercial Demolition			Refer to Valuation Table
3	Door/Window Replacements (up to 20 Windows)			
	Up to 4 Windows	flat		\$378
	More than 4 and up to 20 Windows	flat		\$472
	Greater than 20 Windows			Refer to Valuation Table
4	Fences			
	Over 7 ft - 64 l.f.	flat		\$283
	Over 7 ft - each additional 16 l.f. over 64 l.f.	each		\$47
	CMU fence			Refer to Valuation Table
5	Photovoltaic Systems (Solar Systems)		[4]	
	Solar - Residential	each		\$378
	Per kW above 15kW	each		\$5
	Solar - Commercial (Up to 50 kW)	each		\$756
	Per kW between 51kW - 250kW	each		\$7
	Per kW above 250kW	each		\$5
	Solar - Commercial - Ground Mount	each		Refer to Valuation Table
6	Property Research/Site Inspection for Business License	each		\$472
7	Re-roof - Residential			
	Non-structural up to 10,000 sq. ft.	flat		\$378
	Structural or Non-structural greater than 10,000 sq. ft.			Refer to Valuation Table
8	Electric Vehicle Charging Station (Residential)			
	Residential	flat		\$170
	Commercial			Refer to Valuation Table

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
MECHANICAL, PLUMBING, ELECTRICAL PERMIT FEES				
1	Water Heaters and Residential Commodes	each		\$125
2	Residential/Simple Standalone MPE Permit (fee includes up to 3 from the list below)	per project		\$175
	<p>Simple Mechanical Items:</p> <ul style="list-style-type: none"> Addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system. HVAC change out - existing dwelling Air-handling unit over 10,000 CFM Evaporative cooler Ventilation fan connected to a single duct Hood and duct system Duct systems Miscellaneous mechanical (wall furnace, condensing units, gas outlet/gas test, etc.) Other simple mechanical <p>Simple Electrical Items:</p> <ul style="list-style-type: none"> Receptacle, switch, and lighting outlets Lighting fixtures Pole or platform-mounted lighting fixtures Theatrical-type lighting fixtures or assemblies Residential appliances Appliances not exceeding one horsepower (HP), kilowatt (KW), or kilovolt-ampere (KVA), in rating Busways Trolley and plug-in-type busways - each 100 feet or fraction thereof Signs, outline lighting, and marquees Signs, outline lighting, or marquees supplied from one branch circuit Services of 600 volts or less and not over 400 amperes in rating Miscellaneous apparatus, conduits, and conductors Residential solar photovoltaic systems Residential swimming pools Portable generators less than 10,000 W 			

City of East Palo Alto
 Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
	Temporary power panel/service			
	Temporary power pole			
	Other simple electrical			
	Simple Plumbing Items:			
	Plumbing fixtures			
	Building sewer			
	Rainwater systems			
	Water heater			
	Industrial waste pretreatment interceptor			
	Water piping and/or water treating equipment			
	Repair or alteration of drainage or vent piping			
	Lawn sprinkler systems			
	Backflow devices			
	Atmospheric-type vacuum breakers			
	Gas test			
	Gas outlets			
	Solar water systems			
	Other simple plumbing			
3	Complex/Commercial Standalone MEP Permits			Refer to Valuation Table

City of East Palo Alto
 Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
ADDITIONAL PLAN REVIEW / INSPECTION SERVICES				
1	Alternative Means and Methods	hourly		\$189
2	Extension Requests for Building Permits	hourly		\$189
3	Replacement of Job Card (Building Permit Card)	hourly		\$189
4	Deferred Submittals	hourly		\$189
5	Inspection Supplemental Fee (Projects that require more inspections than average, the Building Official may charge additional inspection fees)	hourly		\$189
6	Accessibility Hardship Exemption	hourly		\$189
7	Additional Plan Check required by changes, additions, or revisions to plans	hourly		\$189
8	Appeals	each		\$500
9	Certificate of Occupancy	each		\$378
10	Fire Damage Inspection	each		\$600
11	Inspections outside of normal business hours	hourly (2 hr min)		\$215
12	Pre-Site Inspection / Re-inspection - SFD	each		\$189
13	Pre-Site Inspection / Re-inspection - Other than SFD	each		\$283
14	Records Research	per 30 minutes		\$94
15	Re-inspection	hourly		\$189
16	Written Interpretation of Building Code	each		\$378

City of East Palo Alto
Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
PLANNING OR ENGINEERING PROJECT REVIEW BY THE BUILDING DIVISION				
1	Tentative Map Review	each		\$189
2	Final Maps (up to 25 lots)	each		\$189
3	Final Maps (>25 lots)	each		\$283
4	Design Review	each		\$378
5	Temporary Use Permit	each		\$283

[Notes]

- [1] Includes MPE fees when in combination with a Building Permit
- [2] All projects over \$1,000,000 in value will be recovered on a deposit and time and materials basis, per the Building Official's discretion. Overtime rate to be charged on inspections performed after hours, minimum 2 hours.
- [3] All projects over \$10,000,000 in value will be recovered on a deposit and time and materials billing system, per the Building Official's discretion. Overtime rate to be charged on inspections performed after hours, minimum 4 hours.
- [4] Fees shall not exceed the amounts as stated in GC 66015.
- [5] Permits over \$100k in valuation are subject to a 25.3% General Plan Update Surcharge.

**City of East Palo Alto
Police Department Fes**

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
POLICE FEES				[1]
1	Fingerprinting (livescan)	each	[1]	\$22
2	Vehicle Release		[2]	
	During Regular Business Hours	each		\$22
	During Nights or Weekends or Holidays	each		\$126
	Tow Company Cost	each		Actual Cost
3	Repossession - Verification Fee	each	[6]	\$15
4	Proof of Correction Citation - Sign-off	each	[7]	\$25
5	Clearance Letter	each		\$15
6	Permit Review - Private Security Company	each		\$312
7	False Alarm Response - (charge is per response after first two responses within a single calendar year)	per officer	[3]	\$56
8	Loud Party Response - (charge is per response after first response in one calendar month)	per minute / per officer / per dispatcher	[4]	\$4
9	Assistance to Planning Division - Security Plan Review for New Business	each		\$401
10	Redaction Services - Body Worn Camera Video (City Staff)	hourly - min 1 hr.	[5]	\$252
11	Redaction Services - Body Worn Camera Video (Contractor)			
	City Processing	each		\$111
	Consultant Cost	each		Actual Cost
12	Officer Support of City Special Events	each		\$111

[Notes]

- [1] Plus pass-through of any outside agency fees (e.g. Department of Justice fees).
- [2] Towing fees are paid separately.
- [3] Fee waived for first two responses per calendar year.
- [4] Fee waived for first response per 120 days.
- [5] Redaction Services which take longer than 1 hour will be charged at actual cost of time & materials.
- [6] Fee capped at \$15 per Section 28 of the Vehicle Code.
- [7] Fee capped at \$25 per Section 68084 of the Government Code.

City of East Palo Alto
Community Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
COMMUNITY SERVICES FEES				
1	Special Event Permit - Application Processing		[4]	
	Category 1 Events		[1]	\$51
	Category 2 Events		[2,5]	\$158
	Category 3 Events		[3,5]	\$425
	Police - Alcohol Distribution	per event		\$56
2	Special Event Permit - On-Site Event Support			
	Community Services Staff - Business Hours	hourly		\$204
	Community Services Staff - After Business Hours	hourly		\$220
	Other City Departments	hourly		See Department Fee Schedules
	Fire / County Health Department	hourly		See Agency Fee Schedule
3	Building Facility Rental Fees			
	City Council Chambers			Not Available for Rental
	Community Room (at City Hall)	hourly - minimum 2 hours		\$15
	Cooley Landing	hourly - minimum 2 hours	[4]	\$76
	Senior Center		[6]	\$ 15
4	Park Facility Rental Fees			
	All Locations - rental of park, pavilion, or barbeque areas for special events	hourly - minimum 2 hours		\$15

[Notes]

- [1] Small gatherings of less than 50 attendees (no Alcohol) - No outside review needed
- [2] Small gatherings of less than 50 attendees (no Alcohol) or Large gatherings of more than 50 attendees - Review by Police needed
- [3] Block Party, Community Event, Parade/Street Closure - Review by Police, Fire, Building, Engineering, Environmental Services needed.
- [4] Cooley Landing subject to \$500 cleaning deposit.
- [5] May also be subject to Fire fee.
- [6] Limited Availability

City of East Palo Alto
Development Impact

Fee No.	Fee Name	Unit / Data Input Required	Notes	Recommended Fee Level / Deposit
Development Impact Fees				
1 Parks and Trails				
	Detached ADU	Dwelling Unit	[1]	\$1,679.45 ²
	Other Non-Residential	Peak Service Population		\$932.69
	Single-Family	Dwelling Unit (Rental)		\$4,199.13
	Townhouse	Dwelling Unit (Rental)		\$4,199.13
	Multi-Family Housing	Dwelling Unit (Rental)		\$2,892.55
	Office/Research & Development	Square Foot		\$1.17
	Industrial	Square Foot		\$0.47
	Retail	Square Foot		\$0.78
2 Public Facilities				
	Detached ADU	Dwelling Unit	[1]	\$2,945.38 ²
	Single-Family	Dwelling Unit		\$7,363.97
	Townhouse	Dwelling Unit		\$7,363.97
	Multi-Family Housing	Dwelling Unit		\$5,072.89
	Other Non-Residential	Peak Service Population		\$1,636.78
	Office/Research & Development	Square Foot		\$2.04
	Industrial	Square Foot		\$0.82
	Retail	Square Foot		\$1.36
3 Storm Drainage				
	Detached ADU within RBD	Dwelling Unit	[1,3]	\$1,966.98 ²
	Single-Family within RBD	Dwelling Unit	[3]	\$4,917.44
	Detached ADU outside RBD	Dwelling Unit	[1,3]	\$1,137.92 ²
	Single-Family outside RBD	Dwelling Unit	[3]	\$2,844.80
	All other Land Uses within RBD	Impervious acre	[3]	\$122,936.00
	All other Land Uses outside RBD	Impervious acre	[3]	\$71,120.00
4 Transportation				
	Detached ADU	Dwelling Unit	[1]	\$958.09 ²
	Single-Family	Dwelling Unit		\$2,395.73
	Townhouse	Dwelling Unit		\$2,395.73
	Multi-Family Housing	Dwelling Unit		\$1,803.40
	Other Non-Residential	PM Peak Hour Vehicle Trips & Internal Trips Percentage		\$7,008.37
	Office/Research & Development	Square Foot		\$7.45
	Industrial	Square Foot		\$4.85
	Retail	Square Foot		\$7.45

**City of East Palo Alto
Development Impact**

5 Water Capacity		
Single-Family	Dwelling Unit	\$8,277.35
Townhouse	Dwelling Unit	\$8,277.35
Multi-Family Housing	Dwelling Unit	\$5,094.22
Detached ADU	Dwelling Unit	\$5,094.22 ²
Other Non-Residential	Meter Size - 3/4"	\$12,097.51
Other Non-Residential	Meter Size - 1"	\$20,162.52
Other Non-Residential	Meter Size - 1.5"	\$40,326.06
Other Non-Residential	Meter Size - 2"	\$64,521.08
Other Non-Residential	Meter Size > 2", Gallons Per Day	\$31.83

[Notes]

- [1] Fee is exempt for Accessory Dwelling Units equal to or smaller than 499 square feet.
Fee is reduced 50% for Accessory Dwelling Units between 500-799 square feet.
- [2] The lesser of this amount or the maximum allowed by law.
- [3] RBD - Ravinswood Business District