

# City of East Palo Alto Comprehensive Fee Schedule



Effective  
July 1, 2023

City of East Palo Alto  
Miscellaneous Fees

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>MISCELLANEOUS FEES</b>				
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2	Ellis Act Withdrawn Property Administrative Fee	Per Unit Application Units		\$405

**[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
<b>FINANCE FEES</b>				
1	Checks Returned by Bank or Financial Institution Due to Insufficient Funds	per check	[1]	
	First Returned Check			\$25
	Each Additional Check			\$35
2	Overdue Invoices		[2]	\$10 or 10% per annum, whichever is greater
3	Business License - First Time License Application Fee	each		\$35

**[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
<b>PLANNING FEES</b>				[1]
1	Pre-Application Fees			
	Hourly Pre-Application (1 hr. minimum)	per hour		\$324
	Pre-Application Services for Projects Subject to City's Pre-Application Ordinance	deposit	[8]	\$11,352
	Hourly SB 35 Pre-Application (5 hr. minimum)	per hour		\$324
2	Appeals			
	Appeals to City Council (if initiated by City Council - no charge)	each		\$8,839
	Appeals to Planning Commission	each		\$8,839
3	Subdivision			
	Certificate of Compliance	each		\$5,027
	Condominium Conversion	each	[2,8]	\$39,573
	Final Maps (4 lots or less) - Planning Review of Engineering Application	each		\$4,865
	Final Maps (5 - 25 lots) - Planning Review of Engineering Application	each		\$5,514
	Final Maps (>25 lots) - Planning Review of Engineering Application	each		\$6,163
	Lot Line Adjustment	each		\$5,190
	Lot Line Merger	each		\$5,190
	Tentative Maps (4 lots or less)	each	[8]	\$16,218
	Tentative Maps (5 - 25 lots)	each	[8]	\$22,706
	Tentative Maps (>25 lots)	deposit	[8]	\$44,113
	Tentative Map Extension	each	[8]	\$9,731
	Tentative Map Modification	each	[8]	\$10,379
4	Design Review			
	Administrative	each		\$4,542
	Minor Modification to Conditions	each		\$3,243
	Planning Commission Review	each		\$14,597
	Garage Conversions / Minor ADR (120 s.f. or less)	per hour		\$324
5	Legislative Actions			
	General Plan Amendment	deposit	[8]	\$21,084
	Planned Unit Development	deposit	[8]	\$21,084
	Zone Change	deposit		\$21,084
	Zoning Text Amendment	deposit		\$20,759

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		\$395
	3 or more	each		\$845
7	Signage			
	Master/Common Sign Program	each		\$3,892
	Permanent Sign Program (per sign)	each		\$845
	Temporary Sign (per sign)	each		\$225
8	Business License			
	Zoning Review for Business License	each		\$486
9	Use Permit			
	Extension - SFD	each		\$2,814
	Extension - Other than SFD	each		\$9,163
	Modifications to Conditions - Major	each		\$9,731
	Modifications to Conditions - Minor	each		\$3,243
	Public Utility Tower - Major	each		\$12,082
	Public Utility Tower - Minor	each		\$3,243
	Conditional Use Permits (COP)	each		\$12,082
	Filing Fees - Public Convenience/Necessity Application	each	[6]	\$12,082
	Temporary Use Permit, 1-6 days in 30 days	each		\$281
	Temporary Use Permit, 15-45 Consecutive Days in 1 year	each		\$2,757
	Temporary Use Permit, 7-45 Days in 1 Year	each		\$5,839
	Temporary Use Permit, 7-45 Days in 1 Year Renewal	each		\$360
	Temporary Use Permit, 1 Year Approval	each		\$12,082
	Temporary Use Permit, 1 Year Approval Renewal	each		\$1,728
	Administrative Use Permit (AUP)	each	[4]	\$3,892
10	Zoning Relief			
	Parking Exception - SFD	each		\$2,814
	Parking Exception - Non SFD	each		\$12,082
	Variance	each		\$12,082

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		\$1,622
	b) Infill/Other			
	Staff Management & Review	each	[1]	\$8,109
	Consultant Cost	deposit		Actual Cost
	Initial Study			
	a) Staff Management & Review	each	[1]	\$25,949
	b) Consultant Cost	deposit		Actual Cost
	Initial Study - Negative Declaration			
	a) Staff Management & Review	each	[1]	\$25,949
	b) Consultant Cost	deposit		Actual Cost
	Initial Study - Mitigated Negative Declaration			
	a) Staff Management & Review	each	[1]	\$25,949
	b) Consultant Cost	deposit		Actual Cost
	Environmental Impact Studies (EIR)			
	a) Staff Management & Review	each	[1]	\$9,731
	b) EIR Report - Consultant Cost	deposit		Actual Cost
	Mitigation Monitoring - one-time	each		\$3,795
	Notice of Determination (NOD) - CEQA Filing	each	[5]	per State
12	Zoning Clearance (Administrative Review)			
	Accessory Dwelling Unit (ADU)	per hour		\$324
	NEW - SB 9 (3 hr. minimum)	per hour		\$324
	Other Accessory	per hour		\$324
13	Other Administrative Fees			
	Building Permit Review - Minor Res. Improvement	each		\$681
	Building Permit Review - Tenant Improvements	each		\$2,757
	Building Permit Review - Addition of s.f.	each		\$2,206
	Building Permit Review - New SFD	each		\$1,461
	Building Permit Review - New Multifamily	each		\$6,001
	Building Permit Review - New Commercial	each		\$6,001
	Re-Noticing or Special Noticing	each		\$648
	Written Determination by City Planning Manager	each		\$1,622
	Research / Document Review	each		\$3,811
	Planning Hourly Fee (1 hr. minimum)	per hour		\$324
	Address Assignment	each		\$648
	Refund Administrative Fee		[3]	per Policy
	Noticing Fee	each		\$648

**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.
- [8]

City of East Palo Alto  
Engineering Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>ENGINEERING FEES</b>				
1	Grading - Plan Review		[1]	
	< 50 Cubic Yards	each		\$2,820
	50 - 100 Cubic Yards	each		\$2,820
	101 - 500 Cubic Yards	each		\$5,641
	> 501 Cubic Yards	deposit	[2]	\$16,922
2	Grading - Inspection			
	< 50 Cubic Yards	each		\$2,820
	50 - 100 Cubic Yards	each		\$4,231
	101 - 500 Cubic Yards	each		\$16,922
	> 501 Cubic Yards	deposit	[2]	\$22,510
3	Public Improvements - Plan Review		[1]	
	\$ 10,000	base fee up to \$10,000		\$2,820
	\$ 10,001	base fee at \$10,001		\$2,820
		each add'l \$10,000 or fraction thereof		\$2,820
	\$ 50,001	base fee at \$50,000		\$14,101
		each add'l \$10,000 or fraction thereof		\$1,691
	\$ 100,001	base fee at \$100,000		\$22,562
		each add'l \$10,000 or fraction thereof		\$282
	\$ 500,001	deposit	[2]	\$33,842



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	\$1,410
	\$	10,001	base fee at \$10,001	\$1,410
			each add'l \$10,000 or fraction thereof	\$704
	\$	50,001	base fee at \$50,000	\$4,231
			each add'l \$10,000 or fraction thereof	\$1,974
	\$	100,001	base fee at \$100,000	\$14,101
			each add'l \$10,000 or fraction thereof	\$494
	\$	500,001	deposit	[2] \$33,842
5	Encroachment Permit		[1]	
	Minor Frontage Improvements such as sidewalk, curb, gutter, driveway	each		\$508
	Utility connections, excavations, potholing	each		\$847
	Temporary closure of sidewalk, bike/vehicle lane(s), street	each		\$847
	Any other work encroaching into the public right-of-way	each		\$847
	Street Cut Fee	each		\$847
6	Encroachment Permit - Other		[1]	
	Debris Box / Temporary Storage	per week		\$1,128
	Traffic Control Plan Review	per street		\$1,128
	Traffic Control Field Inspection/Monitoring	per day		\$1,128
7	Final Parcel Map / Tract Map			
	Parcel Map (4 Lots or Less) - City Admin Cost (consultant costs are passed through to applicant)	each		\$4,231
	Tract Map (5 or More Lots) - City Admin Cost (consultant costs are passed through to applicant)	each		\$5,641
8	Certificate of Compliance / Street Right-of-Way (ROW) Vacation			
	Certificate of Compliance	each		\$4,231
	Street ROW Vacation	each		\$4,231

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		\$18
	Annual	yearly		\$101
10	Administrative Fees			
	Request for Letter (e.g. Flood Hazard Letter)	each		\$282
	Bond Administration and Release	each		\$282
	Job Card Replacement	each		\$282
	4th and Subsequent Plan Review Fee	each		\$847
	Re-inspection Fee	each		\$847
	After-Hours Inspection (minimum 4 hours)	hourly		\$318
Planning Application Review / Support			[1]	
1	Tentative Maps (4 lots or less)	each		\$2,820
2	Tentative Maps (5 lots or more)	each		\$4,231
3	Tentative Map Extension / Modification	each		\$1,410
4	Design Review - Administrative	each		\$1,410
5	Architectural Supervision	each		\$563
6	Second Unit Permit	each		\$563
7	General Plan Amendment	each		\$1,691
8	Planned Unit Development	each		\$4,231
9	Zone Change / Text Amendment	each		\$563
10	Tree Removal Permit	each		\$563
11	Use Permit (all types)	each		\$563
12	Zoning Relief (all types)	each		\$563
13	Initial Study	each		\$1,410
14	EIR	each		\$2,820
15	Mitigation Monitoring (per measure)	each		\$563
16	Hourly Pre-Application	each		\$282
17	Lot Line Adjustment	each		\$4,231
18	Lot Line Merger	each		\$4,231

**City of East Palo Alto**  
**Engineering Division**

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>Building Plan Review / Support</b>			[1]	
1	Minor Residential Improvement	each		\$339
2	TI (Tenant Improvement) or Addition of square feet	each		\$563
3	New SFD (Single Family Dwelling)	each		\$1,128
4	New Multifamily or Commercial	each		\$2,257
5	Encroachment Permit - Fence	each		\$563

**[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
<b>NPDES</b>				
1	BMP Inspection			
	2,500 to 10,000 square feet	each		\$303
	10,001 square feet to 1 acre	each		\$759
	1 acre to 5 acres	each		\$2,274
	Each additional acre >5 acres	per acre		\$213
2	Grading Inspection for Construction BMPs	per 10,000 s.f.		\$152
3	C.4 Inspection			
	Low Priority	each		\$152
	High Priority	each		\$379
4	Discharge Inspection			
	Initial Inspection (3 hours)	each		\$454
	Each additional hour	hourly		\$152
	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		\$454
	Each additional hour	hourly		\$152
6	Vacant Property inspections, illegal dumping, encampments, etc.	each		\$303
7	Administrative Citation, Minor discharge (inert substance)	each	[1]	\$113
8	Administrative Citation, Major Discharge (non-inert substance, per storm drain impact)	each	[1]	\$1,126
9	Other Services not Listed	hourly		\$152
<b>Support to Planning Fees</b>				
1	Stormwater Design Review			
	Single Family	each		\$39
	Other			
	2,500 to 10,000 square feet	each		\$303
	10,001 square feet to 1 acre	each		\$759
	1 acre to 5 acres	each		\$2,274
	Each additional acre >5 acres	per acre		\$532
2	Water Efficiency Landscape Ordinance Plan Review			
	80% or more low-to-no water use	per acre		\$227
	80% or less low-to-no water use	per acre		\$911

**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		\$39
	Other			
	2,501-5,000 sf	each		\$39
	5,000 sf or more: restaurant, auto, retail, nursery, & other high pollutant potential	each		\$76
	10,000 sf- 1 acre, all other	each		\$152
	1 acre or high concern projects	per acre		\$303
4	Each Additional Plan Review after first three reviews	hourly		\$152
5	Environmental Impact Studies (EIR)	each		\$759
<b>Support to Building Fees</b>				
1	Stormwater Design Review			
	Single Family	each		\$39
	Other			
	2,500 to 10,000 square feet	each		\$303
	10,001 square feet to 1 acre	each		\$911
	1 acre to 5 acres	each		\$2,274
	Each additional acre >5 acres	per acre		\$532
2	Water Efficiency Landscape Ordinance Plan Review			
	80% or more low-to-no water use	per acre		\$454
	80% or less low-to-no water use	per acre		\$1,517
3	Solid Waste Enclosure Design Review			
	Single Family	each		\$39
	Other			
	2,501-5,000 sf	each		\$76
	5,000 sf or more: restaurant, auto, retail, nursery, & other high pollutant potential	each		\$152
	10,000 sf- 1 acre, all other	each		\$303
	1 acre or high concern projects	per acre		\$454
4	Each Additional Plan Review after first three reviews	hourly		\$152

**[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
<b>BUILDING PERMIT AND PLAN CHECK FEES</b>			[1]	
<b>1</b>	<b>Processing Fee</b>	flat		\$319
<b>2</b>	<b>Building Plan Check - Single Family Residential</b>			
\$	5,000	base fee up to \$5,000		\$213
\$	5,000	base fee at \$5,000		\$213
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$21.26
\$	25,000	base fee at \$25,000		\$638
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$8.51
\$	50,000	base fee at \$50,000		\$851
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$8.51
\$	100,000	base fee at \$100,000		\$1,276
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$3.19
\$	500,000	base fee at \$500,000		\$2,551
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$2.01
\$	1,000,000	base fee at 1,000,000	[2]	\$3,562

City of East Palo Alto  
Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>3</b>	<b>Building Permit/Inspection - Single Family Residential</b>		[5]	
\$	5,000	base fee up to \$5,000		\$213
\$	5,000	base fee at \$5,000		\$213
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$21.26
\$	25,000	base fee at \$25,000		\$638
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$0.00
\$	50,000	base fee at \$50,000		\$638
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$17.01
\$	100,000	base fee at \$100,000		\$1,489
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$6.91
\$	500,000	base fee at \$500,000		\$4,253
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$5.53
\$	1,000,000	base fee at 1,000,000	[2]	\$7,017

City of East Palo Alto  
Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>4</b>	<b>Building Plan Check - Commercial/Multi-Family/Industrial</b>			
\$	5,000	base fee up to \$5,000		\$213
\$	5,000	base fee at \$5,000		\$213
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$23.63
\$	50,000	base fee at \$50,000		\$1,276
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$59.55
\$	100,000	base fee at \$100,000		\$4,253
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$15.95
\$	500,000	base fee at \$500,000		\$10,632
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$106.32
\$	1,000,000	base fee at 1,000,000		\$15,949
	each additional \$10,000 or fraction thereof	each add'l \$10,000		\$32.84
\$	10,000,000	base fee at \$10,000,000	[3]	\$45,505



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		\$213
\$	5,000	base fee at \$5,000		\$213
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$14.18
\$	50,000	base fee at \$50,000		\$851
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$12.76
\$	100,000	base fee at \$100,000		\$1,489
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$15.42
\$	500,000	base fee at \$500,000		\$7,655
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$153.11
\$	1,000,000	base fee at 1,000,000		\$15,311
	each additional \$10,000 or fraction thereof	each add'l \$10,000		\$88.13
\$	10,000,000	base fee at \$10,000,000	[3]	\$94,626

City of East Palo Alto  
Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>MISCELLANEOUS FEES - FLAT RATE PERMITS</b>				
<b>1</b>	<b>Demolition</b>	flat		\$532
<b>2</b>	<b>Commercial Demolition</b>			Refer to Valuation Table
<b>3</b>	<b>Door/Window Replacements (up to 20 Windows)</b>			
	Up to 4 Windows	flat		\$425
	More than 4 and up to 20 Windows	flat		\$532
	Greater than 20 Windows			Refer to Valuation Table
<b>4</b>	<b>Fences</b>			
	Over 7 ft - 64 l.f.	flat		\$319
	Over 7 ft - each additional 16 l.f. over 64 l.f.	each		\$53
	CMU fence			Refer to Valuation Table
<b>5</b>	<b>Photovoltaic Systems (Solar Systems)</b>		[4]	
	Solar - Residential	each		\$425
	Per kW above 15kW	each		\$5
	Solar - Commercial (Up to 50 kW)	each		\$851
	Per kW between 51kW - 250kW	each		\$7
	Per kW above 250kW	each		\$5
<b>6</b>	<b>Property Research/Site Inspection for Business License</b>	each		\$532
<b>7</b>	<b>Re-roof - Residential</b>			
	Non-structural up to 10,000 sq. ft.	flat		\$425
	Structural or Non-structural greater than 10,000 sq. ft.			Refer to Valuation Table
<b>8</b>	<b>Electric Vehicle Charging Station (Residential)</b>			
	Residential	flat		\$192
	Commercial			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
<b>MECHANICAL, PLUMBING, ELECTRICAL PERMIT FEES</b>				
<b>1</b>	<b>Water Heaters and Residential Commodes</b>	each		\$141
<b>2</b>	<b>Residential/Simple Standalone MPE Permit (fee includes up to 3 from the list below)</b>	per project		\$197
	<b>Simple Mechanical Items:</b> 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			
	<b>Simple Electrical Items:</b> 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			
	<b>Simple Plumbing Items:</b>			
	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			
<b>3</b>	<b>Complex/Commercial Standalone MEP Permits</b>			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
<b>ADDITIONAL PLAN REVIEW / INSPECTION SERVICES</b>				
1	Alternative Means and Methods	hourly		\$213
2	Extension Requests for Building Permits	hourly		\$213
3	Replacement of Job Card (Building Permit Card)	hourly		\$213
4	Deferred Submittals	hourly		\$213
5	Inspection Supplemental Fee (Projects that require more inspections than average, the Building Official may charge additional inspection fees)	hourly		\$213
6	Accessibility Hardship Exemption	hourly		\$213
7	Additional Plan Check required by changes, additions, or revisions to plans	hourly		\$213
8	Appeals	each		\$562
9	Certificate of Occupancy	each		\$425
10	Fire Damage Inspection	each		\$676
11	Inspections outside of normal business hours	hourly (2 hr min)		\$241
12	Pre-Site Inspection / Re-inspection - SFD	each		\$213
13	Pre-Site Inspection / Re-inspection - Other than SFD	each		\$319
14	Records Research	per 30 minutes		\$106
15	Re-inspection	hourly		\$213
16	Written Interpretation of Building Code	each		\$425

**City of East Palo Alto**  
**Building Services Division**

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>PLANNING OR ENGINEERING PROJECT REVIEW BY THE BUILDING DIVISION</b>				
<b>1</b>	<b>Tentative Map Review</b>	each		\$213
<b>2</b>	<b>Final Maps (up to 25 lots)</b>	each		\$213
<b>3</b>	<b>Final Maps (&gt;25 lots)</b>	each		\$319
<b>4</b>	<b>Design Review</b>	each		\$425
<b>5</b>	<b>Temporary Use Permit</b>	each		\$319

**[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
<b>POLICE FEES</b>			[1]	
1	Fingerprinting (livescan)	each	[1]	\$24
2	Vehicle Release		[2]	
	During Regular Business Hours	each		\$24
	During Nights or Weekends or Holidays	each		\$142
	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		\$351
7	False Alarm Response - (charge is per response after first two responses within a single calendar year)	per officer	[3]	\$63
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		\$451
10	Redaction Services - Body Worn Camera Video (City Staff)	hourly - min 1 hr.	[5]	\$283
11	Redaction Services - Body Worn Camera Video (Contractor)			
	City Processing	each		\$125
	Consultant Cost	each		Actual Cost
12	Officer Support of City Special Events	each		\$125

**[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
<b>COMMUNITY SERVICES FEES</b>				
<b>1</b>	<b>Special Event Permit - Application Processing</b>			
	Category 1 Events		[1]	\$58
	Category 2 Events		[2,5]	\$178
	Category 3 Events		[3,5]	\$478
	Police - Alcohol Distribution	per event		\$63
<b>2</b>	<b>Special Event Permit - On-Site Event Support</b>			
	Community Services Staff - Business Hours	hourly		\$230
	Community Services Staff - After Business Hours	hourly		\$249
	Other City Departments	hourly		See Department Fee Schedules
	Fire / County Health Department	hourly		See Agency Fee Schedule
<b>3</b>	<b>Building Facility Rental Fees</b>			
	<b>Residents of East Palo Alto</b>			
	Community Room (at City Hall)	hourly - minimum 2 hours		\$17
	Cooley Landing	hourly - minimum 2 hours	[4]	\$85
	Senior Center		[6]	\$17
	<b>Non-Residents of East Palo Alto</b>			
	Community Room (at City Hall)	hourly - minimum 2 hours		\$40
	Cooley Landing	hourly - minimum 2 hours	[4]	\$150
	Senior Center		[6]	\$40
<b>4</b>	<b>Park Facility Rental Fees</b>			
	All Locations - rental of park, pavilion, or barbeque areas for special events	hourly - minimum 2 hours		\$17

**[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
<b>Development Impact Fees &amp; In-Lieu Fees</b>				
<b>1</b>	<b>Housing</b>			
	Commercial Linkage (Office/Medical/R&D)	Square Foot		\$13.19
<b>2</b>	<b>Parks and Trails</b>			
	Detached ADU	Dwelling Unit	[1,2]	\$1,942.18
	Other Non-Residential	Peak Service Population		\$1,078.60
	Single-Family	Dwelling Unit (Rental)		\$4,856.05
	Townhouse	Dwelling Unit (Rental)		\$4,856.05
	Multi-Family Housing	Dwelling Unit (Rental)		\$3,345.07
	Office/Research & Development	Square Foot		\$1.36
	Industrial	Square Foot		\$0.54
	Retail	Square Foot		\$0.90
<b>3</b>	<b>Public Facilities</b>			
	Detached ADU	Dwelling Unit	[1,2]	\$3,406.17
	Single-Family	Dwelling Unit		\$8,516.00
	Townhouse	Dwelling Unit		\$8,516.00
	Multi-Family Housing	Dwelling Unit		\$5,866.50
	Other Non-Residential	Peak Service Population		\$1,892.84
	Office/Research & Development	Square Foot		\$2.36
	Industrial	Square Foot		\$0.96
	Retail	Square Foot		\$1.57
<b>4</b>	<b>Storm Drainage</b>			
	Detached ADU within RBD	Dwelling Unit	[1,2,3]	\$2,274.70
	Single-Family within RBD	Dwelling Unit	[3]	\$5,686.73
	Detached ADU outside RBD	Dwelling Unit	[1,2,3]	\$1,315.94
	Single-Family outside RBD	Dwelling Unit	[3]	\$3,289.85
	All other Land Uses within RBD	Impervious acre	[3]	\$142,168.33
	All other Land Uses outside RBD	Impervious acre	[3]	\$82,246.14
<b>5</b>	<b>Transportation</b>			
	Detached ADU	Dwelling Unit	[1,2]	\$1,107.97
	Single-Family	Dwelling Unit		\$2,770.52
	Townhouse	Dwelling Unit		\$2,770.52
	Multi-Family Housing	Dwelling Unit		\$2,085.53
	Other Non-Residential	PM Peak Hour Vehicle Trips & Internal Trips Percentage		\$8,104.77
	Office/Research & Development	Square Foot		\$8.61
	Industrial	Square Foot		\$5.61
	Retail	Square Foot		\$8.61

**City of East Palo Alto**  
**Development Impact**

<b>6 Water Capacity</b>			
Single-Family	Dwelling Unit		\$9,572.27
Townhouse	Dwelling Unit		\$9,572.27
Multi-Family Housing	Dwelling Unit		\$5,891.17
Detached ADU	Dwelling Unit	[2]	\$5,891.17
Other Non-Residential	Meter Size - 3/4"		\$13,990.07
Other Non-Residential	Meter Size - 1"		\$23,316.78
Other Non-Residential	Meter Size - 1.5"		\$46,634.74
Other Non-Residential	Meter Size - 2"		\$74,614.87
Other Non-Residential	Meter Size > 2", Gallons Per Day		\$36.81

**[Notes]**

Fee is exempt for Accessory Dwelling Units (ADUs) equal to or smaller than 750 square feet.

- [1] For ADUs greater than 750 square feet, fee proportional.  
Proportion allocated on square footage of ADU relative to primary residence.

- [2] The lessor of this amount or the maximum allowed by law.

- [3] RBD - Ravinswood Business District