

City of Lincoln

MASTER FEE SCHEDULE - PLANNING FEES

Activity Description	Deposit	Minimum Fee or Fixed Fee	Note
Appeals			
1 Appeal to Planning Commission	\$5,000	\$3,000	
2 Appeal to City Council	\$5,000	\$3,000	
Annexation			
3 Annexation Review	\$15,000	\$10,920	
Business License Review			
4 Home Occupation		\$45	
5 Non-Residential		\$30	
Conditional Use Permit			
6 Conditional Use Permit - New Construction	\$10,000	\$8,190	
7 Conditional Use Permit - Existing	\$3,500	\$3,276	
8 Conditional Use Permit - Renewal	\$3,000	\$2,730	
Design Review			
9 Design Review - Residential	\$5,000	\$4,000	
10 Design Review - Commercial	\$10,000	\$5,824	
11 Design Review - Administrative	\$2,500	\$1,456	
12 Design Review - Administrative actions requiring Planning Commission	\$3,500	\$1,820	
13 Design Review - Modifications	\$2,500	\$1,456	
Determination of Public Convenience or Necessity			
14 Determination of Public Convenience or Necessity	\$3,500	\$3,276	
Development Agreement			
15 Development Agreement	\$15,000	\$10,920	
16 Development Agreement - Amendment	\$15,000	\$10,920	
Development Permits			
17 Development Permits	\$10,000	\$5,824	
18 Planned Unit Development	\$10,000	\$5,824	
19 General Development Plan	\$10,000	\$5,824	
Environmental Review			
20 Environmental Categorical Exemption Review		\$273	
21 Environmental Initial Study	\$4,000	\$2,000	
22 Negative Declaration	\$5,000	\$3,000	
23 Mitigated Negative Declaration	\$10,000	\$8,000	
24 Environmental Impact Report Review	\$20,000	\$15,000	
Extension			
25 Extension for Design Review, Conditional Use & Variance	\$2,500	\$1,911	
26 Extension to Spec Dev Plan/Dev Permit	\$4,500	\$3,276	

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General Plan Amendment			
27 General Plan Amendment	\$15,000	\$10,920	
Map Review			
28 Tentative Parcel Map Review	\$6,000	\$4,368	
29 Tentative Subdivision Map Review - 1 to 50 Lots	\$10,000	\$8,736	
30 Tentative Subdivision Map Review - More than 50 Lots	\$15,000	\$10,920	
31 Certificate of Compliance	\$2,000	\$1,638	
32 Tentative Map Amendment	\$5,000	\$4,000	
Pre-Application			
33 Pre Application Conference	\$1,500	\$728	
Pre-Zoning			
34 Pre-Zoning	\$4,500	\$3,000	
Reversion to Acreage			
35 Reversions to Acreage Review	\$5,000	\$4,368	
Signs			
36 Signs - Temporary Sign/Banner Permit and Captive Balloons		\$273	
37 Signs - "A" Frame Signs		\$273	
38 Temporary Subdivision Sign Review	\$3,000	\$1,456	
Special District Processing			
39 Assessment District / CFD / Special District Processing Fee - Annexation	\$25,000	\$0	
40 Assessment District / CFD / Special District Processing Fee - Formation	\$50,000	\$0	
Specific Plan			
41 Specific Plan	\$25,000	\$21,840	
42 Specific Plan Amendment	\$20,000	\$16,380	
43 Specific Development Plan and Development Permit	\$5,000	\$4,000	
Street Name Processing / Address Processing			
44 Building Address Processing	\$500	\$273	
45 Building Re-Address Processing	\$500	\$273	
46 Street Naming Processing	\$2,500	\$1,911	
Street Right-of-Way Abandonment			
47 Street/R-O-W Abandonment Process	\$8,000	\$6,552	
Substantial Conformance			
48 Substantial Conformance Finding	\$3,000	\$2,000	
Tree (Protected Tree Removal)			
49 Protected Tree Removal Inspection Application - 0-5 Trees		\$200	
50 Protected Tree Removal Inspection Application - 6+ Trees		\$1,000	

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Variance			
51 Administrative Variance	\$1,500	\$1,092	
52 Variance Application	\$5,000	\$4,368	
Zone Change			
53 Rezone Review - Less than 10 Acres	\$10,000	\$8,190	
54 Rezone Review - 10 Acres or More	\$15,000	\$10,920	
Planning Inspection			
55 Planning Inspection		\$100	
CDD Determination Zoning			
56 CDD Determination Zoning	\$1,000	\$700	
Other			
57 Credit Card Transaction Fee		3% - Pass-Thru	
58 Conditions of Approval - Amendment	\$1,500	\$1,092	
59 Land Use Certification Letter	\$500	\$364	
60 Modification of Municipal Code	\$7,500	\$5,460	
61 Transfer Agreement Review and Approval	\$2,000	\$1,092	
62 Special Commission Meeting		\$1,456	
63 Staff Research for Documents or Records	\$250	\$91	
In-Lieu / Mitigation Fee			
64 Parking In-Lieu Fee (per parking space)		\$6,460	
65 Protected Oak Tree Removal Mitigation Fee (per inch)		\$150	[a]
Fees for Services Not Identified In Schedule			
66 See Hourly Billing Rate Section of the Fee Schedule		see Hourly Rate Schedule	
Hourly Billing Rates for Deposit-Based Billings			
67 See Hourly Billing Rate Section of the Fee Schedule		see Hourly Rate Schedule	

Full Cost Deposits and Deposit Replenishment

Applicants for Full Cost Entitlement Applications shall pay for all City staff time required to process the application. A full cost reimbursement agreement shall be included with the project application submittal package. Projects outside the scope of this fee schedule (as determined by the Community Development Director) will be subject to a full cost reimbursement agreement to be approved by the City Council. This reimbursement agreement will include the identification of a work program and will include cost estimates for both City staff time and consultant services based on a defined scope of work.

Initial deposits as shown on the fee schedule will be collected and held by the City in a deposit account at the time the application is submitted. The cost of staff time will be drawn from the deposit account. A positive account balance shall be maintained at all times during the review process. No work will be performed on a project with a negative fund balance. If the deposit is reduced to below 20% of the initial deposit amount, the applicant will be notified and required to supplement the deposit account with an additional amount no less than 50% of the original deposit.

When more than one Full Cost application is submitted, the sum total of the initial full cost deposit amount can be reduced by 20%.

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<p>Funds expended for staff time shall not be dependent upon the City's approval or disapproval of the application request. The deposit account will be held open for 90 days after project approval for City to complete any miscellaneous clean up items and to account for all project related costs. Any deposit amounts remaining after final project close out will be returned to applicant.</p>			
<p>As may be required by the Community Development Department for project evaluation or environmental review, all payment for consultant work shall be the responsibility of the applicant.</p>			

Refund Policy
<p>Application fees are not refundable except as follows:</p> <ul style="list-style-type: none"> A. Refund of 100% shall be made if a determination is made by the Community Development Director that the permit and associated fee are not required by the City's Municipal Code or adopted City Resolution. B. If an applicant requests to withdraw a fixed fee application prior to project evaluation, refund of 50% of the applicable fee shall be C. No refund of application fees shall be made after initial project evaluation has commenced, unless a fee waiver is approved by the City Council.

[a] Triple fee if done without prior City approval.