

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	\$11,271	
Conditional Use Permit			
4 Conditional Use Permit - New Construction	\$10,000	\$8,453	
5 Conditional Use Permit - Existing	\$3,500	\$3,381	
6 Conditional Use Permit - Renewal	\$3,000	\$2,818	
Design Review			
7 Design Review - Residential	\$5,000	\$4,128	
8 Design Review - Commercial	\$10,000	\$6,011	
9 Design Review - Administrative	\$2,500	\$1,503	
10 Design Review - Administrative actions requiring Planning Commission	\$3,500	\$1,878	
11 Design Review - Modifications	\$2,500	\$1,503	
Determination of Public Convenience or Necessity			
12 Determination of Public Convenience or Necessity	\$3,500	\$3,381	
Development Agreement			
13 Development Agreement	\$15,000	\$11,271	
14 Development Agreement - Amendment	\$15,000	\$11,271	
Development Permits			
15 Development Permits	\$10,000	\$6,011	
16 Planned Unit Development	\$10,000	\$6,011	
17 General Development Plan	\$10,000	\$6,011	
Environmental Review			
18 Environmental Categorical Exemption Review		\$282	
19 Environmental Initial Study	\$4,000	\$2,000	
20 Negative Declaration	\$5,000	\$3,000	
21 Mitigated Negative Declaration	\$10,000	\$8,000	
22 Environmental Impact Report Review	\$20,000	\$15,000	
Extension			
23 Extension for Design Review, Conditional Use & Variance	\$2,500	\$1,972	
24 Extension to Spec Dev Plan/Dev Permit	\$4,500	\$3,381	
General Plan Amendment			
25 General Plan Amendment	\$15,000	\$11,271	

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Activity Description	Deposit	Minimum Fee or Fixed Fee	Note
Map Review			
26 Tentative Parcel Map Review	\$6,000	\$4,508	
27 Tentative Subdivision Map Review - 1 to 50 Lots	\$10,000	\$9,017	
28 Tentative Subdivision Map Review - More than 50 Lots	\$15,000	\$11,271	
29 Certificate of Compliance	\$2,000	\$1,691	
30 Tentative Map Amendment	\$5,000	\$4,128	
Pre-Application			
31 Pre Application Conference	\$1,500	\$751	
Pre-Zoning			
32 Pre-Zoning	\$4,500	\$3,096	
Reversion to Acreage			
33 Reversions to Acreage Review	\$5,000	\$4,508	
Signs			
34 Signs - Temporary Sign/Banner Permit and Captive Balloons		\$282	
35 Signs - "A" Frame Signs		\$282	
36 Temporary Subdivision Sign Review	\$3,000	\$1,503	
Special District Processing			
37 Assessment District / CFD / Special District Processing Fee - Annexation	\$25,000	\$0	
38 Assessment District / CFD / Special District Processing Fee - Formation	\$50,000	\$0	
Specific Plan			
39 Specific Plan	\$25,000	\$22,541	
40 Specific Plan Amendment	\$20,000	\$16,906	
41 Specific Development Plan and Development Permit	\$5,000	\$4,128	
Street Name Processing / Address Processing			
42 Building Address Processing	\$500	\$282	
43 Building Re-Address Processing	\$500	\$282	
44 Street Naming Processing	\$2,500	\$1,972	
Street Right-of-Way Abandonment			
45 Street/R-O-W Abandonment Process	\$8,000	\$6,762	
Substantial Conformance			
46 Substantial Conformance Finding	\$3,000	\$2,064	
Tree (Protected Tree Removal)			
47 Protected Tree Removal Inspection Application - 0-5 Trees		\$200	
48 Protected Tree Removal Inspection Application - 6+ Trees		\$1,000	

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Variance			
49 Administrative Variance	\$1,500	\$1,127	
50 Variance Application	\$5,000	\$4,508	
Zone Change			
51 Rezone Review - Less than 10 Acres	\$10,000	\$8,453	
52 Rezone Review - 10 Acres or More	\$15,000	\$11,271	
Planning Inspection			
53 Planning Inspection		\$103	
CDD Determination Zoning			
54 CDD Determination Zoning	\$1,000	\$722	
Other			
55 Credit Card Transaction Fee		3% - Pass-Thru	
56 Conditions of Approval - Amendment	\$1,500	\$1,127	
57 Land Use Certification Letter	\$500	\$376	
58 Modification of Municipal Code	\$7,500	\$5,635	
59 Transfer Agreement Review and Approval	\$2,000	\$1,127	
60 Special Commission Meeting Process		\$1,503	
61 Staff Research for Documents or Records	\$250	\$94	
In-Lieu / Mitigation Fee			
62 Parking In-Lieu Fee (per parking space)		\$6,460	
63 Protected Oak Tree Removal Mitigation Fee (per inch)		\$150	[a]
Fees for Services Not Identified In Schedule			
64 See Hourly Billing Rate Section of the Fee Schedule		See Hourly Rate Schedule	
Hourly Billing Rates for Deposit-Based Billings			
65 See Hourly Billing Rate Section of the Fee Schedule		See Hourly Rate Schedule	

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Full Cost Deposits and Deposit Replenishment			
<p>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.</p>			
<p>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.</p>			
<p>When more than one Full Cost application is submitted, the sum total of the initial full cost deposit amount can be reduced by 20%.</p>			
<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.