



## Planning & Community Development Department

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### Fees for Development

The following fees may or may not apply to a specific development project. For example, if the project is required to pay a fee for a building permit to add a bedroom, the water hook-up fee and business license fee would not apply. However, if the project is to subdivide land or build a new house, most if not all of the following fees would be required. Early discussions with City staff about the project and what fees would be required is crucial prior to buying a house or leasing property, having plans prepared, or making other substantial investment decisions.

#### **Building Permit Fees**

Building Permit fees can involve a fee for building, plumbing, electrical, and mechanical work. Plan check fees are also collected on most projects. The total fees are based on the valuation of the project. The following table provides of examples of fees collected for different types of projects.

200 square foot residential kitchen addition	\$850
3,000 square foot single family residence	\$5,100
17,000 square foot retail store	\$18,000
3,000 square foot restaurant	\$7,000
33-unit apartment complex	\$43,000
Demolition Permit	\$50

#### **Sewer Lateral Testing**

The sewer lateral is required to be tested (and replaced, if necessary) when: a bedroom is added; a project has a building permit value of \$107,872 (2012 building permit threshold, adjusted annually by SF Bay Area Consumer Price Index) or greater; or a project adds two or more DFU (drainage fixture units, as per 2010 California Plumbing Code Table 7-3).

#### **Planning Permit Fees**

Planning Permit fees vary depending on the type and size of the project and the time involved in processing the application. Generally Planning Permits are divided into two categories, Minor and Major. Minor Permits include small projects requiring a Site Development Permit, Use Permit, and/or Variance.

**Flat Fee:** Minor Permits are processed as Flat Fee applications. Flat fee applications are charged a fee of \$450 and include Minor Use Permits, Minor Site Development Permits, and Minor Variances. This fee includes the public notice and environmental review required as part of processing the application.

**Cost Recovery:** Major applications are processed as cost recovery applications, subject to the City's 100% cost recovery system. The applicant is responsible for paying the staff time and materials associated with processing a cost recovery application. At the time the application is made, the applicant pays a \$1,000 deposit. Staff tracks their time against this deposit. If 75% of the deposit is used, Staff will request an additional deposit based on an estimate of the cost involved to complete the processing of the application. In the event all of the deposit is not used, any remaining deposit will be refunded once the project has been completed.

**Major Applications:** Major applications include Major Use Permits, Major Site Development Permits, Major Amendments to Existing Permits, Major Variances, Major Subdivisions, General Plan Amendments, Rezonings, Planned Developments, Annexation, and Specific Plan/ Master Plan Review.

## **Sanitary Sewer Connection Fees (Public Works)**

The City of Ukiah is served by the City of Ukiah sewer and Ukiah Valley Sanitation District. Sewer connection fees will depend upon which sewer service area the parcel is located. The tables below provide examples of typical connection fees. The examples provided in the table below are typical cases only and do not include the cost for sewer lateral construction. Also, please note additional fees and requirements may be applicable, such as sewer administrative, plan check, and inspection fees. Check with Public Works staff or the Development Permit Coordinator for fees and requirements applicable to your particular project.

<b>Parcels located within City of Ukiah sewer service area</b>	
3-bedroom single family residence	\$12,002
Bedroom addition	\$1,091
apartment complex:   one bedroom unit two bedroom unit three bedroom unit	\$9,820 per unit \$10,911 per unit \$12,002 per unit
Typical small restaurant, w/ two bathrooms (21 DFU <sup>1</sup> x \$419.65/DFU)	\$8,813
Typical small office building or retail store, w/ single bathroom, kitchen sink, & mop sink (10 DFU <sup>1</sup> x \$419.65/DFU)	\$4,197
1. 2DFU = drainage fixture units, as per 2010 California Plumbing Code Table 7-3	

<b>Parcels located within Ukiah Valley Sanitation District<sup>1</sup></b>	
3-bedroom single family residence	\$14,059
Bedroom addition	\$1,278
Apartment complex:   one bedroom unit two bedroom unit three bedroom unit	\$11,503 per unit \$12,781 per unit \$14,059 per unit
Restaurant without dishwasher & garbage disposal units	\$383 per seat
Restaurant with dishwasher or garbage disposal unit	\$767 per seat
Restaurant with dishwasher & garbage disposal units	\$1,150 per seat
Office building - business office	\$9,586 per 1000 sq.ft.
Office building - medical or dental office	\$8,308 per exam room
Retail store	\$2,301 per 1000 sq.ft.
1. For complete information on Ukiah Valley Sanitation District connection fees, refer to <b>Adopted Ordinance 35</b> at the following link: <a href="http://www.ukiahvalleysd.com/15785/index.html">http://www.ukiahvalleysd.com/15785/index.html</a>	

## **Water Service Connection Fees (Public Works)**

Water service connection fees are based on meter size as shown in the table below. Please be aware that costs for water service construction, plan check, and inspection fees are not included in the fees in the table below.

<b>Water Service Connection Fees</b>	
<b>Meter Size</b>	<b>Fee Amount</b>
¾ inch	\$660 - subject to change
1 inch	\$1,100 - subject to change
1½ inch	\$2,200 - subject to change
2 inch	\$3,520 - subject to change
3 inch	\$7,040 - subject to change

## **Other Public Works Department Fees**

The Public Works Department charges fees for plan checks, inspections, and other services. These services include the review and issuance of: Encroachment Permits (required for all work performed within the City street right-of-way); Special Transportation Permits; Certificates of Compliance; Grading Plan reviews and inspections; etc. There also may be traffic impact and drainage impact fees for development in certain areas of the City. Park dedication, or payment of an in-lieu park fee, is applicable to all residential subdivisions, with fees typically ranging from \$5,000 to \$10,000 per parcel. Please contact Public Works staff for additional details.

## **Electrical Utility Fees**

The Electric Utility Department charges fees for various services. For development projects, electric construction costs vary depending on the needs of the project. The following table provides examples of electrical construction fees collected for different types of projects.

200 square foot residential kitchen addition	\$300
3,000 square foot single family residence	\$5,500
17,000 square foot retail store	\$22,500
3,000 square foot restaurant	\$17,500
33-unit apartment complex	\$33,500

## **Fire Department Fees**

The City of Ukiah is committed to providing a plan review within 15 working days of the submittal date. Subsequent plan reviewed will be completed within 10 working days of receiving revised or additional documents. The City has no control over the time frames for agencies outside the City, such as Mendocino County Environmental Health, Air Quality, and the California Department of Fish and Game.

The table below includes examples of Fire Department Fees. For more information on the fee(s) that may apply to a specific project/business, please contact the person and department identified below.

Plan Review & Inspections - 17,000 sf retail store	\$750
Plan Review & Inspections – 3,000 sf restaurant	\$550
Plan Review & Inspections – 33 unit apartment complex	\$2,300
Automatic Fire Sprinkler Installation Permit – water based	\$250 minimum
Automatic Fire Sprinkler Modification Permit – water based	\$100 minimum
Automatic Fire Sprinkler Installation Permit – other based	\$100 minimum
Fire Alarm System	\$150 minimum
Installation or Removal – combustible/flammable liquid storage tank	\$100 for the first tank, \$25 each additional

## **Business License Fees**

Building license fees are based on the annual gross receipts for the business or a contract amount and differ based upon the type of business. If the business is located within the Downtown Improvement District, the City of Ukiah collects an additional fee on behalf of the Main Street Program. Business license fees are calculated at the time the business license application is submitted. For more information on the fee that may apply a specific type of business, please contact the person and department identified below.

## **General Plan Maintenance and Update Fee**

The City charges a fee for the ongoing maintenance and future updating requirements of the General Plan. The fee is charged on all Building Permits and is 15% of the cost of the permit.

## **Ukiah Unified School District Fees**

The Ukiah Unified School District collects fees on residential, commercial, and industrial projects. For residential projects, the school district collects \$2.77 per square foot; for commercial/industrial projects, \$0.51 per square foot; and for rental self-storage projects, \$0.43 per square foot. The fees must be paid prior to the issuance of a Building Permit for the project. The following table provides examples of fees collected for different types of projects.

3,000 square foot single family residence	\$8,310
10,000 square foot apartment complex	\$27,700
17,000 square foot retail store	\$8,670

## City of Ukiah and Outside Agency Contacts

Type of Fee	Contact Person, City Department	Phone Number Email
<b>Business License</b>	Kathy Norris, Finance Department	707.463.6202 knorris@cityofukiah.com
<b>Building Fees</b>	Katrina Ballard, Building Services  David Willoughby, Building Official	707.463.6203 <a href="mailto:kballard@cityofukiah.com">kballard@cityofukiah.com</a> 707.467-5718 dwilloughby@cityofukiah.com
<b>Electric Fees</b>	Jimmy Lozano, Electric Utility Department  Scott Bozzoli, Electric Utility Department	707.467.2823 jlozano@cityofukiah.com 707.467.2819 sbozzoli@cityofukiah.com
<b>Fire Department Fees</b>	Chuck Yates, Fire Marshal  David Willoughby, Building Services	707.463.6264 cyates@cityofukiah.com 707.467-5718 dwilloughby@cityofukiah.com
<b>Planning Fees</b>	Jennifer Faso, Planning Department  Kim Jordan, Planning Department	707.463.6206 jfaso@cityofukiah.com 707.463.6207 kjordan@cityofukiah.com
<b>Public Works Fees</b>	Katrina Ballard, Public Works Department  Ben Kageyama, Public Works Department	707.463.6203 <a href="mailto:kballard@cityofukiah.com">kballard@cityofukiah.com</a> 707.463-6284 bkageyama@cityofukiah.com
<b>Ukiah Unified School District</b>	Lynn Adams	707.463.5200