

DEVELOPMENT SERVICES DEPARTMENT

PLANNING DIVISION FEES

Fiscal Year 2020-2021

Effective August 17, 2020



RESOLUTION 2020-124

CONDUCT A PUBLIC HEARING TO ADOPT A RESOLUTION APPROVING THE AMENDMENT TO CITYWIDE MASTER FEE SCHEDULE FOR FISCAL YEAR 2020-2021 TO INCLUDE FEES ASSOCIATED WITH COMMERCIAL CANNABIS APPLICATIONS, PERMITS, AND BACKGROUNDS

WHEREAS, City departments have proposed, and the City Council has adopted, various fees relating to the work of City departments, and

WHEREAS, The City desires to adopt fees to capture the full costs of administering the regulations for permitting and operation of commercial cannabis businesses, and

WHEREAS, On June 16, 2020, the City Council adopted the most recent consolidated City-wide Master Fee Schedule to provide for a record of fees in a single document, improve public information, and provide consistent updating of the fees (Resolution 2020-110), and

WHEREAS, On July 7, 2020, the City Council held a public meeting where all interested parties were able to provide testimony;

NOW, THEREFORE, BE IT RESOLVED, That City Council of the City of Tracy hereby resolves, declares, determines, and orders as follows:

1. The Master Fee Schedule is amended to include a Cannabis Application Fee, a Cannabis Permit Fee, a Cannabis Renewal Fee, and a Background Investigation Fee.
2. This Resolution takes effect on July 8, 2020.
3. Resolution 2020-110 is hereby amended by this Resolution.

The foregoing Resolution 2020-124 was adopted by the Tracy City Council on the 7th day of July, 2020 by the following vote:

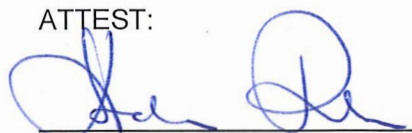
AYES: COUNCIL MEMBERS: ARRIOLA, RANSOM, VARGAS, YOUNG, RICKMAN

NOES: COUNCIL MEMBERS: NONE

ABSENT: COUNCIL MEMBERS: NONE

ABSTAIN: COUNCIL MEMBERS: NONE


MAYOR

ATTEST:

CITY CLERK

Attachment: Exhibit A - Master Fee Schedule

NOTE: This version of the Master Fee Schedule includes only Planning Division fees, and has been modified for clarity. For a complete, unedited version of the Master Fee Schedule, please visit www.CityofTracy.org and click on the About tab.

City of Tracy

Master Fee Schedule

Fiscal Year 2020/2021

Adopted by City Council Resolution No. 2011-101, May 17, 2011

Amended by Resolution No. 2013-047, April 2, 2013

Amended by Resolution No. 2013-086, June 4, 2013

Amended by Resolution No. 2014-059, April 15, 2014

Amended by Resolution No. 2015-075, May 19, 2015

Amended by Resolution No. 2016-094, May 17, 2016

Amended by Resolution No. 2017-098, May 16, 2017

Amended by Resolution No. 2020-110, June 16, 2020

Amended by Resolution No. 2020-124, July 7, 2020

Effective July 1, 2020

Development Service Fees, August 17, 2020

Development Services Cannabis Permit Fees, July 8, 2020

Development Services Department

Planning Division

Department Contact: William Dean, Assistant Director of Development Services

The Planning Division fees represent application processing fees only, and do not reflect capital improvement in lieu fees, school fees, or any other fees.

Regarding building permit fees, plan check fees and inspection fees, see Building Division.

Regarding encroachment permit fees, see Engineering Division.

Note: The City may require the applicant to enter into a cost recovery agreement (CRA) to pay actual costs instead of the fixed processing fee when (1) the anticipated costs of the project's environmental review or CEQA Documentation is likely to exceed the project's fixed fee or (2) the DS Director and the applicant mutually agree that a cost recovery agreement will be appropriate for the project in order to hire City consultants to work on the project. In such cases, the CRA may be used to pay for staff time and other City costs.

Symbol Key

□ Plus Actual Costs Incurred: including fees for consultant services, environmental Documentation filing fees, other agency fees, etc.

● Environmental Assessment Fee not applicable.

^a **Conditional Use Permit** - Classification by type of project:

| | <u>Residential</u> | <u>Commercial</u> | <u>Industrial</u> |
|----------|--------------------|--------------------------|---------------------------|
| Class A: | 4+ lots | +3,000 Sq Ft or 4+ lots | +10,000 Sq Ft or 4+ lots |
| Class B: | 1-3 lots | -3,000 Sq Ft or 1-3 lots | -10,000 Sq Ft or 1-2 lots |

^b **Development Review Permit** - Classification by type of project:

| | <u>Residential</u> | <u>Commercial</u> | <u>Industrial</u> |
|----------|--------------------|-------------------|-------------------|
| Class A: | 4+ units | +3,000 Sq Ft | +10,000 Sq Ft |
| Class B: | 1-3 units | -3,000 Sq. Ft. | -10,000 Sq Ft |

| SERVICE OR APPLICATION | UNITS BY WHICH CHARGED | FY2021 |
|--|--------------------------------------|----------|
| PLANNING DIVISION APPLICATION PROCESSING FEES | | |
| Adult Business Use Permit | Per Cost Recovery Agreement | |
| Annexation | | \$13,613 |
| ● Appeal to City Council | Per Appeal | \$358 |
| ● Appeal to Planning Commission | Per Appeal | \$358 |
| Cannabis (Fees Effective 7/8/20 Per Reso #20-XXX) | | |
| Business Permit Application Fee | Per Application | \$10,800 |
| Background Investigation Fee | Per Owner | \$300 |
| Business Permit Fee | Per Year | \$3,900 |
| Business Permit Renewal Application Fee | Per Application | \$13,100 |
| Renewal Background Investigation Fee | Per Owner | \$100 |
| Employee Permit Fee (Initial) | Per Employee | \$300 |
| Employee Permit Renewal Fee | Per Employee | \$100 |
| Conditional Use Permit ^a | | |
| Class A | Per Permit | \$6,871 |
| Class B | Per Permit | \$4,375 |
| Conditional Use Permit (Non-Profit Organizations) | | |
| Class A | Per Permit | \$708 |
| Class B | Per Permit | \$454 |
| Development Review ^b | | |
| Class A | Per Application | \$5,074 |
| Class B | Per Application | \$3,605 |
| Ellis Specific Plan Pattern Book Certification | Per Ellis Specific Plan, Section 6.3 | \$3,605 |

Planning Division, Continued

| SERVICE OR APPLICATION | UNITS BY WHICH CHARGED | FY2021 |
|---|--|-----------------------------|
| ENVIRONMENTAL | | |
| Environmental Assessment | Charged for all Projects Not Requiring a Negative Declaration or EIR, Except as Noted by "▲" | \$130 |
| Environmental Initial Study / Negative Declaration | Per Study / Negative Declaration | \$1,841 |
| Environment Impact Report | Per Cost Recovery Agreement | Per Cost Recovery Agreement |
| Environmental Consistency Analysis | Per Cost Recovery Agreement | Per Cost Recovery Agreement |
| General Plan Amendment | Per Cost Recovery Agreement | Per Cost Recovery Agreement |
| Lot Line Adjustment | Per Lot Line Adjustment | \$529 |
| Micro-Imaging Fees: | | |
| !(+ 2% of invoice total for pick-up and delivery): | | \$.09 + 2%¹ |
| ▪ 11" x 17" and smaller, black & white or gray scale Document with 2" field index | Each | |
| ▪ Anything larger than 11" x 17", black & white or gray scale Document with a two field index | Each | \$0.97 + 2%¹ |
| ▪ 11" x 17" and smaller, color Document, with a two-field Index | Each | \$0.17+ 2%¹ |
| ▪ 18" x 24" color document, with a two-field index | Each | \$0.58 + 2%¹ |
| ▪ 24" x 36" color document, with a two field index | Each | \$2 |
| Noise Ordinance Variation | Per Variation | \$5,186 |
| Planned Unit Development | Per PUD | \$10,177 |
| Planned Unit Development Amendment | Per Amendment | \$5,834 |
| Planning Commission Determination | Per Commission Determination | \$1,303 |
| • Residential Growth Allotment | PerRGA | \$2,164 |
| • Sign Permit | | |
| Master Sign Program | Master Sign Program | \$1,312 |
| Sign Permit | Per Permit | \$591 |
| Specific Plan | Per Cost Recovery Agreement | Per Cost Recovery Agreement |
| Specific Plan Amendment | Per Amendment | \$6,612 |
| Specific Plan Minor Variation | Per Application | Same as Dev Review Class B |
| • Temporary Use Permit | Per Permit | \$93 |
| Tentative Map | | |
| Parcel map | Map | \$9,464 |
| 5 – 100 lots | Lot Number | \$12,964 |
| 100 & over lots | Lot Number | \$20,224 |
| • Time Extension | Per Extension Request | \$545 |
| Variance | Per Variance | \$871 |
| Zoning | | |
| Zone Change | Per Change | \$3,306 |
| Zone Text Amendment | Per Amendment | \$3,241 |
| • Zoning Research Letter | Per Letter | \$104 |