Town of Hillsborough

Planning Department Fee Schedule July 1, 2009

Project Address: _____

Payee: _____

Payee Address: _____

TOTAL FEES $_____

☑	**Architecture and Design Review Board (ADRB)**	
	Pre-application staff plan review	
	- *1st meeting*	No Charge
	- *Additional meetings with a planner*	$161
	Preliminary Review by ADRB	
	- *1st review*	$980
	- *2nd review*	$469
	- *3rd review*	$391
	Public Hearing Items:	
	New houses, 2nd and 3rd story additions	$1,147
	Ground floor additions larger than 500 sq. ft.	$935
	Add'l fee for houses 8,000 sq.ft.& larger requiring City Council approval	$1,127
	Fences, gates, driveway columns along the street	$1,090
	- *As secondary item**	$818
	Roofing with other than pre-approved materials	$465
	Landscape plans, tennis courts	$1,135
	- *As secondary item**	$970
	Minor additions, 500 sq. ft. or smaller	$615
	Revisions to approved plans	$835
	Satellite dishes, antennas	$695
	- *As secondary item**	$390
	Tree removals	$732
	- *As secondary item**	$412
	Continuance for design changes	1/2 Original Fee
	Request for one-year extension of ADRB approval	$419
	Appeal of ADRB decision	$2,301

☑	**Administrative Reviews**	
	Architectural projects (includes revisions)	$318
	Landscape projects (includes revisions)	$421
	Fencing along street (may include gates/columns)	$411
	Gates and/or columns only	$371
	Atennas, satellite dishes	$263
	Second Units	no charge
	Emergency Tree Removal Request	$94

☑	**Environmental documents**	
	(Plus County Clerk and Dept. of Fish & Game fees, if any)	
	Initial study	Town costs**
	Categorical exemption	$319
	Negative declaration	Town costs**
	EIR	Town costs**

☑	**Other**	
	Variance, Non-conforming structure	$4,386
	Annexation	Town costs**
	Code/General Plan Amendments	Town costs**
	Conceptual/Development Plans, Private School Permit	Town costs**
	Private School Annual Certification	$167
	Restrictive Covenant	$601

☑	**Staff Hourly Rates**	
	City Planner	$191
	Building Official	$161
	Associate Planner	$104
	Consultant Planner	$110
	Landscape Architect	$168
	Support Staff	$78

* ADRB fees for projects/applications which include multiple items qualifiy for a 25% discount on the secondary item(s). For example, an application for a new house with a landscape plan and driveway gate = $1,147 (for the house) + $970 (for the landscape plan) + $818 (for the gate) = $2,935 total fee.

** Town Costs means the actual costs to the Town, including staff time (charged at the hourly rate) or consultant cost (plus a 20% administrative fee); plus the costs of all billable items (such as printing, legal, advertising, reproduction, etc.) plus a 15% administrative fee. A minimum deposit of $1,000 is to be maintained.

For Internal Use Only

Date:	
Computed by:	
Receipt #:	
Account #:	47.501.000