Town of Hillsborough

Planning Department Fee Schedule July 1, 2012

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*	$170
	Preliminary Review by ADRB	
	- *1st review*	$1,048
	- *2nd review*	$500
	- *3rd review*	$411
	Public Hearing Items:	
	New houses, teardowns, and substantial remodels	$1,761
	Ground floor additions larger than 500 sq. ft.	$998
	New Houses exceeding 8,000 sq ft – ADRB review	$2,523
	New Houses exceeding 12,000 sq ft – ADRB review	$3,380
	New Houses 8,000 sq ft & larger requiring City Council review	$2,831
	Fences, gates, driveway columns along the street	$1,163
	- *As secondary item**	$659
	Roofing (Re-Roof)	$599
	Landscape plans, tennis courts	$1,389
	- *As secondary item**	$1,140
	Minor additions, 500 sq. ft. or smaller	$662
	Revisions to approved plans	$910
	Antennas & Satellite dishes	$845
	- *As secondary item**	$530
	Tree removals	$792
	- *As secondary item**	$453
	Upper Level Additions	$1,275
	Continuance for design changes	½ Original Fee
	Subsequent Request for 1-year extension of ADRB approval	$464
	Appeal of ADRB decision	$3,090

* ADRB fees for projects/applications which include multiple items qualify for a 25% discount on the secondary item(s).

✓	**Administrative Reviews**	
	Architectural projects (includes revisions)	$322
	Landscape projects (includes revisions)	$484
	Fencing along street (may include gates/columns)	$415
	Gates and/or columns only	$369
	Antennas and Satellite dishes	$267
	Second Units	No Charge
	Tree Removal	$384
	Initial Request for 1 year extension of ADRB Approval	$355
	Initial Request for 1 yr extension of Admin Review Approval	$335

✓	**Environmental documents** *(Plus County Clerk and Dept. of Fish & Game fees, if any)*	
	Initial study	Town costs**
	Categorical exemption	$323
	Negative declaration	Town costs**
	EIR	Town costs**

✓	**Other**	
	Variance, Non-conforming structure	$4,766
	Annexation	Town costs**
	Code/General Plan Amendments	Town costs**
	Conceptual/Development Plans, Private School Permit	Town costs**
	Private School Annual Certification	$151
	Restrictive Covenant	$653

✓	**Staff Hourly Rates**	
	Director of Building and Planning	$189
	Building Official	$145
	Associate Planner	$117
	Consultant Planner	$110
	Landscape Architect	$168
	Support Staff	$82

** 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 $5,000 is to be maintained.