

Town of Ross
Development Application Filing Fees
Adopted September 10, 2009, Resolution 1675
Effective 11/10/09

Variances

First variance	\$600
Second, and each additional, variance	\$300
Variances associated with installation of solar panels	\$300
Variances associated with second units in existing nonconforming structures	\$300

Use Permit

Use Permit	\$1,000
Commercial District Use Permit	\$300
Residential Second Unit Use Permit	0
Home Occupation Permit (administrative)	0

Tree Removal Permit, first three trees

	\$150
Each additional tree	\$50
Sudden Oak Death, dead trees, and when recommended by fire department for fire safety (permit required)	no charge

Hillside Lot and/or Hazard Zone Use Permit

Less than 2,000 square feet new area	\$1,250
2,000 square feet or more new area	\$2,500

Demolition Permit

\$1,500

Design Review

Administrative	\$300
Fences, Gates, & Walls	\$600
Retaining Walls	\$600
Retaining Walls (Minor)	\$300
Watercourse Design Review	\$600
Watercourse Design Review (Minor)	\$300

Grading & Filling

50 to 199 total cubic yards	\$250
200 to 999 total cubic yards	\$500
1,000 total cubic yards or more	\$1,000

New Construction (includes area of any new work)

200 to 499 square feet	\$600
500 to 999 square feet	\$1,200

1,000 to 1,999 square feet	\$2,400
2,000 to 2,999 square feet	\$3,500
Over 3,000 square feet	\$4,500

Subdivision Application Filing Fees

Tentative Map

Parcel Map	\$4,500	*
Subdivision	\$4,500	*
Final Map	\$2,500	*
Improvement Plan Check	3% valuation	
Improvement Inspection Fee	1.5% valuation	
Lot Line Adjustment, 2 parcels	\$1,000	
Lot Line Adjustment, each additional parcel	\$500	
Voluntary Merger of Lots	costs, plus \$150	
Certificate of Compliance	\$2,000	
Conditional Exception	\$800	

California Environmental Quality Act & Reports

Initial Study	\$3,500	*
Environmental Impact Reports, Studies	cost, plus 25%	

Renoticing, Revised Plans and Continuances

Renoticing/Continuances/Rehearing	\$300
Revised Applications	\$1,000
Revised Applications (Minor)	\$500
Extension of Time for Planning Approval	\$500

Planning Review of Building Permits

Building permit planning processing (\$100 minimum)	.3% valuation
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Other Fees

Public noticing	\$300
Appeal to Council	\$500
Appeal to Council of Construction Completion Penalties	\$1,000
Planning Research	
by administrative staff	\$50 per hour
by Planning Department	\$100 per hour, \$500 deposit
Resolutions (findings)	\$100 per hour
Violations & Abatements	\$100 per hour
Preliminary Review	\$100 hour, \$200 deposit
Town Attorney consultation, review, document preparation, etc.	at cost
Parcel Slope Determination by Town Engineer	at cost
Zoning Amendment or Rezoning	\$5,000 **
General Plan Amendment	\$5,000 **
Annexation	\$5,000 **

Building Department Fees

Residential Building Record Fee	\$325
Each additional unit	\$100
Cancellation penalty	\$50
Work started without building permit	10% of project value
Document retention fee (per sheet)	\$3,00

*deposit only, includes 20 hours planner time

**deposit only, includes 30 hours planner time

APPLICATION OF FEES

1. Applicants shall submit filing fees in full, as determined by the Planning Department, at the time of application submittal to the Town of Ross. No application shall be accepted for processing without payment of full filing fees and full payment of any and all outstanding amounts due to the Town of Ross. Full payment of all required fees shall be provided with the submittal of any revised application. Renoticing fees for any continued application shall be paid within two weeks of application continuance.
2. Where a project requires more than one approval, the full fee shall be collected for each and every approval required. For design review applications where multiple approvals are required, the Planning Director may, at his or her discretion, waive certain of the design review fees if the resulting total fee is thereby more reflective of Town's review costs.
3. Application fees are nonrefundable.
4. Design review and hillside lot/hazard zone fees shall be based on the square footage of new construction. The amount of new construction and the appropriate fees for design review and hillside lot/hazard zone applications shall be as determined by the Planning Director.
5. In the event that any work has been undertaken or use made of the property without legal authority prior to completing the requisite procedures necessary to authorize such work or use, the applicant shall pay three times the specified amount.
6. Applicants will be responsible for payment of any Town consultant time required in excess of base fee amounts established herein. Consultant fees shall include all time spent by Town consultants prior to formal application submittal, all time spent during application processing and all time spent subsequent to application approval through project construction and completion.

Town consultants include, but are not limited to, Consulting Planners, Town Arborist, Town Engineer, and Town Attorney as contracted by the Town of Ross. A bill for Town consultant costs will be provided to applicants on a monthly basis, or as deemed appropriate by the Town. Payment is due within 15 calendar days to ensure continued processing of an application. Payment outstanding more than 30 days will be charged interest of 1.5% per month (18% annual rate.) No additional consultant/staff time shall be provided to any application or applicant with an outstanding payment of more than 30 days.

7. The Planning Department may require an additional deposit payment to cover the cost of Town consultant review of any application anticipated to require additional consultant time substantially in excess of that included in the base fee amounts established herein. An additional deposit of up to \$15,000, as determined by the Planning Director, shall be provided to the Town of Ross prior to any such application being accepted as complete for processing. The applicant shall deposit additional funds to restore the required deposit to its original amount within 15 days of receiving notice from the Planning Department of the need for additional funds in order for application processing to continue.
8. All applicants shall pre-pay the Town of Ross for anticipated outside consultants review costs.
9. The Ross Town Council may approve waiver or partial waiver of fees for good cause to be determined by the Town Council. Any waiver of fees shall be requested, in writing, prior to application submittal.