

CITY OF CUPERTINO
Resolution 24-XXX
Fees Effective July 14, 2024
Schedule C - Planning

DEFINITIONS

- A. Parcel Map: Subdivisions, including ministerial subdivisions - up to four (4) parcels (CMC Chapter 18.20).
- B. Tentative map: Subdivisions - five (5) or more parcels (CMC Chapter 18.16).
- C. Minor: for ten thousand square feet or less of commercial and/or industrial and/or office and/or other non-residential use, or six or less residential
- D. Major: for more than ten thousand square feet of commercial and/or industrial and/or office and/or other non-residential use, or greater than six
- E. Minor Architectural and Site Approval - Duplex/Residential: Architectural approval of single family homes in a planned development zoning district.
- F. Minor Architectural and Site Approval: Architectural approval of the following: minor building modifications, landscaping, signs and lighting for
- G. Major Architectural and Site Approval: Architectural approval of all other development projects (CMC Chapter 19.12).
- ~~H~~. Minor Modification: An application that is administratively reviewed by staff either at an advertised public hearing/meeting or in a non-hearing
- ~~H~~. Exceptions: An exception to the zoning standards for which an exception process and findings are identified in the Municipal Code. These include
- ~~J~~. Project Review Meeting: Request for a one hour meeting by an applicant to review a project with City staff without any written feedback.
- K. Preliminary Review: One round of informal review of any proposed project with written feedback from City staff.
- ~~J~~. Temporary Sign Permit: A review of a temporary sign application for banners, A-frame signs and other temporary signs (CMC Chapter 19.104).
- ~~M~~. Sign Permit: For signs that require a public meeting such as freeway oriented signage, electronic readerboard signs etc. (CMC Chapter 19.104)
- ~~K~~N. Extension Permit: A one-time one-year extension of the planning permit expiration date (CMC Chapter 19.12).
- ~~L~~O. Appeal: A request from the project applicant or interested party to reverse or amend a decision made by the approval authority. Fee Exemption for:
- ~~M~~P. Legal Noticing Fee: Assessed for all permit applications that require noticing (CMC Chapter 19.12).
- ~~Q~~. Special Events Permit: A request to host a special event for no more than a total of 12 calendar days in a year including, but not limited to, employee
- ~~N~~R. Housing Mitigation Fee: A fee assessed in accordance with the City's General Plan Housing Element, Municipal Code (CMC 19.172) and the City's
- Note: Mixed use applications will be classified based upon the highest intensity and review process. The Director of Community Development will have discretion to classify projects based upon the above criteria.

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Fee Description ¹	Unit	FY 2023-24 Fee	FY 2023-24 Total Cost	FY 2024-25 Proposed Fee	YOY \$ ▲	YOY % ▲
Planning Staff Hourly Rate ⁺²	Per Hour	\$332	\$287	\$290	(42.00)	-12.7%
General Plan						
Authorization	Deposit	Staff Hourly Rate	Staff Hourly Rate	Staff Hourly Rate		
Amendment	Deposit	Staff Hourly Rate	Staff Hourly Rate	Staff Hourly Rate		
Zoning						
Zoning Map Amendment	Deposit	Staff Hourly Rate	Staff Hourly Rate	Staff Hourly Rate		
Zoning Text Amendment	Deposit	Staff Hourly Rate	Staff Hourly Rate	Staff Hourly Rate		
Single-Story Overlay District	Deposit	Staff Hourly Rate	Staff Hourly Rate	Staff Hourly Rate		
Study Session	Deposit	Staff Hourly Rate	Staff Hourly Rate	Staff Hourly Rate		
Subdivision						
Parcel Map (See Definition A)	Each	\$20,917	\$27,117	\$27,393	6,476.00	31.0%
Tentative Map (See Definition B)	Each	\$34,792	\$46,604	\$47,078	12,286.00	35.3%
Conditional Use/Development Permit						
Temporary Use Permit	Each	\$4,639	\$5,030	\$5,081	442.00	9.5%
Administrative Conditional Use Permit	Each	\$7,682	\$10,614	\$10,722	3,040.00	39.6%
Minor (See Definition C)	Each	\$21,043	\$25,496	\$25,755	4,712.00	22.4%
Major (See Definition D)	Each	\$35,064	\$38,905	\$39,301	4,237.00	12.1%
Amendment to Conditional Use/Development Permit						
Minor (See Definition C)	Each	\$9,666	\$11,501	\$11,618	1,952.00	20.2%
Major (See Definition D)	Each	\$17,654	\$24,819	\$25,071	7,417.00	42.0%
Architectural and Site Approval Permit						
Minor Duplex / Residential (See Definition E)	Each	\$7,393	\$10,584	\$10,692	3,299.00	44.6%
Minor (See Definition F)	Each	\$14,557	\$16,515	\$16,683	2,126.00	14.6%
Major (See Definition G)	Each	\$21,667	\$25,195	\$25,451	3,784.00	17.5%
Single Family (R-1) Residential Permits						
Minor Residential Permit	Each	\$3,796	\$3,983	\$4,024	228.00	6.0%
Two-Story Permit without Design Review	Each	\$4,929	\$4,985	\$5,035	106.00	2.2%
Two-Story Permit with Design Review	Each	\$5,915	\$6,088	\$6,149	234.00	4.0%
Director Minor Modification (See Definition H1)	Each	\$5,185	\$5,441	\$5,497	312.00	6.0%
Ministerial Residential Permit						
Miscellaneous Ministerial Permit	Each	\$4,322	\$4,506	\$4,551	229.00	5.3%
Exceptions (See Definition H1)						
Fence Exception - R1 & R2	Each	\$1,411	\$4,626	\$4,673	3,262.00	231.2%
Fence Exception - Other	Each	\$4,749	\$5,132	\$5,184	435.00	9.2%
Sign Exception	Each	\$5,405	\$6,911	\$6,981	1,576.00	29.2%
R-1 Exception	Each	\$7,677	\$7,742	\$7,821	144.00	1.9%
Heart of the City Exception	Each	\$21,460	\$24,873	\$25,126	3,666.00	17.1%
Hillside Exception	Each	\$22,241	\$23,724	\$23,965	1,724.00	7.8%
Exception - Other	Each	\$7,408	\$7,862	\$7,942	534.00	7.2%
Variance	Each	\$8,489	\$8,990	\$9,081	592.00	7.0%
Reasonable Accommodation	Each	\$1,232	\$3,570	\$1,803	571.00	46.3%
Project Review Meeting (See Definition J)	Per Review		\$2,478.98	\$2,504.00		
Preliminary Application Review (See Definition K)						
Single Family	Per Review		\$2,508.49	\$2,534.00		
Non-Residential (Retail/Industrial/Office/Hotel)						
<10,000 sf	Per Review		\$5,435.74	\$5,491.00		
>10,000 sf	Per Review		\$9,454.37	\$9,550.00		
Residential / Mixed Use:						
Duplex	Per Review		\$1,971.46	\$1,991.00		
3-6 Units	Per Review		\$8,688.72	\$8,777.00		
6-50 Units	Per Review		\$13,412.54	\$13,549.00		
>50 Units	Per Review		\$19,359.32	\$19,556.00		

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Fee Description		FY 2023-24 Fee	FY 2023-24 Total Cost	FY 2024-25 Proposed Fee		
Tree Removal Permit						
Tree Removal Permit (no Arborist review required)						
First Tree	Per Tree	\$328	\$1,260	\$424	96.00	29.3%
Each Additional Tree	Per Tree	\$165	\$276	\$167	2.00	1.2%
Tree Removal Permit (Arborist review required)						
First Tree	Per Tree	\$492	\$2,305	\$776	284.00	57.7%
Each Additional Tree	Per Tree	\$247	\$950	\$250	3.00	1.2%
Retroactive Tree Removal (per tree)	Per Tree	\$5,464	\$5,464	\$5,520	56.00	1.0%
Heritage Tree Designation	Each	\$411	\$4,182	\$422	11.00	2.7%
Tree Management Plan	Each	\$7,724	\$7,871	\$7,951	227.00	2.9%
Signs						
Temporary Sign Permit (See Definition H)	Each	\$524	\$547	\$553	29.00	5.5%
Sign Permit (See Definition M)	Each	\$5,405	\$6,911	\$7,532	2,127.00	39.4%
Sign Program	Each	\$4,242	\$4,411	\$4,456	214.00	5.0%
Planning Commission Interpretation	Each	\$7,822	\$7,973	\$8,054	232.00	3.0%
Extension of Approved Entitlements (See Definition KN)	Each	\$2,103	\$2,082	\$2,103	0.00	0.0%
Environmental Assessment						
Environmental Impact Report (Plus State & County Filing Fees)	Each	Contract+Admin Fee	Contract+Admin Fee	Contract+Admin Fee		
Negative Declaration - Major (Plus State & County Filing Fees)	Each	Contract+Admin Fee	Contract+Admin Fee	Contract+Admin Fee		
Negative Declaration - Minor (Plus State & County Filing Fees)	Each	Contract+Admin Fee	Contract+Admin Fee	Contract+Admin Fee		
Categorical Exemption (Plus County Filing Fee)	Each	\$379	\$397	\$401	22.00	5.8%
Appeals (See Definition EO)						
Planning Commission	Each	\$379	\$19,006	\$505	126.00	33.2%
City Council	Each	\$379	\$19,294	\$505	126.00	33.2%
Miscellaneous Fees						
Legal Noticing Fee (See Definition MP)	Each	\$440	\$521	\$527	87.00	19.8%
Mercury News Ad	Each	Actual Cost + Admin Fee	Actual Cost + Admin Fee	Actual Cost + Admin Fee		
Zoning Verification Letter	Each	\$555	\$577	\$583	28.00	5.0%
Public Convenience and Necessity Letter (Alcoholic Beverage License)	Each	\$279	\$288	\$291	12.00	4.3%
Short-Term Rental	Each	\$232	\$405	\$409	177.00	76.3%
Mobile Vending Registration Fee	Each	\$332	\$543	\$548	216.00	65.1%
Special Events (See Definition Q)						
Large Event	Each		\$4,836.63	\$4,886.00		
Small Event	Each		\$2,161.79	\$500.00		
Planning Inspection	Per Inspection		\$425.43	\$430.00		
Technology Fee	Per Permit		5.8%	5.8%		
Fees Assessed at Building Permit Issuance with Building Permits						
Wireless Master Plan Fees (at Building Permit Issuance)						
Equipment Mounted on Existing Light/Utility Pole	Each	\$10.18	\$10.18	\$10.28	0.10	1.0%
New Personal Wireless Facility (not mounted on light/utility pole)	Each	\$2,218	\$2,218	\$2,241	23.00	1.0%
Zoning, Planning, Municipal Code Fees (at Building Permit Issuance)						
All Non-Residential and Multi-Family (per sq-ft)	Per s.f.	\$0.49	\$1.50	\$1.52	1.03	209.4%
Residential Single Family (per sq-ft)	Per s.f.	\$0.24	\$1.50	\$1.52	1.28	535.4%
General Plan Office Allocation Fee (per sq-ft)	Per s.f.	\$0.45	\$1.50	\$1.52	1.07	235.8%
Planning Department Review fee (New Construction and Additions) (Payable at permit submittal)	Each		20% of Plan Check and Inspection fees	20% of Plan Check and Inspection fees		

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FOR INFORMATIONAL PURPOSES ONLY: ^{2,3}						
Housing Mitigation In-Lieu Fees ² (See Definition <i>NR</i>)						
Residential - Ownership (per-sq-ft)						
Detached Single Family Residence	Per s.f.	\$21.36	\$21.36	\$21.87	0.51	2.4%
Small Lot Single Family Residence or Townhome	Per s.f.	\$23.49	\$23.49	\$24.05	0.56	2.4%
Multi-family Attached Townhome, Apartment, or Condominium (up to 35 du/ac)	Per s.f.	\$28.48	\$28.48	\$29.15	0.67	2.4%
Multi-family Attached Townhome, Apartment, or Condominium (over 35 du/ac)	Per s.f.	\$28.48	\$28.48	\$29.15	0.67	2.4%
Residential - Rental (per-sq-ft)						
Multi-family Attached Townhome, Apartment, or Condominium (up to 35 du/ac)	Per s.f.	\$28.48	\$28.48	\$29.15	0.67	2.4%
Multi-family Attached Townhome, Apartment, or Condominium (over 35 du/ac)	Per s.f.	\$35.60	\$35.60	\$36.44	0.84	2.4%
Non-Residential (per-sq-ft)						
Office, Research and Development, or Industrial	Per s.f.	\$33.76	\$33.76	\$34.55	0.80	2.4%
Hotel	Per s.f.	\$16.88	\$16.88	\$17.28	0.40	2.4%
Self-storage, employee unit provided	Per s.f.	\$0.63	\$0.63	\$0.65	0.01	2.4%
Self-storage, employee unit not provided	Per s.f.	\$1.33	\$1.33	\$1.36	0.03	2.4%
Warehouse	Per s.f.	\$46.89	\$46.89	\$48.00	1.11	2.4%
Commercial/Retail	Per s.f.	\$14.24	\$14.24	\$14.58	0.34	2.4%

¹Based on 2016~~23~~ Fee and Cost Allocation Plan Study by Matrix Consulting

¹ All application fees except those project subject to the Planning Staff Hourly Rate fee (see note 2) allow for two rounds of review. Any submissions beyond two shall be subject to a fee equal to 50% of the total p

² Applications may be subject to a Planning Staff Hourly Rate fee for applicable staff time, and vendor invoice. These fees apply to projects that require a level of staff support greater than the scope of work

³ All Housing Mitigation Fees are assessed in accordance with the BMR Housing Mitigation Manual. Non-residential Housing Mitigation In-lieu Fees are based on the 2015 and the 2020 Supplement to the Non-

An administrative fee (15%) will be charged for outside agency review/consultant services/outside services (ads etc.) per Schedule A - General Fees.

If plans are submitted on paper, these must be sent to an outside agency for scanning. The cost of scanning the plans, plus the administrative fee per Schedule A - General Fees will be charged.