



PLANNING DIVISION - LAND DEVELOPMENT FEE SCHEDULE

Effective April 1, 2022 (Per City Council Resolution No. 23-22, Adopted March 1, 2022)
 Fee Legend: (D) = Deposit Fee, (F) = Flat Fee

IMPROVEMENT PLAN REVIEW ADMINISTRATIVE FEES	
\$0 - \$3,000 (F)	\$475
\$3,001 - \$25,000 (F)	\$947
\$25,001 - \$50,000 (F)	\$1,895
\$50,001 - \$100,000 (F)	\$2,606
\$100,001 - 500,000 (F)	\$3,554
\$500,001 - \$1,000,000 (F)	\$5,448
\$1,000,001 - \$5,000,000 (F)	\$7,107
\$5,000,001 - \$10,000,000 (F)	\$8,528
\$10,000,001 - \$20,000,000 (F)	\$10,661

Note: Fee is for Planning's facilitation of non-structural Engineering projects. Fees is based on the value of non-structural engineering improvements. Contractor expenses will be passed through on top of the administrative fees.

SUBDIVISION - PARCEL AND TENTATIVE MAPS	
Parcel Map (0 - 5 Lots) (F)	\$1,895
Parcel Map (6 - 25 Lots) (F)	\$4,265
Parcel Map (26 - 100 Lots) (F)	\$5,922
Parcel Map (101 + Lots) (F)	\$9,476

LANDSCAPE PLAN CHECK ADMINISTRATIVE FEES	
\$0 - \$3,000 (F)	\$475
\$3,001 - \$25,000 (F)	\$947
\$25,001 - \$50,000 (F)	\$1,422
\$50,001 - \$100,000 (F)	\$1,895
\$100,001 - 500,000 (F)	\$2,843
\$500,001 - \$1,000,000 (F)	\$3,790
\$1,000,001 - \$5,000,000 (F)	\$4,738
\$5,000,001 - \$10,000,000 (F)	\$5,922
\$10,000,001 - \$20,000,000 (F)	\$7,107

Note: Fee is for Planning's facilitation of Landscape Plan Check. Fee is based on value of landscape improvement. Contractor expenses will be passed through on top of administrative fee.

NOTICE TO APPLICANTS

Except when a flat fee is charged, the applicant agrees to pay all personnel and related direct, indirect and overhead costs for review and processing necessary for the project, as well as in the event that the application is withdrawn, appealed, denied, approved subject to conditions or modified upon approval. The applicant agrees to make a deposit(s) to be applied toward the above costs, in an amount and at such time as requested by the City. The applicant further agrees that no Certificate of Occupancy for the project will be issued, until all outstanding costs are paid.

Interest on Unpaid Accounts:

Interest will accrue on all costs unpaid for 30 days after billing at the maximum legal rate, and the City is entitled to recover its costs, including attorney's fees, in collecting unpaid accounts. Any refund of amounts deposited shall be made in the name of the Applicant, to the address noted for billing information. Invoices are due and payable within 30 days.

Notification of Change in Interest or Representation:

The applicant shall provide written notice to the Finance Department in the event that there is a change in the Applicant's interest in the property, the project, or the billing address or contact person for said project. Said Notice shall be mailed first class, postage paid, certified mail to:

Finance Director
 450 Civic Center Plaza
 Richmond, CA. 94804

The applicant shall remain responsible for all outstanding costs incurred by the City.

Agreement to Hold the City Harmless:

The applicant agrees to hold the City harmless for all costs and expenses, including attorney's fees, incurred by the City or held to be the liability of the City in connection with the City's defense of its actions in any proceeding brought in any State or Federal court challenging the City's actions with respect to the applicant's project.