

# City of Lincoln

## MASTER FEE SCHEDULE - PLANNING FEES

Activity Description	Deposit	Minimum Fee or Fixed Fee	Note
<b>Appeals</b>			
1 Appeal to Planning Commission	n/a	\$3,000	
2 Appeal to City Council	n/a	\$3,000	
<b>Annexation</b>			
3 Annexation Review	\$25,000	n/a	
<b>Conditional Use Permit</b>			
4 Conditional Use Permit - New Construction	\$10,000	n/a	
5 Conditional Use Permit - Existing	n/a	\$3,701	
6 Conditional Use Permit - Renewal	n/a	\$3,084	
<b>Design Review</b>			
7 Design Review - Residential	\$5,000	n/a	
8 Design Review - Commercial	\$10,000	n/a	
9 Design Review - Administrative	n/a	\$2,073	
10 Design Review - Administrative actions requiring Planning Commission consultation/10-day appeal period	n/a	\$3,628	
11 Design Review - Modifications	n/a	\$2,592	
<b>Determination of Public Convenience or Necessity</b>			
12 Determination of Public Convenience or Necessity (requires a Conditional Use Permit)	n/a	\$3,110	
<b>Development Agreement</b>			
13 Development Agreement	\$15,000	n/a	
14 Development Agreement - Amendment	\$15,000	n/a	
<b>Development Permits</b>			
15 Development Permits	\$10,000	n/a	
16 Planned Unit Development	\$10,000	n/a	
17 General Development Plan	\$10,000	n/a	
<b>Environmental Review</b>			
18 Environmental Categorical Exemption Review	n/a	\$311	
19 Environmental Initial Study	\$4,000	\$2,000	
20 Negative Declaration	\$5,000	\$3,000	
21 Mitigated Negative Declaration	\$10,000	\$8,000	
22 Environmental Impact Report Review	\$20,000	\$15,000	
<b>Extension</b>			
23 Extension for Tentative Map, Design Review, Conditional Use & Variance	n/a	\$3,110	
24 Extension to Spec Dev Plan/Dev Permit	n/a	\$3,110	

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<b>General Plan Amendment</b>			
25 General Plan Amendment	\$10,000	n/a	
<b>Map Review</b>			
26 Tentative Parcel Map Review	\$6,000	n/a	
27 Tentative Subdivision Map Review - 1 to 50 Lots	\$15,000	n/a	
28 Tentative Subdivision Map Review - More than 50 Lots	\$20,000	n/a	
29 Certificate of Compliance	\$2,000	n/a	
30 Tentative Map Amendment	\$10,000	n/a	
<b>Pre-Application</b>			
31 Pre Application Conference	n/a	\$2,073	
<b>Pre-Zoning</b>			
32 Pre-Zoning	\$5,000	n/a	
<b>Reversion to Acreage</b>			
33 Reversions to Acreage Review	n/a	\$5,183	
<b>Signs</b>			
34 Signs - Temporary Sign/Banner Permit and Captive Balloons	n/a	\$311	
35 Signs - "A" Frame Signs	n/a	\$311	
36 Temporary Subdivision Sign Review	n/a	\$1,555	
<b>Specific Plan</b>			
37 Specific Plan	\$25,000	n/a	
38 Specific Plan Amendment	\$20,000	n/a	
39 Specific Development Plan and Development Permit	\$5,000	n/a	
<b>Street Name Processing / Address Processing</b>			
40 Building Address Processing	n/a	\$311	
41 Building Re-Address Processing	n/a	\$311	
42 Street Naming Processing	n/a	\$2,073	
<b>Substantial Conformance</b>			
43 Substantial Conformance Finding	n/a	\$3,110	
<b>Tree (Protected Tree Removal)</b>			
44 Protected Tree Removal Inspection Application - 0-5 Trees	n/a	\$200	
45 Protected Tree Removal Inspection Application - 6+ Trees	n/a	\$1,000	
<b>Variance</b>			
46 Administrative Variance	n/a	\$2,073	
47 Variance Application	n/a	\$5,183	

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<b>Zone Change</b>			
48 Rezone Review - Less than 10 Acres	\$10,000	n/a	
49 Rezone Review - 10 Acres or More	\$15,000	n/a	
<b>Planning Inspection</b>			
50 Planning Inspection	n/a	\$155	
<b>CDD Determination Zoning</b>			
51 CDD Determination Zoning	n/a	\$518	
<b>Other</b>			
52 Credit Card Transaction Fee	n/a	3% - Pass-Thru	
53 Conditions of Approval - Amendment	\$2,000	n/a	
54 Land Use Certification Letter	n/a	\$311	
55 Modification of Municipal Code	\$10,000	n/a	
56 Transfer Agreement Review and Approval	\$2,000	n/a	
57 Special Commission Meeting Process	n/a	\$2,073	
58 Staff Research for Documents or Records	n/a	\$259	
<b>In-Lieu / Mitigation Fee</b>			
59 Parking In-Lieu Fee (per parking space)	n/a	\$6,460	
60 Protected Oak Tree Removal Mitigation Fee (per inch)	n/a	\$150	[a]
<b>Fees for Services Not Identified In Schedule</b>			
61 See Hourly Billing Rate Section of the Fee Schedule		See Hourly Rate Schedule	
<b>Hourly Billing Rates for Deposit-Based Billings</b>			
62 See Hourly Billing Rate Section of the Fee Schedule		See Hourly Rate Schedule	

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<b>Full Cost Deposits and Deposit Replenishment</b>			
<p>Applicants for Full Cost Entitlement Applications shall pay for all City staff time required to process the application. A full cost reimbursement agreement shall be included with the project application submittal package. Projects outside the scope of this fee schedule (as determined by the Community Development Director) will be subject to a full cost reimbursement agreement to be approved by the City Council. This reimbursement agreement will include the identification of a work program and will include cost estimates for both City staff time and consultant services based on a defined scope of work.</p>			
<p>Initial deposits as shown on the fee schedule will be collected and held by the City in a deposit account at the time the application is submitted. The cost of staff time will be drawn from the deposit account. A positive account balance shall be maintained at all times during the review process. No work will be performed on a project with a negative fund balance. If the deposit is reduced to below 20% of the initial deposit amount, the applicant will be notified and required to supplement the deposit account with an additional amount no less than 50% of the original deposit.</p>			
<p>When more than one Full Cost application is submitted, the sum total of the initial full cost deposit amount can be reduced by 20%.</p>			
<p>Funds expended for staff time shall not be dependent upon the City's approval or disapproval of the application request. The deposit account will be held open for 90 days after project approval for City to complete any miscellaneous clean up items and to account for all project related costs. Any deposit amounts remaining after final project close out will be returned to applicant.</p>			
<p>As may be required by the Community Development Department for project evaluation or environmental review, all payment for consultant work shall be the responsibility of the applicant.</p>			
<b>Refund Policy</b>			
<p>Application fees are not refundable except as follows:</p> <ul style="list-style-type: none"> <li>A. Refund of 100% shall be made if a determination is made by the Community Development Director that the permit and associated fee are not required by the City's Municipal Code or adopted City Resolution.</li> <li>B. If an applicant requests to withdraw a fixed fee application prior to project evaluation, refund of 50% of the applicable fee shall be</li> <li>C. No refund of application fees shall be made after initial project evaluation has commenced, unless a fee waiver is approved by the City Council.</li> </ul>			

[a] Triple fee if done without prior City approval.