

RESOLUTION NO. 2026-059

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK GROVE
ADOPTING AN UPDATED SCHEDULE OF DEVELOPMENT RELATED FEES AND
RELATED ADMINISTRATIVE REVISIONS**

WHEREAS, the City of Elk Grove (City) maintains a Schedule of Development Related Fees (Fee Schedule) that establishes fees for development applications, permits, and related development review services provided by City departments; and

WHEREAS, updates to the Fee Schedule are necessary to address changes in service delivery, improve clarity, and ensure that fees reflect current development review practices; and

WHEREAS, the proposed update includes revisions to Planning and Development Engineering fees, including converting certain fees from a flat fee or task order structure to a deposit with time and materials billing structure, revising deposits to better reflect staff time and level of review, establishing a fee schedule for Building Permit Review by the Development Engineering Division, and removing or retitling obsolete fee tables; and

WHEREAS, fees charged on a time and materials basis are calculated using the City's fully burdened hourly rate for City staff and the application of the City's Development Services overhead rate, as established by City Council Resolution No. 2009-153; and

WHEREAS, the proposed updates align the cost of development review services with the fees collected and will ensure that the City is compensated for the actual cost of providing review and inspection services for private development.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Elk Grove hereby finds that the fees identified in the updated Schedule of Development Related Fees, attached as Exhibit A and incorporated herein by this reference, are consistent with the cost of providing development review services, and hereby adopts and approves the updated Schedule of Development Related Fees, as described in the staff report and supporting documentation;

AND, BE IT FURTHER RESOLVED, that the fees adopted herein shall become effective 60 days following adoption of this resolution, in accordance with applicable provisions of Government Code Section 66019(b).

PASSED AND ADOPTED by the City Council of the City of Elk Grove this 8th day of April 2026




BOBBIE SINGH-ALLEN, MAYOR of the
CITY OF ELK GROVE

ATTEST:



JASON LINDGREN, CITY CLERK

APPROVED AS TO FORM:



JONATHAN P. HOBBS,
CITY ATTORNEY

EXHIBIT A

2026 UPDATE

SCHEDULE OF DEVELOPMENT RELATED FEES

PLANNING APPLICATION FEES & DEPOSITS

		Flat Fee	Deposit with Time and Materials Billing	
Service Title	Service Detail			
Annexation Request/Prezoning (Full annexation process requires Reimbursement Agreement)	City Council	18,800		
Appeals	Appeal of Planning Director and Zoning Administrator Decision to Planning Commission		3,000	
	Appeal of Planning Commission Decision to City Council		5,000	
Appeals, 3 rd Party (Non-Applicant)	3 rd Party (i.e. affected resident) Appeals of Development Services Director, Zoning Administrator, or Planning Commission to Appropriate Appeal Authority	2,500		
CEQA Review (Covers initial review only; project- specific scope of work and budget will be provided; deposit of full amount required prior to work commencement)			See attached CEQA deposits schedule	
Combined Entitlements			See attached Combined Entitlements schedule	
Conditional Use Permit	Minor		5,000	
	Major		8,800	
Conditional Use Permit Amendments	Minor		1,000	
	Major		1,000	
Design Review	Single Family Master Home Plans		3,000	
	Outdoor Activity Design Review		3,000	
	Minor Design Review		5,200	
	Major Design Review		12,000	
	District Development Plan Design Review		18,000	
	Old Town Type 1		500	
Design Review Amendment	Old Town Type 2		500	
	Single Family Master Home Plans		2,000	
	Outdoor Activity Design Review		1,000	
	Minor Design Review		2,000	
	Major Design Review		5,000	
	District Development Plan Design Review		2,000	

		Flat Fee	Deposit with Time and Materials Billing	
Service Title	Service Detail			
Development Agreement	City Council		10,500	
Development Agreement Amendment *	City Council		5,250	
General Plan Amendment	City Council		1,000	
Historical Preservation Review (NOTE: City Council has previously taken action to reduce these fees in order to encourage historic preservation as opposed to penalizing it)	Major Certificate of Appropriateness	2,500		
	Minor Certificate of Appropriateness	1,000		
	Rescission	3,000		
	Demolition / Relocation Certificate	3,000		
Letter of Public Convenience	City Council	5,000		
Minor Deviation	Planning Director	3,300		
	Planning Commission	4,000		
Parking Reduction	Planning Director	4,500		
Reasonable Accommodations Permit		2,700		
Onsite Noticing		At contracted cost		
Specific Plan/Special Planning Area Amendment	Residential		1,000	
Specific Plan/Special Planning Area Initiation (Required to process a Reimbursement Agreement in order to complete SP/SPA Processing)	Commercial		10,000	
Donation Box Permit		132		
Donation Box Renewal		66		
Temporary Use Permit	Planning Director	1,500		
Streamlined Housing Approvals (EGMC 23.17)	Preliminary Application Review for Streamlined Housing Approvals		1,500	
	Objective Standards Review/Design Review (as applicable; project review, processing, and action)		10,000	
	Amendment		5,000	
Temporary Use Permit-tax exempt organizations	Planning Director	50		
Tentative Parcel Map	Residential		8,800	
	Commercial		12,300	
	Urban Lot Split		8,800	
Tentative Parcel Map Amendment	Residential		1,000	
	Commercial		1,000	
Tentative Parcel Map Extension	Residential	1,500		
	Commercial	1,500		
Tentative Parcel Map Waiver for Condos	Planning Commission	4,850		

		Flat Fee	Deposit with Time and Materials Billing	
Service Title	Service Detail			
Tentative Subdivision Map	<25 lots		10,500	
	25-100 lots		12,500	
	100-200 lots		14,500	
	200 + lots		18,000	
	Urban Subdivision		10,500	
Tentative Subdivision Map Amendment	Planning Commission		1,000	
	<25 lots		1,000	
	25-100 lots		1,000	
	100-200 lots		1,000	
	200 + lots		1,000	
Tentative Subdivision Map Extension	Zoning Administrator	1,500		
Tree Permit		100		
Uniform Sign Program, Minor		3,000		
Uniform Sign Program, Major		6,000		
Variance	Planning Commission		6,000	
	City Council		6,000	
Williamson Act	City Council		5,000	
Zoning Amendment (Text and Map)	City Council		1,000	
Zoning Clearance/Plan Check	See Building Dept Fee Schedule			
Zoning Confirmation		115		
Zoning Interpretation	City Council	1,400		

Notes:

1. When a Development Application includes multiple entitlements that include both flat fee and time and materials billing deposits, the application will be billed on time and materials basis with all fees contributing towards the initial deposit.
2. Any deposit remaining at the conclusion of the Planning review process may be rolled over to any implementing Development Engineering Fee for the same project at the request of the applicant and approval of the Community Development Director.

**CITY OF ELK GROVE
PUBLIC WORKS FEES & DEPOSIT**

Encroachments		
Service Title	Deposit with Time & Materials Billing	Fixed Fee
Encroachment Permit Annual (Cable TV, PG & E, SMUD, Frontier, etc.)	\$2,000	
Encroachment Permit Major (Pavement Cuts, Utility Improvement Projects, etc.)	\$2,000	
Small Cell Individual Site Permit (ISP)		\$500
Encroachment Permit Minor (driveways, culvert repair/replacement, non- construction encroachments)		\$250
Street Use Permit - Block Parties/Special Events		\$50
Transportation or House Moving Permit		
Single		\$16
Annual		\$90

Trench Cut Fees		
Less than 4 Feet Deep Fee Calculation		
Major Streets or all streets within 5 years of construction or structural overlay	PCI Between 100 and 70	\$3.90 per S.F. Longitudinal
		\$7.80 per S.F. Transverse
Major	PCI Between 69 and 26	\$2.20 per S.F. Longitudinal
		\$4.40 per S.F. Transverse
Major	PCI Between 25 and 0	No Fee
Other	PCI Between 100 and 70	\$2.41 per S.F. Longitudinal
		\$4.82 per S.F. Transverse
Other	PCI Between 69 and 26	\$1.18 per S.F. Longitudinal
		\$2.36 per S.F. Transverse
Other	PCI Between 25 and 0	No Fee
4 Feet Deep or Greater Fee Calculation		
Major Streets or all streets within 5 years of construction or structural overlay	PCI Between 100 and 70	\$5.91 per S.F. Longitudinal
		\$11.82 per S.F. Transverse
Major	PCI Between 69 and 26	\$3.34 per S.F. Longitudinal
		\$6.68 per S.F. Transverse
Major	PCI Between 25 and 0	No Fee
Other	PCI Between 100 and 70	\$3.66 per S.F. Longitudinal
		\$7.32 per S.F. Transverse
Other	PCI Between 69 and 26	\$1.80 per S.F. Longitudinal
		\$3.60 per S.F. Transverse
Other	PCI Between 25 and 0	No Fee

- Major = thoroughfare and arterial roads as defined by the City Improvement Standards
- PCI = Pavement Condition Index
- Fees do not apply to area outside of the vertical projection of the trench in a "T" cut/restoration
- Longitudinal = Trench mostly parallel to the centerline of the ramp
- Transverse = Trench mostly perpendicular to the centerline of the ramp

**CITY OF ELK GROVE
COMMUNITY DEVELOPMENT ENGINEERING
BUILDING PERMIT REVIEW FEE SCHEDULE**

The following fees are assessed on building permit applications at the time of application submittal. These fees cover the review of the application by the Community Development Engineering Division to ensure consistency with the requirements of the Elk Grove Municipal Code, City improvement standards, adopted infrastructure master plans, and any applicable conditions of approval related to a prior entitlement for the project.

Permit Category	Review Fees ¹
Category A.1 – Commercial/Office/Industrial/Multi-family, New Construction and Additions	
This category includes new construction of commercial, office, industrial and multi-family projects and additions thereto. It does not include tenant improvements.	\$306.90/application ²
Category B.1 – Single Family Residential, Custom Home New Construction	
This category covers conditions of approval for custom single-family homes. Review services include, but are not limited to, site drainage, utility connections, driveway(s) and connection to the public right-of-way, and frontage improvement obligations. Also includes Accessory Dwelling Units involving the construction of new building square footage.	\$230.18/application
Category B.2 – Single Family Residential, Batch Permits	
This category addresses review of batch permits for production homes associated with a new subdivision.	\$76.73/application
Category C – Miscellaneous Permits	
This category of permits includes the following: <ol style="list-style-type: none"> 1. Those miscellaneous permits listed in Exhibit B of the Building Permit Fee Schedule, including but not limited to patio covers, awnings, carports, detached garages, and sheds; and 2. Pools and Spas 	\$76.73/application

Notes:

1. After the third submittal, the review fee shall be reassessed.
2. This fee shall be a minimum, non-refundable fee once a review has been performed. The Community Development Director or Development Engineering Manager may require additional fees based upon the time necessary to ensure compliance with conditions of approval for the project's permit(s) at the review staff's approved hourly rate.

CITY OF ELK GROVE
COMMUNITY DEVELOPMENT ENGINEERING FEES & DEPOSITS

Service Title		Fee Type	Fee/Deposit Value
Certificate of Correction		Fixed Fee	\$600
Certificate of Compliance		Fixed Fee	\$800
Boundary Line Adjustment/Certificate of Compliance for Lot Line Adjustment		Fixed Fee	\$2,800
Merger/Certificate of Compliance for Lot Merger		Fixed Fee	\$800
Parcel Map (Residential)		Deposit with Time and Materials	\$7,000
Parcel Map (Commercial)		Deposit with Time and Materials	\$9,200
Final Subdivision Map		Deposit with Time and Materials	\$7,000 + \$70 per lot Fixed Fee
Final Map Amendment/Revision		Deposit with Time and Materials	\$2,500
Reversion to Acreage (5 lots or greater)		Deposit with Time and Materials	\$4,000
Right of Way Vacation / Abandonment		Deposit with Time and Materials	\$5,500
Easements, IOD's, and Grant Deeds (processing, accepting)		Deposit with Time and Materials	\$2,500
Public and Private Civil Improvements ¹ : Plan Check ²	Improvement Value		
	\$0-\$100,000	Deposit with Time and Materials	9% of the improvement value
	\$100,001-\$300,000	Deposit with Time and Materials	\$9,000 + 4% of the improvement value above \$100,000
	\$300,001-750,000	Deposit with Time and Materials	\$17,000 + 3.5% of the improvement value above \$300,000
	>\$750,000	Deposit with Time and Materials	\$36,500 + 1.5% of the improvement value above \$750,000
Public and Private Civil Improvements ¹ : Inspection	Improvement Value		
	\$0-\$100,000	Deposit with Time and Materials	9% of the improvement value
	\$100,001-\$300,000	Deposit with Time and Materials	\$9,000 + 4% of the improvement value above \$100,000
	\$300,001-750,000	Deposit with Time and Materials	\$17,000 + 3.5% of the improvement value above \$300,000
	>\$750,000	Deposit with Time and Materials	\$36,500 + 1.5% of the improvement value above \$750,000

Notes:

1. Civil improvements include grading plans, improvement plans, traffic signal plans, traffic control plans, and other plans and documents in support of the development other than buildings. Services provided under this category include the review of the plans and any supporting specifications, along with the preparation and processing of any related improvement or maintenance agreement, HOA or other private ownership maintenance documentation, or related services or matters.
2. Any unused deposit for plan check services may be rolled over to inspection fees for the same project at the request of the applicant and approval of the Community Development Director.

City of Elk Grove
Time and Materials Billing Charges Policy

For services identified in this fee schedule that are charged to applicants on a Time and Materials basis, the following policy shall apply:

- City staff charges shall be billed at the fully burdened hour rate for the top step of that staff member's hourly rate. "Fully burdened hourly rate" shall be based upon:
 - The top step hourly rate for that staff member's job position as provided in the applicable adopted Salary Schedule as may be amended by the City Council from time to time.
 - Benefits provided by the City to that employee at a rate of 40% of the hourly salary rate for the employee's position.
 - The City's Overhead Rate.
- Consultant charges shall be billed as invoiced to the City, plus the City Overhead Rate.
- Materials charges, including printing, notices, and on-site signage shall be charged at the invoiced rate plus the City's Overhead Rate
- The City's Overhead Rate shall be 49% as provided in City Council Resolution 2009-153, or as may be amended from time to time

CERTIFICATION
ELK GROVE CITY COUNCIL RESOLUTION NO. 2026-059

STATE OF CALIFORNIA)
COUNTY OF SACRAMENTO) ss
CITY OF ELK GROVE)


I, Jason Lindgren, City Clerk of the City of Elk Grove, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Elk Grove at a regular meeting of said Council held on April 8, 2026 by the following vote:

AYES: COUNCILMEMBERS: Singh-Allen, Suen, Brewer, Robles, Spease

NOES: COUNCILMEMBERS: None

ABSTAIN: COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: None



Jason Lindgren, City Clerk
City of Elk Grove, California