

# CITY OF EL MONTE

## Community & Economic Development Department

# 11

### APPLICATION FEES

EL MONTE PLANNING DIVISION FEES (EFFECTIVE 7/21/22) (A)	TOTAL (B)	COMBINED PERMIT (C)	BASE HOURS (D)
<b>INITIAL PLAN REVIEW (IPR) APPLICATIONS</b>			
Residential (2 to 9 units)	\$6,096.00	N/A	20.0
Residential (10 to 49 units)	\$8,015.00	N/A	30.0
Residential (≥50 units)	\$10,161.00	N/A	40.0
Non-Residential (<20,000 SF)	\$8,299.00	N/A	32.0
Non-residential (20,000 SF to 59,999 SF)	\$10,337.00	N/A	42.0
Non-residential (≥60,000 SF)	\$12,389.00	N/A	52.0
<b>CITY COUNCIL ENTITLEMENTS</b>			
Code Amendment (1st Chapter)	\$8,145.00	\$8,145.00	60.0
Code Amendment (Each additional Chapter)	\$868.00	\$868.00	5.0
General Plan Amendment	\$6,516.00	\$6,516.00	50.0
Zone Change or Specific Plan	\$6,516.00	\$6,516.00	50.0
Development Agreement	\$8,145.00	\$8,145.00	60.0
<b>PLANNING COMMISSION ENTITLEMENTS</b>			
Tentative Tract Map (1st 10 parcels)	\$3,094.00	\$2,010.00	25.0
Each additional parcel	\$53.00	\$34.00	0.5
Tentative Parcel Map	\$3,094.00	\$2,010.00	25.0
Planned Residential Development	\$3,094.00	\$2,010.00	25.0
Conditional Use Permit (Regular)	\$3,094.00	\$2,010.00	25.0
Conditional Use Permit (Special Use) (E)	\$3,801.00	\$2,469.00	30.0
Design Review (1st 10 units or 20k SF)	\$3,094.00	\$2,010.00	25.0
Each additional unit	\$53.00	\$34.00	0.5
Each additional 10k SF	\$406.00	\$262.00	4.0
Variance (2+ units or non-residential)	\$3,094.00	\$2,010.00	25.0
Variance (single-family)	\$1,465.00	\$951.00	12.0
General Plan Conformity	\$1,465.00	\$951.00	12.0
Revision of an approved project (major) (F)	\$1,465.00	N/A	12.0
Revision of an approved project (minor) (F)	\$868.00	N/A	7.0
Time extension for an approved project	\$868.00	N/A	4.0
Time extension for an amortization permit	\$1,465.00	N/A	12.0
Each submittal after the 3rd incomplete	\$406.00	N/A	4.0

EL MONTE PLANNING DIVISION FEES (EFFECTIVE 7/21/22) (A)	TOTAL (B)	COMBINED PERMIT (C)	BASE HOURS (D)
<b>ZONING REVIEW COMMITTEE (ZRC) ENTITLEMENTS</b>			
Minor Variance (2+ units or non-residential)	\$1,465.00	\$951.00	12.0
Minor Variance (single-family)	\$868.00	\$564.00	7.0
Minor Use Permit	\$1,465.00	\$951.00	12.0
Revision to an approved project	\$406.00	N/A	4.0
Time extension for an approved project	\$406.00	N/A	4.0
Each submittal after the 3rd incomplete	\$406.00	N/A	4.0
<b>MINOR DESIGN REVIEW (MDR) ENTITLEMENTS</b>			
Minor Design Review (1st 10 units or 20k SF)	\$1,465.00	\$951.00	12.0
Each additional unit	\$37.00	\$24.00	0.5
Each additional 10k SF	\$406.00	\$262.00	4.0
Revision to an approved project	\$406.00	N/A	4.0
Time extension for an approved project	\$406.00	N/A	4.0
Each submittal after the 3 <sup>rd</sup> incomplete	\$406.00	N/A	4.0
Time extension for an approved project	\$406.00	N/A	4.0
<b>RENOTICE FOR PUBLIC HEARING</b>			
300 foot radius	\$325.00	N/A	N/A
500 foot radius	\$379.00	N/A	N/A
700 foot radius	\$434.00	N/A	N/A
<b>ENVIRONMENTAL COMPLIANCE</b>			
Env. Compliance (CC & PC items, to City)	\$1,737.00	N/A	12.0
Env. Compliance (ZRCs & MDRs items, to City)	\$543.00	N/A	5.0
Env. Compliance (Single-family items, to City)	\$189.00	N/A	1.5
Env. County Deposit (to LA County)	\$75.00	N/A	N/A
Env. Reports/Studies (to City)	25% of cost	N/A	N/A
Peer Review (to City)	125% of cost	N/A	N/A
<b>ZONING CLEARANCES, ADMINISTRATIVE PERMITS AND OTHER PERMITS</b>			
Zoning Clearance (general)	\$406.00	N/A	4.0
Zoning Clearance (new single-family)	\$1,465.00	N/A	12.0
Zoning Clearance (new ADU or urban dwelling)	\$868.00	N/A	6.0
Administrative Permit (general)	\$406.00	\$262.00	4.0
Administrative Permit (parking credits)	\$868.00	\$564.00	7.0
Annual parking in-lieu fee per credit	\$300.00	N/A	1.0
Administrative Permit (DOR)	\$868.00	\$564.00	7.0
DOR in-lieu fee per credit	\$20,000.00	N/A	N/A
Administrative Permit (density bonus)	\$868.00	\$564.00	7.0
Fee per concession	\$406.00	\$262.00	4.0
Sign Permit	\$406.00	N/A	4.0
Master Sign Program	\$0.00	N/A	N/A

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<b>ZONING CLEARANCES, ADMINISTRATIVE PERMITS AND OTHER PERMITS (CONTINUED)</b>			
Modification for an Individual with a Disability	\$868.00	\$564.00	4.0
Revision of an approved project	\$189.00	N/A	1.5
Time extension for an approved project	\$189.00	N/A	1.5
Each submittal after the 3rd incomplete	\$189.00	N/A	1.5
<b>WIRELESS APPLICATIONS</b>			
Non-6409 (non-public ROW)	\$543.00	N/A	5.0
Non-6409 (public ROW)	\$868.00	N/A	7.0
Non-6409, Consultant Fee (public ROW) (G)	\$4,062.00	N/A	N/A
6409 (non-public ROW)	\$406.00	N/A	3.0
6409 (public ROW)	\$868.00	N/A	7.0
Site License Application Fee	\$868.00	N/A	7.0
Master License Application Fee	\$406.00	N/A	3.1
<b>LANDSCAPE REVIEW &amp; TREE REMOVALS</b>			
Landscape Plan Review (500 sf to 1,499 SF)	\$406.00	N/A	4.0
Landscape Plan Review (1,500 sf to 2,499 SF)	\$868.00	N/A	7.0
Tree Inspection (1st tree)	\$75.00	N/A	1.0
Tree Inspection (each additional tree)	\$37.00	N/A	0.5
Protected Tree Removal Permit -			
2+ units or nonresidential (per tree)	\$406.00	N/A	4.0
Single-family (per tree)	\$189.00	N/A	2.0
After the fact (per tree)	\$868.00	N/A	4.0
After the fact fine (maximum, per tree)	\$5,000.00	N/A	N/A
Tree Mitigation Fund (1st 5 trees, per tree)	\$868.00	N/A	N/A
Tree Mitigation Fund (each additional tree)	\$543.00	N/A	N/A
<b>APPEALS</b>			
Appeals to the Director (general)	\$406.00	N/A	4.0
Appeals to the Director (tree removal)	\$406.00	N/A	4.0
Appeals to the City Manager	\$868.00	N/A	7.0
Appeals to the PC (2+ units or non-residential)	\$1,465.00	N/A	12.0
Appeals to the PC (single-family)	\$868.00	N/A	7.0
Appeals to the CC	\$3,094.00	N/A	25.0
<b>OTHER ITEMS</b>			
Vehicle Parking Use -			
Limited (per 10 or portion, up to 1 year)	\$300.00	N/A	N/A
Limited (per 10 or portion, annually)	\$400.00	N/A	N/A
Limited (per 10 or portion, annually)	\$500.00	N/A	N/A

EL MONTE PLANNING DIVISION FEES (EFFECTIVE 7/21/22) (A)	TOTAL (B)	COMBINED PERMIT (C)	BASE HOURS (D)
<b>OTHER ITEMS (CONTINUED)</b>			
Business Occupancy Permit –			
Nonresidential	\$406.00	N/A	N/A
Home occupation	\$189.00	N/A	N/A
Name change only	\$37.00	N/A	N/A
Lot Line Adjustment	\$189.00	N/A	N/A
Temporary Use Permit	\$406.00	N/A	N/A
Temporary Sign Permit (per business, annually)	\$65.00	N/A	N/A
CC&R Review	\$868.00	N/A	N/A
Maintenance Agreement Review	\$543.00	N/A	N/A
Covenant for Recordation	\$189.00	N/A	N/A
Art in Public Places Application (H)	\$0.00	N/A	N/A
Zoning Letter (I) –			
Complex	\$406.00	N/A	N/A
Simple	\$189.00	N/A	N/A
Copies of documents and maps (J)	\$0.15	N/A	N/A
Preliminary review for zoning standards (K)	\$189.00	N/A	N/A

**NOTES:**

- (A) Annual Fee Updates – Fees are adjusted every July 1st per the Employee Cost Index for State and Local Government Employees. All application fees are rounded down to the nearest whole dollar, with a minimum amount of \$1.
- (B) Surcharges – Total fees include a 3.6% Technology Fee and a 5.0% General Plan fee.
- (C) Combined projects with 2+ entitlements/permits – All City Council entitlements/permits shall be charged at 100%. The highest Planning entitlement/permit shall also be charged at 100%. Others that are listed may be reduced to 65%.
- (D) Base Hours – The number of base hours allocated for each entitlement/permit is shown in Column 3. Additional services for time more than the base hourly allocation may be charged at a rate of \$113.00 per hour. This amount is subject to annual fee updates.
- (E) Special Uses – This includes the following: adult entertainment; Boarding or rooming house 7+ residents; Community care facility with 7+ residents; Correctional facility; Emergency shelter with 25+ occupants/beds; Liquor store; Massage establishment; Nightclub; Recycling processing facility; and Significant tobacco retailer.
- (F) Refer to Section 17.10.130 of the El Monte Municipal Code.
- (G) For batches of 2 to 5 wireless applications with substantially the same equipment in the same configuration on the same support structure.
- (H) Public Art – Required for residential projects with 4+ residential units and nonresidential projects with a minimum construction value of \$500,000. This fee shall be 1% of the construction valuation, to a maximum of \$200,000. The \$200,000 maximum is subject to annual fee updates.
- (I) Letters – “Simple letters” confirms the General Plan Land Use Designation and/or Zoning District. All other letters are “complex letters.”
- (J) No charge for the first 10 pages, then \$0.15 for each additional page.
- (K) This fee can be credited towards an IPR, if one is submitted for the same property within 6 months.