



City of Calistoga
Planning Department Processing Fees & Deposits

Effective December 20, 2016

Application Type	Fee	Deposit*
Appeal of administrative decision to Planning Commission	\$150	
Appeal of Planning Commission decision to City Council	\$200	
Certificate of Compliance	\$500	
Conceptual Review, Planning Commission		\$2,500
Design Review, administrative review	\$725	
Design Review, administrative review – amendment	\$100	
Design Review, administrative review – time extension	\$100	
Design Review, Planning Commission review		\$2,500
Design Review, Planning Commission review – amendment		\$500
Design Review, Planning Commission review – time extension	\$500	
Development Agreement		\$10,000
Environmental Analysis, Initial Study		\$2,500
Environmental Analysis, Environmental Impact Report		\$10,000
General Plan Amendment		\$1,500
General Plan Consistency Determination	\$500	
Growth Management Allocation	\$300	
Growth Management Allocation with engineered water and wastewater study		\$500
Home Occupation Permit	\$150	
Lot Line Adjustment	\$750	
Lot Merger	\$500	
Municipal Code Amendment		\$2,500
Parcel Map		\$2,500
Parcel Map – revision		\$1,250
Parcel Map – time extension	\$500	
Planned Development Plan		\$2,500
Planned Development Plan – major modification		\$1,500
Planned Development Plan – minor modification	\$500	
Pre-Application Consultation, administrative review		\$750
Public Convenience & Necessity Determination	\$500	

Reversion to Acreage	\$500	
Sign Permit, administrative review	\$100	
Sign Permit, administrative review – copy change	\$50	
Sign Permit, Planning Commission review		\$500
Street Vacation		\$750
Temporary Use Permit	\$50	
Tentative Map		\$5,000
Tentative Map – exception		\$750
Tentative Map – revision		\$1,250
Tentative Map – time extension	\$500	
Use Permit, administrative review	\$850	
Use Permit, administrative review – amendment	\$100	
Use Permit, administrative review – time extension	\$100	
Use Permit, Planning Commission review		\$2,500
Use Permit, Planning Commission – amendment		\$500
Use Permit, Planning Commission – time extension	\$500	
Variance		\$1,500
Zoning Clearance	\$25	
Zoning Map Amendment		\$2,500
Zoning Ordinance Interpretation		\$500
Zoning Ordinance Text Amendment		\$2,500

*“Developer deposit accounts” are used to recover costs for processing more-complicated applications. Staff estimates the number of hours of staff time that will be required to process the applications by task, such as meetings with the applicant and their representative(s); reviewing the application for completeness; coordinating the review of other agencies; preparing environmental documentation, public notices, reports, resolutions and ordinances; attending public meetings and following up on application approvals. This number of estimated hours is then multiplied by the hourly staff cost and becomes the deposit required to accompany an entitlement application.

Staff then tracks its hours spent processing the application and deducts the applicable staff rate from the deposit account, resulting in a direct cost recovery from the applicant. As a deposit account is drawn down, staff requires additional deposits before further work or action is taken on an application. At the conclusion of the review process, any remaining funds in the account are returned to the applicant and the account is closed.