



**Community Development Department
Planning Division
Fee Schedule for Land Use/Zoning Applications
Effective Date - November 1, 2025**

Description	Method of Fee Calculation		Application Fee	Application Deposit
Administrative Fee for Past Due Invoices	Up to 30% of the invoice amount	(4)	30%	
Administrative Review	Deposit based on actual costs	(6)		
Annexation Review	Deposit/charges at fully allocated hourly rates			\$ 11,500
Appeal to Planning Commission	Per application		\$ 830	
Appeal to Town Council	Per application		\$ 1,241	
Cannabis License Monitoring	Deposit			\$ 1,000
Certificate of Compliance, 1 to 2 parcels	Deposit	(1)		\$ 2,250
Certificate of Compliance, 3 or more parcels	Deposit	(1)		\$ 3,750
Change of Address	Per request		\$ 249	
Child Day Care for Large Family Day Care Homes	Per application. Additional charges for Building Official review may apply.	(1)	\$ 331	
Comprehensive Sign Program	Deposit			\$ 1,000
Construction Monitoring	Per application		\$ 1,658	
Development Code and Zoning Map Amendments	Deposit	(1)		\$ 10,000
Development Permit	Deposit	(1)		\$ 10,000
Documents and Reports	At cost of reproduction - see current Planning Division Document Price List			\$ -
Easement Abandonment	Deposit	(1)		\$ 2,000
Electric Vehicle (EV) Charging Station Permit	Deposit			\$ 1,000
Environmental Impact Report	Deposit			\$ 10,000
Final Map, 5 or more parcels	Deposit	(1)		\$ 4,750
Fish & Wildlife Fee Administration	Town processing fee	(3)	\$ 85	
General Plan Amendment	Deposit	(1)		\$ 11,500
Historic Demolition Review	Deposit	(1)		\$ 7,750
Historic Design Review, Major	Deposit			\$ 3,000
Historic Design Review, Minor	Per application		\$ 331	
Historic Variance	Deposit	(1)		\$ 2,250
Home Occupation Permit	Per application. Additional charges for Building Official review may apply.	(1)	\$ 331	
Hourly Rate for Planning Staff	Hourly		\$ 195	
Improvement Security Administration	Per security		\$ 264	
Landscaping Inspection	Per application		\$ 321	
Lot Line Adjustment	Deposit	(1)		\$ 3,000
Mailing Fees for Notices	Actual cost	(5)		
Minor Modifications	Deposit			\$ 1,250
Long-Term Mitigation Monitoring	Deposit			\$ 7,750
Outdoor Dining Permit Annual Fee	Annual Fee		\$ 391	
Parcel Map, 4 or less parcels	Deposit	(1)		\$ 4,750
Planned Development	Deposit			\$ 11,500
Preliminary Application Review	Deposit			\$ 1,250
Project Amendment	Deposit based on underlying permit fee	(7)		
Recorded Map Modification	Deposit			\$ 3,500
Reversion to Acreage, 4 or less parcels	Deposit			\$ 3,750
Reversion to Acreage, 5 or more parcels	Deposit			\$ 4,750
SB-9 Housing Project	Deposit			\$ 3,500
Sign Plan, Single Tenant	Per application		\$ 331	
Sign Plan, Multiple Tenants	Per application		\$ 1,000	
Specific Plan/Master Plan Amendment	Deposit	(1)		\$ 11,500



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Specific Plan/Master Plan Proposal	Specific deposit estimated based upon scope of project	(1)		\$ 11,500
Street Abandonment	Deposit			\$ 2,000
Street Naming/Change	Per request		\$ 830	
Temporary Sign Permit	Per application		\$ 249	
Temporary Use Permit, Hourly Rate	Hourly rate		\$ 195	
Temporary Use Permit	Deposit	(1)		\$ 1,250
Tentative Map, 4 or less parcels	Deposit	(1)		\$ 3,750
Tentative Map, 5 or more parcels	Deposit	(1)		\$ 10,000
Time Extension	Deposit			\$ 2,250
Use Permit, Major	Deposit	(1)		\$ 10,000
Use Permit, Minor	Deposit	(1)		\$ 4,750
Variance	Deposit	(1)		\$ 4,750
Wireless Communications Facility Permit, Minor	Deposit	(1)		\$ 1,000
Wireless Communications Facility Permit, Major	Deposit	(1)		\$ 4,250
Zoning Clearance	Deposit	(2)		\$ 1,250
Zoning Verification	Set Fee		\$ 195	

(1) A fee, based on the Nevada County Department of Environmental Health (NCEHD) hourly rate, will be charged if the application needs to be reviewed by the NCEHD. The fee is a deposit for one hour of review time by the NCEHD. An applicant may be charged directly by Nevada County for additional fees if the project requires more than one hour of review time. The NCEHD hourly rate is currently **\$229.56** and may be adjusted by NCEHD mid-year.

(2) The fee will be charged if a zoning clearance application is submitted prior to the submittal of the building permit application or if no building permit is required for the proposed land use.

(3) The Fish and Wildlife administration fee is charged to applications with set fee for which a Negative Declaration or Environmental Impact Report is adopted. Applications with deposits are to be charged at the hourly rate for administration of the Fish and Wildlife Fee. The applicant is responsible for paying the Fish and Wildlife and County Clerk fees. Fees are subject to change on January 1 of each year.

Fish and Wildlife Fees (subject to change)	Effective Jan 1, 2025
Statutorily or categorically exempt from California Environmental Quality Act	No Fee
For project for which a (mitigated) negative declaration is prepared	\$2,968.75
For projects for which an Environmental Impact Report (EIR) is prepared	\$4,123.50
For projects subject to a certified regulatory program pursuant to CEQA Section	\$1,401.75
County Clerk Processing Fee	\$50.00

(4) Invoices issued for balances due on Planning Division deposit projects are due within 30 days. If an invoice is not paid within 90 days following the invoice date, an administrative fee of 30% of the invoice amount will be charged to cover collections costs and the invoice will be sent to collections.



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- (5) Regular mailing fees include the current cost of postage (currently \$0.74), color document printing (currently \$0.15 per page), and an additional \$0.10 per envelope. Postcard mailing fees include the current cost of postage plus the cost of color document printing (currently \$0.15 per page). Postage costs are subject to increases by the USPS.
- (6) The Community Development Director shall determine the deposit amount for an Administrative Review application based on an estimate of the anticipated costs to process the application, including hourly staff time, Town Surveyor review costs, and outside agency review costs.
- (7) The deposit amount for a Project Amendment shall be based on the current application fee for the underlying land use entitlement. (For projects with multiple land use permits, see "Fees for Multiple Applications").

Fees for Multiple Applications

For projects with multiple land use/zoning permit applications, the fees will be charged as follows:

- (a) For projects with two or more applications with deposit fees, the highest deposit for the individual applications will be collected, and the project will be charged at the allocated staff hourly rate (**\$195 per hour**). For example, the deposit fee for a project with a lot line adjustment and a historic variance will be **\$3,000**.
- (b) For projects with an application(s) with a set fee and an application(s) with a deposit fee, the entire project (including work done for the application with the set fee) will be charged at the allocated staff hourly rate. The highest deposit fee of the individual applications will be collected.
- (c) For projects with two or more applications with set fees, the highest set fee for an application and 50% of the fee for the other applications will be collected. For example, the fee for a project with a minor historic design review and a temporary sign permit will be **\$455.50** (**\$331** fee for the minor historic design review plus 50% of the **\$249** fee for the temporary sign permit, **\$124.50**).

Miscellaneous

- (a) Charges that will be applied to the deposit include planning staff hourly rate (**\$195 per hour**), engineering staff hourly rate (**\$211 per hour**), building staff hourly rate (**\$214 per hour**), town surveyor actual costs, consultant actual costs, newspaper publication costs, and other direct costs charged to the Town for the processing of the application.
- (b) The Community Development Director may reduce the application deposit at time of application submittal if the Director finds that the estimated hours and costs to process the application are substantially less than the deposit. The applicant will still be responsible for all actual costs to process the application. Also, an additional deposit may be required from the applicant after the application is submitted if over 75% of the deposit is expended prior to completion of the application.