

Planning Services

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Cost Recovery System

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On September 27, 2004, the City Council adopted a resolution for putting the Cost Recovery Policy in place. Effective **Monday, November 29, 2004** Redwood City Planning Services will implement a Cost Recovery System for certain projects.

What is Cost Recovery?

The Cost Recovery System will enable staff to recover the full cost of providing planning services to applicants of projects that fit a certain criteria.

Which projects would qualify for Cost Recovery?

Under this system "major projects" will pay the full cost of processing their applications. Major projects will be defined as projects that occupy one-quarter of an acre or more. Any projects below this threshold would simply pay the current permit fees. At or above the one-quarter of an acre threshold, applicants will be required to make an initial deposit of \$5000.00 at the time of filing for an application, from which staff will draw down by charging their time to cover the City's actual cost to review the project. When and if staff has expended 65 percent of the deposit, the planning staff will review the status. At that point, if it appears that the project will require an additional deposit of funds, staff will inform the applicant.

Which projects are exempt?

Only stand-alone childcare facilities and single family residences (new construction and additions) are exempt from the Cost Recovery Policy.