

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASADENA AMENDING  
THE GENERAL FEE SCHEDULE FOR FISCAL YEAR 2025**

**WHEREAS**, the City of Pasadena updated its ADU Ordinance (Ordinance No. 7420) in 2024 and commenced a study of ADU fees; and

**WHEREAS**, on September 17, 2024, the Planning and Community Development Department staff presented information to the Economic Development and Technology Committee of the City Council, which directed staff to identify plan check and permit fees that can be reduced and to study if the construction and demolition refundable deposit could be reduced; and

**WHEREAS**, on March 18, 2025, staff returned to the Economic Development and Technology Committee of the City Council with recommended reductions to Plan Check Fees, Permit Fees and the Residential Impact fee based on the study and feedback, which the Economic Development and Technology Committee recommend for approval; and

**WHEREAS**, the reductions would reduce or waive certain plan check fees, permit fees, and residential impact fees for qualifying ADUs, as further described in Exhibit A to this Resolution; and

**WHEREAS**, the City has implemented several programs to encourage ADU production and the fee reductions would lower fees for the overwhelming majority of ADUs built in the City.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PASADENA  
RESOLVES AS FOLLOWS:**

1. The General Fee Schedule is amended by revising certain fees as shown in Exhibit A hereto.
2. The City Manager is directed to begin collecting the revised fees as shown in Exhibit A, commencing on the date of this resolution.

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Adopted at the regular meeting of the City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Mark Jomsky  
City Clerk

Approved as to form:

  
\_\_\_\_\_  
Caroline K. Monroy  
Assistant City Attorney

## EXHIBIT A

FEE	SUPPORTING ACTIVITIES AND FEES	FY 2025 ADOPTED FEE
	<b>ADUs on properties developed with a single-family dwelling:</b> <ul style="list-style-type: none"><li>The General Plan Maintenance Fee and Technology Fee for ADUs utilizing the City’s Standard Plans Program, covenanted affordable ADUs, Section 8 ADUs and ADUs for family members (fees 221 and 222) are waived.</li><li>The General Plan Maintenance Fee and Technology Fee is reduced by 25% for ADUs that are 900 sq. ft. or less (fees 221 and 222).</li></ul>	
221	General Plan Maintenance Fee	0.50% of the Building Permit Valuation (BPV)
222	Technology Fee	0.50% of the BPV
223	AB 717 Training	1% of the BPV
224	Accessibility Review Fee	1% of the BPV
	<b>PLAN CHECK FEES</b>	
	<b>ADUs on properties developed with a single-family dwelling:</b> <ul style="list-style-type: none"><li>Plan Check Fees are reduced by 50% for ADUs utilizing the City’s Standard Plans Program, covenanted affordable ADUs, Section 8 ADUs and ADUs for family members (fees 313 through 378).</li></ul>	
313-323	Building Plan Check	Based on valuation of project.
324-334	Fire Plan Check	
335-345	Public Works Plan Check	
346-356	Current Planning Plan Check	
357-367	Design and Historic Preservation Plan Check	
368-378	Transportation Plan Check	
	<b>CONSTRUCTION AND DEMOLITION WASTE MANAGEMENT PROGRAM</b>	
	<b>ADUs on properties developed with a single-family dwelling:</b> <ul style="list-style-type: none"><li>The refundable deposit shall be a flat rate of \$1,000 (fees 1100 and 1101).</li></ul>	
1100	Refundable Deposit	Whichever is more, \$1,000 or 3% of Project Valuation, up to a maximum of \$30,000
1101	Refundable Deposit – Demolition Only Projects	Whichever is more, \$1,000 or \$1 per square foot, up to a maximum of \$30,000
1102	Non-Refundable Administration Review Fee – Each Project	\$403.09
1103	Construction Staging/Haul Route Plan Review Monitoring	\$377.00