

MISCELLANEOUS FEES		RECOMMENDED FEE SCHEDULE
#	Description	2025-26
1	Appeal Fee Appeals to City Council (CMC 2.52)	\$609
2	Capitola Municipal Code	\$0.15 / page
3	Capitola Municipal Code Supplement Service (Per year)	\$0
4	Copies:	
5	1-5 copies	\$0
6	6 or more copies (per copy)	\$0.25 / page
7	Gov't Code § 81008 (Political Reform Act) statements/reports (Per copy)	\$0.10 / page
8	Simple film permit	\$70
9	Major film permit	\$775
10	Returned Check Fee	\$35
11	Business License Overpayment Refund Fee (resolution 3532, ord 871)	\$0
12	Business License Late Payment Penalty Admin. Fee	\$25
13	Business License Application Fee (Reso. 3532)	\$25
14	Business License - Disability Access and Education Fee (State)	\$4
15	Temporary, Publicly Attended Activities, Application Fee (Municipal Code § 9.36.040)	\$34
16	Public Art (Total Building Valuation \$250,000 or more) (Municipal Code Chapter 2.58)	2% of TBV or 1% in lieu to City
17	Notice of Intent to Circulate Initiative Petition (Elections Code § 9103(b))	\$200
18	Outdoor Dining Rental Fees	
19	Parking Spaces (annually for each space or partial space)	\$3,622
20	Sidewalks and non-parking spaces (annually per square foot)	\$19
21	Outdoor Dining Maintenance Deposit	
22	Sidewalks and non-parking spaces	\$500.00
23	1-2 parking spaces	\$1,000.00
24	3-5 parking spaces	\$1,500.00
25	Notary Service Fees (State Code)	
26	Acknowledgment or proof of a deed, or other instrument, to include the seal and writing of the certificate	\$15.00 / per signature
27	Administering an oath or affirmation to one person and executing the jurat, including the seal	\$15.00 / per signature
28	Credit Card Transaction Fee	\$0
29	Passport Acceptance Fee	\$35
30	Marriage License	\$36
31	Marriage Ceremony	\$120
32	Marriage Ceremony - Witness Fee	\$30

**PUBLIC WORKS DEPARTMENT FEES**
**RECOMMENDED  
FEE SCHEDULE**

#	Description	2025-26
1	Encroachment Permits	
2	Application Fee	\$146
3	Traffic Control Plan Review - Local Street	\$72
4	Traffic Control Plan Review - Collector Street	\$349
5	Traffic Control Plan Review - Arterial Street	\$524
6	Inspection - Local Street	\$72
7	Inspection - Collector Street	\$194
8	Inspection - Arterial Street	\$292
9	Revocable Encroachment Permit Application- Outdoor Dining	\$1,405
10	Temporary (includes materials storage within right-of-way road and sidewalk closures	\$24
11	Village Sidewalk Sign Encroachment Permit	\$238
12	Construction Parking Permit - Village	\$28
13	Construction Parking Permit - City Lot	\$14
14	Construction Parking Permit - Neighborhood	\$29
15	Blanket Permits (repair and maintenance of existing facilities encompassing up to 20 utility instances per year)	\$3,305
16	Revocable Encroachment for Private Improvements	
17	Applications for Minor Revocable Encroachment	\$493
18	Applications for Major Revocable Encroachment	\$1,584
19	SPECIAL TRANSPORTATION PERMIT – OVERSIZE LOAD - Single	\$16
20	SPECIAL TRANSPORTATION PERMIT – OVERSIZE LOAD - Single	\$92
21	New Memorial Bench	\$2,711
22	Replacement Memorial Bench	\$2,646
23	Memorial Plaque	\$660
24	Replacement Plaque	\$463
25	Overhead Banner (outside of special event)	\$166
26	Stormwater Development Review Fee	
27	Application Fee	\$143
28	Large Project Plan Review Deposit	
29	Tier 1	\$357
30	Tier 2	\$713
31	Tier 3 & 4	\$713
32	Research Fee - 1/2 hour minimum charge	Cost
33	Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5% of Permit Fee
34	Final Parcel Map	\$4,458
35	Final Tract Map	\$6,354
36	Certificate of Compliance & Lot Merger	\$2,605
37	Boundary Line Adjustment	\$2,605
38	Separate Instrument Dedication Fee	\$3,021
39	Abandon Excess Public Right-of-Way & Public Easement	\$3,021
40	Improvement Plan Review	
41	Design Permits - Residential Single Family	\$232
42	Design Permits - Residential Multi-Family/Commercial	\$1,005
43	Building Permits - Residential Single Family	\$394
44	Building Permits - Residential Multi-Family/Commercial	\$1,024

**POLICE DEPARTMENT FEES**

		SCHEDULE
#	Description	2025-26
1	Special Event Permit	\$420
2	Recurring Special Event Permit - Major	\$705
3	New Major Special Event Permit	\$2,089
4	Neighborhood Special Event/Block Party	\$208
5	Special Event Pacific Cove Parking Lot Space Use Rates (upper lot max 232 parking spaces, lower lot max 226 parking spaces)	
6	Parking space rate per day	\$12 / space
7	Parking space rate per day (nonprofit)	\$7.20 / space
8	Special Event Village Closure Rates (max of 191 parking spaces at \$24 per space per day)	
9	Closure of Village for Special Event -full day	\$4,584
10	Closure of Village for Special Event -half day	\$2,292
11	Closure of Village for Special Event -full day (nonprofit)	\$2,750
12	Closure of Village for Special Event -half day (nonprofit)	\$1,375
13	Amplified Sound Permit (Municipal Code 9.12.040)	\$87
14	Bandstand Rental Fee	\$253 / 4 hrs or \$506 / all day deposit \$1,500
15	Single Entertainment Permit	\$208
16	Minor Entertainment Permit	\$208
17	Regular Entertainment Permit	\$743
18	Bingo Permit	\$87
19	DUI Cost Recovery Fee (Res. 3533)	Not to exceed \$12,000
20	Copies of reports: Crime Reports, Special Reports, etc. (Regardless of number of pages)	\$0.25 / page
21	Copies of: Citations, Code sections, Ordinances, etc.	\$0.25 / page
22	Postage (for copies of reports, citations, code sections, etc, if over 15 pages)	Current Postal Rate
23	Photographs	\$27
24	Video Tapes, Flash Drive, CD/DVD Production	\$68
25	Firearm Dealer License - City Application	\$86
26	Local Firearm dealers (set by state)	
27	New application	set by state
28	Renewal	set by state
29	Second Dealers License (set by state)	
30	Application	set by state
31	Renewal	set by state
32	Taxi Fee per application	set by state
33	Tobacco retail license	\$348
34	Cannabis Annual License Fee	\$2,846
35	Retail Cannabis Application Fee	\$1,971
36	Civil Subpoena (per case) (set by state)	set by state
37	Parking Permits (separate action by the Council)	
38	Neighborhoods per year	\$25
39	Village Preferential Permit	\$50
40	Village Preferential Permit - Hotels/Motels	\$365
41	Village Employer/Employee Permit	\$50
42	Morning Village Parking Permit	\$55
43	Electric Vehicle Charging Fee	\$2
44	Carrying a Concealed Weapon (CCW) Permit - City Application	\$157
45	Concealed Weapon Permits (set by state)	
46	Application	
47	Standard	\$0
48	Judicial	\$0
49	Employment	\$0
50	Renewal	
51	Standard	\$0
52	Judicial	\$0
53	Employment	\$0
54	Firearm Surrender Fees (set by state law)	
55	1-5 guns	\$0
56	6+guns	\$0
57	Administrative fee to release Impounded / Stored Vehicle	\$146
58	Surf School Permit Fee	\$610
59	Parking Permit Replacement (Lost/Stolen)	\$16
60	Boot Removal	\$118
61	Tow Hearing	\$151

PLANNING FEES	
	RECOMMENDED FEE SCHEDULE
Description	2025-26
<b><u>Administration/Documents</u></b>	
Continuance Request - Applicant (2+)	\$167
Staff Billing Rate	Cost
Appeals-by Applicant	Cost
Appeals- by City Officials	\$0
Appeals- by Other	\$1,157
Coastal Development Permit Appeal	\$0
Appeals -Building/Zoning Code Violations	\$1,157
Records Search/Research/Special Report	Cost
<b><u>Administrative Permits</u></b>	
Tree Removal I- Staff Review	\$167
Tree Removal -- 3 or more trees on a property	\$334
Tree Installation Deposit (Refundable)	\$514
Tree replacement in-lieu fee (if available)	\$617
Tree removal w/ PC approval	\$1,320
Commercial Sidewalk/Parking Lot Sale Permit	\$174
Tenant Use Permit (MCUP)--Staff approval	\$174
Transient Rental Occupancy Use Permit	\$348
Home Occupation Use Permit	\$174
Fence Permit- Staff approval	\$87
Fence Permit- PC approval	\$1,465
Sidewalk vendor permit	\$174
Temporary Use Administrative Permit	\$174
<b><u>Sign Permits</u></b>	
Temporary Signs and Banner Permits	\$44
Signs permit - Staff Review	\$174
Signs permit - PC Review	\$713
Master Sign Program	Cost; \$3,000 min deposit
Village Sidewalk Sign Permit	\$84
<b><u>Design Permits</u></b>	
Residential Single Family/Minor Design Permit - Staff Review	\$994
Residential Single Family - PC Review	\$3,303
Residential Multi-Family - PC Review	\$5,138
Commercial - PC Review	\$4,110
Accessory Dwelling Unit- Staff Review	\$482
Accessory Dwelling Unit- PC Review	\$1,621
Residential Multi-Family/Minor Design Permit - Staff Review	\$2,055
Commercial Minor Design Permit	\$2,055
Historic In-Kind Replacement Design Permit	\$346
Sidewalk & Street Dining Design Permit	\$1,164
<b><u>Use Permits</u></b>	
Master Conditional Use Permit	Cost; \$3,500 min. deposit
Conditional Use Permit/Minor Use Permit - Staff Review (No fee for childcare facilities)	\$994
Conditional Use Permit - PC approval	Cost; \$3,500 min. deposit
Temporary Use Permit	\$119
<b><u>Subdivisions</u></b>	
Tentative Parcel Map (Minor Subdivision)	Cost; \$3,500 min. deposit
Tentative Map (Major Subdivision)	Cost; \$5,000 min. deposit
Revised Map	\$2,055
Time Extension	\$2,055
Subdivision Modification	\$2,055
<b><u>Plan Amendments</u></b>	
General Plan Amendment	Cost; \$5,000 min. deposit
Local Coastal Plan Amendment	Cost; \$5,000 min. deposit
Rezone	Cost; \$5,000 min. deposit
Planned Development Rezone	Cost; \$3,500 min. deposit

<b><u>Other Discretionary Permits</u></b>	
Variance	\$1,400
PC review of minor modifications	\$975
Coastal Development Permit	\$737
Coastal Permit Exclusion	\$737
Mobile home Park Change of Use or Closure	\$5,138
Development Agreement	\$10,276
Developer agreement annual review	\$2,569
Specific Plan	\$5,138
Permit Time Extension -Staff Review	\$425
Permit Time Extension - PC Review	\$1,213
Permit Amendment (any permit)	50% of original cost
Annexation	Costs+ overhead / \$5,000 min. de
<b><u>Environmental Review</u></b>	
Negative Declaration (and Mitigated ND)	Cost; \$5,000 min deposit
EIR Processing	Cost; + 21% of consultant; \$10,00
Mitigation/Condition Monitoring Program	Cost + 21%
NEPA Compliance	Cost + 21%
<b><u>Other Permits/Fees</u></b>	
Conceptual Review Fee- PC	\$3,014
Conceptual Review Fee- PC and CC	\$4,126
Technical Study Preparation and Review	Cost + 21%
NOTE: Third party review costs to be required as necessary	Cost + 21%
Code Compliance	Double Application Fees
Code Compliance confiscated property recovery fee	\$238
Research Fee - 1/2 hour minimum charge	Cost
Pre-Application Review	\$174
Building Plan Check & Final Inspection	20% of Building Permit Fee
Major Development Project Fee	Cost; \$5,000 min. deposit
Historical significance determination	Cost + 21%
<b><u>Inclusionary Housing</u></b>	
Inclusionary Housing - Unit Sale	\$765
Inclusionary Housing - Unit Refinance	\$765
<b><u>Other Fees and Assessments</u></b>	
General Plan Maintenance Fee	0.75%
Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5.0%
Green Building Educational Resource Fund Fee (Municipal Code 17.10.080)	Fee equals .0025 times the overall building permit valuation of the project.
<b><u>Affordable Housing In-Lieu Fees</u></b>	
For Sale Housing Developments of two to six units (Municipal Code Chapter 18.02) :	
All Units	\$25 per sq. ft.
For Sale Housing Developments of Seven or more units	
#Units: 7 #Units Built 1	\$0.00
#Units: 8-13 #Units Built 1	Total # units minus 7 @ \$25 per a
#Units: 14 #Units Built 2	\$0.00
#Units: 15-20 #Units Built 2	Total # units minus 14 @ \$25 per
#Units: 21 #Units Built 3	\$0.00
#Units: 22-27 #Units Built 3	Total # units minus 21 @ \$25 per
#Units: 28 #Units Built 4	\$0.00
Rental Multi-Family	\$6 per sq. ft.
<b><u>Affordable Housing Impact Fees</u></b>	
For Sale Housing Developments of Six or Less Units: New housing units that are constructed to replace housing units that were demolished less than two years before the project developer applied for a permit to construct the housing development project are exempt	\$25 per square foot
Rental Multi-Family	\$6 per square foot

Additional to Housing Units of 50% or more (charged to additional square footage only)

\$2.50 per square foot

NOTES:

1. All Fees are non-refundable.
2. Deposit accounts are billed on a time and material basis.  
Additional deposits may be necessary depending on the complexity of the project. Any  
unused monies in a deposit account will be refunded following case closure.
3. The Community Development Director may reduce the total fee/deposit requirements for applications which are unlikely to require the full deposit amounts established herein.
4. Applications which include a fee and a deposit payment will be processed with a single deposit account.
5. Outside agency fees, including but not limited to County recordation fees, State Fish and Wildlife fees, etc. are charged at cost.
6. The Community Development Director may establish a reasonable fee or deposit amount for permit types required by the Capitola Municipal Code or State law which are not included in the fee schedule.
7. Flat fee applications are entitled up to two public hearings.  
Additional public hearings shall be charged to the applicant at cost
8. The Community Development Director may designate a project as a Major

#	BUILDING FEES	
1		
2		RECOMMENDED FEE SCHEDULE
3	Description	2025-26
4		
5	The cost of a "building permit" shall be the amounts shown in Table 1-A. A "building permit" is defined as a permit for a scope of construction work regulated solely by a single model code. The model codes are the building code, the plumbing code, the mechanical code and the electrical code.	
6		
7	Total Valuation	
8	\$1.00 to \$500.00	\$30.37
9	\$501.00 to \$2,000.00	\$30.37 for the first \$500.00 plus \$3.94 for each additional \$100.00 or fraction thereof.
10	\$2,001.00 to \$25,000.00	\$89.40 for the first \$500.00 plus \$18.08 for each additional \$100.00 or fraction thereof.
11	\$25,001.00 to \$50,000.00	\$505.14 for the first \$500.00 plus \$13.04 for each additional \$100.00 or fraction thereof.
12	\$50,001.00 to \$100,000.00	\$831.14 for the first \$500.00 plus \$9.05 for each additional \$100.00 or fraction thereof.
13	\$100,001.00 to \$500,000.00	\$1,283.80 for the first \$500.00 plus \$7.24 for each additional \$100.00 or fraction thereof.
14	\$500,001.00 to \$1,000,000.00	\$4,181.63 for the first \$500.00 plus \$6.13 for each additional \$100.00 or fraction thereof.
15	\$1,000,001.00 and up	\$7,249.02 for the first \$500.00 plus \$3.32 for each additional \$100.00 or fraction thereof.
16	Building Permit Reinstatement Fee	50% of the original, singular building permit fee or combo building permit fee, whichever is applicable to the permit being reinstated
17	Stop Work Order Fee	2x the singular building permit fee
18	Greywater System Permit	\$0.00
19	Home battery permit (usually with solar)	\$0.00
20		
21	a. Level I (120 volts)	\$0.00
22	b. Level II (208-240 volts)	\$0.00
23	c. Level III (480 volts)	\$0.00
24	Solar P.V. System	\$439
25	Solar P.V. System (Commercial Sale/Distribution)	\$439
26	Solar Hot Water Heater	\$0.00
27	Research Fee - 1/2 hour minimum charge	Cost
28	Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5.0%
29	Temporary Trailer/Mobile Home Occupancy Permit	\$324
30	Structural Review of Engineered Plans	Cost +21%
31	Outside Consultant Plan Review	Cost +21%
32	Grading Plan Review Fees	
33	50 cubic yard or less	\$362
34	51 to 100 cubic yard	\$362
35	101 to 1,000 cubic yards	Cost +21%
36	1,001 to 10,000 cubic yards	Cost +21%
37	10,001 to 100,000 cubic yards	\$446.72 for first 10,000 plus \$253.33 for each additional 10,000 cubic yards
38	100,001 to 200,000 cubic yards	\$2,726.77 for first 10,000 plus \$133.33 for each additional 10,000 cubic yards
39	200,001 cubic yards or more	\$5,260.15 for first 10,000 plus \$73.03 for each additional 10,000 cubic yards
40	Grading Permit Fees	
41	50 cubic yard or less	\$0.00
42	51 to 100 cubic yard	\$0.00
43	101 to 1,000 cubic yards	\$194.23 for first 100 plus \$28.05 for each additional 100 cubic yards
44	1,001 to 10,000 cubic yards	\$446.72 for first 100 plus \$7.50 for each additional 100 cubic yards
45	10,001 to 100,000 cubic yards	\$514.27 for first 100 plus \$253.33 for each additional 100 cubic yards
46	100,001 to 200,000 cubic yards	\$2,794.32 for first 100 plus \$140.09 for each additional 100 cubic yards

**PARKS AND RECREATION FEES**

Description	2025-26 Proposed Fee Schedule
All fees are evaluated annually to determine if they are competitive with other recreation programs in Santa Cruz County	
<b><u>Classes</u></b>	
Activity Fee (Instructor receives 65% of this fee, Department retains 35%)	
Registration Fee - Resident - Department retains this fee	\$20
Drop-in and Workshop Registration Fee - Department retains this fee	\$10
Online Class Registration fee-Department retains this fee	5.5% of Activity Fee
Non-Resident Fee: in addition to Registration Fee - Department retains this fee	\$20
Drop-in Activity Fee	Prorated cost of Session Activity Fee
Senior Discount	10% of Activity Fee
Change is registration/reservation	\$25
Negotiated Instructor of Private Tennis Lessons Activity Fee (Instructor receives 75% of this fee, Department retains 25%)	
<b><u>Sports</u></b>	
League Fees	\$645/team
League fees will change depending upon number and type of leagues offered, number of games per league, number of officials, amount of equipment needed, field/site prep and maintenance, and whether or not playoffs & awards are offered. Fees are calculated based on direct costs + 30% admin fee.	
<b><u>After School</u></b>	
Resident/non resident	\$5.75 / \$6.50
Registration/Change Fee - Resident - Department retains this fee	\$30
Late Pick-Up Fee	\$1
Parent's Night Out	\$25 / \$31
<b><u>Junior Guards</u></b>	
Resident/non resident	\$311 / \$389
U-19 resident/non resident	\$195
Registration/Change Fee - Resident - Department retains this fee	\$30
Late Pick-Up Fee	\$1
Regionals	\$115
<b><u>Camp Capitola</u></b>	
*Daily rate used only to calculate program fee	\$34 / \$42
All day 2 week session, resident/non resident	\$336 / \$420
1/2 day 2-week session, resident/non resident	\$170 / \$210
All day 1 week session, resident/non resident	\$170 / \$210
All day 1 week teen session, resident/non resident	\$303 / \$378
Junior Leader program	\$72
Registration/Change Fee - Resident - Department retains this fee	\$30
Late Pick-Up Fee	\$1
Extended Care--daily add on, resident/non resident	\$12
AM Extended Care--per 2 week session resident/non resident	
or AM & PM for 1 week long session	\$58
PM Extended Care--per 2 week session resident/non resident	\$58
Transportation/Lunch Break fee	\$63
<b><u>Family Camp</u></b>	
3 night family camp Adult (13+) / Child (3-12)	\$358 / \$244
<b><u>Rapid Weddings</u></b>	
Event Fee per registration	\$400
plus civil ceremony fees found in Admin Fee section	Cost
<b><u>Facility Rentals</u></b>	
Field and Courts hourly rental; non profit youth groups/other non profit & Cap residents/all others	\$15/ \$29 / \$38
Jade Street Community Center	
Rooms A&B hourly rent	\$48
Room C hourly rent	\$66
Patio hourly rent	\$10
Kitchen hourly rent	\$24
Entire Center hourly rent	\$173
Non profit discount of Jade Street Facility rents	25%
Community Center Deposit	
1 to 50 people	\$110
51 to 150 people	\$276
151 to 250 people	\$554
Lost key fee	\$27



	<b>Event Fees</b>
Event vendor fee	<b>\$111</b>
Merchandise Fee	Cost + 50% administration fee
Plein Air Art Exhibition service fee	30% retained by City, 70% paid to Artist
Plein Air Artist Application Fee	\$50
Staffing required to prepare for or supervise recreation activities	Cost
<b>Park Rental Fees</b>	
Park Space Reservation (hourly)	\$10
Barbeque permit	\$10
Bounce House / Powered Equipment permit	\$60
Temporary Structures (more than 100 sq ft) permit	\$60
Notes: Resident include Soquel Union Elementary School District	
Costs mean staff costs adjusted for benefits, department overhead, and City overhead as calculated by the City Manager. Costs can also mean direct cost of a consultant. When consultant costs are included 21% of such costs will be charged to cover staff time for contract management. Staff costs do not accrue during an appeal unless appeal is made by applicant.	
Deposits are stated as minimums. Actual deposits depend on the evaluation by staff of an individual project or application. The City Manager may lower minimum deposits if the application or project justifies a lower deposit. When an application involves multiple minimum fees the highest minimum fee applies.	
<b><u>Art &amp; Cultural</u></b>	
<b>Art at the Beach Artist Booth Fee</b>	

**HISTORICAL MUSEUM FEES**

		CPI increase 2.76%
#	Description	2025-26 Proposed Fee Schedule
1	Research Fee - 1/2 hour minimum charge	Cost
2	Print of an electronically available Photograph in Collection	\$8
3	Digital Copies of Collection Items	<b>\$23</b>
4	Scan High Resolution Tiff File of any collection item for a customer	<b>\$27</b>