

Description	2022/23 Amended Fee Schedule
MISCELLANEOUS FEES	
Administrative Decision Appeal Fee	\$562
Bingo Permit	\$67
Capitola Municipal Code	0.15 / page
Capitola Municipal Code Supplement Service (Per year)	\$0
Copies:	
1-5 copies	\$0
6 or more copies (per copy)	\$0.25 / page
Gov't Code § 81008 (Political Reform Act) statements/reports (Per copy)	\$0.10 / page
Video Tapes, Flash Drive, CD/DVD Production	Cost + \$54.18 1st Hour (Minimum) + \$27.08 / hour
Simple film permit	\$52
Major film permit	\$258
Entertainment Permit Application Fee	\$41
Single Event Permit	\$41
Minor Entertainment Permit	\$174
Regular Entertainment Permit	\$652
Pet Shops and Kennel License Fee (Municipal Code § 5.20.020) set only by ordinance	\$23
Returned Check Fee	\$41
Business License Overpayment Refund Fee (resolution 3532, ord 871)	\$0 (Set to -0- by Council in 2011)
Business License Late Payment Penalty Admin. Fee	\$35 + 10% each month late
Business License Application Fee (Reso. 3532)	\$41
Business License - Disability Access and Education Fee (State)	\$4
Temporary, Publicly Attended Activities, Application Fee (Municipal Code § 9.36.040)	\$34
Public Art (Total Building Valuation \$250,000 or more) (Municipal Code Chapter 2.58)	2% of TBV or 1% in lieu to City
Notice of Intent to Circulate Initiative Petition (Elections Code § 9103(b))	\$200.00
Bandstand Rental Fee	\$233 / 4 hrs or \$699 all day / deposit \$1,500
Outdoor Dining Rental Fees	
Parking Spaces	\$3,400 annually for each space or partial space
Sidewalks and non-parking spaces	\$18.00 per square foot annually
Outdoor Dining Maintenance Deposit	
Sidewalks and non-parking spaces	\$500
1-2 parking spaces	\$1,000
3-5 parking spaces	\$1,500
Notary Service Fees (State Code)	
Acknowledgment or proof of a deed, or other instrument, to include the seal and writing of the certificate	\$15 / signature
Administering an oath or affirmation to one person and executing the jurat, including the seal	\$15 / signature
Credit Card Transaction Fee	3%
Electric Vehicle Charging Fee	\$0.50 / hour
Cannabis Annual License Fee	\$2,677
Retail Cannabis Application Fee	\$1,745

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POLICE DEPARTMENT FEES	
<u>Special Event Permit</u>	\$64
Amplified Sound Permit (Municipal Code 9.12.040)	\$30
DUI Cost Recovery Fee (Res. 3533)	Not to exceed \$12,000
Copies of reports: Crime Reports, Special Reports, etc. (Regardless of number of pages)	\$0.25 / page
Copies of: Citations, Code sections, Ordinances, etc.	\$0.25 / page
Bicycle Licenses (New)	\$0
Bicycle Licenses (Renewal)	\$0
Citation Sign-Offs	\$0
Photographs	\$19 + administration fees
VIN verifications	\$17
Video Tapes, Flash Drive, CD/DVD Production	Cost + \$54.18 1st Hour (Minimum) + \$27.08 / hour
Local Fire Arm dealers (set by state)	
New application	set by state
Renewal	set by state
Second Dealers License (set by state)	
Application	set by state
Renewal	set by state
Taxi Fee per application	set by state
Tobacco retail license	\$274
Civil Subpoena (per case) (set by state)	set by state
Parking Permits (separate action by the Council)	
Neighborhoods per year (Resolution No. 3733)	\$25
Village Preferential Permit (Resolution No. 3733)	\$50 per year
Village Employer/Employee Permit (Resolution No. 3733)	\$50 per year
Morning Village Parking Permit (Resolution No. 3715)	\$50 per year
Concealed Weapon Permits (set by state)	
<i>Application</i>	
Standard	set by state
Judicial	set by state
Employment	set by state
<i>Renewal</i>	
Standard	set by state
Judicial	set by state
Employment	set by state
Firearm Surrender Fees (set by state law)	
1-5 guns	set by state
6+ guns	set by state
Vehicle Storage per day	\$28
Administrative fee to release Impounded / Stored Vehicle	\$137
Surf School Permit Fee	\$563
<u>Animal Services Fees</u>	
See Exhibit B "Animal Services Fees"	

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PUBLIC WORKS DEPARTMENT FEES	
Encroachment Permits	
Revocable Encroachment Permit - Outdoor Dining	\$230
Non-Construction Items (includes materials storage within right-of-way road and sidewalk closures)	\$71
Village Sidewalk Encroachment Permit	\$41
Village Parking Space Encroachment Permit (annually)	\$3,400
Construction Items	
Level A	\$215
Level B	\$477
Level C	\$951
Level D	\$1,546
Level E	\$2,143
Residential Blue Curb Application Fee	
	\$225
Residential Blue Curb Annual Fee	
	\$57
Blanket Permits (repair and maintenance of existing facilities)	
	\$2,379
Private Improvement Permits/Encroachment Agreement	
Applications for Minor Permits	\$238
Applications for Major Permits	\$595
New Memorial Bench	
	\$1,077
Replacement Memorial Bench	
	\$525
Memorial Plaque	
	\$808
Replacement Plaque	
	\$262
Memorial Plaque (tree)	
	\$516 + Cost of Tree
Memorial Picnic Table	
	\$1,725
Seasonal Boat Storage Permits	
Seasonal Permit	\$400 per month
Short Term Permit	\$15 per day
Stormwater Development Review Fee	
Stormwater Plan Review Fee	\$118
Large Project Plan Review Deposit	
Tier 2	\$3,571
Tier 3 & 4	\$4,761
Research Fee - 1/2 hour minimum charge	
	Cost
Information Technology Fee (Resolution No. 3796 adopted 11/12/09)	
	5% of Permit Fee
Final Map	
	Cost; \$3,000 min. deposit

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PLANNING FEES	
<u>Administration/Documents</u>	
Continuance Request - Applicant (2+)	\$175
Staff Billing Rate	Cost
Appeals-by Applicant	Cost
Appeals- by City Officials	\$0
Appeals- by Other	\$562
Coastal Development Permit Appeal	\$0
Appeals -Building/Zoning Code Violations	\$562
Records Search/Research/Special Report	Cost
<u>Administrative Permits</u>	
Tree Removal- Staff -Review	\$142
Tree Removal -- 3 or more trees on a property	\$306
Tree Installation Deposit (Refundable)	\$500 Deposit
Tree replacement in-lieu fee (if available)	\$600 per tree
Tree removal w/ PC approval	\$1,000 deposit
Commercial Sidewalk/Parking Lot Sale Permit	\$85
Tenant Use Permit (MCUP)--Staff approval	\$86
Transient Rental Occupancy Use Permit	\$596
Home Occupation Use Permit	\$179
Fence Permit- Staff approval	\$47
Fence Permit- PC approval	\$893
Sidewalk vendor permit	\$131
Sidewalk vendor annual refuse fee	\$525
Temporary Sidewalk Dining	\$86
Temporary Use Administrative Permit	\$86
<u>Sign Permits</u>	
Temporary Signs and Banner Permits	\$42
Signs-permit - Staff Review	\$143
Signs- permit - PC Review	\$596
Master Sign Program	Cost; \$3,000 min deposit
Village Sidewalk Sign Permit	\$73
<u>Design Permits</u>	
Residential-Single Family/Minor Design Permit - Staff Review	\$870
Residential-Single Family - PC Review	\$2,977
Residential Multi-Family - PC Review	\$4,165
Commercial - PC Review	\$4,000 Deposit
Secondary Dwelling Unit- Staff Review	\$596
Secondary Dwelling Unit- PC Review	\$1,787
Residential Multi-Family/Minor Design Permit - Staff Review	\$2,000 deposit
Commercial Minor Design Permit	\$2,000 deposit
Historic In-Kind Replacement Design Permit	\$500 deposit
Outdoor Dining - Custom Deck	\$1,000 deposit
<u>Use Permits</u>	
Master Conditional Use Permit	Cost; \$3,500 min. deposit
Conditional Use Permit/Minor Use Permit - Staff Review	\$1,756
Conditional Use Permit - PC approval	Cost; \$3,000 min. deposit
Temporary Use Permit	\$89
<u>Subdivisions</u>	
Certificate of Compliance & Lot Merger	\$596
Boundary Line Adjustment	\$951
Tentative Parcel Map	Cost; \$2,000 min. deposit
Tentative Map	Cost; \$5,000 min. deposit
Revised Map	\$2,000 Deposit
Time Extension	\$2,000 Deposit
Subdivision Modification	\$2,000 Deposit

Description	2022/23 Amended Fee Schedule
<u>Plan Amendments</u>	
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
<u>Other Discretionary Permits</u>	
Variance	\$1,787
PC review of minor modifications	\$1,606
Coastal Development Permit	\$893
Coastal Permit Exclusion	\$100
Mobile home Park Change of Use or Closure	\$5,000 Deposit
Development Agreement	\$10,000 min. deposit
Developer agreement annual review	\$2,500 deposit
Specific Plan	Cost; \$5,000 min. deposit
Permit Time Extension -Staff Review	\$596
Permit Time Extension - PC Review	\$1,787
Permit Amendment (any permit)	50% of original cost
Annexation	Costs+ overhead / \$3,000 min. deposit
Minor Modification	\$1,787
<u>Environmental Review</u>	
Negative Declaration (and Mitigated ND)	Cost; \$2,000 min deposit
EIR Processing	Cost; + 21% of consultant; \$10,000 min deposit
Mitigation/Condition Monitoring Program	Cost + 21%
NEPA Compliance	Cost + 21%
<u>Other Permits/Fees</u>	
Conceptual Review Fee- PC	\$1,787
Conceptual Review Fee- PC and CC	\$2,678
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	\$282
Research Fee - 1/2 hour minimum charge	Cost
Pre-Application Review	\$250
Building Plan Check & Final Inspection	20% of Building Permit Fee
Major Development Project Fee	Cost; \$5,000 min. deposit
Historical significance determination	\$4,250 deposit
<u>Inclusionary Housing</u>	
Inclusionary Housing - Unit Sale	\$596
Inclusionary Housing - Unit Refinance	\$238
Single Family Residence	\$2.50 per square foot
<u>Other Fees and Assessments</u>	
General Plan Maintenance Fee	Total Building Valuation X 0.5%
Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5% of Permit Fee
Green Building Educational Resource Fund Fee (Municipal Code 17.10.080)	Fee equals .0025 times the overall building permit valuation of the project.
<u>Affordable Housing In-Lieu Fees</u>	
For Sale Housing Developments of two to six units (Municipal Code Chapter 18.02/Reso. 3473) :	
All Units	\$25 per sq. ft.
For Sale Housing Developments of Seven or more units	
#Units	#Units Built
7	1
8-13	1
14	2
15-20	2
21	3
22-27	3
28	4

Description	2022/23 Amended Fee Schedule
Rental Multi-Family	\$6 per sq. ft.
<u>Affordable Housing Impact Fees</u>	
For Sale Housing Developments of Six or Less Units	\$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

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BUILDING FEES

<p>The cost of a “combination building permit” shall be 1.5 times the amounts shown in Table 1-A. A “combination building permit” is defined as a permit for a scope of construction work regulated by two or more of the model codes. The model codes are the building code, the plumbing code, the mechanical code and the electrical code.</p>	
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<p>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.</p>	
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TABLE 1-A	
Total Valuation	FEES
\$1.00 to \$500.00	\$27.98
\$501.00 to \$2,000.00	\$27.98 for the first \$500.00 plus \$3.63 for each additional \$100.00 or fraction thereof.
\$2,001.00 to \$25,000.00	\$82.43 for the first \$2,000.00 plus \$16.66 for each additional \$1000.00 or fraction thereof.
\$25,001.00 to \$50,000.00	\$465.61 for the first \$25,000.00 plus \$12.02 for each additional \$1,000.00 or fraction thereof.
\$50,001.00 to \$100,000.00	\$766.11 for the first \$50,000.00 plus \$8.34 for each additional \$1,000.00 or fraction thereof.
\$100,001.00 to \$500,000.00	\$1,183.11 for the first \$100,000.00 plus \$6.68 for each additional \$1,000.00 or fraction thereof.
\$500,001.00 to \$1,000,000.00	\$3,855.11 for the first \$500,000.00 plus \$5.65 for each additional \$1,000.00 or fraction thereof.
\$1,000,001.00 and up	\$6,680.11 for the first \$1,000,000.00 plus \$3.06 for each additional \$1,000.00 or fraction thereof.
Building Plan Check Fee	65% of Building Permit Fee
Reinspection Fee	\$0
Resubmitted Plan Check Fee	\$115.81 / hr.
Building Permit Extension Fee	\$0
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
Stop Work Order Fee	2x the singular building permit fee

Description	2022/23 Amended Fee Schedule
Greywater System Permit	\$0
Electric Vehicle Charging Permits (<i>* Note: These fees were added to the fee schedule for FY2011-12, but will be waived per the Green Energy Incentive Program</i>)	
a. Level I (120 volts)	\$0
b. Level II (208-240 volts)	\$0
c. Level III (480 volts)	\$0
Solar P.V. System	\$0
Solar P.V. System (Commercial Sale/Distribution)	\$0
Solar Hot Water Heater	\$0
Research Fee - 1/2 hour minimum charge	Cost
Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5% of Permit Fee
Temporary Trailer/Mobile Home Occupancy Permit	\$0
Structural Review of Engineered Plans	cost + 21%
Outside Consultant Plan Review	cost + 21%
<u>Grading Plan Review Fees</u>	
50 cubic yard or less	\$ -
51 to 100 cubic yard	\$ -
101 to 1,000 cubic yards	\$ -
1,001 to 10,000 cubic yards	\$ -
10,001 to 100,000 cubic yards	\$57.16 for first 10,000 plus \$29.18 for each additional 10,000 cubic yards
100,001 to 200,000 cubic yards	\$319.75 for first 100,000 plus \$15.77 for each additional 10,000 cubic yards
200,001 cubic yards or more	\$461.69 for first 200,000 plus \$8.64 for each additional 10,000 cubic yards
<u>Grading Permit Fees</u>	
50 cubic yard or less	\$ -
51 to 100 cubic yard	\$ -
101 to 1,000 cubic yards	\$44.04 for first 100 plus \$20.84 for each additional 100 cubic yards
1,001 to 10,000 cubic yards	\$231.60 for first 1,000 plus \$17.26 for each additional 1,000 cubic yards
10,001 to 100,000 cubic yards	\$386.94 for first 10,000 plus \$78.57 for each additional 10,000 cubic yards
100,001 to 200,000 cubic yards	\$1,094.07 for first 100,000 plus \$43.45 for each additional 10,000 cubic yards

1.0172
1.0321

Description	2022/23 Amended Fee Schedule
PARKS AND RECREATION FEES	
All fees are evaluated annually to determine if they are competitive with other recreation programs in Santa Cruz County	
Classes	
Negotiated Instructor Activity Fee (Instructor receives 65% of this fee, Department retains 35%)	
Registration Fee - Resident (Capitola Residents Only)-Department retains this fee	\$19
Online Class Registration fee - Department retains this fee	5.5% of Activity Fee
Non-Resident (Anyone residing outside of the City) in addition to Residential Registration Fee- Department retains this fee	\$16
Senior Discount	10% of Activity Fee
Negotiated Instructor of Private Tennis Lessons Activity Fee (Instructor receives 75% of this fee, Department retains 25%)	
Sports	
League Fees	
	Costs + 30% admin fee
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.	
After School - Fees include \$30 non-refundable registration fee	
Resident/non resident	\$5.16 / \$5.85 per hour
* Hourly rate used only to calculate monthly fee amount	
* Scholarships may be available	
Late Pick-Up Fee	\$1 per minute
Junior Guards - Fees include \$30 non-refundable registration fee	
Resident/non resident	\$287 / \$358
U-19 resident/non resident	\$199
Late Pick-Up Fee	\$1 per minute
Regionals	98
* Scholarships may be available	
Camp Capitola - Fees include \$30 non-refundable registration fee	
All day 2 week session, resident/non resident	\$318 / \$398
1/2 day 2-week session, resident/non resident	\$161 / \$200
All day 1 week session, resident/non resident	\$161 / \$200
All day 1 week teen session, resident/non resident	\$287 / \$358
Junior Leader program	69.29023992
Late Pick-Up Fee	\$1 per minute
Extended Care - daily add on, resident/non resident	\$12
AM Extended Care - per 2 week session resident/non resident	\$55
PM Extended Care - per 2 week session resident/non resident	\$55
Transportation fee to Jr. Guards per session	\$60
* Scholarships may be available	
Family Camp	
3 night family camp Adult (13+) / Child (3-12)	\$339.39 / \$231.51 per night
Facility Rentals	
Field and Courts hourly rental; non profit youth groups/other non profit & Cap residents/all others	\$14 / \$27 / \$36
Jade Street Community Center	
Rooms A&B hourly rent	\$46
Room C hourly rent	\$63
Patio hourly rent	\$9
Kitchen hourly rent	\$23
Entire Center hourly rent	\$164
Non profit discount of Jade Street Facility rents	25%
Community Center Deposit	
1 to 50 people	\$105
51 to 150 people	\$262
151 to 250 people	\$525
Lost key fee	\$26
Event vendor fee	\$105 per event
Field Prep and/or additional staffing required to prepare for or supervise the Sports rentals only	\$13 / hr
Notes: Residents include Soquel Union Elementary School District	

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<p>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 <u>21%</u> of such costs will be charged to cover staff time for contract management. <i>Staff costs do not accrue during an appeal unless appeal is made by applicant.</i></p>	
<p>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.</p>	

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HISTORICAL MUSEUM FEES	
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Research Fee - 1/2 hour minimum charge	Cost
Print of an electronically available Photograph in Collection	8
Digital Copies of Collection Items	21
Scan High Resolution Tiff File of any collection item for a customer	25