

Capitola City Council

Agenda Report



Meeting: July 28, 2022

From: Finance Department

Subject: Amend the FY 2022-23 City Fee Schedule

Recommended Action: Adopt the proposed resolution amending the fee schedule for Fiscal Year (FY) 2022-23.

Background: Since the adoption of Resolution No. 4276 adopting the City's Fee Schedule for FY 2022-23, the City's Outdoor Dining Program has received final approval from the California Coastal Commission. The fees associated with the Outdoor Dining Program were not included with the proposed FY 2022-23 fee schedule prior to adoption, primarily due to the timing when staff received the Coastal Commission's Conditional Certification.

In April 2021, the City Council directed staff to develop a program for permanent outdoor dining. Over the next several months, the City Council conducted two public hearings, two public surveys, and provided direction to staff to develop an outdoor dining program. In December 2021 the City Council adopted Ordinance No. 1050 establishing an outdoor dining program which received final certification from the California Coastal Commission on July 14, 2022.

Discussion: In order for the City to recover the costs associated with the Outdoor Dining Program, staff recommends amending the fee schedule to include the following new fees:

- Revocable Encroachment Permit (one time only): \$230
- Design Permit for Custom Deck: \$1,000 deposit – actual staff time billed against deposit
- Outdoor dining space rent (annual):
 - \$3,400 per parking space (or partial space)
 - \$18/sq. ft. on sidewalks and non-parking areas
- Outdoor dining maintenance deposit (one time only):
 - \$500 for sidewalk
 - \$1,000 for 1-2 parking spaces
 - \$1,500 for 3-5 parking spaces

Fiscal Impact: The establishment of these new fees is intended to offset the cost of providing these public spaces for private businesses use.

Attachments:

1. FY 2021-22 Amended Fee Schedule
2. FY 2021-22 Amended Fee Schedule Comparison

Report Prepared By: Jim Malberg, Finance Director

Reviewed By: Chloé Woodmansee, City Clerk

Approved By: Jamie Goldstein, City Manager