

Description	2021/22 Amended Fee Schedule
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MISCELLANEOUS FEES

Administrative Decision Appeal Fee	\$545
Bingo Permit	\$65
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 + \$52.49 1st Hour (Minimum) + \$26.24 / hour
Simple film permit	\$50.00
Major film permit	\$250.00
Entertainment Permit Application Fee	\$40
Single Event Permit	\$40
Minor Entertainment Permit	\$169
Regular Entertainment Permit	\$632
Pet Shops and Kennel License Fee (Municipal Code § 5.20.020) set only by ordinance	\$23
Returned Check Fee	\$40
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)	\$40
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
Bandstand Rental Fee	\$226 / 4 hrs or \$677 all day / deposit \$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	\$2,594
Retail Cannabis Application Fee	\$1,691

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POLICE DEPARTMENT FEES

Special Event Permit	\$62
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	\$16
Video Tapes, Flash Drive, CD/DVD Production	Cost + \$52.49 1st Hour (Minimum) + \$26.24 / 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	\$265
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	\$27
Administrative fee to release Impounded / Stored Vehicle	\$133
Surf School Permit Fee	\$545
<u>Animal Services Fees</u>	
See Exhibit B "Animal Services Fees"	

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PUBLIC WORKS DEPARTMENT FEES

Encroachment Permits	
Non-Construction Items (includes materials storage within right-of-way road and sidewalk closures)	\$69
Village Sidewalk Encroachment Permit	\$40
Construction Items	
Level A	\$208
Level B	\$462
Level C	\$921
Level D	\$1,498
Level E	\$2,076
Residential Blue Curb Application Fee	\$218
Residential Blue Curb Annual Fee	\$55
Blanket Permits (repair and maintenance of existing facilities)	\$2,305
Private Improvement Permits/Encroachment Agreement	
Applications for Minor Permits	\$230
Applications for Major Permits	\$577
New Memorial Bench	\$1,044
Replacement Memorial Bench	\$509
Memorial Plaque	\$783
Replacement Plaque	\$254
Memorial Plaque (tree)	\$500 + Cost of Tree
Memorial Picnic Table	\$1,671
Seasonal Boat Storage Permits	
Seasonal Permit	\$400 per month
Short Term Permit	\$15 per day
Stormwater Development Review Fee	
Stormwater Plan Review Fee	\$114
Large Project Plan Review Deposit	
Tier 2	\$3,460
Tier 3 & 4	\$4,613
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	
Administration/Documents	
Continuance Request - Applicant (2+)	\$170
Staff Billing Rate	Cost
Appeals - by Applicant	Cost
Appeals - by City Officials	\$0
Appeals - by Other	\$545
Coastal Development Permit Appeal	\$0
Appeals - Building/Zoning Code Violations	\$545
Records Search/Research/Special Report	Cost
Administrative Permits	
Tree Removal - Staff-Review	\$138
Tree Removal - 3 or more trees on a property	\$296
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	\$82
Tenant Use Permit (MCUP)--Staff approval	\$83
Transient Rental Occupancy Use Permit	\$577
Home Occupation Use Permit	\$173
Fence Permit- Staff approval	\$46
Fence Permit- PC approval	\$865
Sidewalk vendor permit	\$127
Sidewalk vendor annual refuse fee	\$509
Temporary Sidewalk Dining	\$83
Temporary Use Administrative Permit	\$83
Sign Permits	
Temporary Signs and Banner Permits	\$41
Sign permit - Staff Review	\$139
Sign permit - PC Review	\$577
Master Sign Program	Cost; \$3,000 min deposit
Village Sidewalk Sign Permit	\$71
Design Permits	
Residential-Single Family/Minor Design Permit - Staff Review	\$843
Residential-Single Family - PC Review	\$2,884
Residential Multi-Family - PC Review	\$4,035
Commercial - PC Review	\$4,000 deposit
Secondary Dwelling Unit- Staff Review	\$577
Secondary Dwelling Unit- PC Review	\$1,731
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
Use Permits	
Master Conditional Use Permit	Cost; \$3,500 min. deposit
Conditional Use Permit/Minor Use Permit - Staff Review	\$1,701
Conditional Use Permit - PC approval	Cost; \$3,000 min. deposit
Temporary Use Permit	\$86
Subdivisions	
Certificate of Compliance & Lot Merger	\$577
Boundary Line Adjustment	\$921
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
Plan Amendments	
General Plan Amendment	Cost; \$5,000 min. deposit
Local Coastal Plan Amendment	Cost; \$5,000 min. deposit
Rezone	Cost; \$5,000 min. deposit

Description	2021/22 Amended Fee Schedule
Planned Development Rezone	Cost; \$3,500 min. deposit
Other Discretionary Permits	
Variance	\$1,731
PC review of minor modifications	\$1,556
Coastal Development Permit	\$865
Coastal Permit Exclusion	\$97
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	\$577
Permit Time Extension - PC Review	\$1,731
Permit Amendment (any permit)	50% of original cost
Annexation	Costs+ overhead / \$3,000 min. deposit
Minor Modification	\$1,731
Environmental Review	
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%
Other Permits/Fees	
Conceptual Review Fee- PC	\$1,731
Conceptual Review Fee- PC and CC	\$2,595
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	\$273
Research Fee - 1/2 hour minimum charge	Cost
Pre-Application Review	\$242
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
Inclusionary Housing	
Inclusionary Housing - Unit Sale	\$577
Inclusionary Housing - Unit Refinance	\$231
Single Family Residence	\$2.50 per square foot
Other Fees and Assessments	
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.
Affordable Housing In-Lieu Fees	
For Sale Housing Developments of two to six units (Municipal Code Chapter 18.02/Reso. 3473) :	
All Units	\$10 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
Rental Multi-Family	\$6 per sq. ft.

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 Development Project if it has a valuation of \$2M+ or is considered technically complex or especially controversial.

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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>	
<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>	
TABLE 1-A	
Total Valuation	FEES
\$1.00 to \$500.00	\$27.11
\$501.00 to \$2,000.00	\$27.11 for the first \$500.00 plus \$3.52 for each additional \$100.00 or fraction thereof.
\$2,001.00 to \$25,000.00	\$79.91 for the first \$2,000.00 plus \$16.14 for each additional \$1000.00 or fraction thereof.
\$25,001.00 to \$50,000.00	\$451.13 for the first \$25,000.00 plus \$11.65 for each additional \$1,000.00 or fraction thereof.
\$50,001.00 to \$100,000.00	\$742.38 for the first \$50,000.00 plus \$8.08 for each additional \$1,000.00 or fraction thereof.
\$100,001.00 to \$500,000.00	\$1,146.38 for the first \$100,000.00 plus \$6.47 for each additional \$1,000.00 or fraction thereof.
\$500,001.00 to \$1,000,000.00	\$3,734.38 for the first \$500,000.00 plus \$5.47 for each additional \$1,000.00 or fraction thereof.
\$1,000,001.00 and up	\$6,469.38 for the first \$1,000,000.00 plus \$2.96 for each additional \$1,000.00 or fraction thereof.
Building Plan Check Fee	65% of Building Permit Fee
Reinspection Fee	\$127
Resubmitted Plan Check Fee	106.77 / hr.
Building Permit Extension Fee	\$179
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	2021/22 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	\$55
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	\$ 27.11
101 to 1,000 cubic yards	\$ 42.67
1,001 to 10,000 cubic yards	\$ 55.37
10,001 to 100,000 cubic yards	\$55.38 for first 10,000 plus \$28.27 for each additional 10,000 cubic yards
100,001 to 200,000 cubic yards	\$309.79 for first 100,000 plus \$15.28 for each additional 10,000 cubic yards
200,001 cubic yards or more	\$447.29 for first 200,000 plus \$8.37 for each additional 10,000 cubic yards
<u>Grading Permit Fees</u>	
50 cubic yard or less	\$ 27.11
51 to 100 cubic yard	\$ 42.67
101 to 1,000 cubic yards	\$42.67 for first 100 plus \$20.19 for each additional 100 cubic yards
1,001 to 10,000 cubic yards	\$224.38 for first 1,000 plus \$16.72 for each additional 1,000 cubic yards
10,001 to 100,000 cubic yards	\$374.86 for first 10,000 plus \$76.13 for each additional 10,000 cubic yards
100,001 to 200,000 cubic yards	\$1,060.03 for first 100,000 plus \$42.10 for each additional 10,000 cubic yards

Description	2021/22 Amended Fee Schedule
PARKS AND RECREATION FEES	
<u>All fees are evaluated annually to determine if they are competitive with other recreation programs in Santa Cruz County</u>	
Classes	
Negotiated Instructor Activity Fee (Instructor receives 65% of this fee, Department retains 35%)	
Registration Fee - Resident (Capitola Residents Only)-Department retains this fee	\$18
Online 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	\$15
Senior Discount	10%
Negotiated Instructor of Private Tennis Lessons Activity Fee (Instructor receives 75% of this fee, Department retains 25%)	
Sports	
<u>League Fees</u>	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.	
<u>After School - Fees include \$30 non-refundable registration fee</u>	
Resident/non resident	\$5.00 / \$5.67 per hour
* Hourly rate used only to calculate monthly fee amount	
* Scholarships may be available	
Late Pick-Up Fee	\$1 per minute
<u>Junior Guards - Fees include \$30 non-refundable registration fee</u>	
Resident/non resident	\$278 / \$347
U-19 resident/non resident	\$193
Late Pick-Up Fee	\$1 per minute
Regionals	\$95
* Scholarships may be available	
<u>Camp Capitola - Fees include \$30 non-refundable registration fee</u>	
All day 2 week session, resident/non resident	\$308 / \$386
1/2 day 2-week session, resident/non resident	\$156 / \$194
All day 1 week session, resident/non resident	\$156 / \$194
All day 1 week teen session, resident/non resident	\$278 / \$347
Junior Leader program	\$67
Late Pick-Up Fee	\$1 per minute
Extended Care - daily add on, resident/non resident	\$11
AM Extended Care - per 2 week session resident/non resident	\$53
PM Extended Care - per 2 week session resident/non resident	\$53
Transportation fee to Jr. Guards per session	\$58
* Scholarships may be available	
<u>Family Camp</u>	
3 night family camp Adult (13+) / Child (3-12)	\$328.83 / \$224.31 per night
<u>Facility Rentals</u>	
Field and Courts hourly rental; non profit youth groups/other non profit & Cap residents/all others	\$14 / \$26 / \$35
Jade Street Community Center	
Rooms A&B hourly rent	\$45
Room C hourly rent	\$61
Patio hourly rent	\$9
Kitchen hourly rent	\$22
Entire Center hourly rent	\$159
Non profit discount of Jade Street Facility rents	25%
Community Center Deposit	
1 to 50 people	\$102
51 to 150 people	\$254
151 to 250 people	\$509

Description	2021/22 Amended Fee Schedule
Lost key fee	\$25
Event vendor fee	\$102 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	
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>	
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.	

Description	2021/22 Amended Fee Schedule
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HISTORICAL MUSEUM FEES

Research Fee - 1/2 hour minimum charge	Cost
Print of an electronically available Photograph in Collection	\$7
Digital Copies of Collection Items	\$20
Scan High Resolution Tiff File of any collection item for a customer	\$24