

## FEE SCHEDULE FOR FISCAL YEAR 2013-2014: EFFECTIVE SEPTEMBER 12, 2013

CITY OF CAPITOLA FEE SCHEDULE FOR VARIOUS SERVICES	
Description	Current Fees
<b>MISCELLANEOUS FEES</b>	
Bingo Permit (Municipal Code § 5.16.190) can change by resolution	\$60
Capitola Municipal Code	\$597
Capitola Municipal Code Supplement Service (Per year)	\$179
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
DVD's / Cassette Tapes (Per tape)	\$27
Entertainment Permit Application Fee	\$35
Single Event Permit	\$35
Minor Entertainment Permit	\$146
Regular Entertainment Permit	\$548
Pet Shops and Kennel License Fee (Municipal Code § 5.20.020) set only by ordinance	\$20
Returned Check Fee	\$35
Business License Overpayment Refund Fee (resolution 3532, ord 871)	(Set to by Council in 2011) 0
Business License Late Payment Penalty Admin. Fee (Reso. 3532)	\$35 + 10% each month late
Business License Application Fee (Reso. 3532)	\$35
Business License - Disability Access and Education Fee (State)	Council Approved Waiver - This Year
Temporary, Publicly Attended Activities, Application Fee (Municipal Code § 9.36.040)	\$31
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	\$210 / 4 hrs or \$630 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	\$10 / signature
Administering an oath or affirmation to one person and executing the jurat, including the seal	\$10 / signature
<b>CITY ATTORNEY DEPARTMENT FEES</b>	
Whenever any City permit or approval requires the preparation of a deed, contract, or other formal legal instrument by the City Attorney, an hourly fee shall be charged.	Cost + 17%
<b>HISTORICAL MUSEUM FEES</b>	
Research Fee - 1/2 hour minimum charge	Cost
Print of an electronically available Photograph in Collection	\$7
Digital Copies of Collection Items	\$17
Scan High Resolution Tiff File of any collection item for a customer	\$21
<b>COMMUNITY DEVELOPMENT DEPARTMENT FEES</b>	
<b>BUILDING FEES</b>	
The cost of a “combination building permit” and its associated plan check 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.	
The cost of a “building permit” and its associated plan check 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.	

<b>TABLE 1-A</b>	
Total Valuation	<b>FEES</b>
\$1.00 to \$500.00	\$23.50
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00 or fraction thereof.
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1000.00 or fraction thereof.
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof.
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof.
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof.
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof.
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00 or fraction thereof.
Greywater System Permit	
Electric Vehicle Charging Permits (* Note: Considered part of the Green Energy Incentive Program, fees removed based on Resolution No. 3964.)	
<b>a. Level I (120 volts)</b>	-0-
<b>b. Level II (208-240 volts)</b>	-0-
<b>c. Level III (480 volts)</b>	-0-
Research Fee - 1/2 hour minimum charge	Cost
Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5% of Permit Fee

<b>PLANNING FEES</b>	
<b><u>Administration/Documents</u></b>	
Public Notice (without newspaper published notice)	\$173
Public Notice (with newspaper published notice)	\$376
Application Withdrawal (prior to public hearing) Amount of refund	40% Refund of the unused portion of deposit
Request for Continuance by Applicant (2nd and each after)	\$147
Extra Meetings Fee (each ZA/CPC >2; CC >1)	Cost
Staff Billing Rate	Cost
Records Search/Special Report--Minor	\$84 / hour minimum 1/2 hour
Records Search/Special Report--Major	Cost
General Plan with Map	\$60
General Plan Map Alone	\$10
General Plan Maintenance Fee	Total Building Valuation X 0.6%
Zoning Ordinance with Map	\$36
Zoning Map alone	\$10
Development Application Intake Fee	\$510 / Application
Preliminary Review Fee	\$210
Conceptual Review Fee	\$1,500 deposit
<b><u>Architectural and Site Review Committee</u></b>	
Residential-New or >= 50% addition/remodel	Cost; \$3,500 min. deposit
Residential-New <50% Addition/Remodel	Cost; \$3,000 min. deposit
Commercial New, Addition or Exterior Remodel	Cost; \$5,500 min. deposit
Floodplain Elevation/Certification Review	Cost + 17%
Geologic/Engineering Report Review	Cost + 17%
Archaeological Survey Report Review	Cost + 17%
Biotic Report review	Cost + 17%
Traffic Report Review	Cost + 17%
Architectural Historian Report Review	Cost + 17%
NOTE: Third party review costs to be required as necessary	
Temporary Signs and Banner Permits	\$36
Signs (staff approval) per permit application	\$121
Signs (CPC approval) per permit application	Cost; \$500 min deposit

Master Sign Program CPC approval	Cost; \$3,000 min deposit
Fence Permit (Staff approval)	\$41
Fence Permit (CPC approval)	Cost; \$750 min deposit
<b><u>Code Compliance</u></b>	Double Application Fees
All code compliance fees and costs	Minimum statutory fees and fines plus any staff costs and any contract costs incurred + 17%
<b><u>Use Permits</u></b>	
Home Occupation Use Permit	\$266
Mobile home Park Change of Use or Closure	Cost
Condo Conversion	Cost
CUP for Significant Alteration of Historic Feature	Cost; \$2,000 min. deposit
Transient Rental Occupancy Use Permit	Cost; \$1,500 min. deposit
Master Conditional Use Permit --CPC approval	Cost; \$3,500 min. deposit
Tenant Use Permit (MCUP)--Staff approval	\$73
Conditional Use Permit--ZA/Staff approval	Cost; \$2,000 min. deposit
Conditional Use Permit--CPC approval	Cost; \$3,000 min. deposit
CV/CN Outdoor Display Merchandise	\$210
Temporary Uses	\$76
Commercial Sidewalk/Parking Lot Sale Permit	\$72
<b><u>Variances</u></b>	
Single Family Residences (each)	Cost; \$2,000 min. deposit
Flood Ordinance Variance	Cost; \$2,000 min. deposit
All Other (each)	Cost; \$2,500 min. deposit
<b><u>Coastal Permits</u></b>	
All	Cost; \$1,500 min. deposit
Coastal Permit Exclusion	\$84

<b><u>Environmental Review Fees</u></b>	
CEQA Exemption Determination	\$106
Initial Study (ND/EIR Determination)	Cost; \$2,000 min deposit
Negative Declaration (and Mitigated ND)	Cost; \$2,000 min deposit
EIR Processing	Cost; + 17% of consultant; \$10,000 min deposit
Mitigation Monitoring Program	Cost + 17%
NEPA Compliance	Cost + 17%
<b><u>General Plan Amendment</u></b>	
General Plan Amendment (map and/or text)	Cost; \$5,000 min. deposit
<b><u>Local Coastal Plan Amendment</u></b>	
Local Coastal Plan Amendment	Cost; \$5,000 min. deposit
Local Coastal Plan Amendment if also paying for General Plan Amendment or rezoning	see General Plan Amendment
<b><u>Rezoning</u></b>	
Zoning Ordinance Amendment (map and/or text)	Cost; \$5,000 min. deposit
<b><u>Planned Developments</u></b>	
PD Preliminary Development Plan Approval	Cost; \$3,500 min. deposit
PD Rezoning Fee	Cost; \$5,000 min. deposit
<b><u>Subdivisions</u></b>	
Certificate of Compliance	Cost; \$1,500 min. deposit
Boundary Line Adjustment/Merger/Reversion	Cost; \$1,500 min. deposit
Parcel Map (4 Parcels or Less)	Cost; \$2,000 min. deposit
Tentative Map (5 parcels or more)	Cost; \$5,000 min. deposit
Final Map	Cost; \$3,000 min. deposit
Subdivision Modification	Cost; \$3,500 min. deposit

<b><u>Historic Structures</u></b>		
Applicant Request for Historic Feature Removal		Cost; \$3,000 min. deposit
Conditional Use Permit for Significant Alteration of Historic Feature		Cost; \$2,000 min. deposit
<b><u>Affordable Housing In-Lieu Fees</u></b>		
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	\$0
8-13	1	Total # units minus 7 @ \$10 per avg. sq. ft. per unit
14	2	\$0
15-20	2	Total # units minus 14 @ \$10 per avg. sq. ft. per unit
21	3	\$0
22-27	3	Total # units minus 21 @ \$10 per avg. sq. ft. per unit
28	4	\$0
Rental Multi-Family		\$6 per sq. ft.
One Unit:		
New SF Unit		\$2.50 per sq. ft.
Demolish/Re-build		\$2.50 per sq. ft.
Addition/Remodel adding 50% or more square ft.		\$2.50 per sq. ft.
(note: Sq. Ft. calculations to exclude garages and decks)		

<b><u>Other Planning Fees</u></b>	
Street Abandonment	\$1,333
Annexation	Costs+ overhead / \$3,000 min. deposit
Appeals-by other than city official	\$142
Appeals of coastal permits	\$0
Development Agreement	Cost; \$5,000 min. deposit
Research Fee - 1/2 hour minimum charge	Cost
Specific Plan	Cost; \$5,000 min. deposit
Time Extension	50% of Orig. Fee
Encroachment Agreement Private Improvements (CPC)	\$415
Green Building Educational Resource Fund Fee (Municipal Code 17.10.080)	Fee equals .0025 times the overall building permit valuation of the project.
Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5% of Permit Fee
<b><u>Building Plan Check/Final Inspection Fees</u></b>	
Planning Plan Check & Final Inspection	20% of Building Permit Fee
Repeat Planning Final Inspections	\$120
Building Permit Zoning Consistency Review	\$72
Structural Review of Engineering Plans	Cost + 17%
Advanced Plan Review	Cost + 17%
<b><u>Tree Removal</u></b>	
Tree Removal--any tree subject to ordinance--staff approval	\$120
Tree Removal--any tree subject to ordinance--CPC hearing	Cost; \$1,000 min deposit
Tree Removal -- 3 or more trees on a property	257 + hrly cost for staff beyond 3 hrs.
Tree/Landscape Installation/Maintenance Agreement	\$120
<b><u>Major Development Projects Fee</u></b>	
Projects with Building Valuation of \$2,000,000 +	Cost; \$5,000 min. deposit



<b>POLICE DEPARTMENT FEES</b>	
Special Event Permit	\$56
Amplified Sound Permit (Municipal Code 9.12.040)	\$28
DUI Cost Recovery Fee (Res. 3533)	Not to exceed \$12,000
Copies of reports: Crime Reports, Special Reports, etc. (Regardless of number of pages)	\$24
Copies of: Citations, Code sections, Ordinances, etc.	\$6
Bicycle Licenses (New)	\$10
Bicycle Licenses (Renewal)	\$7
Citation Sign-Offs	\$14
Photographs	\$18 + administration fees
VIN verifications	\$14
Video or cassette Tapes	\$50 1st Hour (Minimum) + \$25 / hour
Local Fire Arm dealers (set by state)	
New application	\$325
Renewal	\$100
Second Dealers License (set by state)	
Application	\$300
Renewal	\$300
Taxi Fee per application	\$56
Civil Subpoena (per case) (set by state)	\$150
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	\$340
Judicial	\$357
Employment	\$323

<i>Renewal</i>	
Standard	\$42
Judicial	\$59
Employment	\$25
Firearm Surrender Fees (set by state law)	
1-5 guns	\$0
6+guns	\$0
Vehicle Storage per day	\$24
Administrative fee to release Impounded / Stored Vehicle	\$119
Surf School Permit Fee ( Resolution No. 3695)	\$52
<b><u>Animal Services Fees</u></b>	
See Exhibit B "Animal Services Fees"	
<b>PUBLIC WORKS DEPARTMENT FEES</b>	
Encroachment Permits	
Non-Construction Items (includes materials storage within right-of-way road and sidewalk closures	\$59
Village Sidewalk Sign Administrative Permit (\$60.50 for the permit, plus \$3.03 IT fee)	\$63.53
Village Sidewalk Encroachment Permit	\$35.00
Construction Items	
\$0 to \$1,500 of valuation	\$85
\$1,500 to \$50,000 valuation	\$86 + 5% of value over \$1,501
over \$50,000 valuation	\$2500 + 3% of value over \$50,001
Utility Fees	
Connection/Minor & Local Roads	\$290
Arterial Road Connections: Inspection estimation	\$110 per hour
All other projects: Inspection estimation	\$110 per hour
Blanket Permits (repair and maintenance of existing facilities)	\$890
Private Improvement Permits/Encroachment Agreement	
Applications for Minor Permits	\$60
Applications for Major Permits	\$356
Memorial Bench	\$1,212

Memorial Plaque (wharf)	\$580
Memorial Plaque (Grand Ave)	\$580
Memorial Plaque (tree)	360 + Cost of tree
Memorial Picnic Table	\$1,526
Seasonal Boat Storage Permits	
Seasonal Permit	\$125 per month
Short Term Permit	\$10 per day
Research Fee - 1/2 hour minimum charge	Cost
Information Technology Fee (Resolution No. 3796 adopted 11/12/09)	5% of Permit Fee
<b>GOVERNMENT ACCESS CHANNEL FEES</b>	
Preprogramming or live coverage hourly rate	Cost
City Scroll	\$28 / hr; min 1 hour
<b>PARKS AND RECREATION FEES</b>	
<u>All fees are evaluated annually to determine if they are competitive with other recreation programs in Santa Cruz County</u>	
<u>Classes</u>	
Negotiated Instructor Activity Fee (Instructor receives 65% of this fee, Department retains 35%)	Negotiated
Registration Fee - Resident (Capitola Residents Only)	\$16 per class
-Department retains this fee	
Non-Resident (Anyone residing outside of the City)	\$14 per class
-Department retains this fee	
Senior Discount	10%

<b><u>Sports</u></b>	
<b><u>League Fees</u></b>	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.	
<b><u>Junior Guards</u></b>	
5 weeks resident/non resident	\$242 / \$275
4 weeks resident/non resident	\$192 / \$220
<b><u>Camp Capitola</u></b>	
All day 2 week session, resident/non resident	\$238 / \$262
1/2 day resident/non resident	\$135 / \$152
All day 3 week session, resident/non resident	\$353-\$389
1/2 day resident/non resident	\$184 / \$201
Extended Care--daily resident/non resident	\$8.00
Extended Care--weekly resident/non resident	\$35
Transportation fee to Jr. Guards (1st Session / 2nd Session)	\$54 / \$42
<b><u>Private Tennis Lessons</u></b>	75% of Activity Fee
<b><u>Facility Rentals</u></b>	
Softball & Soccer fields hourly rental; non profit youth groups/other non profit & Cap residents/all others	\$13 / \$25 / \$33
Gym hourly rental; non profit youth groups/other non profits & Cap residents/all others	\$19/ \$32/ \$43
Jade Street Community Center	
Rooms A&B hourly rent	\$42
Room C hourly rent	\$58
Kitchen hourly rent	\$21
Entire Center hourly rent	\$150
Non profit discount of Jade Street Facility rents	25%
Field Prep and/or additional staffing required to prepare for or supervise the Sports rentals only	\$13 / hr

Notes:	
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>17%</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.	

Annual Notification

Home Builders Association of Northern California

675 North First St. #620, San Jose, CA 95112

Publish in Santa Cruz Sentinel

**City of Capitola**  
**2013-2014 Animal Services Authority Fees**

(Exhibit B)

**Adoption Fees**

Dogs	
Puppies 1-6 mos	\$195
Adults 7 mo - 6 yrs	\$130
Sr. Adults 6 yrs+	\$60

Cats	
Kittens 2-6 mo	\$120
Adults 7 mo-6 yrs	\$100
Sr. Adults 6 yrs+	\$55

Rabbits	\$50
Rodents	\$25
Small Caged Birds	\$25
Exotic Bird (i.e., Parrots)	\$75
Small Livestock, Goats	\$75
Large Livestock, Cows	\$100
Horse	\$250
Chicken/Rooster	\$10

Adoption Hold Fee, until 5:00 p.m. next business day, not applicable to adoption, non-refundable.

Cat	\$20
Dog	\$25

Adoption fee for rescue/non-profit agencies is equal to the cost of the spay/neuter for only adoptable animals.

Adoption fee for rescue/non-profit agencies for Rabbits is \$20.

Adoption fee for rescue/non-profit agencies includes a microchip.

**Impound Fees**

Cat	Altered	*Unaltered
First Impound	\$30	\$30 + Penalty \$35
Second Impound	\$50	\$50 + Penalty \$50
Third Impound	\$75	\$75 + Penalty \$100
Fourth/Subsequent	\$75	\$75 + Penalty \$100

Dog	Altered	*Unaltered
First Impound	\$75	\$75 + Penalty \$35
Second Impound	\$115	\$115 + Penalty \$50
Third Impound	\$195	\$195 + Penalty \$100
Fourth/Subsequent	\$225	\$225 + Penalty \$100

\*Unaltered animal penalty fee provide under California Food and Agriculture Code Section 30804.7 and 31751.7

**City of Capitola**  
**2013-2014 Animal Services Authority Fees**  
(Exhibit B)

Livestock	
Large: First Impound	\$200
Second/Subsequent	\$250
Small: First Impound	\$75
Second/Subsequent	\$125
A.C. Officer Services	\$75/hour (min. 2 hours after hours)

**Board Fees – Daily**

Cats	\$20
Dogs	\$25
Other	\$25

**License Fees – Dogs**

Altered - one year	\$29
Unaltered - one year	\$100 with Unaltered Animal Certificate
Late Penalty	\$15
Senior Citizen (65+) - one year, altered, one dog	\$20
Potentially dangerous/vicious dog - one year	\$200
Unaltered Animal Certificate - one time	\$250
Exemption from Unaltered Animal Certificate	\$15 plus license fee

**License Fees – Cats**

Unaltered Animal Certificate - one time	\$250
Late Penalty	\$15
Failure to license - if impounded	\$30
Feral Cat Colony Registration Fee	\$20

**Quarantine Fees**

Home Quarantine (Field Check)	\$75
Shelter Quarantine	\$50 plus board fees

**Service Fees**

Microchip	\$25
Dog/Cat Trap Rental	\$10
Dog Humane Trap Deposit	\$255
Cat Humane Trap Deposit	\$70
Pick-up Animal in a Trap	\$75
Pick-up of Owned Animal	\$75
Use of Livestock Trailer	\$100/\$150 (1st/2nd time)

**Medical Fees**

Medical groom	\$45
Medical nail trim	\$15
Medication dispensed	\$20
Vet procedure	\$25
Rabies	\$14
Medical bath	\$20
Wound prep	\$35

**City of Capitola**  
**2013-2014 Animal Services Authority Fees**  
 (Exhibit B)

**Owner Surrender of Animal**

Dog	\$50
Cat	\$35
Rabbit	\$25
Exotic	\$55
(snake, lizard, bird, turtle)	\$15-\$35
Small Rodents	\$10-\$25
Large Livestock	\$100
Small Livestock	\$75
Large Exotic	\$55

**Protective Custody Fee**

Owner Arrest	\$75/hour (min. 2 hrs after hrs)
Confiscate/Humane	\$75/hour (min. 2 hrs after hrs)
Emergency Hospital	\$25

Owner Requested Euthanasia	\$50 plus disposal
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Disposal of dead animal	\$30, up to 19 lbs
" " "	\$40, 20-69 lbs
" " "	\$55, 70-99 lbs
" " "	\$70, 100 lbs and up

Refund Processing Fee	\$25
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Animal Control Officer Services	\$75/hr
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Field Return of Owned Animal	\$75 unaltered penalty fee if applicable
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**City of Capitola**  
**2013-2014 Animal Services Authority Fees**

(Exhibit B)

**Spay/Neuter Fees for Impounded Animals**

Cats	
Neuter	\$55
Spay	\$80

Dogs	
Neuter 30 lbs/under	\$100
Neuter 50 lbs/under	\$110
Neuter 75 lbs/under	\$120
Neuter 99 lbs/under	\$130
Neuter +100 lbs.	\$150
Spay 30 lbs/under	\$100
Spay 50 lbs/under	\$120
Spay 75 lbs/under	\$130
Spay 99 lbs/under	\$160
Spay +100 lbs	\$190

**Planned Pethood Spay/Neuter Fees**

Dogs	\$100
Cats	\$50
Rabbit	\$75
"Fix-a-Pit" Program	\$50

Animals over 100 lbs, in heat, pregnant or cryptochild add \$20

Fees for Additional Required Services	
Microchip	\$25
License	\$29
Rabies	\$10
Late drop-off fee	\$20
Blood panel	\$55

**ONE STOP Fees with Purchase of License**

Rabies	\$10
Microchip	\$25

Nuisance Abatement	
Appeals Fee (County)	\$75

Non-Sufficient Funds Check Fee	\$40
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Puppy Training Deposits	\$100-\$200
Training Room Rental Fees	\$22