

## RESOLUTION 2010-149

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AMENDING THE SCHEDULE OF FEES AND CHARGES FOR CITY SERVICES FOR FISCAL YEAR 2010-2011.

**WHEREAS**, in fiscal year 2007, the City of Solana Beach conducted an extensive and exhaustive analysis of its services, the costs reasonably borne for providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and

**WHEREAS**, in 2009, the Solana Beach City Council adopted the Schedule of Fees for Fiscal Year 2009/2010 and directed City Staff to conduct user fee studies on a routine basis to ensure fees are set appropriately to recover costs reasonably borne for providing services; and

**WHEREAS**, a fee study is required to recover cost for new services or changes in service; and

**WHEREAS**, the City established a policy of recovering the full costs reasonably borne for providing special services of a voluntary and limited nature, such that general taxes are not diverted from general services of a broad nature and thereby utilized to subsidize unfairly and inequitably such special services; and

**WHEREAS**, pursuant to Government Code Section 66016 the specific fees to be charged for services must be adopted by the City Council by Resolution, after providing notice and holding a public hearing; and

**WHEREAS**, on October 27, 2010 the City Council held a duly noticed public hearing per California Government Code Section 6062a, oral and written presentations made and received, and the required public hearing held; and

**WHEREAS**, a schedule of fees and charges to be paid by those requesting such special services need be adopted so that the City might carry into effect its policies; and

**WHEREAS**, the City Council adopted a revised schedule of fees and charges based on the City's budgeted and projected costs reasonably borne for the Fiscal Year 2010/2011; and

**WHEREAS**, pursuant to California Government Code Section 6062a, a general explanation of the hereinafter contained schedule of fees and charges has been published as required; and

**WHEREAS**, the City has complied with all requirements of California

Government Code Section 66016.

**NOW, THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the above recitations are true and correct.
2. **Fee Schedule Amendment**. The attached schedule of fees "Exhibit A, B, C, D" and charges are hereby directed to be computed by and applied by the various City departments, and to be collected by the City Finance Department for the herein listed special services when provided by the City or its designated contractors.
3. **Separate Fee for Each Process**. All fees set forth by this resolution are for each identified process; additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per unit of measurement basis the fee is for each identified unit or portion thereof within the indicated ranges of such units.
4. **Added Fees and Refunds**. Where additional fees need to be charged and collected for completed staff work, or where a refund of excess deposited monies is due, and where such charge or refund is ten dollars (\$10.00) or less, a charge or refund need not be made, pursuant to California Government Code Sections 29373.1 and 29375.1 and amendments thereto.
5. **Interpretations**. This Resolution may be interpreted by the several City department heads in consultation with the City Manager and, should there be a conflict between two fees then the lower in dollar amount of the two shall be applied.
6. **Adjustments to Fees**. It is the intention of the City Council to conduct an extensive analysis of its services periodically and review the fees and charges as determined and set out herein based on the City's Annual Budget and all the City's costs reasonably borne as established at that time and, if warranted, to revise such fees.

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7. **Constitutionality.** If any portion of this Resolution is declared invalid or unconstitutional then it is the intention of the City Council to have passed the entire Resolution and all its component parts, and all other sections of this Resolution shall remain in full force and effect.
  
8. **Effective Date.** This Resolution shall go into full force and effect on October 27, 2010, including all development related fees increases which shall be effective no sooner than 60 days following the adoption of this resolution in compliance with State of California, Government Code Section 66017(a).

**PASSED AND ADOPTED** this 27th day of October 2010, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

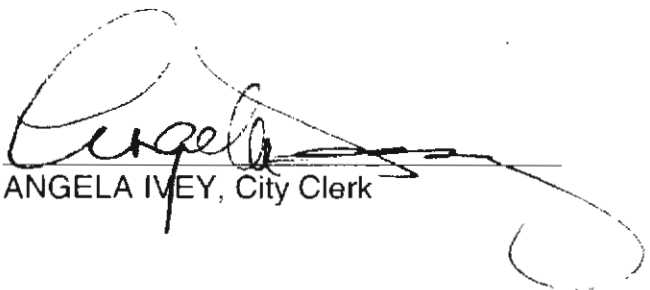
AYES: Councilmembers – Campbell, Kellejian, Roberts, Nichols  
NOES: Councilmembers – None  
ABSENT: Councilmembers – Heebner  
ABSTAIN: Councilmembers – None

  
THOMAS M. CAMPBELL, Mayor

APPROVED AS TO FORM:

  
JOHANNA N. CANLAS, City Attorney

ATTEST:

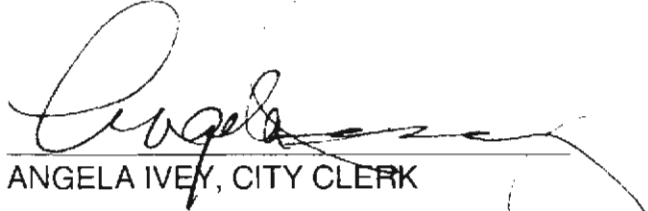
  
ANGELA IVEY, City Clerk



## CERTIFICATION

STATE OF CALIFORNIA)  
COUNTY OF SAN DIEGO) SS.  
CITY OF SOLANA BEACH)

I, ANGELA IVEY, City Clerk of the City of Solana Beach, California, DO HEREBY CERTIFY that the foregoing is a full, true and correct copy of **Resolution 2010-149** amending the Schedule of Fees and Charges for fiscal year 2010-11 as duly passed and adopted at a Regular Solana Beach City Council meeting held on the 27<sup>th</sup> day of October, 2010, and the original is on file in the City Clerk's Office.

  
ANGELA IVEY, CITY CLERK

Date of this Certification: 11-4-2010

**Exhibit A**  
**Resolution 2010-149**  
**FY 2010-11 Schedule of Fees**

Service Code #	Dept	Description of Service	Fee for Service FY 2010/2011	Fee Instructions/Notes
S-001	Community Dev	Conditional Use Permit - Processing	<p style="text-align: right;">All CUPs: \$9,300  Bluff Retention Device CUPs  Require addtl deposit for various third-party reviews at Cost + 15%</p> <p style="text-align: right;">Wireless Communication Facility CUPs  Require addtl deposit for third-party review at Cost = 15%</p>	Per application. Bluff retention device CUPs will include deposit based on estimated costs for third-party geotechnical review, consultant review, and legal services. Optional; expediting fee and CEQA document preparation fee, upon request.
S-002	Community Dev	Conditional Use Permit - Revise/Modify	\$2,168	Per application
S-003	Community Dev	Conditional Use Permit - Time Extension	\$1,568	Per application
S-004	Community Dev	Community Development Dir. Use Permit	\$2,327	Per application
S-005	Community Dev	Community Development Dir. Use Permit - Revision	\$1,222	Per application
S-006	Community Dev	Community Development Dir. Use Permit - Time Extension	\$1,020	Per application
S-008	Community Dev	Minor Exception - Review Process	\$845	Per application (Second year of a three year phase in. Will increase to \$845 in FY10)
S-011	Community Dev	Temporary Use Permit - Processing	\$1,425	Per application (Second year of a three year phase in. Will increase to \$1425 in FY10)
S-012	Community Dev	Temporary Use Permit - Time Extension	\$630	Per application (Second year of a three year phase in. Will increase to \$630 in FY10)
S-014	Community Dev	Variance - Processing	\$2,163	Per application
S-017	Community Dev	Appeal Community Development Dir. To City Council	Resident/\$1,063 Others \$2,658	Per appeal
S-018	Community Dev	General Plan Amendment	\$10,000 Deposit	\$10,000 deposit or a deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs. City staff will track time related to the project so that 100% of costs are recovered.
S-019	Community Dev	Rezoning Review/Specific Plan	\$10,000 Deposit	\$10,000 deposit or a deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs. City staff will track time related to the project so that 100% of costs are recovered.

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Service Code #	Dept	Description of Service	Fee for Service FY 2010/2011	Fee Instructions/Notes
S-020	Community Dev	Zoning Text Amendment	\$5,000 Deposit	\$5,000 deposit or a deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs. City staff will track time related to the project so that 100% of costs are recovered.
S-021	Community Dev	Development Review Permit - Processing	Resident/\$3,030 Others \$6,058 Projects w/EIR \$10,000 Deposit	Projects not requiring an EIR \$3,030/Resident; \$6,058/Others; Projects requiring an EIR \$10,000 deposit or a deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
S-022	Community Dev	Development Review Permit - Revise/Modify	Resident/\$1,595 Others \$3,352	Per application
S-023	Community Dev	Development Review Permit - Time Extension	\$1,977	Per application
S-024	Community Dev	Major Subdivision - Tentative Map	\$10,858	Per map
S-025	Community Dev	Major Subdivision - Final Map	\$5,777	Per map
S-026	Community Dev	Major Subdivision - Amend. Of Condition	\$3,332	Per application
S-027	Community Dev	Major Subdivision - Time Extension	\$2,615	Per application
S-028	Community Dev	Minor Subdivision - Tentative Map	\$8,674	Per application
S-029	Community Dev	Minor Subdivision - Parcel Map	\$4,002	Per map
S-030	Community Dev	Minor Subdivision - Amend. Of Condition	\$2,593	Per application
S-031	Community Dev	Minor Subdivision - Time Extension	\$2,418	Per application
S-032A	Community Dev	Environ. Documents Initial Study- In house Exempt	\$291 plus any additional costs	Per application plus any outside costs
S-032B	Community Dev	Environ. Documents - Outsourced Non-exempt	Cost + 15%	Per application. Deposit based on 115% of contract estimate.
S-034	Community Dev	Environ. Documents - with Negative Declaration	Cost + 15%	Per application. Deposit based on 115% of contract estimate.
S-035	Community Dev	Environ. Impact Report	Cost + 15%	Per application. Deposit based on 115% of contract estimate.
S-036	Community Dev	Structure Develop. Permit - Processing	\$744	Per application. This fee should not be charged in conjunction with a Development Review Permit (S-021)

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Service Code #	Dept	Description of Service	Fee for Service FY 2010/2011	Fee Instructions/Notes
S-036A	Community Dev	Structure Develop. Permit - Time Extension	\$660	Per application. This fee should not be charged in conjunction with a Development Review Permit-Time Extension (S-023)
S-037	Community Dev	View Assessment - Applicant	\$600 neighbor \$600 Original applicant	Per application
S-038A	Community Dev	View Assessment Committee (VAC) - Appeal to City Council	\$300	Per application
S-038B	Community Dev	View Assessment - Community Development Dir. Appeal to City Council	\$600	Per application
S-039	Community Dev	Standard Sign Permit - Processing	\$287	Per application
S-040	Community Dev	Comprehensive Sign Plan - Review Process	\$574	Per application
S-041	Community Dev	Comprehensive Sign Plan - Amendment	\$532	Per application
S-044	Community Dev	Temporary Special Event Sign	\$58	Per application
S-046	Community Dev	Street Address Change	\$223	Per application
S-047	Engineering	Lot Line Adj./Cert. Of Compl. - Review	\$1,387	Per application
S-048	Engineering	Public Improv. Plan - Check & Inspection	Construction Valuation Minimum fee: \$1,020 \$0 - \$20,000 - 5% \$20,001 - \$80,000 - 4.5% \$80,001 - \$400,000 - 4% Over \$400,000 - 3%	Per application. Based on construction valuation. This is a tiered fee that is calculated based on the valuation at each tier Example: \$100,000 valuation = (\$20,000 x .05) + (\$60,000 x .045) = (\$20,000 x .04) = \$4,200
S-050	Engineering	Grading Plan - Check & Inspection	Construction Valuation Minimum fee: \$1,020 \$0 - \$20,000 - 5% \$20,001 - \$80,000 - 4.5% \$80,001 - \$400,000 - 4% Over \$400,000 - 3%	Per application. Based on construction valuation.
S-050B	Engineering	Thrid-party geotechnical Review - Outsourced Non-exempt	Cost + 15%	Per application. Deposit based on 115% of contract estimate.
S-051A	Engineering	Encroachment Permit - Street Cut	\$611	Per permit
S-051B	Engineering	Encroachment Permit - Standard	\$261	Per permit

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Service Code #	Dept	Description of Service	Fee for Service FY 2010/2011	Fee Instructions/Notes
S-052	Community Dev	Pre-application review	\$1,546	Per application. 50% of the fee to be credited against future fees if the project actually goes forward.
S-053	Community Dev	Building Plan - Check & Inspection	See attached valuation tables Attachments A & B	Per application/inspection
S-053A	Fire	Fire Building (Non-Sprinkler) Plan Check Review	\$70 per plan check	Per application
S-054	Fire	Fire Sprinkler Plan Check & Inspection (Residential, Commercial, etc.)	Plan Check 1-10 heads = \$45; 11-50 heads = \$135; 51+ heads = \$270 Inspection - 1-10 heads = \$70; 11-50 heads = \$300; 51+ heads = \$600	Per plan check/inspection
S-055	Fire	Fire Alarm System - Check & Inspection	Plan Check 1-10 devices = \$135; 11-50 devices = \$270; 51+ devices = \$400 Inspection - 1-10 devices = \$70; 11-50 devices = \$135; 51+ devices = \$200	Per application
S-055A	Fire	Fire Specialty Protection System Plan Check & inspection	Plan Check = \$135; Inspection = \$70	Per plan check/inspection
S-056	Community Dev	Building Permit Extension Review	\$329	Per application
S-057A	Code Enfrcmnt	Short Term Vacation Rental Permit	New \$75/Renewal \$16 Duplicate = \$10 Late Fee: 31-60 Days late = \$5 61-90 Days late = \$10 91+ days = \$15	Per application; Same as Business Certificate per Municipal Code SBMC 4.47.040(H)
S-059	Community Dev	Tobacco Sales License	New \$135/Renewal \$110 Duplicate = \$10 Late Fee: Renewal Fee + 10%	Per application; Per Municipal Code SBMC 6.17
S-068	Fire	Underground Tank Installation - Removal P.C. Inspection	\$351	Per permit
S-069	Fire	New Development Flow Test	\$191	Per test
S-071	Fire	After Hour Inspection	\$351	Per inspection. \$330 minimum plus actual cost using fully allocated hourly rates.
S-073	Fire	Standby Charge	\$500	Per request. \$470 minimum plus actual cost using fully allocated hourly rates.

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Service Code #	Dept	Description of Service	Fee for Service FY 2010/2011	Fee Instructions/Notes
S-077	Marine Safety	Marine Safety Junior Lifeguard	\$350 Non-Resident / \$325 Resident	Per course.
S-079	Engineering	Special Beach Construction Permit	Ramp Fee \$5.30 per round trip Trip Fee (for scheduling of daily beach access) \$2.70 per ton plus \$27 per day for days 1-30 and \$53 per day for subsequent days past 30 plus Marine Safety Equipment Use of \$4.64 per hour plus Actual Staffing Costs	Per Permit
S-080	Public Safety	Special Event Permit	\$50 Resident/Non-profit \$250 Non-resident	Per permit; Neighborhood Watch Block Parties are exempt
S-085	Recreation	Contract Enrichment Classes	100% cost recovery \$106 resident / \$123 non-resident	Per class; Class instructor receives 70% of the class fee and the City receives 30% of the class fee.
S-086	Recreation	Day Camp Program	\$27 aftercare Residents \$0	Per camp
S-091	Recreation	Sports Field Management	Non-residents \$20 \$60 Resident	Per hour
S-094	Recreation	Facility Rental (Community Center)	\$65 non-resident	Per hour
S-112	Community Dev	New/Chgd Business Registration	\$75 Duplicate = \$10 <u>Late Fee:</u> 31-60 Days late = \$5 61-90 Days late = \$10 91+ days = \$15	Per application; recommend applying to anyone doing business in the City, not just those physically located in Solana Beach.
S-113	Community Dev	Business Certificate Renewal	\$16 Duplicate = \$10 <u>Late Fees:</u> 31-60 Days late = \$5 61-90 Days late = \$10 91+ days = \$15	Per application; recommend applying to anyone doing business in the City, not just those physically located in Solana Beach.
S-114	Code Enfrmnt	Regulatory Permits	See attached regulatory permit fee schedule Attachment C	Attached regulatory permit fee schedule shows current fees.
S-115	City Clerk	Notary Public Service	\$10	Per signature; limited to \$10 by State law.
S-116	City Clerk	Document Certification	\$35	Per item

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Service Code #	Dept	Description of Service	Fee for Service FY 2010/2011	Fee Instructions/Notes
S-117	City Clerk	Audio/Video Tape Reproduction	Audio CD or DVD \$15 Convert VHS to DVD \$45	Per item
S-118	City Clerk	Annual Agenda Mailing Subscription	\$474 per subscriber per year	Per Annual Subscription
S-118A	City Clerk	Annual Agenda Packet Mailing Subscription	\$1,542 per subscriber per year	Per Annual Subscription
S-118B	City Clerk	Special Notice Subscription	\$47 per subscriber, per request, per year	Per Annual Subscription
S-119	City Clerk	Document Print/Copy	B/W \$1 first pg + \$0.10 per adtnl pg Color \$1 first pg + \$0.20 per adtnl pg Doc/Img \$1 first pg + \$0.02 per adtnl pg Data copy \$8 Agenda packet \$65 Maps & Blueprints 100% Cost	Per request
S-121	City Clerk	Initiative Processing	\$200	Per initiative; fee set by the State
S-122	City Clerk	Verification of Residency	\$12.50	Per request
S-123	Finance	Insufficient Funds Fee	\$35	Per incident
S-124	Community Dev	Regional Transportation Congestion Program RTCIP Fee	Single family \$3,623 per dwelling unit Multi-family \$2,899 per dwelling unit	Per application; fee set by SANDAG and adjusted annually, no less than 2% per year.
S-125	Community Dev	Park Development Fees	Flat Fee (Vacant Lot) \$600	Per application
S-126	Community Dev	Public Facilities Fee	1% of project valuation	
S-127	Community Dev	Public Art Fee	.5% of project valuation	Per application; commercial projects with valuation of \$500,000 or more; deposit paid up front; reimbursement under MAP guidelines if public art is incorporated into the project
S-128	Community Dev	Public Art Consignment Fee	\$100 + 25% of sale price if sold	Per application for requests from artists to display their art in the public right of way per the MAP guidelines.

**EXHIBIT D**  
**Regulatory Permit Fees**  
**Fee S-114**

**Deposit Fees to Account #001-4350**

**\*\* For permits with fingerprint requirements credit \$32.00 of the fee to account #001-4350**

<b>Title</b>	<b>Descr.</b>	<b>Fee</b>
Amusement	New Permit: Renewal:	\$261 <b>plus</b> \$60 per device \$229 <b>plus</b> \$60 per device
Dance	New Permit: Renewal:	\$113.00 \$72.00
Entertainment	New Permit: Renewal:	\$391.00 \$360.00
Firearms Sales	New Permit: Renewal:	\$133.00 \$41.00
Massage Establishment	New Permit: Renewal:	\$522.00 (\$490 + \$32.00 for DOJ Fingerprint fee) <b>plus</b> \$32 for each co-owner or corporate officer. \$453 + 10% per month for late renewal after 30 days expired.
Massage Technician/Holistic Health Practitioner	New Permit: Renewal:	\$306.00 (\$274.00 + \$32 DOJ fingerprint fee) - Establishment or Establishment & Off Premise. \$276.00 (\$244.00 + \$32.00 DOJ fingerprint fee) - Off-Premise only. \$58.00 - Establishment or Establishment & Off Premise + 10% per month for late renewal after 30 days expired. \$41.00 Off-Premise only + 10% per month for late renewal after 30 days expired.
Massage Technician Trainee	New Permit:	\$194.00 (\$162.00 + \$32.00 DOJ fingerprint fee) - not renewable.
Secondhand Dealer	New Permit: Renewal:	\$300.00 (\$268 + \$32.00 for DOJ Fingerprint fee) <b>plus</b> \$32 for each co-owner or corporate officer. Additional fee of \$195 for State of California Secondhand Dealers Permit applies. \$46 <b>plus</b> \$10 State permit renewal fee every other year.
Solicitors	New Permit: Renewal: Non-profit:	\$154.00 (\$122.00 + \$32.00 for each co-owner or corporate officer <b>plus</b> \$79.00 for each additional solicitor. \$68.00 <b>plus</b> \$37.00 for each additional solicitor.  No Fee.
Taxi	New Permit: Renewal:	\$158.00 (\$126.00 + \$32.00 for DOJ Fingerprint fee) <b>plus</b> \$32 for each co-owner or corporate officer <b>plus</b> \$51 per cab. \$109.00 <b>plus</b> \$51.00 per cab.