

RESOLUTION NO. 6282

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CARPINTERIA UPDATING THE MASTER FEE SCHEDULE
PURSUANT TO CHAPTER 3.34 OF THE CARPINTERIA MUNICIPAL CODE**

WHEREAS, pursuant to Article XIII B of the California Constitution and Carpinteria Municipal Code (CMC) Chapter 3.34, it is the intent of the City Council to require the ascertainment and recovery of costs reasonably borne from fees, charges, and regulatory license fees; and

WHEREAS, CMC Chapter 3.34 provides a mechanism for ensuring that fees adopted by the City do not exceed the reasonable estimated cost for providing the regulation, products or services for which the fees are charged; and

WHEREAS, "costs reasonably borne" shall include all direct and indirect costs, fixed asset recovery expenses, general and departmental overhead, and debt service costs as further defined in CMC Section 3.34.030; and

WHEREAS, pursuant to CMC Section 3.34.020, the City Manager has been delegated the authority to implement said City Council policy to establish or adjust the amount of fees and charges to recover the percentage of costs reasonably borne in providing the regulation, product, or service; and

WHEREAS, the City entered into an agreement with Revenue & Cost Specialists, LLC (RCS) to conduct a study to ascertain such costs reasonably borne and the attendant fees and charges necessary to recover the specified percentage of such costs; and

WHEREAS, said study has been completed and is available in the City Clerk's office.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The above recitals are true and correct, and incorporated herein by reference.

SECTION 2. The Master Fee Schedule, attached herein as Exhibit 1 and incorporated by reference, shall be modified as shown to reflect the recommended fees as per the RCS Study.

SECTION 3. The City Manager or his/her designees may exercise discretion to require a deposit amount less than that stipulated in the Master Fee Schedule, if necessary.

PASSED, APPROVED AND ADOPTED on the November 27, 2023, by the following vote:

AYES: COUNCILMEMBER(S): Lee, Nomura, Solorzano, Alarcon, Clark
NOES: COUNCILMEMBER(S): None
ABSENT: COUNCILMEMBER(S): None
ABSTAIN: COUNCILMEMBER(S): None



Mayor, City of Carpinteria

ATTEST:



Brian C. Barrett, CMC, City Clerk
City of Carpinteria




I hereby certify that the foregoing resolution was adopted at a regular meeting of the City Council of the City of Carpinteria held on November 27, 2023.



Brian C. Barrett, CMC, City Clerk
City of Carpinteria

APPROVED AS TO FORM:



Jena Shoaf Acos, on behalf of Brownstein
Hyatt Farber Schreck, LLP acting as
City Attorney of the City of Carpinteria

EXHIBIT 1: Master Fee Schedule

CITY OF CARPINTERIA Master Fee Schedule (Proposed) Effective January 29, 2024 Per Resolution 6282, Adopted November 27, 2023						
No.	REF No.	SERVICE	PROVIDER	DEPOSIT	FEE	RECOVERY %
1	S-00100	BUILDING PLAN CHECK & INSPECTION	CD-DEV.REV+BLDG	Initial deposit determined by Community Development Director	\$35 plus a Fee based on the most current Building Valuation Table published by the International Code Council; or the RCS "Fully Burdened" hourly rate for all personnel involved (See Appendix A), plus any out-of-pocket expenses for contract personnel, special equipment or supplies, or state or county fees applicable charged against a deposit; whichever captures the full cost of the City.	100%
2	S-00120	DEMOLITION PERMIT	CD-DEV.REV+BLDG	\$1,280	Actual Costs	100%
3	S-00190	SHORT-TERM RENTAL LICENSE	CD-DEV.REV+BLDG		Initial Application - \$390 Renewal - \$20 quarterly plus \$15 business license annually	100%
4	S-00210	TEMPORARY USE PERMIT - ADMIN	CD-DEV.REV+BLDG		\$735	100%
5	S-00220	TEMPORARY USE PERMIT - COMMISSION	CD-DEV.REV+BLDG	\$2,500	Actual Costs	100%
6	S-00310	FENCE/SIGN PERMIT - ADMIN	CD-DEV.REV+BLDG		\$620	100%
7	S-00315	FENCE/SIGN PERMIT - ARB	CD-DEV.REV+BLDG	\$2,500	Actual Costs	100%
8	S-03030	PLAN DUPLIC. WRITTEN AUTHORIZATION	CD-DEV.REV+BLDG		91 per plan plus mailing costs	100%
9	S-00340	SIGN PROGRAM REVIEW	CD-DEV.REV+BLDG	\$2,500	Actual Costs	100%
10	S-00350	HOME OCCUPATION PERMIT	CD-DEV.REV+BLDG		\$75	100%
11	S-00420	GENERAL PLAN AMENDMENT	CD-DEV.REV+BLDG	\$15,000	Actual Costs	100%
12	S-00425	GENERAL PLAN MAINTENANCE SURCHARGE	CD-PLANNING		5% surcharge on all building permits excluding the remodeling of owner-occupied single family dwellings and business tenant improvements.	50%
13	S-00520	LOCAL COASTAL PROGRAM AMENDMENT	CD-DEV.REV+BLDG	\$15,000	Actual Costs	100%
14	S-00800	VARIANCE	CD-DEV.REV+BLDG	\$5,000	Actual Costs	100%
15	S-00910	CONDITIONAL USE PERMIT	CD-DEV.REV+BLDG	\$7,500	Actual Costs	100%
16	S-01000	ARCHITECTURAL REVIEW	CD-DEV.REV+BLDG	\$2,500	Actual Costs	100%
17	S-01100	TENTATIVE TRACT MAP	CD-DEV.REV+BLDG	\$11,000	Actual Costs	100%
18	S-01200	TENTATIVE PARCEL MAP	CD-DEV.REV+BLDG	\$11,000	Actual Costs	100%
19	S-01310	APPEAL TO PLANNING COMMISSION	CD-DEV.REV+BLDG		\$1,260 per appeal (66% Subsidy)	34%
20	S-01320	APPEAL TO THE CITY COUNCIL	CD-DEV.REV+BLDG		\$1,330 (68% Subsidy)	34%
21	S-01400	CONCEPT PLAN REVIEW	CD-DEV.REV+BLDG	\$7,000	Actual Costs	100%
22	S-01410	PRE-APPLICATION REVIEW	CD-DEV.REV+BLDG	\$1,500	Actual Costs	100%
23	S-01510	DEVELOPMENT PLAN REVIEW	CD-DEV.REV+BLDG	\$7,500	Actual Costs	100%
24	S-02200	LOT LINE ADJUSTMENT	CD-DEV.REV+BLDG	\$5,500	Actual Costs	100%
25	S-02210	SB9 LOT SPLIT	CD-DEV.REV+BLDG	\$5,500	Actual Costs	100%
26	S-02220	LOT MERGER	CD-DEV.REV+BLDG	\$2,500	Actual Costs	100%
27	S-02310	COASTAL DEVELOPMENT PERMIT - ADMIN	CD-DEV.REV+BLDG	\$2,500	Actual Costs	100%
28	S-02315	COASTAL DEVELOPMENT PERMIT - DISCR.	CD-DEV.REV+BLDG	\$5,000	Actual Costs	100%
29	S-02400	NEW/AMENDED SPECIFIC PLAN	CD-DEV.REV+BLDG	\$15,000	Actual Costs	100%
30	S-03000	CERTIFICATE OF COMPLIANCE REVIEW	CD-DEV.REV+BLDG	\$7,500	Actual Costs	100%
31	S-03025	ZONING LETTER	CD-DEV.REV+BLDG		\$530	100%
PUBLIC WORKS						
32	S-03400	R.O.W. VACATION PROCESSING	PW-ADMINISTRATION	\$5,000	Actual Costs	100%
33	S-03420	FINAL TRACT MAP/REVERS. TO ACREAGE	PW-ADMINISTRATION	\$10,000	Actual Costs	100%
34	S-03425	FINAL PARCEL MAP	PW-ADMINISTRATION	\$10,000	Actual Costs	100%
35	S-03430	FINAL LOT LINE ADJUST/LOT MERGER	PW-ADMINISTRATION	\$3,000	Actual Costs	100%
36	S-03444	ENGINEERING PLAN CHECK/INSPECTION	PW-ADMINISTRATION	Initial deposit determined by Public Works Director	Actual Costs	100%
37	S-03916	SPECIAL ANNUAL UTILITY PERMIT ISSUE	PW-ADMINISTRATION		\$575	100%
38	S-04005	R-O-W ENCROACHMENT-ARCHITECTURAL	PW-ADMINISTRATION		\$325	100%
39	S-04010	R-O-W ENCROACHMENT-DUMPSTER	PW-ADMINISTRATION		\$110	100%
40	S-04030	R-O-W ENCROACHMENT-TABLES/CHAIRS	PW-ADMINISTRATION		\$110 - New \$110 - Renewal	100%
41	S-04035	R-O-W ENCROACHMENT-PARKLET	PW-ADMINISTRATION		\$435 - New \$215 - Five Year Renewal	100%
42	S-04042	R-O-W ENCROACHMENT-OTHER	PW-ADMINISTRATION	Initial deposit determined by Public Works Director	\$110 or Actual Costs	100%
43	S-04050	WIDE/OVERSIZE LOAD REVIEW	PW-ADMINISTRATION		State-Mandated Fee: \$16 - single trip permit \$90 - annual permit	15%
44	S-04070	SPECIAL EVENT-APPLICATION REVIEW	PW-ADMINISTRATION		Non-Profit Orgs. - \$230 (76% Subsidy) Other - \$950	24%
45	S-04075	SPECIAL EVENT-SET-UP/CLEAN-UP SVC	PW-ADMINISTRATION	Initial deposit determined by Public Works Director	Actual Costs	100%
46	S-04090	MISCELLANEOUS ENGINEERING SERVICES	PW-ADMINISTRATION	Initial deposit determined by Public Works Director	Actual Costs	100%
47	S-04095	ELECTRIC VEHICLE CHARGING	PW-ADMINISTRATION		Charging: Peak Hours (4pm-9pm) - \$0.40 per kWh Off-Peak Hours - \$0.25 per kWh Idle Fee (7:30am-9pm) - \$5 per hour after a 10 minute grace period after fully charged (\$30 maximum)	100%
PUBLIC SAFETY						
48	S-00360	ANIMAL KEEPING PERMIT	CD-DEV.REV+BLDG		\$510 - New \$360 - Renewal	100%
49	S-00361	BREEDER/KENNEL PERMIT	CD-DEV.REV+BLDG		\$510 - New \$360 - Renewal	100%
50	S-03050	LETTER OF CONVENIENCE/ABC	CD-CODE COMPLIANCE		\$2,040	100%
51	S-04110	BUS. REGULATION - ADULT ORIENTED	CD-CODE COMPLIANCE	\$2,500 - New	Actual Costs - New \$475 - Renewal	100%
52	S-04140	BUS. REGULATION - FILMING - TIER I	CD-CODE COMPLIANCE		\$480	100%
53	S-04142	BUS. REGULATION - FILMING - TIER II	CD-CODE COMPLIANCE	\$1,500	Actual Costs	100%
54	S-04160	BUS. REGULATION - SOLICITOR/PEDDLER	CD-CODE COMPLIANCE		\$570 + Actual Costs - New \$210 - Renewal	100%
55	S-04170	BUS. REGULATION - LIVE ENTERTAINMENT	CD-CODE COMPLIANCE		\$620 + Actual Costs - New \$225 - Renewal	100%
56	S-04182	BUS. REGULATION - MASSAGE ESTABLISH	CD-CODE COMPLIANCE	\$1,500 - New	Actual Costs - New \$445 - Renewal	100%
57	S-04184	BUS. REGULATION - MASSAGE THERAPIST	CD-CODE COMPLIANCE		INITIAL PERMIT: \$390 RENEWAL: \$390	100%
58	S-04185	MISC. BUSINESS BACKGROUND PERMIT	CD-CODE COMPLIANCE	\$1,500 - New	Actual Costs - New \$475 - Renewal	100%
59	S-04400	SHOPPING CART IMPOUND RELEASE	CD-CODE COMPLIANCE		Actual Costs	100%
60	S-04410	CODE ENFORCEMENT INSPECTION	CD-CODE COMPLIANCE		Actual Costs	100%
61	S-04420	INSPECTION/ABATEMENT WARRANT	CD-CODE COMPLIANCE		Actual Costs	100%
62	S-04430	NUISANCE ABATEMENT	CD-CODE COMPLIANCE		Actual Costs	100%

63	S-04500	FALSE BURGLARY ALARM RESPONSE	POLICE SERVICES		1st & 2nd Responses - \$0 3rd Response - \$150 4th and subsequent response in twelve month period - \$300	100%
64	S-04600	VEHICLE INSPECTION	POLICE SERVICES		\$45	100%
65	S-04700	REQUESTED ACCIDENT INVESTIGATION	POLICE SERVICES		\$170	100%
66	S-05300	ANIMAL CONTROL SERVICES	CD-ANIMAL REGULATION		ANNUAL DOG LICENSES \$25 - Neutered or Spayed \$100 - Unaltered \$15 - Altered and owned by Senior \$25 - Late Fee	50%
67	S-05301	STRAY ANIMAL IMPOUND	CD-ANIMAL REGULATION		\$85 - 1st Release \$130 - 2nd Release \$220 - 3rd Release	50%
68	S-05302	DEAD ANIMAL PICK-UP	CD-ANIMAL REGULATION		Large Animals (75 pounds or more) - \$75 per animal Other Animals - \$50 per animal	50%
69	S-05304	IN-HOME ANIMAL QUARANTINE	CD-ANIMAL REGULATION		\$300	100%
70	S-05310	ABANDONED VEHICLE REMOVAL	CD-CODE COMPLIANCE		\$355	100%

COMMUNITY SERVICES

71	S-05700	ADULT SPORTS	PARKS & RECREATION		Adult Softball - \$350 per team plus \$14 umpire fee per game Tennis Courts: Day Pass: Adult - \$7 Senior - \$5 10-Visit Pass: Adult - \$40 Senior - \$30	100%
72	S-06610	PARK/FIELD RENTAL	PARKS & RECREATION		El Carro/Viola Field Rental - \$27.50 per hour, per field Field Preparation - \$60 per day BBQ/Picnic Reservation - \$35 per site Large Group Camping - \$600 per day Salt Marsh Amphitheater - \$50 per hour, 2 hour minimum Misc. Park Facilities - \$50	100%
73	S-06700	COMMUNITY GARDEN	PARKS & RECREATION		\$60 per plot for six months	100%
74	S-07000	LIBRARY CARD REPLACEMENT	PARKS & RECREATION - Library		\$1 per card	100%
75	S-07100	LOST/DAMAGED LIBRARY MATERIAL REPL	PARKS & RECREATION - Library		Actual Replacement Costs plus \$5 processing fee	100%
76	S-07200	TEST PROCTORING	PARKS & RECREATION - Library		\$45 per test	100%
77	S-07300	LIBRARY SELF-SERVE PRINTING	PARKS & RECREATION - Library		Black & White - \$0.15 per copy Color - \$0.25 per copy	100%
78	S-07400	LIBRARY COLLECTION RECOVERY	PARKS & RECREATION - Library		Charge the current Black Gold costs.	100%

ADMINISTRATION

79	S-08025	MOBILE HOME-RENT ADJUSTMENT REVIEW	CITY ADMINISTRATION	\$6,000	Actual Costs	100%
80	S-08200	RESEARCH SERVICE	VARIOUS		Actual Costs	100%
81	S-08320	DOCUMENT COPY SERVICE	VARIOUS		\$0.25 per copy	20%
82	S-08410	ELECTRONIC FILE COPY	VARIOUS		\$8 per device	100%
83	S-08425	DOCUMENT CERTIFICATION	CM-CITY CLERK		\$10	100%
84	S-08426	LIFE CERTIFICATION	CM-CITY CLERK		\$10	100%
85	S-08530	BUSINESS LICENSE REVIEW	ADM.SVCS-FINANCE		NEW BUSINESS: \$20 - New Out-of-City Business and Existing Changed Owner Business \$155 - New In-City Business and Moved Business, plus \$192 for Building Inspection, if required RENEWAL - \$20	100%
86	S-08593	TOBACCO RETAILER PERMIT	ADM.SVCS-FINANCE		\$500 per permit: includes \$375 County pass-through and \$4 State Pass through	100%
87	S-08595	NSF CHECK PROCESSING	ADM.SVCS-FINANCE		\$50	100%
88	S-08596	CREDIT CARD PROCESSING	ADM.SVCS-FINANCE		4.00%	100%
89	S-08600	CABLE TV STUDIO RENTAL	CITY ADMINISTRATION		Actual Costs	100%
90	S-08722	AGENDA MAILING SERVICE - ANNUAL	CM-CITY CLERK		\$290 plus 26 S.A.S.E	100%
91	S-08724	MINUTES MAILING SERVICE - ANNUAL	CM-CITY CLERK		\$290	100%
92	S-08734	FULL AGENDA PACKET MAILING - SINGLE	CM-CITY CLERK		\$35	100%
93	S-08740	ELECTION CANDIDATE PROCESSING	CM-CITY CLERK	*	\$25	10%
94	S-08741	LOCAL INITIATIVE PROCESSING	CM-CITY CLERK	*	\$200	15%

Refer to Cost of Service Study for the City of Carpinteria September 2023 filed with City Clerk and available on City's Website under Administrative Services Department.

*Per elections code CPI index is not applicable to these fees.