



CITY OF SCOTTS VALLEY

One Civic Center Drive • Scotts Valley • California • 95066
 Phone (831)440-5630 • Fax (831) 438-2793 • www.scottsvalley.org

FEE SCHEDULE

Effective August 7, 2017

PLANNING DEPARTMENT FEES (831) 440-5630

APPLICATION	DESCRIPTION	FEE	REV CODE
Annexation*	Planning processing fee	\$3,731 base fee for up to 25 hours of processing \$148 / hour after to be charged after the first 25 hours	3611 3660
	Public Works review fee	\$929	
Application Intake	Intake & record management	\$77 / application / minor	3716
		\$148 / application / major	
Amendment	Planning processing fee for amendment to approved discretionary application	\$894 / hearing / minor \$148 / hour / major	3616
Appeal	Planning processing fee	25% original permit fee or approved application, minimum of \$148	3616
Beekeeping Permit	Planning processing fee	\$148	3616
Certificate of Compliance	Research required by City Attorney, billed separately	\$746, plus any research required by the City Attorney	3640
Code Compliance	Planning research	\$148 / hour	3717
Cultural Resource Alteration	Planning review of archaeological report for Cultural Resource Preservation Commission review	\$894	3619

APPLICATION	DESCRIPTION	FEE	REV CODE
Design Review	General: Comm / Industrial	\$894 min, plus \$5 per 100 sq ft in excess of 1,000 sq ft of building for lots to be developed with structures	3617
	Public Works review fee	\$54	3660
	General: Residential	\$894	3617
	Public Works review fee	\$54	3660
	General: Hillside Residential	\$1,194	3617
	Public Works review fee	\$77	3660
Development Agreement*	Signs, roof equip, minor items	\$370	3617
	Wall Signs (Staff Level Review)	\$148	3617
	Staff preparation and City Attorney review	\$3,731 minimum fee up to 25 hours of processing \$148 / hour after	3611
Environmental Assessment (Checklist)	Public Works review fee	\$265	3660
	Charged for each application; Neg Dec, Mit Neg Dec, full or focused EIR may be required	\$148	3711
EIR (Environmental Impact Report)	Administration of EIR	\$3,731, plus 15% of contract amount	3710
	Public Works review fee	\$448	3660
Final Inspection	Planning fee for repeat inspections to achieve conformance	\$336	3718
Fish & Wildlife (CA State Dept. of Fish & Wildlife = CDFW)	Filing Notice of Determination SC County Clerk of the Board	\$148 (payable to City)	3640
	CDFW Neg Dec Fee from applicant to Fish & Game	\$2,216.25 ** (payable to SC County)	
	CDFW EIR Fee from applicant to Fish & Game	\$3,078.25 ** (payable to SC County)	
	Environ. doc. for a Certified Regulatory Program (CRP)***	\$1,046.50 ** (payable to SC County)	
	SC County processing fee; one check to SC County is OK	\$50.00 ** (payable to SC County)	
** Effective 01/1/17; these fees are not City fees but are required by CDFW and Santa Cruz (SC) County *** Such as Forest Practice Rules and timber harvest plans, and other state agency regulatory programs (CEQA Guidelines 21080.5).			

APPLICATION	DESCRIPTION	FEE	REV CODE
General Plan Amendment*	Planning Processing fee	\$3,731 minimum fee up to 25 hours of processing \$148 / hour after	3615
	Public Works review fee	\$189	3660
Historical Landmark Designation	Review of historic landmark report by CRPC	\$1,194	3616
Home Occupation	Planning review of home occupation application	\$93	3718
IPHCP	Certificate of Inclusion	\$336	3890
Land Division* (5 lots or more)	Planning Tentative Map application	\$3,731 minimum fee up to 25 hours of processing, plus \$82 per lot \$148 / hour after	3620
	Public Works review fee	\$1,268	3660
Minor Land Division* (4 lots or less)	Planning Tentative Map application	\$3,731 minimum fee up to 25 hours of processing \$148 / hour after	3620
	Public Works review fee	\$569	3660
Lot Line Adjustment	Planning review fee	\$148 (collected by PW)	3624
Mitigation Monitoring & Reporting Plan	Planning staff time to monitor MMRP	\$148 / hour	3712
Mitigated Negative Declaration*	Preparation of Initial Study with mitigation measures and an MMRP	\$5,976 minimum fee up to 40 hours of processing \$148 / hour after	3712
	Public Works review fee	\$297	3660
Negative Declaration*	Preparation of Initial Study without mitigation measures	\$2,989 minimum fee up to 20 hours of processing \$148 / hour after	3712
Notice of Determination	Planning fee for filing with SC Co Clerk of the Board	\$148 (payable to City)	3640
	Applicant to pay SC County	\$50 (payable to SC County; SC County sets fee)	

APPLICATION	DESCRIPTION	FEE	REV CODE
Planned Development*	Planning processing fee	\$3,731 minimum fee up to 25 hours of processing \$148 / hour after	3611
Preliminary Conceptual Review	Credit half of this fee to subsequent formal application if review is by one body only	\$1,194	3623
Public Hearing Notice	Planning Commission City Council	\$203 \$203	3713
Recording Fee	Planning fee for recording SC County fee	\$148 \$7 / first page, \$3 / after (SC County sets fee)	3640
Road Name Change*	Planning processing fee	\$148 / hour	3718
Time Extension	Applications before PC Applications before CC	\$882 \$1,187	3715
Tree Removal	Protected Tree Heritage Tree	\$50 \$713	3609
Use Permit	Commercial / Industrial & Residential Minor Public Works review fee Commercial / Industrial Major Public Works review fee	\$882 \$194 \$1,489 \$332	3612 3660 3612 3660
Variance	Planning processing fee Public Works review fee	\$2,239 \$77	3613 3660
Zone Change*	Planning processing fee for changing the zoning of a particular parcel	\$3,731 minimum fee up to 25 hours of processing \$148 / hour after	3611
Zoning Ordinance	Copy of document	\$20	3630
Zoning Ordinance Amendment*	Planning processing fee for changing the text of the zoning ordinance	\$3,731 minimum fee up to 25 hours of processing \$148 / hour after	3611
Zoning Plan Check	Plan checking of building permit applications	OTC: \$77 Minor: \$370 Major: \$596 Hillside: \$746	3618

APPLICATION	DESCRIPTION	FEE	REV CODE
Zoning Research / Letter	Planning processing fee	\$148 / hour, minimum of one hour	3718
END OF PLANNING DEPARTMENT FEES			

*NOTE: Within the Planning Department fees, there are applications with a minimum fee and an hourly rate. For those applications, the following shall apply:

1. Minimum fees shall be paid at the time of application submittal.
2. Invoices exceeding minimum fee shall be submitted to the applicant.
3. Upon receipt of invoice, applicant shall pay the balance prior to any further work.
4. Fee totals shall be paid prior to any action by Planning Commission or City Council.

BUILDING DEPARTMENT FEES (831) 440-5641

APPLICATION	DESCRIPTION	FEE
Appeals	Appeals of building dept decisions	25% of original permit or approved application, not less than \$92
Application Intake & File Maintenance.	Intake & record management	\$77 application/ Minor \$148 application/ Major
Building Permits		1997 Uniform Administrative Code per City Council Resolution No. 1198.52
Demolition Permit		\$194
Deposit for Plan Checking	Required when submitting a building permit application of \$7,000 or more valuation	65% of valuation based on Uniform Admin Code Table 3-A
Electrical Wiring		1997 Uniform Administrative Code per City Council Resolution No. 1198.52
Energy & Handicap Accessibility Regulations	State mandated inspections, plan checking, enforcement	Residential: \$66 Commercial: \$197
General Plan Maintenance	Update the General Plan	\$.0049 per \$1 building valuation on all bldg. permits
Green Building	Education Fund (SVMC 17.51.080)	\$.0025 per \$1 building valuation (see exemptions SVMC 17.51.040)

APPLICATION	DESCRIPTION	FEE
Grading Plan Check		1997 Uniform Administrative Code per City Council Resolution No. 1198.52
Grading Inspections	Conformance with Uniform Admin Code S-5 residential S-7 Commercial	\$194 / inspection \$389 / inspection
Investigations	Investigation of work performed without a permit	Same amount as permit fee
Mechanical Permit		1997 Uniform Administrative Code per City Council Resolution No. 1198.52
Occupancy Change		\$172
Occupancy Final Review		\$118
Other Miscellaneous Inspections		\$96
Plumbing Permit		1997 Uniform Administrative Code per City Council Resolution No. 1198.52
Re-roof Permit		\$294
Records Research		\$148 / hour
Revisions to Plans		\$148 / revision
Septic Tank Installation		\$197
Sewer Connection Inspection		\$197
END OF BUILDING DEPARTMENT FEES		

PUBLIC WORKS DEPARTMENT - DEVELOPMENT IMPACT FEES (DIF) (831) 438-5854

TYPE	ZONING	FEE
General Facilities & Equipment DIF	Residential (RMT-5 thru RH) Commercial Industrial	\$ 438 per unit \$ 1,157 per acre \$ 1,117 per acre
Law Enforcement Facilities DIF	Residential (RMT-5 thru RH) Commercial Industrial	\$ 1013 per unit \$ 23,260 per acre \$ 23,260 per acre
Library Facilities DIF	R-MT-5 (mountain) R-R-2.5 (rural) R-1-40 (estate) R-1-20 (low density) R-1-10 (single family) R-M-6 / R-M-8 (multiple family) R-H (multiple family)	\$ 1,241 per unit \$ 1,165 per unit \$ 1,089 per unit \$ 974 per unit \$ 858 per unit \$ 858 per unit \$ 745 per unit
Parks & Recreation DIF	R-MT-5 (mountain) R-R-2.5 (rural) R-1-40 (estate) R-1-20 (low density) R-1-10 (single family - detached) R-1-10 (single family - attached) R-M-6 / R-M-8 (multiple family) R-H (multiple family) Mobile homes & 2nd DU	\$ 10,255 per unit \$ 10,255 per unit \$ 10,255 per unit \$ 10,255 per unit \$ 10,255 per unit \$ 7,935 per unit \$ 7,985 per unit \$ 5,126 per unit \$ 5,331 per unit
Storm Drainage Facilities DIF	Residential / Commercial / Indus: Carbonero Ck R-MT-5 / R-H West Branch R-MT-5 / R-H Camp Evers Trib R-MT-5 / R-H Bean Creek R-MT-5 / R-H	\$ 0.24 per sq ft \$ 0.22 per sq ft \$ 0.11 per sq ft \$ 0.15 per sq ft
Streets & Thoroughfares DIF	R-MT-5 (mountain) R-R-2.5 (rural) R-1-40 (estate) R-1-20 (low density) R-1-10 (single family) R-M-6 / R-M-8 (multiple family) R-H (multiple family) Commercial Industrial Hotel (per room)	\$ 5,775 per unit \$ 5,775 per unit \$ 5,775 per unit \$ 5,775 per unit \$ 5,775 per unit \$ 3,426 per unit \$ 3,426 per unit \$ 11.48 per sq ft bldg \$ 6.84 per sq ft bldg \$ 3329.84
Wastewater Treatment Facilities (Frozen 6/30/07) DIF	Connect to City sewer system: R-1-10 thru R-MT-5..... R-M-6 & R-M-8 & R-H..... Commercial..... Industrial.....	\$6,137 per unit \$4,440 per unit \$26.12 per gallon per day \$26.12 per gallon per day

END OF DIF

PUBLIC WORKS DEPARTMENT - GENERAL FEES (831) 438-5854

APPLICATION	DESCRIPTION	FEE
Application Intake	Charge for microfiching, record management	\$77
Certificate of Correction		\$596
Direct Discharge Permit	Municipal Code 13.04.225A	\$135 / hour
Discharge Report Review		\$389
Easement Abandonment		\$3,812
Encroachment Permit	Laying of pipes, cables, etc. in public right of way / streets	\$6% of the cost of improvements or \$106, whichever is greater
Storm Drainage plan check		\$191 / page
Engineering plan check		\$191 / page
Final Parcel Map or amend (1-4 lots)		\$2109 (includes surveyor cost of \$1,156). Excess of surveyor cost (\$1,156) to be paid before CC approval.
	Planning Dept review fee	\$596 minimum fee up to 4 hours of processing \$148 / hour after (Rev Code 3620)
Final Subdivision Map or amend (5 lots plus)	Public Works review fee	\$2109 + \$183 per lot over 4, (includes surveyor cost of \$2,109 + \$183 per lot over 4). Excess of surveyor cost (\$1176 + \$147 per lot over 4) to be paid before CC approval.
	Planning Dept review fee	\$1,194 minimum fee up to 8 hours of processing \$148 / hour after (Rev Code 3620)
Flood Hazard Confirmation		\$67
House Moving Permit		\$2,525
Lot Line Adjustment	Processing fee	\$853 plus recording fee
	Planning Dept review fee	\$143 (Rev Code 3624)

APPLICATION	DESCRIPTION	FEE
Miscellaneous Hourly Rate		\$ 148 / hour
On-site Civil Improvements	Permit and inspections	6% of cost of improvement or \$87, whichever is greater \$30,000 + 3% of value over \$500,000 for \$500,000 to \$1,000,000 \$45,000 + 2% of value over \$1,000,000 for \$1,000,000 plus
Records Research		\$148 / hour
Retrieval Fee	To pick up illegal signs	\$44 / per sign (Rev Code 3890)
Reversion to Acreage		\$364
Revision to Plan Check		\$148
Segregation of Assessment	Re-spreading local improvement district assessment	\$92 per lot
Waiver of Traffic Impact Fee		\$1,666
Wide & Overweight Vehicle		\$32
Wastewater Stoppage Investigation		\$90 / hour
END OF PUBLIC WORKS DEPARTMENT FEES		

PARKS & RECREATION DEPARTMENT FEES - Contact (831) 438-3251 for current fees
POLICE DEPARTMENT FEES - Contact (831) 440-5649 for current fees

MISCELLANEOUS FEES

APPLICATION	DESCRIPTION	FEE
Administrative Overhead	Charged on DIF fee total	4% of DIF fees
Photocopies	Single sided page Double sided page	\$.13 per page \$.16 per page
Map / Blueprint copies (24x36 & up) Copied by City		\$1.33 per page
Aerial photo copy full page		\$1.33 per page
Digital copies on CD		\$.27 per disc

Digital copies on DVD		\$.80 per disc
Audio tape duplication		\$2.13 per tape
Video tape duplication		\$5.12 per tape
1994 General Plan	Outside printing cost	\$55
Residential Design Handbook	Outside printing cost	\$6
END OF MISCELLANEOUS FEES AND ENTIRE FEE SCHEDULE		

Development Impact Fee History:

January 1991 DIF established
 07/1/91 DIF 2.5% increase
 07/1/92 DIF 3.7% increase
 07/1/93 DIF 4.5% increase
 07/1/94 DIF 2.8% increase
 07/1/95 DIF .5% increase
 07/1/96 DIF 2.2% increase (no increase in streets and thoroughfares)
 12/5/96 Reso 1198.37 effective 11/21/96 & Reso 1198.38 effective 1/20/97
 07/1/97 DIF 4.5% increase & 7/7/97 Reso 1198.39
 07/1/98 DIF 1.5% increase & 7/5/98 Reso 1198.40
 07/1/99 DIF 2.6% increase & 7/4/99 Reso 1198.42
 04/19/00 Reso 1198.43 effective 6/19/00
 07/6/00 DIF 3.2% increase
 04/18/01 Reso 1198.45 (enforce with July DIF)
 07/02/01 DIF 2.9% increase
 07/01/02 DIF 3.1% increase
 05/07/03 Reso 1198.46 (enforce with July DIF)
 07/07/03 DIF 1.4% increase
 04/21/04 Reso 1198.47 (effective 6/21/04)
 07/01/04 DIF 6.4% increase
 07/05/05 DIF 4.3% & Reso 1198.49 1.5% increase
 07/06/06 DIF 3.8% & Reso 1198.50 2.9% increase
 07/02/07 DIF 3.1% (Wastewater frozen 6/30/07) & Reso 1198.51 3.2% increase
 07/07/08 DIF 3.1% & Reso 1198.53 2.8% increase
 07/01/09 DIF 4.8% increase, no other fee increases due to difficult economic conditions
 07/01/10 DIF 2.6% & Reso 1198.58 1.8% increase
 07/05/11 DIF 3.4% & Reso 1198.60 1.7% increase
 07/02/12 DIF 3.0% & Reso 1198.61 2.8% increase
 07/01/13 DIF 2.4% & Reso 1198.62 2.4% increase
 07/01/14 DIF 2.9% & Reso 1198.63 2.4% increase
 07/05/15 DIF 1.8% & Reso 1198.64 2.5% increase
 07/01/16 DIF 3.4% & Reso 1198.65 3% increase
 08/07/17 DIF 3.7% & Reso 1198.67 3.5% increase