

**PROPOSED FEE SCHEDULE EFFECTIVE JULY 1, 2025 - JUNE 30, 2026**

**Proposed  
Fee**

**COMMUNITY PLANNING & BUILDING**

**Design Study and Review**

TRACK 1 DESIGN REVIEW/STUDY - MINOR	\$725 per application	725.00
TRACK 1 DESIGN REVIEW/STUDY - MAJOR	\$1,040 per application	1,040.00
TRACK 1 DESIGN REVIEW/STUDY-STREAMLINE	\$373 per application	373.00
TRACK 1 DESIGN REVIEW/STUDY - REFERRAL TO PLANNING COMMISSION	\$1,875 per application in addition to the base Track 1 fee	1,875.00
TRACK 1 DESIGN REVIEW/STUDY-REFERRAL TO HISTORIC RESOURCES BOARD	\$1,875 per application in addition to the base Track 1 fee	1,875.00
TRACK 2 DESIGN REVIEW - MINOR	\$4,108 per application	4,108.00
TRACK 2 DESIGN REVIEW - MAJOR	\$6,235 per application	6,235.00
TRACK 2 DESIGN REVIEW - MAJOR NEW COMMERCIAL BUILDING	\$2,974 per application <b>plus a deposit determined by staff with charges at the fully allocated hourly rates for Project Planner</b>	2,974.00
PRELIMINARY SITE ASSESSMENT	\$1,571 per application	1,571.00
REASONABLE ACCOMODATION	\$205 per application, <b>plus fee for associated Design Study/Design Review as applicable</b>	205.00
VOLUMETRIC ANALYSIS	\$142 per application <b>plus \$1,500 deposit with charges at the fully allocated hourly rates plus any outside costs.</b>	142.00

**Use Permit and Other Services**

USE PERMIT	\$3,215 per application	3,215.00
USE PERMIT AMENDMENT	\$2,905 per application	2,905.00
TEMPORARY USE PERMIT	\$173 per application	173.00
RESTRICTED COMMERCIAL USE TRANSFER REQUEST	\$594 per application	594.00
WATER CREDIT TRANSFER REQUEST	\$3,257 per application	3,257.00
VARIANCE	\$1,881 per application	1,881.00
PRELIMINARY APPLICATION REVIEW - STAFF	\$1,434 per application with 50% of this fee credited towards future planning fees for this project.	1,434.00
PRELIMINARY APPLICATION REVIEW - PUBLIC HEARING (PLANNING COMMISSION, CITY COUNCIL, ETC.)	\$3,940 per application with 50% of this fee credited towards future planning fees for this project.	3,940.00
COASTAL DEVELOPMENT PERMIT - DEVELOPMENT	\$184 per application - Added to other Planning fees	184.00
COASTAL DEVELOPMENT PERMIT - EVENT	\$777 per application	777.00
LANDSCAPE PLAN CHECK/INSPECTION	\$725 per plan/inspection	725.00

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PLANNING TECHNICAL ASSISTANCE	Charge the fully allocated hourly rate for all personnel involved after 15 minutes.	
TOBACCO RETAIL LICENSE	Current fee as adopted by the Monterey County Board of Supervisors	
EXTRAORDINARY DEVELOPMENT	Deposit amount TBD based on scope of project, with charges at the fully allocated hourly rates plus any outside costs	
<b>Amendments, Annexations and Agreements</b>		
SPECIFIC PLAN/SPECIFIC PLAN AMENDMENT GENERAL PLAN AMENDMENT SPHERE OF INFLUENCE AMENDMENT ZONING CODE AMENDMENT	\$5,253 deposit with charges at the fully allocated hourly rates plus outside costs	5,253.00
ANNEXATION DEVELOPMENT AGREEMENT	\$10,503 deposit with charges at the fully allocated hourly rates plus outside costs	10,506.00
<b>Environmental Review Maps and Lot Lines</b>		
ENVIRONMENTAL REVIEW (IS/ND/EIR)	Contract cost plus 10%	
FILING ENVIRONMENTAL NOTICE OF EXEMPTION	\$520 per application <b>plus associated Monterey County fees</b>	520.00
MITIGATION MONITORING	\$3,152 deposit <b>with charges at the fully allocated hourly rates plus outside costs.</b>	3,152.00
TENTATIVE/FINAL MAP	\$4,202 deposit <b>with charges at the fully allocated hourly rates plus any outside costs.</b>	4,202.00
AMENDED FINAL MAP	\$1,051 deposit <b>with charges at the fully allocated hourly rates plus any outside costs.</b>	1,051.00
CERTIFICATE OF COMPLIANCE	\$788 per application <b>plus actual contract cost</b>	788.00
LOT LINE ADJUSTMENT/SUBDIV - PLANNING COMMISSION	\$1,108 per application <b>plus actual contract cost</b>	1,108.00
LOT MERGER	\$898 per application <b>plus actual contract cost</b>	898.00
<b>Historic Evaluation</b>		
PRELIMINARY PHASE 1 - INITIAL ASSESSMENT OF HISTORIC SIGNIFICANCE	\$326 per application	474.00
PHASE 1 - HISTORIC EVALUATION	\$426 per application <b>plus actual cost for Historian review with \$1,500 deposit</b>	426.00
PHASE 2 - HISTORIC EVALUATION (INCLUDES HISTORIC RESOURCES BOARD HEARING)	\$2,143 per application <b>plus actual cost for Historian review with \$1,500 deposit</b>	2,143.00
APPEAL TO HISTORIC RESOURCES BOARD	\$1,576 per application <b>plus actual cost for Historian review with \$1,500 deposit</b>	1,576.00
MILLS ACT CONTRACT APPLICATION	\$3,603 per application <b>plus actual cost to record contract with County of Monterey</b>	3,603.00
MILLS ACT MAINTENANCE PLAN REVIEW	\$1,051 deposit <b>with charges at the fully allocated hourly rates plus any outside costs for qualified professional to review plan.</b>	1,051.00
MILLS ACT 5-YEAR INSPECTION	\$525 deposit <b>with charges at the fully allocated hourly rates plus any outside costs for qualified professional</b>	525.00

PROPOSED FEE SCHEDULE EFFECTIVE JULY 1, 2025 - JUNE 30, 2026		Proposed Fee
MILLS ACT 10-YEAR MAINTENANCE PLAN REVIEW	\$1,051 deposit <b>with charges at the fully allocated hourly rates plus any outside costs for qualified professional to review plan.</b>	1,051.00
<b>Determinations, Extensions and Appeals</b>		
PLANNING COMMISSION CODE DETERMINATION	\$1,828 per application	1,828.00
ZONING COMPLIANCE DETERMINATION	Charge the fully allocated hourly rates for all personnel involved with a one hour minimum	
PERMIT TIME EXTENSION - STAFF	\$420 per application	420.00
PERMIT TIME EXTENSION - PLANNING COMMISSION	\$1,135 per application	1,135.00
PERMIT TIME EXTENSION - CITY COUNCIL	\$1,098 per application	1,098.00
PUBLIC HEARING CONTINUANCE - PLANNING COMMISSION	\$872 per continuance	872.00
PUBLIC HEARING CONTINUANCE - COUNCIL	\$878 per continuance	878.00
APPEAL TO PLANNING COMMISSION	\$2,044 per appeal - No charge for appeals of Coastal Development Permits (CDPs) within the Coastal Commission Appeal Jurisdiction (CMC 17.20.140)	2,044.00
APPEAL TO CITY COUNCIL	\$2,190 per appeal - No charge for appeals of Coastal Development Permits (CDPs) within the Coastal Commission Appeal Jurisdiction (CMC 17.20.140)	2,190.00
<b>Sign and Banners</b>		
SIGN APPLICATION	\$473 per application	473.00
SIGN REFERRAL TO PLANNING COMMISSION	\$1,581 per application	1,581.00
RELOCATE EXISTING SIGN	\$252 per application	252.00
TEMPORARY SIGN PERMIT	No permit fee required	0.00
BANNER APPLICATION	\$0 per application, applicant bears the fully burdened cost of installation through City approved third-party vendors	
<b>Building Services</b>		
BUILDING RELOCATION	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs	
LARGE FAMILY DAY CARE (RESIDENTIAL)	\$2,437 per application	2,437.00
GENERAL PLAN UPDATE	3.5% of all Building & Safety permits	
BUILDING PLAN CHECK	Based on Building and Safety Construction Valuation	
BUILDING INSPECTION	Based on Building and Safety Construction Valuation	
BUILDING RE-INSPECTION	\$153 per re-inspection	153.00
BUILDING PERMIT APPLICATION EXTENSION	\$99 per extension (maximum of 4)	99.00
BUILDING PERMIT EXTENSION	\$158 per extension (maximum of 2)	158.00
BUILDING PERMIT PRE-APPLICATION CONFERENCE	\$357 per application	357.00
BUILDING SINGLE TRADE PERMIT	\$173 per permit	173.00

PROPOSED FEE SCHEDULE EFFECTIVE JULY 1, 2025 - JUNE 30, 2026		Proposed Fee
ON-SITE DRIVEWAY PERMIT	\$415 per permit	415.00
SOLAR PLAN CHECK/INSPECTION PERMIT	Plan Check AND Inspection - \$473 <b>plus \$15 per kW over 15kW</b> (Per Assembly Bill 1414)	473.00
RE-ROOF PERMIT	\$273 per permit	273.00
BUILDING BOARD APPEAL	\$1,193 per appeal	1,193.00
DUPLICATE INSPECTION CARD	\$63 per card	63.00
BUILDING TECHNICAL ASSISTANCE	Charge the fully allocated hourly rate for all personnel involved after 15 minutes.	
STOP WORK INVESTIGATION	\$651 per investigation <b>plus double all Building Permit fees</b>	651.00
TEMPORARY CERTIFICATE OF OCCUPANCY	\$237 per application	237.00
ALTERNATE MATERIALS/METHODS REVIEW	\$231 per application <b>plus actual cost of City Staff for all time over one hour.</b>	231.00
BUILDING PHASED WORK REQUEST	\$331 per application	331.00
BUILDING TECHNOLOGY SURCHARGE	\$9 per permit	9.00
<b>Bench Program</b>		
NEW BENCH LOCATION	\$1,009 per application <b>plus the actual cost of the bench and plaque (plus \$750 for future maintenance) plus \$2,005 if a public hearing is required.</b>	1,009.00
ADOPTION OF EXISTING BENCH	\$399 per application <b>plus the actual cost of the bench and plaque (plus \$750 for future maintenance) plus \$530 if a public hearing is required.</b>	399.00
REPLACEMENT OF BENCH PLAQUE	\$515 per application <b>plus the actual cost of the plaque plus \$530 if a public hearing is required.</b>	515.00
<b>Encroachment Permits</b>		
TEMPORARY ENCROACHMENT PERMIT	\$362 per permit	362.00
STREET EXCAVATION	\$841 per permit, <b>plus \$8.75/lineal foot of work being performed</b>	841.00
PERMANENT ENCROACHMENT PERMIT	\$499 per permit <b>plus \$8.75/lineal foot</b> <b>Plus cost of any damage to public right-of-way or street as determined by the Public Works Director</b> <b>Plus cost of and Design Study/Design Review as needed</b> <b>Plus cost of referral to City Council if needed.</b>	499.00
TRAFFIC CONTROL PLAN REVIEW/INSPECTION	\$710 per review <b>plus \$405 per each additional review</b>	710.00
SIDEWALK VENDING PERMIT	\$469 per new applications	469.00
	\$231 per renewal	231.00
USE OF ONLINE ELECTRONIC PAYMENT - CP&B DEPARTMENT	3.5% OF CHARGED AMOUNT	
USE OF CREDIT CARD/ DEBIT CARD - CP&B DEPARTMENT	3.5% OF CHARGED AMOUNT	
<b>PUBLIC WORKS/FORESTRY</b>		
TREE EVALUATION	\$205 per application	205.00

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TREE REMOVAL PERMIT - DEAD TREE	\$205 per permit	205.00
TREE REMOVAL PERMIT	\$698 per permit	698.00
TREE PRUNING PERMIT	\$268 per permit	268.00
APPEAL TO FOREST & BEACH COMMISSION	\$1,891 per appeal <b>plus actual outside costs</b>	1,891.00
APPEAL TO CITY COUNCIL	\$1,891 per appeal <b>plus actual outside costs</b>	1,891.00
REMOVAL OF PRIVATE TREE FALL IN PUBLIC RIGHT-OF-WAY	Charge the fully allocated hourly rate for all personnel involved <b>plus any outside costs</b>	
DAMAGE TO CITY PROPERTY	Charge the fully allocated hourly rate for all personnel involved <b>plus any outside costs</b>	
USE OF ONLINE ELECTRONIC PAYMENT- PUBLIC WORKS DEPT	3.5% OF CHARGED AMOUNT	
USE OF CREDIT CARD/ DEBIT CARD- PUBLIC WORKS DEPT	3.5% OF CHARGED AMOUNT	
PUBLIC SAFETY		
Police Services		
LOUD PARTY PUBLIC DISTURBANCE RESPONSE	First Response - No Charge	0.00
	Second Response the same day - \$229 per response	229.00
	Third Response within a calendar year - \$574 per response	574.00
POLICE FALSE ALARM RESPONSE	First Activation - \$115	115.00
	Second Activation - \$137	137.00
	Each Subsequent Activation in a calendar year - \$207	207.00
ALARM PERMIT	New - \$40 per permit	40.00
	Renewal - \$29 per permit	29.00
VEHICLE IMPOUND RELEASE	\$161 per vehicle	161.00
MISDEMEANOR BOOKING	Non-Carmel bookings - \$172 per booking	172.00
MISCELLANEOUS POLICE PERMIT	\$212 per application plus DOJ fees	212.00
FINGERPRINTING ON REQUEST	\$40 plus outside agency fees	40.00
CLEARANCE FORM TRAVEL LETTER	\$57 per letter	57.00
VIN VERIFICATION	\$57 per vehicle	57.00
CITATION SIGN-OFF	Non-Carmel citations - \$29 per citation	29.00
SIGN ABATEMENT	\$29 per sign	29.00
POLICE COURT WITNESS	Fees are set by the court	
POLICE REPORT COPY	1st 10 pages - No Charge, Each additional page - \$0.25	0.25
POLICE PHOTOGRAPH COPY	photo - \$6 per photo, digital - \$6 per disk	6.00
USE OF ONLINE ELECTRONIC PAYMENT	3.5% OF CHARGED AMOUNT	
USE OF CREDIT CARD/ DEBIT CARD	2.5% OF CHARGED AMOUNT	

**PROPOSED FEE SCHEDULE EFFECTIVE JULY 1, 2025 - JUNE 30, 2026**

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**Animal Services**

ANIMAL IMPOUND	Within a calendar year:	
	First impound - \$115	115.00
	Second impound - \$137	137.00
	Third and subsequent impounds - \$161	161.00
ANIMAL TRANSPORT	Local Transport - \$29 per transport	29.00
	To County Animal Shelter - \$104 per transport	104.00

**Parking**

RESIDENT/EMPLOYEE PARKING PERMIT	\$35 per permit	35.00
	\$127 Misuse of Residential Permit	127.00
CONTRACTOR PARKING PERMIT	\$18 non specific	18.00
	\$29 space specific	29.00
NORTON COURT PARKING GARAGE	\$2,520 annually per space, \$630 quarterly per space	2,520.00
USE OF ONLINE ELECTRONIC PAYMENT	3.5% OF CHARGED AMOUNT	

**Fire Services**

FIRE PLAN CHECK/ REVIEW/INSPECTIONS	Current fee schedule as adopted by City of Monterey Council	
USE OF ONLINE ELECTRONIC PAYMENT	3.5% OF CHARGED AMOUNT	
USE OF CREDIT CARD/ DEBIT CARD	2.5% OF CHARGED AMOUNT	
AMBULANCE TRANSPORT SERVICES	Current fee schedule as adopted by Monterey County ambulance transport	

**ADMINISTRATIVE SERVICES**

NEW BUSINESS REGISTRATION PROCESS	Fixed Location - \$356 per application + \$4 State fee	356.00
	In & About - \$24 per application + \$4 State fee	24.00
	Home License - \$150 per application	150.00
BUSINESS REGISTER RENEWAL PROCESS	\$18 per renewal	18.00
DUPLICATE BUSINESS LICENSE	\$11 per license	11.00
CHANGE BUSINESS NAME	\$24 per business	24.00
USE OF ONLINE ELECTRONIC PAYMENT	3.5% OF CHARGED AMOUNT	

**Finance**

NSF CHECK PROCESSING	\$46 per NSF check	46.00
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**City Clerk**

DOCUMENT REPRODUCTION/SCANNING	First 10 copies - No Charge	0.00
	Additional copies - \$0.25 per copy	0.25
	FPPC copies - \$0.15 per copy plus \$5 for retrieval of documents if more than five years old plus postage cost if mailed	0.15
ELECTRONIC FILE COPY	\$5 per device	6.00
DOCUMENT CERTIFICATION	\$11 per document	11.00
RECORD COMPILATION	Record Compilation/Creation - charge the fully allocated hourly rate for all personnel involved plus any outside costs.	

PROPOSED FEE SCHEDULE EFFECTIVE JULY 1, 2025 - JUNE 30, 2026		Proposed Fee
LOCAL CANDIDATE FILING	\$25 per candidate- Fee is set by the State	25.00
LOCAL INITIATIVE PROCESSING	\$200 per initiative- This fee is limited by the State Law - Elections Code Section 9202(b) - Fee is refundable to the filer, if within one year of filing the notice of intent, the elections official certifies the sufficiency of the petition.	200.00
USE OF ONLINE ELECTRONIC PAYMENT	3.5% OF CHARGED AMOUNT	
USE OF CREDIT CARD/ DEBIT CARD	2.5% OF CHARGED AMOUNT	
COMMUNITY ACTIVITIES		
BEACH SPECIAL EVENT PERMIT	Processing: Non-Profit/School - \$211 per permit	211.00
	Processing: Other - \$726 per permit	726.00
	Rental: Non-Profit/School - \$293 per rental plus \$500 refundable damage deposit	293.00
	Rental: Other - \$586 per rental plus \$500 refundable damage deposit	586.00
	Sounds Permit: Non-Profit/School - \$12 per permit	12.00
	Sounds Permit: Other - \$29 per permit	29.00
SPECIAL EVENT PERMIT	Processing: Non-Profit/School - \$211 per permit	211.00
	Processing: Other - \$726 per permit	726.00
	Rental: Non-Profit/School - \$293 per rental plus \$500 refundable damage deposit	293.00
	Rental: Other - \$586 per rental plus \$500 refundable damage deposit	586.00
	With Alcohol: Non-Profit/School - \$53 per permit	53.00
	With Alcohol: Other - \$211 per permit	211.00
	Sounds Permit: Non-Profit/School - \$12 per permit	12.00
SPECIAL EVENT OVERTIME SERVICES	Sounds Permit: Other - \$29 per permit	29.00
	Overtime Staff time: Non-Profit/School - Charge 25% of the fully allocated hourly rates for all personnel involved	
	Overtime Staff time: Other - Charge 100% of the fully allocated hourly rates for all personnel involved	
	Barricade Rental - \$1,171 Resident Block Party - No Charge	1,171.00
	Parking Stall Rental: Non-Profit/School - \$211 per permit plus \$100 per stall/day	211.00
	Parking Stall Rental: Other - \$861 per permit plus \$100 per stall/day	861.00
FILM PERMIT	Parking Stall Rental: Peak Demand Rental - \$200 per stall/day	
	Non-Profit/Student - \$129	129.00
	Other: Still Photo - \$328	328.00
Other: Motion Picture - \$691		691.00
COMMUNITY ACTIVITIES APPEAL	867 per appeal	867.00
FACILITY RENTAL	\$29 per hour plus \$125 refundable cleaning deposit	29.00
USE OF ONLINE ELECTRONIC PAYMENT	3.5% OF CHARGED AMOUNT	
USE OF CREDIT CARD/ DEBIT CARD	2.5% OF CHARGED AMOUNT	
Library		
INTERLIBRARY LOAN PROCESSING	\$3 per item	3.00

PROPOSED FEE SCHEDULE EFFECTIVE JULY 1, 2025 - JUNE 30, 2026		Proposed Fee
LOST/DAMAGED MATERIALS PROCESSING	Actual cost of lost or damaged materials	
SELF SERVE LIBRARY COPYING	Black and White - \$0.20 per copy	0.20