Fee Schedule

FY 2026 - 2027

ADMINISTRATION DEPARTMENT

ADMINISTRATION FEES	
Credit Card Processing Fee	3.5% plus $.15 per transaction
Facility Rental per day	$53.50
Returned Check Fee	$16.00
DOCUMENT FEES	
Copies of City Documents	$.15per page
Records provided on thumb drive	$12.00
Mailing List	$.15 per page
Mailing List on Labels	$2.50 per page
Notary Fee (per signature) *Unless otherwise specified in Government Code § 8211	$15.00

BUILDING DEPARTMENT

OVER THE COUNTER PERMITS	
Plumbing Permit (no plan review required) [1]	$216.00
Electrical Permit (no plan review required) [1]	$216.00
Mechanical Permit (no plan review required) [1]	$216.00
Residential Rooftop Photovoltaic Permit	$244.00
Commercial Rooftop Photovoltaic permit (minimum) [2]	$244.00
Residential vehicle charging station [2]	$216.00
Commercial Vehicle Charging System (plus $80/hour plan review after 2 hours of review)	$159.00
PERMITS	
Value $0-9,000	$211.00
Value $9,000-25,000	$475.00
Value $25,001-50,000	$736.00
Value $50,001-100,000	$1,376.00
Value $100,001-500,000	$3,721.00
Value $500,001-1,000,000 [3]	$4,201.00(plus $10.50/1,000)
Value $1,000,001 and up [4]	$6,386.00 (plus $6.50/1,000)
MISCELLANOUS FEES	
Minimum permit fee not itemized [3]	$211.00
Investigative fee (work without permit)	Minimum cost equal to permit.
After Hours Inspections (hourly rate with 4 hour minimum)	$105.00
Building Permit extension per 90 days (after a one-time 180 day no charge extension	$533.00
Plan Review Extension per 90 days (after a one-time 180 day no cost extension)	$267.00
Erosion and Sediment Control Plan/Construction BMPs Plan Review (small sites)	
Erosion and Sediment Control Plan/Construction BMPs (small sites) Inspection plus $70 per hour after two hours inspection	$159.00

CPI Increase Effective August 19, 2026 and New Fees Effective October 19, 2026

Plan review [3]	65% of building permit fee this fee includes a total of one review
Expedited plan review	Regular plan review cost, plus 50%
Building fee for any item not specifically identified (per hour)	$160.50

PLANNING DEPARTMENT

ADMINISTRATIVE LAND USE APPROVALS AND ZONING PERMITS	
Zoning Compliance Statement (2 hours)	$373.00
Property History Letter (2 hours)	$373.00
Home Occupation	$373.00
Temporary Use Permit	$560.00
DISCRETIONARY LAND USE PERMITS (1 review)	
Conditional Use Permit [3]	$1,493.00
Coastal Development Permit [3]	$1,679.00
Site Plan/Sign Plan Review [3]	$373.00
Variance [3]	$1,023.50
Planned Unit Development [3]	$1,023.50
Combining Multiple Permits [3]	Sum of All Fees that Apply
Appeal	$746.00
Permit Amendment [3]	50% of base permit fee
Special Event	$1,120.00
DESIGN PERMITS (1 review)	
Architectural Review by Design Review Committee [3]	$746.00
Master Sign Program [3]	$1,120.00
Design Review Committee Sign Permit	$373.00
City Council Sign Permit (sign variance)	$560.00
Individual Sign (consistent with an approved Master Sign Program or Sign Plan)	$53.50
ENVIRONMENTAL REVIEW (1 review)	
Environmental Impact Report [5] (EIR) [3]	Initial 50% deposit of the cost
Negative Declaration [5] (initial study) [3]	Initial 50% deposit of the cost
Environmental Enhancement Fund	$2.50/sq. ft
CEQA Claim of Exemption [7]	$373.00
Note: external agency filing fees are not included and are additional	
LEGISLATIVE AMENDMENTS (1 review)	
General Plan Amendment [3]	$2,985.00
Zoning Amendment [3]	$1,679.00
Specific Plan Approval or Amendment [3]	$2,238.00
Local Coastal Plan (LCP) Amendment [3]	$2,238.00
MISCELLANOUS FEES	
Short Term Rental Application	$340.00
Short Term Rental Renewal Application	$104.00
Preliminary Project Review (prior to submittal – 1 hour)	$186.00

Planning fee for any item not specifically identified (per hour)	$93.00
Parking Permit (one per vehicle/year)	$267.00
Parking in Lieu fee (annually, per space)	$1,447.00
Tree Removal Permit (per tree)	$53.50
Planning fee for any item not specifically identified (per hour)	$160.50

POLICE DEPARTMENT

ADMINISTRATION FEES	
Credit Card Processing Fee	3.5% plus $.15 per transaction
Copy of Police Report	$11.00
Citation Correction (non-SCPD)	$11.00
Dog License	$5.50
Vehicle Release	$101.00

ENGINEERING AND PUBLIC WORKS DEPARTMENT

PLAN CHECK (2 reviews)	
Plan Check for Public or Private Site Improvements [6]	$107.00 plus 2% of improvement cost (Min. fee shall be $500)
Additional plan review required by changes, additions or revisions to approved plans per hour (1/2-hour min.)	$112.00
STORMWATER PLAN CHECK (2 reviews)	
Pre-review Meeting	$112.00
Small Project (2,500-5,000 sq-ft) [6]	$235
Medium Project (5,000-15,000 sq-ft) [6]	$1,791.00
Large Project (> 15,000 sq-ft) [6]	$3,582
Storm Water Pollution Prevention Plan (SWPPP) Review [6]	$672.00
INSPECTION OF PUBLIC OR PRIVATE SITE IMPROVEMENTS	
Cost of improvement up to $100,000	5% of improvement cost
Cost of improvement from $100,001 to $200,000	4% of improvement cost
Cost of improvement over $200,000	3% of improvement cost
Inspections outside of normal business hours (per hour)	$224.00
Reinspection fee (per inspection)	$112.00
Inspection for which no fee is specifically indicated per hour (1/2-hour min.)	$112.00
MAPS (2 reviews)	
Minor Subdivision (1-4 lots) – Tentative Parcel Map	$320.00
Major Subdivision (5+ lots) – Tentative Map [6]	$960.00+ $320.00 per lot after 10 lots
Final Parcel Map (1-4 lots) [6]	$1,439.00
Final Tract Map (5+ lots) [6]	$1,759.00+ $320.00 per lot after 10 lots
Voluntary Lot Merger	$513.50 and $320.00 per each additional review.
Certificate of Compliance	$533.00 and $320.00 per each additional review.

Lot Line Adjustment (Max. up to 4 parcels may be adjusted)	$960.00 for 2 parcels + recording fees, $320.00 per parcel beyond 2 parcels, 160.00 per each additional review.
ENCROACHMENT PERMIT	
Encroachment Permit	$493.00 Minimum fee at time of application. Additional fees or reimbursement agreement determined by city.

Note: A 75% planning fee discount will be applied for all projects that include at least 20% affordable housing units.

All soil compaction and survey work (if required by City) will be charged as an "extra" at cost plus 10% for administration.

Copies of aerials, maps, plans cost of reproduction plus 15%

[1] Fees are minimum and are based on 2-hours inspection at $62.00/Hour (Inspector) plus 1 hour at $36.50/hour (Building Tech). Additional hours may be charged.

[2] Fees are minimums and are based on 2-hours at $62.00/Hour (Inspector) 1-Hour at $85.00/Hour (Plan Review) 1-hour $36.50/Hour (Building Tech). Additional hours may be charged.

[3] Applications requiring more than one round of review or an extensive first review due to the complexity of the project may be subject to a City Cost Reimbursement Agreement for additional staff time.

[4] Projects over $1,000,000 in valuation shall be subject to a City Cost Reimbursement Agreement for additional staff time.

[5] 50% deposit of the cost upon application submittal.

[6] Applications requiring more than two reviews may be subject to a City Cost Reimbursement Agreement for additional staff time.

[7] This fee applies to every permit application with a CEQA Categorical or Statutory Claim of Exemption. It does not include separate CEQA filing or recording fees for a Notice of Exemption by the Monterey County Clerk-Recorder's Office.