FEES FISCAL YEAR 2022-2023
PLANNING DIVISION
INFORMATIONAL PACKET

QUESTIONS?
Additional information regarding the planning process can be obtained at the Planning Counter at 630 Garden Street (805) 564-5578, PlanningCounter@SantaBarbaraCA.gov

EFFECTIVE DATES: September 1, 2022 – August 31, 2023
The Santa Barbara City Council adopts an operating and capital budget each year, including an adopted City Fee Schedule. This informational packet includes a summary of the adopted fee schedule for the Planning Division. Please refer to the other city departments directly regarding their fees.

These fees are to be used as estimates only and are not intended to determine actual fees for a project. The Community Development Director, or staff designee, will make the final calculation and determination of required fees specific to each project. Do not fill-in amounts on checks prior to application acceptance.

GENERAL INFORMATION
Some services are charged based on hourly rates with a required deposit. For site development, activities areas, or combination of structures or site changes, the fee per square footage is not limited to the building area and may involve the site area as determined by staff.

- Fees for projects involving alterations and additions are calculated by determining the alteration fee and addition fee based on square footage totals and applying the higher fee.
- Projects involving multiple main buildings or phased improvements may require separate fees for review of each building.
- For new mixed-use projects, calculate fees for both residential and non-residential elements and charge both fees; for alterations/additions to mixed-use projects, charge the greater of either the residential or non-residential fee.
**APPEALS**

The filing fee for an appeal of a decision by the following review bodies is below. Note that appeals to City Council must be filed with the City Clerk's Office; all other appeals must be filed with the Planning Division.

1. Historic Landmarks Commission to City Council $805
2. Architectural Board of Review to City Council $805
3. Single Family Design Board to City Council $805
4. Planning Commission to City Council* $805
5. Sign Committee to ABR or HLC $395
6. Staff Hearing Officer to Planning Commission* $805
7. Community Development Director to Planning Commission $805

* No appeal fee charged for projects involving only a Coastal Development Permit

**DESIGN REVIEW**

(Architectural Board of Review, Historic Landmarks Commission, Single Family Design Board)

- **Administrative Review***:
  - Level One (minor; no staff research required) $85
  - Level Two (multiple minor changes; staff research may be required) $310

  * Fee waived for designated Historic Resources

- **Consent Calendar Review**:
  - Temporary uses and minor alterations (e.g., umbrellas, outdoor furniture, lighting, building colors, and equipment) $340
  - All Other Consent Projects $660

- **Full Board / Commission Review** (unless subject to a more specific fee, below):

<table>
<thead>
<tr>
<th>Single Unit Residential</th>
<th>Additions</th>
<th>New</th>
</tr>
</thead>
<tbody>
<tr>
<td>On lots up to 15,000 sq. ft.</td>
<td>$1,960</td>
<td>$2,655</td>
</tr>
<tr>
<td>On lots over 15,000 sq. ft.</td>
<td>$1,510</td>
<td>$2,170</td>
</tr>
<tr>
<td>Major Alterations</td>
<td></td>
<td>$1,755</td>
</tr>
<tr>
<td>Minor Alterations</td>
<td></td>
<td>$1,345</td>
</tr>
<tr>
<td>Upper story addition to an existing single unit residence</td>
<td>Add:</td>
<td>$345</td>
</tr>
<tr>
<td>Over 85% of the maximum allowed FAR (does not apply to</td>
<td>Add:</td>
<td>$245</td>
</tr>
<tr>
<td>guideline FARs)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Accessory Dwelling Unit and Junior Accessory Dwelling Unit** (J/ADU; review for projects that do not meet ministerial architectural design criteria)

- J/ADU with Single-Unit Residential $1,380
- J/ADU with Two-Unit, Multi-Unit, or Mixed-Use $1,885
Multi-Unit Residential

1-4 New Units $3,070
5-20 New Units $5,440
More than 20 New Units $8,525
Addition $2,555
Major Alterations $2,555
Minor Alterations $1,960

Non-Residential

<table>
<thead>
<tr>
<th>Area</th>
<th>Alterations</th>
<th>Additions</th>
<th>New</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 1,000 sq. ft.</td>
<td>$1,140</td>
<td>$3,180</td>
<td>$3,225</td>
</tr>
<tr>
<td>1,000 - 3,000 sq. ft.</td>
<td>$1,140</td>
<td>$3,180</td>
<td>$4,300</td>
</tr>
<tr>
<td>Over 3,000 - 10,000 sq. ft.</td>
<td>$1,140</td>
<td>$3,430</td>
<td>$5,310</td>
</tr>
<tr>
<td>Over 10,000 sq. ft.</td>
<td>$1,140</td>
<td>$3,430</td>
<td>$5,705</td>
</tr>
</tbody>
</table>

- Minor Zoning Exception / Waiver  
  Add: $430 each

- Objective Design Standards (review for compliance as a Streamlined Housing Development pursuant to SBMC §30.145.035):
  1-4 New Units $1,950
  5-20 New Units $2,620
  More than 20 New Units $4,645

- Telecommunications (Wireless) Facilities and Antennae:
  Minor Change to Existing Facility (i.e., Eligible Facilities Request) $440
  Substantial Change to Existing Facility $835
  New Telecommunications Facility (per site) $2,455
  New Small Wireless Facility (per site) $780

- Procedural Fees (for Design Review hearings):
  Time Extension $80
  Supplemental Hearing (fifth and each subsequent Full Board or Consent review) $300/ hearing
  Supplemental Completeness Review (third and each subsequent submittal to staff for review of application completeness) ¼ of current application fee
  Postponement (rescheduling requested by the applicant; may require re-noticing fee) $200
  Revised Projects (substantially revised by the applicant after project is determined to be complete.) Revised projects that include additional applications are subject to fees for additional applications. ½ of current application fee

- Review After Final (minor changes only; significant changes may require a different fee):
  Administrative Review $85
### Planning Division Fees

- **Consent Calendar**: $180
- **Full Board / Commission**: $255

#### Minor Tree Removal Permit
- (1 to 3 trees, reviewed Administratively or on Consent) $485

#### COASTAL ZONE REVIEW

#### Coastal Exclusions and Exemptions:
- Coastal Exemption – No Documentation Required: $90
- Coastal Exemption – Temporary Events: $1,085
- All Other Exclusions or Exemptions: $545

#### Coastal Development Permits:

**Residential:**
- Accessory Dwelling Unit on a bluff-top lot: $15,940
- Accessory Dwelling Unit on all other lots: $5,495
- Other single unit development on a bluff-top lot: $24,705
- Other single unit development on all other lots: $12,835
- 2-5 New Units: $12,835
- Over 5 New Units: $22,315

**Non-Residential:**
- 0 - 3,000 sq. ft.: $14,920
- Over 3,000 - 10,000 sq. ft.: $19,000
- Over 10,000 sq. ft.: $23,670

**Other:**
- Consent or Minor Coastal Development Permit: $10,680
- Change of Use: $14,920
- Emergency Coastal Development Permit (credited toward subsequent Coastal Development Permit): $1,100
- Recommendation to California Coastal Commission (No Planning Commission or Staff Hearing Officer review required): $545

### ENVIRONMENTAL REVIEW / SPECIAL STUDIES

The fee for projects subject to environmental review, or for review of any technical reports or special studies as otherwise required for a project is listed below.

#### Determining the Level of Environmental Review:

- **No Master Environmental Assessment Required**: $60
- **Master Environmental Assessment Required**: $415
Planning Division Fees

- **Special Studies** (not applicable to Historic Structures/Sites or Archaeological Reports)  
  Add: $705 / study

- **Historic Structures/Sites Reports (HSSR) or Archaeological Reports**
  - HSSR or Phase 1, 2, or 3 Archaeological Resources Reports (reviewed by HLC) $555
  - Letter Reports, or Revised or Addendum Reports $305
  - Staff Review of Contract for Resource Monitoring $305
  - Historic Resources Evaluation by the Architectural Historian $225

- **Development Along Mission Creek** (review for compliance with SBMC §30.140.050 / 28.87.250, if not associated with an active discretionary project) $2,160

- **Filing Public Notices**
  Actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs

- **Initial Study Preparation:**
  - Prepared by Staff $14,045
    - Contract Management (actual contract cost plus staff time charged at the fully allocated hourly rate of all personnel involved)

- **Negative Declaration (ND)**
  - Prepared by Staff $4,715
    - Contract Management (actual contract cost plus staff time charged at the fully allocated hourly rate of all personnel involved)

- **Staff Determination of Adequacy of Prior Environmental Document**
  $2,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs

- **Staff Preparation of Addendum to EIR/ND**
  $2,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs

- **Staff Preparation of Supplement to EIR/ND**
  $5,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs

- **Environmental Impact Report (EIR)**
  $8,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs

**LAND USE / DEVELOPMENT REVIEW**

- **Community Benefit Projects**
  - City Council Designation as a Community Benefit Project $1,900
Community Benefit Height Findings by Planning Commission $2,305

• Concept Review
  Planning Commission Hearing for AUD Projects subject to SBMC §30.150.060 $5,545
  Planning Commission or City Council Hearing for Concept Review, Planned Unit Development (PUD), Initiation of an Annexation, General Plan Amendment, LCP Amendment, Specific Plan Amendment, or Zone Change $5,025
  Planning Commission Consultation (request for a use determination consistent with the intent of the zone) $660

• Conditional Use Permit
  Minor Conditional Use Permit and Amendments $14,210
  Residential Uses (permanent or temporary) $15,790
  Non-Residential Uses (permanent or temporary) $18,895
  Development that requires a Conditional Use Permit per a specific zone (e.g., Overlay Zones, Specific Plans) $15,540

• Conversion Permit
  (Commercial conversions pay the Tentative Subdivision Map fee; not the Conversion Permit fee. Hotel/Motel Conversions pay the greater of either the Conversion Permit fee or the Development and Site Plan Review fee)
  Condominium Conversion (residential portion) $8,745
  Hotel/Motel Conversion $9,640

• Density Bonus Application
  Review for compliance with CA Government Code §65915 - 65918 or City Density Bonus Ordinance Add: $1,570

• Development Plan Review
  Development Plan Review by the Staff Hearing Officer, ABR or HLC: Add: $1,230
  Development Plan Review by the Planning Commission:
    Multi-Unit Residential: $13,755
    Non-Residential:
      1,001 - 3,000 sq. ft. $3,805
      Over 3,001 - 10,000 sq. ft. $15,815
      Over 10,001 - 50,000 sq. ft. $19,595
      Over 50,000 sq. ft. $21,820
    Development that requires a Development Plan per a specific zone (e.g., Overlay Zones, Specific Plans) $15,540

• Modification
  First Modification request $4,100
Each additional Modification request $1,330

- **Off-Site Hazardous Waste Management Facility**
  
  $10,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs

- **Performance Standard Permit (PSP)**
  
  Community Care Facility $3,385
  
  Storefront Collective Dispensary Permit
  
  $5,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs
  
  Storefront Collective Dispensary Permit Annual Review $865
  
  Accessory Uses and Buildings (e.g., bathroom in detached accessory building) $3,105
  
  Temporary Use Permit (TUP) Requiring a PSP:
  
  Mobile Food Vendors $3,330
  
  All Other TUPs requiring a PSP $3,285
  
  All Other PSPs $3,285

- **Procedural Fees** (Applicable to Planning Commission and Staff Hearing Officer hearings)

  **Time Extensions:**
  
  With Public Hearing (e.g., subdivisions and lot line adjustments) $1,115
  
  Without Public Hearing $550

  **Supplemental Hearing** (second and each subsequent hearing):
  
  Planning Commission Hearing $2,115
  
  Staff Hearing Officer Hearing $1,345

  **Other:**
  
  Supplemental Completeness Review (third and each subsequent submittal to staff for review of application completeness) ¼ of current application fee
  
  Postponement (rescheduling requested by the applicant; may require re-noticing fee) $215
  
  Revised Projects (substantially revised by the applicant after project is determined to be complete. Revised projects that include additional applications are subject to fees for additional applications) ½ of current application fee
  
  Amendment to conditions of project approval, release of covenant, or minor amendments to a previously approved project $5,345

- **Subdivision and Maps**

  **All Subdivisions (except condominiums):**

  1 - 4 Lots $18,700
## Planning Division Fees

### 5 - 10 Lots
- $26,920

### Over 10 Lots
- $31,350

### Residential Condominiums:
- **1 - 4 Units**: $15,525
- **5 - 20 Units**: $23,585
- **Over 20 Units**: $27,465

### Non-Residential Condominiums
- $12,055

### Lot Line Adjustments:
- **Minor (2 Lots)**: $9,480
- **Major (3-4 Lots)**: $11,905

### Other
- **Revised Maps**: ¹⁄₂ of current application fee
- **Public Street Waiver**: $2,920

### Substantial Conformance Request
- **Level One (PC or SHO)**: $385
- **Level Two (PC or SHO – consultation with the SHO at a public hearing)**: $1,320
- **Level Three (PC)**: $2,140
- **Level Four (PC)**: $5,770

### Transfer of Existing Development Rights (TEDR) (Includes all sites involved in the transfer proposal)
- **1,000 sq. ft. or less, or up to 4 hotel rooms**: $1,790
- **> 1,000 sq. ft., or 5 or more hotel rooms**: $2,655

### Variance
- $10,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs

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## PRE-APPLICATION SERVICES

The fee for pre-application services is listed below. Pre-application fees include an initial deposit of the estimated average review time. If the scope of the pre-application request exceeds that estimated review time, actual costs will be charged at the hourly rates of all personnel involved, plus any outside costs.

### Planner Consultation
- **Level One – Meeting Only**: $215
- **Level Two – Written Correspondence**: $490

### Design Review Consultation (one consultation hearing with limited plans presented; noticing and associated fees may also be required)
- $490
**Planning Division Fees**

- **Preliminary Zoning Plan Check** (one review of project for compliance with zoning standards prior to application submittal) $490
- **Preliminary Housing Development Pre-Application** $210
- **Slope Calculation** (requests to determine average slope per SBMC §30.15.030 / 28.15.080) $180
- **Zoning Letter**
  - Minor Zoning Letter / Use Verification (20 minutes) $60
  - Single Unit and Two-Unit Residential $490
  - Multi-Unit, Nonresidential, and Mixed-Use $755
- **Pre-Application Review Team (PRT) Review**
  - Average Unit-size Density (AUD) Incentive Program Projects (subject to SBMC §30.150.060) $6,670
  - Optional Pre-Application Review Team (PRT) Review (If a project does not otherwise require a PRT review; includes one PRT review) $3,105
  - Development Plan and other required applications:
    - 0 - 1,000 sq. ft. $3,985
    - Over 1,000 - 3,000 sq. ft. $5,125
    - Over 3,000 - 10,000 sq. ft. $6,525
    - Over 10,000 sq. ft. $6,635
- **Subdivisions (requiring Planning Commission review)**
  - 1 - 4 Units/Lots $9,935
  - 5 - 10 Units/Lots $11,085
  - Over 10 Units/Lots $12,030

**SIGN REVIEW**

- **Conforming Review:**
  - One sign 10 sq. ft. or less $215
  - Total signage of 10 to 30 sq. ft. $255
  - Face or color changes on existing sign $215
  - Review after Final $215
- **Full Committee Review** (total sign area of all signs on one site):
  - 10 - 30 sq. ft. $390
  - Over 30 - 90 sq. ft. $515
  - Over 90 sq. ft. $720
- **Concept Review** (any size sign) $230
- **Exception Requests** (per sign application) **Add:** $205
● **Outdoor Vending Machine Signage** $295

● **Sign Programs** (individual signs require separate review and fee):
  
  **Changes to Existing Sign Program:**
  
  Minor $380
  Major $555

  **New Program:**
  
  1 - 3 tenants $690
  4 - 10 tenants $730
  11 - 15 tenants $860
  Over 15 tenants $1,000

● **Temporary Signs** $90

● **Procedural Fees** (for Sign Committee meetings)
  
  **Time Extension** $80
  **Supplemental Hearing** (third and each subsequent hearing) $215
  **Postponement** (rescheduling requested by the applicant) $55

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**ZONING REVIEW**

● **Administrative/Minor Zoning Exception and Waivers**
  
  Sites within the Coastal Zone (SBMC Title 28) $275/ each
  Sites outside the Coastal Zone (SBMC Title 30) $400/ each

● **Zoning Clearance** (review of uses or structures when no building permit is required)
  
  Vegetation Removal or Landscaping Permits $185
  Agricultural Use Permit (e.g., verification of allowed use/new water meter) $545
  Temporary Use Permit (e.g., Mobile Food Vendors, Seasonal Sales, Special Events) $545
  All Other Uses – No Building Permit Required (e.g., short-term rental) $1,085
  **Time Extension** (for Zoning Clearance) $175

● **Zoning Plan Check** (zoning clearance on a building permit application; projects may be subject to Supplemental Plan Check fees, listed afterward)
  
  Minor Zoning Review (Expedited/Over-the-Counter) $70
  Single-Unit Residential (includes Demo/Rebuild):
    - Minor Alteration (no new floor area) $270
    - Major Alteration (no new floor area) $365
    - Addition $455
    - New Residence on a vacant lot $725
Planning Division Fees

New Residence on all other lots $815
Two-Unit Residential / Urban Lot Split (SBMC §30.185.440; Chapters 28.80 and 27.60) $1,180

Accessory Dwelling Unit and Junior Accessory Dwelling Unit (J/ADU):
  Conversion Only or Junior ADU (no other work) $545
  ADU with Single-Unit Residential $725
  ADU with Two-Unit, Multi-Unit, or Mixed-Use $905

Multi-Unit Residential (includes Demo/Rebuild):
  Minor Alteration (no new floor area) $270
  Addition/Major Alteration $545
  New Residential Units (1-4 Units) $905
  New Residential Units (5-10 Units) $1,090
  New Residential Units (11-20 Units) $1,450
  New Residential Units (over 20 Units) $1,815

Non-Residential (includes Demo/Rebuild):
  Minor Alteration (no new floor area) $270
  Major Alteration $365
  Change of Use $455
  Addition / New Building (involving less than 1,000 sq. ft.) $545
  Addition / New Building (involving 1,001-3,000 sq. ft.) $725
  Addition / New Building (involving more than 3,000 sq. ft.) $1,090

- Supplemental Review Fees (one or more supplemental review fees may be required in addition to the standard plan check fee)

  Enforcement (review of sites with active ENF records)
    Minor (1 hour or less) 
      Add: $180
    Major 
      Add: $365
  
  Non-Conforming (review of sites with nonconforming development)
    Minor (1 hour or less) 
      Add: $180
    Major 
      Add: $365
  
  Design Review (review for compliance with design review conditions)
    Minor (1 hour or less) 
      Add: $90
    Major 
      Add: $270
  
  Staff Hearing Officer (review for compliance with SHO conditions)
    Minor (30 minutes or less) 
      Add: $90
### Planning Division Fees

<table>
<thead>
<tr>
<th>Major Planning Commission (review for compliance with PC conditions)</th>
<th>Add: $270</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minor (2 hours or less)</td>
<td>Add: $365</td>
</tr>
<tr>
<td>Major</td>
<td>Add: $725</td>
</tr>
</tbody>
</table>

- **Public Works Permits** *(e.g., Certificate of Compliance, work in right-of-way, Final/Parcel Maps)*  
  Actual costs charged at the fully allocated hourly rate of all personnel involved plus any outside costs

- **Procedural Fees**  
  **Third and Each Subsequent Plan Check Review**
  - Minor (30 minutes or less) Add: $90
  - Major Add: $180

- **Revisions**
  - Minor (1 hour or less) $180
  - Major $365

### LEGISLATIVE ACTIONS

- **Annexation**
  $15,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs

- **Development Agreement**
  $10,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs

- **General Plan Amendment**
  $15,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs

- **Local Coastal Program Amendment**
  $20,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs

- **Specific Plan**
  $20,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs

- **Specific Plan Amendment**
  $10,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs

- **Sphere of Influence Change**
  $5,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs
• **Zone Change**
  
  $15,000 initial deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs

**OTHER FEES**

• **Duplication Fees**
  
  Refer to the General Copy Fees contained in the Finance Administrative Fees section of the Fee Resolution
  
  In conjunction with requests for compact disc (CD) copies, to defray the direct cost of the disc and duplication  $5

• **Land Development Team (LDT) Recovery Fee**
  
  A fee will be added at the time of building permit application to projects that went through the Development Application Review Team process prior to August 18, 2019 30% of all Planning fees paid

• **Mailing List (Public Notice) Service**

  Preparation of Map, Mailing List, Labels and On-site Posting Sign  $190
  
  Each Additional On-Site Posting Sign (If required, lost, or damaged)  $5

• **Mills Act Program**

  Application Fee  $450
  
  Contract Processing Fee (includes site inspection)  $770
  
  Request for Property Valuation Exception  $1,185

• **Recorded Agreements**

  Processing agreements, except CC&Rs required by Planning Commission or Staff Hearing Officer (e.g., Off-Site Parking Agreement, ADU Covenant, Lot Tie Agreement)  $440 per application plus recording costs
  
  Release of prior recorded agreements (e.g., ADU Covenant, ZCD) Per Gov’t Code §27361.3

• **Response to Subpoena**

  Costs as allowed in Evidence Code §1563(b) or Government Code §68096.1, as applicable

• **Staff Hourly Rate**

  Actual costs charged at the fully allocated hourly rates of all personnel involved

• **Housing Document Fee**

  Preparation and review of documents to accommodate the refinance or assumption of loans on affordable housing units, and City Housing Rehabilitation Loan Program loans:

    Subordination Agreement by City  $135
    
    Assumption Agreement by City  $135