



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):

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

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

<u>Non-Residential</u>	<u>Alterations</u>	<u>Additions</u>	<u>New</u>
Less than 1,000 sq. ft.	\$1,140	\$3,180	\$3,225
1,000 - 3,000 sq. ft.	\$1,140	\$3,180	\$4,300
Over 3,000 - 10,000 sq. ft.	\$1,140	\$3,430	\$5,310
Over 10,000 sq. ft.	\$1,140	\$3,430	\$5,705

- **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

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

Planning Division Fees

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	<i>Add:</i>	\$1,570
• Development Plan Review		
Development Plan Review by the Staff Hearing Officer, ABR or HLC:	<i>Add:</i>	\$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 3,000 - 10,000 sq. ft.		\$15,815
Over 10,000 - 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

Planning Division Fees

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)	
<u>Time Extensions:</u>	
With Public Hearing (e.g., subdivisions and lot line adjustments)	\$1,115
Without Public Hearing	\$550
<u>Supplemental Hearing</u> (second and each subsequent hearing):	
Planning Commission Hearing	\$2,115
Staff Hearing Officer Hearing	\$1,345
<u>Other:</u>	
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	
<u>All Subdivisions (except condominiums):</u>	
1 - 4 Lots	\$18,700

Planning Division Fees

5 - 10 Lots	\$26,920
Over 10 Lots	31,350
<u>Residential Condominiums:</u>	
1 - 4 Units	\$15,525
5 - 20 Units	\$23,585
Over 20 Units	\$27,465
<u>Non-Residential Condominiums</u>	\$12,055
<u>Lot Line Adjustments:</u>	
Minor (2 Lots)	\$9,480
Major (3-4 Lots)	\$11,905
<u>Other</u>	
Revised Maps	½ 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	

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
<u>Development Plan and other required applications:</u>	
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
<u>Subdivisions (requiring Planning Commission review)</u>	
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)	<u>Add:</u> \$205

• Outdoor Vending Machine Signage	\$295
• Sign Programs (individual signs require separate review and fee):	
<u>Changes to Existing Sign Program:</u>	
Minor	\$380
Major	\$555
<u>New Program:</u>	
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

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
<u>Accessory Dwelling Unit and Junior Accessory Dwelling Unit (J/ADU):</u>		
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
<u>Multi-Unit Residential (includes Demo/Rebuild):</u>		
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
<u>Non-Residential (includes Demo/Rebuild):</u>		
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)		
<u>Enforcement (review of sites with active ENF records)</u>		
Minor (1 hour or less)	<u>Add:</u>	\$180
Major	<u>Add:</u>	\$365
<u>Non-Conforming (review of sites with nonconforming development)</u>		
Minor (1 hour or less)	<u>Add:</u>	\$180
Major	<u>Add:</u>	\$365
<u>Design Review (review for compliance with design review conditions)</u>		
Minor (1 hour or less)	<u>Add:</u>	\$90
Major	<u>Add:</u>	\$270
<u>Staff Hearing Officer (review for compliance with SHO conditions)</u>		
Minor (30 minutes or less)	<u>Add:</u>	\$90

Planning Division Fees

Major	<u>Add:</u>	\$270
<u>Planning Commission</u> (review for compliance with PC conditions)		
Minor (2 hours or less)	<u>Add:</u>	\$365
Major	<u>Add:</u>	\$725
● 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		
<u>Third and Each Subsequent Plan Check Review</u>		
Minor (30 minutes or less)	<u>Add:</u>	\$90
Major	<u>Add:</u>	\$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