

**Special Event, Public Use, License, and
Development Review Permit Fee Schedule**

	Type of Activity, Permit or License	Fee
Chapter 6 - Engineering Fees		
1.	Engineering Plans (Section 6-73)	
1a.	Projects up to \$100,000.00	\$300.00
1b.	Projects \$100,000.01 – \$300,000.00	\$500.00
1c.	Projects over \$300,000.01	\$800.00
2.	Public ROW/Utility Easements (Section 6-74)	4% of estimated construction price with minimum fee of \$400
3.	ROW Re-Inspection Fee	\$100
Chapter 6 - Portable Storage Unit Provisions		
4.	Permit application: Single family/duplex zoning	\$25.00
5.	Permit application: Multi-family, commercial or PUD	\$50.00
Chapter 6 - Extension of Construction Time Limits		
6.	Extension Application	\$500.00
Chapter 12 - Medical Marijuana Permit		
7.	Permit Application	
7a.	Permit Application per Applicant/Owner	\$900.00
7b.	Permit Application per employee	\$250.00
8.	Annual Medical Marijuana Permit	\$500.00

Chapter 14.3 - Parks			
9.	Parks use permit		
9a.	Parks use permit (single day)		\$100.00 (single day)
9b.	Parks use permit (multi-day)		Approved by Town Manager
10.	Plazas and Pavilion		See Resolution 2014-18
Chapter 14.5 - Vending/Soliciting			
11.	Vendor's application fee		\$75.00
12.	Annual Vendor's License fee		\$75.00
Chapter 14.5 - Street Performing			
13.	Street performing annual permit fee		\$50.00
Chapter 17 - Vacating or abandoning streets, alleys or other dedicated property			
14.	Application fee per abandonment		\$500.00
Chapter 17 - News racks			
15.	Certificate of Compliance		\$50.00
Chapter 17 - Sidewalk Café and Outdoor Dining			
16.	Outdoor dining: Application fee (non-refundable) on private property		\$150.00
17.	Outdoor dining: Application to amend approved outdoor dining area		\$100.00
18.	Sidewalk Café application fee (non-refundable) on public property		\$175.00
19.	Annual Sidewalk Cafe Permit Fee		
19a.	Seating capacity from 1 to 15		\$105.00
19b.	Seating capacity from 16 to 50		\$150.00

19c.	Seating capacity from 51 or more	\$225.00
20.	Right-of-Way (ROW) License Fee (Begins on the 13 th month after the ROW permit is approved. Not available to an affiliated business at the same location.)	\$18 per square foot per year or \$10 per square foot per year for restaurants in the four West Commercial Plazas.
21.	Sidewalk Café: Application to amend approved sidewalk cafe	\$100.00
	Removal of Sidewalk Café furniture	\$100 per table/chair set (Maximum of \$500) + \$50 per day storage
	Delivery fee for sidewalk café furniture	\$250

Chapter 17 - Jarvis Hall

	User	Deposit	Rental Fee
22.	Resident	\$100	\$-0-
23.	Civic Association, non-profit located in Town or charity event that benefits Town residents	\$100	\$-0-
24.	Business (located in Town)	\$100	\$-0-
25.	Governmental entity or agency	\$-0-	\$-0-
26.	Non-Profit (located out of Town)	\$-0-	\$100 per event
27.	Non-resident	\$300	\$200 for up to 3 hours, then \$50 per hour
28.	Business (located out of Town)	\$300	\$300 for up to 3 hours, then \$50 per hour
29.	Special services, including but not limited to, opening and closing services beyond what is normally provided and special set-ups	N/A	Town cost as determined by the Town Manager
30.	Events (local or non-local user) that charges admission or registration or sell commercial products or services	TBD	To be determined by the Town Manager based on purpose, number of attendees, and impact on the facility

Chapter 17 - Special Events

	Event Type	Fee
31.	Special Event application shall be filed with the Town at least 60 days in advance of the proposed event date.	As specified in this Resolution
32.	Special Event application filed after the application deadline, but no later than 30 days prior to the event	a. Double the application fee, plus b. cost recovery fees for the costs for Town staff (including police and fire services) and any consultant time attributable to the processing of the application, not to exceed a cap of \$1,500
33.	Special Event application filed later than 30 days prior to the event	Shall not be accepted
34.	Single day events on private property that do not involve road closures or use of El Mar Drive for parking	\$100.00
35.	Events, based on private or public property, that use public property that do not involve road closures or use El Mar Drive for parking	
35a.	Less than 75 people	\$100 per event day
35b.	75 -200 people	\$150 per event day
35c.	More than 200 people	\$200 per event day
36.	Events, based on private or public property, that use public property and involve road closures or use El Mar Drive for parking	\$300 per event day
37.	Recurring events, based on private or public property, that involve the use of public property, including road closures or use EL Mar Drive for parking	
37a.	For six months or less	\$500
37b.	For more than six months (not to exceed 12 months)	\$800
Chapter 30 - Development Review		
	Type of Activity, Permit or License	Fee/ Cost Recovery Deposit
38.	Administrative Adjustment	
38a.	Level 1	\$150 /plus deposit \$250
38b.	Level 2	\$350 /plus deposit \$400

39.	Architectural Review (30-951)	\$0/plus deposit \$250
40.	Appeals of Administrative Decisions	
40a.	Appeal of a Level 1 Development Review Decision	\$200/ plus deposit \$400
40b.	Appeals of Administrative Decision (single family)	\$350/ plus deposit \$400
40c.	Appeals of all other Administrative Decisions	\$900/ plus deposit \$400
40d.	Appeal from Revocation or Suspension of Vacation Rental Certificate or of Vacation Resident Agent Status	\$500/ plus deposit \$400
41.	Conditional Use	\$500 /plus deposit \$400
41a.	Conditional Use – Sign	\$100/plus deposit \$250
41b.	Conditional Use Level 1 Amendment	\$55
41c.	Conditional Use Level 2 Amendment	\$150
41d.	Conditional Use Transfer Fee	\$100
42.	Flex Allocation/Reserve	\$150
43.	Landscape Permit	
43.a.	<u>Single Family/Duplex</u>	\$30
43.b.	<u>Multi-family, Hotel or Commercial</u>	\$50/plus deposit \$250
44.	Land Use Plan Amendment	\$900
45.	Parking Reduction	
45 a.	Level 1	\$250 /plus deposit \$250
45b.	Level 2	\$400 /plus deposit \$2,000
46.	Parking Other Than On-site Review	\$250
47.	Planned Unit Development	\$1,800
48.	Plat	\$900
49.	Request for Extension of Development Permit	\$150
50.	Rezoning	\$900
51.	Sign (Zoning Review)	
51a.	Permanent (window, wall, etc...)	\$50
51b.	Temporary Sign (banners)	\$30
51c.	Permit application – work w/o permit	Double fee

51.d.	Removal of illegal signs from ROW	\$10 per sign (Town will hold sign for no more than 7 days, after which such signs shall be discarded)
52.	Site Plan	
52a.	New submittal	\$900 /plus deposit \$2,600
52b.	Level 1 Modification	\$150/plus deposit \$250
52c.	Level 2 Modification	½ cost of site plan application/plus deposit \$1,000
53.	Vacation Rental Certificate (New and Renewal)	
53a.	Application	\$250
53b.	Inspections	
53b1.	Inspection (required), Re-Inspections and No Show Inspections	\$75
53b2.	Inspection, Re-Inspections and No Show Inspections due to Code Violation	\$75
54.	Variances	
54a.	Variance Application, single family	\$350/plus deposit \$400
54b.	Variance Application, all other	\$900/plus deposit \$400
55.	Vested Rights Determination	\$150 /plus deposit \$400
56.	Zoning Letter	\$55
57.	Zoning Relief Request	\$500
Telecommunication Towers and Antennas		
58.	Application	No Charge
CODE MITIGATION (Resolution 2014-22)		
59.	Application for Code Lien and Fine Mitigation	\$500
Lien Release (Resolution 2015-51)		
60.	Application for Release of Unpaid Liens	\$500 for the initial application and \$100 for each additional lien release request

MISCELLANEOUS

61.	Lien Letters	
61a.	Lien Letter (issued w/in 10 business days)	\$50
61b.	Expedited Lien Letter (issued within 3 business days)	\$150
62.	Plan Copies	\$30 due at time of request, plus any additional copy charges incurred are due at pickup
63.	Code Appeal	\$500 plus administrative fee as established by the Special Magistrate