

**CITY OF CARMEL-BY-THE-SEA**  
**COSTS FOR SERVICES: FEE SCHEDULE**  
**EFFECTIVE: 07/01/19**

<b>DESIGN PERMITS/APPS.</b>	<b>FEE</b>	<b>DESCRIPTION</b>
TRACK 1- DESIGN STUDY/REVIEW (MINOR)	\$445/ app.	Landscaping, lighting, skylights, awnings, displays case. Fences, walls, trellis, arbors, decks, satellite dishes etc. Windows, doors, paint, commercial roofing and minor exterior changes.
TRACK 1- DESIGN STUDY/REVIEW (MAJOR)	\$855/ app.	Minor commercial façade remodel; Minor (<10% of existing floor area) additions to residential buildings in the CC, SC, RC, R-1 and R-4 Zoning Districts.
TRACK 1- DESIGN STUDY (REFERRAL TO PC)	\$1215 /app. +DST1 fee	Review of a Track 1 Design Review/Study to the Planning Commission.
TRACK 2- DESIGN REVIEW (MINOR)	\$2305/ app.	Full commercial façade remodel, or Substantial change to site layout, parking etc. or installation of telecommunication towers/antennae/equipment or alteration to size, configuration or route of any courtyard or intra block walkway (10%>). Review by PC.
TRACK 2-DESIGN REVIEW (MAJOR)	\$5045/ app.	New residence or commercial building, substantial (>10% of existing floor area) addition to existing building or second floor additions of any size. Review by PC
PRELIMINARY SITE ASSESSMENT	\$905/ app.	Prior to Track 2 application, a site and tree review to determine the feasibility of the project within City planning standards.
REASONABLE ACCOMMODATION	\$1865 /app.	Review of a proposed project to determine changes for compliance with accessibility standards.
VOLUMETRIC ANALYSIS	\$130/ app. +\$1500 deposit	Review of the total volume of a proposed project to determine its compliance with City codes and standards
<b>LAND USE PERMITS/APPS.</b>	<b>FEE</b>	<b>DESCRIPTION</b>
COASTAL DEVELOPMENT PERMIT	\$1270/ app.	
USE PERMIT	\$3035/ app.	Review of use permit for compliance.
USE PERMIT (MINOR)	\$2800/ app.	Findings or ancillary plumbing fixtures, bar sink, guest house etc. or exterior display of merchandise or establishment of new building site, not or record.

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USE PERMIT (MAJOR)	\$3035/ app.	Building on slope exceeding 30%, commercial underground garage, expansion of commercial floor area or Live Music Permit or Commercial Business Permit with special findings.
USE PERMIT AMENDMENT	\$2800/ app.	Review of an amendment to an approved use permit.
TEMPORARY USE PERMIT	\$160/ app.	Review of a temporary use for compliance with City codes and standards, such as parking lot sale or holiday lot.
RESTRICTED USE TRANSFER REQUEST	\$885/ app.	Restricted Use Transfer between properties (Jewelry License, Hotel/Motel/B&B Units, etc.)
WATER CREDIT TRANSFER REQUEST	\$3035/ app.	Collected when water transfer requires the City Council approval. Charged when water transfer requires City Council approval.
VARIANCE	\$1950/ app.	VARIANCE AMENDMENT- Service no longer provided.
<b>SUBDIVISION MAP APPLICATION</b>	<b>FEE</b>	<b>DESCRIPTION</b>
LOT LINE ADJUSTMENT	\$1865/ app.	Review of a request to move the lot boundaries between two existing lots for compliance with City codes and the Subdivision Map Act.
LOT LINE MERGER	\$575/ app.	Review of a request to merge two existing lots in to one lot for compliance with City codes and the Subdivision Map Act. (Staff level)
CERTIFICATE OF COMPLIANCE	\$715/ per	Review of certificate of compliance for compliance with City code and the Subdivision Map Act.
<b>HISTORIC PROPERTY APPLICATION</b>	<b>FEE</b>	<b>DESCRIPTION</b>
PRELIMINARY HISTORIC EVALUATION – STAFF REVIEW (CMC 17.32.060.B - Initial Assessment of Historic Significance)	\$310/ app.	Staff review of a property to determine current historic status, if any, or determine historic resource potential sufficient to warrant conducting an “intensive survey” per CMC 17.32.060.B.
HISTORIC DETERMINATION/ APPEAL TO HRB (CMC 17.32.060.C – Intensive Survey)	\$1300/ app.+ \$1570/ dep.	Historical Preservation Consultant to review property - \$1,570.00 deposit. Collect \$1,300 if the Applicant appeals Determination to HRB.

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HISTORIC EVALUATION - HRB REVIEW OF DESIGN (CMC 17.32.150 and 160)	\$2105/ app.+ \$1570/ dep.	Evaluation of proposed alteration(s) to an historic property by the HRB for compliance with Standards of the Secretary of the Interior. Requires Historical Preservation Consultant Review prior to HRB review.
MILLS ACT CONTRACT PROCESSING	\$1350/ app.	Processing a Mills Act Contract for a historic building for compliance with State laws.
<b>SIGN APPLICATION</b>	<b>FEE</b>	<b>DESCRIPTION</b>
SIGN APPLICATIONS	\$170/ app.	Review of proposed commercial sign by staff for compliance.
SIGN REFERRAL TO PC	\$420/ app	Review of a proposed commercial sign by the Planning Commission for compliance with City codes. Installation of second sign.
SIGN- RELOCATE EXISTING SIGN	\$50/ app.	Review a request to relocate an existing commercial for compliance with City Code.
SIGN-TEMPORARY SIGN PERMIT	\$135/ app.	Review of a temporary sign or banner for compliance.
BANNER REVIEW/INSTALLATION	\$0/app	No charge for City review. Applicant is responsible for the vendor installation and removal fees.
<b>MISCELLANEOUS APPLICATION</b>	<b>FEE</b>	<b>DESCRIPTION</b>
APPEAL	\$705 OR \$1070	\$705 per appeal of staff decision to respective governing body. \$1070 appeal of a decision made by the respective governing body to City Council. (No charge in coastal zone for appeals to the Coastal Commission.)
PUBLIC HEARING CONTINUANCE	\$850/ app.	Processing of a public hearing continuance at the request of the applicant.
PLANNING COMMISSION CODE DETERMINATION	\$915/ app.	Review of a code determination by the PC for compliance.
ZONING COMPLIANCE DETERMINATION	\$645/ app.	Processing a request for the zoning compliance status of a particular parcel on request.
TIME EXTENSION-Staff	\$320/ app.	Processing a staff level time extension at the request of the applicant.

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TIME EXTENSION- PC	\$675/ app.	Review of a time extension at the Planning Commission or City Council at the request of the applicant.
<b>TREE SERVICES</b>	<b>FEE</b>	<b>DESCRIPTION</b>
LANDSCAPE PLAN CHECK/INSPECTION	\$180/ plan	Review of a stand-alone landscape plan for compliance with City codes and standards, and inspection of the construction.
BENCH- NEW LOCATION	\$1060/ App	\$1060 per application plus the actual cost of the bench plaque (plus 20% for future maintenance) plus \$1100 if a public hearing is required.
BENCH-ADOPTION OF AN EXISTING	\$390/ app.	\$390 per plus the actual cost of the bench plaque (plus 20% for future maintenance) plus \$525 if a public hearing is required.
BENCH-REPLACEMENT PLAQUE	\$390/ app.	\$390 per application plus the actual cost of the plaque, plus \$525 if a public hearing is required.
TREE REMOVAL PERMIT- NO CONSTRUCTION	\$235/ permit	Review of a request for the removal or pruning of a tree larger than 4 inches in diameter.
TREE REMOVAL PERMIT- CONSTRUCTION REMOVAL	\$435/ permit	Pre construction
TREE REMOVAL PERMIT- PUBLIC TREE REMOVAL	\$235/ tree	Public tree removal \$235/tree.
TREE REMOVAL PERMIT- HEARING/ APPEAL	\$1375	\$1375 for appeal to City Council.
<b>PUBLIC WORKS</b>	<b>FEE</b>	<b>DESCRIPTION</b>
STREET DUMPSTER/ STORAGE POD PERMIT	\$150/ app.	Review of the placement of a dumpster or storage pod in the public ROW.
ENCROACHMENT PERMIT- CURB/GUTTER	\$235/ app.	Review and inspection of curb and gutter construction in the public ROW.
ENCROACHMENT- SIDEWALK	\$235/ app.	Review and inspection of sidewalk construction in the public ROW.
ENCROACHMENT - DRIVEWAY APPROACH	\$235/ app	Review and inspection of driveway approach in the public ROW.

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ENCROACHMENT-ROW EXCAVATION	\$370/ app.	Review an inspection of street excavations in the public ROW. \$370 per application (patch up to 100 square feet) Other-\$370 per application (plus an additional \$3.50/ linear foot over 25 linear feet)
ENCROACHMENT PERMIT-TEMPORARY	\$150 - \$370 app	Review of a temporary encroachment in the public ROW. Crane/Oversized Vehicle - \$370 per permit Other- \$150/permit
ENCROACHMENT PERMIT-PERMANENT	\$965/ app	Review of a permanent encroachment in the public ROW.
NEWSRACK PERMIT	\$130/ rack/ year	Maintenance of news racks and review of newsrack information.
<b>ADMINISTRATIVE APPLICATIONS</b>	<b>FEE</b>	<b>DESCRIPTION</b>
BUSINESS LICENSE-NEW BUSINESS	\$394/ app	Fixed Location New License/Change of Use, location or owner Home Occupation: \$134/app
BUSINESS LICENSE-IN & ABOUT	\$24/ app.	In & About Location
BUSINESS LICENSE-CHANGES	\$15/per \$5/per \$15/per	\$15/per RENEWAL \$5/per DUPLICATE \$15/ per NAME CHANGE
CREDIT CARD PROCESSING	2.5 %	2.5 % of the charged amount
NSF CHECK	\$40 / check	\$40/ NSF check
COPIES	\$0.10 per copy	\$0.10 per copy
MAILING OF REQUESTED DOCUMENTS	\$8 per mailing	\$8 per package plus postage
DOCUMENT CERTIFICATION PUBLIC NOTARY	\$15/ doc. or sig.	\$15 per document or per signature

 **Planning**
 **Forestry**
 **Public Works**
 **Admin.**