

City of Rolling Hills Estates Fees & Charges

Fiscal Year
2016 - 2017

WELCOME TO
ROLLING HILLS
ESTATES



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TABLE OF CONTENTS

<u>DEPARTMENT/FEE CATEGORY</u>	<u>PAGE</u>
<u>I. FINANCE</u>	
Business License Application.....	4
Business License – Horse Trainers.....	4
Certain Businesses Permit Fee.....	4
Dance Permit	4
Entertainment Permit	4
Fire/Going Out of Business Sale	4
Fortune Telling Permit.....	4
Photography	4
Solicitor's Permit (Commercial)	4
Solicitor's Permit (Non-Commercial).....	4
<u>II. GENERAL GOVERNMENT</u>	
Annual Budget.....	4
Annual Financial Report.....	4
Calendar	4
Damage Reimbursement Admin. Charge.....	4
Restaurant Storm water Inspection Reimbursement	5
Auto Repair/Gas Retail Storm water Inspection Reimbursement.....	5
Fees and Charges Book	5
Maps – also see Planning.....	5
Parking Permits.....	5
Parking Penalties.....	5
Peafowl Trap & Removal	5
DVD Duplication.....	5
Per Audio Tape Duplication	5
Photocopies.....	5
Resident Handbook.....	5
Returned Check	5
<u>III. MISCELLANEOUS CODE ENFORCEMENT</u>	
Alarm Fines	5
False Alarms	5
Noise Variance.....	6
Sound Amplification.....	6
<u>IV. PLANNING</u>	
Actions Requiring City Council or Planning Commission Approval	6
Application to approve action.....	6
Banner Commercial Temporary	6
Code Enforcement for Large Projects	6
Conditional Use Permit.....	6
Consultant Design Review	6
Continuance/Extensions	6
Entitlement Expeditor	6
Demolition - Rehab Processing Fees.....	6
Environmental Assessment - Initial Studies.....	6
Environmental Review (Consultant/Legal Services)	7
EIR In-Lieu Fast Track Fee	7
Family Day Care.....	7
General Plan Amendment.....	7
General Plan Update.....	7
Grading Permit.....	7

TABLE OF CONTENTS (Continued)

<u>DEPARTMENT/FEE CATEGORY</u>	<u>PAGE</u>
<u>IV. PLANNING (CONTINUED)</u>	
Landmark Permit	7
Landscaping Fees.....	7
Maps.....	7
Minor Deviation.....	7
Minor Land Subdivision - Filing of Tentative Map	7
Minor Land Subdivision - Appeal	7
Multiple Applications	7
NPDES Review and Compliance	8
Neighborhood Compatibility Study Reports	8
Neighborhood Compatibility	8
New Construction	8
On-Site Inspection	8
Over the Counter Approval	8
Over the Counter Approval Requiring Site Approval.....	8
Pre-Application Review.....	8
Precise Plan of Design (PPD).....	8
Pre-Application	8
Public Facilities Impact Fees for New Development, General Plan Update.....	8
Public Facilities Impact Fees for New Development, Library Fee	8
Public Facilities Impact Fees for New Development, Quimby Fee	8
Public Facilities Impact Fees for New Development, Commercial District Traffic Fee	8
Radius Maps and Address Labels.....	8
Residential Building Records	8
Residential Development Standards.....	8
Revisions to Plans Req. Staff Review & Approval	8
Searchlight Permit.....	9
Signs Permit.....	9
Sign Banners for Environmental Review	9
Special Use Permit.....	9
Subdivision - Development/Vesting Tentative Map	9
Subpoena of Public Record Requests	9
Temporary Use Permit.....	9
Traffic Impact Analysis Surcharge	9
Traffic Mitigation	9
Variance	9
View Preservation Site Inspection.....	9
Zone Change.....	9
Zoning Verification Letter	9
<u>V. RECREATION</u>	
Ernie Howlett Equestrian Facilities	10
Ernie Howlett Stall Rental	10
Park Permit	10
Ernie Howlett - Kitchen Rental	10
Special Recreation Events	10
The Hills Are Alive Race	
Tracy Austin Tennis Tournament	
Tennis.....	11
Non-Resident Recreation Class Surcharge.....	12
Sports Field Rental Fees	12
Portable Public Address System Rental	12
Race Time Clock Displays Rental.....	12
Trail Rental Fees for a Race	12
City Hall Council Chambers Rental	12

TABLE OF CONTENTS (Continued)

APPENDIX

Landmark Permit Class Descriptions 13
Precise Plan of Design (PPD) Class Descriptions 13
Cost Recovery Basis of fees 14
Park Land Dedication 14
Business Licenses 14
AB 939 Fees 14
Franchise Fees..... 14
Municipal Code Section 3.04.060 Fees 14



I. FINANCE

<u>Code</u>	<u>Reference</u>	<u>Account Code</u>	<u>Description</u>	<u>Approved Fee</u>
5.08.010		01-3140	Business License Application New License Renewal	\$20.00 \$10.00
5.08.100		01-3140	Business License-Horse Trainers Per Day Per Year	\$30.00 \$450.00
5.12.010		01-3140	Certain Businesses Application Fee Renewal	\$50.00 \$15.00
5.24.020		01-3140	Dance Permit	\$50.00
5.28.030		01-3140	Entertainment Permit	\$100.00
5.28.110			Appeal Revocation	\$100.00
5.20.040		01-3140	Fire/Going Out of Business Sale	\$250.00 & \$10/day Max. 30 days
5.32.060		01-3140	Fortune Telling Permit Application Fee Business License	\$100.00 \$50.00
5.08.130		01-3140	Photography Motion Pictures in non-commercial/non-public areas Motion Pictures in commercial or public areas Still Photography on City Property Still Photography on Other Property	\$500.00/day \$1000.00/day \$200.00/day \$100.00/day
5.48.080		01-3140	Solicitor's Permit (Commercial) Fee per Day Fee per Quarter Fee per Year	\$50.00 \$200.00 \$500.00
			Solicitor's Permit (Non-Commercial)	No fee

II. GENERAL GOVERNMENT

01-3730	Annual Budget (Printed Hardcopy)	\$10.00
	Annual Budget (PDF File on CD)	\$5.00
01-3730	Annual Financial Report (Printed Hardcopy)	\$10.00
	Annual Financial Report (PDF File on CD)	\$5.00
01-3730	Calendar	\$4.00
01-3710	Damage to City Property, Reimbursement	Actual cost + 21% Administrative overhead.

II. GENERAL GOVERNMENT (continued)

<u>Code Reference</u>	<u>Account Code</u>	<u>Description</u>	<u>Approved Fee</u>
	01-3710	Restaurant Stormwater Inspection Reimbursement	\$50.00
	01-3710	Auto Repair/Gas Retail Stormwater Inspection	\$75.00
	01-3730	Fees and Charges Book	\$3.50
	01-3730	Maps:	
		Peninsula Realtors	No Charge
		Trails/Bike Paths	\$0.25
		Zoning Map	\$10.00
	95-3440-402	PVPHA Trail Map	\$20.00
		Parking Permits	\$30.00/permit Non-refundable
10.37.060		Parking Penalties (RHEMC Chapter 10)	\$50.00
10.37.090		Delinquent Parking Violation	\$15.00 Additional Fee
		Peafowl Trap & Removal	\$55.00
	01-3730	DVD Duplication	Actual Cost + 21% admin fee
		Per Audio Tape or CD Duplication	\$30.00
		Photocopies	\$0.25/page
		Resident Handbook	No Charge
		Returned Check	\$25.00

III. MISCELLANEOUS CODE ENFORCEMENT

8.08.150	01-3520	Alarm Fines	
		Alarm Permit	No charge
		Install Alarm w/o permit	\$100.00
		Failure to take corrective action:	
		1st Offense	\$50.00
		2nd Offense	\$100.00
		3rd & Subsequent	\$200.00
		Operating audible alarm without 10 minute auto reset	\$100.00
		Operating a direct dial service	\$250.00
8.08.150	01-3520	False Alarm Fines	
		For each false alarm	\$50.00
		Penalty - after 1st notice	\$25.00

III. MISCELLANEOUS CODE ENFORCEMENT (Continued)

Code Reference	Account Code	Description	Approved Fee
8.32.230	01-3510	Noise Variance Application Fee	\$50.00
8.32.220	01-3510	Sound Amplification	\$50.00
	01-3410	Code Enforcement for Large Projects	\$60.00 per hour
<u>IV. PLANNING</u>			
	01-3410	Actions Requiring City Council or Planning Commission Approval (Encroachment Permit, etc.)	\$900.00
		Application for approval validating an action taken without having first formally sought City approval.	Double fee
	01-3410	Banner Commercial Temporary Application Fee Deposit	50.00 250.00
	01-3410	Conditional Use Permit Single Request Appeal	\$1,600.00 \$800.00
	01-3410	Consultant Design Review	Actual Cost + 21% Administrative overhead
	01-3410	Continuance of Matters before City Council or Planning Commission First request Second request Each subsequent	No fee 50% of original fee 50% + 10% for each request
	01-3410	Entitlement Expeditor	Contractor Cost + 21% Administrative overhead
	01-3410	Extension of permit time	50% of original fee
8.12.280	01-3410	Demolition/Rehab Processing Fees Preparation of job specs City Council Approval Compliance Inspection Billing Assessment Filing Fee Rehearing by Planning Commission on substandard declaration	Actual cost \$80.00 Actual cost \$150.00 \$150.00 \$150.00
	01-3410	Environmental Assessment	Actual Cost + 21% Administrative overhead

IV. PLANNING (continued)

Code Reference	Account Code	Description	Approved Fee
	01-3410	Environmental Review (Consultant/Legal Services)	Actual Cost + 21% Administrative overhead
	01-3410	Environmental Costs (Miscellaneous Costs)	Actual Cost + 21% Administrative overhead
	01-3410	Family Day Care Application Appeal	\$1,300.00 \$650.00
	01-3410	General Plan Amendment Single request Appeal	\$1,600.00 \$800.00
	01-3410	General Plan Update Fee Applies to new mixed use projects, & new single or multifamily homes, and all new non-residential projects. This fee shall be collected prior to zone clearance.	\$0.59 per square foot (excluding non-habitable areas)
	01-3410	Grading Permit 10-20 cubic yards (Administrative approval) 21 cubic yards and up Appeal	\$300.00 \$1,100.00 \$550.00
17.38.060	01-3410	Landmark Permit (See Appendix A for description of Landmark Permit Classes)	
			<u>Fee</u> <u>Appeal</u>
		Class (1)	\$500.00 \$250.00
		Class (2)	\$700.00 \$350.00
		Class (3)	\$900.00 \$450.00
		Class (4)	\$1,100.00 \$550.00
	01-3410	Landscaping Fees	Subcontractor Actual cost + 21% Administrative overhead
	01-3410	Maps Blueprints of City Maps (Zoning Maps, etc.)	\$10.00
	01-3410	Minor Deviation Appeal to City Council	\$1,100.00 \$550.00
16.16.030(b)	01-3410	Minor Land Subdivision Filing Tentative Map	LA County fees + 21%
16.16.130		Appeal	½ of Cost
	01-3410	Multiple Applications	Cost of most expensive application; all others ½ cost

IV. PLANNING (continued)

Code Reference	Account Code	Description	Approved Fee
8.38.000	01-3410	National Pollutant Discharge Elimination System (NPDES) Review & Compliance	Subcontractor Actual cost + 21% Administrative overhead
	01-3410	Neighborhood Compatibility Study Reports	\$10.00/copy
	01-3410	Neighborhood Compatibility Appeal	\$1,600.00 \$800.00
3.20.030	01-3170	New Construction	\$500/unit
	01-3410	On-Site Inspection	\$200.00
	01-3410	Over the Counter Approval	\$100.00
	01-3410	Over the Counter Approval (Requiring Site Inspection)	\$300.00
17.58.030	01-3410	Precise Plan of Design (See Appendix A for description of PPD Classes)	
			<u>Fee</u> <u>Appeal</u>
		Class (1)	\$400.00 \$200.00
		Class (2)	\$800.00 \$400.00
		Class (3)	\$900.00 \$450.00
		Class (4)	\$1,200.00 \$600.00
		+ \$0.15 per sq. ft. in excess 10,000 sq. ft.	
		Class (5)	\$1,600.00 \$800.00
		+ \$0.01 per sq. ft. in excess 50,000 sq. ft.	
	01-3410	Pre-Application Fee To be applied to large project application. If completed project filed then fee shall be applied to cost of application	\$800.00
17.74.030	01-3410	Public Facilities Impact Fees for New Development	
		General Plan Update Fee	\$0.60 per square foot
		Library Fee Single Family Residence	\$2,752.00
		Multi-Fam Res. Unit	\$1,835.00
		Quimby Fee Single Family Residence	\$17,826.00
		Multi-Fam Res. Unit	\$11,885.00
		Commercial District Traffic Fee	
		Single Family Residence	\$3,233.00
		Multi-Fam Res. Unit	\$2,343.00
		per each 1,000 ft ² .Retail Development	\$4,454.00
		per each 1,000 ft ² .Office Development	\$5,246.00
	01-3420	Radius Maps & Address Labels Multiple parcels under one application shall be assessed an additional \$100 per parcel. Projects that require an updated mailing list shall be assessed new fees.	\$300.00 per parcel
	01-3410	Reasonable Accommodation Application	No charge per State
5.52.040	01-3410	Residential Building Records with Site Inspection	\$100.00 \$200.00
	01-3730	Residential Development Standards	\$5.00
	01-3410	Revisions to Plans Req. Staff Review & Approval	\$300.00

IV. PLANNING (continued)

<u>Code Reference</u>	<u>Account Code</u>	<u>Description</u>	<u>Approved Fee</u>
5.56.030	01-3730	Searchlight Permit	\$100.00/day
	01-3730	Second Dwelling Unit – Admin Processing Fee	\$800.00
		Planning Commission Review	\$1,600.00
	01-3410	Sign Permit	\$400.00
		Sign Banners for Environmental Review	\$300.00
		Signs - Temporary (in right-of-way)	\$25/application & Government Entities Exempt from Fee
	01-3410	Special Use Permit	\$1,600.00
		Appeal	\$800.00
16.04.050	01-3410	Subdivision	LA County fees + development/vesting consultant fees + 21% ½ of cost
		Appeal	
	01-3410	Subpoena of Public Record Requests	\$60/hr + any outsourcing + 21% admin overhead fee
5.64.030	01-3410	Temporary Use Permit	\$600.00
		Traffic Impact Analysis Surcharge	Direct Costs + 21%
	01-3410	Traffic Mitigation	TBD
	01-3410	Variance	\$1,600.00
		Appeal	\$800.00
	01-3410	View Preservation Site Inspection	\$200.00
	01-3410	Zone Change	
		Single request	\$1,600.00
		Appeal	\$800.00
		Each additional request	50% of basic fee
	01-3410	Zoning Verification Letter	\$300.00

V. RECREATION

Code	Reference	Account Code	Description	Approved Fee
		01-3440	Ernie Howlett Park Equestrian Center Rental	

Activity	Event	Charge/Day
A	English, Western, or combination using all 5 arenas	\$1000.00/day
B	English, Western, or combination using two arenas	\$500.00
C	Dressage show using dressage ring and a warm-up ring	\$400.00
D	Clinics or demonstrations that charge participants or spectators using two or more rings	\$300.00
E	Dressage or non-dressage clinics or demonstrations that charge participants or spectators using only one ring. Usage great than 5 hours.	\$200.00
F	Dressage or non-dressage clinics or demonstrations that charge participants or spectators using only one ring. Usage up to 5 hours.	\$100.00
G	Clinics and other uses that are free to public and participants	No charge
H	Park Use Fee – Early Set-Up / Late Break-Down	\$250.00
I	Dog Shows – Use of Equestrian Center’s turf area	\$200.00
Activity	Refundable Event	Charge
A – I	Clean-up deposit	\$200.00

V. RECREATION (continued)

Code	Reference	Account Code	Description	Approved Fee
		01-3440	Howlett Park Stall Rental:	
			Box Stall	\$25.00/day
			Paddock	\$25.00/day
			Combo	\$50.00/day
			Entire Barn Rental (10 Stalls)	\$500.00/day
			Renter is responsible for own feeding, cleaning, and shavings.	
Ordinance 610			Park Permit	
			Groups of 20-30	\$20.00
			Groups of 31-50	\$40.00
			Groups of 51-100	\$60.00
			Refundable Deposit	\$50.00
		01-3620	Rental Kitchen Facilities	
			Ernie Howlett Park (Non-refundable)	\$35.00
			<u>Special Recreation Events:</u>	
		95-3440, 401	Cross Country Run	
			Registration (with shirt)	\$30.00/registrant
			Pre-Registered Groups of 20 or more	\$25.00/registrant
			On-Site Registration	\$40.00/registrant
		95-3440, 400	Tracy Austin Tournament	
			Doubles Team (with shirts)	\$52.00

V. RECREATION (continued)

<u>Code</u>	<u>Account Code</u>	<u>Description</u>	<u>Approved Fee</u>
		Tennis Center Fees:	
	01-3461	Individual New Memberships	
		Resident	\$90.00
		Non-Resident	\$100.00
		Individual Renewals	
		Before July 15, 2015 (resident)	\$85.00
		Before July 15, 2015 (non-resident)	\$95.00
		After July 15, 2015 (resident)	\$90.00
		After July 15, 2015 (non-resident)	\$100.00
		Family New Memberships	
		Resident	\$140.00
		Non-Resident	\$150.00
		Family Renewals	
		Before July 15, 2015 (resident)	\$125.00
		Before July 15, 2015 (non-resident)	\$135.00
		After July 15, 2015 (resident)	\$140.00
		After July 15, 2015 (non-resident)	\$150.00
		Transient Marine League Memberships	
		Resident	\$50.00
		Non-Resident	\$55.00
	01-3460	Hourly Court Admission Fees	
		Resident Members:	
		Weekdays (8 a.m. to Noon)	\$8.00
		Weekends/Holidays	\$9.00
		Non-Resident Members:	
		Weekdays (8 a.m. to Noon)	\$9.00
		Weekends/Holidays	\$10.00
		Non-Members:	
		Weekdays (8 a.m. to Noon)	\$10.00
		Weekends/Holidays	\$11.00
		Marine League Fee (3 courts for 3 hours)	\$68.00
		USTA League Hourly Rage	\$8.00
		Men's Doubles / Women's Doubles (Per court, per hour, for Members)	\$9.00
	01-3460	Tennis Tournaments: Court fees as determined above, plus surcharge per court	\$2.00
	01-3460	Ball Machine Rental	\$5.00
	01-3460	Tennis Balls	\$3.50/can
	01-3460	Replace Tennis Membership ID Card	\$5.00

V. RECREATION (continued)

<u>Code</u>	<u>Reference</u>	<u>Account Code</u>	<u>Description</u>	<u>Approved Fee</u>
		01-3440	Non-Resident Recreation Class surcharge	10% of class fee
		01-3440	Sports Field Rental Fees: Peninsula Resident Group Non-Peninsula Resident Group AYSO Soccer (3 Fields) PV Girls Softball League (1 Field) Silver Spur Little League (2 Fields) Peninsula Pony-Colt League (1 Field)	\$14.25 per hour \$28.50 per hour \$4,284.00 per year \$1,428.00 per year \$2,856.00 per year \$2,004.00 per year
		01-3440	Portable Public Address System Rental: Rental Fee Refundable Deposit	\$250.00/day \$200.00
		01-3440	Race Time Clock Display Rentals: One Digital Display Refundable Deposit	\$250.00/day \$200.00
		01-3440	Trail Rental Fees for a Race: 5K Race 10K Race	\$200.00/day \$400.00/day
		01-3620	City Hall Council Chambers Rental: Hourly Rental Fee (2 hours minimum) Refundable Key Deposit	\$40.00 \$250.00

APPENDIX

Landmark Permit CLASSES:

Class 1

- Alterations to exterior of a structure, including signs.
- Additions to an existing building not exceeding 500 square feet in floor area.
- Construction of a new structure not exceeding 500 square feet in floor area.
- Alterations to existing vehicle parking and/or landscaping area.

Class 2

- Additions to an existing structure exceeding 500 square feet and/or development of a new building providing that such construction does not exceed 1,000 square feet of total floor area.

Class 3

- Additions to an existing building and/or construction of a new building exceeding 1,000 square feet of floor area.

Class 4

- Construction of multiple structures and/or additions.

Precise Plan of Design (PPD) CLASSES:

Class 1

- Alterations to exterior of structures.
- Additions to existing buildings in commercial districts not exceeding 400 sq. ft. floor area.
- Construction of new structure not exceeding 400 sq. ft. floor area.
- Alterations to existing vehicle parking and/or landscaping area.

Class 2

- Additions to existing structure exceeding 400 sq. ft. and/or development of new building in an existing developed commercial center providing that such additions do not exceed 2,000 sq. ft. of total floor area.

Class 3

- Additions to existing and/or new buildings to be developed commercial centers exceeding 2,000 sq. ft. of floor space, but less than 10,000 sq. ft. of floor area.
- Development of a previously undeveloped commercial site not exceeding 10,000 sq. ft. of floor area.

Class 4

- All commercial development exceeding 10,000 sq. ft. of floor area and not exceeding 50,000 sq. ft.

Class 5

- All commercial development exceeding 50,000 sq. ft. of floor area.

APPENDIX (Continued)

The following items provide additional information related to Fees and Charges:

The City charges various fees on a **cost recovery basis** only.

Park Land Dedication Fee: Refer to Municipal Code Sections 16.08

Business Licenses: Refer to Municipal Code Sections 5.04-5.64

AB 939 Fees: There is a 10% charge on all businesses located in the City, excluding home occupations.

Franchise fees: The City has exclusive franchise agreements based on a fixed percentage of gross receipts with the following companies:

Fees for Southern California Edison, Southern California Gas, and California Water Service Company are all based on 2% of gross receipts arising from the use, operation or possession of the franchise and no less than 1% of the gross receipts derived from the sale of electricity, gas, and water, respectively; Cox Communications Palos Verdes, Inc. provides franchise fees for cable television based on 5% of gross receipts; and Browning-Ferris Industries franchise fees for residential solid waste are based on 10% of gross receipts.

The City also has non-exclusive franchise agreements for commercial haulers of solid waste in the City based on 12% of gross receipts which is the same rate charged on the exclusive residential refuse franchise.

City of Rolling Hills Estates Municipal Code Section 3.04.060 Fees.

From and after the effective date of the ordinance codified in this section, unless otherwise specified by state law, and excluding those fees established for contract services provided by the county of Los Angeles and others, all permit fees, city service charges and other fees, charges, extractions, and required payments for municipal services, inspections, enforcement activities or for any other purpose, may be established, amended, fixed or modified by resolution of the city council, in addition to any other method prescribed by the Rolling Hills Estates Municipal Code or other law or regulation pertaining thereto. When so prescribed by resolution, the amount thus established shall prevail over any inconsistent provision of the municipal code. (Ord. 519 § 1, 1990)

