

Date  
Case Number

# NOTICE OF EXEMPTION

Dept/Div/Year/Project#/NOE#

**TO: Santa Barbara County Board of Supervisors**  
**FROM LEAD AGENCY: GENERAL SERVICES DEPARTMENT**

Clerk of the Board-Filing Date

Staff Contact: \_\_\_\_\_ Division: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**PROJECT INFORMATION:** \_\_\_\_\_ Does this project involve a state/federal agency? Yes No

Project Name: \_\_\_\_\_ District: \_\_\_\_\_  
Address: \_\_\_\_\_ City/Area: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
APN: \_\_\_\_\_ Project #: \_\_\_\_\_ NOE #: \_\_\_\_\_ Funding/POPPA: \_\_\_\_\_

Project Description: (Section §15124 of the CEQA Guidelines defines the types of information that should be included in a project description)

**DETERMINATION:** (select category) \_\_\_\_\_ Scope of Exemption: \_\_\_\_\_

- Not a Project (§15378)
- Ministerial Exemption (§15268)
- Statutory Exemption (§15260)
- Categorical Exemption (§15354 [15302-33])
  - CatEx - Existing Facilities (§15300)
  - Emergency Project Exemption (§15359)

PRIMARY reason for the Determination: \_\_\_\_\_

**FINDING TO SUPPORT DETERMINATION:** (attach additional material, only if necessary)

Department/Division \_\_\_\_\_  
Representative (print name: \_\_\_\_\_) Date \_\_\_\_\_

## DISTRIBUTION:

**NOTE:** A copy must be posted at least 6 days prior to consideration of the activity by the decision-makers to comply with County CEQA guidelines and a copy must be filed with the County Clerk of the Board after project approval to begin a 35 day statute of limitations on legal challenges.



# 2024 CEQA Transmittal Memorandum

County of Santa Barbara - Clerk of the Board of Supervisors

105 E. Anapamu St. Room 407 • Santa Barbara • CA • 93101

(805) 568-2240

Complete this form when filing a Notice of Determination (Negative Declaration, Mitigated Negative Declaration, Environmental Impact Report) or Notice of Exemption.

A scanned copy of the Department of Fish and Wildlife Receipt, Transmittal Memorandum and the CEQA filing including the date/time of posting will be emailed to the Lead Agency and Project Applicant. If you would like a return copy, please submit an extra copy along with a pre-addressed, stamped envelope.

Contact Person		Phone	
Lead Agency		Lead Agency Email	
Project Title			
Project Applicant	Email	Phone	
Project Applicant Address	City	State	Zip

### DOCUMENT BEING FILED:

- Notice of Determination - Environmental Impact Report (EIR) .....
  - 2024 Filing Fee .....\$4,051.25
  - Previously Paid (**must attach receipt**) ..... \$0.00
  - No Effect Determination (**must be attached**)..... \$0.00

Environmental Filing Fees will be collected **only** for projects that are approved. The Applicant must attest to the following:

- This project has been approved. Date of Approval: [Click or tap to enter a date.](#)

- Notice of Determination - Negative Declaration (ND) or Mitigated Negative Declaration (MND).....
  - 2024 Filing Fee ..... \$2,916.75
  - Previously Paid (**must attach receipt**) ..... \$0.00
  - No Effect Determination (**must be attached**)..... \$0.00

Environmental Filing Fees will be collected **only** for projects that are approved. The Applicant must attest to the following:

- This project has been approved. Date of Approval: [Click or tap to enter a date.](#)

- Notice of Exemption.....\$0.00

- County Administrative Handling Fee (**required for all filings, effective 7/19/18**) .....\$50.00

TOTAL: \_\_\_\_\_

### PAYMENT METHOD: ALL APPLICABLE FEES MUST BE PAID AT THE TIME OF FILING

- Cash
- Credit  
In person only
- Check # \_\_\_\_\_
- Journal Entry # \_\_\_\_\_  
In FIN send to 'COB CEQA' in CEO Dept



State of California - Department of Fish and Wildlife  
**2024 ENVIRONMENTAL DOCUMENT FILING FEE**  
**CASH RECEIPT**  
 DFW 753.5a (REV. 01/01/24) Previously DFG 753.5a

RECEIPT NUMBER: — —
STATE CLEARINGHOUSE NUMBER (If applicable)

**SEE INSTRUCTIONS ON REVERSE. TYPE OR PRINT CLEARLY.**

LEAD AGENCY	LEAD AGENCY EMAIL	DATE
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COUNTY/STATE AGENCY OF FILING	DOCUMENT NUMBER
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PROJECT TITLE

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PROJECT APPLICANT NAME	PROJECT APPLICANT EMAIL	PHONE NUMBER ( )
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PROJECT APPLICANT ADDRESS	CITY	STATE	ZIP CODE
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**PROJECT APPLICANT** (Check appropriate box)

Local Public Agency   
  School District   
  Other Special District   
  State Agency   
  Private Entity

**CHECK APPLICABLE FEES:**

<input type="checkbox"/> Environmental Impact Report (EIR)	\$4,051.25	\$ _____
<input type="checkbox"/> Mitigated/Negative Declaration (MND)(ND)	\$2,916.75	\$ _____
<input type="checkbox"/> Certified Regulatory Program (CRP) document - payment due directly to CDFW	\$1,377.25	\$ _____

Exempt from fee  
      Notice of Exemption (attach)  
      CDFW No Effect Determination (attach)  
 Fee previously paid (attach previously issued cash receipt copy)

<input type="checkbox"/> Water Right Application or Petition Fee (State Water Resources Control Board only)	\$850.00	\$ _____
<input type="checkbox"/> County documentary handling fee		\$ _____
<input type="checkbox"/> Other		\$ _____

**PAYMENT METHOD:**

Cash   
  Credit   
  Check   
  Other   
 **TOTAL RECEIVED**   
 \$ \_\_\_\_\_

SIGNATURE  <b>X</b>	AGENCY OF FILING PRINTED NAME AND TITLE
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State of California - Department of Fish and Wildlife  
**2024 ENVIRONMENTAL DOCUMENT FILING FEE**  
**CASH RECEIPT**  
 DFW 753.5a (REV. 01/01/24) Previously DFG 753.5a

**NOTICE**

Each project applicant shall remit to the county clerk the environmental filing fee before or at the time of filing a Notice of Determination (Pub. Resources Code, § 21152; Fish & G. Code, § 711.4, subdivision (d); Cal. Code Regs., tit. 14, § 753.5). Without the appropriate fee, statutory or categorical exemption, or a valid No Effect Determination issued by the California Department of Fish and Wildlife (CDFW), the Notice of Determination is not operative, vested, or final, and shall not be accepted by the county clerk.

**COUNTY DOCUMENTARY HANDLING FEE**

The county clerk may charge a documentary handling fee of fifty dollars (\$50) per filing in addition to the environmental filing fee (Fish & G. Code, § 711.4, subd. (e); Cal. Code Regs., tit. 14, § 753.5, subd. (g)(1)). A county board of supervisors shall have the authority to increase or decrease the fee or charge, that is otherwise authorized to be levied by another provision of law, in the amount reasonably necessary to recover the cost of providing any product or service or the cost of enforcing any regulation for which the fee or charge is levied (Gov. Code, § 54985, subd. (a)).

**COLLECTION PROCEDURES FOR COUNTY GOVERNMENTS**

**Filing Notice of Determination (NOD):**

- Collect environmental filing fee or copy of previously issued cash receipt. *(Do not collect fee if project applicant presents a No Effect Determination signed by CDFW. An additional fee is required for each separate environmental document. An addendum is not considered a separate environmental document. Checks should be made payable to the county.)*
- Issue cash receipt to project applicant.
- Attach copy of cash receipt and, if applicable, previously issued cash receipt, to NOD.
- Mail filing fees for **CRP** document to CDFW prior to filing the NOD or equivalent final approval (Cal. Code Regs. Tit. 14, § 753.5 (b)(5)). The CRP should request receipt from CDFW to show proof of payment for filing the NOD or equivalent approval. Please mail payment to address below made attention to the Cash Receipts Unit of the Accounting Services Branch.

If the project applicant presents a **No Effect Determination** signed by CDFW, also:

- Attach No Effect Determination to NOD *(no environmental filing fee is due)*.

**Filing Notice of Exemption (NOE)** *(Statutorily or categorically exempt project (Cal. Code Regs., tit. 14, §§ 15260-15285, 15300-15333))*

- Issue cash receipt to project applicant.
- Attach copy of cash receipt to NOE *(no environmental filing fee is due)*.

**Within 30 days after the end of each month in which the environmental filing fees are collected**, each county shall summarize and record the amount collected on the monthly State of California Form No. CA25 (TC31) and remit the amount collected to the State Treasurer. Identify the remittance on Form No. CA25 as "Environmental Document Filing Fees" per Fish and Game Code section 711.4.

**The county clerk shall mail the following documents to CDFW on a monthly basis:**

- ✓ A photocopy of the monthly State of California Form No. CA25 (TC31)
- ✓ CDFW/ASB copies of all cash receipts (including all voided receipts)
- ✓ A copy of all CDFW No Effect Determinations filed in lieu of fee payment
- ✓ A copy of all NODs filed with the county during the preceding month
- ✓ A list of the name, address and telephone number of all project applicants for which an NOD has been filed. If this information is contained on the cash receipt filed with CDFW under California Code of Regulations, title 14, section 753.5, subdivision (e)(6), no additional information is required.

**DOCUMENT RETENTION**

The county shall retain two copies of the cash receipt (for lead agency and county clerk) and a copy of all documents described above for at least 12 months.

**RECEIPT NUMBER**

- # The first two digits automatically populate by making the appropriate selection in the County/State Agency of Filing drop down menu.
- # The next eight digits automatically populate when a date is entered.
- # The last three digits correspond with the sequential order of issuance for each calendar year. For example, the first receipt number issued on January 1 should end in 001. If a county issued 252 receipts for the year ending on December 31, the last receipt number should end in 252. CDFW recommends that counties and state agencies 1) save a local copy of this form, and 2) track receipt numbers on a spreadsheet tabbed by month to ensure accuracy.

**DO NOT COMBINE THE ENVIRONMENTAL FEES WITH THE STATE SHARE OF FISH AND WILDLIFE FEES.**

**Mail to:**

California Department of Fish and Wildlife  
 Accounting Services Branch  
 P.O. Box 944209  
 Sacramento, California 94244-2090