



COUNTY OF SANTA BARBARA PLANNING AND DEVELOPMENT

MEMORANDUM

TO: Board of Supervisors

FROM: Andrew Rasura, Deputy Director, Administration Division

STAFF CONTACT: David Villalobos, Hearing Support Supervisor, 805-568-2058

DATE: December 14, 2025

HEARING DATE: December 16, 2025

RE: Amended Planning, Film and Cannabis Fee Schedule

1.0 INTRODUCTION

On December 9, 2025, the Board of Supervisors approved the introduction (first reading) of "An Ordinance Amending Fees for Planning and Development Services," as amended to remove the CSBTV charges from the Planning and Development fee schedules and designate payment of those charges by the County's General Fund.

A copy of the Board of Supervisors meeting minutes from December 9, 2025, documenting this approval is included as Attachment 1 of this memorandum.

Attachments:

1. Board of Supervisors Meeting Minutes, December 9, 2025
2. Exhibit A – Planning and Film Fee Schedule (without CSBTV)
3. Exhibit B - Cannabis Fee Schedule (without CSBTV)

Cc: Hearing Support

6) PLANNING AND DEVELOPMENT DEPARTMENT25-01057

HEARING - Consider recommendations regarding a proposed fee ordinance update for the Planning and Development Department, as follows: (EST. TIME: 1 HR.)

- a) Approve the introduction (First Reading) of “An Ordinance Amending Fees for Planning and Development Department Services”;
- b) Read the title “An Ordinance Amending Fees for Planning and Development Services” and waive full reading of the Ordinance; and
- c) Set a hearing on the Administrative Agenda of December 16, 2025, to consider recommendations, as follows:
 - i) Determine that the adoption of an ordinance amending fees for Planning and Development Department services is not subject to the requirements of the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines Sections 15273(a)(1) and 15378(b)(5); and
 - ii) Adopt (Second Reading) “An Ordinance Amending Fees for Planning and Development Services”.

COUNTY EXECUTIVE OFFICER’S RECOMMENDATION: POLICY

HEARING TIME: 6:16 PM - 6:52 PM (36 MIN.)

Received and filed staff presentation and conducted a public hearing.

A motion was made by Supervisor Hartmann, seconded by Supervisor Lee, that this matter be acted on as follows:

- a) Introduction (First Reading) approved as amended at the December 9, 2025 Board of Supervisors meeting, with the CSBTV fee removed from the schedule and designated to be paid from the General Fund;**
- b) Read title, waived further reading of the Ordinance; and**
- c) i) and ii) Set for December 16, 2026 on the Administrative Agenda to consider the adoption (Second Reading) of the Ordinance.**

The motion carried by the following vote:

Ayes: 4 - Supervisor Lee, Supervisor Capps, Supervisor Hartmann, and Supervisor Lavagnino

Noes: 1 - Supervisor Nelson

EXHIBIT A – PLANNING AND FILM	FEE DESCRIPTION	PROPOSED FEE	6.00% Technology & Records Maintenance Surcharge	3.70% General Plan Maintenance Surcharge
DIRECTOR LEVEL				
Accessory Structures (Residential or Agricultural)	Fixed Fee	\$ 898	Yes	Yes
Residential Additions 500 sq ft or fewer	Fixed Fee	\$ 1,197	Yes	Yes
Residential Additions over 501 sq ft	Deposit	\$1,000 Deposit	Yes	Yes
Commercial/Industrial Alterations/Additions - Existing Structure	Fixed Fee	\$ 898	Yes	Yes
Change of Use	Fixed Fee	\$ 898	Yes	Yes
Residential: Fences & Walls (over 8' outside of setbacks; over 6' in MLUDS), Pools, Spas, Etc.	Fixed Fee	\$ 598	Yes	Yes
Zoning Clearance (ZCI)	Deposit	\$1,000	Yes	Yes
Land Use Permit (LUP)	Deposit	\$1,000 Deposit	Yes	Yes
Coastal Development Permit (CDP)	Deposit	\$1,000 Deposit	Yes	Yes
Emergency Permit (EMP)	Deposit	\$1,000 Deposit	Yes	N/A
Substantial Conformity Determination (SCD)	Deposit	\$1,000 Deposit	Yes	Yes
Consultation (CNS)	Deposit	\$1,000 Deposit	Yes	N/A
Pre-Application (PRE)	Deposit	\$1,500 Deposit	Yes	N/A
Zoning Consistency Review	Fixed Fee	\$ 299	Yes	Yes
ADU 800 sq ft or less	Fixed Fee	\$ 299	Yes	Yes
ADU more than 800 sq ft or more than one ADU	Fixed Fee	\$ 898	Yes	Yes
Map Clearance (MPC)	Deposit	\$1,000 Deposit	Yes	Yes
Permit Compliance - Minor (PMC)	Deposit	\$1,500 Deposit	Yes	N/A

EXHIBIT B – CANNABIS	FEE DESCRIPTION	PROPOSED FEE	6.00% Technology & Records Maint. Surcharge	3.70% General Plan Maint
DIRECTOR LEVEL				
Zoning Clearance (ZCI)	Deposit	\$1,000 Deposit	Yes	Yes
Land Use Permit (LUP)	Deposit	\$1,000 Deposit	Yes	Yes
Coastal Development Permit (CDP)	Deposit	\$1,000 Deposit	Yes	Yes
Substantial Conformity Determination (SCD)	Deposit	\$1,000 Deposit	Yes	Yes
Consultation (CNS)	Deposit	\$1,000 Deposit	Yes	N/A
Pre-Application (PRE)	Deposit	\$1,500 Deposit	Yes	N/A
Zoning Consistency Review	Fixed Fee	\$299	Yes	Yes
Cannabis Permit Compliance - Minor (PMC)	Deposit	\$3,000 Deposit	Yes	N/A
Cannabis Permit Compliance - Major (PMC)	Deposit	\$5,000 Deposit	Yes	N/A
Zoning Permit Compliance - Minor	Deposit	\$1,500 Deposit	Yes	N/A
Zoning Permit Compliance - Major	Deposit	\$3,000 Deposit	Yes	N/A
Sign Certificate of Conformance (SCC)	Deposit	\$1,000 Deposit	Yes	Yes
Time Extension (TEX)	Fixed Fee	\$838	Yes	N/A
Minor Revision (RVP)	Fixed Fee	\$658	Yes	Yes
Home Occupation (HOC)	Fixed Fee	\$898	Yes	N/A
DISCRETIONARY				
Coastal Development Permit with Hearing (CDH)	Deposit	\$3,000 Deposit	Yes	Yes
Minor Conditional Use Permit - New or Revised (CUP or RVP)	Deposit	\$3,000 Deposit	Yes	Yes
Development Plan - New or Revised (DVP or RVP)	Deposit	\$5,000 Deposit	Yes	Yes
Major Conditional Use Permit - New or Revised (CUP or RVP)	Deposit	\$8,000 Deposit	Yes	Yes
Amendment to CUP or DVP (AMD)	Deposit	\$3,000 Deposit	Yes	Yes
Variance (VAR)	Deposit	\$3,000 Deposit	Yes	Yes
Modification (MOD)	Deposit	\$1,500 Deposit	Yes	Yes
Time Extension - Discretionary (TEX)	Deposit	\$3,000 Deposit	Yes	N/A
Agricultural Preserve Contracts - New, Assumed, Cancelled (AGP)	Deposit	\$1,500 Deposit	Yes	Yes

EXHIBIT B – CANNABIS	FEE DESCRIPTION	PROPOSED FEE	6.00% Technology & Records Maint. Surcharge	3.70% General Plan Maint
ADMINISTRATIVE FEES				
Noticing to Owners/Residents within 300 ft	Fixed Fee	\$104	Yes	N/A
Noticing to Owners/Residents 1,000 ft	Fixed Fee	\$704	Yes	N/A
Mailed Notices - MDL Add On	Fixed Fee	\$99	Yes	N/A
SDRC/SP Meeting	Fixed Fee	\$438	Yes	N/A
APAC Hearing	Fixed Fee	\$503	Yes	N/A
BAR Hearing	Fixed Fee	\$1,912	Yes	N/A
Minor Bar Review: Signs/Revisions	Fixed Fee	\$501	Yes	N/A
Zoning Administrator Hearing	Fixed Fee	\$1,268	Yes	N/A
Planning Commission Hearing	Fixed Fee	\$2,091	Yes	N/A
Appeal to ZA, PC, or BoS (APL)	Fixed Fee	\$1,500	Yes	N/A
Display Advertisement in Newspaper	Actual Cost	Actual Cost	N/A	N/A
COUNTER FEE				
Staff Hourly Rates	Per Hour	\$299	Yes	Yes
Intake Processing Fee	Fixed Fee (Non- refundable)	\$75	Yes	N/A

NOTES:

1. All other services not specifically identified in fee schedule will be billed at actual cost.
2. Fixed fees are non-refundable.
3. If there is more than one security deposit amount, only the largest deposit amount will be collected.
4. Design review fees will be collected in full.
5. For discretionary cases with fixed fees, the entire fees will be collected for each discretionary case type.
6. Appeals of projects located in the Coastal Zone that may be appealed to the Coastal Commission are exempt from appeal fees (see Article 2 Section 35.182.6.3).
7. Grading review fees will be collected in full unless companion case has deposit, in which case only grading fee will be collected. A Building grading fee will be collected in full on deposit cases.

EXHIBIT A – PLANNING AND FILM	FEE DESCRIPTION	PROPOSED FEE	6.00% Technology & Records Maintenance Surcharge	3.70% General Plan Maintenance Surcharge
Permit Compliance - Major (PMC)	Deposit	\$3,000 Deposit	Yes	N/A
Senior Mobile Home Overlay Compliance	Fixed Fee	\$ 299	Yes	N/A
Sign Certificate of Conformance (SCC)	Deposit	\$1,000 Deposit	Yes	Yes
Permit Exemptions	Fixed Fee	\$ 299	Yes	Yes
Time Extension (TEX)	Fixed Fee	\$ 838	Yes	N/A
Minor Revision (RVP)	Fixed Fee	\$ 658	Yes	Yes
Home Occupation (HOC)	Fixed Fee	\$ 898	Yes	N/A
Homestay (HOM), Initial	Fixed Fee	\$ 898	Yes	Yes
Homestay (HOM), Renewal	Fixed Fee	\$ 299	Yes	Yes
Public Convenience and Necessity (PCN)	Fixed Fee	\$ 2,828	Yes	N/A
DISCRETIONARY				
Coastal Development Permit with Hearing (CDH)	Deposit	\$3,000 Deposit	Yes	Yes
Minor Conditional Use Permit - New or Revised (CUP or RVP)	Deposit	\$3,000 Deposit	Yes	Yes
Development Plan - New or Revised (DVP or RVP)	Deposit	\$5,000 Deposit	Yes	Yes
Major Conditional Use Permit - New or Revised (CUP or RVP)	Deposit	\$8,000 Deposit	Yes	Yes
Amendment to CUP or DVP (AMD)	Deposit	\$3,000 Deposit	Yes	Yes
Variance (VAR)	Deposit	\$3,000 Deposit	Yes	Yes
Modification (MOD)	Deposit	\$1,500 Deposit	Yes	Yes
Use Determination (DET)	Deposit	\$3,000 Deposit	Yes	Yes
Limited Exception Determination	Deposit	\$3,000 Deposit	Yes	N/A

EXHIBIT A – PLANNING AND FILM	FEE DESCRIPTION	PROPOSED FEE	6.00% Technology & Records Maintenance Surcharge	3.70% General Plan Maintenance Surcharge
Hardship Determination - Non-Conforming Use/Structure (DET)	Deposit	\$5,000 Deposit	Yes	N/A
General Plan Consistency - Gov Code 65402 (GOV)	Deposit	\$1,500 Deposit	Yes	Yes
Road Naming (RDN)	Deposit	\$1,500 Deposit	Yes	N/A
Conditional Certificate of Compliance (COC)	Deposit	\$3,000 Deposit	Yes	Yes
Lot Line Adjustment (LLA)	Deposit	\$5,000 Deposit	Yes	Yes
Tentative Map (TPM and TRM)	Deposit	\$5,000 Deposit	Yes	Yes
Recorded Map Modification (RMM)	Deposit	\$5,000 Deposit	Yes	Yes
Time Extension - Discretionary (TEX)	Deposit	\$3,000 Deposit	Yes	N/A
General Plan Amendment (GPA)	Deposit	\$8,000 Deposit	Yes	Yes
Ordinance Amendment (ORD)	Deposit	\$8,000 Deposit	Yes	Yes
Rezone (RZN)	Deposit	\$8,000 Deposit	Yes	Yes
Specific Plan (SPP)	Deposit	\$8,000 Deposit	Yes	Yes
Overall Sign Plan (OSP)	Deposit	\$3,000 Deposit	Yes	Yes
Historic Landmark Designation (DET)	Fixed Fee	\$ 2,394	Yes	N/A
Agricultural Preserve Contracts - New, Assumed, Cancelled (AGP)	Deposit	\$1,500 Deposit	Yes	Yes
ADMINISTRATIVE FEES				
Noticing to Owners/Residents within 300 ft	Fixed Fee	\$ 104	Yes	N/A
Noticing to Owners/Residents 1,000 ft	Fixed Fee	\$ 704	Yes	N/A
Mailed Notices - MDL Add On	Fixed Fee	\$ 99	Yes	N/A
SDRC/SP Meeting	Fixed Fee	\$ 438	Yes	N/A

EXHIBIT A – PLANNING AND FILM	FEE DESCRIPTION	PROPOSED FEE	6.00% Technology & Records Maintenance Surcharge	3.70% General Plan Maintenance Surcharge
APAC Hearing	Fixed Fee	\$ 503	Yes	N/A
BAR Hearing	Fixed Fee	\$ 1,912	Yes	N/A
Minor Bar Review (Signs, Revisions)	Fixed Fee	\$ 501	Yes	N/A
Zoning Administrator Hearing	Fixed Fee	\$ 1,268	Yes	N/A
Montecito Planning Commission Hearing	Fixed Fee	\$ 1,308	Yes	N/A
Planning Commission Hearing	Fixed Fee	\$ 2,091	Yes	N/A
Appeal to ZA, MPC, PC, or BoS (APL)	Fixed Fee	\$ 1,500	Yes	N/A
Display Advertisement in Newspaper	Actual Cost	Actual Cost	N/A	N/A
FILM PERMIT FEES				
BASE FEES				
Film Permit and Still Shoot Permit Application - Up to five locations, seven consecutive days (additional fees will be required for extra locations and/or days)	Fixed Fee	\$ 1,092	Yes	N/A
Filming beyond five locations and/or seven consecutive days (one time)	Fixed Fee	\$ 500	Yes	N/A
Delayed Application Processing Fee (three or fewer days)	Fixed Fee	1.5x the cost of permit application	Yes	N/A
ADDITIONAL FACTORS				
After hours filming (outside of 7AM-8PM)	Fixed Fee	\$ 90	Yes	N/A
Special effects (pyro, gunfire, sound effects, fog, etc. other special effects)	Fixed Fee	\$ 90	Yes	N/A
Other agency coordination: Roads	Fixed Fee	\$ 150	Yes	N/A
Other agency coordination: CHP	Fixed Fee	\$ 90	Yes	N/A
Review of Materials: FAA (helicopter/plane/drone use)	Fixed Fee	\$ 209	Yes	N/A

EXHIBIT A – PLANNING AND FILM	FEE DESCRIPTION	PROPOSED FEE	6.00% Technology & Records Maintenance Surcharge	3.70% General Plan Maintenance Surcharge
Other agency coordination: Parks	Fixed Fee	\$ 90	Yes	N/A
Other agency coordination: Fire	Fixed Fee	\$ 90	Yes	N/A
Other agency coordination: Other agency not specified	Fixed Fee	\$ 90	Yes	N/A
Other agency coordination: Sheriff	Fixed Fee	\$ 90	Yes	N/A
Film Permit Amendment	Fixed Fee	\$ 299	Yes	N/A
Filming for a student assignment, non-profit,	None	Fee Waived	N/A	N/A
COUNTER FEE				
Intake Processing Fee	Fixed Fee	\$ 75	Yes	N/A
Planning Hourly Rate	Hourly Rate	\$ 299	Yes	Yes
Initial Inspection Fee for Building	Fixed Fee	\$ 299	Yes	Yes
Emergency Permit Field Inspections for Building	Hourly Rate	\$ 299	Yes	Yes
Research Fee	Hourly Rate	\$ 299	Yes	Yes
Planning Review for Building	Fixed Fee	\$ 150	Yes	Yes

NOTES:

1. All other services not specifically identified in fee schedule will be billed at actual cost.
2. Fixed fees are non-refundable.
3. If there is more than one security deposit amount, only the largest deposit amount will be collected.
4. Design review fees will be collected in full.
5. For discretionary cases with fixed fees, the entire fees will be collected for each discretionary case type.
6. Appeals of projects located in the Coastal Zone that may be appealed to the Coastal Commission are exempt from appeal fees (see Article 2 Section 35.182.6.3).
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