

County of Ventura

County Executive Office



AMENDMENT #1

Fiscal Year 2022-23 County Services Rates & Fees

Jan 10, 2023



January 10, 2023

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, California 93009

Mike Pettit
Assistant County Executive Officer

Kaye Mand
County Chief Financial Officer

Shawn Atin
Assistant County Executive Officer/
Human Resources Director
Labor Relations

SUBJECT: Public Hearing Regarding Adoption of Resolutions Establishing and Amending Service Rates and Fees for Various Services of the County for Fiscal Year 2022-23; and Adoption of a Resolution Amending the Rents, Fees, and Insurance Requirements for the Harbor Department and Reaffirming the Harbor Director's Authority to Approve Agreements within Board-Established Guidelines. (Recommendation #2 Requires 4/5ths Vote)

RECOMMENDATION:

It is recommended that your Board:

1. Approve and adopt resolutions (Exhibits 1 and 5) establishing and amending service rates and fees for various services of the County (Exhibits 2, 3, and 7) for FY 2022-23.
2. Approve and adopt the resolution (Exhibit 9) amending the Harbor Department's rents, fees and insurance requirements and reaffirming the Harbor Department's authority to approve agreements as provided in the resolution within Board-established guidelines. (Requires 4/5ths Vote)

FISCAL/MANDATES IMPACT:

Although state law does not mandate that a county establish and impose service rates and fees, state law does set limits on certain types of fees if a county does decide to charge service rates and fees to help pay for such services. The amount of revenue collected from many service rates and fees is dependent on the volume of services demanded by the public.

DISCUSSION:

Annually, your Board approves service rates and fees for the various services of the County based on the Board’s policy of full cost recovery. On May 24, 2022 your Board approved the Schedule of 2022-23 Service Rates and Fees. Since that time, circumstances have changed that now require establishing and amending service rates and fees for the Health Care Agency’s Public Health Department (PHD) effective on the dates listed (Exhibit 2), the Resource Management Agency (RMA) Planning Division and RMA Building and Safety Division Fee Schedules (Exhibits 3 and 7) effective 60 days after the date of adoption of the respective resolutions (Exhibits 1 and 5), and the Harbor Department (Harbor) effective retroactively to July 1, 2022 to coincide with the start of FY 2022-23.

HEALTH CARE AGENCY

Public Health Department

PHD seeks to establish and amend some of the service rates and fees for medications, laboratory tests, and laboratory services, which are charged by the clinics, to the schedule of rates and fees effective as listed below and on Exhibit 2.

HCA-PUBLIC HEALTH DEPARTMENT	2021-22 Adopted	2022-23 Adopted	2022-23 Amended	Effective
COST OF MEDICATION				
340B Drugs and Medications				
Ethambutol 400mg, 100 tablets (per tablet)	0.11	0.25	0.11	7/22/22
Isoniazid 100 mg, 100 tablets (per tablet)	0.01	0.01	0.09	9/6/22
Moxifloxacin 400 mg, 30 caplets (per caplet)	0.53	0.53	0.40	7/22/22
Priftin 150mg 3x8 BPK (blister packs)	0.92	2.75	7.40	9/16/22
Pyrazinamide 500mg, 100 tablets (per tablet)	1.46	1.46	1.48	9/6/22
Rifampin 150mg, 30 capsules (per capsule)	0.11	0.11	0.13	9/6/22
Rifampin 300mg, 60 capsules (per capsule)	0.31	0.31	0.25	7/22/22
LABORATORY (per test)				
Aerobic Definitive ID – PH Lab	N/A	N/A	22.00	8/1/22
AFB Definitive ID – PH Lab	N/A	N/A	35.00	8/1/22
Influenza Typing – PH Lab	N/A	N/A	126.00	7/1/22
Mold Definitive IDF – PH Lab	N/A	N/A	33.00	8/1/22
Yeast Definitive IDF – PH Lab	N/A	N/A	27.00	8/1/22
LABORATORY SERVICES (Non-Patient, per test)				
Rabies – Examination	123.00	2,151.00	246.00	7/1/22
Water – Colilert 18/24 Quanta – Tray	84.00	1,218.00	293.00	7/1/22
Water – Enterolert Quanta – Tray	79.00	1,215.00	290.00	7/1/22

The amended fees for medications and laboratory tests reflect the most recent costs incurred by PHD due to new tests being performed and recent price increases for medications from pharmaceutical distributors. Laboratory service fees are amended to correct fees listed in error.

RESOURCE MANAGEMENT AGENCY

Planning Division

The proposed updates to the Planning Division Fee Schedule include the removal of the File Retrieval fee. This fee has become obsolete as the Planning Division is scanning records into a public-facing database that will be available for property information records, eliminating the need for boxed storage file retrievals.

The Planning Division also requests to amend three of four California Department of Fish and Wildlife (CDFW) fees which are collected by the County and provided to the state agency. These fees are established by CDFW and are listed on the fee schedule for informational purposes only. CDFW has updated its fees effective January 1, 2023.

We request that your Board approve the amended RMA Planning Division Fee Schedule (Exhibit 3) to be effective on the 60th day after the date of adoption of the resolution (Exhibit 1) pursuant to Government Code section 66017(a).

Building and Safety Division

The proposed revision to the Building and Safety Division Fee Schedule is the addition of a new plumbing permit fee under section F. The new fee represents the cost for the inspection of a new on-site private sewer system that is used for multiple buildings. It includes the main trunk lines and the sewer connection points for each of the buildings, which are called "laterals". Such a system is used for large projects like tracts, multi-family residential complexes, or commercial properties, where the sewer system is designed and installed to be a private system and is not a publicly owned or maintained system such as the systems operated and maintained by the Sanitation District.

Currently, no such fee exists in the fee schedule as this arrangement is rare in Ventura County. Most systems are designed and inspected by the Sanitation District and not by the Building and Safety Division. Recently, there were two large projects where this arrangement was necessary, the Farmworker Housing Project in Somis and the Williams Homes housing tract in Piru. Both will install private on-site sewer systems, prompting the need to have the appropriate fees for these and future similar projects in place.

We request that your Board approve the amended RMA Building and Safety Division Fee Schedule (Exhibit 7) to be effective on the 60th day after the date of adoption of the resolution (Exhibit 5) pursuant to Government Code section 66017(a).

HARBOR DEPARTMENT

Commonly, when a slip tenant falls behind on rent payments, the compounding effect of the current late payment service fee (10% of the unpaid balance) quickly grows, and the late fee can become substantial and punitive. As a result, the slip tenant may become either unwilling or unable to pay and abandons the vessel. Consequently, the impact on Harbor is multifaceted: loss of revenue and increased expense (both of which are generally non-recoverable); considerable administrative time to facilitate the process to place a lien on an abandoned vessel; impound and dry dock store a vessel; public auction or destruction of a vessel.

Therefore, Harbor seeks to amend its rate and fee schedule (Exhibit 11) to revise the Late Payment Service Fee, as follows, effective retroactively to July 1, 2022 to coincide with the start of FY 2022-23.

Adopted

V. MISCELLANEOUS FEES

F. LATE PAYMENT SERVICE FEE

Boat Slip License Agreements. Payments not received within ten (10) days of the due dates shall be charged a late service fee. The service fee will be calculated by multiplying the unpaid balance by 10%.

Amended

V. MISCELLANEOUS FEES

F. LATE PAYMENT SERVICE FEE

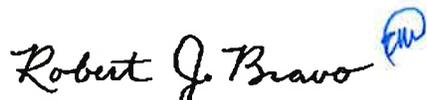
Boat Slip License Agreements. Payments not received within ten (10) days of the due dates shall be charged a late service fee. The service fee will be calculated by multiplying the unpaid current month slip rent balance by 10%.

Implementation of the proposed policy will improve collectability of slip tenant rents, decrease the number of slip tenants who abandon their vessels, and reduce bad debt expenses.

In accordance with state law, the Office of the Clerk of the Board has issued a public notice for the public hearing on establishing and amending service rates and fees for the County Board of Supervisors. Documentation justifying these changes is available to the public upon request from the respective departments, agencies or the County Executive Office. This letter has been reviewed by the County Executive Office, the Auditor-Controller's Office and County Counsel.

If you have any questions, please contact me at (805) 662-6868.

Sincerely,



Robert Bravo
Deputy Executive Officer



Sevet Johnson, PsyD
County Executive Officer

- Exhibit 1 - Resolution
- Exhibit 2 - Attachment 1, Schedule A
- Exhibit 3 - Attachment 1, Schedule B – RMA Planning Division Fee Schedule – Final
- Exhibit 4 - Attachment 1, Schedule B – RMA Planning Division Fee Schedule –
Legislative
- Exhibit 5 - Attachment 2, Resolution Establishing RMA Building and Safety Division
Rates and Fees - Final
- Exhibit 6 - Attachment 2, Resolution Establishing RMA Building and Safety Division
Rates and Fees - Legislative
- Exhibit 7 - Attachment 2, Schedule A - Building and Safety Division Fee Schedule - Final
- Exhibit 8 - Attachment 2, Schedule A - Building and Safety Division Fee Schedule -
Legislative
- Exhibit 9 - Attachment 6, Resolution Establishing Harbor Department Rents, Fees, and
Insurance Requirements and Delegating Authority for Execution of Certain
Agreements Subject to Specified Guidelines - Final
- Exhibit 10 - Attachment 6, Resolution Establishing Harbor Department Rents, Fees, and
Insurance Requirements and Delegating Authority for Execution of Certain
Agreements Subject to Specified Guidelines - Legislative
- Exhibit 11 - Attachment 6, Schedule A – Harbor Department Rate and Fee Schedule -
Final
- Exhibit 12 - Attachment 6, Schedule A – Harbor Department Rate and Fee Schedule -
Legislative

RESOLUTION NO. 23-002

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF VENTURA
ESTABLISHING AND AMENDING RATES AND FEES FOR VARIOUS SERVICES**

WHEREAS, the Board of Supervisors of the County of Ventura (County) may, by resolution, establish and amend service rates and fees within its authority; and

WHEREAS, the Board of Supervisors of the County and Watershed Protection District (formerly Flood Control District) and the Board of Directors of the Fire Protection District, by resolution dated December 19, 1995, entitled "A Joint Resolution Establishing Rates and Fees for Various County and District Agencies and Departments" (1995 Resolution), established rates and fees for various County services and departments and the Districts; and

WHEREAS, the rates and fees established by the 1995 Resolution have been amended from time to time by subsequent resolutions, and was last amended on May 24, 2022, for fiscal year 2022-23; and

WHEREAS, the rates and fees may be amended by subsequent resolutions; and

WHEREAS, the proposed rates and fees as set forth herein are consistent with state law and the policy of the Board of Supervisors of full cost recovery whenever feasible; and

WHEREAS, the proposed rates and fees are reasonably related to the burden imposed on the various County programs and the corresponding County benefits received by the service rate payer;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that:

1. The service rates and fees established by resolution for Fiscal Year 2022-23 are hereby amended, including the addition of new fees, as set forth in this Resolution, Attachment 1, Schedule A, which is attached hereto and incorporated herein by reference.
2. The County rates and fees are consistent with state law. The fees charged do not exceed the estimated reasonable costs of the regulatory activity they support, and those costs are apportioned to individual payers in a manner that bears a fair or reasonable relationship to the payers' burdens on or benefits from the regulatory activity. The documentation and analysis supporting the amount of the rates and fees are on file with the County agencies involved in the calculations and are incorporated herein by reference.

3. The service rates and fees are hereby amended or established and shall be effective as follows:
- a. July 1, 2022, July 22, 2022, August 1, 2022, September 6, 2022 and September 16, 2022 for Health Care Agency – Public Health Department, as set forth in Attachment 1, Schedule A; and
 - b. 60 days from the adoption of this resolution, for the amended Planning Division Fee Schedule for the Resource Management Agency as set forth in Attachment 1, Schedule B.
 - c. 60 days from the adoption of this resolution, for the amended Building and Safety Division Fee Schedule for the Resource Management Agency as provided in the resolution set forth in Attachment 2.
 - d. January 10, 2023 for the amended Harbor Department Rate and Fee Schedule as provided in the resolution set forth in Attachment 6.
4. To the extent required by law, the foregoing rates and fees are ratified as of the effective dates set forth above.

Upon motion of Supervisor Long, seconded by Supervisor Gorell, the foregoing resolution was passed and adopted on January 10, 2023.

By: Walter J. J. J.
Chair, Board of Supervisors
County of Ventura

ATTEST: DR. SEVET JOHNSON,
Clerk of the Board of Supervisors
County of Ventura, State of California

By: Joni Key
Deputy Clerk of the Board



SCHEDULE OF
2022-23 SERVICE RATES & FEES

All service rates are presented on an hourly basis unless otherwise indicated.
Rates for 2021-22 are shown for comparison purposes only.

	2021-2022	2022-2023	Amended 2022-23	Effective
Levaquin 750mg, 20 tablets (per tablet)	0.01	0.01		
Levofloxacin 750mg, 20 tablets	0.12	0.12		
Levofloxacin 500mg, 50 caplets (per caplet)	0.04	0.04		
Levofloxacin 750mg, 30 caplets (per caplet)	0.12	0.12		
Lidocaine 1% 2ml/10mg	1.31	1.31		
Linezolid 600mg, 3x10UD (per tablet)	0.83	0.83		
Metformin 1000mg, 100 tablets (per tablet)	0.01	0.01		
Metformin 1000mg, 90 tablets (per tablet)	0.01	0.01		
Metronidazole 500mg #50 count (per count)	0.06	0.06		
Metronidazole 500mg, 100 tablets (per tablet)	0.03	0.03		
Metronidazole Vaginal Gel 70gm tube (per kit)	15.78	15.78		
Moxifloxacin 400mg 30 tablets (per tablet)	0.01	0.28		
Moxifloxacin 400mg 30 caplets (per caplet)	0.53	0.53	0.40	7/22/2022
Moxifloxacin HCL 400mg 30 caplets (per caplet)	0.46	0.46		
Mycobutin 150mg, 100 capsules (per capsule)	3.25	0.01		
Ondansetron HCL 4mg 10UD/10 TD (per tablet)	0.01	0.01		
Ondansetron ODT 8mg 10UD/10 TD (per tablet)	0.13	0.13		
Ondansetron ODT 8mg 30UD/10 TD (per tablet)	0.09	0.09		
Paser 4mg 30 Gran Disp	6.67	6.67		
Priftin 150mg 3x8 BPK (blister packs)	0.92	2.75	7.40	9/16/2022
Pyrazinamide 500mg, 100 tablets (per tablet)	1.46	1.46	1.48	9/6/2022
RID 60mL	7.13	7.13		
Rifabutin 150mg 100 capsules (per capsule)	2.99	2.99		
Rifampin 150mg, 30 capsules (per capsule)	0.11	0.11	0.13	9/6/2022
Rifampin 300mg, 60 capsules (per capsule)	0.31	0.31	0.25	7/22/2022
Spermicide VCF Vaginal Contraceptive Gel 2.55 grams	1.42	N/A		
Truvada 200/300mg (generic)	N/A	12.74		
Truvada 200/300mg (brand)	N/A	494.25		
Vitamin B-6 Pyridoxine 25mg, 100 tablets (per tablet)	0.01	0.01		
Vitamin B-6 Pyridoxine 50mg 100 tablets (per tablet)	0.02	0.02		
Vitamin B-6 Pyridoxine 50mg 1000 tablets (per tablet)	0.01	0.01		
Vitamin B-6 Pyridoxine 100mg 100 tablets (per tablet)	0.02	0.02		
Zithromax 500mg, 30 tablets (per tablet)	0.01	0.01		
Note: Other 340B Drugs and Medications Not Listed will be charged 340B Price plus Dispensing Fee of \$7.25 or Medi-Cal Approved Dispensing Fee whichever is lower. (Dispensing Fee is charged separately)				
Dispensing Fee	7.25	7.25		
LABORATORY (per test)				
Acid Fast Stain (formerly ZN Stain)	14.00	N/A		
Acid Fast Stain (Kinyoun's)	N/A	14.00		
Aerobic Definitive ID - PH Lab	N/A	N/A	22.00	8/1/2022
AFB Ident	35.00	N/A		
AFB Biochemicals	35.00	N/A		
AFB Definitive ID - PH Lab	N/A	N/A	35.00	8/1/2022
AFRG - AFB Biochemical	N/A	35.00		
AFB-Smear Fluorescent (Mycobacteriology - Smear, add on)	14.00	N/A		
Mycobacteriology smear	N/A	14.00		
AF SUS CHG, each (Tuberculosis Susceptibilities)	21.00	N/A		
Tuberculosis Susceptibilities	N/A	21.00		
AFB-DNA Probe (DNA Probe ID)	48.00	N/A		
DNAP - DNA Probe	N/A	48.00		
AFB Culture	27.00	N/A		
AFB-Concentration (Mycobacteriology - Concentration)	18.00	N/A		
AFB-Concentration	N/A	18.00		
Arbovirus PCR	108.00	108.00		
Arbovirus IgM	39.00	N/A		
Biofire Respiratory Panel - PH Lab	N/A	546.00		
Biofire Respiratory gastrointestinal Panel - PH Lab	N/A	476.00		
Chlamydia Amplified DNA Probe	92.00	92.00		
Cocci DNA Probe	48.00	48.00		
Coronavirus disease [COVID-19], amplified probe technique	214.00	N/A		
Cryptosporidium	30.00	30.00		
Cyclospora	18.00	18.00		
Culture Aerobic ID	22.00	22.00		
Darkfield Exam	36.00	36.00		
Enteric Pathogen Panel (Salmonella and Shigella Screen)	25.00	N/A		
Enterovirus PCR	106.00	106.00		
Additional Enteric Pathogens (Includes E.coli, Campylobacter, Vibrio and Yersinia)	8.00	N/A		
E. Coli Screen	N/A	25.00		
Campylobacter - PH Lab	N/A	25.00		
Vibro Screen	N/A	25.00		
Yersinia Screen	N/A	25.00		
Fungal Culture	23.00	N/A		
Fungus Culture	N/A	25.00		
Fungal ID - mold	33.00	N/A		
Mold For Identification	N/A	33.00		
Fungal ID - yeast	27.00	N/A		
Yeast For Identification	N/A	27.00		
Giardia IFA	30.00	N/A		
Giardia FA - PH Lab	N/A	30.00		
Gonorrhea Amplified DNA Probe	92.00	N/A		

SCHEDULE OF
2022-23 SERVICE RATES & FEES

All service rates are presented on an hourly basis unless otherwise indicated.
Rates for 2021-22 are shown for comparison purposes only.

	2021-2022	2022-2023	Amended 2022-23	Effective
Gonorrhea Amplified Probe	N/A	92.00		
Hepatitis B Surface Antibody	N/A	14.00		
Hepatitis B Surface Antigen EIA	N/A	14.00		
Hepatitis B Surface Antigen Neutralization	N/A	14.00		
Hepatitis C, Antibody IgG	41.00	N/A		
Hepatitis C Antibody - PH Lab	N/A	41.00		
Hepatitis C NAAT	N/A	46.00		
Hepatitis C Quantitative Viral Load	N/A	46.00		
HIV - 1ag w/HIV1&2ab	59.00	59.00		
HIV Confirm	49.00	N/A		
HIV Confirmatory	N/A	49.00		
HIV Qualitative NAAT	N/A	46.00		
HIV Quantitative Viral Load	N/A	111.00		
Influenza A SUB H	66.00	N/A		
Influenza A/B PCR (Screen)	214.00	N/A		
Influenza Screening by PCR - PH Lab	N/A	214.00		
Influenza Typing - PH Lab	N/A	N/A	126.00	7/1/2022
Influenza Virus Subtyping, each	66.00	N/A		
Influenza Virus For Multiple Types/Subtypes, Multiplex Amplified Probe	N/A	126.00		
Malaria ID	19.00	N/A		
Malaria Smear	N/A	19.00		
Measles PCR	88.00	88.00		
Mold Definitive ID - PH Lab	N/A	N/A	33.00	8/1/2022
Mumps, Antibody IgG	41.00	N/A		
Mumps IgG - PH Lab	N/A	41.00		
Mumps PCR	88.00	N/A		
Mumps PCR - PH Lab	N/A	88.00		
Mycobacterium Tuberculosis Complex PCR, GeneXpert	106.00	N/A		
MTBc PCR GeneXpert	N/A	106.00		
Norovirus PCR	88.00	N/A		
Norovirus by PCR	N/A	88.00		
Parasitology Identification	13.00	N/A		
Worm Identification	N/A	13.00		
Parasitology - Stain/Conc. ID	24.00	N/A		
Pinworm Prep	N/A	24.00		
Parasitology - Trichrome/Special Stain- add on to Ova/Parasite Exam	48.00	N/A		
O&P Trichrome - PH Lab	N/A	48.00		
PH Culture for ID	22.00	22.00		
Quantiferon	153.00	N/A		
Quantiferon TB - PH Lab	N/A	153.00		
Rubella, Antibody IgG	41.00	N/A		
Rubella Antibody (IgG) Immune Status - PH Lab	N/A	41.00		
Rubeola IgG EIA	41.00	N/A		
Rubeola Antibody IgG - PH Lab	N/A	41.00		
Salmonella Screen	N/A	25.00		
Shigella Screen	N/A	25.00		
SARS CoV-2 Nucleic Acid Amplification Test by TMA	214.00	214.00		
SARS CoV-2 Total Antibody Test	106.00	106.00		
SARS CoV-2/Influenza A & B Multiplex PCR	289.00	289.00		
Shiga Toxin	26.00	26.00		
Syphilis Confirmed TPPA	34.00	34.00		
Syphilis - VDRL QUAL	12.00	N/A		
Syphilis - VDRL QUANT	11.00	N/A		
VDRL Titer - PH Lab	N/A	11.00		
Syphilis, RPR, automated	11.00	N/A		
Syphilis - Trep Antibody IgG.IgM Rflx RPR PH Lab Preferred	N/A	34.00		
Trichomonas	85.00	N/A		
Trichomonas Amplified DNA Probe	N/A	85.00		
Triplex PCR - PH Lab	N/A	88.00		
Varicella EIA Antibody	34.00	N/A		
Varicella Zoster Antibody IgG - PH Lab	N/A	34.00		
West Nile IgM (West Nile AB, IGM)	51.00	N/A		
West Nile IgG (West Nile antibody)	54.00	N/A		
Yeast Definitive ID - PH Lab	N/A	N/A	27.00	8/1/2022
Note: Laboratory Test Not Listed will be charged at prevailing Medicare or Medi-Cal rate, whichever is lower.				
For test that neither Medicare nor Medi-Cal rate is available, Full Cost + 10% will be charged.				
LABORATORY SERVICES (Non-Patient, per test)				
Expedited testing request for service on weekend	142.00	142.00		
Food Examination	461.00	511.00		
Plate Count (swimming pool/bottled water test)	92.00	93.00		
Rabies - Examination	123.00	2,151.00	246.00	7/1/2022
Water - Colilert 18/24 Quanta - Tray	84.00	1,218.00	293.00	7/1/2022
Water - Drinking MPN (Ten Tube)	110.00	190.00		
Water - Enterolert Quanta - Tray	79.00	1,215.00	290.00	7/1/2022
Water - Ground/Sewage MPN	192.00	183.00		
Water Drinking Presence Absence	52.00	52.00		
Note: Laboratory Services Not Listed will be charged Full Cost + 10%.				



Planning Division Fee Schedule

County of Ventura • Resource Management Agency • Planning Division
800 South Victoria Avenue, Ventura, CA 93009 • 805 654-2488 • <http://www.vcrma.org/planning/>

Originally Adopted: December 19, 1995
Revised Date: January 10, 2023

Attachment 1 Schedule B
Effective:

CHARGING MECHANISMS

The County's cost recovery program requires that applicable fee(s) or fee deposits be stated in a schedule such as this one. These cost recovery mechanisms are described below:

"Nonrefundable" Fee - A nonrefundable "fixed-fee" is intended to cover the average cost of processing the subject permit or service. Once paid, this fee cannot be refunded if and when the subject application is withdrawn. No additional charges will be billed by the County should the cost of processing exceed the specified amount of this fee.

"Deposit" – means a lump sum cash deposit, based on historical permit application data, which is billed against by the County based on actual County staff time expended, with no billing limit. County billings against the deposit are based upon the work hours expended multiplied by the current Contract Hourly Rate established by the Board of Supervisors. If final County costs do not exceed the deposit amount, the unused portion of the deposit shall be refunded to the applicant. If final County costs exceed the deposit amount, the applicant shall be billed for the balance due pursuant to the fee reimbursement agreement accompanying said deposit.

BILLING POLICIES AND PROCEDURES

Calculating Fees for Service

Whenever a deposit is required for County Planning services, the charge for services shall be based on the applicable contract hourly rate multiplied by the total time spent on the project. Charges for Non-refundable "Fixed-fee" services are calculated based on average time spent to provide such services multiplied by the current Contract Hourly Rate, or the annual staff costs for a program divided by the average annual number of applications processed.

Cost Recovery

The Board of Supervisors adopted the FY 2022-23 Budget Development Manual that, in part, provides for the recommendation of fees on a full cost recovery basis.

Contract Hourly Rate

The Board of Supervisors annually approves contract hourly rates. The contract hourly rate for the Planning Division is calculated to recover direct and indirect costs for chargeable activities, chiefly permit processing. The current contract hourly rate also includes: (1) a surcharge of \$13.00/hour to partially offset the cost of creating and maintaining digital information, the Planning Division Website, and

Accela System for electronic permit filing and tracking; (2) a surcharge of \$12.75/hr to offset the cost of maintaining the County's General Plan, (3) a surcharge of \$2.00/hr to partially offset the cost of the Permit Intake Coordinator. In total the current Contract Hourly Rate for services provided by RMA Planners is \$168.80. The Contract Hourly Rate for services provided by RMA Technicians is \$178.19. These rates include the base hourly rate and the surcharges described above.

Credit for Youth-Serving Non-profits

Applications pertaining to uses sponsored by nonprofit organizations, such as Scouts, 4-H Clubs, and Little Leagues, which are solely youth-oriented shall be credited \$1500 towards the processing of the subject land use entitlement request.

Billings on Permits for Illegal Uses/Structures

Notwithstanding any provisions in this Planning Division Fee Schedule/Charging Mechanism, there shall be no billing limit on any deposits or fees for application requests processed to legalize or correct violations of County land use ordinances.

Equivalent Fees for Services Not Listed

Where a proposed land use, application or service is not identified in this Schedule, the Planning Director shall review the work characteristics of the proposed use or requested service, in relation to the subject Planning matter, and determine which of the items listed in this Schedule is equivalent in type and processing time to that proposed. The fee or deposit for said use or application shall then be applied to the application requested.

Fees for Deferred Decisions

The Planning Director may defer certain decisions to the Planning Commission in accordance with the Zoning Ordinance. If a decision deferral occurs, no new application fee or deposit is required.

Agencies Reviewing and Billing Against Entitlement Applications

The following agencies, departments and districts are normally involved in the review of land development entitlement requests: Public Works Agency, Environmental Health Division, Air Pollution Control District, Fire Protection District, Sheriff's Department, Agricultural Commissioner's Office and Planning Division. For discretionary land use permits, the Planning Division shall charge and collect a single deposit from the project applicant at the time of application submittal, and all affected agencies will charge against that deposit. For all other permits, these County agencies and departments may independently assess their own regulatory fees.

Required Fees at Application Submittal

The Ventura County Ordinance Code requires that land use applications cannot be accepted for processing unless they are accompanied by the fees/deposits specified in this schedule and the applicable Fee Reimbursement Agreements.

Billing Process

Reviewing agencies and departments are required to maintain time-keeping records during the processing of entitlements. The Operations Division of the Resource Management Agency (RMA) monitors project charges and sends out

statements/bills on a monthly basis. The original deposit will be applied to the current charges and the bill may show a credit or debit balance. Until the charges exceed the deposit no payment is due. Any bill thereafter will show the current charge and be due and payable upon receipt. When the case is closed a final bill will be sent out to the responsible party listing the balance due. This balance due must be paid promptly in order to avoid accruing late fees and generating possible sanctions against one's entitlement. If the project is denied, or the application is withdrawn or closed out prior to a final decision, the case is closed and total processing costs are calculated by RMA Operations. If costs exceed the deposit, RMA Operations will bill the applicant for these costs up to the billing limit, if applicable.

If total costs are less than the deposit, a refund will be issued, unless there are outstanding costs owed the County by the same party. In such cases any balance will be applied to the amount owed. If, in the course of processing an application, the applicable billed fees and charges have not been paid within 45 days, the County may suspend processing the application, or after a hearing, DENY such application based on the applicant's failure to pay said fees and charges.

Late Fees (for Late Payment)

Charges are due and payable within 30 days of billing. Invoices unpaid after thirty (30) days will incur a 2% late fee, compounded monthly.

Standing Accounts

Persons or entities who frequently file applications with the Division may deposit, in trust, a sum of money against which County processing fees can be billed. The amount of this type of deposit or standing account and the billing terms shall be established by the Planning Director in consultation with the requesting person or entity.

Deposits and Billings for Projects with Multiple Entitlements

Where a project requires the filing of multiple land use entitlements, a single deposit fee with no billing limit may be assessed and collected. This single deposit fee shall be the highest of the required filing fees or deposits associated with the multiple land use entitlements and there shall be no billing limit. This calculation of a single deposit fee shall be in addition to and separate from the calculation and payment of a Late Filing Fee.

Treatment of Parties with Past Delinquent Accounts

All fees, charges, and deposits submitted or paid by an applicant or party owing RMA Planning Division money will be applied first to unpaid bills of more than 30 days and thereafter to the current application request. The deposit for an application shall be increased by 50% where it is determined the party signing the Reimbursement Agreement has had past bills outstanding for more than 90 days.

MISCELLANEOUS ENTITLEMENTS OR SERVICES

Zoning Clearance

Standard Application Fee to Review Construction/Demolition Zoning Clearances	\$50	This \$50 fee will be applied to the cost of the Zoning Clearance
Additions to Existing Buildings/ Structures and Construction of New Principal or Accessory Agricultural Structures	\$286	Plus \$50 per additional lot/unit/structure (nonrefundable)
Construction of New Residential Units and New Detached Residential Structures	\$384	Plus \$50 per additional lot/unit/structure (nonrefundable)
Carports, decks, spas, fences, sheds, animal shade structures, fireplaces, non-commercial antenna and the like	\$167	Plus \$35 per additional lot/unit/structure (nonrefundable)
Demolition of Existing Structures under 50 years in age or otherwise not requiring Cultural Heritage Board review	\$167	(Nonrefundable)
Ministerial Tenant Change in an Existing Commercial or Industrial Building Tenant Space	\$167	(Nonrefundable)
Home Occupation that does not require a waiver	\$81	(Nonrefundable)
Re-review of any Zoning Clearances or related plot plans	\$86	Plus \$35 per additional lot/unit (nonrefundable)
Requiring Special Review (e.g., structures over 50 years in age that are potentially historic, projects located in areas with Area Plan design standards, Dark Skies Ordinance provisions, etc.)	\$340	(Nonrefundable) This fee is added to the base Zoning Clearance fee and includes projects subject to overlay zone requirements.
Requiring Field Inspections, Design Review, or Zoning Clearances that Require Waivers	\$330	Deposit
Accessory Dwelling Units	\$589	(Nonrefundable)

<p>¹Pursuant to Government Code section 65852.2(e), accessory dwelling units that meet the provisions listed in the Non-Costal Zoning Ordinance 8107-1.1.1(a) will require a building permit only. See Research and Report Preparation Services (pg. 8)</p>		
6409(a) Compliant Wireless Communication Facility Modification	\$502	(Nonrefundable)
Non-6409(a) Compliant Wireless Communication Facility Modification	\$315	(Nonrefundable)
Ministerial Multi-family Zoning Clearance (e.g., processing for Residential High Density (RHD) zones, streamlined multi-family housing per state law)	\$1,200	Deposit
Oil and Gas Zoning Clearances that require special review	\$330	Deposit
Emergency Shelter Zoning Clearance	\$600	Deposit
Residential Ground Mounted Solar Energy Systems (Does not apply to ground mounted equipment that exceeds ministerial standards, such as solar systems in coastal zones not exempt from obtaining a coastal development permit or site plan adjustment.)	\$286	(Nonrefundable)
Use Inauguration Related to a Permit	\$340	(Nonrefundable)
Commercial Cannabis Activity Zoning Clearance	\$2,175	(Nonrefundable)
Limited Term Trailer Permit Zoning Clearance	\$671	(Nonrefundable)
Tree Permit Review		
Ministerial		
Not requiring field inspection	\$167	(Nonrefundable)
Requiring field inspection and/or supplemental consultant evaluation; or pursuant to Section 8107-25.6(i) of the NCZO for reasonable use of property	\$340	(Nonrefundable)
Discretionary (Note: Where a discretionary tree permit is associated with another discretionary entitlement application, then: (1) the fee for the tree permit is not required; and (2) all charges for time spent on the tree permit application will be included in the associated discretionary billing account.)	\$750	Deposit

Mitigation Charges	--	Based on the calculated value of the loss.
Tree Trimmer Certification	\$76	(Nonrefundable)
Variance		
Variance	\$2,000	Deposit
Administrative Variance		
Administrative Variance	\$1,000	Deposit
Reasonable Accommodation		
Reasonable Accommodation	\$310	Deposit – Cost not to exceed \$1,000
Emergency Use Authorization/Emergency Coastal Development		
Emergency Use Authorization/Emergency Coastal Development Permit	\$1,000	Deposit
Time Extensions & Temporary Uses		
Continuation of Nonconformity	\$1,000	Deposit
Expansion of Nonconforming Use	\$1,000	Deposit
Temporary dwelling/ office during construction	\$167	(Nonrefundable) plus surety deposit as determined by the Planning Director
Temporary keeping of animals (per Section 8113-4 NCZO)	\$300	Deposit
Land Conservation Act (LCA) Contract		
Application for LCA Contract	\$1,000	Deposit
Tentative Cancellation, Special Area Contract, or Solar Use Easement Contract	\$1,500	Deposit
Non-Renewal Notice for Entire Contract and other LCA related research and other LCA services not listed.	\$750	Deposit
Mobile Home Park Program Fees		

Discretionary Rent Increase Request and expert peer review pursuant to Section 81007 of the Mobile Home Park Rent Control Ordinance	\$585	Deposit
New Capital Improvement Request pursuant to Section 81006 of the Mobile Home Park Rent Control Ordinance	\$585	Deposit
Utility Separation Request pursuant to Section 81005(e) of the Mobile Home Park Rent Control Ordinance	\$500	Deposit
<p>Program Administration Cost</p> <p>This fee is set through annual accounting of the cost of the services provided to mobile home park owners and residents by Planning staff. The fee is proportionate to the services rendered to owners and residents by Planning staff during the prior three years. For the 2021-2023 time period, the percentages shall be as follows: residents 36%; owners 64%.</p>	\$24.41	Per space per year (nonrefundable)
Violations of the Mobile Home Park Rent Control Ordinance (Note: Service Reductions confirmed by the Mobile Home Park Rent Review Board are violations.)	--	Full cost recovery based on current approved hourly rate
Mobile Home Park Closure Permit		
Mobile Home Park Closure Permit	\$1,500	Deposit
Cultural Heritage Program Fees		
<p>Cultural/ Historical Resource Sites*</p> <p>*The fees listed for Cultural Heritage Board services on the Ventura County Planning Division Fee Schedule are for properties located in the unincorporated areas only. For projects within city limits, the County has agreements in place to cover County staff time to process these applications, but rates are set by the cities. Applicants are encouraged to contact the appropriate City for information on specific fees and billing practices.</p>		
Administrative Certificate of Appropriateness or Certificate of Review	\$166	(Nonrefundable)

Administrative Certificate of Appropriateness or Certificate of Review requiring a site visit or special review	\$333	(Nonrefundable)
Cultural Heritage Board Certificate of Appropriateness or Certificate of Review	\$832	(Nonrefundable)
Cultural Heritage Board Certificate of Appropriateness requiring an environmental document	\$500	Deposit
Mills Act Contract	\$610	Deposit
Mills Act Site Inspection	\$500	(Nonrefundable)
Mills Act Contract Self Certification	\$125	(Nonrefundable)
Duplicating Services		
Copying per general Public Records Act requests	B&W - \$0.035 Color - \$0.105	Per copy or printed page
Certified/Subpoena Documents	\$0.10 + \$24.00	\$0.10 per page plus \$24 per hour (to the nearest quarter hour).
Copying recorded audio tapes	\$15	Per tape/CD (includes tape/CD)
Transcribing and reviewing recordings of meetings	\$300	Deposit
Research & Report Preparation Service		
Review of Interior Accessory Dwelling Unit	\$81	(Nonrefundable)
Computerized Legal Notice Mailing Address List (when available)	\$167	(Nonrefundable), plus \$15 for each additional list (collected on behalf of RMA GIS)
Digital GIS Information	\$125	Per layer; \$1,500 annual subscription to all RMA GIS layers of information

Request for Public Hearing and/or CEQA Noticing	--	Per hour charge of the GIS Specialist rate with a minimum half hour charge. At the time of payment, noticing is valid from January through December of the current calendar year. Must be renewed each January at half the cost of the minimum fee.
General research and report preparation, including research on individual lots	\$340	(Nonrefundable) or a deposit determined by the Planning Director based on estimated time to complete the project
“Rebuild Letter” or ABC Zoning Affidavit Verification	\$125	(Nonrefundable)
Vicinity Map/Aerials for Application Submittals	\$16	Per sheet
Pre-Submittal Review		
Pre-Submittal Review	\$400	Deposit
Street Name Change		
Street Name Change	\$1,000	Deposit
Condition Compliance Review		
Periodic on-going condition compliance reviews/inspections and CEQA Mitigation Monitoring and Reporting for the life of the permit.	\$500	Deposit, unless a greater amount is specified in the permit conditions
Periodic condition compliance review/inspection of oil and gas exploration and production facilities not subject to permit with condition compliance account as initiated by the Planning Director pursuant to NCZO section 8114-3.4 or CZO section 8183-5.4	0	Full Cost Recovery based on adopted hourly rate(s), as amended.
Film Permit (Ministerial Zoning Clearance)		
Film Location Fee for Occasional Filming Activities	\$243	(Nonrefundable) For 1 st site/location, \$166 for each additional site/location

Film Location Fee for Occasional Filming Activities requiring a waiver or special review	\$384	(Nonrefundable) For 1 st site/location, \$166 for each additional site/location
Permit Amendment/ Modification	\$162	(Nonrefundable) For minor changes to a film permit that has already been issued that do not require a waiver (e.g., extending film days, shifting production schedules, adding film locations, etc.).
Permit Amendments/ Modifications Requiring a Waiver	\$303	(Nonrefundable) For minor changes to a film permit that has already been issued, but where waivers are required.
Film Permit Application Fee	\$324	(Nonrefundable)
Equivalency Determination		
Equivalency Determination	\$500	Deposit
Equivalent Fee for Services Not Listed		
Services Not Listed	--	Amount determined by Planning Director
Habitat Connectivity and Wildlife Corridors Permitting		
Ministerial Permits (Zoning Clearances requiring Special Review)	\$340	(Nonrefundable)
Reconsideration of a Surface Water Feature Designation (Special Discretionary Review)	\$340	Deposit (Pursuant to Section 8109-4.8.3.5(d) of the Non-Coastal Zoning Ordinance, the first hour of County staff time expended to process the reconsideration request shall be at no cost to the applicant; the applicant shall be responsible for the cost of all subsequent County staff time expended to process the reconsideration request.)

GENERAL PLAN AMENDMENTS & ZONE CHANGES		
General Plan Amendments	\$3,000	Deposit
Ordinance Amendments	\$3,000	Deposit
Zone Change	\$1,000	Deposit
SUBDIVISIONS & MAPS		
Tentative Tract Map	\$2,500	Deposit
Tentative Parcel Map	\$2,000	Deposit
Ministerial Subdivisions pursuant to state law (SB 9)	\$2,000	Deposit
Conservation Subdivision	\$2,000	Deposit
Lot Line Adjustments	\$500	Deposit
Voluntary Mergers	\$500	Deposit
Map Amendment	\$750	Deposit
Conditional Certificate of Compliance	\$1,000	Deposit
Reversion to Acreage	\$500	Deposit
DEVELOPMENT PERMITS/ENTITLEMENTS		
Planned Development Permits		
Agriculture & accessory uses thereto	\$1,500	Deposit
Commercial/Industrial, Institutional and/or other uses	\$2,000	Deposit
Residential	\$1,500	Deposit
Waste Processing & Recycling facilities and centers	\$4,000	Deposit
Wildlife Corridor Vegetation Removal for Fuel Modification within a Surface Water Feature	\$0	Pursuant to Sec. 8109-4.8.3.5(a)
Conditional Use Permits		
Agricultural and accessory uses thereto	\$1,500	Deposit

Commercial/Industrial, Institutional, Public Uses, and other (Coastal: Includes non-County initiated public works projects, parking lots and non-County initiated recreational uses)	\$2,000	Deposit
Mobile home park	\$1,500	Deposit
Natural resource development including renewable energy, mining, borrow areas or gravel quarries and accessory processes	\$4,000	Deposit
Oil and gas exploration/ production (includes pipelines and transmission lines in Coastal Zone only)	\$2,500	Deposit
Recreational vehicle park, camps, and campgrounds	\$1,500	Deposit
Residential and accessory uses thereto	\$1,500	Deposit
Waste treatment and disposal & recycling	\$4,000	Deposit
Wireless Communication Facilities	\$6,000	Deposit – At any time during permit processing, the Planning Director may require that the deposit be replenished in an amount determined by the Planning Director.

**MODIFICATION, REVOCATIONS & APPEALS
TO ENTITLEMENTS**

Modification Application

Major	--	Equivalent to deposit fee for type of entitlement
Minor	\$750	Deposit

Wireless Communication Facilities	\$3,000	Deposit – At any time during permit processing, the Planning Director may require that the deposit be replenished in an amount determined by the Planning Director.
Permit Adjustment and Coastal Site Plan Adjustment		
Standard	\$500	Deposit
Minor (as determined by the Planning Director)	\$340	(Nonrefundable)
Modification, Suspension or Revocation Application		
Modification, Suspension or Revocation Application (non-applicant filing)	--	Equivalent to deposit fee for type of entitlement
Appeals		
Appeals related to entitlements or Planning Director and Planning Commission determinations	\$1,000	Deposit/billing limit (staff processing time, mailings and public notice costs). No billing limit where the appeal is of a violation. If the appeal is filed by the applicant or applicant's representative, the applicant will be required to pay actual staff time and costs in excess of the \$1,000 appeal fee. If the appeal fee is filed by another party, the applicant will be required to pay actual staff time and costs in excess of the appeal fee up to a maximum of \$1,000.

For purposes of refunds of appeal fees, the decision-making body shall decide at the time the decision is rendered whether an appeal has been denied, granted in full, or granted in part. If an appeal is denied, there shall be no refund. If an appeal is granted in full, there shall be a refund of all appeal fees paid for that appeal hearing. If an appeal is granted in part, the decision-making body may decide to refund a portion of the appeal fees if one or more of the grounds for appeal that were raised by the appellant to the Resource Management Agency before filing the appeal were sustained and caused a material change in the matter being appealed.

If a decision to approve a project is appealed but the project applicant withdraws its application before the appeal hearing, there shall be no hearing and all fees paid for that appeal hearing shall be refunded. All decisions regarding appeal fee refunds are final and non-appealable. If no specific action is taken on a request for an appeal fee refund at the appeal hearing, the request shall be deemed denied.

Coastal Appeals		
Coastal Appeals	\$0.00 or up to \$1,000	No fee if project is appealable to the Coastal Commission, unless the Coastal Commission approves an ordinance amendment authorizing a fee. Said fee would be a \$1,000 deposit/billing limit. No billing limit where the appeal is of a violation.
ENFORCEMENT OR COMPLIANCE RELATED ACTIONS		
Late Filing Fees		
Violation Late Filing Fees	Up to \$1,000	An amount equal to the specified fee for each of the required entitlements but not to individually exceed \$1,000 (nonrefundable). See applicable County Zoning Ordinance Sections. This fee will be collected by the Planning Division and forwarded to the appropriate division.
Abatement Releases		
Releases from Notice of Non-Compliance, Liens, and other recorded documents	\$216	(Nonrefundable) per document
Informal Office Hearing		
Informal Office Hearing	\$541	(Nonrefundable)

Bond/Surety		
Compliance Review and Release	\$500	Deposit
Substitution/Transfer	\$216	Per financial instrument (nonrefundable)
Field Compliance Check and Probation Inspection		
Field Compliance Check and Probation Inspection	\$340	Per Inspection (nonrefundable)
Compliance/Settlement Agreement		
Agreement Preparation (basic agreement and repayment plan)	\$340	(Nonrefundable)
Agreement Preparation (complex agreement or addendum)	\$676	(Nonrefundable)
Compliance Agreement Amendment	\$108	(Nonrefundable) For non-county-initiated amendments to an existing compliance agreement. Fee applies to each amendment.
SMARA Program		
SMARA Program Administration Annual administrative/consultant services assessed pursuant to California Public Resources Code Section 2207(e)	--	Deposit may be adjusted by the Planning Director based on anticipated annual costs
Mine Inspections and Financial Assurance Review	—	Full cost recovery based on current approved hourly rate
Review of proposed Reclamation Plans prepared pursuant to SMARA	\$4,000	Deposit
Review of Major Reclamation Plan Amendment	\$2,000	Deposit
Review of Minor Reclamation Plan Amendment	\$750	Deposit
Agricultural Mining Permit pursuant to 8107-9.8 of the Non-Coastal Zoning Ordinance	\$1,000	Deposit
Vested Rights Determination	\$2,000	Deposit
ENVIRONMENTAL DOCUMENT OR SPECIAL STUDY PREPARATION		
Special Consultants Used in initial studies or preparation of MNDs, EIRs and Environmental Mitigation	--	Total prepayment or posting of an acceptable bond for the consultant's estimated cost

Monitoring		
Biological Study Review County ISAGs – Administrative Supplement to State CEQA Guidelines, Section 11	\$2,500	Deposit
Wireless Communication Facility Technical Review Per NCZO Section 8107-45.8	\$3,500	Deposit
Appeals Related to the environmental document determination	\$1,000	Deposit/billing limit
MISCELLANEOUS FEES		
Credit Card/ATM Card Processing Fee	--	Fee established by Board of Supervisors contract for said services
Witness Fees and Research (Depositions, court appearances, analysis of records where County is not a party to the action (Gov't. Code Sec. 68096.1))	\$275	Deposit for first scheduled day of testimony (plus, per State law, any expenses exceeding that amount, if applicable). This deposit is due prior to or upon acceptance of service of subpoena. For each subsequent scheduled day of testimony, plus applicable expenses per State law, witness fees shall be charged at the current County Contract hourly rates of the personnel testifying in the case.
ABC Public Convenience or Necessity Determination	\$676	(Nonrefundable)
Returned Check Charge	\$40	(Nonrefundable)
Publishing Legal Notices	--	Prevailing rate established by publisher
Bilingual Legal Notice and/or Interpretation Service Charge for Discretionary Permit Application Processing in a County Disadvantaged Community	--	Prevailing rate established by publisher Interpretation costs per contract provider fee schedule
Recording Documents	--	Prevailing rate of the Recorder's Office
Development Review Committee	\$2,195	(Nonrefundable) (This fee is waived for proposed 100% affordable housing residential projects.)

**Related Fees Established by State Agencies and
not part of the Adopted County Fee Schedule
(Provided For Information Only)**

California Department of Fish and Wildlife (CDFW) Fees*

(January 1, 2023 through December 31, 2023)

Payable to Ventura County Clerk

These fees are subject to change and are listed for informational purposes only. For current fees and a description of the CDFW review process, visit <https://www.wildlife.ca.gov/Conservation/CEQA/Fees>

EIR	\$3,839.25	(Nonrefundable)
ND/MND	\$2,764.00	(Nonrefundable)
Environmental Document pursuant to a Certified Regulatory Program	\$1,305.25	(Nonrefundable)
Document Handling Fee to County Clerk and Recorder	\$50.00	(Nonrefundable)

RESOLUTION NO. 23-003

**RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF VENTURA
ESTABLISHING BUILDING AND SAFETY DIVISION RATES AND FEES**

WHEREAS, the Board of Supervisors of the County of Ventura (Board) may, by resolution, establish rates and fees for County agencies and departments; and

WHEREAS, by resolution dated May 24, 2022, the Board established and amended rates and fees for various County agencies and departments, including the Building and Safety Division of the Ventura County Resource Management Agency;

WHEREAS, the rates and fees established or amended by the May 24, 2022 resolution should be adjusted in order to reflect changes in the costs of the services to which they pertain; and

WHEREAS, the proposed rates and fees for the Ventura County Building and Safety Division are consistent with state law and the Board's policy of full cost recovery whenever feasible with exceptions noted;

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Board as follows:

1. The May 24, 2022, resolution is repealed effective on the 60th day following the date of adoption of this resolution.
2. The attached schedule of rates and fees for the Building and Safety Division is consistent with state law. The rates and fees charged do not exceed the estimated reasonable costs of the regulatory activity they support, and those costs are apportioned to individual payers in a manner that bears a fair or reasonable relationship to the payers' burdens on or benefits from the regulatory activity. The documentation and analysis supporting the amount of the rates and fees are on file with the County agencies involved in the calculations and are incorporated herein by reference.

3. This resolution is hereby adopted, and the attached schedule shall become operative on the 60th day following the date of adoption of this resolution.

On motion by Supervisor Long, seconded by Supervisor Gorell, the foregoing resolution was passed and adopted on January 10, 2023.

Matt J.V.
Chair, Board of Supervisors

ATTEST: DR. SEVET JOHNSON,
Clerk of the Board of Supervisors
County of Ventura, State of California

By Lori Key
Deputy Clerk of the Board





Building and Safety Division Fee Schedule

County of Ventura • Resource Management Agency • Building and Safety Division
800 South Victoria Avenue, Ventura, CA 93009 • 805 654-2771 • <http://www.vcrma.org/buildingsafety/index.htm>

Originally Adopted: December 19, 1995
Revised Date: January 10, 2023

Attachment 2 Schedule A
Effective Date:

Fees for permits and services rendered pursuant to the Ventura County Building Code (VCBC) shall be paid to the Division of Building and Safety as set forth in the following schedule.

The Building and Safety fees applicable to a project will be based on the fee schedule in effect at the time the permit application was received and accepted by Building and Safety.

A. PERMIT APPLICATION AND PERMIT ISSUANCE FEES

1. Application fee. For processing an application that requires a plan review for a single building permit or a combination permit\$37.60
2. Issuance fee, Single Permit. For the issuance of an individual building, electrical, plumbing, mechanical, or special permit..... \$37.60
3. Issuance fee, Combination Permit. For the issuance of a combination permit wherein building, electrical, plumbing, and mechanical work or any combination thereof is included on a single permit application, the fee shall be.....\$94.60
4. Minimum total Permit Fee. For any permit, the total of the issuance fee plus itemized charges shall be not less than..... \$56.50
5. Extension Fee for an Application or Permit. For the extension of a permit application or an issued permit, (not including any additional plan review fees due for required changes or applicable code updates).....10% of the plan check or 10% of the total permit fee, whichever applies, not to exceed \$131.80, plus applicable hourly charges for a Code Update review, if needed as a result of a Code change.
6. Permit Renewal Fee. For the renewal of an expired permit for which the described work has commenced.....The Permit Renewal fee shall be calculated based on the work described on the permit that remains to be inspected and approved, in accordance with Article 2, Chapter 1, Section 105.5 of the VCBC.
7. Cancellation of Building Permit Application. For processing a refund of fees for cancellation of permit application see Article 2, Chapter 1, Section 109.6 of the VCBC.
8. Cancellation of Building and Safety services listed in Section D.....\$47.10 or 10% of the collected service fee, whichever is lower.

B. BUILDING PERMIT AND BUILDING PLAN REVIEW FEES



Building and Safety Division Fee Schedule

County of Ventura • Resource Management Agency • Building and Safety Division
800 South Victoria Avenue, Ventura, CA 93009 • 805 654-2771 • <http://www.vcrma.org/buildingsafety/index.htm>

Originally Adopted: December 19, 1995
Revised Date: January 10, 2023

Attachment 2 Schedule A
Effective Date:

1. Building Permit Fee. For building inspections and related services associated with a building permit. Refer to Article 2, Chapter 1, Section 109 of the VCBC for general information pertaining to Table 1-A below. Valuations for computing Building Permit Fees shall be taken from the Ventura County Standard Valuation Tables, which may be adjusted annually by the Building Official. Other valuation methods may be used by the Building Official when the Standard Valuation Tables do not have adequate valuations for unique projects.

TABLE 1-A BUILDING PERMIT FEES

Total Valuation	Fee
\$1.00 to \$500.00	\$40.70
\$501.00 to \$2,000.00	\$40.70 for the first \$500.00 plus \$5.50 for each additional \$100.00 or fraction thereof, to and including \$2,000.
\$2,001.00 to \$25,000.00	\$123.20 for the first \$2,000.00 plus \$23.50 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.
\$25,001.00 to \$50,000.00	\$663.70 for the first \$25,000.00 plus \$16.80 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$100,000.00	\$1,083.70 for the first \$50,000.00 plus \$11.70 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.
\$100,001.00 to \$500,000.00	\$1,668.70 for the first \$100,000.00 plus \$9.40 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.
\$500,001.00 to \$1,000,000.00	\$5,428.70 for the first \$500,000.00 plus \$8.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.



Building and Safety Division Fee Schedule

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Effective Date:

\$1,000,001.00 and up \$9,428.70 for the first \$1,000,000.00 plus
\$5.60 for each additional \$1,000.00 or
fraction thereof.

2. Building Plan Review Fee (Structural/ Fire and Life Safety). When a plan or other data is required to be submitted for review, the review fee for each building or structure shall be 85% of the building permit fee as shown in Table I-A (except as otherwise specified by Article 2, Chapter 1, Section 109.2.1 in the VCBC), minus the Application fee.

3. Energy Conservation. For the review and inspection of C.C.R. Title 24 requirements for Energy Conservation, the fees shall be equal to 10% of the plan review fee and 10% of the building permit fee, respectively.

4. Green Building. For the review and inspection of C.C.R. Title 24 requirements for compliance with Green Building standards, the fees shall be equal to 6% of the plan review fee and 6% of the building permit fee, respectively.

Model Water Efficiency Landscape Ordinance (MWELo). For the review and inspection of MWELo provisions as referenced in the Green Building Standards Code of the C.C.R, Title 24, the fees shall be equal to \$0.05 per square foot of landscape area for plan review, and \$0.05 per square foot of landscape area for inspection, respectively.

5. Disabled Access. For the review and inspection of C.C.R. Title 24 requirements for Accessibility for the physically disabled the fees shall be equal to 10% of the plan review fee and 10% of the building permit fee, respectively.

6. Fire Hazard Severity Zone. The review and inspection Building Code requirements in High Fire Hazard Areas, the fees shall be equal to 5% of the plan review fee and 5% of the building permit fee, respectively.

7. Flood Plain. For the review and inspection of building code requirements on projects within a flood hazard area, the fee shall be equal to 10% of the Plan Review Fee and 10% of the Permit Fee.

8. Storm Water Construction Inspections (NPDES). For site inspections during construction or buildings subject to Storm Water Construction Controls..... \$225.80

9. Storm Water Construction Inspections (NPDES). For initial inspections of Post-Construction Storm Water controls.....\$96.50



Building and Safety Division Fee Schedule

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Originally Adopted: December 19, 1995
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- 10. Expedited Plan Review.
A surcharge equal to 35% of the total plan review fee for applications approved for Expedited Plan Review. Such surcharge fee shall be waived for re-build and repair projects for buildings that were lost or damaged by a declared disaster, when approved by the Board of Supervisors. This surcharge fee shall also be waived for voluntary compliance with Tier I or Tier II of the Voluntary Green Building standards, per Article 2, Chapter 1, Section 105.9 of the VCBC.

C. FEES FOR SPECIAL PERMITS

- 1. Demolition. For inspection of building demolition work, per building..... \$210.10

For the demolition of one or more permitted or unpermitted structures, having a “U” Occupancy classification, on the same parcel.....\$210.10
- 2. Manufactured Home or Commercial Modular-Installation (Set-Up) using a state approved foundation plan...
(Single Wide) \$302.80
(Double Wide) \$328.60
(Triple Wide) \$359.70
- 3. Antennas added to existing poles or towers, each..... \$40.80
- 4. Agricultural (U-occupancy) buildings under 3,000 sq. ft., including plan review and inspection fees:

Wood-framed buildings, per square foot..... \$1.21

Metal buildings, per square foot..... \$1.17

Open shade structures, per square foot..... \$0.54
- 5. Annual Maintenance Permit. For the issuance of an Annual Maintenance Permit, for one or more buildings on the same site (not including inspection fees), pursuant to Article 2, Chapter 1, Section 105.1.1.2 of the VCBC:

One building..... \$144.76

Each additional building on the same site..... \$72.38



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Inspections received for Annual Maintenance Permits (to be paid within 30 days from County invoice date), per inspection \$132.63

D. FEES FOR SERVICES

No permit issuance fee is applicable to the charges for services listed within this Section D.

1. Appeals Hearing. For each application for a hearing before an appeals board established pursuant to provisions of the VCBC.
Enforcement Related Appeals \$1,463.60
All other Appeals..... \$732.30
2. Review of new business or tenant in existing building. For the inspection and review of records of existing buildings or portions thereof and the preparation of necessary reports for issuing of a Certificate of Occupancy \$188.50
3. Copy Service. For providing copies of documents, diagrams, tables, and other data, the fee shall be as per copy or printed page.
Black & White \$0.035
Color \$0.105
4. Moved Building. For preliminary investigation and processing of applications for moving permits pursuant to provisions of the VCBC within Ventura County..... \$188.50
For buildings located outside Ventura County \$475.90
5. Records Update. For reissuing a Certificate of Occupancy; or for revising permits and related documents when a change in the owner or contractor of record is requested \$65.90
6. Reinspection. For excess inspections of building, plumbing, mechanical, or electrical systems, which are required as a result of work not being ready or accessible for inspection, or when requested corrective work is not addressed and more than two inspections become necessary for the same work \$99.30
7. Special Inspector Certificate of Registration. Application review and approval; Certificates of Registration. A separate application for each certificate of registration is required. Certificate of Registration shall expire annually on June 30, and may be renewed by request upon payment of an annual renewal fee.
Original application and certificate \$284.40
Annual renewal and recertification \$94.10



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- 8. Release of Noncompliance Notice. For processing a Release of Noncompliance Notice pursuant to Article 2, Chapter 1, Section 116.2 of the VCBC \$225.00
- 9. Surety/Bond Release \$270.90
- 10. Temporary or Partial Certificate of Occupancy \$258.50
- 11. Service Rates. For the performance of services for which no fee is herein prescribed:
 - Inspection, per hour (1/2 hour minimum) \$126.96
 - Inspection Specialist, per hour (1/2 hour minimum) \$136.45
 - Plan review, per hour (1/2 hour minimum) \$198.47
 - Plan review (MEP), per hour (1/2 hour minimum) \$136.45
 - Records/clerical service, per hour (1/2 hour minimum) \$94.02
 - Inspection outside of working hours, per hour \$190.44
(2 hour minimum)
- 12. Investigation Fee for work completed without a permit shall be equal to the permit fee. (For work that has been partially-completed, see Article 2, Chapter 1, section 109.4 of the VCBC.)
- 13. Engineering and field technical support for Code Compliance Enforcement Cases shall be charged at the current County Contract hourly rates of the personnel consulting on the case.
- 14. Address assignments. For creating a new address \$99.30
 - Owner requested address change \$359.30
 - Tract Addressing\$99.30
for the first 4 lots, plus \$10.83 each additional lot.
- 15. Records Research.
 - Research of records shall be charged at the current contract hourly rate for clerical service for each address or parcel on which records research is requested
 - For processing and tracking requests for designer approval to release copy of plans..... \$105.00
- 16. Review of Alternate Materials and Methods of Construction.
 - For investigation of alternate materials and methods of construction, fees shall be charged at the current County Contract hourly rates for the personnel involved in the investigation.



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- 17. Preliminary Inspection of an existing building or site in advance of plan check and permit issuance in accordance with California Building Code section 110.2.....\$188.50
- 18. Test Reports.
For investigation and review of test reports submitted from approved testing agencies for building materials, components or equipment to show conformance with the provisions of the VCBC and other recognized and accepted standards, the fee shall be charged at the current County Contract hourly rates for the personnel involved in the review.
- 19. Witness Fees:
For Depositions, court appearances, analysis of records where the County is not a party to the action (Gov't Code Sec. 68097.2)
 - (a) Witness fee deposit for first scheduled day of testimony plus applicable expenses per state law (this deposit is due prior to or upon acceptance of service of subpoena)\$275.00
 - (b) For each subsequent scheduled day of testimony, plus applicable expenses per State law, witness fees shall be charged at the current County Contract hourly rates of the personnel testifying in the case.
- 20. Scanning or Printing Services for Oversize Drawings:

Scanning (per sheet of color)	\$3.00
Scanning (per sheet black and white)	\$2.10
Printing (per sheet of color)	\$7.50
Printing (per sheet black and white) #20 bond paper	\$2.70
- 21. General Plan Maintenance Surcharge
\$6.50 per \$1,000 of building valuation to be collected at the time of building permit issuance.
- 22. Technology Surcharge
\$3.75 per \$1,000 of building valuation to be collected at the time of building permit issuance.
- 23. Preparation of Building and Safety report or letter, upon request by the public.....Contract Hourly Rate of preparer (1/2 hour minimum)



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E. ELECTRICAL PERMIT FEES

1. Temporary Electrical Service.
 - (a) Temporary power pole or pedestal and related equipment...\$57.20
 - (b) Temporary power distribution system for a construction site.
Up to and including 200 amperes \$57.20
Over 200 amperes: \$55.50 plus \$3.50 for each additional 100 amperes or fraction thereof in excess of 200 amperes.
 - (c) For inspection prior to energizing an electrical service to test equipment pending completion of a structure\$188.50

2. Electrical Service, 0-600 volts.
Up to and including 400 amperes \$57.20
Over 400 amperes: \$55.50 plus \$8.70 for each additional 100 amperes or fraction thereof in excess of 400 amperes.

3. Electrical Service or Substation over 600 volts.
Up to and including 1000 amperes \$188.50
Over 1000 amp: \$176.00 plus \$53.40 per 1000 amperes or fraction thereof in excess of 1000.

4. Solar-Photovoltaic Electrical Service

Residential: First 15KW.....	\$154.10
Each KW Over.....	\$15.50
Commercial: First 50KW.....	\$495.80
Each KW Over 50 to 250.....	\$7.20
Each KW Over 250.....	\$5.20

(See Government Code Section 66015)

5. Electric Vehicle charging station

Residential	\$57.20
Non-Residential	\$108.30

6. Energy storage (battery back-up) systems\$93.15

7. Residential Wind-Generated Electrical Service \$99.30

8. Electrical Service Restoration.
For inspection prior to reactivation of an electrical service..... \$78.50

9. System Fee Schedule (Single-family-residential). The following rates shall apply to single-family residential construction and additions. Fees include main service panels and subpanels, temp power release, test power inspection, wiring, fixtures, and equipment associated with a single-phase



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system of general lighting, receptacles, and power apparatus rated less than one horsepower, when installed in or upon a single-family dwelling:

New houses: \$0.24 per square foot
Additions: \$0.19 per square foot

10. System Fee Schedule (Multi-family, and non-residential). The following rates shall apply to new multi-family residential and non-residential construction and additions. Fees include wiring, fixtures, and equipment associated with a single-phase system of general lighting, receptacles, and power apparatus rated less than one horsepower, when installed in or upon the occupancies listed herein.

Building Use Rate/Sq. Ft

Manufacturing or assembly plants, factories;
Hospitals and convalescent hospitals \$0.87

Drinking and dining establishments;
Wholesale and retail stores;
Vehicle service stations and canopies;
Repair garages \$0.19

Hotels, motels;
Office buildings;
Churches, theaters, assembly buildings;
Nursing homes and sanitariums;
Schools \$0.09

Multi-family;
apartments, condominiums, townhouses \$0.09

Residential garages, carports, accessory buildings;
Commercial parking garages \$0.04

Warehouses; aircraft hangars where no repair work is
done, up to and including 5,000 sq. ft \$0.04
Over 5,000 sq. ft.: \$169.00 plus \$.017 per sq. ft. in excess of 5,000.

Agricultural greenhouses \$0.02

Any occupancy not listed \$0.11

11. Unit Fee Schedule. Unit fees are applicable to electrical work not covered by the System Fee Schedule in Item E-10 above.



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Subpanel.....	\$48.20
Receptacle, switch, or lighting outlet, first 20, each	\$1.80
Receptacle, switch, or lighting outlet, additional, each.....	\$1.20
Multi-outlet receptacle or lighting assembly, per lineal foot	\$0.85
Pole or platform-mounted light fixture	\$12.50
Theatrical-type lighting fixture, each	\$1.80
Fixed appliance, not over 1 kw rating	\$9.00
Power apparatus. For each motor, generator, transformer, rectifier, commercial/industrial heating device, blower, and similar item of equipment:	
Equipment rating in Hp, Kw, Kva, or Fraction thereof	
0-10, each	\$25.10
Over 10 and not over 50, each	\$50.50
Over 50 and not over 100, each	\$77.70
Over 100, each	\$116.40
NOTE:	
• For equipment or appliances having more than one motor, transformer, heater, etc., the sum of such power ratings shall determine the total fee for the unit.	
• The fee for power apparatus shall include switches, circuit breakers, contactors, thermostats, relays and directly related control devices.	
Air conditioning unit, per ton	\$12.50
Illuminated signs, outline lighting and marquees	\$64.40
Swimming pool or spa wiring.	
Private pool, spa, or pool/spa combined	\$76.80
Public pool, spa, or pool/spa combined.....	\$128.80
Overhead power line.	
Wiring, support, and anchorage; per pole	\$28.00
Underground conduit installation.	
Rough-in for future subfeed; per conduit run.....	\$17.30



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- Busways, per 100 feet or fraction thereof \$25.10
- 12. Electrical Maintenance Permit \$188.50
- 13. Electrical Plan Review Fee. A plan review fee equal to 85% of the electrical permit fee shall be applicable to all occupancies as defined in the VCBC. Plan Review fees for Electric Vehicle Charging Stations and for Battery Back-up Systems shall be based on staff time, calculated hourly.
- 14. Miscellaneous apparatus, conduits and conductors for which a permit is required but for which no fee is herein set forth..... \$28.40

F. PLUMBING PERMIT FEES

1. System Fee Schedule.

Use the Unit Fee Schedule in Item 2 below to determine additional charges for plumbing work not specified in this System Fee Schedule.

New single-family dwellings and residential additions.

Residential gas, water, drainage, water heater, vent piping and fixtures, including service connections.....\$0.09 per square foot

Swimming pool and spa plumbing.

Residential swimming pool gas, water, drainage, heater and vent piping \$116.40
Commercial pool and spa equipment..... \$143.20

Solar water heating system, including collectors, piping, tanks, and valves.

Residential (potable) water heating..... \$67.50
Non-residential thermal water heating.... Hourly, based on staff time
Swimming pool/spa heating \$67.50

2. Unit Fee Schedule. Unit fees are applicable to all plumbing work not covered by the System Fee Schedule in Item 1 above.

Plumbing fixture, trap or set of fixtures on one trap (including water, drainage piping, and backflow protection)..... \$15.30
Combination waste/vent systems \$182.30
Installation of building supply piping and/or a water piping system within a building \$19.60
Medium or high-pressure gas piping system of one (1) to five (5)



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outlets	\$71.10
Six (6) outlets or more, per outlet	\$3.90
Low pressure gas piping system of one (1) to five (5) outlets	\$19.60
Six (6) outlets or more, per outlet	\$3.90
Earthquake shut-off valve	\$15.30
Fuel oil piping serving domestic, commercial or industrial appliances regulated by the Uniform Mechanical Code	\$19.30
Medical gas system 1-5 inlets and outlets	\$79.50
Each additional.....	\$8.00
Chemical waste systems	\$45.50
Miscellaneous	
For each appliance or piece of equipment regulated by the Plumbing Code but not covered in other appliance categories, or for which no other fee is listed.....	\$15.30
Medical vacuum system, per station.....	\$8.00
Water heater and/or vent	\$19.60
Circulating pumps for hot water	\$15.30
Ejector or grinder pump.....	\$15.30
Installation of water treating equipment (Water softener).....	\$15.30
Building sewer	
Not over 200 feet in length	\$50.40
Over 200 feet in length.....	\$102.00
Private sewage disposal (septic) system (Contact the Environmental Health Division for Sewage Disposal System Fees)	
Private on-site sewer system	
For every 100 feet of sewer line, or fraction thereof.....	\$174.60
For sewer laterals connected to the private on-site sewer system...	
For the first four buildings.....	\$151.30
For each additional building.....	\$15.30
Abandoning septic system	\$102.00
Repair or alteration of drainage or vent piping	
For each fixture, building drain, or branch line	\$7.40
Repair or alteration of water piping, each fixture.....	\$7.40
Lawn sprinkler system on one meter, including backflow prevention devices.	



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Residential system	\$23.10
Non-residential system.....	\$64.40
Vacuum breaker or backflow prevention device.	
One (1) to four (4)	\$19.60
Five (5) or more, each.....	\$3.30
Grease traps, each	\$15.30
Industrial/Commercial waste interceptor, including trap and vent.....	\$122.70
Industrial waste sample well, each	\$26.10
Rainwater piping system per drain (inside building).....	\$15.30
Radiant heat piping system.....	\$50.40
Backwater valve, each	\$15.30
Graywater systems	
Residential	\$100.40
Non-residential.....	\$140.20
3. Plumbing Maintenance Permit.....	\$188.50
Reconnection of gas service.....	\$50.40
4. Plumbing Plan Review Fee. A plan review fee equal to 85% of the plumbing permit fee shall be applicable to all occupancies as defined in the VCBC.	
EXCEPTION:	Work in any occupancy when plumbing plans are not required to be submitted.

G. MECHANICAL PERMIT FEES

1. HVAC System Fee Schedule
 Use the Unit Fee Schedule in Item 2 below to determine additional charges for mechanical system work not specified in this System Fee Schedule.

 New single-family dwellings and residential additions.

 Residential HVAC ducts, registers, equipment, and related HVAC work, fireplace flues, fans and other conventional residential mechanical equipment, not including outdoor kitchens or swimming pool equipment.....\$0.06 per square foot
2. Unit Fee Schedule.
 Unit fees are applicable to individual items of mechanical equipment.



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Replacement swimming pool heaters	\$26.60
Heating appliance	\$26.60
Fireplace flue	\$19.60
Flue or vent serving a heating appliance	\$19.60
Dryer vent	\$19.60

Duct System:

Supply and return air ducts attached to a comfort heating or cooling appliance. Per square foot of conditioned area (min. \$14.00)	\$0.02
Air conditioning system	\$26.60
A/C Condenser Unit.....	\$26.60
Fan Coil.....	\$19.60
Combination heating/cooling unit (Central System) (Heat Pump)....	\$46.40
Air inlet and outlet registry, each.....	\$4.70
Comfort cooling unit, absorption unit, or module thereof	\$30.60
Alteration of an existing duct system	\$19.60
Cooling tower and related piping	\$19.60
Evaporative cooling unit, including attached ducts and outlets	\$19.60
Incidental gas piping or electrical wiring to connect any heating, comfort cooling, or evaporative cooling unit to an existing gas piping, or electrical wiring system (each).....	\$19.60
Air handling or ventilation unit, including attached ducts and outlets.	
Unit and one outlet.....	\$16.70
Additional outlets, each	\$4.50
Repair, alteration, or addition to heating appliances	\$21.60
Ventilation system not a part of heating or cooling system.....	\$16.70
Garage ventilation systems.....	\$68.90
Variable Air Volume (VAV) boxes, each	\$19.60
Residential-type exhaust vent, fan, and duct	\$11.40
Commercial hood and related ducts, fan or blower, each	\$68.90
Steam unit/ sauna (residential).....	\$26.60

Boilers, Compressors and Absorption Systems



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For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)..... \$23.00

For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW), to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)..... \$42.50

For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW), to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)..... \$58.50

For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW), to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)..... \$86.90

For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)..... \$145.20

Wood burning stoves \$26.60

Metal chimney or flue serving a boiler..... \$14.00

Appliance vents \$11.40

Commercial or industrial incinerator \$141.10

Metal chimney serving a commercial or industrial incinerator \$14.00

Kilns \$42.50

Fire damper

1-4 dampers: each \$28.10

Over 4: each..... \$8.00

Process Piping

When Chapter 14 of the California Mechanical Code is applicable, permit fees for process piping shall be as follows:

For each hazardous process piping system (HPP) of one to four outlets \$8.00

For each piping system of five or more outlets, per outlet..... \$1.80

For each non-hazardous process piping system (NPP) of one to



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four outlets \$3.10
For each piping system of five or more outlets, per outlet..... \$0.84

Miscellaneous

For each appliance or piece of equipment regulated by the Mechanical Code but not covered in other appliance categories, or for which no fee is listed herein \$16.70

3. Mechanical Maintenance Permit \$188.50

4. Mechanical Plan Review Fee.

A plan review fee equal to 85% of the mechanical permit fee shall be applicable to all occupancies as defined in the VCBC.

EXCEPTION: Work in any occupancy when mechanical plans are not required to be submitted.

RESOLUTION NO. 23-004

EFFECTIVE JANUARY 10, 2023

**RESOLUTION OF THE BOARD OF SUPERVISORS
ESTABLISHING RENTS, FEES, AND INSURANCE REQUIREMENTS
FOR THE COUNTY HARBOR DEPARTMENT
AND DELEGATING AUTHORITY FOR EXECUTION
OF CERTAIN AGREEMENTS SUBJECT TO SPECIFIED GUIDELINES**

THE VENTURA COUNTY BOARD OF SUPERVISORS HEREBY ORDERS AND RESOLVES THE FOLLOWING:

I. RENTS, FEES, AND INSURANCE REQUIREMENTS.

The Rents, Fees, and Insurance Requirements prescribed in the attached Schedule A are hereby approved and adopted, and all prior inconsistent schedules are repealed as of the effective date of this resolution.

II. AUTHORIZATION TO EXECUTE.

The Director of the County of Ventura Harbor Department or his or her designee is authorized to execute on behalf of the County of Ventura (County): Leases, Subleases, Licenses, Permits, Special Use/Activity Permits, Concession Agreements, Extensions, Amendments, Consents, Notices of Default and Notices of Intent to Terminate Leases, Subleases, Licenses and other agreements, Notices to Quit and Reimbursement Agreements for Cost Recovery as are hereinafter defined and in accordance with the provisions of the attached schedule.

A. DEFINITIONS.

1. LEASE or SUBLEASE. A conveyance of real property rights for occupancy or use of land, improvements, or a combination thereof. Under this authority, the term shall not exceed five (5) years, including options to extend. Examples: leasing of land for improvements, leasing of a building or portion of a building to tenant or concessionaire.
2. LICENSE. A conveyance of personal rights for occupancy or use of property under this authority, limited to a five (5) year term.
3. PERMIT. A personal right to occupy or use property under this authority, limited to a maximum term of one (1) year. A Permit may be extended subject to termination pursuant to a thirty (30)-day Notice of Termination.

4. SPECIAL USE/ACTIVITY PERMIT. A personal right to occupy, use or conduct a specified activity, limited under this authority to a maximum of seven (7) days.
5. CONCESSION AGREEMENT. An agreement to operate a County-supported business on County property.
6. EXTENSION, AMENDMENT, CONSENT, NOTICE OF DEFAULT, NOTICE OF INTENT TO TERMINATE AND NOTICE TO QUIT.
 - a. Extension is a continuation of an existing agreement approved by the Board of Supervisors (Board) without change, or limited to changes authorized by this authority, but in no event may the Extension extend the term beyond the maximum term set forth in this authority for the applicable agreement.
 - b. Amendment is a change of one or more of the terms, conditions, or covenants consistent with authorized terms and amounts specified in Board-approved rent and fee schedules.
 - c. Consent is approval of an action described in a term, condition, or covenant in an existing agreement approved by the Board made subject to "County approval" or similar language. Examples include consent to subleases and assignments of lease. The Harbor Director may issue a Consent after determining that there has been proper compliance with the terms, conditions and covenants of the agreement.
 - d. Notice of Default is a notice by which the Harbor Director, or his or her authorized representative, gives written notice that a breach or default has occurred and gives specific instructions and timelines on how the breach or default must be cured.
 - e. Notice of Intent to Terminate is a notice by which the Harbor Director, or his or her authorized representative, gives written declaration of intent to terminate pursuant to a breach or default. On a Board-approved agreement, the Harbor Director shall obtain the approval of the Board prior to terminating the agreement. Agreements approved by the Harbor Director pursuant to this authority may be terminated by the Harbor Director.
 - f. Notice to Quit is a notice by which the Harbor Director, or his or her authorized representative, gives written notice that a tenant is to vacate the premises, whether due to a breach or default of the Lease, due to the expiration of the term of the Lease or pursuant to the terms of the Lease (such as a month-to-month tenancy).

7. REIMBURSEMENT AGREEMENTS FOR COST RECOVERY. An agreement setting forth a deposit amount and a cost recovery mechanism for services to be provided to lessees or potential lessees. Example – lease amendments, permit processing.

a. Deposit – Cash deposits are submitted and hours billed against these deposits based on actual staff time expended (with the exception of the Harbor Director’s first 100 hours), with no billing limit. Billings are based on the work hours expended multiplied by the current hourly rate established by the Board or, in the case of outside consultants, the actual hours and rate billed. Should final costs be less than the amount of the deposit, the remaining deposit will be refunded. Should final costs exceed the deposit, the depositor will be invoiced for the balance due pursuant to the Reimbursement Agreement accompanying the deposit. Only rarely would the deposit be equal to the actual cost.

8. SECURITY DEPOSIT. All tenants or licensees shall provide the County with, and at all times maintain, a Security Deposit in an amount prescribed by the Lease or License covering such property or, if there is no Lease or License, by this resolution. For Leases, said amount shall be based on rent adjusted periodically; for Licenses, said amount shall be equal to one (1) month’s license fee. Public entities governed by the Board shall be exempt. Said deposit shall be placed in a County trust account or place of safekeeping and shall guarantee the tenant’s or licensee’s full and faithful performance of all terms and conditions of the Lease or License. The following forms of deposit are acceptable: Cash, time certificate of deposit (CD), irrevocable letter of credit, and assigned savings passbook.

B. PREPARATION. The Licenses, Permits, Special Use/Activity Permits, Concession Agreements, Amendments, Notices of Default, Notices of Intent to Terminate and Notices to Vacate shall be prepared by the Harbor Department subject to review and approval by County Counsel.

C. BACKGROUND DETERMINATION AND GUIDELINES. No agreement will be executed under the authority of this resolution if the County Executive Officer or the Director of the Harbor Department determines that:

1. The proposed use or occupancy is in conflict with official or certified plans for development and/or federal, state or local laws;
2. The other party(s) to a proposed agreement has a reputation, character, or background which could be detrimental to the County’s interest; or

3. Such other party(s) does not have technical knowledge, management ability, or financial capability to fulfill the purpose and provisions of the agreement.

D. RENTAL POLICY. It shall continue to be Harbor Department's policy to require tenants or users of Harbor property to pay rents established by Board-approved Rent and Fee Schedules; however, the Harbor Director may determine that certain special services including labor, materials, and public relations/advertising may be accepted in lieu of cash payment of rent where consistent with this authority and applicable law and approved by County Counsel as to legal form. Public agencies may request in writing a waiver of fees, which may be approved at the discretion of the Harbor Director.

E. POLICY SETTING AGREEMENTS. Any transaction authorized by this Resolution that is considered policy setting in the opinion of the County Executive Officer or the Harbor Director shall be submitted to the Board for approval and execution.

III. AUTHORIZATION TO ESTABLISH AND MODIFY RATES.

The Harbor Director is hereby granted authority to determine the appropriate previously approved rate to be applied to a new revenue source, not specifically provided for in an agreement, e.g., determining whether rent for a new business should be calculated at the rental rate for "miscellaneous," "all other sources permitted," or "any other source not permitted." In addition, the Harbor Director is authorized to increase or decrease slip rates annually in such amount so as not to exceed the average actual rates per linear foot of privately operated west channel marinas and to achieve these rates without excessive annual increases.

IV. CALCULATION OF FEES.

The fees set forth in the attached Schedule A are consistent with state law. The fees charged do not exceed the estimated reasonable costs of the regulatory activity they support, and those costs are apportioned to individual payers in a manner that bears a fair or reasonable relationship to the payers' burdens on or benefits from the regulatory activity. The documentation and analysis supporting the amount of the fees are on file with the Harbor Department and are incorporated herein by reference.

The foregoing resolution, including the attached Rent and Fee Schedule, is passed, approved, and adopted by the Board of Supervisors on January 10, 2023, supersedes all previous Harbor fee resolutions and is effective on January 10, 2023.

Date: 1/10/23

By: Matt Jov
Chair, Board of Supervisors

ATTEST: DR. SEVET JOHNSON,
Clerk of the Board of Supervisors
County of Ventura, State of California

By: Sevet Johnson
Deputy Clerk of the Board



CHANNEL ISLANDS HARBOR DEPARTMENT
RATE AND FEE SCHEDULE

I. COUNTY-OWNED MARINAS

No vessel shall be allowed to remain as tenant in an assigned boat slip on either the Small Boat or Commercial Fishing Marinas or guest dock facilities without having first registered with the Harbor Director, or the Director's representative, and having obtained a valid permit or License Agreement as required and having paid the fees as set forth below:

A. BOAT STORAGE

1. Guest Boat Docking Fee (Overnight)

- a. Vessels utilizing the guest slips shall be assessed current overnight charges of \$1.60 per ft./night with a minimum fee of \$40.00. Slip fees are subject to change upon the discretion of the Harbor Director in accordance with Section III of the Rate and Fee Resolution.
- b. Vessels with excessive beams or appurtenances will be charged for all spaces encumbered.
- c. Guest docks are intended to accommodate boat owners/operators en route to or from their homeports or marinas. Maximum berthing shall be limited to ten (10) days within a thirty (30) day period. Unoccupied vessels authorized by the Director to be stored at the guest dock longer than ten (10) days shall provide proof of vessel insurance with minimum limits of \$100,000 naming the County of Ventura as additional insured (see Exhibit A). Unoccupied vessels authorized by the Director to stay longer than the ten (10) day stay shall pay daily storage rate of \$1.80 per ft./day. Fees are subject to change upon the discretion of the Harbor Director in accordance with Section III of the Rate and Fee Resolution.
- d. Slip License Agreement (Month-to-month)
Slip licensees in either the Small Boat or Commercial Fishing Marinas will be required to execute a month-to-month license agreement, provide vessel liability insurance with a minimum limit of \$100,000 naming the County of Ventura as additional insured (see Exhibit A). Monthly slip fees are as follows:

Small Boat Marina		\$320.00
Commercial Fishing Marina	Commercial	\$14.75 per ft.
	Recreational	\$15.75 per ft.
CISCO – County Slips	Commercial	\$14.75 per ft.
	Recreational	\$15.75 per ft.
Fisherman’s Wharf	Commercial	\$14.75 per ft.
	Recreational	\$15.75 per ft.

Monthly slip fees are subject to change upon the discretion of the Harbor Director in accordance with Section III of the Rate and Fee Resolution.

The monthly fee does not include any possessory interest tax, which is the responsibility of the individual licensee.

a. Security Deposit

Tenants shall provide the Harbor Department with and thereafter maintain refundable cash deposits in an amount equal to the sum of the following:

- (1) One month's rent in effect at the time of initial license sign-up.
- (2) Late Fee: 10% of the unpaid balance, monthly.
- (3) Key Card Fee: A non-refundable fee will be required for each issued key card

Security deposits are refundable upon termination of the license reduced if applicable, by any amount applied to the tenant's unpaid rent.

2. Waiting List Fee

A waiting list will be established when required and maintained by the Harbor Department. Placement on the list will be on a first come, first served basis. A deposit equal to one month's rent is required. An applicant may remove their name from the list upon written request. Said deposit shall be returned less administrative processing fee of \$28.00.

B. BOAT RESIDENCE PERMIT

Permit granted for up to one year to reside aboard a vessel in the Harbor. The annual permit fee is \$200.00.

II. COMMERCIAL ACTIVITY PERMIT

No person or business entity other than the current lessee or licensee shall sell or publicly solicit the sale of merchandise, conduct or operate a business or service for hire or compensation, or advertise or solicit business or utilize Harbor land or water area upon property under the jurisdiction of the Channel Islands Harbor Department unless a permit is first obtained from the Harbor Director or his or her designee. The permit holder will perform permitted activities only in those areas designated on the permit. To qualify for a Commercial Activity Permit, the following is required:

A. PERMIT FEE

- | | |
|------------------|----------|
| 1. Daily Permit | \$130.00 |
| 2. Annual Permit | \$300.00 |

B. A CERTIFICATE OF INSURANCE naming the County of Ventura as additional insured with coverage specified in Exhibit A.

C. PERMIT ID CARD DEPOSIT

ID cards will be issued to Annual Permit holders. A \$30.00 deposit shall be collected on all issued ID cards, which is refundable when returned.

D. EVIDENCE of the applicable City business license.

III. SPECIAL USE PERMIT

No person or business entity shall conduct any commercial filming, photography, or demonstrations upon property under the jurisdiction of the Channel Islands Harbor Department without first obtaining a permit from the Harbor Director or his or her designee. To qualify for a Commercial Film, Photography Permit, the following is required:

A. PERMIT FEE (Daily)

- | | |
|------------------------------------|-------------------|
| 1. TV, Movie or Commercial Filming | \$1,000 - \$7,500 |
| 2. Commercial Photographing | \$200 - \$3,000 |
| 3. Commercial Demonstrations | \$200 - \$3,000 |
| 4. Private Events (weddings, etc.) | \$350 - \$1,500. |

Certificate of insurance naming the County of Ventura as additional insured with coverage as specified in Exhibit A.

B. SECURITY/CLEAN-UP DEPOSIT equal to the per-day fee may be required if determined by the Harbor Director to be justified by the planned activity.

Note: (a) Maximum permit term is seven (7) days including set-up and disassembly time, without advance approval of the Harbor Director or his or her designee.

(b) Activity on leased property requires a County Permit. Distribution of the fee will be negotiated between the lessee and the County.

IV. DEPOSIT REQUIRED FOR COST RECOVERY

A current lessee or potential lessee requesting revisions to existing lease documents or assistance from the County Harbor Department in obtaining building permits, preparing environmental impact statements, etc., shall be required to deposit funds in advance of such revisions or assistance to cover the cost incurred by the County Harbor Department. Costs actually incurred will be billed directly to the party requesting the service. The deposit will be held for final bill payments, with any deposit balance remaining after the service is complete being refunded.

A. DEPOSIT

\$3,000.00 to \$30,000.00, as determined by the Harbor Director.

B. HOURLY RATES

- | | |
|--|-------------|
| 1. Consultant | Actual Cost |
| 2. Director (billable after first 100 hours) | \$ 222.00 |
| 3. Deputy Director | \$ 192.00 |
| 4. Program Admin. II | \$ 138.00 |
| 5. Director of Planning & Development | \$ 192.00 |
| 6. Harbor Planning Specialist | \$ 95.00 |
| 7. Lease Manager | \$ 127.00 |
| 8. Harbor Master | \$ 174.00 |
| 9. Harbor Captain | \$ 144.00 |

10. Harbor Sergeant	\$ 108.00
11. Harbor Patrol Officer	\$ 106.00
12. Harbor Maintenance	\$ 75.00
13. Manager Fiscal/Admin	\$ 174.00
14. Accounting Manager	\$ 124.00
15. Accountant II	\$ 90.00
16. Public Information Officer	\$ 125.00

V. MISCELLANEOUS FEES

A. HARBOR PERSONNEL SERVICES

Special uses requiring Harbor Department personnel shall be charged, in addition to use fee, an hourly rate for personnel for each hour or portion thereof required at the following rates:

1. Harbor Patrol Officers
 - a. Regular rate \$ 106.00 per hour
2. Maintenance Workers
 - a. Regular rate \$ 75.00 per hour

Example of such services:

- (a) Crowd control
- (b) Special maintenance requirements other than normal cleanup
- (c) Uses requiring special operational services or supervision
- (d) Extended hours beyond normal closing

B. TOWING AND/OR PUMPING FEE

An hourly towing and/or pumping charge shall be required at the rate of \$200.00 per hour, or any part of an hour. No tow charge shall be made when the US Coast Guard releases a vessel to the Channel Islands Harbor Patrol for continuation of towing.

C. IMPOUND OR ABANDONMENT FEE

An impound or abandonment fee of \$200.00 shall be charged in addition to any applicable towing fee, storage fee, and any other reasonable costs incurred in impounding a boat or vehicle. Storage fees shall be equal to the daily "Guest Dock Docking Fee" with no less than \$40.00 per day minimum charge.

D. COIN-OPERATED BOAT WASH

A fee of \$3.25 shall be charged for use of the coin-operated boat wash.

E. BAD (NSF) CHECK FEE

A "bad check" or NSF fee of \$50.00 shall be added to that amount owed on any check returned for insufficient funds or any other reason.

F. LATE PAYMENT SERVICE FEE

Boat Slip License Agreements. Payments not received within ten (10) days of the due dates shall be charged a late service fee. The service fee will be calculated by multiplying the unpaid current month slip rent balance by 10%.

G. KEY CARD FEE

Security gates and restrooms key cards will be issued to authorized persons. A \$28.00 fee shall be collected on all issued key cards, which is non-refundable. Broken or damaged cards will be replaced for a fee of \$28.00.

H. USE OF HARBOR FOR PROMOTION OF BOATING AND/OR NON-PROFIT/COMMUNITY ACTIVITY

Boating and other maritime related and/or community oriented one-time events considered to be of public interest, and/or having a value to the boating community, may request in writing a waiver of fees, which may be approved at the discretion of the Harbor Director.

I. TRANSFER OF TITLE DOCUMENT PROCESSING FEE

A fee of \$340.00 shall be charged for the processing of each document for the Transfer of Title of any sale, assignment or other transfer of the Channel Islands Condominiums. The fee shall be submitted prior to approval of such documents by the Harbor Director.

J. OTHER

Other uses not herein covered will be considered upon written request. Organizations and/or individuals requesting permits shall provide all required information regarding the proposed activity. Fees will be charged as justified by the planned activity and determined by the Harbor Director.

K. KAYAK/SUP STORAGE

No person or business entity shall store a kayak or stand-up paddle board (SUP) upon property under the jurisdiction of the Channel Islands Harbor Department without first obtaining permission from the Harbor Director or his or her designee. A monthly fee shall be charged for the storage of a kayak or SUP at the Harbor designated storage location.

1. Kayak \$ 50 - \$125 per month
2. Stand-up paddle board \$ 50 - \$125 per month

L. ELECTRIC VEHICLE CHARGING

Electric vehicle charging is available at the following rates:

1. Access Rate \$ 0.37 - \$ 0.50 per kWh
2. Thereafter Rate \$ 1.50 per hour (\$20.00 max.)
(begins 30 mins after vehicle is fully charged)

VI. PARKING AND VIOLATIONS

A. DAYTIME PARKING - LAUNCH RAMP

1. Daily \$ 14.00
2. Annual \$ 250.00

B. OVERNIGHT PARKING - LAUNCH RAMP	
1. Occupied recreational vehicle w/vessel trailer	\$ 60.00 per night
2. Unoccupied vehicle with Vessel Trailer	\$ 20.00 per night
3. Annual (Commercial only, space limited from September 15 to May 15)	\$ 325.00
C. PARKING FINES – ALL LOTS	
1. Handicapped parking violation	\$ 350.00
2. Violations in all other regulated parking areas	\$ 65.00
3. Commercial use of Public Launch Ramp	\$ 250.00 - \$2,500 per day
4. Violations during holidays and special events (Including day before and day after)	\$ 130.00
5. Violations of Harbor Safety Restrictions	\$ 195.00

VII. JUNIOR LIFEGUARD PROGRAM

The Channel Islands Harbor operates a Junior Lifeguard Program for children ages 8 through 15 years. There are two 4-week sessions each summer. Prices for the 2022-23 season shall be \$425.00 for the first child from a family and \$395.00 for siblings. An additional fee of \$45.00 - \$75.00 will be charged for every child that requests to be included in the one-day island trip each session. Harbor Director may increase rates not to exceed 10% in any one year based on cost of providing the program.

VIII. COUNTY-OWNED FUEL DOCK

The County of Ventura operates a fuel dock, which sells gasoline and diesel fuel to recreational and commercial fishing vessels. Fuel shall be sold at a price approved by the Harbor Director based on selling prices to be established every time fuel supply is purchased by the fuel dock. Prices shall be calculated using a formula that will recover costs and other taxes not passed on to consumers, plus an additional mark-up for the cost of general Harbor operations. Prices shall be “marked up” by \$0.60 to \$1.00 per gallon based on actual costs.

IX. FISHERMAN’S WHARF CRANE USE FEE

The County operates a 2000-lb. Capacity crane at Fisherman’s Wharf Dock for use by commercial fishermen. The crane will be powered by tokens available at the Harbor Patrol Office. A fee of \$9.00 (1 token) for 15-minute use will be charged.

X. LEASE AGREEMENTS

No requirements or conditions of this Rate and Fee Schedule shall apply to agreements (leases, subleases and concession agreements) with a term in excess of two (2) years. Any such agreement shall specifically dictate any requirements or conditions discussed in this Rate and Fee Schedule.

INSURANCE REQUIREMENTS

SPECIAL/COMMERCIAL ACTIVITY PERMITS

Although additional insurance coverage and limits may be required, the coverages listed below shall be the general types and limits of coverage necessary to obtain a permit:

Commercial General Liability “occurrence” coverage in the amount of \$1,000,000 combined single limit (CSL) bodily injury and property damage for each occurrence, including personal injury, broad form property damage, products and completed operations, broad form blanket contractual and \$100,000 fire legal liability. (If business involves salvage operations, coverage must include ship repair, diving and salvage operations.)

Business Auto Policy including all owned autos, non-owned autos, scheduled autos and uninsured motorists. Limits of \$500,000 for each occurrence. Personal auto liability policy shall have minimum coverage in the amount of \$50,000 and must cover uninsured/underinsured motorist.

Workers’ Compensation coverage in full compliance with California statutory requirements, for all employees of permit holder and Employer’s Liability in minimum amount of \$1,000,000.

Marina Activities: **Marina Operators Protection and Indemnity** coverage in the minimum amount of \$1,000,000 CSL bodily injury and property damage for any one accident or occurrence. (Maintenance and/or use of dock, including but not limited to docking, loading and unloading of passengers.) (Yacht Clubs shall have regatta insurance in the amounts of \$1,000,000 for all on-water events.)

Marina Operators Legal Liability coverage in the minimum amount of \$1,000,000 CSL bodily injury and property damage for any one accident or occurrence. (Coverage for care, custody and control.)

Vessel Liability: **Protection and Indemnity** coverage in the minimum amount of \$1,000,000 CSL bodily injury and property damage for any one accident or occurrence (including tower’s liability if engaged in towing operations).

SMALL BOAT COMMERCIAL FISHING MARINA

Vessel Liability: **Protection and Indemnity** coverage in the minimum amount of \$100,000 CSL bodily injury and property damage for any one accident or occurrence. (Vessels remaining at the County Guest Docks for more than ten (10) days in a thirty (30) day period shall be required to provide same coverage.)

The above policy/policies must name the County of Ventura as additionally insured. An additionally insured endorsement and certificate of insurance must be provided with a thirty- (30) day cancellation notice (or ten (10) days from the carrier for non-payment).