

Presented herein is an informational supplement to the applicable Departmental Budget Hearing recommended actions for the Unified Fee Schedule (UFS).

The final UFS schedule of changes will be presented as part of the June 24, 2026, Budget Hearing for last day budget items.



**County of Santa Cruz Board of Supervisors  
Agenda Item Submittal**

**From:** County Executive Office

**Subject:** Public hearing on proposed mid-year amendments to Unified Fee Schedule for Fiscal Year 2026-27

**Meeting Date:** June 24, 2026

**Formal Title:** Hold a public hearing and adopt resolution amending the Unified Fee Schedule for Fiscal Year 2026-27

**Recommended Actions**

1. Hold a public hearing on the proposed amendments to the Unified Fee Schedule; and
2. Adopt Resolution confirming the amendments.

**Executive Summary**

The Unified Fee Schedule (UFS) provides for a single location of departmental fees and charges as authorized by State law or local authority and approved by the Board of Supervisors. The County provides for UFS updates semi-annually in June during the annual budget and in December based on departmental recommendations and as compiled by the County Executive Office (CEO). Following a public hearing on proposed changes to the UFS, the Board of Supervisors adopts a resolution confirming the amendments.

Attached are proposed revisions to the UFS as identified by certain County departments. An explanation of the proposed fee changes is included in this item as well as in the attached UFS.

**Discussion**

The Board of Supervisors may levy authorized fees or charges in amounts reasonably necessary to recover the costs of providing products or services and the cost of enforcing regulations. Additionally, certain fees are mandated by State or federal regulations.

Exhibit A fees are general fees and shall become effective on July 1, 2026.

Exhibit B fees shall become effective on August 17, 2026.

The **Agricultural Commissioner** recommends the following changes based on salaries, benefits, and associated overhead costs:

- Agricultural Services:
  - Increase the hourly rate for inspectors and support staff from \$100.00 to \$138.00 per hour during business hours. The revised hourly rate recovers the cost of providing miscellaneous services. The annual revenue from the fee adjustment is estimated to be \$12,420.00 based on 90 hours at the rate of \$138.00 per hour.
  - Increase the hourly rate for miscellaneous agricultural services provided by inspectors and support staff outside of normal business hours would also be increased to \$207.00 from \$140.00 per hour.
- Weights & Measures Services:
  - Increase the hourly rate for standby and reinspection services for provided by inspectors from \$85.00 to \$138.00 per hour. The revised rate recovers the cost for standby and reinspection services of weights and measures devices such as heavy capacity scales, cattle scales, etc., that inspectors have found to be incorrect. The annual revenue from the fee adjustment is estimated at \$1,380.00 based on 10 hours at \$138.00 per hour.
- Inspection and Certification Services:
  - Increase the hourly rate for inspections for plants and plant products to ensure they are free of pests and diseases before they are shipped (commodity pre-shipment phytosanitary inspections) from \$61.00 to \$138.00 per hour.
  - Increase the hourly rate for inspection and certification services outside of normal business hours from \$49.00 to \$69.00 per inspection call.
- Farmers' Market Certificates and Certified Producer Certificates:
  - Increase the fee per on-site inspection of certified farmers' markets from \$90.00 to \$138.00 per on-site inspection during normal business hours.
  - Increase the fee per on-site inspection of certified farmers' markets from \$150.00 to \$207.00 per inspection outside of business hours.
  - Increase the certified producer certificates from \$100.00 to \$138.00 per on-site inspection.
- Location and Various Device Fees:
  - Increase the location fee for taximeters, commercial water meters, and cordage meters from \$50.00 to \$60.00 per location.

The **Auditor-Controller-Treasurer-Tax Collector (ACTTC)** recommends adding the following fees:

- Add a a convenience fee of 1.99% for debit or credit card transactions made through the Easy Smart Fee payment platform; and
- Add an item to the UFS to specify that there is no fee for any ACH transactions made through the Easy Smart Fee payment platform (using a routing and account number).

The Tax Collector of Santa Cruz County has partnered with Easy Smart Pay to provide County taxpayers with the option to make monthly installment payments toward their annual property tax bills. Easy Smart Pay will remit property tax payments on behalf of participating taxpayers to the Department on or before the December 10 and April 10 installment due dates.

The County does not receive any portion of the convenience fee; therefore, no fiscal impact to the County is anticipated.

The **Community Development & Infrastructure (CDI) - Planning Division** requests changes to the UFS effective August 17, 2026:

- Add items erroneously omitted from the UFS but included in the fee study recommendations approved by the Board Supervisors at the December 16, 2025 meeting.
  - Increase the Tiny Homes on Wheels fee to \$605.00 from \$467.00 per renewal
  - Increase Address Assignment or Reassignment to \$58.75 from \$33.00 per quarter hour
  - Add the State Bill Pre-Screen fee in the amount of \$305.00 per application to determine eligibility for State bills SB9, SB1123, SB330 and future state legislation
  - Add a fee for Preapplication Review (Major) in the amount of \$2,420 per application
  - Add a fee for Preapplication Review (Minor) in the amount of \$1,210.00 per application
  - Add flat fees for Building Plan Check Review of Flat Fee Discretionary Application (\$320.00 for some units) and Policy Review of Flat Fee Discretionary Application (\$480.00 for some units)
  - Add Camino Guide review fee in the amount of \$250.00 to incentivize applicants to use the Camino Guide tool before submitting the application. The fee will be credited on their building application submission. This fee does not have any fiscal impact as it will be credited to the building permit application zoning fee.
  - Increase all short-term rental (STR) application fees to cover the cost of the STR monitoring hotline as required by County Ordinance No. 5497

**Table 1. CDI – Planning: Short Term Rental Fee**

<b>STR Application Fee</b>	<b>2025-26 Amount</b>	<b>2026-27 Amount</b>
Vacation Rental Application level 4	\$1,330	\$1,790
Vacation Rental level 5	\$2,665	\$3,125
Hosted Rental Application	\$136	\$775
Hosted Rental Renewal Application	\$204	\$695

The attached Exhibit A also includes the initial Consultation Compensation Fee at \$200 per tribe. This fee was previously approved during a Public Hearing held on March 24, 2026, but was not published to the site. No fees have been delayed or withheld because of this error.

The **Community Development & Infrastructure (CDI) - Sanitation Division** recommends the following fees increase by the San Francisco Bay Area Consumer of 3% and rounded to the nearest quarter dollar, effective July 1, 2026. These fee increases cover are intended to recover costs of operating and managing two recycling, solid waste, and refuse recovery facilities, including increased vendor costs.

**Table 2. CDI – Sanitation: 3% Fee Increase**

Each fee includes weighed/weighted loads, minimum charge, and other units and/or categories where noted.

<b>County Service Area 9C Recycling &amp; Solid Waste Disposal Facilities</b>	
<b>Description</b>	<b>Expected Revenue FY2026-27</b>
Contaminated/Non-compliant garbage, refuse and recycling	\$768,888
Special Handle Refuse <ul style="list-style-type: none"> <li>Uncovered/Unsecured loads: fee charged per load</li> </ul>	\$114,767
Clean, sorted woodwaste & yardwaste	\$575,040
Clean sorted concrete	\$46,411
Crushed concrete (Baserock) or rubble for sale	\$0.00
Concrete rubble for sale	\$0.00
Clean, sorted asphalt, brick baserock, ceramic tile & porcelain <ul style="list-style-type: none"> <li>Weighed loads: fees charged at Buena Vista Landfill only</li> </ul>	\$143,838
Mixed recoverable materials	\$1,105,187
Sheetrock/Gypsum board	\$27,8210
Tires & Misc. <ul style="list-style-type: none"> <li>Less than 27 inches</li> <li>27-36 inches</li> <li>36-48 inches</li> <li>49-60 inches</li> <li>Over 60 inches</li> <li>Bulk loads (over 25 tires)</li> </ul>	\$31,056
Garbage, refuse & trash <ul style="list-style-type: none"> <li>Weighed drop/roll off boxes fee charged per ton</li> <li>Drop-box reloading fee charged per occurrence</li> </ul>	\$3,651,322

<b>County Service Area 9C Recycling &amp; Solid Waste Disposal Facilities</b>	
Foodwaste	\$186
Carpet padding & clean foam rubber padding	\$12,107
Appliances <ul style="list-style-type: none"> <li>• With/Without Freon (per appliance)</li> <li>• With Ammonia: Weighed loads and minimum charge</li> <li>• Jump start fee charged per occurrence</li> </ul>	\$3,235
General Waste (per cubic yard) <ul style="list-style-type: none"> <li>• Compacted Refuse</li> <li>• Special Handle Waste</li> <li>• Woodwaste/yardwaste</li> <li>• Loose refuse</li> </ul>	\$7,602

These fee increases are estimated to increase annual fees collected by approximately \$171,897.

The **Human Resources Department** recommends increasing the Mobile Home Space Fee from \$38 to \$50. If approved, the increase would equate to approximately \$1 per month per resident and increase the fee per space per month from about \$3.17 to \$4.17.

This fee is imposed upon each mobile home space which is subject to the provisions of the rent stabilization ordinance (Santa Cruz County Code Chapter 13.32.110). The fee is intended to offset the cost of staffing the Commission and funding the legal and administrative expenses related to the hearing process and procedures established by the ordinance.

The ongoing cost to support the rent stabilization ordinance has risen as the volume of the General Rent Adjustment (GRA) and Special Rent Adjustment (SRA) proceedings has increased. Consistent with the ordinance, only 50% of the increase may be collected in the first year of implementation, and the remaining 50% collected the following year.

The estimated annual revenue from the fee increase is estimated in the amount of \$11,998 in 2027 and \$23,976 in 2028.

The **Health Services Agency (HSA) – Environmental Health Division (EHD)** recommends a 4% increase to all fees except for the Water Resources program, for which the fee increases range between 4% and 13.5%.

Increases are recommended to partially offset rising personnel costs, including cost of living adjustments and parity adjustments. The Water Resources Program increases are intended to offset personnel costs, as well as material and labor.

**Table 3. HSA – EHD: 4% Fee Increases**

Program	Expected Revenue Increase FY2026-27
Consumer Protection Program <ul style="list-style-type: none"> <li>• Excludes Microenterprise Kitchen Operation</li> </ul>	\$101,696
Hazardous Materials and Waste Program <ul style="list-style-type: none"> <li>• Excludes               <ul style="list-style-type: none"> <li>○ Hazardous Materials Business Plan (HMBP): State Surcharges for CUPA Program Oversight and Sovereign Immunity Unified Program Oversight</li> <li>○ Hazardous Materials Risk Management Protection (RMP) Plan: State Surcharge for California Accidental Release Prevention (CalARP)</li> <li>○ Hazardous Materials Underground Storage Tank (UST): State UST (per tank)</li> </ul> </li> </ul>	\$81,634
Environmental Clean Up <ul style="list-style-type: none"> <li>• Includes updates for clarity and consistency for the following fees:               <ul style="list-style-type: none"> <li>○ From “At Cost Charge” to “Runoff and Pollution Control Appeal – At Cost”</li> <li>○ From “Deposit to Initiate Appeal to Runoff and Pollution Control Appeal – Deposit to Initiate Appeal” and add unit description of “per appeal”</li> </ul> </li> </ul>	\$81,634
EHD Land Use <ul style="list-style-type: none"> <li>• <u>Land Use Section</u>: Includes updating fees and unit description for clarity and consistency:               <ul style="list-style-type: none"> <li>○ From “Major Building Plan Check” to “Major Building “Plan Review (Hourly after 2.5 hours)” per review</li> <li>○ From “Major Development Review” to Major Discretionary Plan Review (Hourly after 5 hours)”</li> <li>○ From “Minor Discretionary Plan Review” to “Minor Discretionary Plan Review (Hourly after 3 hours)”</li> <li>○ From “Minor Building Plan Check” to “Minor Building Plan Review (Hourly after 1 hour) per review</li> </ul> </li> </ul>	\$34,890

Program	Expected Revenue Increase FY2026-27
<ul style="list-style-type: none"> <li>○ From “Full Site Evaluation Review Fee” to “Full Site Evaluation Review Fee (Hourly after 5.5 hours)”</li> <li>○ From “Minor Site Evaluation Review Fee” to Minor Site Evaluation Review Fee (hourly after 3 hours)”</li> <li>● <u>New Conventional Onsite Wastewater Treatment System Permit Section</u>: Includes the descriptions for clarity and consistency: <ul style="list-style-type: none"> <li>○ From “Enhanced Treatment System – Repair” to “Enhanced Treatment System – Repair (Hourly after 9 hours)”</li> <li>○ From “Major Repair” to “Major Repair (Hourly after 5.5 hours)”</li> <li>○ From “Minor Repair” to “Minor Repair (Hourly after 3 hours)”</li> </ul> </li> <li>● <u>Conventional Upgrade to Onsite Wastewater Treatment System Section</u>: update from “Conventional Upgrade to Onsite Wastewater Treatment System” to “Conventional Upgrade to Onsite Wastewater Treatment System (Hourly after 14.5 hours)”</li> </ul>	

**EHD Water Resources Program** proposes increases between 4% and 13.51% to partially offset rising personnel, material, and labor costs.

**Table 4. EHD Water Resources Program Increases**

Program	2025-26	2026-27	% Increase
<b>Community and Non-Community Water System Services</b>			
Application for New System	\$4,605 per project	\$4,789 per project	4%
Ownership Change (Hourly after 9 Hours)	\$2,452 per project	\$2,550 per project	4%
Amended Permit (Hourly after 5 hours)	\$1,299 per project	\$1,342 per project	4%
Request for variance, exemption, waiver	\$251 per hour	\$261 per hour	4%
System Modification not Needing a	\$1,033 per event	\$1,074 per event	4%

<b>Program</b>	<b>2025-26</b>	<b>2026-27</b>	<b>% Increase</b>
Permit Amendment (Hourly after 4 hours)			
Bacterial Sample Siting Plan	\$492 per event	\$512 per event	4%
Consultation or Enforcement Action	\$251 per hour	\$261 per hour	4%
<b>Small Community Water Systems (SCWS) – Annual Fee</b>			
Purchased Water	\$1,154	\$1,197	4%
SCWS Up to 99 Connections	\$2,487	\$2,586	4%
SCWS 100-199 Connections	\$3,543	\$3,685	4%
<b>Non-community Water Systems – Annual Fee</b>			
Non-transient, Non-Community	\$2,798	\$2,910	4%
Transient, Non-Community	\$1,821	\$1,894	4%
<b>State Small Water Systems (SSWS)</b>			
SSWS Permit Application	\$1,197 per project	\$1,245 per project	4%
SSWS Amended Permit	\$316 per project	\$329 per project	4%
SSWS Up to 14 Connections	\$671 annual	\$698 annual	4%
Treatment Non-Surface LPA (Add-On)	\$903 per annual permit	\$939 per annual permit	4%
<b>Well Related</b>			
Individual Water System	\$703 per project	\$731 per project	4%
Well Geological Assessment	\$326 per project	\$339 per project	4%
Tier 1-2 Well Construction Permit (Hourly after 9 hours)	\$2,205 per project	\$2,293 per project	4%
Tier 3 Well Construction Permit (Hourly after 9 hours)	\$2,205 per project	\$2,293 per	4%

<b>Program</b>	<b>2025-26</b>	<b>2026-27</b>	<b>% Increase</b>
Tier 4 – Well Construction Permit Base (Hourly after 12 hours)	\$2,957 per project	\$3,075 per project	4%
Water Well Destruction Permit	\$1,306 per project	\$1,358 per project	4%
Well Destruction During Well Construction	\$436 per project	\$453 per project	4%
Water Well Permit Renewal	\$347 per project	\$361 per project	4%
Geothermal Heat Exchange System Installation	\$1,128 per project	\$1,173 per project	4%
Monitoring Well Permit (Non-HAZMAT)	\$491 per well	\$511 per well	4%
Monitoring Well Destruct (Non-HAZMAT)	\$685 1st well	\$712 1st well	4%
Multiple Monitoring Well Destruct, each additional well	\$136 per well	\$141 per well	4% increase
Manure Management Plan Review	\$251 per plan	\$261 per plan	4%
<b>Water Lab Fee</b>			
Water Quality Lab Services: <ul style="list-style-type: none"> <li>• Field Collection 1 or more samples</li> </ul>	\$251 per hour	\$261 per hour	4%
<b>Microbiology Tests</b>			
Total coliforms and E. Coli Presence/Absence (ELAP Certified) - 1 sample	\$27	\$30	11.11%
Total coliforms and E. Coli	\$22 Per sample	\$25 Per sample	13.66%

<b>Program</b>	<b>2025-26</b>	<b>2026-27</b>	<b>% Increase</b>
Presence/Absence (ELAP Certified) – 3 or more samples			
Total Coliforms and E. Coli – Enumeration (ELAP Certified) – 1 sample	\$44	\$48	9.09%
Total Coliforms and E. Coli – Enumeration (ELAP Certified) – 3 or more samples	\$37 per sample	\$42 per sample	13.51%
Enterococci – Enumeration (ELAP Certified) – 1 Sample	\$44	\$48	9.09%
Enterococci – Enumeration (ELAP Certified) – 3 or more Samples	\$37 per sample	\$42 per sample	13.51%
Heterotrophic Plate County, Iron – 1 sample	\$44	\$46	4%
Heterotrophic Plate County, Iron – 3 or more samples	\$37 per sample	\$38 per Sample	4%
<b>Geochemical Parameters</b>			
pH, Conductivity	\$17		

Fee updates for fees excepted from the 4% increase include:

- Additions that are corrections to the UFS, which currently does not list these fees, and are not new fees:
  - Medical wastes – Small Quantity
  - Generators: \$157
  - “Tank Destruction Fee” at \$716 per tank.
- Update the description for the “Large Quantity Generator (LQG) Permit Application Review Fee (Hourly after 4 hours)” to “Permit Application Review (Hourly after 1 hour).”

- Update unit descriptions for State Surcharges under HMBP and UST sections for clarity and consistency.
- Deleting the following fees because they are obsolete:
  - Land Use:
    - Evaluation of Previous Repair
    - Preliminary Site Check for Enhanced Treatment System
  - On-Site Sewage Disposal:
    - “Lot Evaluation for Sewage Disposal/Minor Land Division” since it has been incorporated into and covered under the Full Site Evaluation Service
    - “5+ Lots in the Same Subdivision” since it has been incorporated into and covered under the Full Site Evaluation service
  - Well-Related:
    - Well Construction Permit Additional Time (tier 1-4)
    - Geothermal Heat Exchange System Installation Additional Time

### **Financial Impact**

Information on the financial and budgetary impacts of this item. Must include GL key and object.

### **Strategic Initiatives**

Operational Plan - Operational Excellence

### **Submitted By:**

Nicole D. Coburn, County Executive Officer

### **Recommended By:**

Nicole D. Coburn, County Executive Officer

### **Artificial Intelligence Acknowledgment:**

Artificial Intelligence (AI) did not significantly contribute to the development of this agenda item.