

RESOLUTION NO. RES-2026-038

RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA ASSIGNING EXISTING SERVICE FEES TO DIRECTOR CONDITIONAL USE PERMIT APPLICATIONS

WHEREAS, Government Code Section 66014 provides that when a local agency charges fees for filing and processing applications for building and planning services or under any other authority, those fees may not exceed the estimated reasonable cost of providing the service for which the fee is charged, and such fees may include the costs reasonably necessary to prepare and revise the plans and policies that a local agency is required to adopt before it can make any necessary findings and determinations; and

WHEREAS, the Planning and Economic Development Department commissioned MGT Consulting to prepare the Development Related Cost of Service Study date February 13, 2024 (“Cost Study”), which includes the data indicating the amount of cost, or estimated cost, required to provide the service for which each fee is levied; and

WHEREAS, the Cost Study provided adequate evidence to conclude that the service fees charged at that time for the City's services did not adequately recoup the City's costs of providing certain services and thus, a significant amount of these costs were paid out of the City's general fund and, therefore, borne by the general public; and

WHEREAS, on March 5, 2024, the City Council adopted Resolution No. RES-2024-033, adopting the new development related permit fees; and

WHEREAS, on July 1, 2024, the new development permit fee schedule went into effect; and

WHEREAS, on April 7, 2026, the City Council held a first reading to adopt an ordinance amending Municipal Code Section 20-52.050, adding a Director Conditional Use Permit process, which had previously not existed; and

WHEREAS, the existing Director Level Design Review (with referral) application fees will be applied to Director Conditional Use Permit applications, which is reviewed through a comparable process, as published in the City’s Fee Schedule (last updated January 5, 2026 and as amended from time to time) under “Planning Application Fees.”

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Santa Rosa assigns the existing Director Level Design Review (with referral) fee, as set forth in the City’s Fee Schedule, to Director Conditional Use Permit applications as outlined herein.

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BE IT FURTHER RESOLVED that this resolution shall be effective 60 days following the adoption of Ordinance No. ORD-2026-006.

IN COUNCIL DULY PASSED this 7th day of April, 2026.

AYES: (5) Vice Mayor Okrepkie, Council Members Bañuelos, Fleming, MacDonald, Rogers

NOES: (0)

ABSENT: (2) Mayor Stapp, Council Member Alvarez

ABSTAIN: (0)

RECUSE: (0)

ATTEST: \_\_\_\_\_ APPROVED: \_\_\_\_\_  
City Clerk Mayor

APPROVED AS TO FORM: \_\_\_\_\_  
City Attorney