

# City of Newport Beach Planning Division Fee Schedule

Effective 07/01/2025 per Council Resolution 2025-17

	A Application / Activity	B Review Authority	C Fee	D Deposit	E Hourly Rate
1					
3	Amendment - General Plan <sup>4</sup>	City Council	-	\$7,500	\$289
4	Local Coastal Program <sup>1, 4</sup>	Coastal Commission		\$3,300	\$289
5	Planned Community <sup>4</sup>	City Council	-	\$7,500	\$289
6	Zoning Code <sup>4</sup>	City Council		\$7,500	\$289
7	Appeals to: City Council <sup>4</sup>	City Council	\$2,116	-	-
8	Planning Commission <sup>4</sup>	Planning Commission	\$2,116	-	-
9	Coastal Development Permit Appeals from Zoning Administrator to Planning Commission	Planning Commission	WAIVED		
10	Approval In Concept Permit	Administrative	\$1,074	-	-
11	Certificate of Compliance \$402 + \$12 County	Administrative	\$414	-	-
12	Coastal Development Permit (Stand-Alone) <sup>2, 4</sup>	Zoning Administrator	\$2,703		
13	Coastal Development Permit / Parcel Map Bundle <sup>2, 4</sup>	Zoning Administrator	\$3,792		
14	Coastal Development Permit (In Conjunction With Other Application) <sup>2, 4</sup>	Zoning Administrator	\$1,031		
15	Coastal Development Permit Waiver / Initial Review	Administrative	\$1,371	-	-
16	Compliance Letters / Minor Records Research	Administrative	\$439	-	-
17	Comprehensive / Heritage / Innovative Sign Program <sup>4</sup>	Zoning Administrator	\$2,498	-	-
18	Condominium Conversion Permit <sup>4</sup>	Zoning Administrator	\$1,640	-	-
19	Development Agreement <sup>4</sup>	City Council	-	\$10,000	\$289
20	Development Agreement Annual Review <sup>4</sup>	Zoning Administrator	\$1,662	-	-
21	Director/Staff Approval	Administrative	\$1,182	-	-
22	Environmental Review/CEQA <sup>3</sup>	-	Footnote 3	-	-
23	Extensions of Time (except Abatement Period)	Administrative	\$219	-	-
24	Limited Term Permit - Less than 90 days	Zoning Administrator	\$770	-	-
25	More than 90 days <sup>4</sup>	Zoning Administrator	\$2,593	-	-
26	Seasonal	Zoning Administrator	\$413	-	-
27	Lot Line Adjustment <sup>4</sup>	Zoning Administrator	\$2,593	-	-
28	Lot Merger <sup>4</sup>	Zoning Administrator	\$2,593	-	-
29	Modification Permit <sup>4</sup>	Zoning Administrator	\$3,605	-	-
30	Nonconforming Abatement Period Extension <sup>4</sup>	Hearing Officer	\$880	-	-
31	Operators License - Application	Police Department	\$1,065	-	-
32	Appeal	City Manager	\$1,065	-	-
33	Planned Community Development Plan <sup>4</sup>	City Council	-	\$10,000	\$289
34	Planned Development Permit <sup>4</sup>	Planning Commission	\$7,419	-	-
35	Preliminary Application for Residential Development	Administrative	\$1,587		
36	Public Noticing Costs	N/A	\$573		
37	Reasonable Accommodation	Hearing Officer	-	-	-
38	Site Development Review - Major <sup>4</sup>	Planning Commission	\$6,521	-	-
39	Minor <sup>4</sup>	Zoning Administrator	\$3,783	-	-
40	Subdivision Parcel Map <sup>4</sup>	Zoning Administrator	\$2,534	-	-
41	Subdivision Tentative / Vesting Tract Map <sup>4</sup>	Planning Commission	\$6,521	-	-
42	Temporary Banner Permit \$60.00 + \$2.00 Record Mgmt. Fee	Administrative	\$62.00	-	-
43	Transfer of Development Rights <sup>4</sup>	City Council	\$5,360	-	-
44	Use Permit - Conditional <sup>4</sup>	Planning Commission	\$6,510	-	-
45	Minor <sup>4</sup>	Zoning Administrator	\$3,640	-	-
46	Variance <sup>4</sup>	Planning Commission	\$5,971	-	-
47	Zoning Plan Check	Administrative	-	-	\$229
48	<b>Park Dedication <sup>5</sup></b>	<b>Resolution No. 2024-75</b>	<b>\$48,987</b>	<b>Per New Res. Unit</b>	<b>-</b>

49 1. Additional deposit may be required for Coastal Commission review.  
50 2. If Coastal Development Permit is stand-alone, the cost is a flat fee of \$2,703. If CDP is processed in conjunction with one or more applications, the cost is a flat fee of  
51 3. Consultant contract cost plus 10%  
52 4. Permit requires an additional \$573 public noticing cost per project  
53 5. Per Resolution 2024-75, fee increased to \$59,575 on 10/08/25. All applicable applications will be assessed at the time the application is deemed complete.

**RESOLUTION NO. 2025- 17**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWPORT BEACH, CALIFORNIA, REVISING AND ADOPTING FEES WITHIN THE SCHEDULE OF RENTS, FINES AND FEES**

**WHEREAS**, Section 3.36.010 (Findings) of the Newport Beach Municipal Code (“NBMC”) provides that services and programs that primarily benefit a person requesting the service are traditionally funded in whole, or in part, from fees charged to the person requesting the service;

**WHEREAS**, Subsection (C) of Section 3.36.010 (Findings) of the NBMC provides that to ensure fees charged for services are an accurate reflection of costs, the City should conduct a fee study at least once every five years;

**WHEREAS**, Subsection (A) of Section 3.36.030 (Cost Recovery Percentages) of the NBMC provides that the cost recovery percentage appropriate for each user service shall be one hundred percent (100%), unless the amount is modified by Exhibit A to Section 3.36.030 (Cost Recovery Percentages) of the NBMC;

**WHEREAS**, Subsection (B) of Section 3.36.030 (Cost Recovery Percentages) of the NBMC provides that the City Council shall establish, by resolution, the actual fee or charge for each user service based upon the actual cost of providing the user service;

**WHEREAS**, Subsection (C) of Section 3.36.030 (Cost Recovery Percentages) of the NBMC provides that the City Council may, by resolution, modify the amount of fee or charge upon a determination that there has been an increase or decrease in one or more cost factors relevant to the calculation of the actual cost of providing the service;

**WHEREAS**, in 2022, the City retained Clearsource Financial Consulting (“Consultant”) to prepare the cost allocation plan and cost-of-services studies for the City on a rotating basis by department;

**WHEREAS**, for the 2024 to 2025 fiscal year (FY 2024-25), the consultant prepared cost-of-service studies for the City’s Library and Recreation and Senior Services Departments as well as for certain other City departments upon their request (“Cost Studies”);

**WHEREAS**, statutory fees are mandated or capped by another authority, such as the state;

**WHEREAS**, changes in the Consumer Price Index (“CPI”) are from the current period of February of the prior year to February of the current year;

**WHEREAS**, full cost recovery of increased short-term lodging permit fees for initial applications and renewals, as established by Resolution No. 2024-29, will be fully phased in with full cost recovery effective FY 2025-26; and

**WHEREAS**, the City Council desires to adopt a modified Schedule of Rents, Fines and Fees (“SRFF”) that reflects: (i) revised rental rates, fines, and fees (collectively “charges”) in accordance with the Cost Studies to reflect changes in the costs-of-service; (ii) new charges applicable to the library lecture hall and other miscellaneous new charges; and, (iii) adjustments for changes in CPI.

**NOW, THEREFORE**, the City Council of the City of Newport Beach resolves as follows:

**Section 1:** The City Council does hereby adopt the modified SRFF, including all “FY25/26 Fee” amounts, as set forth in Exhibit 1, which is attached hereto and incorporated herein by reference.

**Section 2:** The charges listed in the modified SRFF shall remain at the “FY24/25 Fee” amounts through June 30, 2024, shall be set at the “FY 25/26 Fee” amounts effective July 1, 2025, and thereafter shall be adjusted for CPI in accordance with this resolution.

**Section 3:** All new rents, fines, and fees set forth in the SRFF shall have an implementation date of July 1, 2025, and thereafter shall be adjusted for CPI in accordance with this resolution.

**Section 4:** Direct pass through, actual, and statutory fees in the SRFF may be updated by the Finance Director as necessary to ensure recovery of all cost, without further action by the City Council.

**Section 5:** The City Council hereby reaffirms all CPI adjustments to the SRFF that have been implemented prior to the adoption of this resolution.

**Section 6:** All charges within the SRFF that are subject to CPI adjustment shall be automatically adjusted to reflect the percentage change from February of the prior year to February of the current year, as it may be prorated from the approval date of charge, in the cost of doing business measured by the CPI. CPI shall mean the Los Angeles-Long Beach-Anaheim, CA Area, All Urban Consumers, All Items, Base Period (1982-84=100), or successor index, as published by the United States Department of Labor, Bureau of Labor Statistics. The automatic CPI adjustments to charges shall occur annually for three consecutive years, following the date the charges take effect. After the third consecutive annual CPI adjustment, automatic CPI adjustments shall cease until the charge is updated and adopted, upon which automatic CPI adjustments will resume the following year. For charges listed in the SRFF that are not adjusted by a separate resolution, automatic CPI adjustments shall occur on July 1 of the year following their adoption date and thereafter occur annually indefinitely. This adjustment shall not apply to any fee that is subject to Proposition 218 (California Constitution Articles XIIC and XIID and California Government Code Section 53750).

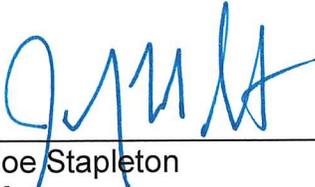
**Section 7:** The recitals provided in this resolution are true and correct and are incorporated into the operative part of this resolution.

**Section 8:** If any section, subsection, sentence, clause or phrase of this resolution is, for any reason, held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the remaining portions of this resolution. The City Council hereby declares that it would have passed this resolution, and each section, subsection, sentence, clause or phrase hereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

**Section 9:** The City Council finds the adoption of this resolution is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

**Section 10:** This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting the resolution.

**ADOPTED** this 29th day of April, 2025.



Joe Stapleton  
Mayor

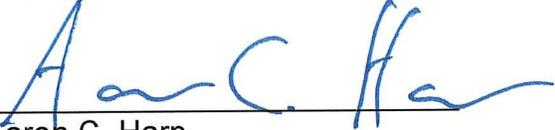
**ATTEST:**



Leilani I. Brown  
City Clerk



**APPROVED AS TO FORM:**  
CITY ATTORNEY'S OFFICE



Aaron C. Harp  
City Attorney

Attachment(s):      Exhibit 1 – 2025 Update to SRFF

STATE OF CALIFORNIA                    }  
COUNTY OF ORANGE                    }  
CITY OF NEWPORT BEACH                }            ss.

I, Leilani I. Brown, City Clerk of the City of Newport Beach, California, do hereby certify that the whole number of members of the City Council is seven; the foregoing resolution, being Resolution No. 2025-17 was duly introduced before and adopted by the City Council of said City at a regular meeting of said Council held on the 29<sup>th</sup> day of April, 2025; and the same was so passed and adopted by the following vote, to wit:

AYES: Mayor Joe Stapleton, Mayor Pro Tem Lauren Kleiman, Councilmember Michelle Barto, Councilmember Noah Blom, Councilmember Robyn Grant, Councilmember Sara J. Weber, Councilmember Erik Weigand

NAYS: None

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the official seal of said City this 30<sup>th</sup> day of April, 2025.



\_\_\_\_\_  
Leilani I. Brown  
City Clerk  
Newport Beach, California

