



AGENDA

SOLVANG CITY COUNCIL MONDAY APRIL 28, 2025 6:30 PM REGULAR MEETING

City Council:

David Brown,	Mayor
Mark Infanti	District 1
Claudia Orona	Mayor pro tem, District 2
Louise Smith	District 3
Elizabeth Orona	District 4

1644 Oak Street, Solvang, Ca 93463
Virtual & in Council Chamber

AGENDA AND SUPPORTING MATERIALS – Available for viewing 8:00a.m.-5:00p.m. at City Hall, 1644 Oak Street, Solvang, and on the City’s website <https://www.cityofsolvang.com/agendacenter>. Additional writings distributed to a majority of the City Council after the posting of the agenda will be made available at City Hall and on the City’s website.

AGENDA POSTING NOTIFICATION - Subscribe to receive email or text message notifications when agendas are posted online through “Notify Me” at: <https://www.cityofsolvang.com/List.aspx>

PUBLIC COMMENT - The public is encouraged to address the City Council in-person, virtually, or in-writing on agenda and non-agenda items. If provided in writing, comments must be submitted to the City Clerk at cityclerk@cityofsolvang.com by 5:00 p.m. on the Friday before the meeting to be considered. Your comment will be recorded and distributed appropriately. Comments on agenda items will be heard at the time each item is considered, including non-agenda items. In-person speakers will be invited to make public comments first. Virtual speakers will follow.

CAMPAIGN CONTRIBUTION DISCLOSURE - Pursuant to Government Code Section 84308, any party to a City proceeding must disclose on the record any campaign contributions made to a member of the City Council [or commission] in excess of \$250 in the past 12 months. This disclosure requirement includes contributions by the party’s agent and aggregated contributions from persons or entities related to the party. Please make the disclosure as soon as possible, but not later than the beginning of the proceeding.

AMERICANS WITH DISABILITIES ACT - If, as a participant of this meeting, you need special assistance the City will attempt to accommodate you in every reasonable manner. Please contact the City Clerk at either (805) 688-5575 x206 or cityclerk@cityofsolvang.com. 72- hours’ notice is requested.

LET YOUR VOICE BE HEARD! Do you have about one minute a month to help make Solvang better? The City of Solvang is working with FlashVote to engage the community and gather valuable input from residents to inform our decisions. We encourage residents to sign up at www.flashvote.com/Solvang or call 775-235-2240 to participate by phone or text only.

PARTICIPATING IN THE MEETING -City Council meetings will be in person and conducted by video/teleconferencing through Zoom. The meeting will also be broadcast live on Channel 23 and streamed on the City’s website, Vimeo, and YouTube <https://www.youtube.com/@CityofSolvang1/>

- To join by Zoom, visit <https://zoom.us/j/3066529195>. If you wish to speak, please use the “raised hand” symbol.
- To join by phone, call **(888) 788-0099** and enter Meeting ID: **306 652 9195#**. The phone line will be open 30 minutes before the meeting.

6:30 PM REGULAR MEETING

CALL TO ORDER
ROLL CALL
PLEDGE OF ALLEGIANCE

1. PROCLAMATIONS, COMMENDATIONS AND CEREMONIAL ITEMS	
a. Santa Barbara County Sheriff Lt. Mark Valencia Retirement Proclamation	4
b. Child Abuse Awareness and Sexual Assault Awareness Proclamation	5
c. Water Services Proclamation	6
2. PRESENTATIONS	
a. Quarterly Marketing efforts presentation	7
3. PUBLIC COMMUNICATIONS – NON- AGENDA AND CONSENT ITEMS	
<i>This section is intended to provide members of the public with the opportunity to address the Council on items not on the Agenda and on Consent. This section is limited to 30 minutes. Each speaker will be afforded three minutes and may speak only once. State law does not allow the Council to discuss or act on issues not on the agenda except to briefly respond or ask Staff to follow up on such items.</i>	
4. CITY MANAGER REPORT AND ADVANCE CALENDAR	
Informational Report	65
5. GC SECTION 53232.3(d) (aka AB 1234) and GC SECTION 84308 (aka SB 1439), REPORT OUT, EX-PARTE COMMUNICATIONS, COUNCIL COMMENTS, REQUESTS	
<i>Reports of meetings attended, contributions made or received, communications, and Comments and requests from City Council Members.</i>	
6. CONSENT ITEMS	
<i>Consent is designed for routine; administrative city matters and is approved by roll call vote with one motion. These items are discussed only at the request of council members. Members of the public were afforded an opportunity to speak on Consent items during the Public Communications portion of this agenda.</i>	
a. Approve Order of Agenda as Presented.	
b. Approve City Council Minutes: April 14, 2025	66
c. Receive and file Quarterly Financial Report	70
d. Receive and file Quarterly Public Records Requests Report	98
e. Approve the Ninth Amendment to the Agreement with Meridian Consultants LLC for additional CEQA and NEPA compliance tasks for the WWTP Water Quality Project for an additional \$19,820 for a total Contract Amount not to Exceed \$290,213 for the existing term December 31, 2025, and authorize the Mayor to execute on behalf of the City.	108
f. Receive and file Solvang Council Goals 2024/26 Third Quarter Update	113
g. Receive and file SYVT Quarterly Memo FY 2025 Q3.	117
7. PUBLIC HEARINGS	
a. Public Hearing to Consider Adoption of Resolution No. 25-1282 Updating and Establishing User and Regulatory Fees for various City services.	124
8. DISCUSSION ITEMS:	
a. Approve the First Amendment to the Agreement with Carollo Engineers Inc for additional Electrical, Instrumentation, and Control Scope and Reduction in Solar System Scope Services for the WWTP Water Quality Project for an additional \$102,680 for a total Contract Amount not to Exceed \$1,699,680, for the existing term to June 30, 2026, and authorize the Mayor to execute on behalf of the City.	290

- b.** Discussion and possible action to receive and file grant funding applications. 299
- c.** Discussion and possible action regarding Solvang Mesa Storm Drain Modification. 327
- d.** Discussion and direction to Staff regarding modifications to Title 11, Zoning Ordinance Section 11-10-A, Design District Overlay and Chapter 13, Sign Ordinance 332

9. COUNCIL CLOSING COMMENTS

10. ADJOURNMENT

AFFIDAVIT OF POSTING

I, Annamarie Porter, City Clerk for the City of Solvang, California, DO HEREBY CERTIFY under penalty of perjury under the laws of the State of California, that the foregoing revised notice was posted at the City of Solvang City Hall bulletin board at 1644 Oak Street, Solvang, CA and on the City of Solvang website not less than 72 hours prior to the meeting, per Government Code 54954.2.

Dated this 24th day of April 2025.

CITY OF SOLVANG

PROCLAMATION IN APPRECIATION OF LT MARK VALENCIA

WHEREAS, Lieutenant Mark Valencia was hired by the Santa Barbara County Sheriff's Office (SBSO) as a Patrol Deputy on July 3, 1995; and

WHEREAS, Lt. Valencia has served Santa Barbara County with distinction for nearly 30 years; and

WHEREAS, Lt. Valencia has garnered numerous recognitions throughout his career, including a 2020 Lifesaver Award (for CPR performed on an overdose patient), a 2019 SBSO Deputy of the Quarter, and multiple letters of appreciation between 2007-2014 for his work in SBSO Special Investigations Bureau; and

WHEREAS, Lt. Valencia was assigned to the City of Solvang as Chief of Police Services on September 18, 2022; and

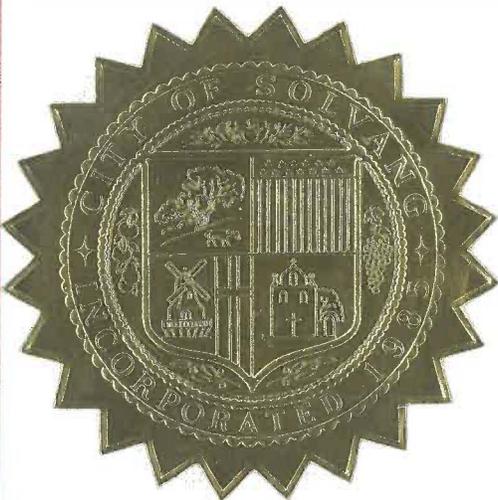
WHEREAS, Solvang residents have been served well with him in this role; and

WHEREAS, Lieutenant Mark Valencia has decided to retire, effective March 31, 2025.

NOW, THEREFORE BE IT RESOLVED, that I, Mayor David Brown, along with the City Council of the City of Solvang, California do hereby Proclaim **April 2025 as "Lt. Mark Valencia Appreciation Month"** and in doing so we encourage all Solvang residents to wish him 'Happy Trails' in his well-deserved retirement.

IN WITNESS THEREOF, I have hereunto set my hand and have caused the Official Seal of the City of Solvang, California, to be affixed this 14th day of April, 2025.

David Brown, Mayor



CITY OF SOLVANG

CHILD ABUSE AND SEXUAL ASSAULT AWARENESS & PREVENTION MONTH

WHEREAS, child abuse and sexual assault are serious community issues that require collective action to prevent and address; and individuals of all racial, cultural, and economic backgrounds can fall victim to sexual violence, which has a profound and lasting impact on survivors and the entire community; and

WHEREAS, statistics highlight the urgency of prevention, as one in six boys and one in four girls will experience sexual assault before the age of 18, emphasizing the need for education, awareness, and intervention; and

WHEREAS, in North County, Child Welfare Services received 4,180 cases for investigation, with 1,272 of those in the Lompoc area, underscoring the prevalence of child abuse and the need for continued efforts to protect children and support survivors; and

WHEREAS, emotional and physical scars resulting from sexual violence and abuse can have lifelong effects, making it essential for communities to come together to educate, support, and advocate for survivors while challenging harmful attitudes and behaviors; and

WHEREAS, effective prevention programs succeed through strong partnerships among social service agencies, schools, youth organizations, faith communities, civic groups, law enforcement, businesses, and residents, demonstrating that prevention is possible when everyone is involved; and

WHEREAS, increasing education, awareness, and community engagement plays a vital role in preventing child abuse and sexual violence while recognizing the resilience of survivors and the dedication of those working to support them;

NOW, THEREFORE BE IT RESOLVED, that I, Mayor David Brown, along with the City Council of the City of Solvang, California do hereby Proclaim **April 2025 as CHILD ABUSE AWARENESS & PREVENTION MONTH** and in doing so, I call upon all citizens, community agencies, faith organizations, medical professionals, and businesses to deepen their commitment to preventing child abuse, dispelling myths about sexual violence, and strengthening the safety and well-being of our community.

IN WITNESS THEREOF, I have hereunto set my hand and have caused the Official Seal of the City of Solvang, California, to be affixed this 28th day of April, 2025.



David Brown, Mayor

CITY OF SOLVANG

DRINKING WATER WEEK MAY 5-11, 2025 PROCLAMATION

WHEREAS, water is our most valuable natural resource and drinking water serves a vital role in daily life, serving an essential purpose to health, hydration and hygiene needs for the quality of life our citizens enjoy; and

WHEREAS, tap water delivers public health protection, fire protection, support for our economy and the quality of life we enjoy; and

WHEREAS, the hard work performed by the entire water sector, designing capital projects, operators ensuring the safety and quality of drinking water or a member of a pipe crew maintaining the infrastructure that communities rely on to transport high quality drinking water from its source to consumers' taps; and

WHEREAS, we are all stewards of the water infrastructure upon which current and future generations depend; and the citizens of our city are called upon to help protect our source waters from pollution, practice water conservation and get involved with their water by familiarizing themselves with it.

NOW, THEREFORE BE IT RESOLVED, that I, Mayor David Brown, along with the City Council of the City of Solvang, California do hereby Proclaim **May 4-10, 2025 as Drinking Water Week** and in doing so, recognize and thank all water professionals that work for the City of Solvang.

IN WITNESS THEREOF, I have hereunto set my hand and have caused the Official Seal of the City of Solvang, California, to be affixed this 28th day of April, 2025.

David Brown, Mayor



City of Solvang

Quarterly Report

April 2025



Prepared for **City of Solvang**
By **TJA Advertising**

TJAAdvertising.com



Visit California Sponsored Eblast Blocks

- Secured two insertions and received the second one at no charge (+\$3,000 bonus).
- These blocks generated over 150,000 impressions and over 400 link clicks.



Solvang Brick & Builds!

Join us in Solvang, CA, April 5-6, 2025, for a weekend of epic brick-building, pro competitions & creative fun including FREE events and ticketed exhibition.

Get tickets now!

visit California
Sponsored Newsletter

Solvang
 March, Send #4
 Launched 3/13/2025

Delivered: 203,794
 Total Opens: 112,093 - Unique Opens: 78,612
 Total Open Rate: 55% - Unique Open Rate: 39%

Total Clicks: 6,244 - Unique Clicks: 3,903
 CTOR: 4.96%

URL - Performance	Clicks
https://solvangusa.com/solvang-brick-builds-2025/	267

• CTOR - based on Unique Clicks over Unique Opens



Visit California Central Coast California Guide CCTC co-op

- Visit California Road Trips
- Special link to Visit California Road Trips website, number 1 tourism website for those interested in travel in California
- Total Distribution of one million copies
- 600,000 copies polly-bag with Travel & Leisure, Food and Wine and Real Simple Magazine subscribers
- Remaining copies are distributed to those who express interest in a destination



SOLVANG

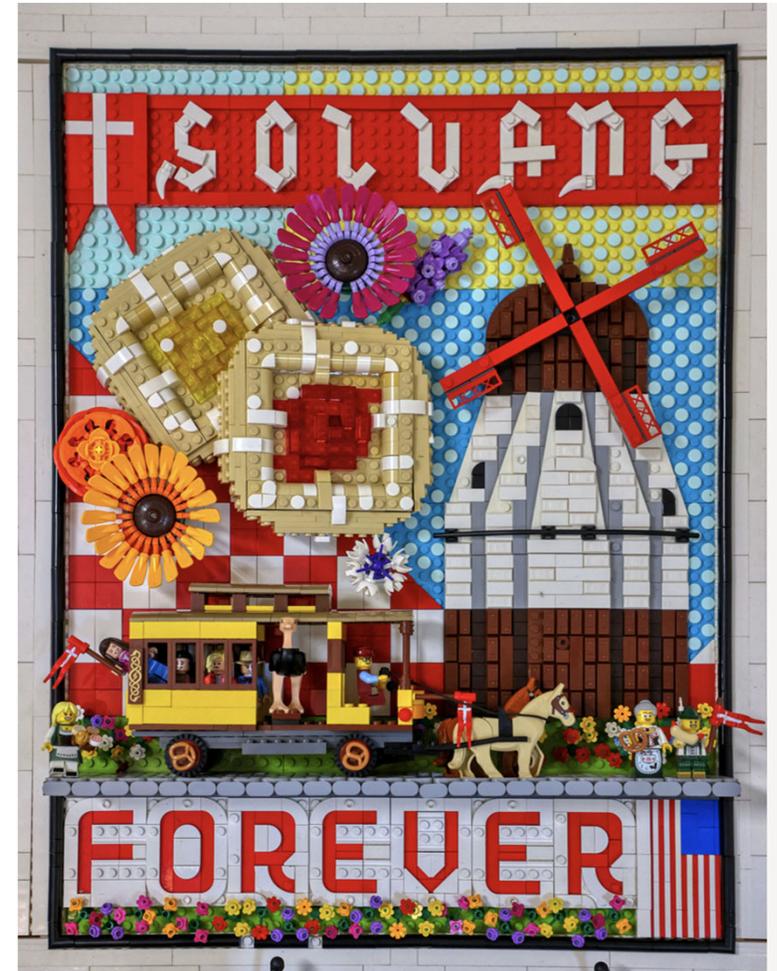
Step into a fairytale in Solvang, where Danish charm meets California sunshine. Wander past windmills, savor warm aebleskivers, and explore boutique shops and world-class wineries. With its European-inspired architecture and welcoming spirit, this storybook village is the perfect escape. Your adventure begins here!

solvangusa.com



Photo Shoot of Brick and Builds Event

- Drone, stills and video of all activities
- Sharing out to PR and Social Media partners
- Over 130 assets will be helpful for next year's Advertising, PR and Social Media







Website Design Projects Highlights

Visitor views listed for January - March 2025.

- Restaurant Weeks promotions including a new landing page, event and homepage feature (1,366 Views)
- “Space Missions and Solvang” blog post for Vandenburg launch awareness (251 Views)
- Bi-Weekly event calendar updates gathered from around the web (17,974 Views)
- New Category and Archive pages for Blog (211 Views)
- New page/event for Brick and Builds 2025 (4,516 Views)
- Dambo Troll promotions and updates (7,308 Views)
- “Fairytale” campaign support, including a blog and homepage web banners (331 Views)
- "What's New" in Solvang blog post (332 Views)
- New SYV Specials Banner with Pop Up
- Vote for Solvang banners
- Interactive Brick and Builds Map and PDF



Website Sessions

Sessions = 217,634 | Y/Y = +7%

Page Views = 364,536 | Y/Y = -3%

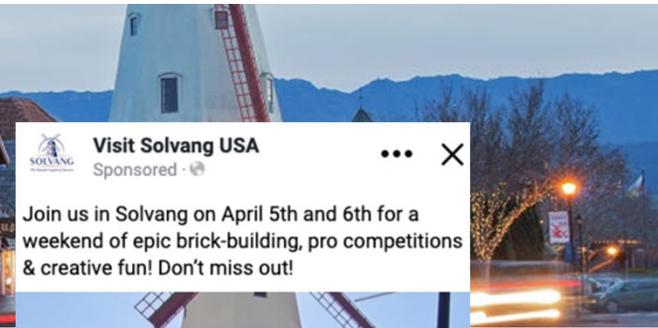
Lodging Specials Page Views = 41,299 |

Y/Y = +53%

Lodging Referrals = 21,846 | Y/Y = +153%

Lodging Referrals

21,846 (lodging referrals) x 30% (look to book ratio) = 6,554 (reservations) x 2 nights (average length of stay) = 13,108 room nights x \$225 average ADR = \$2,949,300 (possible reservations made from website lodging referrals). 12% TOT generated = \$353,916



TJA's Digital Marketing Efforts

Paid Meta Ads

- Custom meta ads are created and launched monthly
- Targeting is based on key demographics identified through Placer AI and additional audience insights, including income levels and interests.
- Each ad averages over 12,500 clicks, all directed to the lodging specials page.
- This quarter's top-performing ad promoted the Bricks and Builds event, achieving an impressive average CPC of just \$0.12.

Visit Solvang USA
Sponsored · 🌐

Join us in Solvang on April 5th and 6th for a weekend of epic brick-building, pro competitions & creative fun! Don't miss out!



solvangusa.com
🧱 **Brick Fun in Solvang!**

[Book now](#)



Exciting New Adventures Await in Solvang!

Solvang continues to enchant visitors with its storybook charm, and 2025 is bringing even more reasons to explore! From exciting new events and hotel transformations to fresh dining experiences and unique attractions, there's always something happening in the Danish Capital of America. Whether you're planning a getaway or looking for a reason to return, here's a look at what's new and noteworthy in Solvang.

TJA's Digital Marketing Efforts

- Monthly e-blasts and blog posts are created and published to keep content fresh and relevant.
- E-blasts are sent to a subscriber list of 66,561 engaged users.
- Our average open rate is 48%—well above the industry standard of 20%.
- The top-performing e-blast in March reached a 52% open rate and highlighted “What’s New” content.



Image courtesy of SolvangUSA.com, Randy De La Peña

The Thomas Dambo Troll is here!

Lulu Hyggelig: California's First Permanent Thomas Dambo Troll

The California Nature Art Museum is pleased to present Thomas Dambo's first permanent troll in California.

Thomas Dambo is an internationally renowned Danish artist and recycling activist who is celebrated for his imaginative and colossal sculptures made from recycled materials.

Specializing in creating enchanting wooden trolls, Thomas Dambo breathes new life into discarded resources, showcasing the boundless potential hidden within our world's trash cans.



Crowdriff

- Localhood Stories are created and embedded across our website and may also be featured on the Visit California website and Google Discover.
- This quarter's top-performing story was a journey through the bakeries of Solvang.
- Over 500 pieces of user-generated content have been secured and are accessible for ongoing use.
- UGC is also repurposed as Pins on Pinterest to expand reach.
- Full performance reporting is available via a live dashboard and monthly written reports.





Thank You!

SOCIAL MEDIA REPORT

January-March 2025



SOLVANG

The Danish Capital of America



PREPARED BY ISLETT AGENCY

Jan-Mar 2025

OVERVIEW

<i>03-05</i>	<i>Key Takeaways</i>
<i>06-08</i>	<i>Quarterly Data</i>
<i>09-14</i>	<i>Top Performing Content</i>
<i>15-16</i>	<i>Community Engagement</i>
<i>17-18</i>	<i>Quarterly Projects</i>
<i>19-20</i>	<i>Instagram Market Analysis</i>

Jan-Mar 2025

KEY TAKEAWAYS

KEY TAKEAWAYS

Jan-Mar 2025

JANUARY WINS

- - Utilized new IG native text feature for optimal reach.
 - New follower boost from Corgi collab post.
 - High performing UGC and seasonal content.

FEBRUARY WINS

- - Content interactions and reach increased significantly.
 - High performing UGC content.
 - Facebook engagement increased from Lulu post.

MARCH WINS

- - Successful USA Today Campaign.
 - Utilized IG native text feature for optimal reach.
 - Strong engagement response from high performing video content.

KEY TAKEAWAYS

Jan-Mar 2025

OPPORTUNITIES

- - Continued partnerships with influencers.
 - Increase in islett created videos.
 - Utilizing UGC.
 - New 2025 content.

Jan-Mar 2025

QUARTERLY DATA

3 MONTH CHECK-IN

Jan-Mar 2025

PLATFORM	TOTAL FOLLOWERS	NET GROWTH	ORGANIC ENGAGEMENTS	ORGANIC IMPRESSIONS
INSTAGRAM	77,794	+6,025	63,244	1,212,830
FACEBOOK	6,754	+595	71,770	1,461,793
TIKTOK	4,601	+164	1,881	62,656

QUARTERLY CHECK-IN

Jan-Mar 2025

PLATFORM	FOLLOWER NET GROWTH Jan-Mar 2025	FOLLOWER NET GROWTH Jan-Mar 2024	TOTAL # OF POSTS JAN-MAR 2025	TOTAL # OF POSTS JAN-MAR 2024	ACCOUNTS REACHED JAN-MAR 2025	ACCOUNTS REACHED JAN-MAR 2024	ORGANIC PROFILE VIEWS Jan-Mar 2025	ORGANIC PROFILE VIEWS Jan-Mar 2024
INSTAGRAM	6,025	4,141	37	44	382,605	219,367	22,711	18,832
FACEBOOK	595	1,046	35	42	703,370	805,174	8,377	11,287
TIKTOK	164	193	14	5	43,749	35,232	777	516
TOTAL	6,784	5,380	86	90	1,129,724	1,059,773	31,865	30,635

Jan-Mar 2025

TOP PERFORMING CONTENT

TOP PERFORMING CONTENT - INSTAGRAM

Jan-Mar 2025

IMPRESSIONS + LIKES



Posted : February 2, 2025 9:37 AM

Main Takeaway

Lulu Launch - optimized with collab feature.
165k views, 12k likes, 181 comments, 2.5k shares, 604 saves

TOP PERFORMING CONTENT - INSTAGRAM REELS

Jan-Mar 2025

PLAYS, SAVES + LIKES



Posted : February 10, 2025 5:32 PM

Main Takeaway

High performing style of UGC.

91k views, 7.2k likes, 23 comments, 2.9k shares, 1.9k saves

TOP LIKED POSTS-INSTAGRAM

Jan-Mar 2025



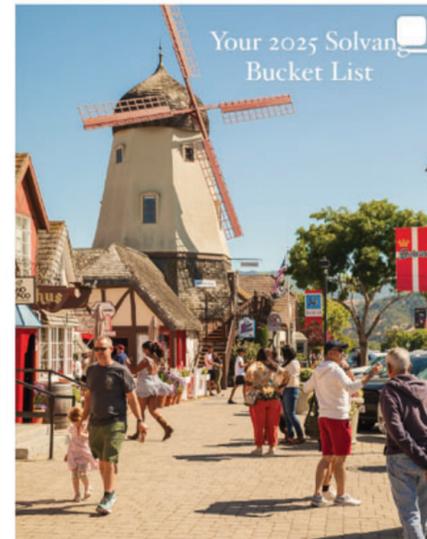
Posted : February 2, 2025 9:37 AM



Posted : February 10, 2025 5:32 PM



Posted : February 7, 2025 6:06 PM



Posted : January 21, 2025 4:25 PM



Posted : January 22, 2025 7:12 PM

Main Takeaways

Native platform features and video montages increase reach and impressions.

TOP PERFORMING CONTENT - FACEBOOK

Jan-Mar 2025

REACH + ENGAGEMENT



Posted : March 20, 2025 9:28 AM

Main Takeaway

Solvang landmarks and signage resonate with this audience.
48k views, 720 likes, 39 comments, 59 shares, 3 saves

TOP PERFORMING CONTENT - TIKTOK

Jan-Mar 2025

VIEWS & LIKES



Posted : January 22, 2025 7:12 PM

Main Takeaway.

High performing style of UGC.

17.8k plays, 272 likes, 3 comments, 57 shares, 28 saves

Jan-Mar 2025

THE SOLVANG COMMUNITY

COMMUNITY ENGAGEMENT

Jan-Mar 2025

 **krystinatasker**  3w ·  by author
Solvang is literally my favorite place ever! 😍 def some great recommendations!! 🙌🙌🔥
Reply

 **mariathewineblonde**  10w ·  by author
My favorite town in the USA! 😍
Reply Hide

 **bcvoyages** 5w ·  by author
Solvang anytime of year is the best 😍
Reply Hide

 **travelrealizations**  6w ·  by author
Solvang is like stepping into a Danish fairytale! The half-timbered houses and bakeries make it such a unique stop in California.
Reply

 **citizenoftheskyy** 6w ·  by author
One of the prettiest town in USA 😍
Reply

 **sparkle_films**  9w ·  by author
One of my favorite towns in California
Reply Hide

 **liebeundsonnenschein**  7w ·  by author
Soooo cool! Can't wait to meet Lulu! We will be there soon! 😍
Reply

 **mamalynne** 6w ·  by author
One of my fav spots in California! It feels like you're in Europe!
Reply

 **localfamilyfun_** 7w ·  by author
Been dying to go to Solvang!!! Such a dreamy place!!!
Reply Hide

 **ashleyinthemidst**  7w ·  by author
Literally a fairytale location 💖
Reply Hide

 **pamtrammell** 7w ·  by author
Visited Lulu last week, as well as the other nature exhibits. It's a great museum and we will return for other exhibits.
Reply

 **teeseestheworld**  10w ·  by author
This is the ultimate bucket list destination!! 🙌🙌
Reply Hide

Jan-Mar 2025

QUARTERLY PROJECTS

Q4 PROJECTS

Jan-Mar 2025

Outside of our social media schedule planning and video editing, we:

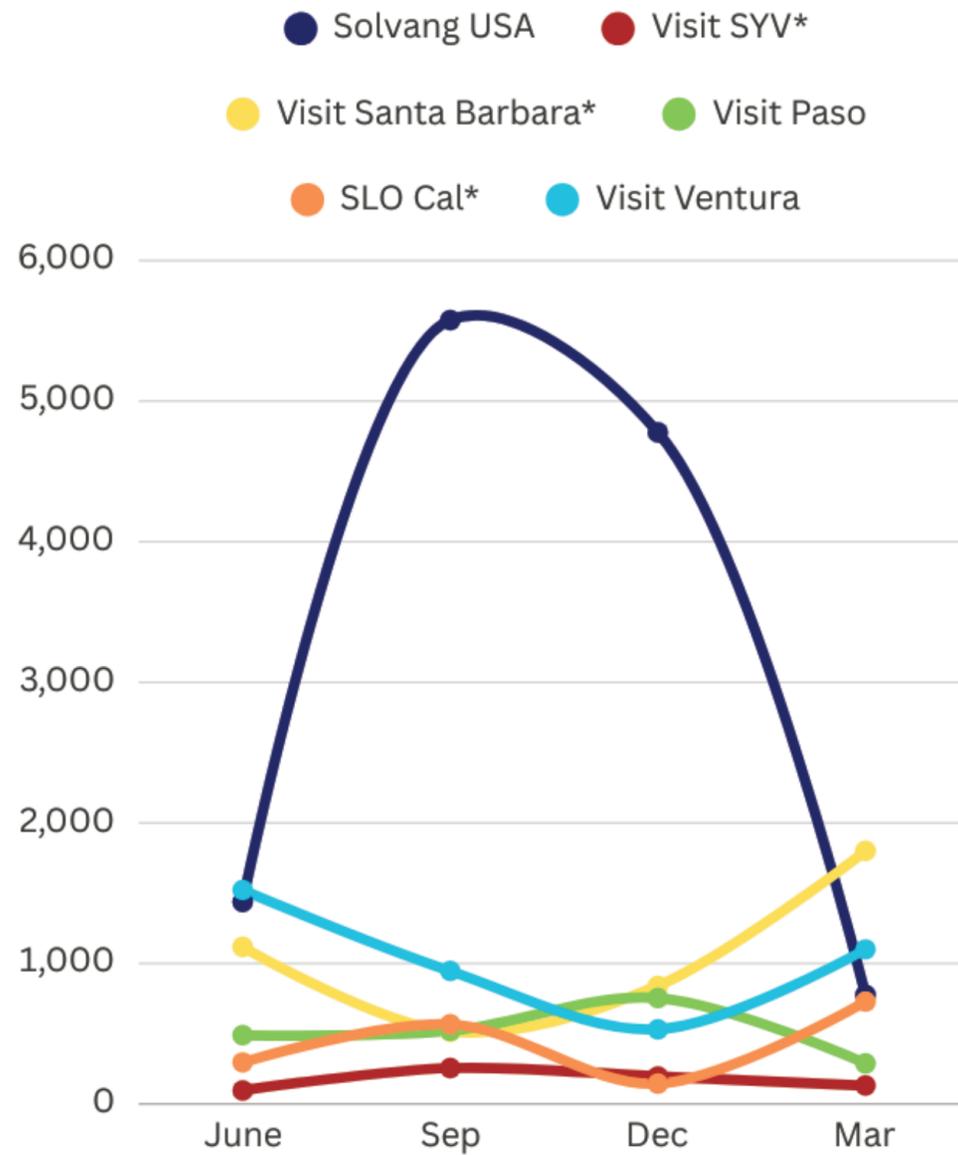
- - Provided influencer support for Anna
 - Monitored and reshared influencer content
 - Actively updated Julefest posts with most up to date event information
 - Gave expert input on the social landscape during LA fires
 - Communicated with Thomas Dambo's team to secure collaboration reels
 - Sourced usable content from businesses/influencers
 - Visited Solvang for a 2025 content shoot with our internal photographer

Jan-Mar 2025

INSTAGRAM MARKET ANALYSIS

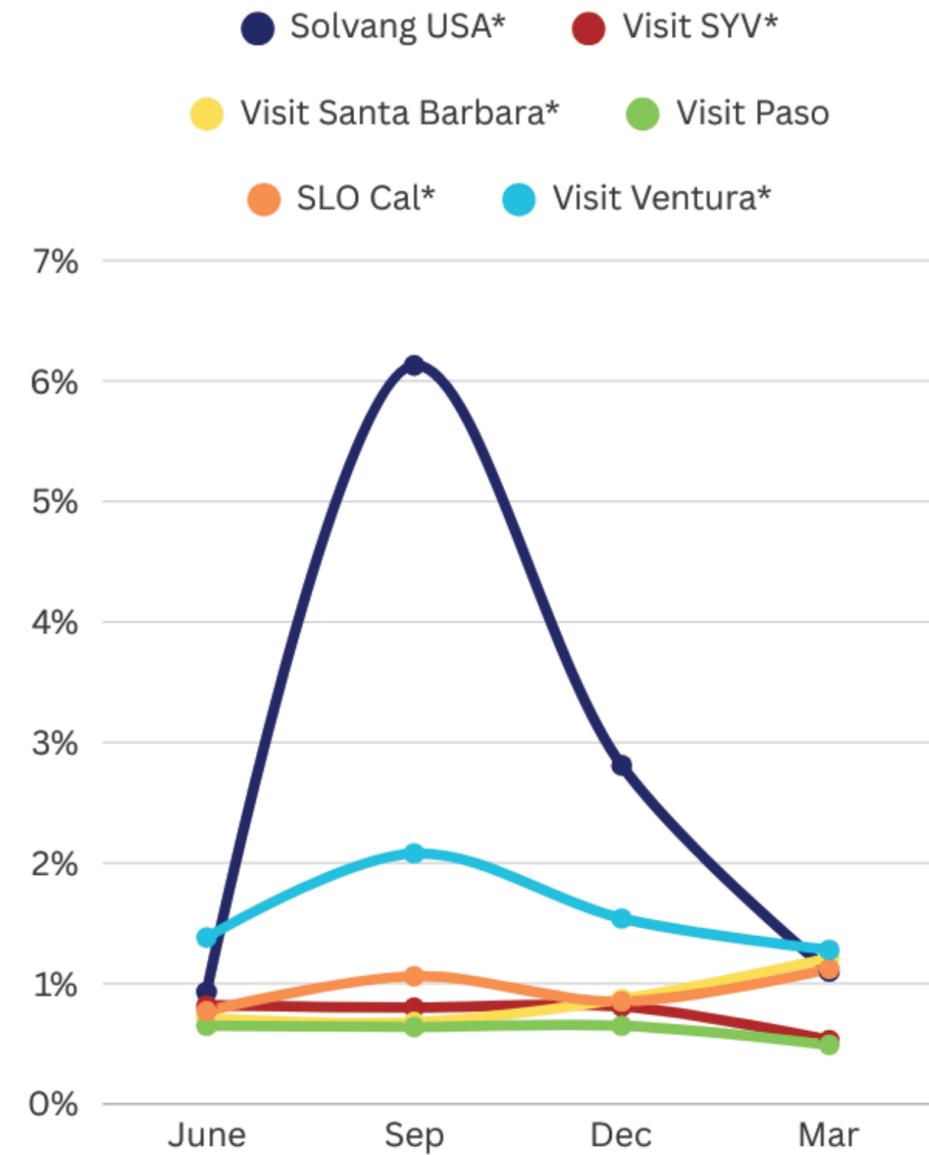
Jan-Mar 2025

NEW FOLLOWERS [30 days]



Trend
Decrease from the previous reporting period. Half of the accounts saw similar increases.

AVG ENGAGEMENT RATE [30 days]



Trend
Engagement rate decreased. Continued to see a rate that aligned with majority of the other accounts in our market.





Solvang Tourism, Jan | Feb | Mar 2025 :: PR Briefs

prepared by Anna Ferguson-Sparks, Stiletto Marketing

- **JAN | FEB | MAR 2025 Activities (recap)**

Press Communications

- Drafting + updating + distributing press releases / marketing copy for Solvang 'developments' and other happenings, as well as media outreach in support of new or existing Solvang businesses or other Solvang initiatives.
 - Included continued distribution of press blast on behalf of the California Nature Art Museum: "Solvang's California Nature Art Museum to Debut California's First Permanent THOMAS DAMBO TROLL, February 2, 2025"
 - Included late-February press release distribution: "April 5 & 6, 2025: Solvang, California, Hosts Inaugural 'Solvang Brick & Builds' Brick-Building Festival and Town-wide Competition"
 - Included early-March press release distribution: "Solvang, California, Nominated for 2025 USA TODAY 10Best Readers' Choice Award in Two Categories, 'Best Small Town in the West' and 'Best Small Town Food Scene'" [+ follow-up emails to announce Solvang's nomination in third 2025 10Best category, 'Best Main Street']
- Each of the above-listed press releases was used for editorial consideration as well as for other SolvangUSA marketing team projects. *(content for all of these sits in shared Google docs)*





• **JAN | FEB | MAR 2025 Activities (recap, continued)**

Content / Media Liaison

- Submitted Solvang photo options for “a new [Hebrew-language] guidebook covering California for the Israeli publishing house Steinhart-Sharav.”
- Continued correspondence with Southern California-based movie distribution company regarding the Spring 2025 U.S. release of Danish film, *The Kiss*, and potential Solvang film screening event. *Screening event is now tentatively scheduled for late-May, to be held at the Elverhøj Museum of History & Art. All further details TBA.*

Media Outreach

- Check SOS, Substack, Connectively, and/or other media queries daily; submitted Solvang and/or individual businesses within City to eleven (11) specific queries.



10 Delicious Ways To Set The Mood With Caviar This Valentine’s Day

Included “Caviar Lasagna” from Chef Cullen Campbell, who had originally planned to open Crudo restaurant and bar in Solvang. [\(full article linked here\)](#)

Posted: January 27, 2025
Forbes.com UVP: 102M
Est. Views (of this piece on their site): 159K
Unedited “Publicity Value:” \$25,956

- Additional, ongoing media outreach or pitching not tied to SOS, Substack, or specific queries.



• **JAN | FEB | MAR 2025 Activities (recap, continued)**

Content Submissions



• **Solvang content submissions to Visit California** for future PR / Media consideration:

- *Lulu Hyggelig, California's First Permanent THOMAS DAMBO TROLL, Debuts inside Solvang Museum* (call for "What's New in California" submissions) – **PUBLISHED – 3/10/2025**
- *Arts & Crafts to Arcades: Solvang Playtime Paints Nostalgic Pictures – Punctuated by Wine & Pastries* (call for "Professional Meetings and Events: Purposeful Play" idea submissions)
- *Earth-Friendly Experiences in Danish-Settled Solvang Reflect Village's Denmark Roots* (call for "Sustainable Travel" idea submissions)
- *Solvang Viking Museum Expands, Introduces New Exhibits, features Viking Women's Outfits Installation* (call for "What's New in California" submissions)
- *Solvang Hotel, "The Marlo," to Reopen with Major Redesign and Rebrand in the Spring of 2025* (call for "What's New in California" submissions)



• **Solvang content and event submissions to Central Coast Tourism Council** for future PR / Media consideration:

- *Michelin-endorsed dining & artful cuisine*
- *Foodie trails (Solvang's Danish Bakery trail)*
- *California Missions (Old Mission Santa Inés)*
- *Spring events & unique seasonal activities*



April 5 - April 6

Solvang Brick & Builds



- **JAN | FEB | MAR 2025 Activities (recap, continued)**

Additional Items

- Worked with TJA + City (Candice) to supply any necessary, updated content for January 2025 e-blast / newsletter to SolvangUSA consumer email listing(s). Content was also used for [SolvangUSA.com](https://www.solvangua.com) website [blog post](#).
- Worked with TJA + City (Candice) to supply updated "What's New in Solvang" content for February 2025 e-blast / newsletter to SolvangUSA consumer email listing(s). Content was also used for [SolvangUSA.com](https://www.solvangua.com) website [blog post](#).
- Supplied content suggestions and input to TJA + City (Candice) for March 2025 "Spring Break in Solvang" e-blast / newsletter to SolvangUSA consumer email listing(s). Content was also used for [SolvangUSA.com](https://www.solvangua.com) website [blog post](#) and associated [Localhood story](#).
- Check-ins with the Solvang Visitor Center for updates and general catch-up sessions.
- Correspond regularly with islett (Liana + Kaylee) regarding @SolvangUSA social media topics, questions, content schedules, and for general check-ins.
- Met with Candice and Cynthia Gonzalez (Director of Sales, Visit the Santa Ynez Valley) about plans for future FAM / Group Tours, and Solvang conference participation.
- Aided Candice and our BRICK event coordinator, Allyson Gail, through planning for April 5 & 6, 2025, "Solvang Brick & Builds" event. Also, worked ticketing / check-in table during event weekend.



- **JAN | FEB | MAR 2025 Activities (recap, continued)**
- **SAMPLING OF MEDIA HITS (January through March)**

TRAVEL & EXPERIENCES

12 California road trips for 2025 to the Golden State’s weird and wonderful festivals

Honk if you love road trips. Here are a dozen to check out this year, including the Cotati Accordion Festival, the Riverside County Fair and National Date Festival, and the San Diego Food & Wine Festival.

<https://www.latimes.com/travel/list/california-weird-and-wonderful-festivals-for-every-month-of-the-year>

Los Angeles Times



(SolvangUSA.com)

September: Solvang Danish Days

Solvang | Fair/festival

This festival, inspired by the roots of the town founders, was born in the 1930s. There will be Viking helmets, Danish flags, Danish Maids, Danish dancers, ax-throwing, arts and crafts, face-painting, beer, rune readings, a torchlight parade and a Lego-building competition.

When: Sept. 19-21



Solvang’s Annual Christmas Tree Burn, concludes Julefest

33rd annual Christmas tree burn closes Julefest in Solvang

<https://keyt.com/news/santa-barbara-s-county/2025/01/03/solvangs-annual-christmas-tree-burn-concludes-julefest>

and

<https://keyt.com/news/2025/01/03/33rd-annual-christmas-tree-burn-closes-julefest-in-solvang>





- **JAN | FEB | MAR 2025 Activities (recap, continued)**
- **SAMPLING OF MEDIA HITS (January through March)**



Hundreds attend 33rd annual Solvang tree burn event

It's one of the largest fire safety demonstrations along the Central Coast.



Solvang Julefest wraps up holiday season celebrations this weekend

<https://www.ksby.com/news/local-news/hundreds-attend-33rd-annual-solvang-tree-burn-event> and <https://www.ksby.com/santa-barbara-south-coast/solvang-julefest-wraps-up-holiday-season-celebrations-this-weekend>



From Trash to Troll Treasure

Solvang's California Nature Art Museum Welcoming Larger Than Life Troll Installation by Artist Thomas Dambo

<https://www.independent.com/2025/01/23/from-trash-to-troll-treasure>



Artist Thomas Dambo | Photo: Courtesy



- **JAN | FEB | MAR 2025 Activities (recap, continued)**
- **SAMPLING OF MEDIA HITS (January through March)**



From trash to troll: Danish artist finishing huge sculpture in Solvang

<https://www.ksby.com/santa-ynez-valley/from-trash-to-troll-danish-artist-finishing-huge-sculpture-in-solvang>



A large troll created from recycled materials built in already quirky Santa Barbara County city

www.kclu.org/local-news/2025-01-31/a-large-troll-created-from-recycled-materials-built-in-already-quirky-santa-barbara-county-city



Huge 'Garbage' Troll Takes Up Residence in Solvang Museum

The creation by Danish recycling artist Thomas Dambo will be revealed to the public on Sunday

<https://www.noozhawk.com/huge-garbage-troll-takes-up-residence-in-solvang-museum>



- **JAN | FEB | MAR 2025 Activities (recap, continued)**
- **SAMPLING OF MEDIA HITS (January through March)**



Solvang Deserves More Than a Sideways Glance

<https://napavalleylife.com/solvang-deserves-more-than-a-sideways-glance>



Casa Cassara // Photo courtesy of Solvang/NA.com



CALIFORNIA DREAMING FIVE ROAD TRIP INSPIRATIONS

<https://www.dropbox.com/scl/fi/8m6ds55u4f63noldlh520/CA-Dreaming.pdf?rlkey=e5yxycmwk75r4kvugqagl2qwa&st=en7c5qng&dl=0>



LULU HYGCELIG IS A TROLL ANYONE CAN LOVE

<https://www.laweekly.com/lulu-hygcelig-is-a-troll-anyone-can-love>





- **JAN | FEB | MAR 2025 Activities (recap, continued)**
- **SAMPLING OF MEDIA HITS (January through March)**



California town now home to world-famous troll statue

<https://ktla.com/news/california/california-town-now-home-to-world-famous-troll-statue> and on [Yahoo Lifestyle](#)



INSIDHOOK



Photo credit: [@mattkirouacyork](#)

We're Living in the Golden Age of Wine Bars

From coast to coast, these vino-focused watering holes are serving up interesting pours, sans pretension

<https://www.insidehook.com/wine/were-living-golden-age-wine-bars>

Final Girl Wines, Solvang, CA

Even in California wine country, perceptions are changing. Just peep Final Girl Wines, a subversive family-owned tasting room in Solvang, where the bottles are adorned with chainsaw-wielding women. The Santa Ynez Valley town, known for its Danish culture and accompanying windmills, is populated by unpretentious wine shops and tasting rooms. But Final Girl, which slashed its way onto the scene in 2024, is unlike any of them. It's unpretentious, certainly, but it also has a row of glowing skulls along the bar, *Halloween*-themed pinball and ghosts in the fireplace. It's also got damn good wine, available by the glass, bottle or tasting – think a smoky sangiovese and pét-nat grenach rosé, all from first-generation winemaker Anna Lancucki. Everything about her story is refreshing, from how she first became interested in wine while watching Meg Ryan's *French Kiss* at 13, to how she bonded with her husband, Peter Lancucki, over their shared love of wine and horror movies. A self-described wine "boutique," they're breaking down barriers and carving out space for other interests and experience levels, right in the heart of the industry.



- **JAN | FEB | MAR 2025 Activities (recap, continued)**
- **SAMPLING OF MEDIA HITS (January through March)**



← Solvang Brick & Builds inclusion in Good Day L.A. (at 9:00 AM) segment on FOX Los Angeles, as a result of placement by Visit California's media team (we supplied visual assets for this segment).
https://us.vocuspr.com/ViewNewsOnDemand.aspx?ArticleID=3043003_24679_497711548



February travel writer visits:

← Melissa Curtin (@lalascoop)

Matt Kirouac-York (@mattkirouacyork) →



Mary Farah (@alongcomesmary26) →
Solvang Reel:
https://www.instagram.com/p/DGn_jExvUI/
Blog post:
www.alongcomesmaryblog.com/solvang-the-danish-capital-of-america-a-mommy-me-getaway



Stroll the Downtown Village for Danish bakeries



- **JAN | FEB | MAR 2025 Activities (recap, continued)**
- **SAMPLING OF MEDIA HITS (January through March)**



CHEFS' GO-TO QUICK BITES

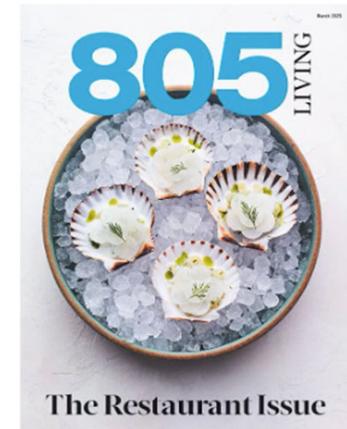


TWELVE 805-AREA
CULINARY PROS NAME
THEIR FAVORITE SNACKS
FROM NEARBY EATERIES.

March 2025, "The Restaurant Issue" // [Link to full issue](#)

TAYLOR TATE
EXECUTIVE PASTRY CHEF
Peasants Feast, Solvang,
peasantsfeast.com
GO-TO QUICK BITE: LUMPIA
Na Na Thai, Buellton

ERICA IKUKO VELAZQUEZ
CHEF AND CO-OWNER
Ramen Kotori, Solvang,
ramenkotori.com
GO-TO QUICK BITE: BUFFALO
CHICKEN WINGS, Santa Ynez
Billiards and Café, Santa Ynez



These Central Coast cities were nominated for USA Today's Readers' Choice Awards

Help decide if the best main street in the U.S. is right here on the Central Coast

Two local cities are on the list of nominees

<https://www.ksby.com/news/local-news/these-central-coast-cities-were-nominated-for-usa-todays-readers-choice-awards>
and <https://www.ksby.com/news/local-news/help-decide-if-the-best-main-street-in-the-u-s-is-right-here-on-the-central-coast>



- **JAN | FEB | MAR 2025 Activities (recap, continued)**
- **SAMPLING OF MEDIA HITS (January through March)**



Solvang, California, Nominated for 2025 USA TODAY 10Best Readers' Choice Award in Two Categories, "Best Small Town in the West" and "Best Small Town Food Scene"

<https://www.independent.com/2025/03/03/solvang-california-nominated-for-2025-usa-today-10best-readers-choice-award-in-two-categories-best-small-town-in-the-west-and-best-small-town-food-scene> and on [NewsBreak](#)



Budget-friendly spring break Staycation ideas on the Central Coast

<https://www.ksby.com/news/local-news/budget-friendly-spring-break-staycation-ideas-on-the-central-coast>



ART AND CULTURE

Solvang's first 'Brick & Builds' weekend to click with LEGO-inspired joy

<https://www.nbclosangeles.com/worth-the-trip/solvang-brick-build-lego-weekend/3659728> and <https://www.nbcbayarea.com/news/local/solvang-brick-build-lego-weekend/3824458>





- **JAN | FEB | MAR 2025 Activities (recap, continued)**
- **SAMPLING OF MEDIA HITS – EXAMPLES of COVERAGE RELATED to “DENMARKIFICATION”**

Los Angeles Times [Denmark isn't buying California. But if it did...](#)



[Thousands of Danes sign petition to buy California from U.S.](#)



[What if we swapped Greenland for California?](#)

Pasadena Star-News

[A joke petition asks for signers to help Denmark buy California as Trump eyes Greenland](#)



['Let's Buy CA': Danes Sign Petition To Acquire The Golden State](#)



[Petition for Denmark to buy California for \\$1 trillion surpasses 200,000 signatures](#)



['California will become New Denmark': Danes target Golden State in petition](#)



[Danes launch petition to buy California, turn Disney into 'Hans Christian Andersenland'](#)



- **JAN | FEB | MAR 2025 Activities (recap, continued)**
- **SAMPLING OF MEDIA HITS (January through March)**



See the 20 picturesque Main Streets competing for best in US

<https://www.newsbreak.com/daily-mail-560402/3942521771536-see-the-20-picturesque-main-streets-competing-for-best-in-us>



The 20 Cities With the Best Main Streets in America –All Vying for the Top Spot

<https://www.yahoo.com/lifestyle/20-cities-best-main-streets-100000535.html>

THINGS TO DO > TRAVEL • News



Where to find 7 winsome Thomas Dambo trolls on the West Coast

From Solvang to Seattle, here's where to find giant troll sculptures by Danish artist Thomas Dambo in a park near you.

<https://www.mercurynews.com/2025/03/10/where-to-find-7-winsome-thomas-dambo-trolls-on-the-west-coast>



- **JAN | FEB | MAR 2025 Activities (recap, continued)**
- **SAMPLING OF MEDIA HITS (January through March)**



[\[Phoenix area ~ live TV news segment about travel destinations in the U.S. that feel like Europe\]](#)

Los Angeles Times

[Selling California to Denmark is not the craziest idea. We've been eyed for takeover before](#)



[Want to Be Danish Maid? Apply Now, and Free Up Your Calendar](#)



["Solvang is preparing for its annual Danish Days. Danish Maid applications are now open."](#)



[25 U.S. Towns That Are Becoming Unexpected Vacation Destinations](#)

Islands

[Samantha Brown Spills Her Secrets To Pick The Perfect Day Trip Destination No Matter Where You Are](#)



["Other top destinations include Solvang for its Danish inspired town, one of my favorite spots to go to."](#)



[15 American Towns Where People Live Like They're in Europe](#)



Dec/Jan 24/25 Solvang Influencer Visit – Recap

- JAN | FEB | MAR 2025 Activities (recap, continued)



[@corgiclubcolton](#) // now ~631K Followers

@SolvangUSA Collab Reel:

Posted January 3, 2025 // now at 128K Reel Views //
66.9K Post "Likes" // 109 Comments



corgiclubcolton Looking back at 2024 and feeling grateful!
Can't wait for 2025 and lots of new adventures!! Thank you for following along, cheering us on, and sharing in our experiences! 🥂 🍷 🎉
I am soooooo excited to celebrate NYE in @solvangusa tonight!! 🥳 🍷 🎉 🥂 #HappyNewYear #NYE

5w



March 2025 Solvang Influencer(s) Visit – Recap

• JAN | FEB | MAR 2025 Activities (recap, continued)



jessie_eats Moavii • Once Again

jessie_eats Here are 5 places to eat, sip, and explore when visiting @solvangusa

For lunch: @peasantsfeast – Seasonal comfort food and the must-try sweet caviar cone.
 For wine tasting: @finalgirlwines – Small-batch, sustainably made wines in a horror-inspired tasting room.
 For a fun activity: @calnatureartmuseum – Home to Lulu, a massive recycled-material troll by @thomasdambo.
 For an overnight stay: @thelandsby – A Scandinavian-inspired boutique hotel with a cozy fire pit and happy hour at Mad & Vin.
 For brunch: @gatheringtablesolvang – Fresh juice, avocado toast, and nasi goreng.

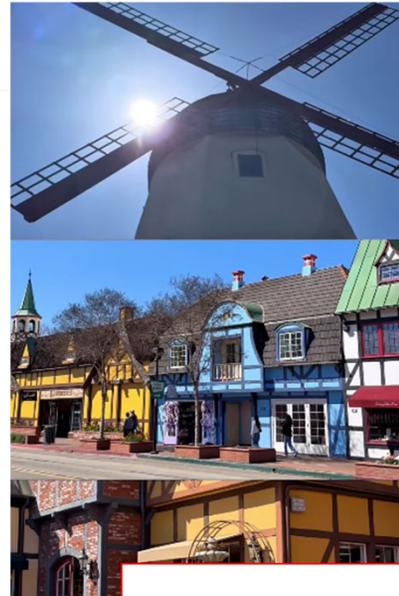
Which spot are you heading to first? Let me know in the comments!

#solvang #santaynezvalley #visitsyv #visitcalifornia #travel

1w

lalascoop Yes to all!! Been writing about Solvang all week

← **Jessie Evans (@jessie_eats)**



camly.me and 3 others 데일리 스케치 • Sun glitter

camly.me Visiting @solvangusa is like stepping into a storybook 📖 that also has good wine 🍷 and unique experiences!

Say hi 👋 to @thomasdambo's Lulu 🍷 @calnatureartmuseum, and treat yourself to brunch @gatheringtablesolvang! For wine tasting 🍷 @finalgirlwines is a real thriller 🎬 — movie 🎬 props, great orange wine 🍷, and a stamp card!

Also for my music lovers 🎵 definitely stop by @offtherecordvinylvintage, and @the_jule_hus has been bringing Christmas 🎄 to #Solvang all year round.

Stay the night @thelandsby 🏠 and end with #HappyHour at #MadandVin 🍷. There's so much more, but I see you booking that trip already 😊.

#StayTuned for my #Solvang gems 💎 as we @visitsyv. #SantaYnezValley

2w

jessie_eats The most special place

Camly Nguyen (@camly.me)
 One (1) carousel post + two (2) Solvang reels:
 2,500+ Likes // 300+ Comments // 34.5K Reel Views



March 2025 Solvang Influencer(s) Visit – Recap

- JAN | FEB | MAR 2025 Activities (recap, continued)



5 REASONS SANTA YNEZ VALLEY IS THE ULTIMATE GIRLS' GETAWAY



Santa Ynez Valley is a wine region just north of Santa Barbara. There are five adorable small towns, all with a unique charm and flair. The biggest and most popular one is Solvang, a town with many shops and restaurants and a strong Danish influence. If you love windmills and pastries and lots of things to do, then this cute town is probably your best bet.

<https://sandiegoexplorer.com/santa-ynez-valley-getaway> and on [MSN](#)

+ social posts
([@sandiegoexplorerblog](#)) →





- **JAN | FEB | MAR 2025 Activities (recap, continued)**

Looking ahead (and, behind)...

Q2 2025 Press Releases and/or Content Creation

- **On the schedule for April:**
 - Press release (+ marketing copy) to announce Solvang's potential placements in the various 2025 [USA TODAY 10Best Readers' Choice Awards](#) categories.
 - Press release (+ marketing copy) to announce the late-May 2025 Danish film screening event.
- **“What’s New in Solvang” + Spring-into-Summer 2025 Events (draft still in progress):**
 - (Still) Gathering new Solvang business details, events, developments, or initiatives for press blast which is also being used for other marketing team efforts. Release / copy will also include upcoming Solvang event highlights for late-spring and summer months.

Q1 + Q2 2025 Media Visits

- In January + February, we completed six (6) writer, journalist, and/or influencer visits. In March, we partnered with Visit the Santa Ynez Valley to bring one (1) writer and two (2) influencers to the SYV over the Santa Barbara County Women Winemakers & Culinaricians Celebration weekend. All three had overnights in Solvang and their itineraries resulted in multiple social media posts, reels, and stories, as well as [a SYV travel article](#) that was [syndicated to MSN](#).
- We are currently working on three (3) confirmed travel + food writer and/or influencer visits for April + May. All further visit results, trip confirmations, and details to follow in future monthly or quarterly reports.



Solvang Visitor Center, Q1 2025

- **Solvang Visitor Center Report from Solvang Hygge Huset LLC; Susan Lee, Managing Member**

In the Visitor Center we collect information from guests when feasible and convenient. We inquire about their place of origin and how they became aware of Solvang. Additionally, we record other remarks, reasons for their visit, and group type (family, couple, friends, children, names, *other*).

Solvang Visitor Center Inquiries: These are some of the questions we receive in the Visitor Center. We take note of some of the different questions we receive and some of the recurring questions that guests ask.

[See Q1 2025 listing of answers and Visitor Center Inquiries, linked here](#)

Button count for Q1 2025:

Birthday Buttons – 67

Anniversary Buttons – 29



Solvang Visitor Center Report

March/Q1 2025

Prepared by Susan Lee, Managing Member Solvang Hygge Huset LLC

Q1 2025 Report:

At the Visitors Center, we collect information from guests when feasible and convenient. We inquire about their place of origin and how they became aware of Solvang. Additionally, we record other remarks, reasons for their visit, and group type (family, couple, friends, children, names, other).

Name/Group	Visiting From?	How did you hear about Solvang? / Other comments
Family of 3	Australia	Internet search
Couple	Las Vegas	I lived here previously, came back with my girlfriend to show her
Couple	Japan	Saw Solvang in a magazine
Family of 3	Chico	Here for a funeral but want to come back again for something happier
3 Ladies	Minnesota	Friend told us, Having a girl's trip!
Family of 4	China	Guidebook
Lady	Ventura	Brought her parents to see Solvang
3 Ladies	Philippines	Through a friend
2 Ladies	Seattle, Washington	Friends
Couple	Boston	Visiting friends in Los Angeles
2 Young Ladies	Washington	Sister lives in CA, told her she had to come to Solvang
Family of 4	Las Vegas	Internet search of CA, wanted to come see the Troll
Couple	Pennsylvania	Mom from Sacramento, used to come here as kids with her and had to come back, loves to see the Danish architecture and heritage
Mom and Son	Locals	Came into town to take the Trolley and see the Troll
Family of 3	China	CA search, "Is the parking really free? That's amazing!"
Family of 4	San Diego	Came for Grandma's birthday, got a Solvang b-day button and ornament
Couple	Orange County	Heard Solvang was a good place to get away to relax during the midweek time
Student	China	A student in AZ from China, visiting all of CA
Gentleman	Los Angeles	SolvangUSA.com
Family of 3	Hong Kong	Internet, Took the Trolley Ride
2 couples	Bay Area	A friend
2 Ladies	Africa	Friends, Staying in a hotel in Solvang for 3 days
Family	Germany	Website and Guidebook, Staying in hotel 1 night
Family of 6	Bay Area	Facebook

Solvang Visitor Center Report

Couple	Brazil	Social media
Lady	Goleta	Last time she came to Solvang she was ten
Lady	Santa Barbara	Friend
Family of 4	Los Angeles	Friends, Want to come back for Julefest this year
Gentleman	Finland	Came to write about Solvang, doing an article for school, interviewed Sue about Solvang
Couple	Wisconsin	Just stumbled upon this beautiful town
Family of 4	India	Guidebook
Family	San Diego	A friend, they wanted to see the Danish town!
Couple	Oregon	"Everyone knows about Solvang"
Couple	Whittier	Have been here before, wanted to come again
2 Ladies	Australia	I live in Ventura and brought my cousin
Couple	Pennsylvania	Friend, Love it here!
Couple	Arizona	Visiting son who lives in LA
Couple	Norway	He has been here before, so he wanted to bring his wife
Couple	Iceland	They love this little spot of Scandinavian California
2 Ladies	Los Angeles	Have been before so this time I brought my friend
Couple	New Jersey	Friends
Couple	Copenhagen	Traveling from San Francisco to Santa Barbara
Couple	Los Angeles	Celebrating their 9-year wedding anniversary!
Couple	Simi Valley	Always come to visit Solvang
Couple	Santa Barbara	Enjoying the sunshine!
Couple	Santa Cruz	They visit Solvang all the time
Family	Bay Area	Came back for another visit
Couple	San Diego	They love Solvang, come for visits each year
Couple	Canada	Friends
Gentleman	Germany	A stop on his way to San Francisco
Family	Germany	Friends told them to visit Solvang when in CA
Tour Guide	St. Louis Missouri	
Couple	Bakersfield	Social media
2 Sisters	Bay Area	Spring Break!
2 Friends	Texas	CA research, what to do in CA and what to see
Couple	Boston	Every place we have visited here told us about Solvang and said we had to come see it
Family	Palm Springs	Social media
Couple	San Diego	They visited 20 years ago and have always wanted to come back again
Couple	Los Angeles	Always love their visits to Solvang

Solvang Visitor Center Report

Solvang Visitor Center Inquiries:

These are some of the questions we receive in the Visitor Center. We take note of some of the different ones we receive and some of the recurring questions that guests ask.

Frequently asked:

- What are the must-sees?
- Where are all the points of interest?
- Is parking free?
- How do we take the Trolley?
- Where do we buy Trolley tickets?
- We have 2 hours, what should we do?
- Do you have a map of the city?
- Do you have a map of the wineries?
- Why does Solvang look like this?
- Does anyone speak Danish?
- Where are all the windmills?
- Where are the restrooms?
- What is Danish food?
- What is the best bakery?
- What can we do with kids?
- What is the history/story of this town?
- Where are the bakeries?
- When was Solvang founded?

Other Questions Asked this Quarter:

- Can we still do the Scavenger Hunt? (1/5/2025)
- How long does Julefest last?
- Is the Light Show still going?
- What is the status of the Mini Horse Ranch?
- What was the Mini Horse Ranch called?
- When will Birkholm's Bakery open again?
- Where is the old guy who is usually here when we come? He's the coolest cat I've ever met!
- When will Julefest dates be for next year?

Solvang Visitor Center Report

- Are you going to be doing the Scavenger Hunt next year?
- Will we need tickets for the Tree Lighting event next year?
- How do I sign up for the 4th of July parade?
- Is Solvang affected by the LA fires?
- What happened to Rasmussen's building and why did that happen?
- Why is Rasmussen's such a weird color now?
- It used to be our favorite store, why did it change?
- Are there any special events in August?
- What's the deal with the Amber? We saw it in the Museums and The Copenhagen House.
- Is Pea Soup Andersen's really closed? Why?
- When did Solvang change to a Danish town and who decided to make it Danish?
- Why are there crosses on the roof tops of some of the buildings?
- Where can we get the famous ice cream?
- Where is the Troll and when can we see it?
- Always- How do we take the Trolley, where do we buy the tickets, how long is the tour, is there a guide, is it a hop on, hop off?
- Is the Trolley free?
- Where do we get the Danish dough balls?
- Where is the famous shoe store with the red clog?
- Where is the most authentic Danish food?
- It's our anniversary, is there anything new for us to see? (We told them the Dambo Troll!)
- Where is the Round Tower?
- What museums are FREE?
- What hotels have elevators?
- What hotels are close to Copenhagen Drive?
- Which hotels accept dogs?
- I see a museum sign but where is the museum?
- Is parking really FREE?
- Why are so many things closed on Tuesdays and Wednesdays?
- Who has the best aebleskiver?
- Where do we find that big Troll?
- How old would Hans Christian Andersen be today?
- Where is the Book Loft?
- What time is the Farmers Market?
- Where is the Farmers Market?

Solvang Visitor Center Report

- What is the difference between Dutch and Danish?
- Is the Trolley fun for kids?
- Where is the Dambo Troll and how big is it?
- Can you tell us about the museums?
- Which ones are fun for kids?
- Do you have a map with all the shops?
- What should we do here to celebrate our grandmother's birthday?
- What time and where is the Farmers Market?
- How long does it take to walk through town?
- How do we get to the Mission?
- Is it a working Mission?
- Is it always calm during midweek? Because we are loving it!
- Are the hotels always this affordable? I got a room for \$150! And it's a great room!
- Can I live here?
- Do people live here right in Solvang?
- Do you have an outdoor theater?
- Where do I get on the Trolley?
- How many wine tasting rooms are in Solvang?
- Where are the vineyards?
- Why is the HCA museum closed?
- Where is there a Danish town in California?
- Is this a real Danish town?
- Why is everything closed on Tuesday?
- Where can I see the Troll and buy the Dambo book?
- Can I buy your Dambo book?
- Where can I buy local-made products from Solvang?
- Where can I get a postcard?
- Why are Danish pastries called a Danish?
- What are the main attractions in Solvang?
- Where can we get authentic food, not the fake stuff?
- Where can we eat with our dogs?
- I like your Danish hats, where can we buy some Danish clothes?
- Did the Danes have Vikings too?
- What kind of birds are outside right now making all of those different sounds? (Grakle)
- Do you have any international restaurants?
- Are you Danish?

Solvang Visitor Center Report

- Are you from here?
- Where is the Escape Room?
- What is a Moke vehicle?
- Where do we feed the ostriches?
- Where can we ride a horse?
- When is the scavenger hunt?
- Why is there a Lego event here?

We have implemented a monthly quotation at the end of our schedules to underscore our dedication to service within the city of Solvang.

Current Quote:

“Helping one person may not change the whole world, but it could change the world for one person”



CITY COUNCIL ADVANCE CALENDAR

Meeting Date	Agenda Item	Agenda	Dept
12-May	PublicWorks Week Proclamation	Proclamation	City Clerk
	Utilities Department Contract Amendments	Consent	Utilities
	Revenue Measures Committee Ordinance 1st reading	Discussion	City Clerk
	Guidebook for development standards	Discussion	Planning
	DRC Role & Processing Procedures	Discussion	Planning
	Solvang Mesa LLMD Annual Assessment	Public Hearing	Public Works
	Camping Regulations Ordinance	Discussion	City Manager
27-May	Fire Hazard Severity Zone Ordinance 1st reading	Discussion	City Manager
	Award Information Technologies Contract	Discussion	Administration
	Revenue Measures Committee Ordinance 2nd reading	Consent	City Clerk
	SB1 RMRA project List	Public Hearing	Public Works
	Preliminary Budget Review	Public Hearing	Administration
	Measure A 5-Year Local Program of Projects	Public Hearing	Public Works
9-Jun	Fire Hazard Severity Zone Ordinance 2nd reading	Consent	City Manager
	Draft Budget Discussion	Discussion	Administration
	Flag Etiquette	Presentation	Mayor
	Divestment of Transit responsibility	Discussion	Public Works
	On-Street Parking Restrictions Policy	Discussion	Public Works
	Award Nyborg Estates Water Mainline Replacement Contract	Discussion	Utilities
	Final Budget Adoption	Consent	Administration
Future Meetings	RFQ Interim Financing WWTP Administration	Discussion	Finance
	Outdoor dining ordinance	Public Hearing	Planning
	Modify City Code Title 9, Chapter 3, 9-3D-3 Water Conservation	Public Hearing	Utilities
	Calpers Debt Reduction Plan	Discussion	City Manager

Council Requested Agenda Items

Target Date	Agenda Item	Agenda	Dept
9-Jun	Chain Retailers	Discussion	Planning
22-Sep	Advisory Body Terms and appointments	Discussion	Administration

Annual Reports

	Agenda Item	Agenda	Dept
January	Annual Comprehensive Financial Report	Discussion	Finance
January (odd years)	Brown Act, Public Records Act, Levine Act Training	Presentation	City Attorney
January (odd years)	Appointment to Boards, Commissions, Committees	Discussion	City Clerk
January	Fee Schedule Review	Discussion	Finance
January	Investment Policy Annual Review	Discussion	Finance
February (even years)	Budget to Actual	Discussion	Finance
February	Measure A 5-Year Local Program of Projects	Public Hearing	Public Works
February	Mid-Year Budget Adjustments		Finance
February (even years)	Council Budget Goal Setting	Public Workshop	City Manager
March	Housing General Plan Annual Report	Discussion	Planning
March	SB1 RMRA project List	Public Hearing	Public Works
March	Solvang Mesa LLMD Annual Assessment	Public Hearing	Public Works
March	FTA 5311 Grant Agreement	Consent	Public Works
March	TDA (Transit Development Act) Grant Funding	Consent	Public Works
May (even years)	Ordinance 1st Reading & Adoption Conflict of Interest	Public Hearing	City Attorney
May	Grant Funding Applications review	Discussion	Finance
May	AB 2564 Vacancies	Public Hearing	Administration
Oct/Jan/April/July	Quarterly Financial Reports	Consent	Finance
Oct/Jan/April/July	Quarterly Marketing Update	Presentation	Parks & Rec
Oct/Jan/April/July	Quarterly Public Records Requests Report	Consent	City Clerk
June	Preliminary Budget	Discussion	Finance
June	Two-Year Financial Plan Development or Supplemental Budget adoption	Discussion	Finance
June	Capital Improvement Program	Discussion	FIN/Public Works
June/July	Amend Appropriation Limit (GANN)	Public Hearing	
November	Stormwater Management Program Annual Report	Consent	Public Works
December	AB 1600 Report	Discussion	Public Works
December	City Council Reorganization - Appointment of Mayor pro tem	Discussion	City Clerk
December (even years)	City Council Reorganization Council selection of representatives to Committees and Agencies	Discussion	City Clerk



**MINUTES
SOLVANG CITY COUNCIL
MONDAY, APRIL 14, 2025**

Special Closed Session – 5:30 PM
Regular Meeting – 6:30 PM

5:30 PM SPECIAL CLOSED SESSION

CALL TO ORDER

Mayor Brown called the Special Closed Session meeting to order at 5:30 p.m. in the City Hall Council Chamber, 1644 Oak Street, Solvang, California.

ROLL CALL

Present: Mayor David Brown, Mayor pro tem, Claudia Orona, Councilmembers Elizabeth Orona, Mark Infanti, Louise Smith

Staff: City Manager Randy Murphy, City Attorney Craig Steele, City Clerk Annamarie Porter

PLEDGE OF ALLEGIANCE

Led by Councilmember Smith.

1. PUBLIC COMMUNICATIONS ON CLOSED SESSION ONLY - None

2. RECESS TO CLOSED SESSION

Mayor Brown invited public comments. There were no public comments at this time.

Mayor Brown recessed to Closed Session at 5:32 p.m.

- a. CONFERENCE WITH LEGAL COUNCIL – EXISTING LITIGATION** – The closed Session is authorized by Government Code Section 54956.9(d)(1)

Name of Case:

S.Y. Valley Residents Association v. City of Solvang, et al.
Case No. 25CV01519

- b. CONFERENCE WITH LABOR NEGOTIATORS** – The Closed Session is authorized by Government Code Section 54957.6

AGENCY REPRESENTATIVE:

Randy Murphy, City Manager

EMPLOYEE ORGANIZATION:

All Unrepresented Employees

- c. CONFERENCE WITH LABOR NEGOTIATOR** – The Closed Session is authorized by Government Code Section 54957.6

AGENCY DESIGNATED REPRESENTATIVE:

Dave Fleishman, Assistant City Attorney

EMPLOYEE ORGANIZATION:

Teamsters Union Local 986

RECONVENE TO OPEN SESSION

Mayor Brown reconvened to Open Session at 6:30 p.m.

3. ANNOUNCEMENT OF CLOSED SESSION ACTIONS

City Attorney Steele announced only items A and B were discussed and there was no reportable action taken during closed session.

4. **ADJOURNMENT:** 6:30 p.m.

6:30 PM REGULAR MEETING

CALL TO ORDER

Mayor Brown called the Regular meeting to order at 6:32 p.m. in the City Hall Council Chamber, 1644 Oak Street, Solvang, California.

ROLL CALL

Present: Mayor David Brown, Mayor pro tem, Claudia Orona, Councilmembers Elizabeth Orona, Mark Infanti, Louise Smith

Staff: City Manager Randy Murphy, City Attorney Craig Steele, City Clerk Annamarie Porter, Public Works Director Bridget Paris, Planning Manager Rafael Castillo

PLEDGE OF ALLEGIANCE

Chief of Police Services Travis Henderson led in the Pledge of Allegiance.

1. PROCLAMATIONS, COMMENDATIONS AND CEREMONIAL ITEMS

a. DMV/Donate Life Proclamation

Received by Scott Burns.

b. Library Week Proclamation

Received by Librarian Erin Herzog.

2. PRESENTATIONS - None

3. PUBLIC COMMUNICATIONS – NON-AGENDA AND CONSENT ITEMS

Mayor Brown invited public comments.

Ellen Albertoni, Solvang Senior Center
Matthew Clint Orr

There were no other public communications on Non-Agenda and Consent Items.

4. CITY MANAGER REPORT AND ADVANCE CALENDAR

City Manager Murphy introduced the new Chief of Police Services Travis Henderson and Chief Deputy for the Law Enforcement Branch Brad Welch.

City Manager Murphy announced Solvang was voted the “Best Small Town in the West”, by USA Today; spoke about changes in the bus schedules for the Santa Ynez Valley Transit,

5. GC SECTION 53232.3(d) (aka AB 1234) and GC SECTION 84308 (aka SB 1439) REPORT OUT, COUNCIL COMMENTS, REQUESTS

Councilmember Elizabeth Orona reported attending the recent Wildfire Awareness Workshop.

Councilmember Smith reported that she too attended the Wildfire Awareness Workshop, a show at Solvang School, the Peasant’s Feast 5-year anniversary, and attended a tour of the Diablo Canyon Power Plant.

Mayor Brown attended a Chamber of Commerce Board meeting and a tour of Diablo Canyon Power Plant. Mayor Brown asked to place a discussion on a future agenda, regarding term limits for commissions and committees with staggered terms.

City Manager Murphy reported on work that is being conducted at Hans Christian Andersen Park.

6. CONSENT ITEMS

- a. Approve Order of Agenda as Presented.
- b. Approve City Council Minutes: March 24, 2025
- c. Adopt Resolution 25-1285 amending the Investment Policy to include Mechanics Bank on the approved list of financial institutions and authorize the City Manager to execute the new account documents.
- d. Receive and file Solvang letter of support for Santa Ynez Band of Mission Indians to support outreach and education efforts for the Chumash Heritage National Marine Sanctuary.
- e. Receive and File Santa Ynez Valley Transit TDA Triennial Performance Audit, FY 2022 – FY 2024
- f. Receive and file Santa Barbara County Fire Statistics Quarterly Report

Motion by Councilmember Elizabeth Orona to approve consent items, seconded by Councilmember Infanti, and carried 5-0.

7. PUBLIC HEARINGS - None

8. DISCUSSION ITEMS

- a. **Discussion and possible action to Adopt Resolution No. 25-1286 Initiating Intention of the Annual Assessment for the Solvang Mesa Landscape & Lighting Maintenance District No. 2004- 1 for Fiscal Year 2025-26 and setting May 12, 2025 as the date for the Public Hearing.**

Public Works Director Bridget Paris presented details of the staff report.

Discussion followed regarding the Proposition 218 process, holding the public hearing, and the purpose of the resolution.

There were no public comments on this item.

Motion by Mayor pro tem Claudia Orona to Adopt Resolution No. 25-1286 Initiating Intention of the Annual Assessment for the Solvang Mesa Landscape & Lighting Maintenance District No. 2004- 1 for Fiscal Year 2025-26 and setting May 12, 2025 as the date for the Public Hearing, seconded by Councilmember Elizabeth Orona, and carried 5-0.

b. Discussion and Possible Action to Adopt Resolution No. 25-1287 to Approve Measure U Citizens' Oversight Committee Guidelines.

City Manager Murphy presented the staff report.

Geoff Yarema, Chair of the Measure U Committee, spoke about the guidelines and if Council so directs, the Committee would be willing to oversee Measure E funds.

There were no public comments.

Motion by Mayor Brown to Adopt Resolution No. 25-1287 to Approve Measure U Citizens' Oversight Committee Guidelines, seconded by Councilmember Infanti, and carried 5-0.

c. Discussion and Possible Action to Adopt Resolution No. 25-1288 Granting Advisory Oversight of Measure E Revenue to the Measure U Citizens' Oversight Committee.

There were no public comments.

Motion by Councilmember Infanti to Adopt Resolution No. 25-1288 Granting Advisory Oversight of Measure E Revenue to the Measure U Citizens' Oversight Committee, seconded by Mayor pro tem Claudia Orona, and carried 5-0.

d. Discussion and Possible Action to Adopt Resolution No. 25-1289 Renaming the Measure U Citizens' Oversight Committee to the Revenue Measures Oversight Committee.

City Manager Murphy provided a brief report.

There were no public comments.

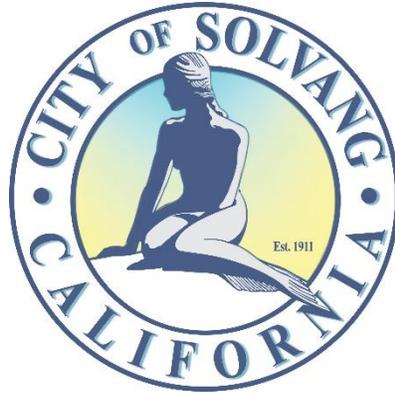
Motion by Councilmember Elizabeth Orona to adopt Resolution No. 25-1289 Renaming the Measure U Citizens' Oversight Committee to the Revenue Measures Oversight Committee, seconded by Councilmember Smith, and carried 5-0.

9. COUNCIL CLOSING COMMENTS - None

10. ADJOURNMENT – 7:38 p.m.

Respectfully submitted:

Annamarie Porter, CMC, City Clerk



Quarterly Investment Report

January 2025-March 2025

CITY OF SOLVANG

**By
Wendy Berry**

Quarterly Investment Report

January 2025-March 2025

This report is consistent with the reporting requirements in the Investment Policy. There are sufficient funds to meet the next six months' obligations.

LAIF Activity

Balance Ending 12-31-2024	\$1,380,318.18
Prior Quarter Interest	\$15,922.40
Transfer to Five Star/CD	0
Balance as of 3-31-25	\$1,396,240.58

Five Star Activity

<u>Balance ending 12-31-2024</u>	\$9,313,527.28
Interest	\$102,388.14
Deposit to California Class	0
Balance as of 3/31/2025	\$ 9,415,915.42

California Class

<u>Balance ending 12/31/2024</u>	\$23,168,897.21
Interest	\$565,971.33
Deposit to Account from MBT	\$3,000,000
Balance as of 03/31/2025	\$26,734,868.54

Notes

- As part of our cash management strategy, funds are deposited to or withdrawn from LAIF, California Class and/or Five Star Bank after evaluating daily cash needs to meet current obligations.
- LAIF interest earned on the balance for the quarter is \$15,673.87 and will be credited to the account in April 2025.
- LAIF quarterly interest rates decreased from 4.366% in January 2025 to 4.133% in March 2025.
- Five Star Bank interest rate in January 2025 was 4.477% decreased to 4.394% in March 2025.
- California Class interest rate in January 2025 was 4.532% and decreased to 4.333% in March 2025.

CD Activity

- In July 2024, the City invested \$1,238,000.00 in CD's. The City originally purchased five CD's but one was called so the money was reinvested into another CD. The CD's are listed below.

JP Morgan Chase	\$240,000	4.5%	11/13/2025
American Commerce	\$249,000	4.4%	2/17/2026
Valley Bank NA	\$244,000	4.4%	08/6/2026
First Fed. Saving Bank	\$249,000	4.25%	5/6/2027
Texas Exchange	\$248,000	5.0%	8/9/2027
Morgan Stanley	\$244,000	4.4%	2/28/2028

CERBT Activity

The City has invested money in the California Employers' Retirement Benefit Trust (CERBT), managed by CalPERS to reduce our unfunded liability of retiree medical and health benefits (OPEB), and to prefund future payments.

Balance as of 12/31/2024	\$1,284,941.20
Contributions	\$0
Investment Earnings	\$17,219.89
Investment/Admin Expenses	(\$225.40)
Balance as of 3/31/2025	\$1,301,935.69

Notes:

- Investment/Administrative Expenses are .10% and are assessed on the daily balance.

Included in this Report:

- Monthly Fund Balance Reports for January 2025 – March 2025
- LAIF Statement –March 2025
- Five Star Bank Statement – March 2025
- California Class Statement – March 2025
- CD Statements – March 2025
- CERBT Statement- March 2025

CITY OF SOLVANG INVESTMENTS
March 2025

FUND #	FUND	FUND BALANCE	% OF TOTAL
100	GENERAL FUND	\$ 20,594,119.11	49.63%
200	GOVERNMENTAL IMPACT FEES	\$ 1,730,962.91	4.17%
201	TRAFFIC SAFETY	\$ 9,987.67	0.02%
202	GAS TAX FUND	\$ 431,472.29	1.04%
203	LOCAL TRANSPORTATION	\$ 520,022.04	1.25%
204	MEASURE A	\$ 1,870,209.56	4.51%
205	SKYTT MESA LLMD	\$ 524,446.59	1.26%
207	MEASURE U	\$ 1,734,005.57	4.18%
300	CAPITAL PROJECTS	\$ (774,573.94)	-1.87%
500	WATER FUND	\$ 8,779,268.88	21.16%
501	WASTEWATER	\$ 2,637,598.41	6.36%
502	TRANSIT FUND	\$ 2,117,389.48	5.10%
600	EQUIPMENT/VEHICLE POOL	\$ 1,284,969.63	3.10%
800	GENERAL FIXED ASSET GROUP	0.00	0.00%
TOTALS		\$ 41,491,821.02	100%

		Interest Rate
LAIF BALANCE	\$ 1,396,240.58	4.133%
CHECKING ACCOUNTS	\$ 40,095,580.44	4.394%/4.333%
TOTALS	\$ 41,491,821.02	

** All City investments for the month are in compliance with California Government Code, Section 53646(b)(1).

** Current investments meet expenditure requirements for the next six months.

CITY OF SOLVANG INVESTMENTS
FEBRUARY 2025

FUND #	FUND	FUND BALANCE	% OF TOTAL
100	GENERAL FUND	\$ 20,642,355.41	51.02%
200	GOVERNMENTAL IMPACT FEES	\$ 1,725,147.87	4.26%
201	TRAFFIC SAFETY	\$ 9,353.46	0.02%
202	GAS TAX FUND	\$ 407,263.50	1.01%
203	LOCAL TRANSPORTATION	\$ 517,570.53	1.28%
204	MEASURE A	\$ 1,825,618.88	4.51%
205	SKYTT MESA LLMD	\$ 536,876.04	1.33%
207	MEASURE U	\$ 1,578,323.19	3.90%
300	CAPITAL PROJECTS	\$ (728,188.71)	-1.80%
500	WATER FUND	\$ 8,477,105.65	20.95%
501	WASTEWATER	\$ 2,732,183.56	6.75%
502	TRANSIT FUND	\$ 1,421,169.89	3.51%
600	EQUIPMENT/VEHICLE POOL	\$ 1,280,652.86	3.17%
800	GENERAL FIXED ASSET GROUP	0.00	0.00%
TOTALS		\$ 40,459,567.95	100%

		Interest Rate
LAIF BALANCE	\$ 1,396,240.58	4.333%
CHECKING ACCOUNTS	\$ 39,572,520.70	4.477%/4.532%
TOTALS	\$ 40,968,761.28	

** All City investments for the month are in compliance with California Government Code, Section 53646(b)(1).

** Current investments meet expenditure requirements for the next six months.

CITY OF SOLVANG INVESTMENTS
JANUARY 2025

FUND #	FUND	FUND BALANCE	% OF TOTAL
100	GENERAL FUND	\$ 20,483,914.32	51.21%
200	GOVERNMENTAL IMPACT FEES	\$ 1,719,791.00	4.30%
201	TRAFFIC SAFETY	\$ 8,805.12	0.02%
202	GAS TAX FUND	\$ 379,773.93	0.95%
203	LOCAL TRANSPORTATION	\$ 515,963.39	1.29%
204	MEASURE A	\$ 1,731,259.08	4.33%
205	SKYTT MESA LLMD	\$ 553,642.94	1.38%
207	MEASURE U	\$ 1,276,188.77	3.19%
300	CAPITAL PROJECTS	\$ (650,776.82)	-1.63%
500	WATER FUND	\$ 7,938,059.65	19.84%
501	WASTEWATER	\$ 3,183,850.16	7.96%
502	TRANSIT FUND	\$ 1,534,254.58	3.84%
600	EQUIPMENT/VEHICLE POOL	\$ 1,276,676.23	3.19%
800	GENERAL FIXED ASSET GROUP	0.00	0.00%
TOTALS		\$ 40,003,676.17	100%

		Interest Rate
LAIF BALANCE	\$ 1,396,240.58	4.366%
CHECKING ACCOUNTS	\$ 38,607,435.59	4.477%/4.532%
TOTALS	\$ 40,003,676.17	

** All City investments for the month are in compliance with California Government Code, Section 53646(b)(1).

** Current investments meet expenditure requirements for the next six months.

California State Treasurer *Fiona Ma, CPA*



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

April 11, 2025

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CITY OF SOLVANG

FINANCE DIRECTOR
1644 OAK STREET
SOLVANG, CA 93463

[Tran Type Definitions](#)

Account Number: 98-42-876

March 2025 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	1,396,240.58
Total Withdrawal:	0.00	Ending Balance:	1,396,240.58



FIVE STAR BANK

City of Solvang
1644 Oak Street
Solvang CA 93463

Date 3/31/25
Enclosures

Page 1



Public Money Market		Number of Enclosures	0
Account Number	Ending 6606	Statement Dates	3/01/25 thru 3/31/25
Previous Balance	9,381,287.40	Average Ledger	9,381,287.40
Deposits/Credits	.00	Average Collected	9,381,287.40
Checks/Debits	.00	Annual Percentage Yield Earned	4.43%
Service Charge	.00	2025 Interest Paid	101,306.99
Current Balance	9,415,915.42	Interest Paid	34,628.02

DEPOSITS AND ADDITIONS

Date	Description	Amount
3/31	Interest Deposit	34,628.02

DAILY BALANCE INFORMATION

Date	Balance	Date	Balance
3/03	9,381,287.40	3/31	9,415,915.42

INTEREST RATE SUMMARY

Date	Rate
3/02	4.366000%
3/06	4.333000%



Summary Statement

March 31, 2025

Page 1 of 3

Investor ID: CA-01-0175

0000165-0000677 PDF 763882

**City of Solvang
1644 Oak Street
Solvang, CA 93463**

California CLASS

California CLASS

Average Monthly Yield: 4.3961%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01-0175-0001	CLASS Savings Account	26,635,442.69	0.00	0.00	99,425.85	283,951.25	26,638,649.98	26,734,868.54
TOTAL		26,635,442.69	0.00	0.00	99,425.85	283,951.25	26,638,649.98	26,734,868.54



CLASS Savings Account

Account Summary

Average Monthly Yield: 4.3961%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	26,635,442.69	0.00	0.00	99,425.85	283,951.25	26,638,649.98	26,734,868.54

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2025	Beginning Balance			26,635,442.69	
03/31/2025	Income Dividend Reinvestment	99,425.85			
03/31/2025	Ending Balance			26,734,868.54	



California CLASS

California CLASS

Date	Dividend Rate	Daily Yield
03/01/2025	0.00000000	4.4335%
03/02/2025	0.00000000	4.4335%
03/03/2025	0.000121349	4.4292%
03/04/2025	0.000120588	4.4015%
03/05/2025	0.000120466	4.3970%
03/06/2025	0.000120677	4.4047%
03/07/2025	0.000362385	4.4090%
03/08/2025	0.00000000	4.4090%
03/09/2025	0.00000000	4.4090%
03/10/2025	0.000120522	4.3991%
03/11/2025	0.000120356	4.3930%
03/12/2025	0.000120018	4.3806%
03/13/2025	0.000119828	4.3737%
03/14/2025	0.000359073	4.3687%
03/15/2025	0.00000000	4.3687%
03/16/2025	0.00000000	4.3687%
03/17/2025	0.000119914	4.3769%
03/18/2025	0.000120185	4.3868%
03/19/2025	0.000119990	4.3796%
03/20/2025	0.000119800	4.3727%
03/21/2025	0.000359682	4.3761%
03/22/2025	0.00000000	4.3761%
03/23/2025	0.00000000	4.3761%
03/24/2025	0.000120077	4.3828%
03/25/2025	0.000120260	4.3895%
03/26/2025	0.000120681	4.4049%
03/27/2025	0.000120904	4.4130%
03/28/2025	0.000363102	4.4178%
03/29/2025	0.00000000	4.4178%
03/30/2025	0.00000000	4.4178%
03/31/2025	0.000120873	4.4119%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

ENV# CEBRNHKMBB BJFDK_BBBBB
 CAMBRIDGE INVESTMENT RESEARCH
 1776 PLEASANT PLAIN RD
 FAIRFIELD, IA 52556-8757
 888-245-0452



Securities offered through Cambridge Investment Research, Inc. Member FINRA/SIPC.
 Advisory services through Cambridge Investment Research Advisors, Inc., a Registered Investment Adviser. Cambridge and King Capital Advisors are not affiliated.

CITY OF SOLVANG
 1644 OAK ST
 SOLVANG CA 93463

STATEMENT FOR THE PERIOD MARCH 1, 2025 TO MARCH 31, 2025

CITY OF SOLVANG - Unincorporated Assn
 Account Number: A4B-000537

BEGINNING VALUE OF YOUR PORTFOLIO	\$1,476,812.63
TOTAL VALUE OF YOUR PORTFOLIO	\$1,476,569.76

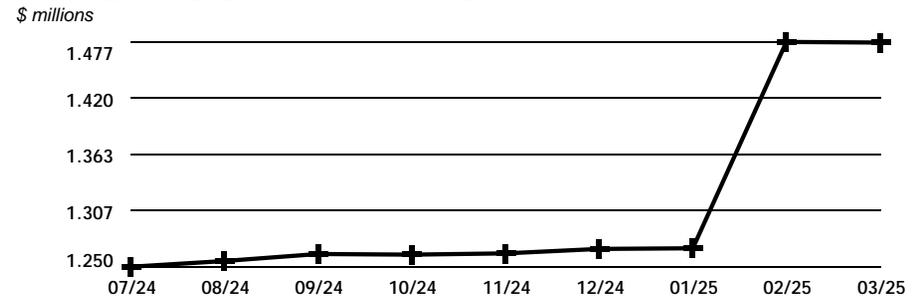
YOUR FINANCIAL PROFESSIONAL **For questions about your accounts:**
 Mark Edelman Local: 281 582 6500
 RR#: S6Q

FOR YOUR INFORMATION

IBDP program banks may have changed. Please visit <https://www.joincambridge.com/information-for-investors/investor-resources/cambridge-disclosures/> for the most current list of program banks.

Due to industry and regulatory changes, positions not within Cambridge interval fund or mutual fund share class of choice may be converted into our share class of choice on an ongoing basis. Please contact your financial professional with questions.

CHANGE IN VALUE OF YOUR PORTFOLIO



Change In Value Of Your Portfolio information can be found in Miscellaneous Footnotes at the end of this statement.

Account carried with National Financial Services LLC, Member NYSE, SIPC

Statement for the Period March 1, 2025 to March 31, 2025

CITY OF SOLVANG - Unincorporated Assn
Account Number: A4B-000537



Securities offered through Cambridge Investment Research, Inc. Member FINRA/SIPC.
Advisory services through Cambridge Investment Research Advisors, Inc., a Registered Investment Adviser. Cambridge and King Capital Advisors are not affiliated.

Account Overview

CHANGE IN ACCOUNT VALUE	<i>Current Period</i>	<i>Year-to-Date</i>
BEGINNING VALUE	\$1,476,812.63	\$1,268,638.30
Additions and Withdrawals	(\$5,111.62)	\$194,888.38
Misc. & Corporate Actions	\$0.00	\$0.00
Income	\$2,621.49	\$14,061.87
Taxes, Fees and Expenses	(\$1.00)	(\$1.00)
Change in Value	\$2,248.26	(\$1,017.79)
ENDING VALUE (AS OF 03/31/25)	\$1,476,569.76	\$1,476,569.76
Total Accrued Interest	\$8,717.95	
Ending Value with Accrued Interest	\$1,485,287.71	

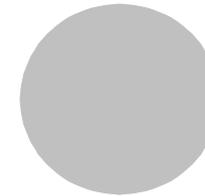
Refer to Miscellaneous Footnotes for more information on Change in Value.

INCOME	<i>Current Period</i>	<i>Year-to-Date</i>
TAXABLE		
Taxable Dividends	\$17.60	\$264.57
Taxable Interest	\$2,603.89	\$13,797.30
TOTAL TAXABLE	\$2,621.49	\$14,061.87
TOTAL INCOME	\$2,621.49	\$14,061.87

Taxable income is determined based on information available to NFS at the time the statement was prepared, and is subject to change. Final information on taxation of interest and dividends is available on Form 1099-Div, which is mailed in February of the subsequent year.

TAXES, FEES AND EXPENSES	<i>Current Period</i>	<i>Year-to-Date</i>
Account Fees	(\$1.00)	(\$1.00)
TOTAL TAXES, FEES AND EXPENSES	(\$1.00)	(\$1.00)

ACCOUNT ALLOCATION



CDs 100.0%

	<i>Percent</i>	<i>Prior Period</i>	<i>Current Period</i>
Money Markets	0.0 %	\$2,509.12	\$17.99
CDs	100.0	\$1,474,303.51	\$1,476,551.77
TOTAL	100.0 %	\$1,476,812.63	\$1,476,569.76

Account Allocation shows the percentage that each asset class represents of your total account value. Account Allocation for equities, fixed income, and other categories may include mutual funds and may be net of short positions. NFS has made assumptions concerning how certain mutual funds are allocated. Closed-end mutual funds and Exchange Traded Products (ETPs) listed on an exchange may be included in the equity allocation. The chart may not reflect your actual portfolio allocation. Consult your broker/dealer prior to making investment decisions.

Statement for the Period March 1, 2025 to March 31, 2025

CITY OF SOLVANG - Unincorporated Assn
Account Number: A4B-000537



Securities offered through Cambridge Investment Research, Inc. Member FINRA/SIPC.
Advisory services through Cambridge Investment Research Advisors, Inc., a Registered Investment Adviser. Cambridge and King Capital Advisors are not affiliated.

Account Overview *continued*

MESSAGES AND ALERTS

Effective May 2025, Umpqua Bank and SouthState Bank, previously named Independent Bank, will be removed from the Bank Deposit Sweep Program, BDSP, bank list. Additionally, effective May 2025, The Bank of New York Mellon and U.S. Bank will be added to the BDSP bank list. No action is required. If you would like to opt out of banks or have questions, please contact your financial representative.

National Financial Services has been advised by Cambridge Investment Research, Inc. that Cambridge may receive payment for directing order flow. Upon written request to Cambridge, you may obtain the identity of the venue to which your orders were routed for the six months prior to your request and the time of the transactions that may have resulted from such orders. Please contact your financial professional with any questions.

National Financial Services LLC, NFS, is required by the Securities Exchange Act of 1934 to provide certain financial information from its Statement of Financial Condition. At December 31, 2024, NFS had net capital of \$10,981 million, which was 20.89 percent of aggregate debit items and exceeded its minimum requirement by \$9,929 million. To acquire the Statement of Financial Condition, go to www.mybrokerageinfo.com. If you wish to obtain a copy of this document at no cost, please call 800.439.5627. 489720.20.0

Statement for the Period March 1, 2025 to March 31, 2025

CITY OF SOLVANG - Unincorporated Assn
 Account Number: A4B-000537



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Holdings

NFS-provided cost basis, realized gain (loss) and holding period information may not reflect all adjustments necessary for tax purposes. Please refer to Footnotes and Cost Basis Information at the end of this statement for more information.

AI (Accrued Interest) - Represents interest accumulated since the last coupon date, but not yet paid by the issuer or received by NFS. There is no guarantee that AI will be paid by the issuer.

For additional information regarding your holdings, please refer to the footnotes at the end of the statement.

CASH AND CASH EQUIVALENTS - 0.00% of Total Account Value

Description	Symbol/Cusip Account Type	Quantity	Price on 03/31/25	Current Market Value	Estimated Annual Income
Money Markets					
FIDELITY TREASURY MONEY MARKET FUND 7 DAY YIELD 3.96% Dividend Option Reinvest Capital Gain Option Reinvest	FZFXX CASH	17.99	\$1.00	\$17.99	
Total Cash and Cash Equivalents				\$17.99	

Statement for the Period March 1, 2025 to March 31, 2025

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HOLDINGS > FIXED INCOME - 100.00% of Total Account Value

For an explanation of fixed income pricing, please see the last page. Redemption schedule(s), bond rating(s), and other information are provided where available. If information does not appear regarding a particular investment, it is not available.

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Description	Symbol/Cusip Account Type	Quantity	Estimated Price on 03/31/25	Estimated Current Market Value	Estimated Annual Income	Original/Adjusted Cost Basis	Unrealized Gain (Loss)
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CDs

Certificates of Deposit (CDs), including Market Indexed CD s and Market Linked CDs (collectively, MCDs) are generally shown at estimated market prices based upon a matrix or model pricing method that may not represent the actual price if sold prior to maturity. However, CDs and MCDs may be shown at face value for up to seven calendar days from date of issue if estimated market prices have not been received from a third party pricing vendor. The actual value of CDs and MCDs may be different from their purchase price. CDs and MCDs are subject to interest rate risk. The estimated market price reflected for MCDs may not be based on the actual closing value of the linked market index on the final maturity date and the market value of MCDs may not correspond directly to increases or decreases in the underlying linked market index. You may sell CDs or MCDs in the secondary market subject to market conditions. The secondary market for CDs and MCDs is generally illiquid. If sold prior to maturity, the value of MCDs may be less than the purchase amount or face value. The sale or redemption of any fixed income security prior to maturity may result in a substantial gain or loss, and an early withdrawal penalty may apply. Certain MCDs may only be redeemed on pre-specified liquidation dates and may have call features that allow the issuer to call the MCD prior to maturity. Certain Step Rate CDs are also subject to reinvestment risk if call provisions are exercised by the issuer and if a CD with a comparable rate is not available.

See sales materials or contact your broker/dealer for additional information.

JPMORGAN CHASE BK N A CD 4.50000% 11/13/2025 FDIC INSURED CPN PMT @ MATURITY ON NOV 13 1ST CPN DTE 11/13/2025 CALLABLE ON 05/13/2025 @ 100.0000 Accrued Interest \$4112.88 Average Unit Cost \$1.00	46657VPF1 CASH	240,000	\$1.00028	\$240,067.20		\$240,003.50	\$63.70
AMERICAN COMM BK NA BREMEN GA CD 4.40000% 02/17/2026 FDIC INSURED CPN PMT MONTHLY Next Interest Payable: 04/14/25 Estimated Yield 4.39% Accrued Interest \$540.30 Average Unit Cost \$1.00	02519TBF2 CASH	249,000	\$1.00235	\$249,585.15	\$10,956.00	\$249,003.50	

Account carried with National Financial Services LLC, Member
 NYSE, SIPC

Statement for the Period March 1, 2025 to March 31, 2025

CITY OF SOLVANG - Unincorporated Assn
 Account Number: A4B-000537



Securities offered through Cambridge Investment Research, Inc. Member FINRA/SIPC.
 Advisory services through Cambridge Investment Research Advisors, Inc., a Registered Investment Adviser. Cambridge and King Capital Advisors are not affiliated.

HOLDINGS > FIXED INCOME *continued*

Description	Symbol/Cusip Account Type	Quantity	Estimated Price on 03/31/25	Estimated Current Market Value	Estimated Annual Income	Original/Adjusted Cost Basis	Unrealized Gain (Loss)
AMERICAN COMM BK NA BREMEN GA CD	02519TBF2	continued					
Adjusted Cost Basis						\$249,002.06	D
YTD Amortized Premium	\$0.58 E						\$583.09
VALLEY NATL BK PASSAIC N J CD 4.40000%	919853NH0	244,000	\$1.00401	\$244,978.44	\$10,736.00	\$244,003.50	
08/06/2026 FDIC INSURED	CASH						
CPN PMT SEMI-ANNUAL							
ON FEB 06, AUG 06							
Next Interest Payable: 08/06/25							
Estimated Yield 4.38%							
Accrued Interest \$1588.34							
Average Unit Cost \$1.00							
Adjusted Cost Basis						\$244,002.40	D
YTD Amortized Premium	\$0.85 E						\$976.04
FIRST FED SVGS BK HUNTINGTON CD 4.25000%	32021YFJ7	249,000	\$1.00322	\$249,801.78	\$10,582.50	\$249,003.50	
05/06/2027 FDIC INSURED	CASH						
CPN PMT MONTHLY							
Next Interest Payable: 04/06/25							
Estimated Yield 4.23%							
Accrued Interest \$753.82							
Average Unit Cost \$1.00							
Adjusted Cost Basis						\$249,002.71	D
YTD Amortized Premium	\$0.31 E						\$799.07
TEXAS EXCHANGE BK CROWLEY CD 5.00000%	88241TST8	248,000	\$1.00052	\$248,128.96	\$12,400.00	\$248,003.50	
08/09/2027 FDIC INSURED	CASH						
CPN PMT MONTHLY							
Next Interest Payable: 04/09/25							
CALLABLE ON 04/09/2025 @ 100.0000							
Estimated Yield 4.99%							
Accrued Interest \$781.37							
Average Unit Cost \$1.00							
Adjusted Cost Basis						\$248,002.79	D
YTD Amortized Premium	\$0.28 E						\$126.17

Account carried with National Financial Services LLC, Member NYSE, SIPC

Statement for the Period March 1, 2025 to March 31, 2025

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HOLDINGS > FIXED INCOME *continued*

Description	Symbol/Cusip Account Type	Quantity	Estimated Price on 03/31/25	Estimated Current Market Value	Estimated Annual Income	Original/Adjusted Cost Basis	Unrealized Gain (Loss)
MORGAN STANLEY BK N A CD 4.40000% 02/28/2028 FDIC INSURED CPN PMT SEMI-ANNUAL ON AUG 28, FEB 28 1ST CPN DTE 08/28/2025 Next Interest Payable: 08/28/25 CALLABLE ON 08/28/2025 @ 100.0000 Estimated Yield 4.40% Accrued Interest \$941.24 Average Unit Cost \$1.00 Adjusted Cost Basis	61776CHU4 CASH	244,000	\$0.99996	\$243,990.24	\$10,736.00	\$244,003.50	
Total CDs		1,474,000		\$1,476,551.77	\$55,410.50	\$1,474,016.86	\$2,534.91
Total Fixed Income		1,474,000		\$1,476,551.77	\$55,410.50	\$1,474,016.86	\$2,534.91
Total Securities				\$1,476,551.77	\$55,410.50	\$1,474,016.86	\$2,534.91
TOTAL PORTFOLIO VALUE				\$1,476,569.76	\$55,410.50	\$1,474,016.86	\$2,534.91

Activity

NFS-provided cost basis, realized gain (loss) and holding period information may not reflect all adjustments necessary for tax purposes. Please refer to Footnotes and Cost Basis Information at the end of this statement for more information.

PURCHASES, SALES, AND REDEMPTIONS

Settlement Date	Account Type	Transaction	Description	Quantity	Amount
03/31/25	CASH	REINVESTMENT	FIDELITY TREASURY MONEY MARKET FUND REINVEST @ \$1.000	17.6	(\$17.60)
Total Securities Purchased					(\$17.60)

Account carried with National Financial Services LLC, Member
NYSE, SIPC

Statement for the Period March 1, 2025 to March 31, 2025

CITY OF SOLVANG - Unincorporated Assn
 Account Number: A4B-000537



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PURCHASES, SALES, AND REDEMPTIONS *continued*

Settlement Date	Account Type	Transaction	Description	Quantity	Amount
Securities Sold					
03/31/25	CASH	YOU SOLD	FIDELITY TREASURY MONEY MARKET FUND REDEEMED TO COVER A SETTLED OBLIGATION @ 1	(2,508.73)	\$2,508.73
Total Securities Sold					\$2,508.73

ACTIVITY > CORE FUND ACTIVITY

For more information about the operation of your core account, please refer to your Customer Agreement.

Settlement Date	Account Type	Transaction	Description	Quantity	Amount
03/06/25	CASH	YOU BOUGHT	INSURED BANK DEPOSIT PROGRAM MORNING TRADE @ 1	811.81	(\$811.81)
03/10/25	CASH	YOU BOUGHT	INSURED BANK DEPOSIT PROGRAM MORNING TRADE @ 1	951.23	(\$951.23)
03/14/25	CASH	YOU BOUGHT	INSURED BANK DEPOSIT PROGRAM MORNING TRADE @ 1	840.46	(\$840.46)
03/20/25	CASH	YOU SOLD	INSURED BANK DEPOSIT PROGRAM @ 1	(1)	\$1.00
03/31/25	CASH	REINVESTMENT	INSURED BANK DEPOSIT PROGRAM NET INT REINVEST	0.39	(\$0.39)
03/31/25	CASH	YOU SOLD	INSURED BANK DEPOSIT PROGRAM @ 1	(2,602.89)	\$2,602.89
TOTAL CORE FUND ACTIVITY					\$0.00

Statement for the Period March 1, 2025 to March 31, 2025

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ACTIVITY > ADDITIONS AND WITHDRAWALS > OTHER ADDITIONS AND WITHDRAWALS

Date	Account Type	Transaction	Description	Quantity	Amount
Other Additions and Withdrawals					
03/31/25	CASH	EFT FUNDS PAID	EFT FUNDS PAID ED68121135 MONTECITO BANK & TRUST *****6832		(\$5,111.62)
Total Other Additions and Withdrawals					(\$5,111.62)
TOTAL ADDITIONS AND WITHDRAWALS					(\$5,111.62)

ACTIVITY > INCOME > TAXABLE INCOME

Settlement Date	Account Type	Transaction	Description	Quantity	Amount
Taxable Dividends					
03/31/25	CASH	DIVIDEND RECEIVED	FIDELITY TREASURY MONEY MARKET FUND DIVIDEND RECEIVED		\$17.60
Total Taxable Dividends					\$17.60
Taxable Interest					
03/06/25	CASH	INTEREST	FIRST FED SVGS BK HUNTINGTON CD 4.25000% 05/06/2027		\$811.81
03/09/25	CASH	INTEREST	TEXAS EXCHANGE BK CROWLEY CD 5.00000% 08/09/2027		\$951.23
03/14/25	CASH	INTEREST	AMERICAN COMM BK NA BREMEN GA CD 4.40000% 02/17/2026		\$840.46
03/31/25	CASH		INSURED BANK DEPOSIT PROGRAM INTEREST RECEIVED		\$0.39
Total Taxable Interest					\$2,603.89
Total Taxable Income					\$2,621.49

Account carried with National Financial Services LLC, Member NYSE, SIPC

Statement for the Period March 1, 2025 to March 31, 2025

CITY OF SOLVANG - Unincorporated Assn
 Account Number: A4B-000537



Securities offered through Cambridge Investment Research, Inc. Member FINRA/SIPC.
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ACTIVITY *continued*

	Amount
TOTAL INCOME	\$2,621.49

ACTIVITY > TAXES, FEES AND EXPENSES

Settlement Date	Account Type	Transaction	Description	Quantity	Amount
Account Fees					
03/20/25	CASH	FEE	Trade Confirms 02/2025		(\$1.00)
Total Account Fees					(\$1.00)
TOTAL TAXES, FEES AND EXPENSES					(\$1.00)

ACTIVITY > BANK DEPOSIT DETAIL

Bank Deposits are not securities and are not covered by the Securities Investor Protection Corporation (SIPC). Funds are not FDIC insured until swept to a Program Bank. Customers are responsible for monitoring their total deposits at each Program Bank to determine the extent of available FDIC insurance. Your ending balance at each Program Bank as of the end of this statement period is shown below. If you participate in the Bank Deposit Sweep Program, the Bank Deposit Detail section lists banks and ending balances. Funds pending settlement reflect deposits to (credit) or withdrawals from (debit) to a Program Bank. Please refer to the Program Disclosure document for additional details that may impact the program.

Bank	Beginning Balance	Ending Balance
Bank of China-New York Branch	\$0.00	\$2,602.89
Current Month's Pending Settlement		(\$2,602.89)
Total Bank Deposits	\$0.00	\$0.00

Statement for the Period March 1, 2025 to March 31, 2025

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Footnotes and Cost Basis Information

Amortization, accretion and similar adjustments to cost basis have been provided for many fixed income securities (and some bond-like equities), however, they are not provided for certain types, such as short-term instruments, Unit Investment Trusts, foreign fixed income securities, or those that are subject to early prepayment of principal (pay downs). Where current year premium or acquisition premium amortization is provided, the prior years' cumulative amortization is reflected in the adjusted cost basis, but we cannot provide a breakdown or the total of such prior amortization amounts.

NFS is required to report certain cost basis and related information to the IRS on the Form 1099-B. Your official 1099-B forms for certain transactions will reflect which lots have been sold for tax purposes. To apply a specific identification cost basis method to 1099-B reporting, appropriate instructions must be on file with NFS or be received by NFS before the trade has settled. Absent such instructions, NFS determines cost basis at the time of sale based on its default methods of average cost for open-end mutual funds and first-in, first-out (FIFO) for all other (including ETFs) unless your broker dealer has elected to use another default method. NFS applies FIFO (or other disposal method, if applicable) based on its records, which may be different from yours. For transactions that are not subject to 1099-B cost basis reporting, you should refer to your trade confirmations and other applicable records to determine which lots were considered sold for tax purposes.

While NFS must meet IRS requirements with respect to certain information required to be reported to the IRS, NFS-provided cost basis, realized gain and loss, and holding period information may not reflect all adjustments necessary for your tax reporting purposes. NFS makes no warranties with respect to and specifically disclaims any liability arising out of a customer's use of, or any tax position taken in reliance upon, such information.

For investments in partnerships, NFS does not make any adjustments to cost basis information as the calculation of basis in such investments requires supplemental information from the partnership on its income and distributions during the period you held your investment. Partnerships usually provide this additional information on a Form K-1 issued by April 15th of the following year.

Consult your tax advisor for further information.

D - Adjusted cost basis reflects any cumulative original issue discount, premium, or acquisition premium, and it assumes such amounts were amortized by the taxpayer over the life of the security from acquisition date through disposition date. For securities still held, maturity date was used instead of disposition date. Premium amortization was calculated using the yield-to-maturity method. Acquisition premium was calculated using the ratable accrual method. If applicable, adjusted cost basis reflects market discount accretion which was calculated using the straight-line method and was recognized at disposition date. Gain/loss displayed for this transaction was based on cost basis as adjusted for premium and discount as stated above and does not reflect any losses disallowed because of wash sales (if applicable). The adjusted cost basis may not reflect all adjustments necessary for tax reporting purposes and may also not apply if you are using an alternative amortization calculation method. Refer to IRS Publication 550, Investment Income and Expenses, for additional information. E - YTD amortized premium was calculated on the yield-to-maturity amortization method. Cumulative premium amortization from acquisition date through disposition date is reflected in the adjusted cost basis. For securities still held, maturity date was used instead of disposition date. For tax-exempt securities, amortization of premium is required and is not deductible from taxable income. For taxable bonds, a tax election may be required to amortize premium, and the current year's amortized premium may be deductible from taxable income. Our adjusted cost basis calculation may not reflect all adjustments necessary for tax reporting purposes. It may not be applicable if you have not made an appropriate tax election or if you are using an alternative amortization calculation method. Review prior adjustments that you have made, and consult your tax advisor and IRS Publication 550, Investment Income and Expenses, for additional information.

If a sale, redemption or other disposition involved multiple tax lots, the transaction's totals may have been calculated using a combination of adjusted and unadjusted cost basis information. For lots where adjusted cost basis and its associated gain/loss are known, that was used, otherwise "regular" unadjusted cost basis and its associated gain/loss was used.

Statement for the Period March 1, 2025 to March 31, 2025

CITY OF SOLVANG - Unincorporated Assn
Account Number: A4B-000537



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Miscellaneous Footnotes

CHANGE IN VALUE OF YOUR PORTFOLIO is the change in market value of your portfolio assets over the time period shown. The portfolio assets include the market value of all the securities in the account, plus insurance and annuity assets if applicable. The time frame of the graph is from account opening or September 2010, whichever is later, to the current period. Please note that large increases and/or declines in the change in the value of the portfolio can be due to additions, distribution and/or performance.

CHANGE IN VALUE reflects appreciation or depreciation of your holdings due to price changes plus any activity not reflected within Additions and Withdrawals, Misc. & Corporate Actions, Income, Taxes, Fees and Expenses, and Other Activity sections. Change in Value does not reflect activity related to assets in which NFS is not the custodian (e.g. Insurance and Annuities, Assets Held Away and Other Assets Held Away).

CALLABLE SECURITIES LOTTERY - When street name or bearer securities held for you are subject to a partial call or partial redemption by the issuer, NFS may or may not receive an allocation of called/redeemed securities by the issuer, transfer agent and/or depository. If NFS is allocated a portion of the called/redeemed securities, NFS utilizes an impartial lottery allocation system, in accordance with applicable rules, that randomly selects the securities within customer accounts that will be called/redeemed. NFS' allocations are not made on a pro rata basis and it is possible for you to receive a full or partial allocation, or no allocation. You have the right to withdraw uncalled fully paid securities at any time prior to the cutoff date and time established by the issuer, transfer agent and/or depository with respect to the partial call, and also to withdraw excess margin securities provided your account is not subject to restriction under Regulation T or such withdrawal will not cause an undermargined condition.

PRICING INFORMATION - Prices displayed are obtained from sources that may include pricing vendors, broker/dealers who clear through NFS and/or other sources. Prices may not reflect current fair market value and/or may not be readily marketable or redeemable at the prices shown.

FOREIGN EXCHANGE TRANSACTIONS - Some transaction types necessitate a foreign currency exchange (FX) in order to settle. FX transactions may be effected by Fidelity Forex, LLC. on a principal basis. Fidelity Forex, LLC., an affiliate of NFS, may impose a commission or markup on the prevailing interbank market price, which may result in a higher price to you. Fidelity Forex, LLC. may share a portion of any FX commission or markup with NFS. More favorable rates may be available through third parties not affiliated with NFS. The rate applicable to any transaction involving an FX is available upon request through your broker-dealer.

COST BASIS LEGISLATION - New IRS Rules will require National Financial Services to report cost basis and holding period information for the sale of shares of open end Mutual Fund holdings purchased on or after January 1, 2012 on Form 1099-B. National Financial Services determines the cost basis for all shares of open end mutual funds using a default method of average cost. Alternatively, account owners or their brokers and advisors can instruct National Financial Services to determine the cost basis for shares of open end mutual funds by 1) setting up their non-retirement accounts with one of our eleven tax lot disposal methods available to investors or 2) identifying specific tax lots to sell at the time of a transaction. Contact your broker or advisor to learn more about the cost basis tracking of your holdings.

Interval Fund Owners: Please note an interval fund is structured as an unlisted closed-end mutual fund, and not a traditional open-end mutual fund. Material differences between an interval fund and a traditional open-end mutual fund may exist, including trading/liquidity limitations, and buyback and repurchase features. Please refer to the prospectus for the interval fund you own for specific information and other important considerations or contact your financial professional.

FRACTIONAL SHARE TRADING - National Financial Services ("NFS") will execute the fractional component of a customer order in a principal or riskless principal capacity. This includes fractional shares liquidations as a result of an ACATS transfer of whole shares or a dividend reinvestment that created a residual fractional position in a customer account.

PAYMENT FOR ORDER FLOW - NFS receives remuneration, compensation, or consideration for directing orders particular broker/dealers or market centers for execution. The source and nature of any compensation received in connection with your particular transaction, the name of the other party, and the time of execution will be disclosed upon written request.

GLOSSARY Short Account Balances-If you have sold securities under the short sale rule, we have, in accordance with regulations, segregated the proceeds from such transactions in your Short Account. Any market increases or decreases from the original sale price will be marked to the market and will be transferred to your Margin Account on a weekly basis. **Market Value** - The Total Market Value has been calculated out to 9 decimal places but the individual unit price is displayed in 5 decimal places. The Total Market Value represents prices obtained from various sources, may be impacted by the frequency in which such prices are reported and such prices are not guaranteed. Prices received from pricing vendors are generally based on current market quotes, but when such quotes are not available the pricing vendors use a variety of techniques to estimate value. These estimates, particularly for **fixed income securities**, may be based on certain minimum principal amounts (e.g. \$1 million) and may not reflect all of the factors that affect the value of the security, including liquidity risk. In certain situations, a price may be derived from a single broker quote. The prices provided are not firm bids or offers. Certain securities may reflect "N/A" or "unavailable" where the price for such security is generally not available from a pricing source. The Market Value of a security, including those

CUSTOMER SERVICE: Please review your statement and report any inaccuracy or discrepancy immediately by **calling the telephone number of your broker-dealer reflected on the front of this statement**. Reports of any inaccuracy or discrepancy regarding your brokerage account or the activity therein should be directed to your **broker-dealer at the telephone number and address reflected on the front of this statement** and National Financial Services LLC ("NFS").

NFS carries your brokerage account and acts as your custodian for funds and securities that are deposited with NFS by you or your broker-dealer. **In addition to your initial contact with your broker-dealer you may contact NFS at (800) 801-9942**. Any oral communications regarding inaccuracies or discrepancies should be reconfirmed in writing to protect your rights, including those under the Securities Investor Protection Act ("SIPA"). When contacting either your broker-dealer or NFS, remember to include your entire brokerage account number to ensure a prompt reply.

ADDITIONAL INFORMATION Free credit balances ("FCB") are funds payable to you on demand. FCB are subject to open commitments such as uncleared checks and exclude proceeds from sales of certificated securities without delivery of the certificate. If your FCB is swept to a core position, you can liquidate the core position and have the proceeds sent to you or held in your account subject to the terms of your account agreement. Required rule 10b-10(a) information not contained herein will be provided on written request. Fidelity may use this free credit balance in connection with its business, subject to applicable law.

Credit Adjustment Program. Accountholders receiving payments in lieu of qualified dividends may not be eligible to receive credit adjustments intended to help cover additional associated federal tax burdens. NFS reserves the right to deny the adjustment to any accountholder and to amend or terminate the credit adjustment program.

Options Customers. Each transaction confirmation previously delivered to you contains full information about commissions and other charges. If you require further information, please contact your broker-dealer.

Assignments of American and European-style options are allocated among customer short positions pursuant to a random allocation procedure, a description of which is available upon request. Short positions in American-style options are liable for assignment at any time. The writer of a European-style option is subject to exercise assignment only during the exercise period. You should advise your broker-dealer promptly of any material change in your investment objectives or financial situation. **Splits, Dividends, and Interest.** Expected stock split, next dividend payable, and next interest payable information has been provided by third parties and may be subject to change. Information for certain securities may be missing if not received from third parties in time for printing. NFS is not responsible for inaccurate, incomplete, or missing information. Please consult your broker-dealer for more information about expected stock split, next dividend payable, and next interest payable for certain securities.

Equity Dividend Reinvestment Customers. Shares credited to your brokerage account resulted from transactions effected as agent by either: 1) Your broker-dealer for your investment account, or 2) through the Depository Trust Company (DTC) dividend reinvestment program. For broker-dealer effected transactions, the time of the transactions, the exchange upon which these transactions occurred and the name of the person from whom the security was purchased will be furnished upon written request. NFS may have acted as market maker in effecting trades in 'over-the-counter' securities.

Retirement Contributions/Distributions. A summary of retirement contributions/distributions is displayed for you in the activity summary section of your statement. **Income Reporting.** NFS reports earnings from investments in Traditional IRAs, Rollover IRAs, SEP-IRAs and, Keoghs as tax-deferred income. Earnings from Roth IRAs are reported as tax-free income, since distributions may be tax-free after meeting the 5 year aging requirement and certain other conditions. **A financial statement** of NFS is available for your personal inspection at its office or a copy of it will be mailed to you upon your written request.

Statement Mailing. NFS will deliver statements by mail or, if applicable, notify you by e-mail of your statement's availability, if you had transactions that affected your cash balances or security positions held in your account(s) during the last monthly reporting period. At a minimum, all brokerage customers will receive quarterly statements (at least four times per calendar year) as long as their accounts contain a cash or securities balance.

Sales Loads and Fees. In connection with (i) access to, purchase, sale, exchange or redemption of, and/or maintenance of positions in mutual funds, ETFs and other investment products such as alternative investments or private placements ("funds") or (ii) infrastructure needed to support such funds, some funds, or their investment

priced at par value, may differ from its purchase price and may not closely reflect the value at which the security may be sold or purchased based on various market factors. Investment decisions should be made only after consulting your broker-dealer.

Estimated Annual Income (EAI) & Estimated Yield (EY)- EAI for fixed income is calculated using the coupon rate. For all other securities, EAI is calculated using an indicated annual dividend (IAD). The IAD is an estimate of a security's dividend payments for the next 12 months calculated based on prior and/or declared dividends for that security. EY reflects only the income generated by an investment and not changes in its price which may fluctuate. Interest and dividend rates are subject to change at any time and may be affected by current and future economic, political and business conditions. EAI and EY are estimates only and may include return of principal and/or capital gains, which would render them overstated. EAI and EY are provided for informational purposes only and should not be used or relied on for making investment, trading or tax decisions. EAI and EY are based on data obtained from information providers believed to be reliable, but no assurance can be made as to accuracy, timeliness or completeness.

affiliates, pay your introducing broker dealer and/or NFS sales loads and 12b-1 fees described in the Offering Materials as well as additional compensation for shareholder services, start-up fees, platform support and maintenance, and marketing, engagement and analytics programs. Additional information about the source(s) and amount(s) of compensation as well as other remuneration received by FBS or NFS will be furnished to you upon written request. At time of purchase fund shares may be assigned a load, transaction fee or no transaction fee status. At time of sale, any fees applicable to your transaction will be assessed based on the status assigned to the shares at time of purchase. **Margin.** If you have applied for margin privileges and been approved, you may borrow money from NFS in exchange for pledging the assets in your account as collateral for any outstanding margin loan. The amount you may borrow is based on the value of securities in your margin account, which is identified on your statement. If you have a margin account, this is a combined statement of your margin account and special memorandum account other than your non-purpose margin accounts maintained for you under Section 220.5 of Regulation T issued by the Board of Governors of the Federal Reserve Board. The permanent record of the separate account, as required by Regulation T, is available for your inspection upon request.

NYSE and FINRA. All transactions are subject to the constitution, rules, regulations, customs, usages, rulings and interpretations of the exchange market and its clearing house, if any, where the transactions are executed, and of the New York Stock Exchange (NYSE) and of the Financial Industry Regulatory Authority ("FINRA"). The FINRA requires that we notify you in writing of the availability of an investor brochure that includes information describing FINRA Regulation's BrokerCheck Program ("Program"). To obtain a brochure or more information about the Program or FINRA Regulation, contact the FINRA Regulation BrokerCheck Program Hotline at (800) 289-9999 or access the FINRA's web site at www.finra.org. **FINRA Rule 4311** requires that your broker-dealer and NFS allocate between them certain functions regarding the administration of your brokerage account. The following is a summary of the allocation services performed by your broker-dealer and NFS. A more complete description is available upon request. **Your broker-dealer is responsible for:** (1) obtaining and verifying brokerage account information and documentation, (2) opening, approving and monitoring your brokerage account, (3) transmitting timely and accurate orders and other instructions to NFS with respect to your brokerage account, (4) determining the suitability of investment recommendations and advice, (5) operating, and supervising your brokerage account and its own activities in compliance with applicable laws and regulations including compliance with margin rules pertaining to your margin account, if applicable, and (6) maintaining required books and records for the services that it performs. **NFS shall, at the direction of your broker-dealer:** (1) execute, clear and settle transactions processed through NFS by your broker-dealer, (2) prepare and send transaction confirmations and periodic statements of your brokerage account (unless your broker-dealer has undertaken to do so). Certain securities pricing and descriptive information may be provided by your broker-dealer or obtained from third parties deemed to be reliable, however, this information has not been verified by NFS. (3) act as custodian for funds and securities received by NFS on your behalf, (4) follow the instructions of your broker-dealer with respect to transactions and the receipt and delivery of funds and securities for your brokerage account, and (5) extend margin credit for purchasing or carrying securities on margin. Your broker-dealer is responsible for ensuring that your brokerage account is in compliance with federal, industry and NFS margin rules, and for advising you of margin requirements. NFS shall maintain the required books and records for the services it performs. **Securities in accounts carried by** NFS are protected in accordance with the Securities Investor Protection Corporation ("SIPC") up to \$500,000. The \$500,000 total amount of SIPC protection is inclusive of up to \$250,000 protection for claims for cash, subject to periodic adjustments for inflation in accordance with terms of the SIPC statute and approval by SIPC's Board of Directors. NFS also has arranged for coverage above these limits. Neither coverage protects against a decline in the market value of securities, nor does either coverage extend to certain securities that are considered ineligible for coverage. For more details on SIPC, or to request a SIPC brochure, visit www.sipc.org or call 1-202-371-8300. Funds used to purchase or sweep to a bank deposit are SIPC protected until deposited to a Program Bank at which time funds may be eligible for FDIC insurance. Assets Held Away, commodities, unregistered investment contracts, futures accounts, loaned securities and other investments may not be covered. Precious metals are not covered by SIPC protection. Mutual funds and/or other securities are not backed or guaranteed by any bank, nor are they insured by the FDIC and involve investment risk including possible loss of principal.

End of Statement

722239.10.0



Market Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Balance	\$1,284,941.20	\$1,240,707.12
Contribution	0.00	0.00
Disbursement	0.00	0.00
Transfer In	0.00	0.00
Transfer Out	0.00	0.00
Investment Earnings	17,219.89	61,960.92
Administrative Expenses	(86.92)	(334.85)
Investment Expense	(138.48)	(397.50)
Other	0.00	0.00
Ending Balance	\$1,301,935.69	\$1,301,935.69
FY End Contrib per GASB 74 Para 22	0.00	0.00
FY End Disbursement Accrual	0.00	0.00
Grand Total	\$1,301,935.69	\$1,301,935.69

Unit Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Units	58,537.289	58,537.289
Unit Purchases from Contributions	0.000	0.000
Unit Sales for Withdrawals	0.000	0.000
Unit Transfer In	0.000	0.000
Unit Transfer Out	0.000	0.000
Ending Units	58,537.289	58,537.289
Period Beginning Unit Value	21.950817	21.195160
Period Ending Unit Value	22.241136	22.241136

Please note the Grand Total is your actual fund account balance at the end of the period, including all contributions per GASB 74 paragraph 22 and accrued disbursements. Please review your statement promptly. All information contained in your statement will be considered true and accurate unless you contact us within 30 days of receipt of this statement. If you have questions about the validity of this information, please contact CERBT4U@calpers.ca.gov.

Statement of Transaction Detail for the Quarter Ending 03/31/2025

City of Solvang

Entity #: SKB7-6953823005-001



Date	Description	Amount	Unit Value	Units	Check/Wire	Notes
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Client Contact:
CERBT4U@CalPERS.ca.gov

Created At	Request Text	Closed Date	Requester Name	Requester City	State	Requester Company
03/30/2025 01:49:56 PM	Agreement with Santa barbara county, city of bulleton and city of Solvang for Santa Ynez Valley Transit	04/02/2025 11:18:57 AM	John Christian			
03/26/2025 12:31:30 PM	I am reaching out to request a copy of the proposal submitted by the firm awarded the contract for Parks and Recreation Master Plan. We understand that this is public record and would like the opportunity to better understand the scope, approach, and evaluation criteria used in the selection process.	03/26/2025 02:12:19 PM	Chloe Morton	Walnut Creek	CA	Gates + Associates
03/25/2025 04:49:04 PM	Hi! Can you please send me any plans, permits and reports you have for 2031 Dermanak, Solvang? Thank you.	03/25/2025 05:31:30 PM	LaToya Ramos	Los Olivos	CA	Berkshire Hathaway HomeServices California Properties
03/25/2025 02:54:33 PM	Hello, We would like TOT (transient occupancy tax) information for some of the local hotels monthly, how would I go about getting this information? Thank you, Christy Deeds General Manager Wine Valley Inn & Cottages Solvang	03/25/2025 05:34:24 PM	Christy Deeds	Solvang	CA	Wine Valley Inn
03/24/2025 05:06:27 PM	Hi, Can you please send me any reports, permits and plans you have on file for 690 Valley Oak Road, Solvang? Thank you	03/26/2025 10:39:52 AM	LaToya Ramos	Los Olivos	CA	Berkshire Hathaway HomeServices California Properties

03/19/2025 5 10:14:31 AM	<p>Good morning, This is a request from Caltrans to all cities and counties asking for verification of Ownership and Mileage of their roadway networks that are in our Statewide Linear Referencing System. This request is part of our effort in having city and county-maintained roads correctly reported on State and FHWA maintained mileage system for safety analysis and funding allocation purposes.</p> <p>We would appreciate if you shared any shapefiles or other visual resources that clearly show which streets fall under the city's jurisdiction?. Should you have questions, please contact me at HPMS@dot.ca.gov Thank you for your attention to this matter. We appreciate your cooperation. Best regards, HPMS Team California Department of Transportation</p>	03/21/2025 12:08:14 PM	Venkata Pillarisetty	sacramento	CA	Caltrans
03/17/2025 5 03:30:24 PM	<p>We are requesting all records associated with the following undeveloped parcels in the Alisal Ranch area: APN's 137-410-002/010/012/020/022/036/037 We are trying to determine if there are any development conditions or restrictions other than typical setbacks (e.g., parcel line, creek, environmentally sensitive habitat, trees) or topographical conditions (e.g., 20% slopes or unstable soils). Thank you!</p>	03/26/2025 10:44:53 AM	Angela Janes	Los Olivos	CA	F. Evans Jones, LLC
03/14/2025 5 02:22:12 PM	<p>Please provide all plans and files associated with 296 First Street and 293 Alisal Road, APN's 139-234-001/002</p>	03/24/2025 10:50:24 AM	Angela Janes	Los Olivos	CA	F. Evans Jones, LLC

03/10/2025 5 08:51:37 AM	SmartProcure is submitting a public records request to the City of Solvang for any and all purchasing records from 12/9/2024 to current. The request is limited to readily available records without physically copying, scanning, or printing paper documents. Any editable electronic document is acceptable. The specific information requested from your record-keeping system is: 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, address, contact person and their email address If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond. As an added security and privacy measure, there will be a unique upload link for any new requests moving forward, including this one. We appreciate your assistance towards this request. You may also attach the information to this email. https://upload.smartprocure.com/?id=c2RqPWEyYIZQMDAwMDAwUHdRS1IBMCZzdD1DQSZvcmc9Q2I0eU9mU29sdmFuZyZvaWQ9NTU0Ng%3D%3D	03/10/2025 10:33:31 AM	Lisa Chatar	DEERFIELD BEACH	FL	SmartProcure
03/05/2025 5 01:20:35 PM	I am requesting any building permit records, including certificate of occupancy, new construction, addition/alteration, plumbing, mechanical, electrical, USTs, and ASTs for 139-530-001 and 139-530-002. Two vacant parcels along the west side of Alamo Pintado Road, north of Old Mission Drive.	03/06/2025 10:02:09 AM	Paul Robinson	Murrieta	CA	Priority One Environmental, Inc.
02/26/2025 5 03:17:33 PM	Please send all permits and records on file for 221 Willow Drive, Solvang, CA 93463. Thank you, Nancy	02/28/2025 08:44:56 AM	Nancy Hussey	Solvang	CA	

02/26/2025 5 10:23:42 AM	Please send all permits on file.	02/26/2025 06:08:53 PM	Nancy Hussey	Solvang	CA	
02/24/2025 5 03:31:09 PM	Hello. I would like to request the total amount spent from 2021-2024 on IT Managed services for the City. Thank you.	02/24/2025 04:24:48 PM	Stacy Harjer	Roseville	CA	Cayuse Civil Services, LLC
02/23/2025 5 01:42:45 PM	Hi! Can you please send me any permits, plans and reports you have on file for 922 College Canyon Road, Solvang? Thank you	02/25/2025 12:41:28 PM	LaToya Ramos	Los Olivos	CA	Berkshire Hathaway HomeServices California Properties
02/21/2025 5 10:17:17 AM	Hi! Can you please send me any reports, permits and archived plans you have for 2197 Creekside Dr., Solvang? Thank you	02/28/2025 08:38:17 AM	Tony Huang	Santa Ana	CA	JTC RE LLC
02/19/2025 5 11:32:04 AM	I need any permit between 2004 and 2010 for 485 Alisal Road (Frederik's Court)	02/25/2025 03:40:24 PM	Brett Marchi	Solvang	CA	Marchi & Associates
02/18/2025 5 02:40:46 PM	Hello, I'd like the permit history and any plans and building records for 1651 Fir Avenue, APN 139-143-021.	02/19/2025 04:33:10 PM	Brittany Cone			Capital Realty Analysts
02/18/2025 5 02:02:56 PM	Dear City Clerk, I am submitting a public records request for expenditure data related to legal services paid for Fiscal Years 2022-2023 and 2023-2024. Please provide a breakdown of expenditures made for Fiscal Years 2022-2023 and 2023-2024 made payable to the Law Firm Richard Watson Gershon. To be clear, I am not asking for the legal services invoices or billing statements but only the amounts paid to the Law Firm Richard Watson Gershon for Fiscal Years 2022-2023 and 2023-2024. I want to receive this information in an electronic format. Sincerely, Robert Schultz Interim City Attorney City of Morro Bay	02/18/2025 03:51:04 PM	Robert Schultz	Morro Bay	CA	
02/18/2025 5 10:53:29 AM	We would like any permits for the property located at 221 Willow Dr in Solvang. Most recently was an electrical permit. But would like all permit history for a potential new owner. Thank you.	02/19/2025 04:34:01 PM	Danielle Crystal	Santa Ynez	CA	Elam, Crystal & Associates

02/17/2025 03:39:29 PM	Good afternoon, I hope all is well and that you are having a great day! My name is Lesley Delgado, a contractor for SoCalGas. I am working with the SoCalGas Planning group, assisting them with gathering information regarding street improvements in an effort to compile projects into one database. I am contacting you today to inquire about city projects related to such street improvements, including road rehabilitation, resurfacing, overlays, and slurry seals. Below are the questions for your reference. Are any ongoing or future street rehabilitation projects scheduled for construction in 2025 and 2026? If so, could you please provide information on when these projects are estimated to begin and/or be completed? Can additional maps or documents that contain additional work being done or completed be provided? Does the City have a moratorium policy after a street has been resurfaced or slurry-sealed? If available, could you please provide a list/map of streets currently under moratorium? Please provide any updates at your earliest convenience. Thank you again for taking the time to assist me with these questions and if there is anything I can do on my end please let me know. If you are not the correct person I should be reaching out to please let me know to whom I can direct	02/25/2025 03:37:09 PM	Lesley Delgado			WestLand Group
02/14/2025 09:38:44 AM	I wanted to see if you'd be able to let me know if any permits have been applied for or issued since 2024 for the Denmark Square Hotel/Restaurant/Pool project to be located at 1693 Mission Dr, Solvang, CA 93463. Any details you could provide as far as plans and permits (including issue dates and any GC information listed) would be greatly appreciated. DR 202400016577	02/18/2025 09:00:46 AM	Madison Mendoza	Riverside		DCN

02/12/2025 09:41:40 AM	The property at 793 Alisal has had many modifications made to it since its last change of ownership: garage conversion into a bonus room, internal changes to living areas. Are there any records with the city that there were permits applied for and granted? The removal of a double garage would seem to be a significant change to a residential property, as well as additions to the rear deck, and changing of internal walls, removal of internal access to the former garage, and changes to the master bath area. What records are there with the city that these changes were recorded with them?	02/19/2025 12:05:41 PM	Robert Seegmiller	Solvang	CA	
02/09/2025 12:48:04 PM	Building or pool permits for 1538 Mountainview Drive Solvang CA	02/13/2025 10:55:09 AM	Jeff Mitchell			
02/07/2025 02:27:06 PM	My name is Nichole Lambinico, and I work for the California Air Resources Board. I am working on outreach to the regulated community for Small Off-Road Engines which include landscape and garden businesses. I am hoping to reach contacts for landscape, gardening, tree trimming, and lawn care businesses by contacting businesses doing business in all the cities of California. I am reaching out city by city in each county for all of California. May I please request a list of landscape, gardening, tree trimmers, and lawn maintenance businesses registered with a business license in City of Solvang? The ideal format would be an excel spreadsheet with columns for Business Name, Owner Name, Contact mailing addresses, Contact email addresses, and phone numbers. If needed, I am happy to complete requirements for a PRA request.	02/12/2025 09:50:58 AM	Nichole Lambinico	Sacramento	CA	California Air Resources Board

02/06/2025 5 08:49:43 PM	Building permits and requests for 793 Alisal from 2018 to now.	02/10/2025 09:18:36 AM	Robert Seegmiller	Solvang	CA	
02/06/2025 5 09:21:19 AM	Hello, I'm looking to find any archived plans for the property at 221 Willow Drive, Solvang, CA (APN 139-222-011). The records show that three remodels were completed/permitted for the property: 1) 1-9-1962, Interior alternation where garage was converted to living space. 2)10-10-1962, Carport was added 3) 3-9-1977, Addition to the single family dwelling Please let me know if plans are available. Not sure if these would be available electronically. If not, what is the best way to view them? Thanks, Dan Kikkert 530-307-0066	02/10/2025 09:17:54 AM	Daniel Kikkert	South Lake Tahoe	CA	
02/05/2025 5 02:20:41 PM	I wanted to see if you'd be able to let me know if any permits have been applied for or issued since 2021 for the Sansum Medical Clinic project to be located at 1925 Windmill Ln, Solvang, CA 93463. Any details you could provide as far as plans and permits (including issue dates and any GC information listed) would be greatly appreciated. DR 202100660198	02/07/2025 11:20:57 AM	Madison Mendoza	Riverside		DCN
02/03/2025 5 10:27:45 AM	1925 Windmill Ln 30,000-square-foot medical facility I would like to inquire if permits have been issued at 925 Windmill Ln 30,000-square-foot medical facility I would like to obtain the firm that was issued the permits along with date issued. I do not require a copy unless required to ask for copies, I only seek the Name, city and state of the contractor and a date of issuance.	02/03/2025 10:35:10 AM	Andrea Mason	Cincinnati	OH	Constructconne ct (media publication)
01/31/2025 5 05:20:45 PM	I would like to have a copy of Erickson electrics home business permit and description of their allowed activity.	02/04/2025 09:36:06 AM	Nicholas	Solvang	CA	

01/29/2025 5 04:02:07 PM	Hi I would like all construction documents and specifications for 591 Ranch Road.	02/07/2025 08:52:34 AM	Jonathan Villegas	Solvang	CA	Darkmoon Building Design and Engineering
01/23/2025 5 04:55:30 AM	To Whom It May Concern: Inovo AI Solutions LLC is initiating a request under the California Public Records Act for all purchasing records from 07/01/2020 to date under your jurisdiction. We seek access to electronic records that can be provided without the necessity for hardcopy duplication, scanning, or any physical handling of documents. We are interested in the following details for purchases from your record-keeping system for the given period. This data can be quickly exported in a purchase order or vendor history report from the accounting system by your finance team: Vendor Number or Vendor ID Vendor Name Identifier for each purchase, such as purchase order number (PO#) or, alternatively, an invoice or check number Purchase Date Line item details or description of each purchase Line item quantity Line item price The information we are requesting is generally part of council/board meeting packets as "bills" or "vendor payments." If that information is already available on the website, we are happy to capture it from there. Please let us know if that is the case. Please do not hesitate to reach out to me if you have any questions. Regards, Abbas Khan CEO, Inovo AI Solutions LLC	01/23/2025 01:14:33 PM	Abbas Khan	Jersey city		Inovo AI Solutions LLC
01/22/2025 5 10:46:38 AM	heheh	01/22/2025 10:47:33 AM				

01/21/2025 12:45:59 PM	Hi! Can you please send me any reports, permits and plans you have for 851 Adobe Creek Road, Solvang? Thank you	01/31/2025 11:25:37 AM	LaToya Ramos	Los Olivos	CA	Berkshire Hathaway HomeServices California Properties
01/21/2025 12:41:02 PM	Hello, I am a records research engineer for Congruex. We are currently planning a fiber cable installation project in 1200 Alamo Pintado Rd, Solvang, CA 93463, USA. and I'm hoping you can provide some information I would like to request only Power Map information for the area described below. The project is servicing 1200 Alamo Pintado Rd, Solvang, CA 93463, USA. The entire project is highlighted in the screenshot below. Note:- We required FTR map Sample Map attached for your reference. Please let me know if I can provide additional information. Thank you. Ramesh Yadav Engineering Assistant Ryadav@congruex.com	01/21/2025 01:20:17 PM	Ramesh Yadav	Orange	CA	Congruex
01/17/2025 01:54:26 PM	I would like copy of building permits and plans for 735 Alamo Pintado Road. This is for the owner who is proposing a remodel of the existing house.	01/21/2025 11:16:51 AM	Greg Flewin	Santa Monica	CA	Greg Flewin Design
01/14/2025 09:13:30 AM	Hello, Are the sign permits of record available for the Solvang Olive Press business at 463 Alisal Rd, Solvang, CA 93463? Thanks!	01/15/2025 11:35:15 AM	Lonnie Roy	Santa Barbara	CA	On Design LLC
01/06/2025 03:04:23 PM	Requesting copies of building permits and current site plan(s) for 62 Ironwood Way.	01/07/2025 09:48:26 AM	Diane F Christensen	SOLVANG	CA	
01/06/2025 06:24:35 AM	Can I please get a copy of the Certificate of Occupancy and any building permits available for 1677 Maple Avenue?	01/06/2025 04:34:14 PM	Brynn Crispino			Chase Bank

01/02/2025 10:13:51 PM	Hi there, Is it possible to get a report(s) or copies of all issued building permits from December 1, 2024 to December 31, 2024? Report to include if applicable: Site Address, Permit Numbers & Dates, Valuations of Jobs, Description of work being done, Contractor Information & Owner name. Any and all information is greatly appreciated. If you have any questions please feel free to email me at data@constructionmonitor.com . Thank you!	01/07/2025 09:49:10 AM	Braden Mineer	Cedar City	UT	Construction Monitor
01/02/2025 03:34:36 AM	Hello, I am a records research engineer for CHC Consulting, a contractor for Comcast. We are currently planning a fiber cable installation project in Solvang, CA and I'm hoping you can provide some information. Our project is servicing 463 Alisal Rd, Solvang, CA 93463, USA. The entire project is shown in the attached document. Can you provide sewer, storm drain and water information for the area? A capital improvement plan, as-built document, or GIS screenshot should show this information. Please let me know if I can provide any additional information. Thank you,	01/06/2025 04:45:09 PM	Sambit Pradhan	Orange	CA	CHC Consulting



AGENDA ITEM 6.e

Meeting Date: April 28, 2025

SUBJECT: Approve the Ninth Amendment to the Agreement with Meridian Consultants LLC for additional CEQA and NEPA compliance tasks for the WWTP Water Quality Project for an additional \$19,820 for a total Contract Amount not to Exceed \$290,213 for the existing term December 31, 2025, and authorize the Mayor to execute on behalf of the City

PREPARED BY: Jose Acosta, Utility Director

DISCUSSION:

The City of Solvang is working with Meridian Consultants, LLC (Meridian) to complete California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) compliance for the Wastewater Treatment Plant (WWTP) water quality project. In response to comments from the United States Department of Agriculture (USDA) on the Draft Environmental Assessment (EA), additional work is required to finalize compliance. Due to delays in the initial document compilation and submittal, the USDA has identified new concerns, inclusive of an updated species list, necessitating further revisions.

Meridian proposes the following additional tasks to address USDA comments and complete the Final EA submission:

1. **Section 7 Informal Consultation** – Pax Environmental will update the U.S. Fish and Wildlife Service (USFWS) consultation to reflect the addition of the southwestern pond turtle to the species list and develop mitigation measures.
2. **Cultural Resources Report Update** – Chronicle Heritage (formerly PaleoWest) will update the 2020 report prepared by PaleoWest to include new records searches and Native American coordination.
3. **Environmental Assessment Revision** – Meridian will revise the EA to incorporate findings from the Section 7 consultation and cultural resources update.
4. **USDA Coordination & Support** – Meridian will assist with USDA approval efforts and provide ongoing coordination with City staff.

This contract amendment is necessary to address USDA's comments and ensure timely progress on the WWTP improvements. Staff recommends approval of the amendment to facilitate the completion of the environmental review process. Upon approval, Meridian will proceed with the additional scope of work to finalize the environmental compliance process and obtain USDA approval.

ALTERNATIVES:

The City Council could deny this request. This is not recommended as it would delay the environmental review required by the USDA which would further delay the WWTP project.

FISCAL IMPACT:

The net adjustment to the total project fee is \$19,820, increasing the total contract amount to \$270,015. This amount is inclusive of all work performed under this contract since April 8, 2019, which included studies for the River Well Project and WWTP Recycled Water Distribution.

ATTACHMENTS:

- A - Ninth Amendment to Meridian Agreement
- B - Meridian Amendment 9 Proposal

AMENDMENT NO. 9

to the agreement with

**MERIDIAN CONSULTANTS LLC
(WWTP Water Quality Project)**

THIS NINTH AMENDMENT is made and entered into this **28th** day of **April 2025**, between the **CITY OF SOLVANG**, a municipal corporation and Charter City ("City") and **MERIDIAN CONSULTANTS LLC**, a California Limited Liability Company ("Consultant"). In consideration of the mutual covenants and conditions set forth in the original Agreement dated, April 8, 2019, the First Amendment dated November 12, 2019, the Second Amendment dated January 19, 2021, the Third Amendment dated November 11, 2021, the Fourth Amendment dated December 13, 2021, the Fifth Amendment dated May 9, 2022, and the Sixth Amendment dated November 28, 2022, the Seventh Amendment dated April 24, 2023, the Eight Amendment dated January 13, 2025, the parties agree to this Ninth Amendment for the WWTP Water Quality Project, and additional terms to the scope of work for the additional CEQA and NEPA compliance tasks, for the additional amount of \$19,820, as outlined in the amendment proposal (Exhibit A), for a total amount not to exceed \$290,213, for the existing term December 31, 2025.

Campaign Contribution Disclosure: Pursuant to Government Code Section 84308, any party to a City proceeding (which includes, but is not limited to, all contracts with the City, other than competitively bid, labor, or personal employment contracts) must disclose on the record any campaign contributions made to a member of the City Council or other elected or appointed officer of the City, any candidate for elected office of the City, or any candidate for elective office of any other agency who is also an elected or appointed officer of the City in excess of \$250 in the past 12 months. This disclosure requirement includes contributions by the party’s agent, such as a consultant, and aggregated contributions from persons or entities related to the party. Consultant is required to fill out and provide the attached “Exhibit C” Applicant/Interested Party Campaign Contribution Disclosure Form’ with submission of this Agreement and to update this form after each contribution and no later than the beginning of any associated proceeding.

All remaining portions of the original agreement shall remain in full force and effect.

CITY OF SOLVANG

MERIDIAN CONSULTANTS LLC

David Brown, Mayor

Mark Austin, Managing Member

APPROVED AS TO FORM

Craig Steele, Acting City Attorney

ATTEST

Annamarie Porter, City Clerk

March 14, 2025

City of Solvang
411 Second Street
Solvang, CA 93463

Attn.: Jose Acosta, Utility Director

Re: Proposal for Professional Services
City of Solvang Wastewater Treatment Plant Improvements
CEQA & NEPA Compliance

Dear Mr. Acosta,

Meridian Consultants, LLC is requesting this amendment to our existing contract with the City of Solvang to complete the environmental compliance efforts for the City's wastewater treatment plant (WWTP) upgrades and improvements (Project). This amendment provides for Meridian to assist the City in completing the following to fully address comments from the United States Department of Agriculture (USDA) in the Draft Environmental Assessment (EA) pursuant to the National Environmental Policy Act (NEPA):

- Section 7 Informal Consultation with the U.S. Fish and Wildlife Service (USFWS);
- Updates to the Cultural Resources report with current records searches and compliance with Section 106;
- Revise the EA to incorporate the findings of Section 7 Informal Consultation and the updates to the Cultural Resources report;
- Coordinate with the Solvang team; and
- Coordinate and provide support on USDA approval.

The Scope of Work for this effort involves Pax Environmental (Pax) pulling a new USFWS Information for Planning and Consultation (IPAC) list, conducting meetings and correspondence with the USFWS, City of Solvang, and Meridian Consultants to revise and complete the USFWS informal consultation for the Solvang WWTP Upgrades Project to address the one (1) new species added to the IPAC list (southwestern pond turtle). Pax will develop mitigation measures for southwestern pond turtle for informal consultation with the USFWS. This task will involve meetings and correspondence with the USFWS, City of Solvang, and Meridian Consultants to update the informal consultation for the Project. It is assumed there will be one (1) round of mitigation measure revisions and up to two (2) meetings before obtaining a Letter of Concurrence from the USFWS. This will address the comments from the USDA regarding biological resources and Section 7 consultation.

Meridian's team member, Chronicle Heritage (formerly PaleoWest), will update the cultural resources technical report prepared in 2020 by PaleoWest for the Project. This will involve Chronicle Heritage

Mr. Jose Acosta, Utility Director

March 14, 2025

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consulting the California Historical Resources Information System at the Central Coast Information Center (CCIC) to conduct an updated records search of the Project area. For the purposes of this Project, this search will encompass the Project area and a 1-mile buffer. Copies of all previously recorded cultural resources records and relevant cultural resource reports within the search area will be obtained. Chronicle Heritage will also contact the Native American Heritage Commission (NAHC) for a search of the Sacred Lands File (SLF) of the Project area. Chronicle Heritage will also contact individuals listed on the Native American Contact List provided by the NAHC for the Project. Coordination with these individuals will be initiated by email, followed by telephone contact two weeks later to individuals who do not respond to the initial emailed letter. Chronicle Heritage will update the cultural resource technical report originally prepared for the Project. Content updates are anticipated to be limited to the Records Search and Native American Coordination sections of the report only. There are no anticipated changes to the original report conclusions or recommendations. Additionally, Chronicle Heritage will update the 2020 report produced under PaleoWest cover to a current report cover reflecting the 2025 Chronicle Heritage update. This should be sufficient to satisfy USDA's comments about report dates for the Project.

Meridian will incorporate the results of the IPAC list, Section 7 informal consultation, and updated cultural resources report into the Final Draft EA for the City to submit to USDA for approval, release, and distribution. Meridian will append the associated documentation to the Final Draft EA. This should address the remaining comments provided by the USDA in the Revised Administrative Draft EA in December 2024.

Meridian will also continue to provide support to the City for efforts needed to coordinate with the USDA.

This amendment includes time for Meridian Consultants Associate Principal, Ms. Leanna Williams, to continue to coordinate and meet with City staff (via Zoom) on an as-needed basis.

The estimate not-to-exceed budget to complete the scope of work identified for the additional work described above is \$19,820; As shown in **Table 1: Cost Proposal and Staffing Plan**, the cost for the additional work by Meridian Consultant is \$8,000, the cost for the additional work by Pax is \$3,600, and the cost for additional work by Chronicle Heritage is \$8,220. The new contract amount with this contract amendment is shown in **Table 2: Project Contract Status**.

**Table 1
Cost Proposal and Staffing Plan**

Task	Description		Associate Principal	Project Planner	Graphics/ Editing	Total Hours	Total Cost
			\$200	\$145	\$105		
8	Final EA Preparation	Hours	4	8	8	20	\$2,800
		Cost	\$800	\$1,160	\$840		
9	Support for USDA Approval	Hours	18			18	\$3,600
		Cost	\$3,600	\$0	\$0		
10	Project Management	Hours	8			8	\$1,600
		Cost	\$1,600	\$0	\$0		
Total Labor		Hours	30	8	8	46	
		Cost	\$6,000	\$1,160	\$840	\$0	\$8,000
Direct Costs							
USFWS Section 7 Informal Consultation - Pax Environmental							\$3,600
Cultural Resources Report Update - Chronicle Heritage							\$8,220
Total Direct Costs							\$11,820
TOTAL							\$19,820

**Table 2
Project Contract Status**

Solvang WWTP Improvements CEQA & NEPA Compliance Project	Totals
Authorized Amount	\$90,300.00
Requested Contract Amendment Amount	\$19,820.00
New Contract Amount	\$110,120.00

We appreciate this opportunity to provide additional services on this Project to the City.

Please contact me if you have any questions via email at lwilliams@meridianconsultantsllc.com or by phone at 408-460-4694 (cell).

Sincerely,

Meridian Consultants LLC



Leanna Williams
Associate Principal



CITY COUNCIL STAFF REPORT

AGENDA ITEM 6.f

Meeting Date: April 28, 2025

SUBJECT: Receive and file Solvang Council Goals 2024/26 Third Quarter Update

PREPARED BY: Randy Murphy, City Manager

DISCUSSION:

As has been previously discussed, Council held a workshop in March 2024 and identified a list of 33 community goals. These goals were discussed during the subsequent budget process and Council identified the first sixteen as priorities during the current biennial budget cycle. By way of reminder, many of the goals were not expected to be achieved within the two-year budget cycle. However, they are intended to help keep staff focused on areas that Council has determined to be most important.

ALTERNATIVES:

None.

FISCAL IMPACT:

None.

ATTACHMENTS:

Update #3 to Solvang City Council Goals 2024/2026

- 1. Analyze all parking improvement opportunities to relieve congestion and financial options. – Public Works/Planning**

Staff reviewed the Downtown Solvang Parking Study prepared by Walker Consulting in February 2021. Staff believe that two of the recommendations from the report could be implemented to reduce congestion. The first recommendation is to enhance wayfinding to public parking by implementing uniform and consistent signage and branding, as outlined in a previous study by Rick Engineering in 2016. The second recommendation is to explore the possibility of leasing privately owned parking spaces in private lots or at the Santa Ynez Mission. Additionally, the design plans for Parking Lot 5 have been completed, and PG&E has begun their construction process for the installation of the transformer and street light replacement.
- 2. Analyze limited uses in the Urban Growth Boundary for affordable and work force housing to meet State Law and community needs. – Planning**

City staff made a presentation to the City Council for direction on the UGB. Direction was to move forward with potential modification of the UGB. City staff will be working with the City Attorney for additional feedback on modification of the ordinance for water security, emergency ingress/egress, and potential future housing locations.
- 3. Identify all existing opportunities for affordable housing in TRC especially from “walkable” locations. – Planning**

City Council adopted a new zoning ordinance that went into effect January 8, 2025. The new ordinance allows for conversions of 2nd story or non-ground floor office/retail into residential spaces by right, up to 4 units. City Staff is currently processing the following applications:

 - PA 25-010 – 1693 Mission Drive (Denmarket Square), 30 Units
 - PA 25-014 – 485 Alisal Road/Pre-Application (Fredericks Square), 5 units

Property owners have approached staff to complete this now that it is available. Those include:

 - 423 Second Street
 - 1697 Copenhagen

Conversion of underutilized commercial and office space into residential units during the Housing Element planning period allows for the city to take credit for creation of residential units.
- 4. Pursue Solvang becoming a regional Wastewater Treatment Provider. – Utilities**

Staff has had conversations with LOCSD regarding their interest in the City treating its waste disposal. This option is viable for both the City and LOCSD based on initial studies and a strong consideration at this time. The recommendation is to maintain communication with LOCSD staff and possibly make this happen after the WWTP upgrades, approximately in mid to late 2028.
- 5. Start process to update outdated codes and ordinances. – Planning**

The City council has adopted a major overhaul of the City’s Zoning Ordinance that went to effect January 8, 2025. City staff has identified additional work efforts that need to be completed in 2025. Those include amendments to the Sign Ordinance Subdivision Ordinance, Short-Term Rental Ordinance, landscaping, lighting, and fencing amendments. City staff will also have to codify the 2025 California Building Code (CBC) by Fall of 2025.
- 6. Analyze means to improve police response and enforcement including private security, technology, and increased Sheriff services. – City Manager**

Staff sought council guidance on AI-enabled cameras for crime deterrence and investigation support. The council directed staff to identify a test case and develop a surveillance policy for adoption. Staff is now creating an RFP for vendors, selected a test area in collaboration with the Santa Barbara County Sheriff’s Office, and is drafting policy language, with a target date to return to the council in May.
- 7. Assess opportunities and financing to improve traffic, pedestrian, and bicycle circulation in general and especially on SR 246. – Planning/Public Works**

Update #3 to Solvang City Council Goals 2024/2026 (cont.)

On January 22, 2025 City Staff submitted a Caltrans Sustainable Transportation Grant application for \$250,000. The grant aims to support the evaluation of the Mission Drive corridor, from Skytt Mesa Drive to Alamo Pintado Road, utilizing a “complete streets” approach to improve traffic flow for vehicles, pedestrians, and bicycles.

8. Develop more local events to broaden and even out tourism activities. – Marketing

In addition to prior reports, Department just produced a very successful Lego event “Brick and Builds” April 5-6 for locals and tourists. Event was very well received. Working on an event for “The Kiss” film production by Danish producer to take place in May that will bring a different clientele to town. Parks and Rec just had successful and sold-out Mother/Son Luau and held the Easter Eggstravaganza April 19 with 1000+ guests which was a free event for the community.

9. Assess opportunities to support and use local organizations more effectively to meet community needs and volunteers. – Marketing

Parks and Rec just worked with County of SB in assisting and spreading the word on Job Readiness and Internship Program. Also met with Allan Hancock about connecting them with local groups and utilizing Vets Hall (when available) and programming with them to offer youth and adult programs to residents and community members. They continue to work with the National Charity League, local schools, Scouts, California Conservation Corp, etc for volunteer services for events or projects. (California Conservation Corp is a paid service but they are offering 6 days of free fire mitigation work through a grant).

10. Streamline the entitlement and building process make it easier for residents and businesses to improve their property. – Planning

The new Zoning Ordinance allows for more “by right” projects through the creation of a zoning ordinance process. Projects that have now utilized these changes include 1647 Oak Street, Denmark Square Façade improvements. 423 Second Street will be submitting for a building permit for a two-unit conversion of office to residential under the city’s new “by right” ordinance. The city has initiated revamped home occupation permits as well and proposes lowering fees to incubate and encourage home based businesses.

City staff has established time frames for building permits and has taken over permitting functions and is now issuing permits 5 days a week and has completed a transition to accepting all digital submittals. City staff has completed Planning Application checklists and Building Permit Checklists which are now available on our website. City staff has revamped its permitting systems and is now tracking metrics to ensure timely reviews of building permits to meet established building permit turnaround times. Building Permit turnaround times have fallen between 20 and 25 business days for major construction projects, less than 24 hours for over-the-counter permits, and minor permits less than 10 business days. This was compared to 60 days or more for major permits.

11. Evaluate market potential for expanding business meetings, retreats, and boutique conferences. – Marketing

This is in the works and Candice will be attending IPW in Chicago this summer working with Buellton and Visit SYV to bring some of these groups, meetings, conferences, etc to Solvang.

12. Explore BID to support downtown in a manner that would have Chamber support. – City Manager

Staff have discussed BID implementation with two consultants and held informal talks with Chamber representatives who showed initial interest. A list of potential BID priorities and benefits has been identified. Staff will continue exploring this alternative and develop an action plan including tasks and timelines.

13. Analyze increased water storage and/or supply with additional and/or larger reservoirs and development of injection wells for ground water storage for drought years independently or with other water purveyors. – Utilities

The City is currently working on the development of HCA middle well. Part of this development is exploring the possibility of using this well as an injection well for groundwater storage. The City is also looking at beginning the planning phase for expansion of storage at Reservoir 3 site.

14. Assess Library needs, opportunities, and funding. – Administration

Staff was recently informed that the contract with Goleta needs to be increased by about 50%. This is largely due to the fact that there were no inflators in the prior 5-year agreement. Also, evaluating potential relocation sites.

15. Assess regional opportunities on use and development of water infrastructure. – Utilities

No update.

16. Analyze feasibility to reuse wastewater either as reclaimed wastewater, enhanced treatment for well injection or as direct potable water. – Utilities (combine w 15)

Refer to #4 above.

Council directed staff to work on the top 16 for FYs 24/5 to 25/6. Other goals that were identified during the process but not currently in focus:

17. Evaluate feasibility of workforce housing opportunities with Alisal Ranch and Lot 72. – Planning

18. Assess opportunities to make existing transit more effective in the overall transportation needs of the community. – Public Works

19. Evaluate the opportunities to improve overall public safety services. – City Manager (combine w 6)

20. Develop a Danish Heritage Master Plan. – Planning

21. Assess the ability to expand and diversify commerce and industry to augment tourism dependent revenues. – City Manager

22. Analyze community meeting space needs and methods of achieving those needs with existing and additional facilities. – City Manager (combine w 11)

23. Develop a long-term infrastructure Maintenance Master Plan. – Public Works

24. Explore means to minimize the adverse impacts of tourism on the quality of life of the residents. – Marketing

25. Develop a five-year marketing plan for tourism and other business opportunities for a more sustainable and less volatile revenue base. – Marketing

26. Analyze the opportunities for broader business development. – Planning (combine w 21)

27. Develop options for meeting the cities administrative and operational needs. – Administration

28. Develop a long-term infrastructure and funding plan. – Finance

29. Evaluate the Senior Service programs long term needs. – Administration

30. Update sign codes and home occupation ordinances. – Planning

31. Consider establishing mid-range housing requirements. – Planning

32. Develop strategy to reduce or eliminate PERS liability. – City Manager

33. Assess community outreach programs. – City Manager



25852 mcbean pkwy #187
valencia, ca 91355

888.743.5977 : p
www.moore-associates.net

memo

to: Randy Murphy, City Manager,
City of Solvang

from: Kathy Chambers

re: SYVT Quarterly Memo (FY 2025, Q3)

date: April 18, 2025

Administrative Activities

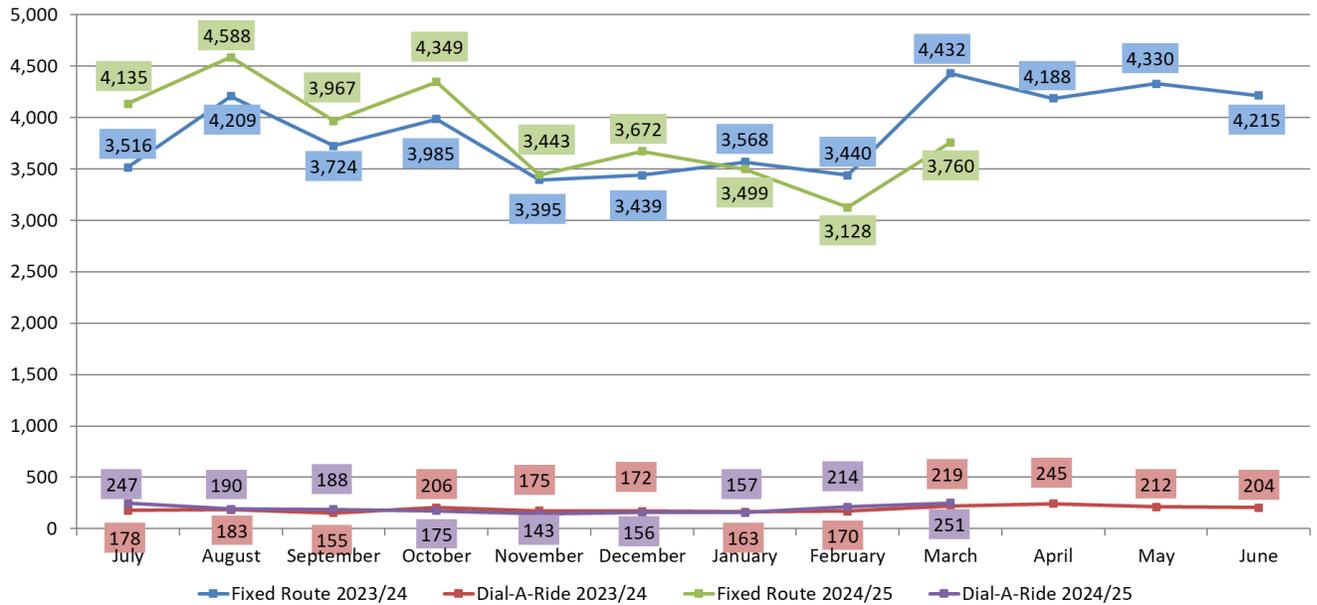
During the third quarter of FY 2025 (January 1 through March 31, 2025), Moore & Associates completed the following administrative activities on behalf of SYVT:

- Conducted operations meetings with RATP Dev on January 16 and March 13, 2025;
- Participated in a Caltrans/Cal-ITP discussion on January 28, 2025;
- Participated in a Caltrans Disparity Study focus group on February 4, 2025;
- Met with Caltrans on February 6, 2025 regarding the Requests for Reimbursement;
- Met with RATP Dev regarding the addition of the Buellton library and route timing on February 25, 2025;
- Met with Caltrans District 5 for the quarterly 1:1 meeting on March 5, 2025;
- Participated in a Teams meeting regarding the Buellton library on March 11, 2025;
- Prepared a letter of support for the City's transportation grant;
- Prepared the FTA Section 5311 Request for Reimbursement;
- Prepared the CARES Act Phase 2 Request for Reimbursement;
- Prepared Transit Operator Financial Transaction Reports for the State Controller;
- Prepared the Caltrans' DBE Threshold report;
- Discussed bus shelter issues and submitted requests for tree trimming and damaged bus stop shelter repairs;
- Submitted revised TDA claim for FY 2023/24;
- Submitted the City's drug and alcohol monitoring (DAMIS) report;
- Notified SBCAG regarding Caltrans' issue with the FTIP;
- Conducted route planning and retiming for the addition of the Buellton library and prepared supporting memos;

- Prepared resolutions and staff reports for Section 5311 and TDA funding;
- Provided ridership information to the City of Buellton for its TDA claim;
- Responded to question about DBE goals;
- Responded to emails from City staff;
- Began preparation of the FY 2025/26 TDA claim;
- Began preparation of the DBE Semi-Annual Uniform Report; and
- Assisted with CalSMART reporting.

Ridership Analysis

Fixed-route ridership decreased in January 2025 and February 2025 then increased in March 2025. Fixed-route ridership in FY 2024/25 thus far is comparable to pre-COVID ridership. Dial-A-Ride (DAR) ridership remains lower than pre-COVID.



- January 2025 fixed-route ridership decreased 4.7% from December 2024; and decreased 1.9% from January 2024.
- January 2025 DAR ridership increased 0.6% from December 2024, and decreased 3.7% from January 2024.
- January 2025 total ridership decreased 4.5% from December 2024, and decreased 2.0% from January 2024.
- February 2025 fixed-route ridership decreased 10.6% from January 2025, and decreased 9.1% from January 2024.
- February 2025 DAR ridership increased 36.3% from January 2025, and increased 25.9% from January 2024.
- February 2025 total ridership decreased 8.6% from January 2025, and decreased 7.4% from January 2024.
- March 2025 fixed-route ridership increased 20.2% from February 2025; and decreased 15.2% from March 2024.
- March 2025 DAR ridership increased 17.3% from February 2025; and increased 14.6% from March 2024.

- March 2025 total ridership increased 20% from February 2025; and decreased 13.8% from March 2024.

Since the number of service days changes from month to month, it can be helpful to look at the data in terms of rides per day. January 2025 fixed-route average daily ridership decreased when compared to December 2024; and January 2025 DAR average daily rider increased when compared to December 2024.

February 2025 fixed-route average daily ridership decreased when compared to January 2025; and February 2025 DAR average daily rider increased when compared to January 2025. March 2025 fixed-route and DAR average daily ridership increased when compared to February 2025.

	JULY 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025
FR Rides/day	159.04	169.93	165.29	161.07	143.46	146.88	139.96	136.00	144.62
DAR Rides/day	8.23	7.04	6.48	5.83	5.11	5.57	5.81	7.93	8.10

Call Activity

Dial-A-Ride calls (whether for reservations or information) have traditionally comprised half of the calls received by SYVT. Requests for on-call pick-ups have traditionally comprised less than 20 percent of the calls received. Since the pandemic, Dial-A-Ride calls have been moving towards 50 percent of calls received. There have been no requests for pickups at the hospital or airport.

January

Dial-A-Ride = 42.7% of calls
On-call pickups = 21.2% of calls

February

Dial-A-Ride = 50.3% of calls
On-call pickups = 18.1% of calls

March

Dial-A-Ride = 45.2% of calls
On-call pickups = 24.8% of calls

CSR Call Log: January – March 2025

	Jan	Feb	Mar	Total	Percent
Service information	86	69	75	230	24.8%
On-call pickup request	70	52	77	199	21.4%
DAR information	29	48	21	98	10.6%
DAR reservation	112	97	119	328	35.3%
Lost and found	1	3	2	6	0.6%
Complaint	2	0	0	2	0.2%
Compliment	0	0	0	0	0.0%
Other	30	19	16	65	7.0%
Total	330	288	310	928	100.0%

Marketing

Moore & Associates supported Santa Ynez Valley Transit (SYVT) in celebrating National Transit Employee Appreciation Day on March 18 by recognizing the hard work and dedication of SYVT staff. As part of the effort, Moore & Associates created a poster highlighting SYVT employees, designed a newsflash graphic for the SYVT website, and coordinated the delivery of gift baskets to all transit staff. This initiative served as a meaningful way to show appreciation for the individuals who keep the community moving every day.



On March 18, we are taking the time to celebrate those who make sure we reach our destination on time and safely.

**NATIONAL
Transit
Employee
APPRECIATION
DAY MARCH 18, 2025**

ANGELA C.	JAMES M.	JIM H.
LARRY H.	PAUL K.	MARTHA G.
SAM C.	STEPHEN B.	TED K.



Today we celebrate...**YOU!** 'Thank you' may be a simple phrase but it truly reflects our tremendous admiration for the job you perform day in and day out. You serve our community with excellence and we are grateful to have you on Team SYVT. **You are appreciated every day, but especially today. Thank you!**



Mark your calendars for **Transit Appreciation Day** - a day dedicated to recognizing the vital role that public transit plays in our lives and communities. On **March 18**, we're coming together to honor the **SYVT employees that keep us all moving forward!**

Need a ride? Just dial! Dial-A-Ride: 805-688-5452

Fares \$1.75 one way
 Seniors (ages 60+)/ADA-Certified Riders
 Senior/Disabled Multi-trip Pass.....\$17.50
 Sunday General Public \$2.25 one way

Service Hours
 Monday- Saturday 6:30 AM - 7:00PM
 Sunday (open to public)
 8:30 AM - 12:30 PM and 1:00 PM - 4:00 PM

RESERVATIONS
 Can be made Monday through Sunday. Call 805.688.5452 and leave a detailed message if no customer service representative is available.
www.syvt.com

We also designed and produced reminder signage to be displayed inside the vehicles.

NO FOOD, DRINKS, OR EXCESSIVE NOISE



Please help keep our vehicles clean by **not eating/drinking** on the bus.

Por favor, ayudar a mantener nuestros vehículos limpios, **no comer/beber** en el autobús.



When talking or using a cell phone on the bus, please speak at a reasonable volume. Use electronics quietly with headphones.

Al hablar o usar un teléfono celular en el autobús, por favor hable a un volumen razonable. Usar electrónica en silencio con auriculares.



SUBJECT: Public Hearing to Consider Adopting resolution 25-1282 Fee Schedule

PREPARED BY: Wendy Berry, Administrative Services Director

DISCUSSION:

The proposed fees are intended to comply with applicable federal, state, and local laws including providing confirmation that the proposed fees and charges are not a tax as defined in Article 13C of the California Constitution and that the proposed fees are no more than necessary to cover the reasonable costs of the City's activities and services addressed in the fees. Additionally, the manner in which the costs are allocated to a payor bear a fair and reasonable relationship to the payor's burdens on, or benefits received from, the activities and services provided by the City. The Public Hearing notices were published on 4-10-25 and 4-17-25.

This item provides findings and recommendations from the recently completed user and regulatory fee study. This item includes an updated fee schedule proposed for adoption by the City Council. Prior to adopting new or increased fees, the City Council shall conduct a public hearing. At the conclusion of the public hearing, City Council shall determine whether to adopt the updated schedule of user and regulatory fees. If updated fees are adopted, staff recommends a July 1, 2025, effective date for fee changes.

The City's most recent comprehensive fee study was completed in 2021. Cities typically complete comprehensive fee studies every three to five years. The current study provides an up-to-date analysis of the City's current costs of providing fee-related services. This information should be used by the City Council as it considers potential updates to fees.

The services for which a city imposes a user or regulatory fee typically derive from an individual person or entity's action, request, or behavior. Therefore, except in cases where there is an overwhelming public benefit generated by a city's involvement in the individual action, a fee for service ensures that the individual bears most, if not all, of the cost incurred by the City to provide that service. When a fee targets "100% or full cost recovery," the individual bears the entirety of the cost. When a fee targets less than full cost recovery, another City revenue source – in most cases, the General Fund – subsidizes the individualized activity.

Industry best practice and California statutes are in harmony: User and regulatory fees should be set at a level not higher than the City's estimated reasonable cost of providing the service, and should bear a fair and reasonable relationship to the payor's burdens on, or benefits received from, the activities and/or services provided by the City.

Additionally, periodic review and adjustment of fees provides multiple benefits, including:

- Increasing the availability of General Fund revenues to be used for services and activities available to all Solvang residents and businesses, such as public safety services.
- Keeping pace with general cost inflation.
- Avoiding fee spikes that are more likely to occur when municipalities leave fees unchanged for a multi-year period.
- Providing fee payors, city staff, and city policymakers with a pattern of consistency that provides information for forecasting and decision-making purposes.
- Helps meet fee-payor service level expectations by collecting fees to fund the existing level of services provided.

- Encouraging generational equity among fee payors by avoiding long-term stagnation of fees followed by significant fee increases.

Fee Categories that Were Examined in this Study

This study specifically examined fee categories including, but not limited to:

- Building Fees, such as permitting of new construction or modifications to existing structures
- Planning Fees, such as entitlement review and review for compliance with the zoning code
- Land Development Engineering Fees, such as public improvement review
- Encroachment Permit Fees, for work or activities conducted within the City’s rights-of-way
- Rental rates for parks, fields, and Veterans’ Memorial Hall
- Utility service fees, such as water meter installation and testing
- Finance and Administrative fees, such as business certificate and license processing

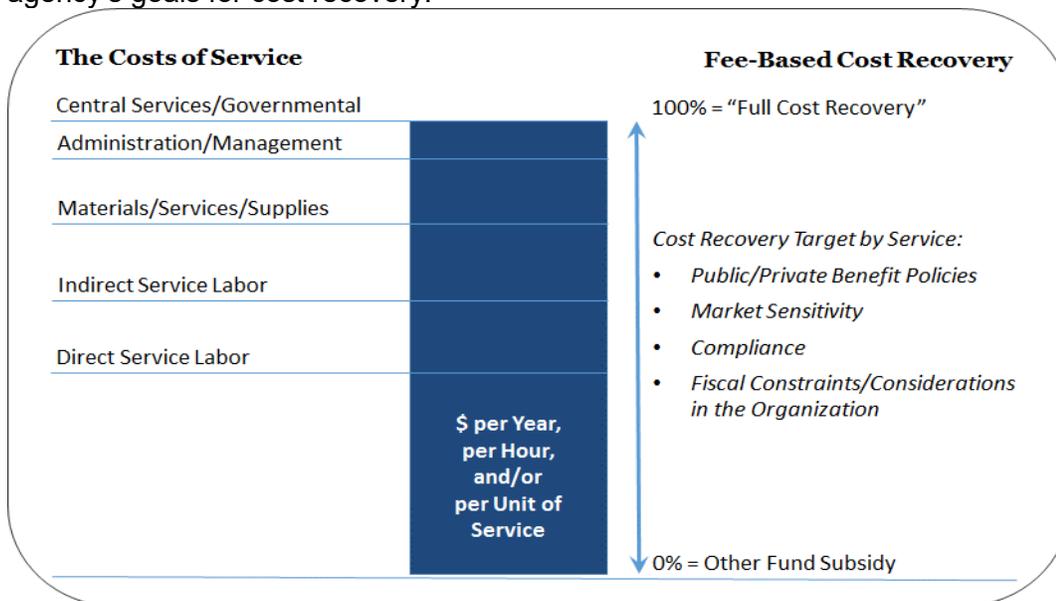
Items Not Examined in this Study

This study specifically excluded examination of the following:

- Development Impact Fees
- Taxes
- Assessments
- Fines or Penalties
- Franchise Fees
- Utility Rates and Services Charges

These items are subject to different approval thresholds or may not be subject to the same cost of service limitations as the fees examined as part of this study. Consequently, they are specifically excluded from the scope of this study.

Nearly every service for which a fee is imposed can be illustrated as follows, contrasting the components of the full cost of service, which is the maximum fee amount justified, against the local agency’s goals for cost recovery:



Based on the consultant’s experience working with municipalities throughout California, most fee-paying stakeholders and city councilmembers accept high-cost recovery targets for development-related fees as long as:

- The elements of the cost of service and assumptions are clearly communicated.
- The city clearly communicates and documents that only eligible costs are included in fees.

I. PRIMARY OUTCOMES:

During the course of study, information and analysis was generated and is discussed substantively throughout the user and regulatory fee study report and its technical appendix. The subsequent findings statements are outcomes and proposals that may be of particular interest to City leaders and policymakers.

Building Fees

- Building plan review, permit processing and field inspection fees have been restructured to enhance the correlation between services provided and fees collected. The proposed fee methodology scales to allow for lower fees for less complex projects and higher fees for more complex projects.
- Establish fixed, consolidated fees for the City's most common minor permits. This will allow applicants to easily estimate permit fees and allow staff to efficiently administer the fee calculation and collection process.
- Full cost recovery is targeted from proposed fees.

Planning Fees

- Due to the nature of development within California, many projects take a significant amount of resources over a multi-month and potentially multi-year timeframe, depending on project complexity and magnitude.
- Full cost recovery is targeted from most proposed fees due to the regulatory nature of the fees and the high level of direct benefit resulting from construction activities including enjoyment of property enhancements, increased property values. This structure is intended to avoid having other Solvang residents and businesses subsidize an individual's private construction activities.
- Current cost recovery varies depending on the fee examined.
- Fees intended to recover less than the City's cost of service are:
 - Appeals
 - Sign Permits
 - Temporary Use Permits
 - Development Pre-Application Review

Engineering Fees

- Engineering and encroachment permit fees are collected to recover the City's costs associated with improvement plan review, permitting, and construction inspection along with review and inspection of work conducted within the City's rights-of-way.
- Full cost recovery is targeted from proposed fees.

Technology Enhancement and General Plan Update Fees

- New fees are recommended to recover a portion of the City's costs of enhanced technology used to serve the development community and to offset a portion of the costs of periodic updates to the City's General Plan. These fees will be segregated following collection, to ensure that the revenue is only spent on technology or General Plan related purposes. Proposed fees are:
 - Technology Enhancement Fee: 5% of Building Permit Fees
 - General Plan Update Fee: 5% of Building Permit Fees for New Construction and Additions

Special Event Permit Fees

- The special event permit fee structure is being adjusted to reflect differing levels of city support required to authorize and oversee special events within the City.
- Special event application fees will continue to recover less than the City's full cost of providing the service.

Parks and Recreation Fees

- Parks and Recreation Departments throughout the State are facing significant challenges.
- Increases in labor, benefit, utility costs, services and supplies, and insurance related costs.
- Providing access to facilities and programs that are safe to use and align to community standards (health and safety).
- Minimum wage increases in excess of 20% since 2020.

Fees are generally proposed to be adjusted by approximately 15%, based upon the City's increased costs of providing services. Amounts are rounded for administrative efficiency. The proposed adjustments are simply intended to reflect the impact of recent changes in labor and regional cost inflation. If fees are left unchanged in an environment of increasing costs, the City's cost recovery levels deteriorate.

Administrative Fees

- Administrative fees have been recalibrated to reflect current costs of service and State limits for certain fee-related services.

Regional Fee Comparison

Similar fees are collected by communities throughout the region and the State. The proposed fee amounts do not exceed the City's cost of service and are in-range of amounts charged by other jurisdictions.

Although the changes are anticipated to provide additional revenue, the revenue is not intended to be used to fund new services, rather the revenue is intended to offset the costs of providing existing services that are recoverable from fees. Of note, the forecasted fiscal impact of increased cost recovery aligns closely to regional cost inflation of 15% since the City's 2021 study.

Description	Current Fee Revenue	Proposed Fee Revenue	Fiscal Impact	Change
Planning	\$120,000	\$132,000	\$12,000	10%
Building	\$110,000	\$138,000	\$28,000	25%
Engineering	\$30,000	\$40,000	\$10,000	33%
Parks, Field, Facility Rentals	\$50,000	\$56,000	\$6,000	12%
Administration	\$35,000	\$40,000	\$5,000	14%
Dev Technology Enhancement Fee	\$0	\$5,000	\$5,000	new
General Plan Update Fee	\$0	\$5,000	\$5,000	new
Total	\$345,000	\$416,000	\$71,000	21%

** Amounts are rounded for illustrative purposes.*

ALTERNATIVES:

None.

FISCAL IMPACT:

Based on the historical use patterns, staff anticipates an increase in fee revenue of \$71,000.

ATTACHMENTS:

A – Resolution 25-1282 & Fee study

B – Illustration of Current Fees, Proposed Fees, and Proposed Cost Recovery

C – Fee Study Report

D – Fee Study Presentation

RESOLUTION NO. 25-1282

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLVANG
CALIFORNIA UPDATING AND ESTABLISHING USER AND REGULATORY FEES FOR
VARIOUS CITY SERVICES.**

WHEREAS, the City provides, maintains and operates a variety of services and programs to the public; and

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, the City of Solvang is authorized to adopt and implement fees, rates, and charges for municipal services; provided such fees, rates, and charges do not exceed the estimated reasonable cost of providing such services; and

WHEREAS, a user and regulatory fee study was completed by Clear Source Financial Consulting; and

WHEREAS, Pursuant to Government Code Sections 66016 and 66018, certain fees to be charged for services must be adopted by City Council by resolution after providing and holding a public hearing; and

WHEREAS, notice of public hearing has been provided per California Government Code, oral and written presentations made and received, and the required public hearing was held on April 28, 2025; and

WHEREAS, in adopting this Resolution, the City Council is taking action only on those fees for the services, programs or products set forth in Exhibit "A" which have been modified from prior resolutions of the City Council. The remaining fees that have not been modified from prior resolutions shall remain in full force and effect; and

WHEREAS, in adopting this resolution, the City Council is taking action only on those specific fees for services, programs and products set forth in Exhibit "A", incorporated herein by reference which have been modified from prior resolutions of the City Council.

NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF SOLVANG DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council hereby approves the methodology for calculating proposed fees.

SECTION 2. Beginning in 2026, on July 1 of each year, the fees in the fee schedule will change based on the Consumer Price Index (CPI) for the Los Angeles-Long Beach-Anaheim, CA area. If the CPI does not change or decreases, no change shall be made to the fees adopted by this Resolution.

SECTION 3. Fees not addressed or modified in this study remain in effect unless formally changed or excluded.

SECTION 4. The City Council hereby adopts the fees, charges and rates attached hereto and made part of this resolution as Exhibit "A".

SECTION 5. That the fees adopted by this Resolution will take effect sixty days after adoption of this resolution.

SECTION 6. That the City Clerk shall certify to the passage and adoption of this Resolution and shall cause a certified copy to be filed in the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 28th day of April, 2025.

David Brown, Mayor

APPROVED AS TO FORM:

ATTEST:

Craig Steele, City Attorney

Annamarie Porter, City Clerk

STATE OF CALIFORNIA)
COUNTY OF SANTA BARBARA)ss
CITY OF SOLVANG)

I, Annamarie Porter, City Clerk of the City of Solvang, California do hereby certify that Resolution No. 25-1282 was passed and adopted by the City Council of the City of Solvang at a regular meeting of said City Council held on the 28th day of April 2025, and thereafter signed and approved by the Mayor and attested by the City Clerk, and that said resolution was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Annamarie Porter, City Clerk



Schedule of User and Regulatory Fees

Effective July 1, 2025

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City of Solvang

BUILDING FEES

A. Fees for Commonly Requested Building Permit Types. Fees shown in this section (Section A.) include all applicable inspection, and plan review fees). Additional fees apply for permit processing and services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees are shown in Sections F and G.

Description	Fee	Charge Basis	Note	Y'rly CPI
1 HVAC - (per unit)				
a) Change-Out	\$146	per permit		Y
b) New	\$293	per permit		Y
2 Electric Car Charging	\$244	per permit		Y
3 Graywater System				
a) No Plan Check Required	\$146	per permit		Y
b) Plan Check Required	\$293	per permit		Y
4 Insulation/Energy Upgrade	\$146	per permit		Y
5 Residential Solar Photovoltaic System - Solar Permit				
a) 15kW or less	\$293	per permit		Y
b) Above 15kW – per kW	\$15	per permit		N
6 Commercial Solar Photovoltaic System - Solar Permit				
a) 50kW or less	\$1,000	per permit		N
b) 50kW – 250kW – Base	\$1,000	per permit		N
c) 50kW – 250kW – per kW above 50kW	\$7	per permit		N
d) Above 250kW – base	\$2,400	per permit		N
e) Above 250kW – per kW	\$5	per permit		
7 Service Panel Upgrade	\$98	per permit		Y
8 Water Heater Change-Out (same location)	\$98	per permit		Y
9 Water Heater Change-Out (new location)	\$146	per permit		Y
10 Line Repair - Sewer / Water / Gas	\$98	per permit		Y
11 Line Repair / Re-pipe	\$146	per permit		Y
12 Re-Roof				
a) Up to 2,000 SF (roof area)	\$195	per permit		Y
b) Each Add'l 1,000 SF or fraction thereof	\$98	per permit		Y
13 Demolition	\$98	per permit		Y
14 Temporary Power Pole	\$49	per permit		Y

City of Solvang

BUILDING FEES

A. Fees for Commonly Requested Building Permit Types. Fees shown in this section (Section A.) include all applicable inspection, and plan review fees). Additional fees apply for permit processing and services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees are shown in Sections F and G.

Description	Fee	Charge Basis	Note	Y'rly CPI
15 Swimming Pool/Spa				
a) Swimming Pool / Spa	\$975	per permit		Y
b) Detached Spa / Water Feature	\$293	per permit		Y
c) Guniting Alteration	\$390	per permit		Y
d) Equipment Change-out Only (e.g., pump)	\$195	per permit		Y
16 Patio				
a) Patio without M,E,P				
i) Up to 200 SF	\$244	per permit		Y
ii) Greater than 200 SF	\$341	per permit		Y
b) Patio with M,E,P				
i) Up to 200 SF	\$488	per permit		Y
ii) Greater than 200 SF	\$585	per permit		Y
17 Window / Sliding Glass Door (New or Alteration)				
a) Up to 5	\$293	per permit		Y
b) Each additional	\$73	per permit		Y
18 Signs				
a) Wall Sign	\$98	per permit		Y
b) Wall Sign Illuminated	\$130	per permit		Y
c) Monument Sign	\$195	per permit		Y
d) Monument Sign Illuminated	\$261	per permit		Y
19 Storage Racks				
a) Storage Racks - First 100 LF	\$390	per permit		Y
b) Storage Racks - Each Additional 100 LF	\$16	per permit		Y

Note: Each fee listed in this schedule is based on the typical estimated time required to perform a standard service request. For service requests that are anticipated to require time and materials costs, in excess of those typically required, the Department reserves the right to bill, in advance, for Department costs anticipated to be incurred in excess of the fee shown in this schedule. The Building Official may adjust the plan checking/permit fee for an individual project when costs to the City are not congruent with this fee schedule. Fee amounts shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

City of Solvang BUILDING FEES

Residential New Construction and Room Additions

B. Building New Construction, Improvement and Alteration Fees. Fees shown in this section include permit inspection and plan review fees for new construction, improvements and alterations. Additional fees apply for permit processing, and services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees are shown in Section F and Section G.

Occupancy Classification	Threshold SF	Plan Review Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Permit Inspection Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Total Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Note	Y'rly CPI
1 R3 - Single-Family, Duplex, Additional Dwelling Units New Construction and Room Additions	100	\$1,365.00	\$0.00	\$1,950.00	\$0.00	\$3,315.00	\$0.00		Y
	200	\$1,560.00	\$0.00	\$2,145.00	\$0.00	\$3,705.00	\$0.00		Y
	300	\$1,657.50	\$0.00	\$2,242.50	\$0.00	\$3,900.00	\$0.00		Y
	400	\$1,755.00	\$0.00	\$2,437.50	\$0.00	\$4,192.50	\$0.00		Y
	500	\$1,852.50	\$39.00	\$2,632.50	\$97.50	\$4,485.00	\$136.50		Y
	1,000	\$2,340.00	\$39.00	\$3,315.00	\$78.00	\$5,655.00	\$117.00		Y
	1,500	\$2,730.00	\$78.00	\$3,900.00	\$78.00	\$6,630.00	\$156.00		Y
	2,000	\$3,120.00	\$78.00	\$4,680.00	\$156.00	\$7,800.00	\$234.00		Y
	2,500	\$3,900.00	\$78.00	\$5,850.00	\$156.00	\$9,750.00	\$234.00		Y
	3,000	\$4,680.00	\$39.00	\$7,020.00	\$78.00	\$11,700.00	\$117.00		Y
4,000	\$5,460.00	\$29.25	\$8,190.00	\$58.50	\$13,650.00	\$87.75		Y	
2 Electrical Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N
3 Mechanical Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N
4 Plumbing Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N
5 Production Phase Units / Identical Buildings / Duplicate Stock		15% of Base Plan Review Fee for Master Unit		Same as Above		15% of Base Plan Review Fee; 100% of Base Permit Inspection Fee		[a]	N

Note: Each fee listed in this schedule is based on the typical estimated time required to perform a standard service request. For service requests that are anticipated to require time and materials costs, in excess of those typically required, the Department reserves the right to bill, in advance, for Department costs anticipated to be incurred in excess of the fee shown in this schedule. The Building Official may adjust the plan checking/permit fee for an individual project when costs to the City are not congruent with this fee schedule. Fee amounts shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

[a] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

* Plan review fees include up to three plan checks. The City will bill hourly for additional plan review required.

** Amounts exclude City of Solvang standard permitting fees and State of California fees.

City of Solvang

BUILDING FEES

Residential Remodels with Structural Improvements

B. Building New Construction, Improvement and Alteration Fees. Fees shown in this section include permit inspection and plan review fees for new construction, improvements and alterations. Additional fees apply for permit processing, and services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees are shown in Section F and Section G.

Occupancy Classification	Threshold SF	Plan Review Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Permit Inspection Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Total Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Note	Y'rly CPI
1 R3 - Single-Family, Duplex, Additional Dwelling Units Residential Remodels with Structural Improvements	100	\$390.00	\$0.00	\$877.50	\$0.00	\$1,267.50	\$0.00		Y
	200	\$438.75	\$0.00	\$1,121.25	\$0.00	\$1,560.00	\$0.00		Y
	300	\$487.50	\$0.00	\$1,316.25	\$0.00	\$1,803.75	\$0.00		Y
	400	\$536.25	\$0.00	\$1,462.50	\$0.00	\$1,998.75	\$0.00		Y
	500	\$633.75	\$19.50	\$1,608.75	\$68.25	\$2,242.50	\$87.75		Y
	1,000	\$731.25	\$29.25	\$1,950.00	\$19.50	\$2,681.25	\$48.75		Y
	1,500	\$877.50	\$58.50	\$2,047.50	\$58.50	\$2,925.00	\$117.00		Y
	2,000	\$1,170.00	\$58.50	\$2,340.00	\$117.00	\$3,510.00	\$175.50		Y
	2,500	\$1,462.50	\$58.50	\$2,925.00	\$117.00	\$4,387.50	\$175.50		Y
	3,000	\$1,755.00	\$29.25	\$3,510.00	\$58.50	\$5,265.00	\$87.75		Y
4,000	\$2,047.50	\$21.94	\$4,095.00	\$43.88	\$6,142.50	\$65.81		Y	
2 Electrical Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N
3 Mechanical Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N
4 Plumbing Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N
5 Production Phase Units / Identical Buildings / Duplicate Stock		15% of Base Plan Review Fee for Master Unit		Same as Above		15% of Base Plan Review Fee; 100% of Base Permit Inspection Fee		[a]	N

Note: Each fee listed in this schedule is based on the typical estimated time required to perform a standard service request. For service requests that are anticipated to require time and materials costs, in excess of those typically required, the Department reserves the right to bill, in advance, for Department costs anticipated to be incurred in excess of the fee shown in this schedule. The Building Official may adjust the plan checking/permit fee for an individual project when costs to the City are not congruent with this fee schedule. Fee amounts shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

[a] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

* Plan review fees include up to three plan checks. The City will bill hourly for additional plan review required.

** Amounts exclude City of Solvang standard permitting fees and State of California fees.

City of Solvang

BUILDING FEES

Garage/Room Conversions and Residential Remodels without Structural Improvements

B. Building New Construction, Improvement and Alteration Fees. Fees shown in this section include permit inspection and plan review fees for new construction, improvements and alterations. Additional fees apply for permit processing, and services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees are shown in Section F and Section G.

Occupancy Classification	Threshold SF	Plan Review Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Permit Inspection Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Total Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Note	Y'rly CPI
1 R3 - Single-Family, Duplex, Additional Dwelling Units Garage/Room Conversions and Residential Remodels without Structural Improvements	100	\$195.00	\$0.00	\$390.00	\$0.00	\$585.00	\$0.00		Y
	200	\$292.50	\$0.00	\$682.50	\$0.00	\$975.00	\$0.00		Y
	300	\$341.25	\$0.00	\$975.00	\$0.00	\$1,316.25	\$0.00		Y
	400	\$390.00	\$0.00	\$1,170.00	\$0.00	\$1,560.00	\$0.00		Y
	500	\$438.75	\$9.75	\$1,365.00	\$39.00	\$1,803.75	\$48.75		Y
	1,000	\$487.50	\$7.31	\$1,560.00	\$29.25	\$2,047.50	\$36.56		Y
2 Electrical Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N
3 Mechanical Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N
4 Plumbing Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N

Note: Each fee listed in this schedule is based on the typical estimated time required to perform a standard service request. For service requests that are anticipated to require time and materials costs, in excess of those typically required, the Department reserves the right to bill, in advance, for Department costs anticipated to be incurred in excess of the fee shown in this schedule. The Building Official may adjust the plan checking/permit fee for an individual project when costs to the City are not congruent with this fee schedule. Fee amounts shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

* Plan review fees include up to three plan checks. The City will bill hourly for additional plan review required.

** Amounts exclude City of Solvang standard permitting fees and State of California fees.

City of Solvang

BUILDING FEES

Commercial / Non-Residential - New Construction, Tenant Improvement, and Shell

C. Building New Construction, Improvement and Alteration Fees. Fees shown in this section include permit inspection and plan review fees for new construction, improvements and alterations. Additional fees apply for permit processing, and services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees are shown in Section F and Section G.

Occupancy Classification	Threshold SF	Plan Review Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Permit Inspection Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Total Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Note	Y'rly CPI
1 A, B, E, F, H, I, M, R4, S - Assembly; Business; Care / Assisted Living; Educational; Factory; Hazard; Institutional; Mercantile; Storage <u>New Construction / SF Addition</u>	500	\$2,340.00	\$34.67	\$3,510.00	\$95.33	\$5,850.00	\$130.00		Y
	1,000	\$2,730.00	\$21.67	\$3,900.00	\$78.00	\$6,630.00	\$99.67		Y
	5,000	\$3,900.00	\$15.60	\$7,800.00	\$62.40	\$11,700.00	\$78.00		Y
	10,000	\$4,680.00	\$7.80	\$10,920.00	\$31.20	\$15,600.00	\$39.00		Y
	20,000	\$5,460.00	\$5.85	\$14,040.00	\$23.40	\$19,500.00	\$29.25		Y
2 A, B, E, F, H, I, M, R1, R2, R4, S - Assembly; Business; Care / Assisted Living; Educational; Factory; Hazard; Institutional; Mercantile; Hotel/Motel; Apartment; Storage <u>Tenant Improvement</u>	500	\$1,170.00	\$175.50	\$2,632.50	\$58.50	\$3,802.50	\$234.00		Y
	1,000	\$2,047.50	\$21.94	\$2,925.00	\$73.13	\$4,972.50	\$95.06		Y
	5,000	\$2,925.00	\$11.70	\$5,850.00	\$46.80	\$8,775.00	\$58.50		Y
	10,000	\$3,510.00	\$5.85	\$8,190.00	\$23.40	\$11,700.00	\$29.25		Y
	20,000	\$4,095.00	\$4.39	\$10,530.00	\$17.55	\$14,625.00	\$21.94		Y
3 A, B, E, F, H, I, M, R4, S - Assembly; Business; Care / Assisted Living; Educational; Factory; Hazard; Institutional; Mercantile; Hotel/Motel; Apartment; Storage <u>Shell</u>	500	\$1,560.00	\$8.67	\$3,900.00	\$17.33	\$5,460.00	\$26.00		Y
	1,000	\$1,755.00	\$6.50	\$4,290.00	\$13.00	\$6,045.00	\$19.50		Y
	5,000	\$1,950.00	\$7.80	\$4,680.00	\$15.60	\$6,630.00	\$23.40		Y
	10,000	\$2,340.00	\$3.90	\$5,460.00	\$15.60	\$7,800.00	\$19.50		Y
	20,000	\$2,730.00	\$2.93	\$7,020.00	\$11.70	\$9,750.00	\$14.63		Y
4	Electrical Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		N
5	Mechanical Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		N
6	Plumbing Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		N
7	Production Phase Units / Identical Buildings / Duplicate Stock		15% of Base Plan Review Fee for Master Unit		Same as Above		15% of Base Plan Review Fee; 100% of Base Permit Inspection Fee	[a]	N

Note: Each fee listed in this schedule is based on the typical estimated time required to perform a standard service request. For service requests that are anticipated to require time and materials costs, in excess of those typically required, the Department reserves the right to bill, in advance, for Department costs anticipated to be incurred in excess of the fee shown in this schedule. The Building Official may adjust the plan checking/permit fee for an individual project when costs to the City are not congruent with this fee schedule. Fee amounts shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

[a] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

* Plan review fees include up to three plan checks. The City will bill hourly for additional plan review required.

** Amounts exclude City of Solvang standard permitting fees and State of California fees.

City of Solvang

BUILDING FEES

New Construction - R1 and R2 Occupancies

D. Building New Construction, Improvement and Alteration Fees. Fees shown in this section include permit inspection and plan review fees for new construction, improvements and alterations. Additional fees apply for permit processing, and services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees are shown in Section F and Section G.

Occupancy Classification	# of Units	Plan Review Base Fee	Fee Per Add'l Unit	Permit Inspection Base Fee	Fee Per Add'l Unit	Total Base Fee	Fee Per Add'l Unit	Note	Y'rly CPI
1 R1, R2 Occupancy Hotel/Motel/Apartment/ Other <u>New Construction / SF Addition</u>	1 - 10	\$2,340.00	\$520.00	\$9,360.00	\$1,473.33	\$11,700.00	\$1,993.33		Y
	11 - 25	\$7,020.00	\$585.00	\$22,620.00	\$1,615.71	\$29,640.00	\$2,200.71		Y
	26 - 50	\$15,210.00	\$308.75	\$45,240.00	\$942.50	\$60,450.00	\$1,251.25		Y
	51+ Units (each add'l unit)	\$22,620.00	\$231.56	\$67,860.00	\$706.88	\$90,480.00	\$938.44		Y
2 Electrical Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N
3 Mechanical Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N
4 Plumbing Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N
5 Production Phase Units / Identical Buildings / Duplicate Stock		15% of Base Plan Review Fee for Master Unit		Same as Above		15% of Base Plan Review Fee; 100% of Base Permit Inspection Fee		[a]	N
6 Tenant Improvement or Shell		See Commercial / Non-Residential Fees		See Commercial / Non-Residential Fees		See Commercial / Non-Residential Fees			N

Note: Each fee listed in this schedule is based on the typical estimated time required to perform a standard service request. For service requests that are anticipated to require time and materials costs, in excess of those typically required, the Department reserves the right to bill, in advance, for Department costs anticipated to be incurred in excess of the fee shown in this schedule. The Building Official may adjust the plan checking/permit fee for an individual project when costs to the City are not congruent with this fee schedule. Fee amounts shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

[a] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same

* Plan review fees include up to three plan checks. The City will bill hourly for additional plan review required.

** Amounts exclude City of Solvang standard permitting fees and State of California fees.

City of Solvang

BUILDING FEES

Garage / Carport / Patio / Deck / Utility / Balcony

E. Building New Construction, Improvement and Alteration Fees. Fees shown in this section include permit inspection and plan review fees for new construction, improvements and alterations. Additional fees apply for permit processing, and services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees are shown in Section F and Section G.

Occupancy Classification	Threshold SF	Plan Review Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Permit Inspection Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Total Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Note	Y'rly CPI
1 Balcony / Carport / Patio / Deck / Garage / Utility	100	\$195.00	\$0.00	\$292.50	\$0.00	\$487.50	\$0.00		Y
	200	\$243.75	\$0.00	\$341.25	\$0.00	\$585.00	\$0.00		Y
	300	\$292.50	\$0.00	\$390.00	\$0.00	\$682.50	\$0.00		Y
	400	\$341.25	\$0.00	\$487.50	\$0.00	\$828.75	\$0.00		Y
	500	\$390.00	\$9.75	\$585.00	\$97.50	\$975.00	\$107.25		Y
	1,000	\$438.75	\$2.44	\$1,072.50	\$24.38	\$1,511.25	\$26.81		Y
2 Electrical Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N
3 Mechanical Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N
4 Plumbing Plan Review and Permitting, if Required		15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee			N

Note: Each fee listed in this schedule is based on the typical estimated time required to perform a standard service request. For service requests that are anticipated to require time and materials costs, in excess of those typically required, the Department reserves the right to bill, in advance, for Department costs anticipated to be incurred in excess of the fee shown in this schedule. The Building Official may adjust the plan checking/permit fee for an individual project when costs to the City are not congruent with this fee schedule. Fee amounts shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

* Plan review fees include up to three plan checks. The City will bill hourly for additional plan review required.

** Amounts exclude City of Solvang standard permitting fees and State of California fees.

City of Solvang

BUILDING FEES

F. Other Fees

Activity Description	Fee	Note	Y'rly CPI
1 Permit Processing Fee	\$98		Y
2 General Plan Maintenance Fee (percent of permit fee)	5%	[a]	N
3 Technology Fee / Records Retention Fee (percent of permit fee)	5%		N
4 Strong Motion Instrumentation (SMI) Fee Calculation			
a) Residential	\$0.50 or valuation x .00013		N
b) Commercial	\$0.50 or valuation x .00028		N
5 Building Standards (SB 1473) Fee Calculation (Valuation)			
a) \$1 - \$25,000	\$1		N
b) \$25,001 - \$50,000	\$2		N
c) \$50,001 - \$75,000	\$3		N
d) \$75,001 - \$100,000	\$4		N
e) Each Add'l \$25,000 or fraction thereof	Add \$1		N
6 Temporary Certificate of Occupancy	\$390		Y
Copies, Re-Print, Change Of Contractor			
7 Printing Scanned / Archived Drawings	\$2 per sheet; \$10 minimum		N
8 Job Card / Permit Re-Print	\$49		Y
Violation Fees			
9 Work Done Without Permits or Outside Scope of Permits	2x Permit Fee		N
Other Fees			
10 Permit Reinstatement Fee (for permits expired within 6 months)	\$98		Y
11 Partial Inspection / Extra Inspection Fee (per inspection)	\$98		Y
12 Re-inspection Fee (3rd Time or More) (each)	\$98	[b]	Y
13 Missed inspection Fee	\$98		Y
14 Fees for Services Not Listed in this Fee Schedule (per hour)	\$195		Y

Note: Each fee listed in this schedule is based on the typical estimated time required to perform a standard service request. For service requests that are anticipated to require time and materials costs, in excess of those typically required, the Department reserves the right to bill, in advance, for Department costs anticipated to be incurred in excess of the fee shown in this schedule. The Building Official may adjust the plan checking/permit fee for an individual project when costs to the City are not congruent with this fee schedule. Fee amounts shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

[a] Fee only applies to permits for new construction and additions, including signs and swimming pools.

[b] Reinspection fee applies after second re-inspection.

City of Solvang

BUILDING FEES

G. Building Plan Review Fees - For Services Not Identified Elsewhere In This Schedule

Activity Description	Fee	Charge Basis	Note	Y'rly CPI
1 Public Works Building Plan Review			[a]	
a) New Structures/Site Work Under 2,500 SF	\$440			Y
b) New Structures/Site Work 2,501 SF - 5,000 SF	\$880			Y
c) New Structures/Site Work Over 5,000 SF	Actual Cost with \$3,000 Initial Deposit			N
2 Planning Building Plan Review			[a]	
a) New Structures/Site Work Under 750 SF	\$400			Y
b) New Structures/Site Work 751 SF - 5,000 SF	\$800			Y
c) New Structures/Site Work Over 5,000 SF	Actual Cost with \$3,000 Initial Deposit			N
3 Utilities Building Plan Review			[a]	
a) New Structures	\$400			Y
b) Additions	\$200			Y
c) Pool/Spa	\$200			Y
d) Other (per hour; 1-hour minimum)	\$220			Y
4 Plan Check Fees				
a) Alternate Materials and Materials Review (per hour)	\$195			Y
b) Excess Plan Review Fee (4th and subsequent) (per hour)	\$195			Y

[a] Includes up to three plan checks. The City will bill hourly for additional plan review required.

When applicable, plan check fees shall be paid at the time of application for a building permit.
The plan checking fee is in addition to the building permit fee

Note: Each fee listed in this schedule is based on the typical estimated time required to perform a standard service request. For service requests that are anticipated to require time and materials costs, in excess of those typically required, the Department reserves the right to bill, in advance, for Department costs anticipated to be incurred in excess of the fee shown in this schedule. The Building Official may adjust the plan checking/permit fee for an individual project when costs to the City are not congruent with this fee schedule. Fee amounts shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

City of Solvang

PLANNING FEES

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
1 Alcoholic Beverage Control (ABC) Letter of Convenience	\$400	Fixed Fee		Y
2 Annexations	\$20,000	Deposit		N
3 Appeal to Planning Commission / City Council				
a) Appeal Filing Fee	\$1,500	Fixed Fee		N
b) City Attorney Support and Review, as required	Billed per hour at \$375 or current rate	T & M		N
4 Conditional Use Permit (CUP)				
a) CUP Review - Existing Structure / Use Only	\$2,400	Fixed Fee		Y
b) CUP Review - New Structures	\$4,800	Fixed Fee		Y
5 Design Review Committee (DRC) Decision	\$600	Fixed Fee		Y
6 Development Permits				
a) Residential				
i) 2 - 4 Units	\$4,000	Fixed Fee		Y
ii) 5 - 10 Units	\$6,000	Fixed Fee		Y
iii) More than 10 Units	\$9,600	Fixed Fee		Y
b) Non-Residential & Mixed Use Projects				
i) Up to 7,500 SF	\$4,000	Fixed Fee		Y
ii) 7,501 - 25,000 SF	\$9,600	Fixed Fee		Y
iii) More than 25,000 SF	\$14,400	Fixed Fee		Y
7 Environmental Review				
a) Categorical Exemption	\$200	Fixed Fee		Y
b) Initial Study / Negative Declaration				
i) In-House	\$6,400	Fixed Fee		Y
ii) Consultant Prepared	Pass-Through + 15% City Admin Fee	T&M		N
c) Mitigated Negative Declaration				
i) In-House	\$16,000	Fixed Fee		Y
ii) Consultant Prepared	Pass-Through + 15% City Admin Fee	T&M		N
d) Environmental Impact Report	Pass-Through + 15% City Admin Fee	T&M		N
e) County Filing Fees /Dept of Fish and Wildlife Filing Fees	Pass-Through	Pass-Through		N

City of Solvang

PLANNING FEES

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
8 General Plan Amendment	\$10,000	Deposit		N
9 Home Occupation Permit	\$100	Fixed Fee		Y
10 Map / Subdivision Review (Fees Include City Processing Fee plus Consultant / County Cost) (i.e., Fees are additive)				
a) Lot Line Adjustment / Parcel Merger				
i) City Processing Fee	\$800	Fixed Fee		Y
ii) Consultant / County Cost	Pass-Through + 15% City Admin Fee	T&M		N
b) Parcel Map (Tentative / Final Map/ Amendment)				
i) City Processing Fee	\$1,200	Fixed Fee		Y
ii) Consultant / County Cost	Pass-Through + 15% City Admin Fee	T&M		N
c) Tract Map (Tentative / Final Map/ Amendment)				
i) City Processing Fee	\$2,400	Fixed Fee		Y
ii) Consultant / County Cost	Pass-Through + 15% City Admin Fee	T&M		N
d) Other (e.g., Certificate of Compliance)				
i) City Processing Fee	\$800	Fixed Fee		Y
ii) Consultant / County Cost	Pass-Through + 15% City Admin Fee	T&M		N
11 Medical Cannabis Retailer (Dispensary)	\$5,240	Fixed Fee		Y
12 Pre-Application Review				
a) Planning and Building Staff Only	\$500	Fixed Fee		Y
b) Development Review Team	\$1,000	Fixed Fee		Y
13 Signs				
a) Sign Permit (Administrative)	\$100	Fixed Fee		Y
b) Sign Permit/Program - DRC / PC	\$400	Fixed Fee		Y
c) Temporary Sign / Banner	\$100	Fixed Fee		Y

City of Solvang

PLANNING FEES

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
14 Specific Plan / Specific Plan Amendment	\$16,000	Deposit		Y
15 Temporary Use Permit	\$200	Fixed Fee		Y
16 Time Extension	\$1,200	Fixed Fee		Y
17 Variance	\$5,600	Fixed Fee		Y
18 Zoning Amendments (Map / Text)	\$10,000	Deposit		N
19 Zoning Clearance				
a) Business Certificate	\$50	Fixed Fee		Y
b) ADU	\$400	Fixed Fee		Y
c) SFR	\$400	Fixed Fee		Y
d) MFR	\$500	Fixed Fee		Y
20 Zoning Verification Letter	\$200	Fixed Fee		Y

City of Solvang

PLANNING FEES

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
Other				
21 Maps				
a) 11" x 17" i.e. small zoning map (per page)	\$2	Fixed Fee		N
b) Large zoning maps 36" wide (each)	\$25	Fixed Fee		N
<hr/>				
22 Plan Review Fee - 4th and Subsequent Reviews (Each Review)				
a) City	\$200	Fixed Fee		Y
b) Consultant / County Cost	pass-through + 15% City Admin Fee	T & M		N
<hr/>				
23 Work Done Without Permits or Outside Scope of Permits	2x Permit Fee			N
<hr/>				
24 Hourly Rates and Fees for Time & Materials Services and Fees for Services Not Otherwise Listed in this Fee Schedule				
a) Uniform Planning Rate	\$200	per hour		Y
b) Planning Director	\$309	per hour		Y
c) Planning Manager	\$294	per hour		Y
d) Associate Planner	\$198	per hour		Y
e) Assistant Planner	\$162	per hour		Y
f) Development Services Tech	\$143	per hour		Y
g) City Attorney / Specialized Attorney Services	\$375 or Current Rate	T & M		N
h) All Other Contract Service Support	pass-through + 15% City Admin Fee	T & M		N

Note: Each fee listed in this schedule is based on the typical estimated time required to perform a standard service request. For service requests that are anticipated to require time and materials costs, in excess of those typically required, the Department reserves the right to bill, in advance, for Department costs anticipated to be incurred in excess of the fees shown in this schedule. The Department may adjust the plan checking/permit fee for an individual project when costs to the City are not congruent with this fee schedule. Fee amounts shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

* In-lieu / impact fees are included for documentation purposes only. In the case of any discrepancy between amount shown and currently adopted amount, the currently adopted amount shall supersede amount shown here.

City of Solvang

ENGINEERING AND ENCROACHMENT FEES

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
1 Encroachment Permit - Permit Processing	\$98	Fixed Fee		Y
2 Encroachment Review & Inspection				
a) Inspection of Sidewalk, Curb and Gutter, Driveway Approach, Curb Ramps, Cross-Gutter and Spandrel (two inspections)	\$360	Fixed Fee		Y
b) Regular - Surface Improvements (up to 20 lineal feet; includes inspection)	\$180	Fixed Fee		Y
c) Regular - Underground Improvements				
i) 0 - 50 SF	\$540	Fixed Fee		Y
ii) 51 - 100 SF	\$720	Fixed Fee		Y
iii) 101+ SF	\$720 plus \$1.50 per SF (\$150 min.)	Fixed Fee		Y
d) Special Encroachment Agreement Review - Private Encroachments in the Public R/W				
i) Applicant Provided Electronic Exhibit (8.5" x 11")	\$540	Fixed Fee		Y
ii) City Created Electronic Exhibit (8.5" x 11")	T&M with \$2,300 City base fee	T&M with minimum fee	[a]	Y
e) Annual Utility Encroachment Permit	\$4,320	Fixed Fee		Y
f) Temporary Encroachment Agreement - Permit for Non-Construction Activities that Encroach into City R/W for a Limited Time (e.g., Rolloff/Dumpster, Storage Container, Restricted Parking, etc.)	\$90	Fixed Fee		Y
3 Small Wireless Facilities				
a) New Small Wireless Facility Pole	\$1,100	Fixed Fee		Y
b) Small Wireless Facilities				
i) Up to Five Facilities	\$550	Fixed Fee		Y
ii) Each Additional Facility, Beyond Five	\$110	Fixed Fee		Y
4 Newsrack				
a) Permit Application	\$180	Fixed Fee		Y
b) News Rack Fee (per newsrack in right-of-way)	\$10	Fixed Fee		Y
c) News Rack Relocation Fee (per newsrack, per relocation)	\$10	Fixed Fee		Y
d) Removal of Non-Compliant News Rack (per newsrack)	\$325	Fixed Fee		Y
e) Storage of Non-Compliant News Rack (per newsrack, per day, at City facility)	\$5	Fixed Fee		Y
f) Certificate Filing Fee	\$5	Fixed Fee		Y
5 Oversize Load Permit				
a) Truck or Tractor and Oversize Load - per vehicle trip	\$16	Fixed Fee		N
b) Annual Permit per Vehicle	\$90	Fixed Fee		N

City of Solvang

ENGINEERING AND ENCROACHMENT FEES

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
6 Public Improvements Engineering and Landscape Plan Check and Inspection	T&M with initial deposit equal to 8% of engineer's cost estimate; \$800 minimum fee	T&M with minimum fee		N
7 Rights of Ways (ROW) and Easements				
a) Review of ROW/Easement Documents	\$4,400	Fixed Fee		Y
b) ROW/Easement Abandonment	\$4,400	Fixed Fee		Y
8 Development Agreement / Subdivision Agreement Processing (Includes up to 3 Reviews)	T&M with \$1,760 City base fee	T&M with minimum fee		Y
9 Public Survey Monuments	\$170	Each		Y
10 Drainage (Hydrology/Hydraulics) Study (Includes up to 3 Reviews)	T&M with \$880 City base fee	T&M with minimum fee		Y
11 WQMP (Includes up to 3 Reviews)	T&M with \$440 City base fee	T&M with minimum fee		Y
12 Traffic Study Review (Includes up to 3 Reviews)	T&M with \$880 City base fee	T&M with minimum fee		Y
13 Flood Plain Determination Letter	\$200	Fixed Fee		Y
14 Flood Plain Permit	\$200	Fixed Fee		Y
15 Stormwater Mgmt. Construction Site Inspections				
a) Inspection of Construction Sites (pre, post, and during construction) (3 inspections)	\$540	Fixed Fee		Y
b) All Additional During Construction Inspections	\$180	Per Hour		Y
16 Stormwater Mgmt. Inspection of privately maintained post-construction treatment devices (per inspection)	\$180	Fixed Fee		Y
17 Stormwater Permit - Industrial Program Inspection	\$180	Fixed Fee		Y
18 Stormwater Re-Inspections	\$180	Fixed Fee		Y
19 Tree Donation Fee	Actual Cost	T&M		N

City of Solvang

ENGINEERING AND ENCROACHMENT FEES

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
Other				
20 Time Extension	\$90	Fixed Fee		Y
21 Miscellaneous Engineering Services	\$220	Per Hour		Y
22 Excess Plan Review Fee (4th and subsequent)	\$220	Per Hour		Y
23 Revisions After Permit Issuance	\$220	Per Hour		Y
24 After Hours Inspection (per hour) (2-hour minimum)	\$200	Per Hour		Y
25 Re-inspection Fee (2nd Time or More) (each)	\$180	Each		Y
26 Missed Inspection Fee	\$180	Each		Y
27 Work Without Permit or Outside Scope of Permit Double the Permit Rate (does not include mitigation costs)	2x permit amount	Fixed Fee		N
28 Expedited Services Fee (if available)	1.5x Regular Fee	Fixed Fee		N
29 Technical Assistance/Third Party Review or Inspection	Pass-Through + 15% City Admin Fee	T & M		N
For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity (per hour)				
30 Standard Services				
a) Permit Processing and Inspection Services	\$180	Per Hour		Y
b) Engineering and Plan Review Services	\$220	Per Hour		Y
31 Specialized Attorney Services	\$375 or Current Rate	Per Hour		N
32 All Other Contract Service Providers	Pass-Through + 15% City Admin Fee	Pass-Through + 15% City Admin Fee		N

[a] Applicant to provide Title Report.

(1) Each fee listed in this schedule is based on the estimated number of hours required to perform a standard service request and the typical cost of materials required to perform the requested service. For service requests that are anticipated to require efforts or materials, in excess of those typically required, the Department reserves the right to bill the service requestor, in advance, for Department costs anticipated to be incurred in excess of the fee shown in this schedule. Examples of conditions that may merit collection of additional fees include, but are not limited to, requirements for major excavation and fill and/or significant traffic controls.

City of Solvang

UTILITY SERVICE FEES

Fee Description	Fee	Note	Y'rly CPI
1 Sewer Lateral Installation Inspection (tie-in) - plus cost of saddle	\$310		Y
2 Sewer Saddle Tap	\$210		Y
3 Water Service Installation Inspection (tie-in)	\$310		Y
4 Water Meter Installation			
a) 5/8", 3/4", or 1" meters	\$210		Y
b) 1 1/2" or 2" meters	\$350		Y
c) 3" or larger	T&M, plus 15% admin fee		N
5 Meter / Radio Charge		[a]	
a) 5/8"	\$240	[a]	Y
b) 3/4"	\$240	[a]	Y
c) 1"	\$350	[a]	Y
d) 1 1/2" R2	\$780	[a]	Y
e) 1 1/2" C2	\$2,000	[a]	Y
f) 2" R2	\$1,090	[a]	Y
g) 2" T2 Short	\$1,290	[a]	Y
h) 2" T2	\$1,500	[a]	Y
i) 2" C2	\$2,300	[a]	Y
j) 3" T2	\$1,920	[a]	Y
k) 3" C2	\$2,910	[a]	Y
l) MXU 520M Single Port Radio	\$230	[a]	Y
m) MXU 520M Dual Port Radio	\$280	[a]	Y
6 Meter Downsizing (plus cost of meter)			
a) Downsizing from 1 1/2" Meter or Less	\$310		Y
b) Downsizing from 2" Meter or More	Bill Hourly; 2-hour min.		N
7 Temporary Meter / Fire Hydrant	\$140, plus \$250 refundable deposit; plus bulk water rate		Y
8 Meter Test	\$140	[b]	Y
9 30-Day Report	\$70		Y
10 Construction Water Meter			
a) Meter Rental Processing and Install	\$200		Y
b) Water Use	See Rate Schedule		N
c) Deposit	\$1,200	[c]	N

City of Solvang

UTILITY SERVICE FEES

Fee Description	Fee	Note	Y'rly CPI
11 Hourly Rates and Fees for Time & Materials Services and Fees for Services Not Otherwise Listed in this Fee Schedule			
a) Reviewed/Inspected by City Staff			
i) Utility Engineering	\$220		Y
ii) Utility Customer Service and Field Work	\$140		Y
b) City Attorney / Specialized Attorney Services	\$375 or Current Rate		N
c) Reviewed/Inspected by Outside Service Provider	T&M, plus 15% admin fee		N

[a] Amounts intended to reflect actual vendor charges. If vendor charges increase, vendor charges shall supersede amounts shown.

[b] Test amount refundable if meter reading is found to be inaccurate.

[c] Refundable deposit to be used if applicant damages or does not return meter and/or does not pay for their water usage during meter rental period.

City of Solvang

ELECTRIC VEHICLE CHARGING

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
1 Electric Vehicle Charging Fee				
a) Charging Rate	\$0.45 or Current Market Rate	per kWh	[a]	Y
b) Idle Rate	\$2 or Current Market Rate	per hour after 15 minutes of idling	[a]	Y

City of Solvang

SPECIAL EVENT / FILM FEES

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
1 Special Event Permit				
a) Application Fee (Non-refundable)			[a]	
i) 501(c)3 Non-Profit Application Fee			[a]	
A) Event that requires limited site/plan review, no closures, etc. (i.e. park rentals/activities, misc. events, etc.)	\$175	Per Application	[a]	Y
B) Event that requires, but not limited to, street/parking lot closures, site/plan review, etc. (i.e. fun runs, festivals, etc.)	\$300	Per Application	[a]	Y
ii) All Other Application Fee			[a]	
A) Event that requires limited site/plan review, no closures, etc. (i.e. park rentals/activities, misc. events, etc.)	\$325	Per Application	[a]	Y
B) Event that requires, but not limited to, street/parking lot closures, site/plan review, etc. (i.e. fun runs, festivals, etc.)	\$500	Per Application	[a]	Y
b) Turf Area Use Fee	\$125	Per Day		Y
c) Utility Use Fee	\$50	Per Day		Y
d) Specialized Sign Printing [No Parking Notification]	\$75	Fixed Fee		Y
e) Vendor Fee	\$50	Per Vendor		Y
f) Service Charges				
i) City Staff Support				
a) Maintenance Worker/Lead	\$100	Per Hour		Y
b) Events/Recreation Coordinator	\$125	Per Hour		Y
c) Administration	\$125	Per Hour		Y
d) Other	Top Step * ICR Factor of 3.0	Per Hour		N
ii) City Attorney / Specialized Attorney Services	\$375 or Current Rate	Per Hour		N
iii) Public Safety Support / All Other Contract Service Support	pass-through	Per Hour		N
g) Refundable Damage Deposit (payable 30 Days Before Event)	\$500			N
h) Cancellation Fee - Refundable if Cancelled Prior to 60 Days of the Event	\$175		[b]	N
2 Highway Banner Permit				
a) First Two Week Period	\$500			Y
b) Each Add'l Two Week Period	\$200			Y
3 Film Permit	Actual Costs			N

[a] Application fees are non-refundable.

[b] Cancellation fees due to inclement weather will be waived for outdoor events. Cancellation fees may be modified at the discretion of the Director, for special circumstances.

City of Solvang

RENTAL RATES AND CHARGES FOR PARKS AND FIELDS

Fee Description	Reservation Fee	Rental Deposit	Note	Y'rly CPI
1 HCA Reservation Fee				
a) Area A	\$200	\$100		Y
b) Area B	\$150	\$100		Y
c) Area C	\$100	\$100		Y
d) Area D	\$275	\$200	[a]	Y
e) Atterdag Bowl	\$75	\$100		Y
2 Sunny Fields				
a) Rotary Picnic Area A	\$175	\$100	[a]	Y
b) Youth Rec Picnic Area B	\$100	\$100		Y
c) Softball Field - 2 hr. min.	\$30	n/a	[b]	Y
d) Sand Volleyball and Grass Area - 2 hr. min.	\$30	n/a	[b]	Y
3 Bounce House	\$25			N

[a] Includes kitchen / snack bar.

[b] Rate is per hour.

City of Solvang

RENTAL RATES AND CHARGES FOR VETERANS' MEMORIAL BUILDING

Fee Description	Non-Profit / Government	Family / Local*	Out of Area / Commercial	Rental Deposit	Security Fee	Liability Insurance	Note	Y'rly CPI
1 Large Hall								
a) 0 - 6 Hours	\$225	\$475	\$700	\$500	TBD	TBD		Y
b) 6+ Hours	\$300	\$775	\$1,125	\$500	TBD	TBD		Y
2 Large Hall/Kitchen								
a) 0 - 6 Hours	\$250	\$625	\$850	\$500	TBD	TBD		Y
b) 6+ Hours	\$375	\$900	\$1,300	\$500	TBD	TBD		Y
3 Legion Wing								
a) 0 - 6 Hours	\$175	\$400	\$600	\$300	TBD	TBD		Y
b) 6+ Hours	\$250	\$625	\$900	\$300	TBD	TBD		Y
4 Legion Wing/Kitchen								
a) 0 - 6 Hours	\$225	\$550	\$800	\$300	TBD	TBD		Y
b) 6+ Hours	\$325	\$800	\$1,150	\$300	TBD	TBD		Y
5 Kitchen/BBQ								
a) 0 - 6 Hours	\$75	\$175	\$250	\$150	TBD	TBD		Y
b) 6+ Hours	\$125	\$225	\$300	\$150	TBD	TBD		Y
6 Total Facility								
a) 0 - 6 Hours	\$400	\$950	\$1,250	\$700	TBD	TBD		Y
b) 6+ Hours	\$600	\$1,450	\$1,800	\$700	TBD	TBD		Y

* Private party rentals in which the renter is from Solvang, Santa Ynez, Buellton, Los Olivos, Ballard and Los Alamos - all towns or cities that make up the Santa Ynez Valley.

Note: Small Hall is not available for public rental.

City of Solvang

FINANCE - BUSINESS CERTIFICATE / ADMINISTRATIVE FEES

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
1 Business Certificate				
a) Business Certificate				
i) Initial	\$125			Y
ii) Renewal	\$65			Y
b) Duplicate	\$15			N
c) Failure to apply or renew	\$50			N
d) Revoked, continue to do business	\$100			N
e) Continuing failure, previous fees/penalties (per year)	\$100			N
2 Credit Card Processing Fee	3.00%	% of amount paid by credit card		N
3 Not Sufficient Funds Fee / Returned Transaction Fee	\$30			N
4 Short Term Rental Permit				
a) Initial	\$260			Y
b) Renewal	\$130			Y
5 Transient Occupancy Tax (TOT)				
a) Transient Occupancy Tax	14%			N
b) Initial delinquency	10%			N
c) Continued delinquency (interest 1.5% per mo.) additional	penalties 10% + 10%			N
d) Failure to pay, above penalties plus	25%			N
e) Failure to produce TOT records	\$100 / day			N
6 Hourly Rates and Fees for Time & Materials Services and Fees for Services				
a) Finance	\$130	Per Hour		Y
b) Specialized Attorney Services	\$375 or Current Rate	Per Hour		N
c) All Other Contract Service Providers	Pass-Through + 15% City Admin Fee	Pass-Through + 15% City Admin		N

City of Solvang

FINANCE - SPECIALIZED LICENSING AND PERMIT FEES

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
1 Animal Drawn License				
a) New License	\$730	Fixed Fee	[a]	Y
b) Renewal License	\$530	Fixed Fee	[a]	Y
2 Electric Trolleys				
a) New License	\$330	Fixed Fee	[b]	Y
b) Renewal License	\$180	Fixed Fee	[b]	Y
3 Pedicycle Rental Permit				
a) New License	\$180	Fixed Fee		Y
b) Renewal License	\$65	Fixed Fee		Y
4 Peddlers License Fee	\$148	Fixed Fee		Y
5 License to Sell Handguns				
a) Permit	\$230	Fixed Fee		Y
b) Renewal	\$125	Fixed Fee		Y
6 Medical Cannabis Retailer (Dispensary) Application	\$5,240	Fixed Fee		Y

[a] Per five year license, plus pass through of any publication costs. Fee covers up to 10 conveyances.

[b] Fee covers up to 2 conveyances.

City of Solvang

ADMINISTRATIVE FEES

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
1 Copying of City records				
a) 8.5" x 11"	\$0.10	Per Page		N
b) All Other	Actual Cost	Per Page		N
2 Digital Media - copy on flash drive	\$10	Per Device		N
3 Civil Subpoena (per day; per employee)	Actual Cost; with \$275 per day initial amount plus travel expenses	Per Day; Per Employee	[a],[b],[c]	N
4 Nomination Papers	\$25			N
5 Initiative for Ballot	\$200			N
6 Document Certification Fee for Non-Notary	\$15	Each		N
7 Certificate of Live Person	\$25	Each		N
8 Reserved Use of City Council Chamber				
a) City Council Chamber Rental	\$100	Per Hour; 4-Hour Minimum		Y
b) Videographer	\$100	Per Hour; 4-Hour Minimum		Y
c) Cleaning Deposit	\$195			Y
d) Staff Support, if Required (e.g., after 5pm)	Actual Cost	Per Hour; 4-Hour Minimum		N
9 Hourly Rates and Administrative Fees for Contract Administration and Support Services Not Otherwise Listed in this Schedule				
a) City Staff Not Otherwise Listed	Top Step * ICR Factor of 3.0	Per Hour		N
b) City Attorney / Specialized Attorney Services	\$375 or Current Rate	Per Hour		N
c) All Other Contract Service Support	pass-through + 15% City Admin Fee	T & M		N

[a] Actual amounts paid shall be calculated in accordance with California Government Code 68096.1. (a) Any employee of a local agency who is obliged by a subpoena to attend a civil action or proceeding as a witness in litigation in a matter regarding an event or transaction that he or she perceived or investigated in the course of his or her duties, to which that local agency is not a party, shall receive the salary or other compensation to which he or she is normally entitled from that local agency during the time that he or she prepares for his or her response and appearance, during the time that he or she travels to and from the place where the court or other tribunal is located and while he or she is required to remain at that place pursuant to the subpoena. He or she shall also receive from that local agency the actual necessary and reasonable traveling expenses he or she incurred in complying with the subpoena. (b) The party at whose request the subpoena is issued shall reimburse the local agency for the full cost incurred by the local agency in paying the employee his or her salary or other compensation and traveling expenses as provided for in this section, for each day that the employee is required to remain in attendance pursuant to the subpoena. The amount of two hundred seventy-five dollars (\$275), together with the subpoena, shall be tendered to that local agency for each day that the employee is required to remain in attendance pursuant to the subpoena. (c) If the actual expenses should later prove to be less than the amount tendered, the excess of the amount tendered shall be refunded. (d) If the actual expenses should later prove to be more than the amount tendered, the difference shall be paid to the local agency by the party at whose request the subpoena was issued.

City of Solvang

ADMINISTRATIVE FEES

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
<p>[b] Actual amounts paid shall be calculated in accordance with California Government Code 68097.2. (b) The party at whose request the subpoena is issued shall reimburse the public entity for the full cost to the public entity incurred in paying the peace officer, firefighter, state employee, trial court employee, or specified county employee his or her salary or other compensation and traveling expenses as provided for in this section, for each day that the peace officer, firefighter, state employee, trial court employee, or specified county employee is required to remain in attendance pursuant to the subpoena. The amount of two hundred seventy-five dollars (\$275), together with the subpoena, shall be tendered to the person accepting the subpoena for each day that the peace officer, firefighter, state employee, trial court employee, or specified county employee is required to remain in attendance pursuant to the subpoena. (c) If the actual expenses should later prove to be less than the amount tendered, the excess of the amount tendered shall be refunded. (d) If the actual expenses should later prove to be more than the amount deposited, the difference shall be paid to the public entity by the party at whose request the subpoena is issued.</p> <p>[c] Salary/other compensation shall be determined based on the City's most current adopted salary schedule (top step) by position, subject to existing MOU provisions and minimums for court appearances. If preparation, service, or travel is provided during overtime hours, the City shall use overtime rate for calculating actual costs, subject to existing MOU provisions and minimums for court appearances.</p>				

City of Solvang

APPEAL FEES

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
1 Appeal				
a) Appeal of Tree Ordinance Violations	\$150	Fixed Fee		N
b) Appeal of an Administrative Decision to City Manager	\$250	Fixed Fee		N
c) All Other (e.g., Appeal to Planning Commission; City Council)	\$1,500	Fixed Fee		N
d) City Attorney Support and Review, as required	Billed per hour at \$375 or current rate	Per Hour		N

City of Solvang

CODE ENFORCEMENT FEES

Fee Description	Fee	Charge Basis	Note	Y'rly CPI
1 Administrative Fee for Abandoned Vehicle Abatement	Actual Cost - T&M	T & M		N



Development Impact
Fee Schedule

Effective Fiscal Year
2025-26

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Water and Wastewater Connection Fees	1
Drainage Impact Development Fees	2
In-Lieu Parking Fee / Road Improvement Fee	3

City of Solvang

WATER AND WASTEWATER CONNECTION FEES

Fee Description	Fee	Note
1 Water Connection Fees		
a) Water Connection Fees: 5/8 inch - 3/4 inch	\$9,435	
b) Water Connection Fees: 3/4 inch	\$14,151	
c) Water Connection Fees: 1 inch	\$23,586	
d) Water Connection Fees: 1 1/2 inch	\$47,162	
e) Water Connection Fees: 2 inch	\$75,474	
f) Water Connection Fees: 3 inch	\$150,950	
g) Water Connection Fees: 4 inch	\$235,859	
h) Water Connection Fees: 6 inch	\$471,717	
2 Wastewater Connection Fees		
a) Wastewater Connection Fees: 5/8 inch - 3/4 inch	\$6,026	
b) Wastewater Connection Fees: 3/4 inch	\$9,040	
c) Wastewater Connection Fees: 1 inch	\$15,067	
d) Wastewater Connection Fees: 1 1/2 inch	\$30,133	
e) Wastewater Connection Fees: 2 inch	\$48,213	
f) Wastewater Connection Fees: 3 inch	\$96,427	
g) Wastewater Connection Fees: 4 inch	\$150,666	
h) Wastewater Connection Fees: 6 inch	\$301,331	
Fire Protection Standby Charge	\$2.75/inch	

Amounts shown are intended to reflect amounts adopted on 6/27/2022. In the case of discrepancy between amounts shown and amounts authorized by resolution, the amounts authorized by resolution shall supersede these amounts.

City of Solvang

DRAINAGE IMPACT DEVELOPMENT FEES

Development/Redevelopment Type	Fee Rate	Exemption	Minimum Fee (\$)
1 New SFR	\$0.36/SF of new impervious area	n/a	\$208
2 New Commercial or Other	\$0.36/SF of new impervious area	n/a	\$520
3 SFR - ADU	\$0.36/SF of new impervious area	First 750 SF	n/a
4 SFR Redevelopment	\$0.36/SF of new or replacement impervious area	First 750 SF of replacement	\$208
5 Commercial/Other Redevelopment	\$0.36/SF of new or replacement impervious area	First 750 SF of replacement	\$520

* Effective Date: July 1, 2021

Fees shall be increased annually, in accordance with Solvang Municipal Code Section 10-5-6.

In the case of discrepancy between amounts shown and amounts authorized by resolution, the amounts authorized by resolution shall supersede these amounts.

City of Solvang

IN-LIEU PARKING FEE / ROAD IMPROVEMENT FEE

	Fee	
In-Lieu / Impact Fees		
1 In-Lieu Parking Fee	\$12,376	
2 Road Improvement Fee (traffic impact) (per peak hour trip)	\$3,067	

* In-lieu / impact fees are included for documentation purposes only. In the case of any discrepancy between amount shown and currently adopted amount, the currently adopted amount shall supersede amount shown here.



**Schedule of Administrative
Citation Fines**

**Effective Fiscal Year
2025-26**

City of Solvang

ADMINISTRATIVE CITATION FINES

Description	Fine	Note	Y'rly CPI
1 Violate Conditions of Approval	\$500		N
2 Illegal Street Tree Removal	\$500		N
3 Removal of Tree required as Condition of Approval	\$1,000		N
4 Illegal Dumping at Recycle Station	\$500		N
5 Violate rules & regulations regarding Hours of Construction	\$250		N
6 TOT Failure to Register	\$250		N
7 Failure to Maintain Property	\$200		N
8 Sleeping in public & private places	\$200		N
9 Drinking alcoholic beverages in public	\$200		N
10 Violations of parks rules & regulations	\$100		N
11 Obstructions to streets & sidewalks	\$200		N
12 Commercial activities on City property	\$300		N
13 Barkers & hawkers restricted	\$200		N
14 Unpermitted street tree pruning	\$100		N
15 Failure to maintain street tree req. by law or condition	\$250		N
16 Illegal Water Connection	\$1,000		N
17 Illegal Sewer Connection	\$1,000		N
18 Building Permits required	\$500		N
19 Violate Stop Work order	\$1,000		N
20 Merchandise displayed outside of store	\$200		N
21 Unpermitted Second Residential Unit	\$1,000		N
22 Home Occupation Permit required	\$250		N
23 Special Event Permit required	\$250		N
24 Prohibited Signs	\$200		N
25 Unscreened Trailer, Boat, Equipment or RV parked in front yard setback	\$100		N
26 Any Fines Not Listed			
a) First time offenders	\$100		N
b) Second offense w/in 36 mo period	150% of fine		N
c) Third offense and any subsequent w/in 36 mo period	200% of fine		N
27 Any fines not paid w/ 30 days will accrue penalties	10% of amount owed + interest at .05%		N

City of Solvang

ADMINISTRATIVE CITATION FINES

Description	Fine	Note	Y'rly CPI
Other Miscellaneous Fines			
28 Social Host Ordinance			
a) 1st violation	\$500		N
b) 2nd violation	\$1,000		N
c) 3rd violation	\$2,000		N
<hr/>			
29 Animal Control Violations			
a) 1st violation	\$50		N
b) 2nd violation	\$100		N
c) 3rd violation	\$250		N
<hr/>			
30 Vacation Rental Violation			
a) 1st violation	\$1,000		N
b) 2nd violation	\$3,000		N
c) 3rd violation	\$5,000		N
<hr/>			



**Schedule of Current Fees, Proposed Fees, and Proposed
Cost Recovery**

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City of Solvang
Building Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Proposed Fee Structure	Note
1	Building Fees						The City's Building Fee Structure is Proposed for Significant Fee Structuring. The proposed fee structure is moving from a valuation / per unit fee structure to a fee structure linked primarily to construction type and square footage of construction. The proposed changes make it impractical to present a side-by-side fee comparison. See cost of service model for analytical details and proposed fee schedule for proposed fee structure.

**City of Solvang
Planning Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees**

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Proposed Fee Structure	Note
1	Alcoholic Beverage Control (ABC) Letter of Convenience	\$196 - \$392	\$400	\$400	100%	Fixed Fee	
2	Annexations	\$29,400 Min	\$20,000	\$20,000	100%	Deposit	
3	Appeal to Planning Commission / City Council						
	a) Appeal Filing Fee	\$1,960	\$3,200	\$1,500	47%	Fixed Fee	
	b) City Attorney Support and Review, as required			Billed per hour at \$375 or current rate	100%	T & M	
4	Conditional Use Permit (CUP)						
	a) CUP Review - Existing Structure / Use Only	\$3,920	\$2,400	\$2,400	100%	Fixed Fee	
	b) CUP Review - New Structures	\$3,920	\$4,800	\$4,800	100%	Fixed Fee	
5	Design Review Committee (DRC) Decision	\$392 - \$980	\$600	\$600	100%	Fixed Fee	
6	Development Permits						
	a) Residential						
	i) 2 - 4 Units	\$7,840	\$4,000	\$4,000	100%	Fixed Fee	
	ii) 5 - 10 Units	\$7,840	\$6,000	\$6,000	100%	Fixed Fee	
	iii) More than 10 Units	varies	\$9,600	\$9,600	100%	Fixed Fee	
	b) Non-Residential & Mixed Use Projects						
	i) Up to 7,500 SF	\$7,840	\$4,000	\$4,000	100%	Fixed Fee	
	ii) 7,501 - 25,000 SF	\$11,760	\$9,600	\$9,600	100%	Fixed Fee	
	iii) More than 25,000 SF	\$11,760	\$14,400	\$14,400	100%	Fixed Fee	
7	Environmental Review						
	a) Categorical Exemption		\$200	\$200	100%	Fixed Fee	
	b) Initial Study / Negative Declaration						
	i) In-House	\$5,880	\$6,400	\$6,400	100%	Fixed Fee	
	ii) Consultant Prepared	Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	100%	T&M	
	c) Mitigated Negative Declaration						
	i) In-House	\$5,880	\$16,000	\$16,000	100%	Fixed Fee	
	ii) Consultant Prepared	Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	100%	T&M	
	d) Environmental Impact Report	Pass-Through + 15% City Admin Fee	\$8,000	Pass-Through + 15% City Admin Fee	100%	T&M	
	e) County Filing Fees /Dept of Fish and Wildlife Filing Fees	Pass-Through		Pass-Through	100%	Pass-Through	
8	General Plan Amendment	varies	\$10,000	\$10,000	100%	Deposit	

**City of Solvang
Planning Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees**

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Proposed Fee Structure	Note
9	Home Occupation Permit	\$392	\$100	\$100	100%	Fixed Fee	
10	Map / Subdivision Review (Fees Include City Processing Fee plus Consultant / County Cost) (i.e., Fees are additive)						
	a) Lot Line Adjustment / Parcel Merger						
	i) City Processing Fee		\$800	\$800	100%	Fixed Fee	
	ii) Consultant / County Cost	Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	100%	T&M	
	b) Parcel Map (Tentative / Final Map/ Amendment)						
	i) City Processing Fee		\$1,200	\$1,200	100%	Fixed Fee	
	ii) Consultant / County Cost	Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	100%	T&M	
	c) Tract Map (Tentative / Final Map/ Amendment)						
	i) City Processing Fee		\$2,400	\$2,400	100%	Fixed Fee	
	ii) Consultant / County Cost	Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	100%	T&M	
	d) Other (e.g., Certificate of Compliance)						
	i) City Processing Fee		\$800	\$800	100%	Fixed Fee	
	ii) Consultant / County Cost	Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	100%	T&M	
11	Medical Cannabis Retailer (Dispensary)	\$5,240	\$5,600	\$5,240	94%	Fixed Fee	
12	Pre-Application Review						
	a) Planning and Building Staff Only	\$980	\$1,000	\$500	50%	Fixed Fee	
	b) Development Review Team	\$980	\$1,600	\$1,000	63%	Fixed Fee	
13	Signs						
	a) Sign Permit (Administrative)		\$400	\$100	25%	Fixed Fee	
	b) Sign Permit/Program - DRC / PC	\$396	\$1,600	\$400	25%	Fixed Fee	
	c) Temporary Sign / Banner		\$200	\$100	50%	Fixed Fee	
14	Specific Plan / Specific Plan Amendment	varies	\$16,000	\$16,000	100%	Deposit	
15	Temporary Use Permit	\$196	\$800	\$200	25%	Fixed Fee	
16	Time Extension	\$1,960	\$1,200	\$1,200	100%	Fixed Fee	
17	Variance	\$3,920	\$5,600	\$5,600	100%	Fixed Fee	
18	Zoning Amendments (Map / Text)	varies	\$10,000	\$10,000	100%	Deposit	

**City of Solvang
Planning Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees**

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Proposed Fee Structure	Note
19	Zoning Clearance						
	a) Business Certificate	varies	\$50	\$50	100%	Fixed Fee	
	b) ADU	varies	\$400	\$400	100%	Fixed Fee	
	c) SFR	varies	\$400	\$400	100%	Fixed Fee	
	d) MFR	varies	\$500	\$500	100%	Fixed Fee	
20	Zoning Verification Letter		\$200	\$200	100%	Fixed Fee	
Other							
21	Maps						
	a) 11" x 17" i.e. small zoning map (per page)			\$2		Fixed Fee	
	b) Large zoning maps 36" wide (each)			\$25		Fixed Fee	
22	Plan Review Fee - 4th and Subsequent Reviews (Each Review)						
	a) City	\$196	\$200	\$200	100%	Fixed Fee	
	b) Consultant / County Cost			pass-through + 15% City Admin Fee	100%	T & M	
23	Work Done Without Permits or Outside Scope of Permits			2x Permit Fee			
24	Hourly Rates and Fees for Time & Materials Services and Fees for Services Not Otherwise Listed in this Fee Schedule						
	a) Uniform Planning Rate	\$196	\$200	\$200	100%	per hour	
	b) Planning Director		\$309	\$309	100%	per hour	
	c) Planning Manager		\$294	\$294	100%	per hour	
	d) Associate Planner		\$198	\$198	100%	per hour	
	e) Assistant Planner		\$162	\$162	100%	per hour	
	f) Development Services Tech		\$143	\$143	100%	per hour	
	g) City Attorney / Specialized Attorney Services	T&M + 15% admin	\$375 or Current Rate	\$375 or Current Rate	100%	T & M	
	h) All Other Contract Service Support	T&M + 15% admin	T&M + 16% admin	pass-through + 15% City Admin Fee	100%	T & M	

Note: Each fee listed in this schedule is based on the typical estimated time required to perform a standard service request. For service requests that are anticipated to require time and materials costs, in excess of those typically required, the Department reserves the right to bill, in advance, for Department costs anticipated to be incurred in excess of the fees shown in this schedule. The Department may adjust the plan checking/permit fee for an individual project when costs to the City are not congruent with this fee schedule. Fee amounts shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

* In-lieu / impact fees are not examined or considered as part of this study. No changes are proposed, fee is included for documentation purposes only. In the case of any discrepancy between amount shown and currently adopted amount, the currently adopted amount shall supersede amount shown here.

City of Solvang
Engineering and Encroachment Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Proposed Fee Structure	Note
1	Encroachment Permit - Permit Processing	\$80	\$98	\$98	100%	Fixed Fee	
2	Encroachment Review & Inspection						
	a) Inspection of Sidewalk, Curb and Gutter, Driveway Approach, Curb Ramps, Cross-Gutter and Spandrel (two inspections)	varies	\$360	\$360	100%	Fixed Fee	
	b) Regular - Surface Improvements (up to 20 lineal feet; includes inspection)	varies	\$180	\$180	100%	Fixed Fee	
	c) Regular - Underground Improvements						
	i) 0 - 50 SF	varies	\$540	\$540	100%	Fixed Fee	
	ii) 51 - 100 SF	varies	\$720	\$720	100%	Fixed Fee	
	iii) 101+ SF	varies	\$720	\$720 plus \$1.50 per SF (\$150 min.)	100%	Fixed Fee	
	d) Special Encroachment Agreement Review - Private Encroachments in the Public R/W						
	i) Applicant Provided Electronic Exhibit (8.5" x 11")	varies	\$540	\$540	100%	Fixed Fee	
	ii) City Created Electronic Exhibit (8.5" x 11")	varies	\$2,300	T&M with \$2,300 City base fee		T&M with minimum fee	[a]
	e) Annual Utility Encroachment Permit	varies	\$4,320	\$4,320	100%	Fixed Fee	
	f) Temporary Encroachment Agreement - Permit for Non-Construction Activities that Encroach into City R/W for a Limited Time (e.g., Rolloff/Dumpster, Storage Container, Restricted Parking, etc.)	varies	\$90	\$90	100%	Fixed Fee	
3	Small Wireless Facilities						
	a) New Small Wireless Facility Pole	varies	\$1,100	\$1,100	100%	Fixed Fee	
	b) Small Wireless Facilities						
	i) Up to Five Facilities	varies	\$550	\$550	100%	Fixed Fee	
	ii) Each Additional Facility, Beyond Five	varies	\$110	\$110	100%	Fixed Fee	
4	Newsrack						
	a) Permit Application		\$180	\$180	100%	Fixed Fee	
	b) News Rack Fee (per newsrack in right-of-way)		\$11	\$10	89%	Fixed Fee	
	c) News Rack Relocation Fee (per newsrack, per relocation)		\$11	\$10	89%	Fixed Fee	
	d) Removal of Non-Compliant News Rack (per newsrack)		\$330	\$325	98%	Fixed Fee	
	e) Storage of Non-Compliant News Rack (per newsrack, per day, at City facility)			\$5		Fixed Fee	
	f) Certificate Filing Fee			\$5		Fixed Fee	
5	Oversize Load Permit						
	a) Truck or Tractor and Oversize Load - per vehicle trip	varies		\$16		Fixed Fee	
	b) Annual Permit per Vehicle	varies		\$90		Fixed Fee	

City of Solvang
Engineering and Encroachment Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Proposed Fee Structure	Note
6	Public Improvements Engineering and Landscape Plan Check and Inspection	varies	varies	T&M with initial deposit equal to 8% of engineer's cost estimate; \$800 minimum fee	100%	T&M with minimum fee	
7	Rights of Ways (ROW) and Easements						
	a) Review of ROW/Easement Documents	varies	\$4,400	\$4,400	100%	Fixed Fee	
	b) ROW/Easement Abandonment	varies	\$4,400	\$4,400	100%	Fixed Fee	
8	Development Agreement / Subdivision Agreement Processing (Includes up to 3 Reviews)	varies	\$1,760	T&M with \$1,760 City base fee	100%	T&M with minimum fee	
9	Public Survey Monuments	varies	\$170	\$170	100%	Each	
10	Drainage (Hydrology/Hydraulics) Study (Includes up to 3 Reviews)	varies	\$880	T&M with \$880 City base fee	100%	T&M with minimum fee	
11	WQMP (Includes up to 3 Reviews)	varies	\$440	T&M with \$440 City base fee	100%	T&M with minimum fee	
12	Traffic Study Review (Includes up to 3 Reviews)	varies	\$880	T&M with \$880 City base fee	100%	T&M with minimum fee	
13	Flood Plain Determination Letter	varies	\$220	\$200	91%	Fixed Fee	
14	Flood Plain Permit	varies	\$220	\$200	91%	Fixed Fee	
15	Stormwater Mgmt. Construction Site Inspections						
	a) Inspection of Construction Sites (pre, post, and during construction) (3 inspections)	varies	\$540	\$540	100%	Fixed Fee	
	b) All Additional During Construction Inspections	varies	\$180	\$180	100%	Per Hour	
16	Stormwater Mgmt. Inspection of privately maintained post-construction treatment devices (per inspection)	varies	\$180	\$180	100%	Fixed Fee	
17	Stormwater Permit - Industrial Program Inspection	varies	\$180	\$180	100%	Fixed Fee	
18	Stormwater Re-Inspections	varies	\$180	\$180	100%	Fixed Fee	
19	Tree Donation Fee		varies	Actual Cost		T&M	

**City of Solvang
Engineering and Encroachment Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees**

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Proposed Fee Structure	Note
Other							
20	Time Extension		\$90	\$90	100%	Fixed Fee	
21	Miscellaneous Engineering Services		\$220	\$220	100%	Per Hour	
22	Excess Plan Review Fee (4th and subsequent)		\$220	\$220	100%	Per Hour	
23	Revisions After Permit Issuance		\$220	\$220	100%	Per Hour	
24	After Hours Inspection (per hour) (2-hour minimum)		\$216	\$200	93%	Per Hour	
25	Re-inspection Fee (2nd Time or More) (each)		\$180	\$180	100%	Each	
26	Missed Inspection Fee		\$180	\$180	100%	Each	
27	Work Without Permit or Outside Scope of Permit Double the Permit Rate (does not include mitigation costs)			2x permit amount		Fixed Fee	
28	Expedited Services Fee (if available)			1.5x Regular Fee		Fixed Fee	
29	Technical Assistance/Third Party Review or Inspection			Pass-Through + 15% City Admin Fee		T & M	
For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity (per hour)							
30	Standard Services						
	a) Permit Processing and Inspection Services		\$180	\$180	100%	Per Hour	
	b) Engineering and Plan Review Services		\$220	\$220	100%	Per Hour	
31	Specialized Attorney Services			\$375 or Current Rate		Per Hour	
32	All Other Contract Service Providers			Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	

[a] Applicant to provide Title Report.

(1) Each fee listed in this schedule is based on the estimated number of hours required to perform a standard service request and the typical cost of materials required to perform the requested service. For service requests that are anticipated to require efforts or materials, in excess of those typically required, the Department reserves the right to bill the service requestor, in advance, for Department costs anticipated to be incurred in excess of the fee shown in this schedule. Examples of conditions that may merit collection of additional fees include, but are not limited to, requirements for major excavation and fill and/or significant traffic controls.

**City of Solvang
Utility Service Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees**

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Note
1	Sewer Lateral Installation Inspection (tie-in) - plus cost of saddle	\$270	\$335	\$310	93%	
2	Sewer Saddle Tap	\$170	\$225	\$210	93%	
3	Water Service Installation Inspection (tie-in)	\$270	\$335	\$310	93%	
4	Water Meter Installation					
	a) 5/8", 3/4", or 1" meters	\$190	\$225	\$210	93%	
	b) 1 1/2" or 2" meters	\$310	\$375	\$350	93%	
	c) 3" or larger	T&M, plus 20% admin fee	varies	T&M, plus 15% admin fee	100%	
5	Meter / Radio Charge					[a]
	a) 5/8"	\$200	\$244	\$240	98%	[a]
	b) 3/4"	\$200	\$244	\$240	98%	[a]
	c) 1"	\$290	\$354	\$350	99%	[a]
	d) 1 1/2" R2	\$640	\$781	\$780	100%	[a]
	e) 1 1/2" C2	\$1,640	\$2,001	\$2,000	100%	[a]
	f) 2" R2	\$900	\$1,098	\$1,090	99%	[a]
	g) 2" T2 Short	\$1,060	\$1,293	\$1,290	100%	[a]
	h) 2" T2	\$1,230	\$1,501	\$1,500	100%	[a]
	i) 2" C2	\$1,890	\$2,306	\$2,300	100%	[a]
	j) 3" T2	\$1,580	\$1,928	\$1,920	100%	[a]
	k) 3" C2	\$2,390	\$2,916	\$2,910	100%	[a]
	l) MXU 520M Single Port Radio	\$190	\$232	\$230	99%	[a]
	m) MXU 520M Dual Port Radio	\$230	\$281	\$280	100%	[a]
6	Meter Downsizing (plus cost of meter)					
	a) Downsizing from 1 1/2" Meter or Less	\$270	\$335	\$310	93%	
	b) Downsizing from 2" Meter or More	Bill Hourly; 2-hour min.	varies	Bill Hourly; 2-hour min.	100%	
7	Temporary Meter / Fire Hydrant	\$127, plus \$100 refundable deposit; plus bulk water rate	\$150	\$140, plus \$250 refundable deposit; plus bulk water rate	100%	
8	Meter Test	\$100	\$150	\$140	93%	[b]
9	30-Day Report	\$50	\$75	\$70	93%	

**City of Solvang
Utility Service Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees**

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Note
10	Construction Water Meter					
	a) Meter Rental Processing and Install	\$160	\$220	\$200	91%	
	b) Water Use	See Rate Schedule		See Rate Schedule	100%	
	c) Deposit	\$800		\$1,200	100%	[c]
11	Hourly Rates and Fees for Time & Materials Services and Fees for Services Not Otherwise Listed in this Fee Schedule					
	a) Reviewed/Inspected by City Staff					
	i) Utility Engineering	\$160	\$220	\$220	100%	
	ii) Utility Customer Service and Field Work	\$125	\$150	\$140	100%	
	b) City Attorney / Specialized Attorney Services			\$375 or Current Rate	100%	
	c) Reviewed/Inspected by Outside Service Provider	T&M, plus 20% admin fee		T&M, plus 15% admin fee	100%	

[a] Amounts intended to reflect actual vendor charges. If vendor charges increase, vendor charges shall supersede amounts shown.

[b] Test amount refundable if meter reading is found to be inaccurate.

[c] Refundable deposit to be used if applicant damages or does not return meter and/or does not pay for their water usage during meter rental period.

**City of Solvang
Special Event / Film Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees**

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Proposed Fee Structure	Note
1	Special Event Permit						
	a) Application Fee (Non-refundable)						[a]
	i) 501(c)3 Non-Profit Application Fee						[a]
	A) Event that requires limited site/plan review, no closures, etc. (i.e. park rentals/activities, misc. events, etc.)	\$135	\$400	\$175	44%	Per Application	[a]
	B) Event that requires, but not limited to, street/parking lot closures, site/plan review, etc. (i.e. fun runs, festivals, etc.)	\$135	\$1,600	\$300	19%	Per Application	[a]
	ii) All Other Application Fee						[a]
	A) Event that requires limited site/plan review, no closures, etc. (i.e. park rentals/activities, misc. events, etc.)	\$135	\$400	\$325	81%	Per Application	[a]
	B) Event that requires, but not limited to, street/parking lot closures, site/plan review, etc. (i.e. fun runs, festivals, etc.)	\$135	\$1,600	\$500	31%	Per Application	[a]
	b) Turf Area Use Fee			\$125		Per Day	
	c) Utility Use Fee			\$50		Per Day	
	d) Specialized Sign Printing [No Parking Notification]		\$130	\$75		Fixed Fee	
	e) Vendor Fee	\$50	\$65	\$50		Per Vendor	
	f) Service Charges						
	i) City Staff Support						
	a) Maintenance Worker/Lead		\$101	\$100		Per Hour	
	b) Events/Recreation Coordinator		\$126	\$125		Per Hour	
	c) Administration		\$126	\$125		Per Hour	
	d) Other		Top Step * ICR Factor of 3.0	Top Step * ICR Factor of 3.0		Per Hour	
	ii) City Attorney / Specialized Attorney Services			\$375 or Current Rate		Per Hour	
	iii) Public Safety Support / All Other Contract Service Support			pass-through		Per Hour	
	g) Refundable Damage Deposit (payable 30 Days Before Event)			\$500			
	h) Cancellation Fee - Refundable if Cancelled Prior to 60 Days of the Event			\$175			[b]
2	Highway Banner Permit						
	a) First Two Week Period	\$450	\$600	\$500	83%		
	b) Each Add'l Two Week Period	\$150		\$200			
3	Film Permit	Actual Costs		Actual Costs			

[a] Application fees are non-refundable.

[b] Cancellation fees due to inclement weather will be waived for outdoor events. Cancellation fees may be modified at the discretion of the Director, for special circumstances.

**City of Solvang
HCA and Sunny Fields
Illustration of Current Fees and Proposed Fees**

#	Description	Current Reservation Fee	Proposed Reservation Fee	Current Cost Recovery	Proposed Cost Recovery	Fee Change	Note
1	HCA Reservation Fee						
	a) Area A	\$180	\$200	7%	8%	\$20	
	b) Area B	\$150	\$150	7%	8%	\$0	
	c) Area C	\$80	\$100	7%	8%	\$20	
	d) Area D	\$240	\$275	7%	8%	\$35	[a]
	e) Atterdag Bowl	\$60	\$75	7%	8%	\$15	
2	Sunny Fields						
	a) Rotary Picnic Area A	\$150	\$175	12%	14%	\$25	[a]
	b) Youth Rec Picnic Area B	\$90	\$100	12%	14%	\$10	
	c) Softball Field - 2 hr. min.	\$30	\$30	12%	14%	\$0	[b]
	d) Sand Volleyball and Grass Area - 2 hr. min.	\$30	\$30	12%	14%	\$0	[b]
3	Bounce House		\$25				

[a] Includes kitchen / snack bar.

[b] Rate is per hour.

**City of Solvang
Veteran's Memorial Building
Illustration of Current Fees and Proposed Fees**

#	Description - Current Fees	Non-Profit / Gov't	Family / Local	Out of Area / Comm'l	Rental Deposit	Security Fee	Liab. Ins.	Current Cost Recovery	Note
1	Large Hall								
	a) 0 - 6 Hours	\$190	\$410	\$600	\$500	TBD	TBD	31%	
	b) 6+ Hours	\$250	\$660	\$980	\$500	TBD	TBD	31%	
2	Large Hall/Kitchen								
	a) 0 - 6 Hours	\$220	\$540	\$730	\$500	TBD	TBD	31%	
	b) 6+ Hours	\$320	\$790	\$1,140	\$500	TBD	TBD	31%	
3	Legion Wing								
	a) 0 - 6 Hours	\$160	\$350	\$510	\$300	TBD	TBD	31%	
	b) 6+ Hours	\$220	\$540	\$790	\$300	TBD	TBD	31%	
4	Legion Wing/Kitchen								
	a) 0 - 6 Hours	\$190	\$470	\$700	\$300	TBD	TBD	31%	
	b) 6+ Hours	\$290	\$690	\$1,010	\$300	TBD	TBD	31%	
5	Kitchen/BBQ								
	a) 0 - 6 Hours	\$70	\$160	\$220	\$150	TBD	TBD	31%	
	b) 6+ Hours	\$100	\$190	\$250	\$150	TBD	TBD	31%	
6	Total Facility								
	a) 0 - 6 Hours	\$350	\$820	\$1,080	\$700	TBD	TBD	31%	
	b) 6+ Hours	\$510	\$1,260	\$1,580	\$700	TBD	TBD	31%	

**City of Solvang
Veteran's Memorial Building
Illustration of Current Fees and Proposed Fees**

#	Description - Proposed Fees	Non-Profit / Gov't	Family / Local	Out of Area / Comm'l	Rental Deposit	Security Fee	Liab. Ins.	Proposed Cost Recovery	Note
1	Large Hall								
	a) 0 - 6 Hours	\$225	\$475	\$700	\$500	TBD	TBD	36%	
	b) 6+ Hours	\$300	\$775	\$1,125	\$500	TBD	TBD	36%	
2	Large Hall/Kitchen								
	a) 0 - 6 Hours	\$250	\$625	\$850	\$500	TBD	TBD	36%	
	b) 6+ Hours	\$375	\$900	\$1,300	\$500	TBD	TBD	36%	
3	Legion Wing								
	a) 0 - 6 Hours	\$175	\$400	\$600	\$300	TBD	TBD	36%	
	b) 6+ Hours	\$250	\$625	\$900	\$300	TBD	TBD	36%	
4	Legion Wing/Kitchen								
	a) 0 - 6 Hours	\$225	\$550	\$800	\$300	TBD	TBD	36%	
	b) 6+ Hours	\$325	\$800	\$1,150	\$300	TBD	TBD	36%	
5	Kitchen/BBQ								
	a) 0 - 6 Hours	\$75	\$175	\$250	\$150	TBD	TBD	36%	
	b) 6+ Hours	\$125	\$225	\$300	\$150	TBD	TBD	36%	
6	Total Facility								
	a) 0 - 6 Hours	\$400	\$950	\$1,250	\$700	TBD	TBD	36%	
	b) 6+ Hours	\$600	\$1,450	\$1,800	\$700	TBD	TBD	36%	

City of Solvang
Finance - Business Certificate / Administrative Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Proposed Fee Structure	Note
1	Business Certificate						
	a) Business Certificate						
	i) Initial	\$55	\$130	\$125	96%		
	ii) Renewal	\$55	\$65	\$65	100%		
	b) Duplicate	\$15	\$22	\$15	69%		
	c) Failure to apply or renew	\$50		\$50			
	d) Revoked, continue to do business	\$100		\$100			
	e) Continuing failure, previous fees/penalties (per year)	\$100		\$100			
2	Credit Card Processing Fee	2.25%		3.00%		% of amount paid by credit card	
3	Not Sufficient Funds Fee / Returned Transaction Fee	\$25		\$30			
4	Short Term Rental Permit						
	a) Initial		\$260	\$260	100%		
	b) Renewal		\$130	\$130	100%		
5	Transient Occupancy Tax (TOT)						
	a) Transient Occupancy Tax	14%		14%			
	b) Initial delinquency	10%		10%			
	c) Continued delinquency (interest 1.5% per mo.) additional	penalties 10% + 10%		penalties 10% + 10%			
	d) Failure to pay, above penalties plus	25%		25%			
	e) Failure to produce TOT records	\$100 / day		\$100 / day			
6	Hourly Rates and Fees for Time & Materials Services and Fees for						
	a) Finance		\$130	\$130	100%	Per Hour	
	b) Specialized Attorney Services			\$375 or Current Rate	100%	Per Hour	
	c) All Other Contract Service Providers			Pass-Through + 15% City Admin Fee	100%	Pass-Through + 15% City Admin Fee	

City of Solvang
Finance - Specialized Licensing and Permit Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Proposed Fee Structure	Note
1	Animal Drawn License						
	a) New License	\$670	\$730	\$730	100%	Fixed Fee	[a]
	b) Renewal License	\$526	\$530	\$530	100%	Fixed Fee	[a]
2	Electric Trolleys						
	a) New License	\$307	\$330	\$330	100%	Fixed Fee	[b]
	b) Renewal License	\$180	\$180	\$180	100%	Fixed Fee	[b]
3	Pedicycle Rental Permit						
	a) New License	\$180	\$180	\$180	100%	Fixed Fee	
	b) Renewal License	\$53	\$65	\$65	100%	Fixed Fee	
4	Peddlers License Fee	\$145	\$148	\$148	100%	Fixed Fee	
5	License to Sell Handguns						
	a) Permit	\$217	\$230	\$230	100%	Fixed Fee	
	b) Renewal	\$80	\$115	\$125	109%	Fixed Fee	
6	Medical Cannabis Retailer (Dispensary) Application	\$5,240		\$5,240		Fixed Fee	

[a] Per five year license, plus pass through of any publication costs. Fee covers up to 10 conveyances.

[b] Fee covers up to 2 conveyances.

**City of Solvang
Administrative Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees**

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Proposed Fee Structure	Note
1	Copying of City records						
	a) 8.5" x 11"	\$0.10		\$0.10		Per Page	
	b) All Other	Actual Cost		Actual Cost		Per Page	
2	Digital Media - copy on flash drive	\$10		\$10		Per Device	
3	Civil Subpoena (per day; per employee)			Actual Cost; with \$275 per day initial amount plus travel expenses		Per Day; Per Employee	[a],[b],[c]
4	Nomination Papers			\$25			
5	Initiative for Ballot			\$200			
6	Document Certification Fee for Non-Notary			\$15		Each	
7	Certificate of Live Person		\$33	\$25	77%	Each	
8	Reserved Use of City Council Chamber						
	a) City Council Chamber Rental	\$97		\$100		Per Hour; 4-Hour Minimum	
	b) Videographer	\$90	\$33	\$100		Per Hour; 4-Hour Minimum	
	c) Cleaning Deposit		\$195	\$195			
	d) Staff Support, if Required (e.g., after 5pm)			Actual Cost		Per Hour; 4-Hour Minimum	
9	Hourly Rates and Administrative Fees for Contract Administration and Support Services Not Otherwise Listed in this Schedule						
	a) City Staff Not Otherwise Listed		Top Step * ICR Factor of 3.0	Top Step * ICR Factor of 3.0		Per Hour	
	b) City Attorney / Specialized Attorney Services			\$375 or Current Rate		Per Hour	
	c) All Other Contract Service Support			pass-through + 15% City Admin Fee		T & M	

[a] Actual amounts paid shall be calculated in accordance with California Government Code 68096.1. (a) Any employee of a local agency who is obliged by a subpoena to attend a civil action or proceeding as a witness in litigation in a matter regarding an event or transaction that he or she perceived or investigated in the course of his or her duties, to which that local agency is not a party, shall receive the salary or other compensation to which he or she is normally entitled from that local agency during the time that he or she prepares for his or her response and appearance, during the time that he or she travels to and from the place where the court or other tribunal is located and while he or she is required to remain at that place pursuant to the subpoena. He or she shall also receive from that local agency the actual necessary and reasonable traveling expenses he or she incurred in complying with the subpoena. (b) The party at whose request the subpoena is issued shall reimburse the local agency for the full cost incurred by the local agency in paying the employee his or her salary or other compensation and traveling expenses as provided for in this section, for each day that the employee is required to remain in attendance pursuant to the subpoena. The amount of two hundred seventy-five dollars (\$275), together with the subpoena, shall be tendered to that local agency for each day that the employee is required to remain in attendance pursuant to the subpoena. (c) If the actual expenses should later prove to be less than the amount tendered, the excess of the amount tendered shall be refunded. (d) If the actual expenses should later prove to be more than the amount tendered, the difference shall be paid to the local agency by the party at whose request the subpoena was issued.

**City of Solvang
Administrative Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees**

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Proposed Fee Structure	Note
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[b] Actual amounts paid shall be calculated in accordance with California Government Code 68097.2. (b) The party at whose request the subpoena is issued shall reimburse the public entity for the full cost to the public entity incurred in paying the peace officer, firefighter, state employee, trial court employee, or specified county employee his or her salary or other compensation and traveling expenses as provided for in this section, for each day that the peace officer, firefighter, state employee, trial court employee, or specified county employee is required to remain in attendance pursuant to the subpoena. The amount of two hundred seventy-five dollars (\$275), together with the subpoena, shall be tendered to the person accepting the subpoena for each day that the peace officer, firefighter, state employee, trial court employee, or specified county employee is required to remain in attendance pursuant to the subpoena. (c) If the actual expenses should later prove to be less than the amount tendered, the excess of the amount tendered shall be refunded. (d) If the actual expenses should later prove to be more than the amount deposited, the difference shall be paid to the public entity by the party at whose request the subpoena is issued.

[c] Salary/other compensation shall be determined based on the City's most current adopted salary schedule (top step) by position, subject to existing MOU provisions and minimums for court appearances. If preparation, service, or travel is provided during overtime hours, the City shall use overtime rate for calculating actual costs, subject to existing MOU provisions and minimums for court appearances.

**City of Solvang
Appeal Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees**

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Proposed Fee Structure	Note
1	Appeal						
	a) Appeal of Tree Ordinance Violations	\$150	\$300	\$150	50%	Fixed Fee	
	b) Appeal of an Administrative Decision to City Manager	\$250	\$500	\$250	50%	Fixed Fee	
	c) All Other (e.g., Appeal to Planning Commission; City Council)	\$1,500	\$3,200	\$1,500	47%	Fixed Fee	
	d) City Attorney Support and Review, as required			Billed per hour at \$375 or current rate	100%	Per Hour	

City of Solvang
Code Enforcement Fees
Illustration of Current Fees, Maximum Fees, and Proposed Fees

#	Description	Current Fee	Cost of Service (Max. Fee)	Proposed Fee	Proposed Cost Recovery	Proposed Fee Structure	Note
1	Administrative Fee for Abandoned Vehicle Abatement	Actual Cost - T&M	Actual Cost - T&M	Actual Cost - T&M	100%	T & M	



CITY OF SOLVANG

USER AND REGULATORY FEE STUDY

REPORT | APRIL 2025



7960 B Soquel Drive, Suite 363, Aptos, California 95003
CLEARSOURCEFINANCIAL.COM

REPORTING

- 1 TRANSMITTAL
- 2 EXECUTIVE SUMMARY
- 5 PROJECT ORIENTATION
- 9 IMPLEMENTATION

APPENDIX

- I COST OF SERVICE ANALYSIS



April 2025

CITY OF SOLVANG

Attention: Wendy Berry, Administrative Services Director
1644 Oak Street
Solvang, California 93463

USER AND REGULATORY FEE STUDY

Dear Ms. Berry:

ClearSource Financial Consulting submits the following report describing the findings of our preparation of a User and Regulatory Fee Study for the City of Solvang.

Please refer to the Executive Summary for the key findings of the analysis. The balance of the report and its appendices provide the necessary documentation to support those outcomes.

Thank you for the opportunity to serve the City on this topic. We are happy to continue discussion on this study as the need arises or consult with you on additional topics.

Sincerely,

A handwritten signature in blue ink, appearing to read "Terry Madsen".

TERRY MADSEN, PRESIDENT | CLEARSOURCE FINANCIAL CONSULTING

PHONE: 831.288.0608

EMAIL: TMADSEN@CLEARSOURCEFINANCIAL.COM

STUDY OVERVIEW

The City of Solvang has completed a User and Regulatory Fee Study. California cities regularly conduct these studies to justify fee amounts imposed and to optimize the overall portfolio of revenues available to the municipality to fund its services.

Industry practice and fiscal conditions in the state have led most cities to link cost recovery for services of individual action, cause, or benefit to that same individual through user fee revenue, relieving the agency's general revenues as much as possible for use toward services of broader community benefit.

USER AND REGULATORY FEES

Cities derive annual revenue from a number of sources. These include, but are not limited to, property taxes, sales taxes, license fees, franchise fees, fines, rents, and user and regulatory fees. **User and regulatory fees are intended to cover all, or a portion of, the costs incurred by the City for providing fee-related services and activities that are not otherwise provided to those not paying the fee.**

California law provides guidance regarding the amounts the City may charge for fee-related services and activities. Specifically, in order to avoid being considered taxes, the **fees charged shall not exceed the estimated reasonable cost of providing the services**, activities, or materials for which fees are charged.

At its conclusion, this study proposes for City Council review and consideration at public hearing a new **Schedule of User and Regulatory Fees** for application in Fiscal Year 2025-2026 and continued update in subsequent years.

COST RECOVERY POLICY AND PRACTICE

Recovering the costs of providing fee-related services directly influences the City's fiscal health and increases the City's ability to meet the service level expectations of fee payers.

The services for which the City imposes a user or regulatory fee typically derive from an individual person or entity's action, request, or behavior. Therefore, except in cases where there is an overwhelming public benefit generated by the City's involvement in the individual action, **a fee for service ensures that the individual bears most, if not all, of the cost incurred by the City to provide that service.** When a fee targets "100% or full cost recovery," the individual is bearing the entirety of the cost. When a fee targets less than full cost recovery, another City revenue source – in most cases, the General Fund – subsidizes the individualized activity.

Generally, **fees for service are targeted to full cost recovery, inclusive of operating, direct, indirect, and capital costs, except in cases where the City Council cites a public interest in lower fees.** The City may also be influenced by market conditions, comparing to municipalities of similar size and service profile.

FINDINGS AND PROPOSED ACTION

During the course of study, information and analysis was generated and is discussed substantively throughout this report and its technical appendices. The subsequent findings statements are outcomes and proposals that may be of particular interest to City leaders and policymakers.

PRIMARY OUTCOMES

▷ BUILDING FEES

- Building plan review, permit processing and field inspection fees have been restructured to enhance the correlation between services provided and fees collected. The proposed fee methodology scales to allow for lower fees for less complex projects and higher fees for more complex projects.
- Establish fixed, consolidated fees for the City's most common minor permits. This will allow applicants to easily estimate permit fees and allow staff to efficiently administer the fee calculation and collection process.
- Full cost recovery is targeted from proposed fees.

▷ PLANNING FEES

- Due to the nature of development within California, many projects take a significant amount of resources over a multi-month and potentially multi-year timeframe, depending on project complexity and magnitude.
- Full cost recovery is targeted from most proposed fees due to the regulatory nature of the fees and the high level of direct benefit resulting from construction activities including enjoyment of property enhancements, increased property values, and the desire to avoid having other Solvang residents and businesses subsidize an individual's private construction activities.
- Current cost recovery varies depending on the fee examined.
- Fees intended to recover less than the City's cost of service are:
 - Appeals; Sign Permits; Temporary Use Permits; Development Pre-Application Review

▷ ENGINEERING FEES

- Engineering and encroachment permit fees are collected to recover the costs associated with improvement plan review, permitting, and construction inspection along with review and inspection of work conducted within the City right-of-way.
- Full cost recovery is targeted from proposed fees.

▷ TECHNOLOGY ENHANCEMENT AND GENERAL PLAN UPDATE FEES

- New fees are recommended to recover a portion of the City's costs of enhanced technology used to serve the development community and to offset a portion of the costs of periodic updates to the City's General Plan. Proposed fees are:
 - Technology Enhancement Fee: 5% of Building Permit Fees
 - General Plan Update Fee: 5% of Building Permit Fees for New Construction and Additions

▷ SPECIAL EVENT PERMIT FEES

- Adjust special event permit fee structure to reflect differing levels of city support required to authorize and oversee special events within the City. Application fees will continue to recover less than the City's full cost of service.

▷ PARKS AND RECREATION FEES

- Parks and Recreation Departments throughout the State are facing significant challenges.
 - Increases in labor, benefit, utility costs, services and supplies, and insurance related costs
 - Providing access to facilities and programs that are safe to use and align to community standards (health and safety).
 - Minimum wage increase in excess of 20% since 2020.
- Fees are generally proposed to be adjusted by approximately 15%. Amounts are rounded for administrative efficiency. The proposed adjustments are simply intended to reflect the impact of recent changes in labor and regional cost inflation. If fees are left unchanged in an environment of increasing costs, the City's cost recovery levels deteriorate.

▷ ADMINISTRATIVE FEES

- Administrative fees have been recalibrated to reflect current costs of service and State limits for certain fee-related services.

▷ ANNUAL INFLATIONARY ADJUSTMENT

- In order to generally maintain pace with regional cost inflation and/or the City's salary cost inflation, the proposed resolution authorizes an annual inflationary adjustment to fees. This approach is commonly used by other California communities.

FEE COMPARISON

Similar fees are collected by communities throughout the region and the State. The proposed fee amounts do not exceed the City's cost of service and will remain within the range of amounts charged by other Santa Barbara County jurisdictions.

SCOPE OF STUDY

The City of Solvang has completed a **User and Regulatory Fee Study**, which represents an external review of prevailing practices and development of a new **Schedule of User and Regulatory Fees**. ClearSource Financial Consulting has prepared this analysis using FY 2024/25 organizational information and will be available to answer questions as the City proceeds in implementing findings as it chooses.

Key tasks expected by the City from this study included the following:

- ▶ Review eligible fee-related services Citywide to establish the reasonable relationship between current fees for service and the underlying costs of service.
- ▶ Calculate the full cost of service, including estimated Citywide overhead costs.
- ▶ Recommend fees to be charged for each service.
- ▶ Recommend cost recovery strategies and best practices in setting fees, while considering the complexities and demands of responsible programs or departments.
- ▶ Identify underlying billable rates for cost recovery opportunities and as the basis for user fees.

DIRECT SERVICES UNDER REVIEW

FEE CATEGORIES

- ▶ Building – Services include, but are not limited to building plan review, permitting, and inspection for construction and sub-trades.
- ▶ Engineering – Services include, but are not limited to, Including and development plan review and inspection, and encroachment permitting.
- ▶ Special Event Permit – Services include but are not limited to, permit application and special service requests.
- ▶ Planning – Services include, but are not limited to, entitlement review, and review for project compliance with the City's Zoning Code.
- ▶ Reserved Facility Use – Services include reserved use of City facilities.

REASON FOR STUDY

Cities derive annual revenue from a number of sources. These include, but are not limited to, property taxes, sales taxes, franchise fees, fines, rents, and user and regulatory fees. User and regulatory fees are intended to cover all, or a portion of, the costs incurred by a City for providing fee-related services and activities that are not otherwise provided to those not paying the fee.

California cities regularly conduct fee studies to justify fee amounts imposed and to optimize the overall body of revenues available to the municipality to fund its services. Widespread industry practice and fiscal conditions in the state have led most cities to link cost recovery for services of individual action, cause, or benefit to that individual through user fee revenue, relieving the agency's general revenues for services of broader community benefit.

PREVAILING GUIDANCE

The objectives of this study, the methodology used to complete the study, and the formulation of outcomes and recommendations for future consideration were significantly influenced by Article 13C of the California Constitution and Section 66014 of the California Government Code.

Article 13C states that the local government bears the burden of proving by a preponderance of the evidence that a levy, charge, or other exaction is not a tax, that the amount is no more than necessary to cover the reasonable costs of the governmental activity, and that the manner in which those costs are allocated to a payer bear a fair or reasonable relationship to the payer's burdens on, or benefits received from, the governmental activity. Additionally, Article 13C identifies the following as items that are not defined as taxes:

- ▶ A charge imposed for a specific benefit conferred or privilege granted directly to the payer that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege.
- ▶ A charge imposed for a specific government service or product provided directly to the payer that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product.
- ▶ A charge imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections, and audits, enforcing agricultural marketing orders, and the administrative enforcement and adjudication thereof.
- ▶ A charge imposed for entrance to or use of local government property, or the purchase, rental, or lease of local government property.
- ▶ A fine, penalty, or other monetary charge imposed by the judicial branch of government or a local government, as a result of a violation of law.
- ▶ A charge imposed as a condition of property development.
- ▶ Assessments and property-related fees imposed in accordance with the provisions of Article XIII D.

Section 66014(a) of the California Government Code includes the following, "Notwithstanding any other provision of law, when a local agency charges fees for zoning variances; zoning changes; use permits; building inspections; building permits; ...the processing of maps under the provisions of the Subdivision Map Act...; or planning services...; those fees may not exceed the estimated reasonable cost of providing the service for which the fee is charged, unless a question regarding the amount of the fee charged in excess of the estimated reasonable cost of providing the services or materials is submitted to, and approved by, a popular vote of two-thirds of those electors voting on the issue.

The outcomes and recommendations of the study are intended to comply with applicable federal, state, and local laws including providing confirmation that the proposed fees ("charges") recommended as a result of this study are not taxes as defined in Article 13C of the California Constitution and that the proposed fees are no more than necessary to cover the reasonable costs of the City's activities and services addressed in the fees. Additionally, this report is intended to show that the manner in which the costs are allocated to a payer bear a fair and reasonable relationship to the payer's burdens on, or benefits received from the activities and services provided by the City.

METHODOLOGY AND DATA SOURCES

This study calculated the estimated reasonable cost of providing various fee-related services across the City organization. Generally, the estimated reasonable cost of providing the fee-related services and activities examined in this study can be calculated as the product of the composite fully-burdened hourly labor rate of the division responsible for providing services and the estimated labor time required to process a typical request for service.

The composite fully-burdened hourly rates calculated in this study are based on the estimated annual hours spent providing fee related services, and estimated labor, services and supplies, and Citywide overhead expenditures, sourced as follows:

- ▶ Labor expenditures for in-house personnel were based on budgeted salary and benefits expenditures.
- ▶ Contract service personnel and other services and supplies related costs were based on Fiscal Year 2024/25 adopted budgets and anticipated costs and current industry market rates for service.
- ▶ Citywide overhead cost allocations were developed to assign a reasonable share of central service support to the City's direct service units.
- ▶ Estimated labor time spent providing fee related services were developed based on interviews with City staff and are in-line with typical direct service ratios experienced by the consultant via studies of similar municipalities throughout California. Commonly used industry data also aided in the development of time estimates and proposed fee structures.

Once cost of service levels are identified, the City may use this information to inform targeted cost recovery from fees. Fees set at the cost of service target full cost recovery. Fees set at any amount less than the cost of service target less than full cost recovery.

An illustration of the methods used in this analysis is shown in [Exhibit 1](#).

EXHIBIT 1 | STEPS IN ANALYZING COSTS OF SERVICE AND USER FEES



CONSIDERATIONS FOR IMPLEMENTATION

If the City decides to adopt or otherwise utilize outcomes generated through this study, it should:

- ▶ **Update Systems for Fee Outcomes** - Ensure that City staff begin using updated fees and associated outcomes once the updated schedule of fees becomes effective. Values should be included in all official fee schedules used throughout the City (e.g., departmental pamphlets, counter schedules, and online information). Additionally, ensure collections processes are updated, which may include coding in billing systems and training for personnel who handle fees directly with the public.
- ▶ **Actively Monitor the Use of Fees** - In order to recover accurate and eligible amounts expected, the City should be diligent about tracking time to projects for time and materials billings and ensuring fees are applied in the correct amount and using the correct and intended basis for fixed fee billings.
- ▶ **Monitor Feedback and Permit Statistics** - Monitor permit and application volume and applicant feedback to determine if fee modifications are resulting in any unanticipated changes in project frequency and to increase the level of detail available for revenue forecasting.
- ▶ **Annually Review and Adjust Fee Values** - In order to generally maintain pace with regional cost inflation and/or the City's salary cost inflation, the City should adjust its fees on an annual basis. A commonly used, reasonable inflation index is the annual change in the all-urban Consumer Price Index (CPI) representative of the region.
- ▶ **Periodically Perform Comprehensive Analysis** - A comprehensive fee study should be conducted periodically (e.g., every three to five years) to ensure fee levels remain at or below legal limits and are consistent with evolving service practices and local conditions.



APPENDIX I

COST OF SERVICE ANALYSIS



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CLEARSOURCEFINANCIAL.COM



User and Regulatory Fees
Fee-Related Cost of Service Analysis

City of Solvang Cost of Service Analysis

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Finance and Administrative Fees	38
Special Event Permitting, Park, Field, and Facility Rental Rates	47



User and Regulatory Fees

Cost of Service Calculations

[Building Fees](#)

City of Solvang
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Building

Position	Total Salaries	Total Benefits	Prof Svcs	Total Labor & Prof Svc Costs	FTE Equiv	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per FTE	Total Productive Hours	Indirect	Direct	Total	Total Indirect Hours	Total Direct Hours	Total Hours	Note
				\$ -	-	2,080	216	1,864	-	100%	0%	100%	-	-	-	
Total - In-House	\$ -	\$ -	\$ -	\$ -	-				-				-	-	-	
Professional Services			\$ 200,000	\$ 200,000	0.77	2,080	-	2,080	1,600	25%	75%	100%	400	1,200	1,600	[a],[b]
Total	\$ -	\$ -	\$ 200,000	\$ 200,000	0.77				1,600				400	1,200	1,600	
Total													25%	75%	100%	[c]

[a] Source: FY 24/25 adopted budget.

[b] Amount intended to represent reasonable estimate of current industry contract service rates.

[c] Direct/Indirect hours are intended to serve as reasonable estimates. Amounts will vary from year-to-year depending on activity, projects, and City Council priorities.

City of Solvang
 User and Regulatory Fee Study
 Calculation of Cost Recovery and Fully-Burdened Hourly Rate - Building

Recurring Expenditures [a]

Fund #	Fund Desc	Div #	Div Desc	Account #	Account Desc	Subtotal	Adjust	Total	Notes
100	GENERAL FUND	210	Building	52003	Supplies	\$2,500	\$0	\$2,500	
100	GENERAL FUND	210	Building	52008	Postage	\$200	\$0	\$200	
100	GENERAL FUND	210	Building	57011	Lease Payments	\$89	\$0	\$89	
100	GENERAL FUND	210	Building	57015	Printing and Publishing	\$800	\$0	\$800	
100	GENERAL FUND	210	Building	57016	Professional Services	\$200,000	\$0	\$200,000	
Total						\$203,589	\$0	\$203,589	

Allocation of Central Services

Description	Indirect Rate	Direct Expenses	Total	Notes
Citywide Overhead Rate	15.0%	\$203,589	\$30,538	[b]
Total			\$30,538	

Total Costs for Allocation

Description	Total	Notes
Divisional Costs Included in Hourly Rate	\$203,589	
Citywide Overhead Costs	\$30,538	
Total	\$234,127	

Average Annual Revenues

AccountNo	AccountDesc	FY 21/22 Actual	FY 22/23 Actual	FY 23/24 Actual	Average	FY 24/25 Adopted
100-31014	Plan Check	\$68,579	\$1,090	\$10,350	\$26,673	\$40,000
100-31036	Building Permits	\$93,705	\$167,506	\$125,396	\$128,869	\$70,000
Total		\$162,284	\$168,597	\$135,746	\$155,542	\$110,000

Current Cost Recovery

Description	Total
Revenue	\$155,542
Expenditures	\$234,127
Cost Recovery Rate	66%
General Fund Subsidy	\$78,585

Calculation of Fully-Burdened Hourly Rate

Description	Total
Total Costs	\$234,127
Direct Hours	1,200
Hourly Rate	\$195

[a] Source: FY 24/25 adopted budget.

[b] Amount intended to serve as reasonable estimate (deMinimus rate).

City of Solvang
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Svc Time		Hrly Rate	=	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Note
1 HVAC - (per unit)										
a) Change-Out	0.75	x	\$195	=	\$146	varies	varies	\$146	100%	
b) New	1.50	x	\$195	=	\$293	varies	varies	\$293	100%	
2 Electric Car Charging	1.25	x	\$195	=	\$244	varies	varies	\$244	100%	
3 Graywater System										
a) No Plan Check Required	0.75	x	\$195	=	\$146	varies	varies	\$146	100%	
b) Plan Check Required	1.50	x	\$195	=	\$293	varies	varies	\$293	100%	
4 Insulation/Energy Upgrade	0.75	x	\$195	=	\$146	varies	varies	\$146	100%	
5 Residential Solar Photovoltaic System - Solar Permit										
a) 15kW or less	1.50	x	\$195	=	\$293	varies	varies	\$293	100%	
b) Above 15kW – per kW						varies	varies	\$15		
6 Commercial Solar Photovoltaic System - Solar Permit										
a) 50kW or less						varies	varies	\$1,000		
b) 50kW – 250kW – Base						varies	varies	\$1,000		
c) 50kW – 250kW – per kW above 50kW						varies	varies	\$7		
d) Above 250kW – base						varies	varies	\$2,400		
e) Above 250kW – per kW						varies	varies	\$5		
7 Service Panel Upgrade	0.50	x	\$195	=	\$98	varies	varies	\$98	100%	
8 Water Heater Change-Out (same location)	0.50	x	\$195	=	\$98	varies	varies	\$98	100%	
9 Water Heater Change-Out (new location)	0.75	x	\$195	=	\$146	varies	varies	\$146	100%	
10 Line Repair - Sewer / Water / Gas	0.50	x	\$195	=	\$98	varies	varies	\$98	100%	
11 Line Repair / Re-pipe	0.75	x	\$195	=	\$146	varies	varies	\$146	100%	
12 Re-Roof										
a) Up to 2,000 SF (roof area)	1.00	x	\$195	=	\$195	varies	varies	\$195	100%	
b) Each Add'l 1,000 SF or fraction thereof	0.50	x	\$195	=	\$98	varies	varies	\$98	100%	
13 Demolition	0.50	x	\$195	=	\$98	varies	varies	\$98	100%	
14 Temporary Power Pole	0.25	x	\$195	=	\$49	varies	varies	\$49	100%	

City of Solvang
 User and Regulatory Fee Study
 Building Fees
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Svc Time		Hrly Rate	=	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Note
15 Swimming Pool/Spa										
a) Swimming Pool / Spa	5.00	x	\$195	=	\$975	varies	varies	\$975	100%	
b) Detached Spa / Water Feature	1.50	x	\$195	=	\$293	varies	varies	\$293	100%	
c) Gunite Alteration	2.00	x	\$195	=	\$390	varies	varies	\$390	100%	
d) Equipment Change-out Only (e.g., pump)	1.00	x	\$195	=	\$195	varies	varies	\$195	100%	
16 Patio										
a) Patio without M,E,P										
i) Up to 200 SF	1.25	x	\$195	=	\$244	varies	varies	\$244	100%	
ii) Greater than 200 SF	1.75	x	\$195	=	\$341	varies	varies	\$341	100%	
b) Patio with M,E,P										
i) Up to 200 SF	2.50	x	\$195	=	\$488	varies	varies	\$488	100%	
ii) Greater than 200 SF	3.00	x	\$195	=	\$585	varies	varies	\$585	100%	
17 Window / Sliding Glass Door (New or Alteration)										
a) Up to 5	1.50	x	\$195	=	\$293	varies	varies	\$293	100%	
b) Each additional	0.38	x	\$195	=	\$73	varies	varies	\$73	100%	
18 Signs										
a) Wall Sign	0.50	x	\$195	=	\$98	varies	varies	\$98	100%	
b) Wall Sign Illuminated	0.67	x	\$195	=	\$130	varies	varies	\$130	100%	
c) Monument Sign	1.00	x	\$195	=	\$195	varies	varies	\$195	100%	
d) Monument Sign Illuminated	1.34	x	\$195	=	\$261	varies	varies	\$261	100%	
19 Storage Racks										
a) Storage Racks - First 100 LF	2.00	x	\$195	=	\$390	varies	varies	\$390	100%	
b) Storage Racks - Each Additional 100 LF	0.08	x	\$195	=	\$16	varies	varies	\$16	100%	

Residential New Construction and Room Additions

Occupancy Classification	Threshold SF	Time Estimate		Hrly Rate	Cost of Service		Current Fee		Current Cost Recovery		Proposed Fee		Proposed Fee		Proposed Fee		Note
		Plan Review	Permit Inspection		Plan Review	Permit Inspection	Plan Review	Permit Inspection	Plan Review	Permit Inspection	Plan Review Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Permit Inspection Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Total Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	
1 R3 - Single-Family, Duplex, Additional Dwelling Units New Construction and Room Additions	100	3.00	7.00	x \$195	= \$585	\$1,365	varies	varies	varies	varies	\$585.00		\$1,365.00		\$1,950.00	\$0.00	
	200	3.00	8.00	x \$195	= \$585	\$1,560	varies	varies	varies	varies	\$585.00		\$1,560.00		\$2,145.00	\$0.00	
	300	3.00	8.50	x \$195	= \$585	\$1,658	varies	varies	varies	varies	\$585.00		\$1,657.50		\$2,242.50	\$0.00	
	400	3.50	9.00	x \$195	= \$683	\$1,755	varies	varies	varies	varies	\$682.50		\$1,755.00		\$2,437.50	\$0.00	
	500	4.00	9.50	x \$195	= \$780	\$1,853	varies	varies	varies	varies	\$780.00	\$39.00	\$1,852.50	\$97.50	\$2,632.50	\$136.50	
	1,000	5.00	12.00	x \$195	= \$975	\$2,340	varies	varies	varies	varies	\$975.00	\$39.00	\$2,340.00	\$78.00	\$3,315.00	\$117.00	
	1,500	6.00	14.00	x \$195	= \$1,170	\$2,730	varies	varies	varies	varies	\$1,170.00	\$78.00	\$2,730.00	\$78.00	\$3,900.00	\$156.00	
	2,000	8.00	16.00	x \$195	= \$1,560	\$3,120	varies	varies	varies	varies	\$1,560.00	\$78.00	\$3,120.00	\$156.00	\$4,680.00	\$234.00	
	2,500	10.00	20.00	x \$195	= \$1,950	\$3,900	varies	varies	varies	varies	\$1,950.00	\$78.00	\$3,900.00	\$156.00	\$5,850.00	\$234.00	
	3,000	12.00	24.00	x \$195	= \$2,340	\$4,680	varies	varies	varies	varies	\$2,340.00	\$39.00	\$4,680.00	\$78.00	\$7,020.00	\$117.00	
	4,000	14.00	28.00	x \$195	= \$2,730	\$5,460	varies	varies	varies	varies	\$2,730.00	\$29.25	\$5,460.00	\$58.50	\$8,190.00	\$87.75	
2	Electrical Plan Review and Permitting, if Required	15%					varies	varies	varies	varies	15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		
3	Mechanical Plan Review and Permitting, if Required	15%					varies	varies	varies	varies	15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		
4	Plumbing Plan Review and Permitting, if Required	15%					varies	varies	varies	varies	15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		
5	Production Phase Units / Identical Buildings / Duplicate Stock						varies	varies	varies	varies	15% of Base Plan Review Fee for Master Unit		Same as Above		15% of Base Plan Review Fee; 100% of Base Permit Inspection Fee		[a]

[a] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

* Plan review fees include up to three plan checks. The City will bill hourly for additional plan review required.

** Amounts exclude City of Solvang standard permitting fees and State of California fees.

Residential Remodels with Structural Improvements

Occupancy Classification	Threshold SF	Time Estimate		Hrly Rate	Cost of Service		Current Fee		Current Cost Recovery		Proposed Fee		Proposed Fee		Proposed Fee		Note
		Plan Review	Permit Inspection		Plan Review	Permit Inspection	Plan Review	Permit Inspection	Plan Review	Permit Inspection	Plan Review Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Permit Inspection Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Total Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	
1 R3 - Single-Family, Duplex, Additional Dwelling Units Residential Remodels with Structural Improvements	100	2.00	4.50	x \$195 =	\$390	\$878	varies	varies	varies	varies	\$390.00		\$877.50		\$1,267.50	\$0.00	
	200	2.25	5.75	x \$195 =	\$439	\$1,121	varies	varies	varies	varies	\$438.75		\$1,121.25		\$1,560.00	\$0.00	
	300	2.50	6.75	x \$195 =	\$488	\$1,316	varies	varies	varies	varies	\$487.50		\$1,316.25		\$1,803.75	\$0.00	
	400	2.75	7.50	x \$195 =	\$536	\$1,463	varies	varies	varies	varies	\$536.25		\$1,462.50		\$1,998.75	\$0.00	
	500	3.25	8.25	x \$195 =	\$634	\$1,609	varies	varies	varies	varies	\$633.75	\$19.50	\$1,608.75	\$68.25	\$2,242.50	\$87.75	
	1,000	3.75	10.00	x \$195 =	\$731	\$1,950	varies	varies	varies	varies	\$731.25	\$29.25	\$1,950.00	\$19.50	\$2,681.25	\$48.75	
	1,500	4.50	10.50	x \$195 =	\$878	\$2,048	varies	varies	varies	varies	\$877.50	\$58.50	\$2,047.50	\$58.50	\$2,925.00	\$117.00	
	2,000	6.00	12.00	x \$195 =	\$1,170	\$2,340	varies	varies	varies	varies	\$1,170.00	\$58.50	\$2,340.00	\$117.00	\$3,510.00	\$175.50	
	2,500	7.50	15.00	x \$195 =	\$1,463	\$2,925	varies	varies	varies	varies	\$1,462.50	\$58.50	\$2,925.00	\$117.00	\$4,387.50	\$175.50	
	3,000	9.00	18.00	x \$195 =	\$1,755	\$3,510	varies	varies	varies	varies	\$1,755.00	\$29.25	\$3,510.00	\$58.50	\$5,265.00	\$87.75	
4,000	10.50	21.00	x \$195 =	\$2,048	\$4,095	varies	varies	varies	varies	\$2,047.50	\$21.94	\$4,095.00	\$43.88	\$6,142.50	\$65.81		
2	Electrical Plan Review and Permitting, if Required	15%					varies	varies	varies	varies	15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		
3	Mechanical Plan Review and Permitting, if Required	15%					varies	varies	varies	varies	15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		
4	Plumbing Plan Review and Permitting, if Required	15%					varies	varies	varies	varies	15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		
5	Production Phase Units / Identical Buildings / Duplicate Stock						varies	varies	varies	varies	15% of Base Plan Review Fee for Master Unit		Same as Above		15% of Base Plan Review Fee; 100% of Base Permit Inspection Fee		[a]

[a] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

* Plan review fees include up to three plan checks. The City will bill hourly for additional plan review required.

** Amounts exclude City of Solvang standard permitting fees and State of California fees.

Garage/Room Conversions and Residential Remodels without Structural Improvements

Occupancy Classification	Threshold SF	Time Estimate		Hrly Rate	Cost of Service		Current Fee		Current Cost Recovery		Proposed Fee		Proposed Fee		Proposed Fee		Note
		Plan Review	Permit Inspection		Plan Review	Permit Inspection	Plan Review	Permit Inspection	Plan Review	Permit Inspection	Plan Review Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Permit Inspection Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Total Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	
1 R3 - Single-Family, Duplex, Additional Dwelling Units Garage/Room Conversions and Residential Remodels without Structural Improvements	100	1.00	2.00	x \$195 =	\$195	\$390	varies	varies	varies	varies	\$195.00		\$390.00		\$585.00	\$0.00	
	200	1.50	3.50	x \$195 =	\$293	\$683	varies	varies	varies	varies	\$292.50		\$682.50		\$975.00	\$0.00	
	300	1.75	5.00	x \$195 =	\$341	\$975	varies	varies	varies	varies	\$341.25		\$975.00		\$1,316.25	\$0.00	
	400	2.00	6.00	x \$195 =	\$390	\$1,170	varies	varies	varies	varies	\$390.00		\$1,170.00		\$1,560.00	\$0.00	
	500	2.25	7.00	x \$195 =	\$439	\$1,365	varies	varies	varies	varies	\$438.75	\$9.75	\$1,365.00	\$39.00	\$1,803.75	\$48.75	
	1,000	2.50	8.00	x \$195 =	\$488	\$1,560	varies	varies	varies	varies	\$487.50	\$7.31	\$1,560.00	\$29.25	\$2,047.50	\$36.56	
2	Electrical Plan Review and Permitting, if Required	15%					varies	varies	varies	varies	15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		
3	Mechanical Plan Review and Permitting, if Required	15%					varies	varies	varies	varies	15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		
4	Plumbing Plan Review and Permitting, if Required	15%					varies	varies	varies	varies	15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		

* Plan review fees include up to three plan checks. The City will bill hourly for additional plan review required.

** Amounts exclude City of Solvang standard permitting fees and State of California fees.

Commercial / Non-Residential - New Construction, Tenant Improvement, and Shell

Occupancy Classification	Threshold SF	Time Estimate		Hrly Rate	Cost of Service		Current Fee		Current Cost Recovery		Proposed Fee		Proposed Fee		Proposed Fee		Note
		Plan Review	Permit Inspection		Plan Review	Permit Inspection	Plan Review	Permit Inspection	Plan Review	Permit Inspection	Plan Review Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Permit Inspection Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Total Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	
1 A, B, E, F, H, I, M, R4, S - Assembly; Business; Care / Assisted Living; Educational; Factory; Hazard; Institutional; Mercantile; Storage <u>New Construction / SF Addition</u>	500	12.00	18.00	x \$195 =	\$2,340	\$3,510	varies	varies	varies	varies	\$2,340	\$34.67	\$3,510	\$95.33	\$5,850	\$130.00	
	1,000	14.00	20.00	x \$195 =	\$2,730	\$3,900	varies	varies	varies	varies	\$2,730	\$21.67	\$3,900	\$78.00	\$6,630	\$99.67	
	5,000	20.00	40.00	x \$195 =	\$3,900	\$7,800	varies	varies	varies	varies	\$3,900	\$15.60	\$7,800	\$62.40	\$11,700	\$78.00	
	10,000	24.00	56.00	x \$195 =	\$4,680	\$10,920	varies	varies	varies	varies	\$4,680	\$7.80	\$10,920	\$31.20	\$15,600	\$39.00	
	20,000	28.00	72.00	x \$195 =	\$5,460	\$14,040	varies	varies	varies	varies	\$5,460	\$5.85	\$14,040	\$23.40	\$19,500	\$29.25	
2 A, B, E, F, H, I, M, R1, R2, R4, S - Assembly; Business; Care / Assisted Living; Educational; Factory; Hazard; Institutional; Mercantile; Hotel/Motel; Apartment; Storage <u>Tenant Improvement</u>	500	6.00	13.50	x \$195 =	\$1,170	\$2,633	varies	varies	varies	varies	\$1,170	\$175.50	\$2,633	\$58.50	\$3,803	\$234.00	
	1,000	10.50	15.00	x \$195 =	\$2,048	\$2,925	varies	varies	varies	varies	\$2,048	\$21.94	\$2,925	\$73.13	\$4,973	\$95.06	
	5,000	15.00	30.00	x \$195 =	\$2,925	\$5,850	varies	varies	varies	varies	\$2,925	\$11.70	\$5,850	\$46.80	\$8,775	\$58.50	
	10,000	18.00	42.00	x \$195 =	\$3,510	\$8,190	varies	varies	varies	varies	\$3,510	\$5.85	\$8,190	\$23.40	\$11,700	\$29.25	
	20,000	21.00	54.00	x \$195 =	\$4,095	\$10,530	varies	varies	varies	varies	\$4,095	\$4.39	\$10,530	\$17.55	\$14,625	\$21.94	
3 A, B, E, F, H, I, M, R4, S - Assembly; Business; Care / Assisted Living; Educational; Factory; Hazard; Institutional; Mercantile; Hotel/Motel; Apartment; Storage <u>Shell</u>	500	8.00	20.00	x \$195 =	\$1,560	\$3,900	varies	varies	varies	varies	\$1,560	\$8.67	\$3,900	\$17.33	\$5,460	\$26.00	
	1,000	9.00	22.00	x \$195 =	\$1,755	\$4,290	varies	varies	varies	varies	\$1,755	\$6.50	\$4,290	\$13.00	\$6,045	\$19.50	
	5,000	10.00	24.00	x \$195 =	\$1,950	\$4,680	varies	varies	varies	varies	\$1,950	\$7.80	\$4,680	\$15.60	\$6,630	\$23.40	
	10,000	12.00	28.00	x \$195 =	\$2,340	\$5,460	varies	varies	varies	varies	\$2,340	\$3.90	\$5,460	\$15.60	\$7,800	\$19.50	
	20,000	14.00	36.00	x \$195 =	\$2,730	\$7,020	varies	varies	varies	varies	\$2,730	\$2.93	\$7,020	\$11.70	\$9,750	\$14.63	
4	Electrical Plan Review and Permitting, if Required		15%				varies	varies	varies	varies	15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		
5	Mechanical Plan Review and Permitting, if Required		15%				varies	varies	varies	varies	15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		
6	Plumbing Plan Review and Permitting, if Required		15%				varies	varies	varies	varies	15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		
7	Production Phase Units / Identical Buildings / Duplicate Stock						varies	varies	varies	varies	15% of Base Plan Review Fee for Master Unit		Same as Above		15% of Base Plan Review Fee; 100% of Base Permit Inspection Fee		[a]

[a] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

* Plan review fees include up to three plan checks. The City will bill hourly for additional plan review required.

** Amounts exclude City of Solvang standard permitting fees and State of California fees.

New Construction - R1 and R2 Occupancies

Occupancy Classification	# of Units	Time Estimate		Hrly Rate	Cost of Service		Current Fee		Current Cost Recovery		Proposed Fee		Proposed Fee		Proposed Fee		Note
		Plan Review	Permit Inspection		Plan Review	Permit Inspection	Plan Review	Permit Inspection	Plan Review	Permit Inspection	Plan Review Base Fee	Fee Per Add'l Unit	Permit Inspection Base Fee	Fee Per Add'l Unit	Total Base Fee	Fee Per Add'l Unit	
1 R1, R2 Occupancy Hotel/Motel/Apartment/ Other New Construction / SF Addition	1 - 10	12.00	48.00	x \$195 =	\$2,340	\$9,360	varies	varies	varies	varies	\$2,340	\$520	\$9,360	\$1,473	\$11,700	\$1,993	
	11 - 25	36.00	116.00	x \$195 =	\$7,020	\$22,620	varies	varies	varies	varies	\$7,020	\$585	\$22,620	\$1,616	\$29,640	\$2,201	
	26 - 50	78.00	232.00	x \$195 =	\$15,210	\$45,240	varies	varies	varies	varies	\$15,210	\$309	\$45,240	\$943	\$60,450	\$1,251	
	51+ Units (each add'l unit)	116.00	348.00	x \$195 =	\$22,620	\$67,860	varies	varies	varies	varies	\$22,620	\$232	\$67,860	\$707	\$90,480	\$938	
2 Electrical Plan Review and Permitting, if Required		15%									15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		
3 Mechanical Plan Review and Permitting, if Required		15%									15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		
4 Plumbing Plan Review and Permitting, if Required		15%									15% of Base Plan Review Fee		15% of Base Permit Inspection Fee		15% of Plan Review and Permit Inspection Fee		
5 Production Phase Units / Identical Buildings / Duplicate Stock											15% of Base Plan Review Fee for Master Unit		Same as Above		15% of Base Plan Review Fee; 100% of Base Permit Inspection Fee		[a]
6 Tenant Improvement or Shell											See Commercial / Non-Residential Fees		See Commercial / Non-Residential Fees		See Commercial / Non-Residential Fees		

[a] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

* Plan review fees include up to three plan checks. The City will bill hourly for additional plan review required.

** Amounts exclude City of Solvang standard permitting fees and State of California fees.

Garage / Carport / Patio / Deck / Utility / Balcony

Occupancy Classification	Threshold SF	Time Estimate		Hrly Rate	Cost of Service		Current Fee		Current Cost Recovery		Proposed Fee		Proposed Fee		Proposed Fee		Note
		Plan Review	Permit Inspection		Plan Review	Permit Inspection	Plan Review	Permit Inspection	Plan Review	Permit Inspection	Plan Review Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Permit Inspection Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	Total Base Fee	Fee Per Add'l 100 SF or Fraction Thereof	
1 Garage / Carport / Patio / Deck / Utility / Balcony	100	1.00	1.50	x \$195 =	\$195	\$293	varies	varies	varies	varies	\$195		\$293		\$488	\$0	
	200	1.25	1.75	x \$195 =	\$244	\$341	varies	varies	varies	varies	\$244		\$341		\$585	\$0	
	300	1.50	2.00	x \$195 =	\$293	\$390	varies	varies	varies	varies	\$293		\$390		\$683	\$0	
	400	1.75	2.50	x \$195 =	\$341	\$488	varies	varies	varies	varies	\$341		\$488		\$829	\$0	
	500	2.00	3.00	x \$195 =	\$390	\$585	varies	varies	varies	varies	\$390	\$10	\$585	\$98	\$975	\$107	
	1,000	2.25	5.50	x \$195 =	\$439	\$1,073	varies	varies	varies	varies	\$439	\$2	\$1,073	\$24	\$1,511	\$27	
2	Electrical Plan Review and Permitting, if Required	15%										15% of Base Plan Review Fee	15% of Base Permit Inspection Fee	15% of Plan Review and Permit Inspection Fee			
3	Mechanical Plan Review and Permitting, if Required	15%										15% of Base Plan Review Fee	15% of Base Permit Inspection Fee	15% of Plan Review and Permit Inspection Fee			
4	Plumbing Plan Review and Permitting, if Required	15%										15% of Base Plan Review Fee	15% of Base Permit Inspection Fee	15% of Plan Review and Permit Inspection Fee			

* Plan review fees include up to three plan checks. The City will bill hourly for additional plan review required.

** Amounts exclude City of Solvang standard permitting fees and State of California fees.

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Building
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Svc Time		Hrly Rate	=	Cost of Service	Proposed Fee	Proposed Cost Recovery	Notes
1 Permit Processing Fee	0.50	x	\$195	=	\$98	\$98	100%	
2 General Plan Maintenance Fee (percent of permit fee)					96%	5%	5%	[a]
3 Technology Fee / Records Retention Fee (percent of permit fee)					41%	5%	12%	
4 Strong Motion Instrumentation (SMI) Fee Calculation								
a) Residential						\$0.50 or valuation x .00013		
b) Commercial						\$0.50 or valuation x .00028		
5 Building Standards (SB 1473) Fee Calculation (Valuation)								
a) \$1 - \$25,000						\$1		
b) \$25,001 - \$50,000						\$2		
c) \$50,001 - \$75,000						\$3		
d) \$75,001 - \$100,000						\$4		
e) Each Add'l \$25,000 or fraction thereof						Add \$1		
6 Temporary Certificate of Occupancy	2.00	x	\$195	=	\$390	\$390	100%	
Copies, Re-Print, Change Of Contractor								
7 Printing Scanned / Archived Drawings					\$2 per sheet; \$10 minimum	\$2 per sheet; \$10 minimum	100%	
8 Job Card / Permit Re-Print	0.25	x	\$195	=	\$49	\$49	100%	
Violation Fees								
9 Work Done Without Permits or Outside Scope of Permits						2x Permit Fee		
Other Fees								
10 Permit Reinstatement Fee (for permits expired within 6 months)	0.50	x	\$195	=	\$98	\$98	100%	
11 Partial Inspection / Extra Inspection Fee (per inspection)	0.50	x	\$195	=	\$98	\$98	100%	
12 Re-inspection Fee (3rd Time or More) (each)	0.50	x	\$195	=	\$98	\$98	100%	[b]
13 Missed inspection Fee	0.50	x	\$195	=	\$98	\$98	100%	
14 Fees for Services Not Listed in this Fee Schedule (per hour)	1.00	x	\$195	=	\$195	\$195	100%	

[a] Fee only applies to permits for new construction and additions, including signs and swimming pools.

[b] Reinspection fee applies after second re-inspection.

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Building
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Svc Time		Hourly Rate		Cost of Service	Proposed Fee	Proposed Cost Recovery	Notes
1 Public Works Building Plan Review								[a]
a) New Structures/Site Work Under 2,500 SF	2.00	x	\$220	=	\$440	\$440	100%	
b) New Structures/Site Work 2,501 SF - 5,000 SF	4.00	x	\$220	=	\$880	\$880	100%	
c) New Structures/Site Work Over 5,000 SF	varies	x	\$220	=	varies	Actual Cost with \$3,000 Initial Deposit	100%	
2 Planning Building Plan Review								[a]
a) New Structures/Site Work Under 750 SF	2.00	x	\$200	=	\$400	\$400	100%	
b) New Structures/Site Work 751 SF - 5,000 SF	4.00	x	\$200	=	\$800	\$800	100%	
c) New Structures/Site Work Over 5,000 SF	varies	x	\$220	=	varies	Actual Cost with \$3,000 Initial Deposit	100%	
3 Utilities Building Plan Review								[a]
a) New Structures	2.00	x	\$200	=	\$400	\$400	100%	
b) Additions	1.00	x	\$200	=	\$200	\$200	100%	
c) Pool/Spa	1.00	x	\$200	=	\$200	\$200	100%	
d) Other (per hour; 1-hour minimum)	1.00	x	\$220	=	\$220	\$220	100%	
4 Plan Check Fees								
a) Alternate Materials and Materials Review (per hour)	1.00	x	\$195	=	\$195	\$195	100%	
b) Excess Plan Review Fee (4th and subsequent) (per hour)	1.00	x	\$195	=	\$195	\$195	100%	

[a] Includes up to three plan checks. The City will bill hourly for additional plan review required.



User and Regulatory Fees

Cost of Service Calculations

[Planning Fees](#)

City of Solvang
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Planning Division

Position	Hourly	FTE	Yearly	Total Hours Per FTE	Less: Holiday & Leave	Productive Hours Per FTE	Productive Hours	Notes
Planning Director	\$70.72	-	\$0	2,080	216	1,864	-	[a],[b]
Planning Manager	\$67.29	1.00	\$139,963	2,080	216	1,864	1,864	[a],[b]
Associate Planner	\$45.25	-	\$0	2,080	216	1,864	-	[a],[b]
Assistant Planner	\$37.12	1.00	\$77,210	2,080	216	1,864	1,864	[a],[b]
Development Services Tech	\$32.79	1.00	\$68,203	2,080	216	1,864	1,864	[a],[b]
Total		3.00	\$285,376				5,592	

Allocation of Hours	Share	Total	Notes
Indirect	33%	1,845	[b]
Direct	67%	3,747	[b]
Total	100%	5,592	

[a] Source: FY 24/25 authorized positions.

[b] Direct/Indirect hours are intended to serve as reasonable estimates. Amounts will vary from year-to-year depending on activity, projects, and City Council priorities.

City of Solvang
 User and Regulatory Fee Study
 Calculation of Fully-Burdened Hourly Rate - Planning

Recurring Expenditures [a]

Fund #	Fund Desc	Div #	Div Desc	Account #	Account Desc	Subtotal	Adjust	Total	Notes
100	GENERAL FUND	200	City Planning	51000	Salaries	\$295,433	\$0	\$295,433	
100	GENERAL FUND	200	City Planning	51002	FICA	\$28,927	\$0	\$28,927	
100	GENERAL FUND	200	City Planning	51003	Retirement	\$13,425	\$0	\$13,425	
100	GENERAL FUND	200	City Planning	51005	Cafeteria Plan	\$54,047	\$0	\$54,047	
100	GENERAL FUND	200	City Planning	51008	Workers' Comp Ins.	\$10,724	\$0	\$10,724	
100	GENERAL FUND	200	City Planning	51012	Education	\$6,000	\$0	\$6,000	
100	GENERAL FUND	200	City Planning	51017	Workers' Comp Ins-Retrospective	(\$879)	\$0	(\$879)	
100	GENERAL FUND	200	City Planning	51019	Long Term Disability	\$1,345	\$0	\$1,345	
100	GENERAL FUND	200	City Planning	51020	Retirement - ER Pd 8% EE Share	\$15,364	\$0	\$15,364	
100	GENERAL FUND	200	City Planning	51021	Retirement - PERS UAL	\$109,557	\$0	\$109,557	
100	GENERAL FUND	200	City Planning	51022	Retirement - PERS PEPRA ER Cost	\$6,559	\$0	\$6,559	
100	GENERAL FUND	200	City Planning	51030	Housing Allowance	\$31,500	\$0	\$31,500	
100	GENERAL FUND	200	City Planning	51031	Cell Phone Allowance	\$600	\$0	\$600	
100	GENERAL FUND	200	City Planning	51035	Overtime	\$3,333	\$0	\$3,333	
100	GENERAL FUND	200	City Planning	51040	Specialty Pays	\$1,370	\$0	\$1,370	
100	GENERAL FUND	200	City Planning	51045	Commissioners	\$12,000	\$0	\$12,000	
100	GENERAL FUND	200	City Planning	52002	Membership Dues	\$2,130	\$0	\$2,130	
100	GENERAL FUND	200	City Planning	52003	Supplies	\$1,500	\$0	\$1,500	
100	GENERAL FUND	200	City Planning	52008	Postage	\$400	\$0	\$400	
100	GENERAL FUND	200	City Planning	53008	Vehicle Repairs & Maint.	\$50	\$0	\$50	
100	GENERAL FUND	200	City Planning	53010	Computer/Desktop Equipment Supp	\$1,000	\$0	\$1,000	
100	GENERAL FUND	200	City Planning	57007	General Plan	\$166,500	(\$111,000)	\$55,500	[b]
100	GENERAL FUND	200	City Planning	57009	Insurance	\$14,096	\$0	\$14,096	
100	GENERAL FUND	200	City Planning	57011	Lease Payments	\$1,410	\$0	\$1,410	
100	GENERAL FUND	200	City Planning	57012	Legal Fees	\$54,000	(\$54,000)	\$0	[c]
100	GENERAL FUND	200	City Planning	57015	Printing and Publishing	\$2,000	\$0	\$2,000	
100	GENERAL FUND	200	City Planning	60004	Project Development/Filing Fees	\$7,175	(\$7,175)	\$0	[c]
100	GENERAL FUND	200	City Planning	70105	Projects	\$145,000	(\$145,000)	\$0	[b]
Subtotal						\$984,566	(\$317,175)	\$667,391	

City of Solvang
 User and Regulatory Fee Study
 Calculation of Fully-Burdened Hourly Rate - Planning

Allocation of Central Services

Description	Indirect Rate	Direct Expenses	Total	Notes
Citywide Overhead Rate	15.00%	\$667,391	\$100,109	[d]
Total			\$100,109	

Total Costs for Allocation

Description	Total	Notes
Div. Costs Incl. in Cost Recovery Analysis	\$667,391	
Citywide Overhead Costs	\$100,109	
Total	\$767,500	

Allocation of Annual Labor Effort

Description	Total	Total	Notes
General Admin; Mgmt; Policies; Procedures	15%	\$115,125	
Certification and Training	1%	\$7,675	
Public Information and Assistance	17%	\$130,475	
Planning - Advanced Planning (General Plan; Zoning Code; Housing)	10%	\$76,750	
Planning - General City Regional Planning Review and Research	15%	\$115,125	
Planning - Current Pl'ng (Planning Stage) and Bldg Permit PC	40%	\$307,000	
Code Enforcement/Compliance (Punitive)	2%	\$15,350	
Total	100%	\$767,500	

Allocation of Annual Costs to Core Service Areas

Description	Total	Total	Notes
Planning - Advanced Planning (General Plan; Zoning Code; Housing)	15%	\$114,552	[e]
Planning - General City Regional Planning Review and Research	22%	\$171,828	[e]
Planning - Current Pl'ng (Planning Stage) and Bldg Permit PC	60%	\$458,209	[e]
Code Enforcement/Compliance (Punitive)	3%	\$22,910	[e]
Total	100%	\$767,500	

Average Annual Revenues

AccountNo	AccountDesc	FY 21/22 Actual	FY 22/23 Actual	FY 23/24 Actual	Average	FY 24/25 Budget
100-31009	Conveyance Fee - Animal/Street	\$833	\$0	\$0	\$278	\$400
100-31013	Misc Permit Fee	\$121,792	\$110,911	\$75,285	\$102,663	\$70,000
100-31035	Application/Development Fees	\$48,270	\$51,635	\$22,540	\$40,815	\$50,000
Total		\$170,895	\$162,546	\$97,825	\$143,755	\$120,400

City of Solvang
 User and Regulatory Fee Study
 Calculation of Fully-Burdened Hourly Rate - Planning

Current Cost Recovery

Description	Total
Revenue	\$143,755
Expenditures	\$458,209
Cost Recovery Rate	31%
General Fund Subsidy	\$314,453

Calculation of Fully-Burdened Hourly Rate

Description	Total	Note
Costs	\$767,500	
Direct Hours	3,747	[f]
Fully-Burdened Hourly Rate	\$205	
Target Hourly Rate	\$200	

Calculation of Cost Multiplier for Fully-Burdened Hourly Rate (Apply to Base Salary Cost Per Hour)

Description	FTE	Annual Hours Per FTE	Total Annual Hours	Estimated Salaries	Hourly Wage Rate Only Assuming Total Annual Hours	Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier (ICR)
Planning	3.00	2,080	6,240	\$285,376	\$46	\$200	4.37

Calculation of Fully-Burdened Hourly Rate by Position

Position	Top Step Salary	ICR for Fully-Burdened Hourly Rate	Fully-Burdened Hourly Rate
Planning Director	\$70.72	4.37	\$309
Planning Manager	\$67.29	4.37	\$294
Associate Planner	\$45.25	4.37	\$198
Assistant Planner	\$37.12	4.37	\$162
Development Services Tech	\$32.79	4.37	\$143

[a] Source: FY 24/25 budgeted expenditures.

[b] Adjustment to exclude periodic fees linked to General Plan update and other periodic projects.

[c] Adjustment to exclude legal fees and project costs that may be directly recovered or are not fee-related.

[d] Amount intended to serve as reasonable estimate (deMinimus rate).

[e] See allocation of annual hours above.

[f] See separate worksheet.

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning Fees

Fee Description	Charge Basis	Svc Time		Hourly Rate	=	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Change	Note
1 Alcoholic Beverage Control (ABC) Letter of Convenience	Fixed Fee	2.00	x	\$200	=	\$400	\$196 - \$392	varies	\$400	100%	varies	
2 Annexations	Deposit	100.00	x	\$200	=	\$20,000	\$29,400 Min	varies	\$20,000	100%	varies	
3 Appeal to Planning Commission / City Council												
a) Appeal Filing Fee	Fixed Fee	16.00	x	\$200	=	\$3,200	\$1,960	61%	\$1,500	47%	(\$460)	
b) City Attorney Support and Review, as required	T & M								Billed per hour at \$375 or current rate	100%		
4 Conditional Use Permit (CUP)												
a) CUP Review - Existing Structure / Use Only	Fixed Fee	12.00	x	\$200	=	\$2,400	\$3,920	163%	\$2,400	100%	(\$1,520)	
b) CUP Review - New Structures	Fixed Fee	24.00	x	\$200	=	\$4,800	\$3,920	82%	\$4,800	100%	\$880	
5 Design Review Committee (DRC) Decision	Fixed Fee	3.00	x	\$200	=	\$600	\$392 - \$980	varies	\$600	100%	varies	
6 Development Permits												
a) Residential												
i) 2 - 4 Units	Fixed Fee	20.00	x	\$200	=	\$4,000	\$7,840	196%	\$4,000	100%	(\$3,840)	
ii) 5 - 10 Units	Fixed Fee	30.00	x	\$200	=	\$6,000	\$7,840	131%	\$6,000	100%	(\$1,840)	
iii) More than 10 Units	Fixed Fee	48.00	x	\$200	=	\$9,600	varies	varies	\$9,600	100%	varies	
b) Non-Residential & Mixed Use Projects												
i) Up to 7,500 SF	Fixed Fee	20.00	x	\$200	=	\$4,000	\$7,840	196%	\$4,000	100%	(\$3,840)	
ii) 7,501 - 25,000 SF	Fixed Fee	48.00	x	\$200	=	\$9,600	\$11,760	123%	\$9,600	100%	(\$2,160)	
iii) More than 25,000 SF	Fixed Fee	72.00	x	\$200	=	\$14,400	\$11,760	82%	\$14,400	100%	varies	

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning Fees

Fee Description	Charge Basis	Svc Time	Hourly Rate	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Change	Note
7 Environmental Review										
a) Categorical Exemption	Fixed Fee	1.00	x \$200	= \$200			\$200	100%		
b) Initial Study / Negative Declaration										
i) In-House	Fixed Fee	32.00	x \$200	= \$6,400	\$5,880	92%	\$6,400	100%	\$520	
ii) Consultant Prepared	T&M				Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	100%		
c) Mitigated Negative Declaration										
i) In-House	Fixed Fee	80.00	x \$200	= \$16,000	\$5,880	37%	\$16,000	100%	\$10,120	
ii) Consultant Prepared	T&M				Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	100%		
d) Environmental Impact Report	T&M	40.00	x \$200	= \$8,000	Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	100%		
e) County Filing Fees /Dept of Fish and Wildlife Filing Fees	Pass-Through				Pass-Through		Pass-Through	100%		
8 General Plan Amendment	Deposit	50.00	x \$200	= \$10,000	varies	varies	\$10,000	100%	varies	
9 Home Occupation Permit	Fixed Fee	0.50	x \$200	= \$100	\$392	392%	\$100	100%	(\$292)	
10 Map / Subdivision Review (Fees Include City Processing Fee plus Consultant / County Cost) (i.e., Fees are additive)										
a) Lot Line Adjustment / Parcel Merger										
i) City Processing Fee	Fixed Fee	4.00	x \$200	= \$800			\$800	100%		
ii) Consultant / County Cost	T&M				Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	100%		
b) Parcel Map (Tentative / Final Map/ Amendment)										
i) City Processing Fee	Fixed Fee	6.00	x \$200	= \$1,200			\$1,200	100%		
ii) Consultant / County Cost	T&M				Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	100%		
c) Tract Map (Tentative / Final Map/ Amendment)										
i) City Processing Fee	Fixed Fee	12.00	x \$200	= \$2,400			\$2,400	100%		
ii) Consultant / County Cost	T&M				Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	100%		
d) Other (e.g., Certificate of Compliance)										
i) City Processing Fee	Fixed Fee	4.00	x \$200	= \$800			\$800	100%		
ii) Consultant / County Cost	T&M				Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	100%		

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning Fees

Fee Description	Charge Basis	Svc Time		Hourly Rate	=	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Change	Note
11 Medical Cannabis Retailer (Dispensary)	Fixed Fee	28.00	x	\$200	=	\$5,600	\$5,240	94%	\$5,240	94%	\$0	
12 Pre-Application Review												
a) Planning and Building Staff Only	Fixed Fee	5.00	x	\$200	=	\$1,000	\$980	98%	\$500	50%	(\$480)	
b) Development Review Team	Fixed Fee	8.00	x	\$200	=	\$1,600	\$980	61%	\$1,000	63%	\$20	
13 Signs												
a) Sign Permit (Administrative)	Fixed Fee	2.00	x	\$200	=	\$400			\$100	25%		
b) Sign Permit/Program - DRC / PC	Fixed Fee	8.00	x	\$200	=	\$1,600	\$396	25%	\$400	25%		
c) Temporary Sign / Banner	Fixed Fee	1.00	x	\$200	=	\$200			\$100	50%		
14 Specific Plan / Specific Plan Amendment	Deposit	80.00	x	\$200	=	\$16,000	varies	varies	\$16,000	100%	varies	
15 Temporary Use Permit	Fixed Fee	4.00	x	\$200	=	\$800	\$196	25%	\$200	25%	\$4	
16 Time Extension	Fixed Fee	6.00	x	\$200	=	\$1,200	\$1,960	163%	\$1,200	100%	(\$760)	
17 Variance	Fixed Fee	28.00	x	\$200	=	\$5,600	\$3,920	70%	\$5,600	100%	\$1,680	
18 Zoning Amendments (Map / Text)	Deposit	50.00	x	\$200	=	\$10,000	varies	varies	\$10,000	100%	varies	

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning Fees

Fee Description	Charge Basis	Svc Time	Hourly Rate	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Change	Note
19 Zoning Clearance										
a) Business Certificate	Fixed Fee	0.25	x \$200	= \$50	varies	n/a	\$50	100%		
b) ADU	Fixed Fee	2.00	x \$200	= \$400	varies	n/a	\$400	100%		
c) SFR	Fixed Fee	2.00	x \$200	= \$400	varies	n/a	\$400	100%		
d) MFR	Fixed Fee	2.50	x \$200	= \$500	varies	n/a	\$500	100%		
20 Zoning Verification Letter	Fixed Fee	1.00	x \$200	= \$200			\$200	100%		
Other										
21 Maps										
a) 11" x 17" i.e. small zoning map (per page)	Fixed Fee						\$2			
b) Large zoning maps 36" wide (each)	Fixed Fee						\$25			
22 Plan Review Fee - 4th and Subsequent Reviews (Each Review)										
a) City	Fixed Fee	1.00	x \$200	= \$200	\$196	98%	\$200	100%	\$4	
b) Consultant / County Cost	T & M						pass-through + 15% City Admin Fee 2x Permit Fee	100%		
23 Work Done Without Permits or Outside Scope of Permits										

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning Fees

Fee Description	Charge Basis	Svc Time	Hourly Rate	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Change	Note
24 Hourly Rates and Fees for Time & Materials Services and Fees for Services Not Otherwise Listed in this Fee Schedule										
a) Uniform Planning Rate	per hour	1.00	x \$200	= \$200	\$196		\$200	100%		
b) Planning Director	per hour	1.00	x \$309	= \$309			\$309	100%		
c) Planning Manager	per hour	1.00	x \$294	= \$294			\$294	100%		
d) Associate Planner	per hour	1.00	x \$198	= \$198			\$198	100%		
e) Assistant Planner	per hour	1.00	x \$162	= \$162			\$162	100%		
f) Development Services Tech	per hour	1.00	x \$143	= \$143			\$143	100%		
g) City Attorney / Specialized Attorney Services	T & M			\$375 or Current Rate	T&M + 15% admin		\$375 or Current Rate	100%		
h) All Other Contract Service Support	T & M			T&M + 16% admin	T&M + 15% admin		pass-through + 15% City Admin Fee	100%		

Note: Each fee listed in this schedule is based on the typical estimated time required to perform a standard service request. For service requests that are anticipated to require time and materials costs, in excess of those typically required, the Department reserves the right to bill, in advance, for Department costs anticipated to be incurred in excess of the fees shown in this schedule. The Department may adjust the plan checking/permit fee for an individual project when costs to the City are not congruent with this fee schedule. Fee amounts shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

* In-lieu / impact fees are not examined or considered as part of this study. No changes are proposed, fee is included for documentation purposes only. In the case of any discrepancy between amount shown and currently adopted amount, the currently adopted amount shall supersede amount shown here.

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Code Enforcement Fees

Fee Description		Svc Time		Hourly Rate	=	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Structure	Note
1	Administrative Fee for Abandoned Vehicle Abatement	varies	x	varies	=	Actual Cost - T&M	Actual Cost - T&M	100%	Actual Cost - T&M	100%	T & M	



User and Regulatory Fees

Cost of Service Calculations

Public Works - Engineering, Encroachment, and Utility Services Fees

City of Solvang

User and Regulatory Fee Study

Engineering and Encroachment Permit Fees - Calculation of Estimated Cost of Service

Position	Hourly Rate	Note
Engineer	\$220	[a]
Inspector	\$130	[a]
Aide	\$100	[a]
Average	\$150	
Citywide	20%	[b]
FBHR	\$180	

[a] Amount intended to serve as reasonable estimate of contract service provider costs for engineering and encroachment permitting services.

[b] Amount intended to serve as reasonable estimate to capture contract service costs, citywide overhead allocation, department administration allocation, services and supplies, and indirect time.

City of Solvang

User and Regulatory Fee Study

Cost of Service Calculation - Engineering and Encroachment Permit Fees

	Fee Description	Svc Time		Hourly Rate	=	Cost of Svc		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Structure	Note
1	Encroachment Permit - Permit Processing	0.50	x	\$195	=	\$98		\$80	82%	\$98	100%	Fixed Fee	
2	Encroachment Review & Inspection												
	a) Inspection of Sidewalk, Curb and Gutter, Driveway Approach, Curb Ramps, Cross-Gutter and Spandrel (two inspections)	2.00	x	\$180	=	\$360		varies	varies	\$360	100%	Fixed Fee	
	b) Regular - Surface Improvements (up to 20 lineal feet; includes inspection)	1.00	x	\$180	=	\$180		varies	varies	\$180	100%	Fixed Fee	
	c) Regular - Underground Improvements												
	i) 0 - 50 SF	3.00	x	\$180	=	\$540		varies	varies	\$540	100%	Fixed Fee	
	ii) 51 - 100 SF	4.00	x	\$180	=	\$720		varies	varies	\$720	100%	Fixed Fee	
	iii) 101+ SF	4.00	x	\$180	=	\$720		varies	varies	\$720 plus \$1.50 per SF (\$150 min.)	100%	Fixed Fee	
	d) Special Encroachment Agreement Review - Private Encroachments in the Public R/W												
	i) Applicant Provided Electronic Exhibit (8.5" x 11")	3.00	x	\$180	=	\$540		varies	varies	\$540	100%	Fixed Fee	
	ii) City Created Electronic Exhibit (8.5" x 11")	12.00			=	\$2,300		varies	varies	T&M with \$2,300 City base fee		T&M with minimum fee	[a]
	e) Annual Utility Encroachment Permit	24.00	x	\$180	=	\$4,320		varies	varies	\$4,320	100%	Fixed Fee	
	f) Temporary Encroachment Agreement - Permit for Non-Construction Activities that Encroach into City R/W for a Limited Time (e.g., Rolloff/Dumpster, Storage Container, Restricted Parking, etc.)	0.50	x	\$180	=	\$90		varies	varies	\$90	100%	Fixed Fee	
3	Small Wireless Facilities												
	a) New Small Wireless Facility Pole	5.00	x	\$220	=	\$1,100		varies		\$1,100	100%	Fixed Fee	
	b) Small Wireless Facilities												
	i) Up to Five Facilities	2.50	x	\$220	=	\$550		varies		\$550	100%	Fixed Fee	
	ii) Each Additional Facility, Beyond Five	0.50	x	\$220	=	\$110		varies		\$110	100%	Fixed Fee	
4	Newsrack												
	a) Permit Application	1.00	x	\$180	=	\$180				\$180	100%	Fixed Fee	
	b) News Rack Fee (per newsrack in right-of-way)	0.06	x	\$180	=	\$11				\$10	89%	Fixed Fee	
	c) News Rack Relocation Fee (per newsrack, per relocation)	0.06	x	\$180	=	\$11				\$10	89%	Fixed Fee	
	d) Removal of Non-Compliant News Rack (per newsrack)				=	\$330				\$325	98%	Fixed Fee	
	e) Storage of Non-Compliant News Rack (per newsrack, per day, at City facility)									\$5		Fixed Fee	
	f) Certificate Filing Fee									\$5		Fixed Fee	
5	Oversize Load Permit												
	a) Truck or Tractor and Oversize Load - per vehicle trip							varies		\$16		Fixed Fee	
	b) Annual Permit per Vehicle							varies		\$90		Fixed Fee	

Fee Description	Svc Time	Hourly Rate	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Structure	Note
6 Public Improvements Engineering and Landscape Plan Check and Inspection			varies	varies	varies	T&M with initial deposit equal to 8% of engineer's cost estimate; \$800 minimum fee	100%	T&M with minimum fee	
7 Rights of Ways (ROW) and Easements (Includes up to 3 Reviews)									
a) Review of ROW/Easement Documents	20.00	x \$220	= \$4,400	varies	varies	\$4,400	100%	Fixed Fee	
b) ROW/Easement Abandonment	20.00	x \$220	= \$4,400	varies	varies	\$4,400	100%	Fixed Fee	
8 Development Agreement / Subdivision Agreement Processing (Includes up to 3 Reviews)	8.00	x \$220	= \$1,760	varies	varies	T&M with \$1,760 City base fee	100%	T&M with minimum fee	
9 Public Survey Monuments			\$170	varies	varies	\$170	100%	Each	
10 Drainage (Hydrology/Hydraulics) Study (Includes up to 3 Reviews)	4.00	x \$220	= \$880	varies	varies	T&M with \$880 City base fee	100%	T&M with minimum fee	
11 WQMP (Includes up to 3 Reviews)	2.00	x \$220	= \$440	varies	varies	T&M with \$440 City base fee	100%	T&M with minimum fee	
12 Traffic Study Review (Includes up to 3 Reviews)	4.00	x \$220	= \$880	varies	varies	T&M with \$880 City base fee	100%	T&M with minimum fee	
13 Flood Plain Determination Letter	1.00	x \$220	= \$220	varies	varies	\$200	91%	Fixed Fee	
14 Flood Plain Permit	1.00	x \$220	= \$220	varies	varies	\$200	91%	Fixed Fee	
15 Stormwater Mgmt. Construction Site Inspections									
a) Inspection of Construction Sites (pre, post, and during construction) (3 inspections)	3.00	x \$180	= \$540	varies	varies	\$540	100%	Fixed Fee	
b) All Additional During Construction Inspections	1.00	x \$180	= \$180	varies	varies	\$180	100%	Per Hour	
16 Stormwater Mgmt. Inspection of privately maintained post-construction treatment devices (per inspection)	1.00	x \$180	= \$180	varies	varies	\$180	100%	Fixed Fee	
17 Stormwater Permit - Industrial Program Inspection	1.00	x \$180	= \$180	varies	varies	\$180	100%	Fixed Fee	
18 Stormwater Re-Inspections	1.00	x \$180	= \$180	varies	varies	\$180	100%	Fixed Fee	
19 Tree Donation Fee			varies			Actual Cost		T&M	

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Engineering and Encroachment Permit Fees

Fee Description		Svc Time		Hourly Rate	=	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Structure	Note
	Other											
20	Time Extension	0.50	x	\$180	=	\$90			\$90	100%	Fixed Fee	
21	Miscellaneous Engineering Services	1.00	x	\$220	=	\$220			\$220	100%	Per Hour	
22	Excess Plan Review Fee (4th and subsequent)	1.00	x	\$220	=	\$220			\$220	100%	Per Hour	
23	Revisions After Permit Issuance	1.00	x	\$220	=	\$220			\$220	100%	Per Hour	
24	After Hours Inspection (per hour) (2-hour minimum)	1.20	x	\$180	=	\$216			\$200	93%	Per Hour	
25	Re-inspection Fee (2nd Time or More) (each)	1.00	x	\$180	=	\$180			\$180	100%	Each	
26	Missed Inspection Fee	1.00	x	\$180	=	\$180			\$180	100%	Each	
27	Work Without Permit or Outside Scope of Permit Double the Permit Rate (does not include mitigation costs)								2x permit amount		Fixed Fee	
28	Expedited Services Fee (if available)								1.5x Regular Fee		Fixed Fee	
29	Technical Assistance/Third Party Review or Inspection For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity (per hour)								Pass-Through + 15% City Admin Fee		T & M	
30	Standard Services											
	a) Permit Processing and Inspection Services	1.00	x	\$180	=	\$180			\$180	100%	Per Hour	
	b) Engineering and Plan Review Services	1.00	x	\$220	=	\$220			\$220	100%	Per Hour	
31	Specialized Attorney Services								\$375 or Current Rate		Per Hour	
32	All Other Contract Service Providers								Pass-Through + 15% City Admin Fee		Pass-Through + 15% City Admin Fee	

[a] Applicant to provide Title Report.

(1) Each fee listed in this schedule is based on the estimated number of hours required to perform a standard service request and the typical cost of materials required to perform the requested service. For service requests that are anticipated to require efforts or materials, in excess of those typically required, the Department reserves the right to bill the service requestor, in advance, for Department costs anticipated to be incurred in excess of the fee shown in this schedule. Examples of conditions that may merit collection of additional fees include, but are not limited to, requirements for major excavation and fill and/or significant traffic controls.

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Utility Services Fees

Fee Description	PW Eng	PW Util. Insp. & Cust. Svc.		Hrly Rate PW Eng	Hrly Rate PW Util. Insp. & Cust. Svc.	=	Cost of Svc	Current Fee	Cost Recovery	Proposed Fee	Proposed Cost Recovery	Change	Note
1 Sewer Lateral Installation Inspection (tie-in) - plus cost of saddle	0.50	1.50	x	\$220	\$150	=	\$335	\$270	81%	\$310	93%	\$40	
2 Sewer Saddle Tap		1.50	x	\$220	\$150	=	\$225	\$170	76%	\$210	93%	\$40	
3 Water Service Installation Inspection (tie-in)	0.50	1.50	x	\$220	\$150	=	\$335	\$270	81%	\$310	93%	\$40	
4 Water Meter Installation													
a) 5/8", 3/4", or 1" meters		1.50	x	\$220	\$150	=	\$225	\$190	84%	\$210	93%	\$20	
b) 1 1/2" or 2" meters		2.50	x	\$220	\$150	=	\$375	\$310	83%	\$350	93%	\$40	
c) 3" or larger		varies	x	\$220	\$150	=	varies	T&M, plus 20% admin fee	100%	T&M, plus 15% admin fee	100%	varies	
5 Meter / Radio Charge													[a]
a) 5/8"							\$244	\$200	82%	\$240	98%	\$40	[a]
b) 3/4"							\$244	\$200	82%	\$240	98%	\$40	[a]
c) 1"							\$354	\$290	82%	\$350	99%	\$60	[a]
d) 1 1/2" R2							\$781	\$640	82%	\$780	100%	\$140	[a]
e) 1 1/2" C2							\$2,001	\$1,640	82%	\$2,000	100%	\$360	[a]
f) 2" R2							\$1,098	\$900	82%	\$1,090	99%	\$190	[a]
g) 2" T2 Short							\$1,293	\$1,060	82%	\$1,290	100%	\$230	[a]
h) 2" T2							\$1,501	\$1,230	82%	\$1,500	100%	\$270	[a]
i) 2" C2							\$2,306	\$1,890	82%	\$2,300	100%	\$410	[a]
j) 3" T2							\$1,928	\$1,580	82%	\$1,920	100%	varies	[a]
k) 3" C2							\$2,916	\$2,390	82%	\$2,910	100%	varies	[a]
l) MXU 520M Single Port Radio							\$232	\$190	82%	\$230	99%	\$40	[a]
m) MXU 520M Dual Port Radio							\$281	\$230	82%	\$280	100%	\$50	[a]
6 Meter Downsizing (plus cost of meter)													
a) Downsizing from 1 1/2" Meter or Less	0.50	1.50	x	\$220	\$150	=	\$335	\$270	81%	\$310	93%	varies	
b) Downsizing from 2" Meter or More							varies	Bill Hourly; 2-hour min.	varies	Bill Hourly; 2-hour min.	100%	varies	
7 Temporary Meter / Fire Hydrant		1.00	x	\$220	\$150	=	\$150	\$127, plus \$100 refundable deposit; plus bulk water rate	89%	\$140, plus \$250 refundable deposit; plus bulk water rate	100%	varies	
8 Meter Test		1.00	x	\$220	\$150	=	\$150	\$100	67%	\$140	93%	\$40	[b]
9 30-Day Report		0.50	x	\$220	\$150	=	\$75	\$50	67%	\$70	93%	\$20	

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Utility Services Fees

Fee Description	PW Eng	PW Util. Insp. & Cust. Svc.	Hrly Rate PW Eng	Hrly Rate PW Util. Insp. & Cust. Svc.	=	Cost of Svc	Current Fee	Cost Recovery	Proposed Fee	Proposed Cost Recovery	Change	Note
10 Construction Water Meter												
a) Meter Rental Processing and Install	1.00	x	\$220	\$150	=	\$220	\$160	73%	\$200	91%	\$40	
b) Water Use							See Rate Schedule	100%	See Rate Schedule	100%		
c) Deposit							\$800	100%	\$1,200	100%		[c]
11 Hourly Rates and Fees for Time & Materials Services and Fees for Services Not Otherwise Listed in this Fee Schedule												
a) Reviewed/Inspected by City Staff												
i) Utility Engineering	1.00	x	\$220	\$150	=	\$220	\$160	100%	\$220	100%	\$60	
ii) Utility Customer Service and Field Work		x	\$220	\$150	=	\$150	\$125	100%	\$140	100%	\$15	
b) City Attorney / Specialized Attorney Services									\$375 or Current Rate	100%		
c) Reviewed/Inspected by Outside Service Provider							T&M, plus 20% admin fee	\$100	T&M, plus 15% admin fee	100%	varies	

[a] Amounts intended to reflect actual vendor charges. If vendor charges increase, vendor charges shall supersede amounts shown.

[b] Test amount refundable if meter reading is found to be inaccurate.

[c] Refundable deposit to be used if applicant damages or does not return meter and/or does not pay for their water usage during meter rental period.



User and Regulatory Fees

Cost of Service Calculations

[Development Specific Technology Enhancements / Land Management Tracking](#)

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Technology Enhancement Fee

Estimated Expenditures

Description	Total	Amortization / Update Frequency	Annual Cost	Note
Software and Licensing	\$25,000	1	\$25,000	[a]
Hardware Upgrades	\$25,000	10	\$2,500	[a]
Implementation	\$200,000	10	\$20,000	[a]
Contingency (10%)	\$50,000	10	\$5,000	[a]
Total	\$300,000		\$52,500	

Permit Fees

Acct Desc	FY 21/22 Actual	FY 22/23 Actual	FY 23/24 Actual	Average	FY 24/25 Adopted
Permit Fees	\$93,705	\$167,506	\$125,396	\$128,869	\$70,000
	\$93,705	\$167,506	\$125,396	\$128,869	\$70,000

Cost of Service Calculation

Description	Total	Basis
Permit Fees	\$128,869	
Expenditures	\$52,500	
Fee at Full Cost Recovery	41%	% of Permit Fees

[a] Useful life and ongoing licensing costs, and annual revenues estimated by ClearSource. Amounts are intended to represent reasonable estimates.



User and Regulatory Fees

Cost of Service Calculations

[General Plan Update Fee](#)

Estimated Expenditures

Description	Total	Amortization / Update Frequency	Annual Cost	Notes
General Plan Update	\$1,500,000	20	\$75,000	[a]
Housing Element	\$150,000	8	\$18,750	[a]
Zoning Code	\$25,000	5	\$5,000	[a]
In-House Maintenance	\$25,000	1	\$25,000	[a]
Total	\$1,700,000		\$123,750	

Permit Fees

Acct Desc	FY 21/22 Actual	FY 22/23 Actual	FY 23/24 Actual	Average	FY 24/25 Adopted
Permit Fees	\$93,705	\$167,506	\$125,396	\$128,869	\$70,000
Total	\$93,705	\$167,506	\$125,396	\$128,869	\$70,000

Cost of Service Calculation

Description	Total	Basis
Permit Fees	\$128,869	
Expenditures	\$123,750	
Fee at Full Cost Recovery	96%	% of Bldg Permit Fees

Notes:

[a] Source: Conservative estimates of update costs. Amounts will likely be higher.



User and Regulatory Fees

Cost of Service Calculations

[Finance and Administrative Fees](#)

City of Solvang
 User and Regulatory Fee Study
 Calculation of Fully-Burdened Hourly Rate - Finance

Recurring Expenditures [a]

Fund #	Fund Desc	Div #	Div Desc	Account #	Account Desc	Subtotal	Adjust	Total	Notes
100	GENERAL FUND	120	Administration	51000	Salaries	\$958,021	\$0	\$958,021	
100	GENERAL FUND	120	Administration	51002	FICA	\$87,209	\$0	\$87,209	
100	GENERAL FUND	120	Administration	51003	Retirement	\$9,771	\$0	\$9,771	
100	GENERAL FUND	120	Administration	51005	Cafeteria Plan	\$139,239	\$0	\$139,239	
100	GENERAL FUND	120	Administration	51006	Unemployment Insurance	\$3,500	\$0	\$3,500	
100	GENERAL FUND	120	Administration	51007	Auto Allowance	\$8,400	\$0	\$8,400	
100	GENERAL FUND	120	Administration	51008	Workers' Comp Ins.	\$34,515	\$0	\$34,515	
100	GENERAL FUND	120	Administration	51009	Employee Medical Exams	\$2,000	\$0	\$2,000	
100	GENERAL FUND	120	Administration	51010	Employee Screening	\$40	\$0	\$40	
100	GENERAL FUND	120	Administration	51011	Recruitment	\$30,000	\$0	\$30,000	
100	GENERAL FUND	120	Administration	51012	Education	\$18,000	\$0	\$18,000	
100	GENERAL FUND	120	Administration	51017	Workers' Comp Ins-Retrospective	(\$2,765)	\$0	(\$2,765)	
100	GENERAL FUND	120	Administration	51018	CalPERS Liability Reduction	\$14,060	\$0	\$14,060	
100	GENERAL FUND	120	Administration	51019	Long Term Disability	\$4,328	\$0	\$4,328	
100	GENERAL FUND	120	Administration	51020	Retirement - ER Pd 8% EE Share	\$11,183	\$0	\$11,183	
100	GENERAL FUND	120	Administration	51021	Retirement - PERS UAL	\$77,812	\$0	\$77,812	
100	GENERAL FUND	120	Administration	51022	Retirement - PERS PEPPRA ER Cost	\$60,505	\$0	\$60,505	
100	GENERAL FUND	120	Administration	51030	Housing Allowance	\$87,000	\$0	\$87,000	
100	GENERAL FUND	120	Administration	51031	Cell Phone Allowance	\$3,000	\$0	\$3,000	
100	GENERAL FUND	120	Administration	51035	Overtime	\$3,742	\$0	\$3,742	
100	GENERAL FUND	120	Administration	51040	Specialty Pays	\$4,020	\$0	\$4,020	
100	GENERAL FUND	120	Administration	52002	Membership Dues	\$6,954	\$0	\$6,954	
100	GENERAL FUND	120	Administration	52003	Supplies	\$8,500	\$0	\$8,500	
100	GENERAL FUND	120	Administration	52008	Postage	\$2,000	\$0	\$2,000	
100	GENERAL FUND	120	Administration	52009	Small Equipment	\$300	\$0	\$300	
100	GENERAL FUND	120	Administration	52015	Vehicle Fuel	\$600	\$0	\$600	
100	GENERAL FUND	120	Administration	53003	Repairs and Maintenance	\$5,000	\$0	\$5,000	
100	GENERAL FUND	120	Administration	53008	Vehicle Repairs & Maint.	\$100	\$0	\$100	
100	GENERAL FUND	120	Administration	53010	Computer/Desktop Equipment Supp	\$5,500	\$0	\$5,500	
100	GENERAL FUND	120	Administration	54002	Equipment	\$5,000	\$0	\$5,000	
100	GENERAL FUND	120	Administration	56013	Audit	\$35,000	(\$35,000)	\$0	[b]
100	GENERAL FUND	120	Administration	57009	Insurance	\$45,369	(\$45,369)	\$0	[b]
100	GENERAL FUND	120	Administration	57011	Lease Payments	\$4,146	(\$4,146)	\$0	[b]
100	GENERAL FUND	120	Administration	57012	Legal Fees	\$250,000	(\$250,000)	\$0	[b]
100	GENERAL FUND	120	Administration	57015	Printing and Publishing	\$5,000	(\$5,000)	\$0	[b]
100	GENERAL FUND	120	Administration	57016	Professional Services	\$240,300	(\$240,300)	\$0	[b]
100	GENERAL FUND	120	Administration	57025	Studies/Sales Tax	\$10,000	(\$10,000)	\$0	[b]

Recurring Expenditures, continued [a]

Fund #	Fund Desc	Div #	Div Desc	Account #	Account Desc	Subtotal	Adjust	Total	Notes
100	GENERAL FUND	120	Administration	57052	Temporary Agency Services	\$20,000	(\$20,000)	\$0	[b]
100	GENERAL FUND	120	Administration	57062	Public Relations	\$5,000	(\$5,000)	\$0	[b]
100	GENERAL FUND	120	Administration	57065	Property Insurance	\$24,456	(\$24,456)	\$0	[b]
100	GENERAL FUND	120	Administration	58004	City Wellness/Workplace Safety	\$1,000	(\$1,000)	\$0	[b]
100	GENERAL FUND	120	Administration	60002	Emergency Preparedness	\$20,000	(\$20,000)	\$0	[b]
100	GENERAL FUND	120	Administration	60006	EOC Phone	\$560	(\$560)	\$0	[b]
100	GENERAL FUND	120	Administration	61008	Property Tax Admin Fees	\$11,577	(\$11,577)	\$0	[b]
100	GENERAL FUND	120	Administration	62001	Bank Charges	\$3,000	(\$3,000)	\$0	[b]
100	GENERAL FUND	120	Administration	63006	Equipment Replacement	\$4,233	\$0	\$4,233	
100	GENERAL FUND	120	Administration	63010	Vehicle Replacement	\$3,979	\$0	\$3,979	
100	GENERAL FUND	120	Administration	71009	Miscellaneous	\$2,500	(\$2,500)	\$0	[b]
Subtotal						\$2,273,654	(\$677,908)	\$1,595,746	

Allocation of Central Services

Description	Indirect Rate	Direct Expenses	Total	Notes
Citywide Overhead Rate	15.00%	\$1,595,746	\$239,362	[c]
Total			\$239,362	

Total Costs for Allocation

Description	Total	Notes
Div. Costs Incl. in Cost Recovery Analysis	\$1,595,746	
Citywide Overhead Costs	\$239,362	
Total	\$1,835,108	

Allocation of Annual Labor Effort

Description	Total	Total	Notes
Indirect - General Admin, Supervision, Rest Periods, Wkly Mtgs.	16%	\$286,736	[d]
Direct	84%	\$1,548,372	[d]
Total	100%	\$1,835,108	

Calculation of Direct Administration Hours

Description	Total	Note
Total Hours Per FTE	2,080	
Adjustment for Typical Leave	<u>(216)</u>	
Productive Hours Per FTE	1,864	
Direct Hours Per FTE	1,573	[e]
Anticipated FTE Count	9.00	
Total Direct Hours	14,155	

Calculation of Fully-Burdened Hourly Rate

Description	Total
Total Costs	\$1,835,108
Direct Hours	14,155
Hourly Rate	\$130

[a] Source: FY 24/25 budgeted expenditures.

[b] Adjustment to exclude items not associated with fee-related services.

[c] Amount intended to serve as reasonable estimate (deMinimus rate).

[d] Amounts intended to serve as reasonable estimate for non-direct service units.

[e] See allocation of annual hours above.

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Administrative and Finance Fees

Fee Description		Svc Time	Hourly Rate	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Structure	Note
1	Business Certificate									
	a) Business Certificate									
	i) Initial	1.00	x \$130	= \$130	\$55	42%	\$125	96%		
	ii) Renewal	0.50	x \$130	= \$65	\$55	85%	\$65	100%		
	b) Duplicate	0.17	x \$130	= \$22	\$15	69%	\$15	69%		
	c) Failure to apply or renew				\$50		\$50			
	d) Revoked, continue to do business				\$100		\$100			
	e) Continuing failure, previous fees/penalties (per year)				\$100		\$100			
2	Credit Card Processing Fee				2.25%		3.00%		% of amount paid by credit card	
3	Not Sufficient Funds Fee / Returned Transaction Fee				\$25		\$30			
4	Short Term Rental Permit									
	a) Initial	2.00	x \$130	= \$260			\$260	100%		
	b) Renewal	1.00	x \$130	= \$130			\$130	100%		
5	Transient Occupancy Tax (TOT)									
	a) Transient Occupancy Tax				14%		14%			
	b) Initial delinquency				10%		10%			
	c) Continued delinquency (interest 1.5% per mo.)				penalties 10% + 10%		penalties 10% + 10%			
	d) Failure to pay, above penalties plus				25%		25%			
	e) Failure to produce TOT records				\$100 / day		\$100 / day			
6	Hourly Rates and Fees for Time & Materials Services and Fees for Services Not Otherwise Listed in this Fee Schedule									
	a) Finance	1.00	x \$130	= \$130			\$130	100%	Per Hour	
	b) Specialized Attorney Services						\$375 or Current Rate	100%	Per Hour	
	c) All Other Contract Service Providers						Pass-Through + 15% City Admin Fee	100%	Pass-Through + 15% City Admin	

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Specialized Licensing and Permitting Fees

Fee Description	Service Time		Hourly Rate		=	Cost of Svc	Current Fee	Cost Recovery	Proposed Fee	Proposed Cost Recovery	Type	Note
	Finance	Planning / City Mgr / Public Sfty	\$130	\$200								
			Finance	Planning / City Mgr / Public Sfty								
1 Animal Drawn License												
a) New License	1.00	3.00 x	\$130	\$600	=	\$730	\$670	92%	\$730	100%	Fixed Fee	[a]
b) Renewal License	1.00	2.00 x	\$130	\$400	=	\$530	\$526	99%	\$530	100%	Fixed Fee	[a]
2 Electric Trolleys												
a) New License	1.00	1.00	\$130	\$200	=	\$330	\$307	93%	\$330	100%	Fixed Fee	[b]
b) Renewal License	1.00	0.25	\$130	\$50	=	\$180	\$180	100%	\$180	100%	Fixed Fee	[b]
3 Pedicycle Rental Permit												
a) New License	1.00	0.25	\$130	\$50	=	\$180	\$180	100%	\$180	100%	Fixed Fee	
b) Renewal License	0.50		\$65	\$0	=	\$65	\$53	82%	\$65	100%	Fixed Fee	
4 Peddlers License Fee	0.75	0.25	\$98	\$50	=	\$148	\$145	98%	\$148	100%	Fixed Fee	
5 License to Sell Handguns												
a) Permit	1.00	0.50	\$130	\$100	=	\$230	\$217	94%	\$230	100%	Fixed Fee	
b) Renewal	0.50	0.25	\$65	\$50	=	\$115	\$80	70%	\$125	109%	Fixed Fee	
6 Medical Cannabis Retailer (Dispensary) Application							\$5,240		\$5,240		Fixed Fee	

[a] Per five year license, plus pass through of any publication costs. Fee covers up to 10 conveyances.

[b] Fee covers up to 2 conveyances.

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Administrative Fees

Fee Description		Svc Time		Hourly Rate	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Structure	Note
1	Copying of City records a) 8.5" x 11" b) All Other					\$0.10 Actual Cost		\$0.10 Actual Cost		Per Page Per Page	
2	Digital Media - copy on flash drive					\$10		\$10		Per Device	
3	Civil Subpoena (per day; per employee)							Actual Cost; with \$275 per day initial amount plus travel expenses		Per Day; Per Employee	[a],[b],[c]
4	Nomination Papers							\$25			
5	Initiative for Ballot							\$200			
6	Document Certification Fee for Non-Notary							\$15		Each	
7	Certificate of Live Person	0.25	x	\$130	= \$33			\$25	77%	Each	
8	Reserved Use of City Council Chamber a) City Council Chamber Rental					\$97		\$100		Per Hour; 4-Hour Minimum	
	b) Videographer	0.25	x	\$130	= \$33	\$90		\$100		Per Hour; 4-Hour Minimum	
	c) Cleaning Deposit				\$195			\$195			
	d) Staff Support, if Required (e.g., after 5pm)							Actual Cost		Per Hour; 4-Hour Minimum	
9	Hourly Rates and Administrative Fees for Contract Administration and Support Services Not Otherwise Listed a) City Staff Not Otherwise Listed b) City Attorney / Specialized Attorney Services c) All Other Contract Service Support				Top Step * ICR Factor of 3.0			Top Step * ICR Factor of 3.0 \$375 or Current Rate pass-through + 15% City Admin Fee		Per Hour Per Hour T & M	

[a] Actual amounts paid shall be calculated in accordance with California Government Code 68096.1. (a) Any employee of a local agency who is obliged by a subpoena to attend a civil action or proceeding as a witness in litigation in a matter regarding an event or transaction that he or she perceived or investigated in the course of his or her duties, to which that local agency is not a party, shall receive the salary or other compensation to which he or she is normally entitled from that local agency during the time that he or she prepares for his or her response and appearance, during the time that he or she travels to and from the place where the court or other tribunal is located and while he or she is required to remain at that place pursuant to the subpoena. He or she shall also receive from that local agency the actual necessary and reasonable traveling expenses he or she incurred in complying with the subpoena. (b) The party at whose request the subpoena is issued shall reimburse the local agency for the full cost incurred by the local agency in paying the employee his or her salary or other compensation and traveling expenses as provided for in this section, for each day that the employee is required to remain in attendance pursuant to the subpoena. The amount of two hundred seventy-five dollars (\$275), together with the subpoena, shall be tendered to that local agency for each day that the employee is required to remain in attendance pursuant to the subpoena. (c) If the actual expenses should later prove to be less than the amount tendered, the excess of the amount tendered shall be refunded. (d) If the actual expenses should later prove to be more than the amount tendered, the difference shall be paid to the local agency by the party at whose request the subpoena was issued.

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Administrative Fees

Fee Description	Svc Time	Hourly Rate	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Structure	Note
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[b] Actual amounts paid shall be calculated in accordance with California Government Code 68097.2. (b) The party at whose request the subpoena is issued shall reimburse the public entity for the full cost to the public entity incurred in paying the peace officer, firefighter, state employee, trial court employee, or specified county employee his or her salary or other compensation and traveling expenses as provided for in this section, for each day that the peace officer, firefighter, state employee, trial court employee, or specified county employee is required to remain in attendance pursuant to the subpoena. The amount of two hundred seventy-five dollars (\$275), together with the subpoena, shall be tendered to the person accepting the subpoena for each day that the peace officer, firefighter, state employee, trial court employee, or specified county employee is required to remain in attendance pursuant to the subpoena. (c) If the actual expenses should later prove to be less than the amount tendered, the excess of the amount tendered shall be refunded. (d) If the actual expenses should later prove to be more than the amount deposited, the difference shall be paid to the public entity by the party at whose request the subpoena is issued.

[c] Salary/other compensation shall be determined based on the City's most current adopted salary schedule (top step) by position, subject to existing MOU provisions and minimums for court appearances. If preparation, service, or travel is provided during overtime hours, the City shall use overtime rate for calculating actual costs, subject to existing MOU provisions and minimums for court appearances.

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Appeal Fees

Fee Description		Svc Time	Hourly Rate	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Structure	Note
1	Appeal									
	a) Appeal of Tree Ordinance Violations	1.50	x \$200	= \$300	\$150	50%	\$150	50%	Fixed Fee	
	b) Appeal of an Administrative Decision to City Manager	2.50	x \$200	= \$500	\$250	50%	\$250	50%	Fixed Fee	
	c) All Other (e.g., Appeal to Planning Commission; City Council)	16.00	x \$200	= \$3,200	\$1,500	47%	\$1,500	47%	Fixed Fee	
	d) City Attorney Support and Review, as required						Billed per hour at \$375 or current rate	100%	Per Hour	



User and Regulatory Fees

Cost of Service Calculations

[Special Event Permitting, Park, Field, and Facility Rental Rates](#)

City of Solvang
 User and Regulatory Fee Study
 Cost of Service Calculation - Special Event

Fee Description		Svc Time	Hourly Rate	Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Structure	Note
1	Special Event Permit									
	a) Application Fee (Non-refundable)									[a]
	i) 501(c)3 Non-Profit Application Fee									[a]
	A) Event that requires limited site/plan review, no closures, etc. (i.e. park rentals/activities, misc. events, etc.)	2.00	x \$200	= \$400	\$135	34%	\$175	44%	Per Application	[a]
	B) Event that requires, but not limited to, street/parking lot closures, site/plan review, etc. (i.e. fun runs, festivals, etc.)	8.00	x \$200	= \$1,600	\$135	8%	\$300	19%	Per Application	[a]
	ii) All Other Application Fee									[a]
	A) Event that requires limited site/plan review, no closures, etc. (i.e. park rentals/activities, misc. events, etc.)	2.00	x \$200	= \$400	\$135	34%	\$325	81%	Per Application	[a]
	B) Event that requires, but not limited to, street/parking lot closures, site/plan review, etc. (i.e. fun runs, festivals, etc.)	8.00	x \$200	= \$1,600	\$135	8%	\$500	31%	Per Application	[a]
	b) Turf Area Use Fee						\$125		Per Day	
	c) Utility Use Fee						\$50		Per Day	
	d) Specialized Sign Printing [No Parking Notification]	1.00	x \$130	= \$130			\$75		Fixed Fee	
	e) Vendor Fee	0.50	x \$130	= \$65	\$50		\$50		Per Vendor	
	f) Service Charges									
	i) City Staff Support									
	a) Maintenance Worker/Lead	1.00	x \$101	= \$101			\$100		Per Hour	
	b) Events/Recreation Coordinator	1.00	x \$126	= \$126			\$125		Per Hour	
	c) Administration	1.00	x \$126	= \$126			\$125		Per Hour	
	d) Other			Top Step * ICR Factor of 3.0			Top Step * ICR Factor of 3.0		Per Hour	
	ii) City Attorney / Specialized Attorney Services						\$375 or Current Rate		Per Hour	
	iii) Public Safety Support / All Other Contract Service Support						pass-through		Per Hour	
	g) Refundable Damage Deposit (payable 30 Days Before Event)						\$500			
	h) Cancellation Fee - Refundable if Cancelled Prior to 60 Days of the Event						\$175			[b]
2	Highway Banner Permit									
	a) First Two Week Period	4.00	x \$150	= \$600	\$450	75%	\$500	83%		
	b) Each Add'l Two Week Period				\$150		\$200			
3	Film Permit				Actual Costs		Actual Costs			

[a] Application fees are non-refundable.

[b] Cancellation fees due to inclement weather will be waived for outdoor events. Cancellation fees may be modified at the discretion of the Director, for special circumstances.

City of Solvang
 User and Regulatory Fee Study
 Calculation of Cost Recovery - Veterans' Memorial Building

Recurring Expenditures [a]

Fund #	Fund Desc	Div #	Div Desc	Account #	Account Desc	Subtotal	Adjust	Total	Notes
100	GENERAL FUND	610	Veterans' Memorial Building	51000	Salaries	\$25,668	\$0	\$25,668	
100	GENERAL FUND	610	Veterans' Memorial Building	51002	FICA	\$2,922	\$0	\$2,922	
100	GENERAL FUND	610	Veterans' Memorial Building	51005	Cafeteria Plan	\$7,707	\$0	\$7,707	
100	GENERAL FUND	610	Veterans' Memorial Building	51008	Workers' Comp Ins.	\$930	\$0	\$930	
100	GENERAL FUND	610	Veterans' Memorial Building	51017	Workers' Comp Ins-Retrospective	(\$76)	\$0	(\$76)	
100	GENERAL FUND	610	Veterans' Memorial Building	51019	Long Term Disability	\$120	\$0	\$120	
100	GENERAL FUND	610	Veterans' Memorial Building	51022	Retirement - PERS PEPRA ER Cost	\$2,142	\$0	\$2,142	
100	GENERAL FUND	610	Veterans' Memorial Building	51030	Housing Allowance	\$4,500	\$0	\$4,500	
100	GENERAL FUND	610	Veterans' Memorial Building	51035	Overtime	\$910	\$0	\$910	
100	GENERAL FUND	610	Veterans' Memorial Building	51040	Specialty Pays	\$510	\$0	\$510	
100	GENERAL FUND	610	Veterans' Memorial Building	52003	Supplies	\$10,000	\$0	\$10,000	
100	GENERAL FUND	610	Veterans' Memorial Building	52009	Small Equipment	\$1,500	\$0	\$1,500	
100	GENERAL FUND	610	Veterans' Memorial Building	53003	Repairs and Maintenance	\$22,500	\$0	\$22,500	
100	GENERAL FUND	610	Veterans' Memorial Building	55001	Utilities	\$15,000	\$0	\$15,000	
100	GENERAL FUND	610	Veterans' Memorial Building	55002	Water and Sewer Charges	\$16,000	\$0	\$16,000	
100	GENERAL FUND	610	Veterans' Memorial Building	57009	Insurance	\$1,222	\$0	\$1,222	
100	GENERAL FUND	610	Veterans' Memorial Building	57057	Pest Management	\$5,000	\$0	\$5,000	
100	GENERAL FUND	610	Veterans' Memorial Building	61009	Permit Fees	\$150	\$0	\$150	
Subtotal						\$116,705	\$0	\$116,705	

Allocation of Central Services

Description	Indirect Rate	Direct Expenses	Total	Notes
Citywide Overhead Rate	15.00%	\$116,705	\$17,506	
Total			\$17,506	

Total Costs for Allocation

Description	Total	Notes
Div. Costs Incl. in Cost Recovery Analysis	\$116,705	
Citywide Overhead Costs	\$17,506	
Total	\$134,211	

Average Annual Revenues

AccountNo	AccountDesc	FY 21/22 Actual	FY 22/23 Actual	FY 23/24 Actual	Average	FY 24/25 Adopted
32004	Veteran's Bldg Rental	\$25,672	\$51,127	\$47,817	\$41,538	\$20,000
Total		\$25,672	\$51,127	\$47,817	\$41,538	\$20,000

City of Solvang
User and Regulatory Fee Study
Calculation of Cost Recovery - Veterans' Memorial Building

Current Cost Recovery

Description	Total
Revenue	\$41,538
Expenditures	\$134,211
Cost Recovery Rate	31%
General Fund Subsidy	\$92,673

[a] Source: FY 24/25 budgeted expenditures.

City of Solvang
 User and Regulatory Fee Study
 Calculation of Cost Recovery - Hans Christian Andersen Park

Recurring Expenditures [a]

Fund #	Fund Desc	Div #	Div Desc	Account #	Account Desc	Subtotal	Adjust	Total	Notes
100	GENERAL FUND	310	HCA Park	52003	Supplies	\$7,500	\$0	\$7,500	
100	GENERAL FUND	310	HCA Park	52009	Small Equipment	\$650	\$0	\$650	
100	GENERAL FUND	310	HCA Park	53003	Repairs and Maintenance	\$45,000	\$0	\$45,000	
100	GENERAL FUND	310	HCA Park	55001	Utilities	\$3,000	\$0	\$3,000	
100	GENERAL FUND	310	HCA Park	55002	Water and Sewer Charges	\$33,000	\$0	\$33,000	
100	GENERAL FUND	310	HCA Park	57009	Insurance	\$2,055	\$0	\$2,055	
100	GENERAL FUND	310	HCA Park	57023	Tree Maintenance	\$25,000	\$0	\$25,000	
100	GENERAL FUND	310	HCA Park	57031	Weed Abatement	\$25,000	\$0	\$25,000	
100	GENERAL FUND	310	HCA Park	57057	Pest Management	\$4,500	\$0	\$4,500	
Subtotal						\$145,705	\$0	\$145,705	

Allocation of Central Services

Description	Indirect Rate	Direct Expenses	Total	Notes
Citywide Overhead Rate	15.00%	\$145,705	\$21,856	
Total			\$21,856	

Total Costs for Allocation

Description	Total	Notes
Div. Costs Incl. in Cost Recovery Analysis	\$145,705	
Citywide Overhead Costs	\$21,856	
Total	\$167,561	

Average Annual Revenues

AccountNo	AccountDesc	FY 21/22 Actual	FY 22/23 Actual	FY 23/24 Actual	Average	FY 24/25 Adopted
31007	Park Reservation Fee	\$11,325	\$10,650	\$14,140	\$12,038	\$10,500
Total		\$11,325	\$10,650	\$14,140	\$12,038	\$10,500

Current Cost Recovery

Description	Total
Revenue	\$12,038
Expenditures	\$167,561
Cost Recovery Rate	7%
General Fund Subsidy	\$155,522

[a] Source: FY 24/25 budgeted expenditures.

Recurring Expenditures [a]

Fund #	Fund Desc	Div #	Div Desc	Account #	Account Desc	Subtotal	Adjust	Total	Notes
100	GENERAL FUND	330	Sunny Fields	52003	Supplies	\$10,000	\$0	\$10,000	
100	GENERAL FUND	330	Sunny Fields	52009	Small Equipment	\$600	\$0	\$600	
100	GENERAL FUND	330	Sunny Fields	53003	Repairs and Maintenance	\$22,000	\$0	\$22,000	
100	GENERAL FUND	330	Sunny Fields	55001	Utilities	\$1,200	\$0	\$1,200	
100	GENERAL FUND	330	Sunny Fields	55002	Water and Sewer Charges	\$25,000	\$0	\$25,000	
100	GENERAL FUND	330	Sunny Fields	57009	Insurance	\$1,440	\$0	\$1,440	
100	GENERAL FUND	330	Sunny Fields	57023	Tree Maintenance	\$15,000	\$0	\$15,000	
100	GENERAL FUND	330	Sunny Fields	57057	Pest Management	\$7,500	\$0	\$7,500	
100	GENERAL FUND	330	Sunny Fields	57060	Turf Repair	\$10,000	\$0	\$10,000	
Subtotal						\$92,740	\$0	\$92,740	

Allocation of Central Services

Description	Indirect Rate	Direct Expenses	Total	Notes
Citywide Overhead Rate	15.00%	\$92,740	\$13,911	
Total			\$13,911	

Total Costs for Allocation

Description	Total	Notes
Div. Costs Incl. in Cost Recovery Analysis	\$92,740	
Citywide Overhead Costs	\$13,911	
Total	\$106,651	

Average Annual Revenues

AccountNo	AccountDesc	FY 21/22 Actual	FY 22/23 Actual	FY 23/24 Actual	Average	FY 24/25 Adopted
31007	Park Reservation Fee	\$13,625	\$12,330	\$12,965	\$12,973	\$13,500
Total		\$13,625	\$12,330	\$12,965	\$12,973	\$13,500

Current Cost Recovery

Description	Total
Revenue	\$12,973
Expenditures	\$106,651
Cost Recovery Rate	12%
General Fund Subsidy	\$93,678

[a] Source: FY 24/25 budgeted expenditures.

City of Solvang
 Veteran's Memorial Building
 Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description		Current						Current Cost Recovery	Proposed						Change Non-Profit	Proposed Cost Recovery	Note
		Non-Profit / Gov't	Family / Local	Out of Area / Comm'l	Rental Deposit	Security Fee	Liab. Ins.		Non-Profit / Gov't	Family / Local	Out of Area / Comm'l	Rental Deposit	Security Fee	Liab. Ins.			
1	Large Hall																
	a) 0 - 6 Hours	\$190	\$410	\$600	\$500	TBD	TBD	31%	\$225	\$475	\$700	\$500	TBD	TBD	\$35	36%	
	b) 6+ Hours	\$250	\$660	\$980	\$500	TBD	TBD	31%	\$300	\$775	\$1,125	\$500	TBD	TBD	\$50	36%	
2	Large Hall/Kitchen																
	a) 0 - 6 Hours	\$220	\$540	\$730	\$500	TBD	TBD	31%	\$250	\$625	\$850	\$500	TBD	TBD	\$30	36%	
	b) 6+ Hours	\$320	\$790	\$1,140	\$500	TBD	TBD	31%	\$375	\$900	\$1,300	\$500	TBD	TBD	\$55	36%	
3	Legion Wing																
	a) 0 - 6 Hours	\$160	\$350	\$510	\$300	TBD	TBD	31%	\$175	\$400	\$600	\$300	TBD	TBD	\$15	36%	
	b) 6+ Hours	\$220	\$540	\$790	\$300	TBD	TBD	31%	\$250	\$625	\$900	\$300	TBD	TBD	\$30	36%	
4	Legion Wing/Kitchen																
	a) 0 - 6 Hours	\$190	\$470	\$700	\$300	TBD	TBD	31%	\$225	\$550	\$800	\$300	TBD	TBD	\$35	36%	
	b) 6+ Hours	\$290	\$690	\$1,010	\$300	TBD	TBD	31%	\$325	\$800	\$1,150	\$300	TBD	TBD	\$35	36%	
5	Kitchen/BBQ																
	a) 0 - 6 Hours	\$70	\$160	\$220	\$150	TBD	TBD	31%	\$75	\$175	\$250	\$150	TBD	TBD	\$5	36%	
	b) 6+ Hours	\$100	\$190	\$250	\$150	TBD	TBD	31%	\$125	\$225	\$300	\$150	TBD	TBD	\$25	36%	
6	Total Facility																
	a) 0 - 6 Hours	\$350	\$820	\$1,080	\$700	TBD	TBD	31%	\$400	\$950	\$1,250	\$700	TBD	TBD	\$50	36%	
	b) 6+ Hours	\$510	\$1,260	\$1,580	\$700	TBD	TBD	31%	\$600	\$1,450	\$1,800	\$700	TBD	TBD	\$90	36%	

Note: Small Hall is not available for public rental.

Note: Cost recovery percentages shown represent aggregate cost recovery.

City of Solvang
HCA and Sunny Fields
Cost of Service Calculation - At Fully-Burdened Hourly Rate

Fee Description	Current		Current Cost Recovery	Proposed		Change	Proposed Cost Recovery	Note
	Reservation Fee	Rental Deposit		Reservation Fee	Rental Deposit			
1 HCA Reservation Fee								
a) Area A	\$180	\$100	7%	\$200	\$100	\$20	8%	
b) Area B	\$150	\$100	7%	\$150	\$100	\$0	8%	
c) Area C	\$80	\$100	7%	\$100	\$100	\$20	8%	
d) Area D	\$240	\$200	7%	\$275	\$200	\$35	8%	[a]
e) Atterdag Bowl	\$60	\$100	7%	\$75	\$100	\$15	8%	
2 Sunny Fields								
a) Rotary Picnic Area A	\$150	\$100	12%	\$175	\$100	\$25	14%	[a]
b) Youth Rec Picnic Area B	\$90	\$75	12%	\$100	\$100	\$10	14%	
c) Softball Field - 2 hr. min.	\$30	n/a	12%	\$30	n/a	\$0	14%	[b]
d) Sand Volleyball and Grass Area - 2 hr. min.	\$30	n/a	12%	\$30	n/a	\$0	14%	[b]
3 Bounce House				\$25				

[a] Includes kitchen / snack bar.

[b] Rate is per hour.

Note: Cost recovery percentages shown represent aggregate cost recovery.



CITY OF SOLVANG

User and Regulatory Fee Study

City Council | April 28, 2025

MEETING AGENDA

- Background
- Fundamentals and Terminology
- Study Findings and Recommendations
- Next Steps



Background



BACKGROUND

Cities generally collect fees and charges for government services performed at the request of, or specifically for, a particular individual, business, or group... as opposed to services performed for the community as a whole

BACKGROUND

- Communities generally use tax revenues to fund services that provide general (community-wide) benefit
 - Public works
 - Public safety
 - Park maintenance
- Communities generally use fees and charges (direct recovery) to fund services that provide direct benefit
 - Plan Review
 - Permitting
 - Inspection

TYPES OF FEES EXAMINED

- This update DOES NOT examine taxes, assessments, utility rates, development impact fees, etc.

- **Building Fees** - construction permit processing, plan check, and inspection
- **Planning Fees** - entitlement review and review for compliance with zoning code
- **Engineering and Encroachment Fees** - review of development-related grading and public improvements; review and inspection of temporary encroachment in the City right-of-way
- **Recreation Fees** – reserved use of City facilities
- **Administrative Fees** – licensing application review



Fundamentals and Terminology

MUNICIPAL FEES

- Why do Cities Review Fees and Charge Fees for Services?

- Legal requirements
- Encourage direct recovery of costs incurred to serve private interests/benefit or respond to individual actions
- Provide opportunity for relief to General Fund or other Funds where costs are incurred
- Enable continuity of service levels by improving cost recovery levels

MUNICIPAL FEES IN CALIFORNIA

- The **California State Constitution**, amended by successive ballot measures, establishes requirements for governmental service fees
- Common practices among California cities provides **widely accepted standards** for meeting Constitutional obligations
- User fees must be linked to and not exceed the **estimated reasonable cost of service**
- The **full cost of service** sets the maximum limit of a cost-based fee
 - Direct program costs for labor, services, and supplies
 - Facilities overhead
 - Departmental administration
 - Citywide administration and central support services
- Generally, fees from users of one program may not be used to pay for costs incurred to serve discounted users or users of a different program

FEES ARE APPROVED BY THE CITY COUNCIL

The City Council has authority to Directly Approve User and Regulatory Fees and Increases to Fees

- Fees proposed are not taxes, as defined by Article 13C of the California State Constitution
- Fees are set in accordance with parameters set by Article 13C and by Section 66014 of the California Government Code:
 - Costs allocated to the payer should bear a fair or reasonable relationship to the payer's burdens on or benefits received from the governmental activity
 - Fees should not exceed the reasonable cost of providing the service for which the fee is charged

TERMINOLOGY

These terms of art have specific meaning across California municipalities and within the City

“Full Cost of Service”

- The estimated total cost of a program, inclusive of direct labor, services, and supplies expenses, and associated overhead expenses

“Cost Recovery”

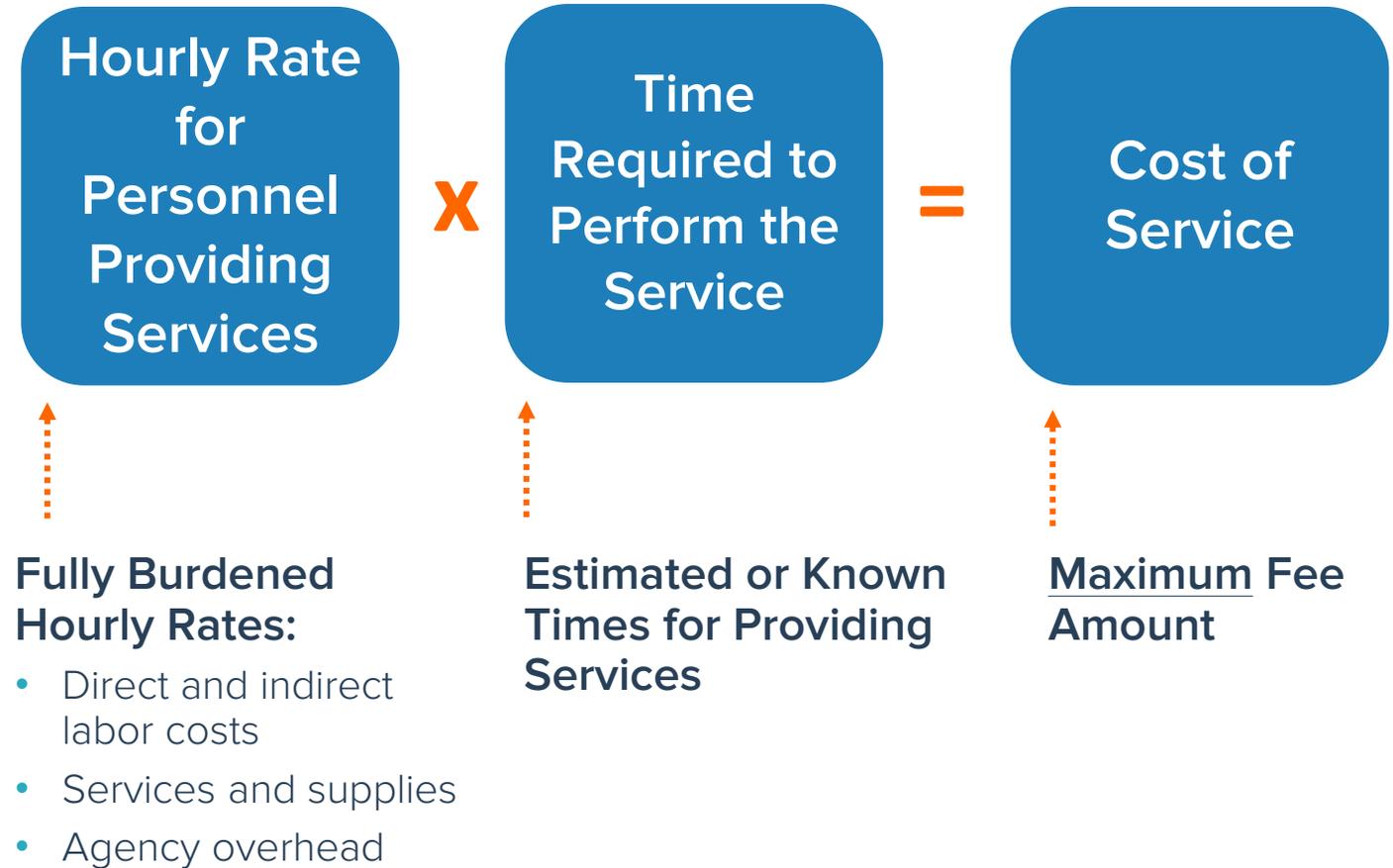
- The amount of a program’s full cost of service that is supported by the program’s own fee revenues

“Subsidy”

- The amount of a program’s full cost of service that is supported by other City revenue sources

COST OF SERVICE

- The cost of service sets the maximum limit of a cost-based fee. It includes:
 - Direct program costs for labor, services, and supplies
 - Departmental administration
 - Citywide administration and central support services



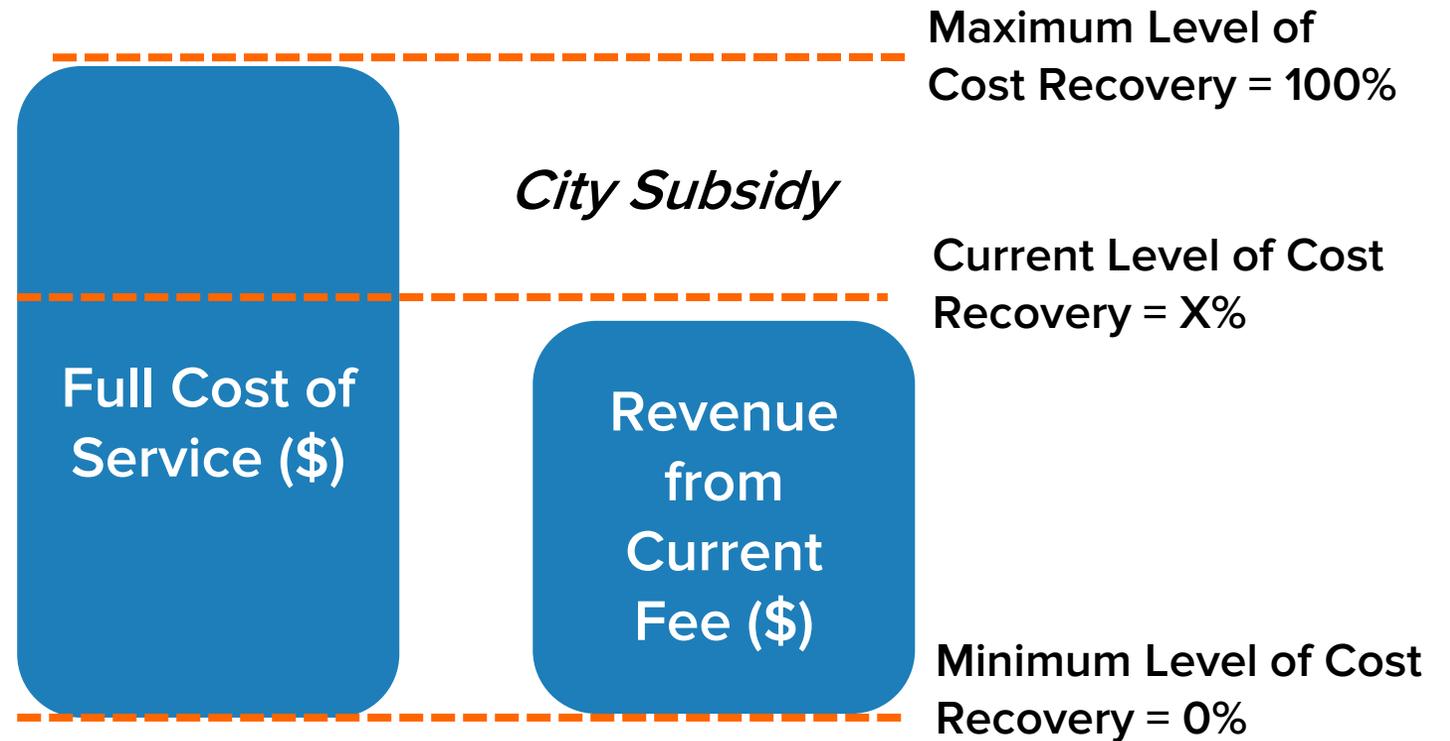
COST RECOVERY POLICY FRAMEWORK

Cost recovery policy reflects **local values** regarding the presumed beneficiaries for each program area, ranging from **community benefit to individual benefit**



SUBSIDY

- The amount of a program's full cost of service that is supported by other City revenue sources





Study Findings and Recommendations

GENERAL OVERVIEW

- The City's prior fee study was completed in 2021.
- Fees have remained unchanged since that time.
- The City may adjust fees and improve cost recovery to account for increases in labor, benefit, utility costs, services and supplies, and insurance related costs.

BUILDING FEES

- Current cost recovery is approximately 67% of cost of service. Communities frequently target full cost recovery.
- Restructure fees to enhance correlation between services provided and fees collected. Established fixed fees for the City's most common minor permits.
- Modified Building Fee Structure Eliminates Reliance on Project Valuation for New Construction Permits
- Proposed fees scale to allow for lower fees for less complex projects and higher fees for more complex projects.

PLANNING FEES

- Full cost recovery is targeted from most proposed fees:
 - Fees are primarily regulatory
 - High level of direct benefit resulting from construction activities including enjoyment of property enhancements, and increased property values
 - Avoid having other Solvang residents and businesses subsidize individual private construction activities
- Less than full cost recovery is recommended for:
 - Sign Permitting
 - Temporary Use Permitting
 - Pre-Application Review

ENGINEERING FEES

- Fees are developed using fully-burdened cost of service
- Fees are proposed to increase to align to updated cost of service
- Full cost recovery is targeted from fees

RECREATION AND FACILITY RENTAL FEES

- Community Services and Recreation Departments throughout the State face significant challenges.
 - Increases in labor, benefit, utility costs, services and supplies, and insurance related costs
 - Providing access to facilities and programs that are safe to use and align to community standards (health and safety).
 - Mandated changes in California wage costs. Minimum wage increases over the last several years.

ADJUSTMENT STRATEGY

- Community Services Included in the City's Fee Schedule have remained unchanged since 2021
 - Regional cost inflation since prior fee study = 15%
 - Minimum wage cost inflation since 2021 = 14%
- Recommend adjusting facility use fees by approx. 15%
 - **Adjustment works out to an annualized adjustment rate of 5%**
 - Fee adjustments will be rounded for ease of administration

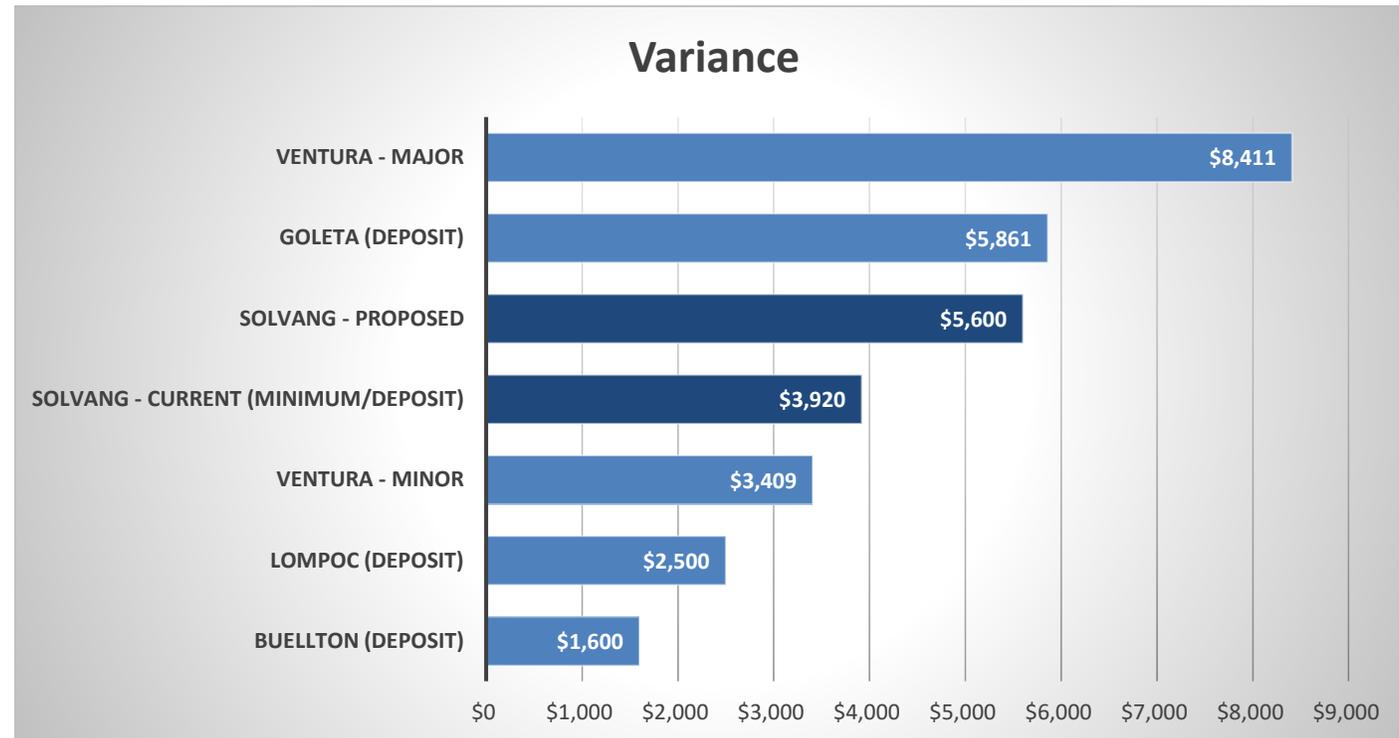
ADJUSTMENT STRATEGY

- Illustration of Changes
 - Rental of Large Hall at Veteran's Memorial (up to 6 hours)
 - Non-Profit: Current: \$190; Proposed: \$225
 - Change equivalent to \$6 per hour
 - Family/Local: Current: \$410; Proposed: \$475
 - Change equivalent to \$11 per hour
- **Continue to prioritize resident and resident non-profit renters with reduced rates.**

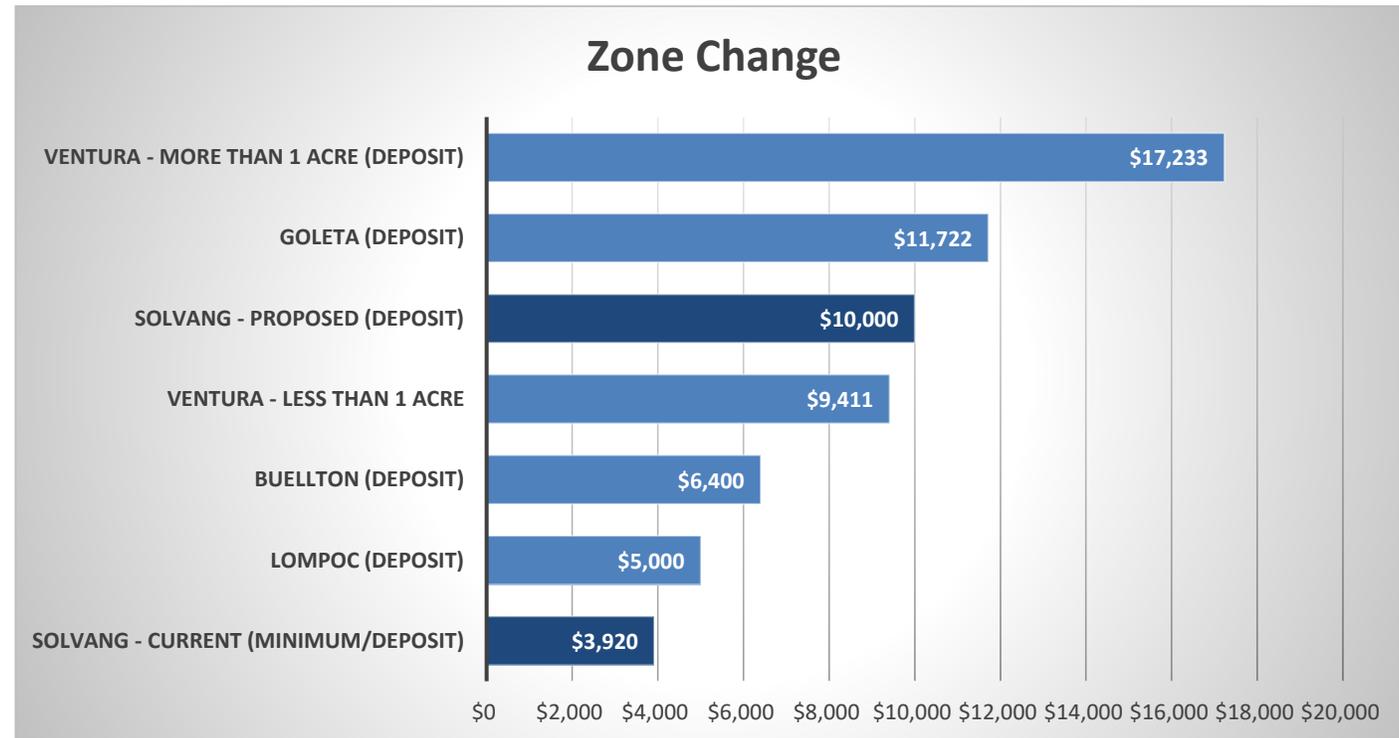
REGIONAL FEE COMPARISON

- Modified Building Fee Structure Eliminates Reliance on Project Valuation for New Construction Permits
- Proposed Permit and Plan Review Fee Structure is Similar to Santa Barbara County

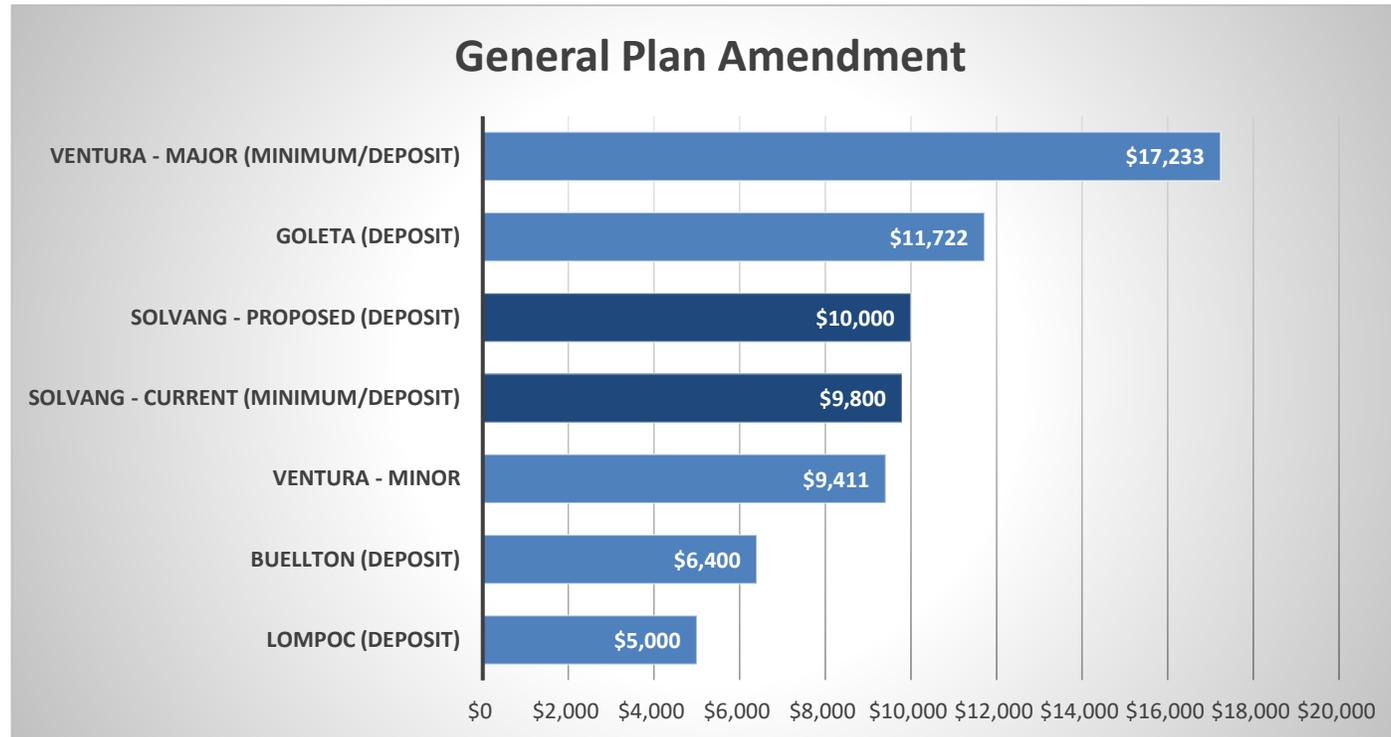
REGIONAL COMPARISON



REGIONAL COMPARISON



REGIONAL COMPARISON





Fiscal Impact of Proposed Changes

FISCAL IMPACT

Description	Current Fee Revenue	Proposed Fee Revenue	Fiscal Impact	Change
Planning	\$120,000	\$132,000	\$12,000	10%
Building	\$110,000	\$138,000	\$28,000	25%
Engineering	\$30,000	\$40,000	\$10,000	33%
Parks, Field, Facility Rentals	\$50,000	\$56,000	\$6,000	12%
Administration	\$35,000	\$40,000	\$5,000	14%
Dev Technology Enhancement Fee	\$0	\$5,000	\$5,000	new
General Plan Update Fee	\$0	\$5,000	\$5,000	new
Total	\$345,000	\$416,000	\$71,000	21%

** Amounts are rounded for illustrative purposes.*

- Anticipated Fiscal Impact is \$71K in additional General Fund revenues to offset the costs of existing direct services provided.



Next Steps

NEXT STEPS

- Complete Public Hearing and Determine Whether to Adopt Updated User and Regulatory Fees Effective July 1, 2025
- Resolution Authorizes Annual Adjustment to Fees Aligned to Change in Regional Cost Inflation (CPI)



Questions or Feedback



AGENDA ITEM 8.a

Meeting Date: April 28, 2025

SUBJECT: Approve the First Amendment to the Agreement with Carollo Engineers Inc for additional Electrical, Instrumentation, and Control Scope and Reduction in Solar System Scope Services for the WWTP Water Quality Project for an additional \$102,680 for a total Contract Amount not to Exceed \$1,699,680, for the existing term to June 30, 2026, and authorize the Mayor to execute on behalf of the City

PREPARED BY: Jose Acosta, Utility Director

DISCUSSION:

Carollo Engineers has been providing pre-design and design services for necessary upgrades to the City's WWTP. Based on further evaluation and discussions with City staff, additional modifications to the project scope are required. These include enhancements to the Electrical, Instrumentation & Controls (EI&C) systems and a reduction in the planned Solar System implementation.

The additional EI&C scope includes:

- Demolition of existing switchboards, ATS Switch, MCC A, panelboards, transformers, and other outdated electrical equipment.
- Installation of new switchgear and ATS switch in the existing operations building.
- Identification and repowering of active loads from the demolished equipment.
- Modifications to MCC1 for improved reliability.
- Installation of new lighting and receptacles in the operations building.
- Coordination with power utilities for phased construction to minimize downtime.
- Updates to the existing Annunciator Panel in the administration building.

Attachment C of this Staff Report is a matrix of comparison between the original and the enhanced scope of work. The proposed cost for these additional EI&C services is \$123,400, including the fee for subconsultant ADS Engineering. These costs are reflected in the attached proposal from Carollo (Attachment B).

Carollo conducted a solar and energy storage analysis for the City of Solvang's WWTP, evaluating ground-mounted and rooftop solar options. Based on preliminary assumptions about grants, incentives, and costs, the study found that a 40 kW rooftop solar system with a 25 kWh battery would be the most cost-effective, offering \$4,000 in annual savings over 25 years. Annual operation, maintenance, and replacement costs for this system are estimated at \$2,500. While battery storage is typically used for backup, the small 25 kWh capacity and planned generator addition led to its exclusion from further consideration.

The City has decided not to proceed with the full implementation of a solar system at the WWTP at this time. Instead, the project will incorporate design provisions for potential future installation. The scope reduction results in a 35% fee decrease, reducing the Solar System work cost from \$59,200 to \$38,480.

Staff recommends approval of Amendment 1 to the Carollo Engineers contract to account for the additional EI&C scope and reduced Solar System scope, ensuring the project meets operational and infrastructure needs.

ALTERNATIVES:

The City Council could deny this request and direct staff to proceed with the current scope of work for the EI&C and Solar Systems.

FISCAL IMPACT:

The net adjustment to the total project fee is \$102,680, increasing the total contract amount from \$1,597,000 to \$1,699,680.

ATTACHMENTS:

- A - First Amendment to Carollo Agreement
- B - Carollo Amendment 1 Proposal
- C - Matrix Comparing Original and Enhanced Scope of Work
- D – Project Timeline

AMENDMENT NO. 1

to the WWTP Water Quality Project Agreement with

CAROLLO ENGINEERS INC.

THIS FIRST AMENDMENT is made and entered into this **28th** day of **April 2025**, between the **CITY OF SOLVANG**, a municipal corporation and Charter City ("City") and **CAROLLO ENGINEERS INC.**, a California Corporation ("Contractor"). In consideration of the mutual covenants and conditions set forth in the original Agreement dated February 24, 2020 the parties agree to this first amendment for the WWTP Water Quality Project, and additional terms to the scope of work for the additional Electrical, Instrumentation, and Control (EI&C) Scope and Reduction in Solar System Scope, as outlined in the amendment proposal (Exhibit A), for the additional amount of \$102,680, for a total amount not to exceed \$1,699,680, for the existing term June 30, 2026.

Campaign Contribution Disclosure: Pursuant to Government Code Section 84308, any party to a City proceeding (which includes, but is not limited to, all contracts with the City, other than competitively bid, labor, or personal employment contracts) must disclose on the record any campaign contributions made to a member of the City Council or other elected or appointed officer of the City, any candidate for elected office of the City, or any candidate for elective office of any other agency who is also an elected or appointed officer of the City in excess of \$250 in the past 12 months. This disclosure requirement includes contributions by the party’s agent, such as a consultant, and aggregated contributions from persons or entities related to the party. Consultant is required to fill out and provide the attached “Exhibit C” Applicant/Interested Party Campaign Contribution Disclosure Form’ with submission of this Agreement and to update this form after each contribution and no later than the beginning of any associated proceeding.

All remaining portions of the original agreement shall remain in full force and effect.

CITY OF SOLVANG

CAROLLO ENGINEERS INC.

David Brown, Mayor

Jeff Weishaar, Vice President

APPROVED AS TO FORM

Craig Steele, Acting City Attorney

ATTEST

Annamarie Porter, City Clerk



March 21, 2025

Mr. Randy Murphy
City Manager
City of Solvang
1644 Oak Street
Solvang, CA 93463

Subject: WWTP Water Quality Project Amendment 1 – Proposal for Additional Electrical, Instrumentation and Control (EI&C) Scope and Reduction in Solar System Scope.

Dear Mr. Murphy,

Carollo Engineers, Inc. (Carollo) has been assisting the City of Solvang (City) in preparing pre-design and design documents for the necessary upgrades to the wastewater treatment plant (WWTP). Recently, the City requested that Carollo perform additional work related to the existing EI&C system. Additionally, the City requested a reduction in the scope of the Solar System task.

Regarding the EI&C, based on input received from City staff and in collaboration with our EI&C subconsultant, ADS Engineering, we have prepared the following scope of work for this additional effort:

- Demolition of the existing incoming utility service, switchboards SWBD-A and SWBD-B.
- Demolition of the existing ATS Switch, MCC A.
- Demolition of the existing panelboards and transformers and all electrical equipment in the existing operations building associated with the old plant.
- Provide new switchgear and ATS switch and locate them in the existing operations building.
- Investigate all the loads powered from the demolished MCC and panelboards that are still active and repower them from the new panel boards.
- Modify MCC1 as necessary for reliable service in future.
- Provide new lighting and receptacles in the existing operational building, and refeed power to all the miscellaneous loads including AC.
- Provide the construction sequences in phases and coordinate with power utility to allow for minimum downtime during the transition to the new electrical equipment.
- Modify the existing Annunciator Panel in the existing administration building as necessary to reflect changes as part of this project.

Regarding Solar System, Carollo conducted a solar and energy storage analysis for the City of Solvang's WWTP, evaluating various system configurations, including ground-mounted and rooftop solar installations. Due to the preliminary, high-level nature of the analysis, several assumptions were made regarding available grants and incentives, as well as the capital and O&M costs of various components. The study determined that a system consisting of a 40 kW rooftop solar installation and a 25 kWh battery is the most cost-effective solution for the City, offering approximately \$4,000 in annual savings over the assumed 25-year project lifespan. The costs of operation, maintenance, and replacement of renewable components are included in all analyses and are expected to be approximately \$2,500 per year for the most cost-effective system identified. Battery storage is generally used as a backup for critical loads. However, given that the optimal battery

Mr. Randy Murphy
City Manager
March 21, 2025

Page 2

storage identified in the analysis is very small (25 kWh) and that the overall scope includes adding a new generator to power the plant during an outage, this option was not further considered. The City has decided to include provisions for the future addition of a solar system if potential savings become more favorable. This would limit our remaining work to submitting the final Solar System Technical Memorandum and, as requested by the City, incorporating design provisions in the current project to accommodate a potential future solar system.

Schedule

The additional scope of work will be performed alongside the original scope, following similar milestones. However, the original milestone dates will be extended by approximately two months to account for the project's current status.

Fee

Our proposed fee to complete the additional EI&C work is \$123,400, as detailed in Exhibit A, which is included with this letter. This amount includes the fee for ADS Engineering to complete the EI&C work. ADS Engineering's proposal is also included with this letter.

The fee reduction for our Solar System work is estimated at 35%, amounting to \$20,720 and reducing the original fee from \$59,200 to \$38,480.

The net adjustment to our fee amounts to \$102,680, increasing the original total fee from \$1,597,000 to \$1,699,680.

We appreciate the City's consideration of this proposal and look forward to successfully completing the work in support of the City's WWTP upgrade efforts.

Sincerely,
CAROLLO ENGINEERS, INC.



Jeff Weishaar, P.E.
Vice President

JW:aa

Enclosures: ADS Proposal

cc: File



January 22, 2025

Ali Ahmadi, PhD, PE*, PMP

Design Manager | Associate Vice President

707 Wishire Boulevard, Suite 3920 | Los Angeles, CA 90017

P 213.279.3310 | M 818.238. www.carollo.com

Subject: WWTP Water Quality Project-SOQ – Repowering of existing equipment addendum

Dear Ali:

Pursuant to your request, ADS Engineering, PLLC. (ADS) is pleased to provide a proposal for the additional scope for electrical and instrumentation design for the above referenced projects. The scope of work consists of the following:

PROJECT DESCRIPTION – Items not included in original scope

Demolition and replacement of the existing gear in the existing admin building with equipment in kind. These will include demolition of the existing incoming utility service, switchboards SWBD-A and SWBD-B, demolition of the existing ATS Switch, MCC A and, demolition of the existing panelboards and transformers and all electrical equipment in the Operational building associated with the old plant. Provide new switchgear and ATS switch and locate them in the existing operational building. Investigate all the loads powered from the demolished MCC and panelboards that are still active and repower them from the new panel boards. Modify MCC1 as necessary to insure reliable service in future. Provide new lighting and receptacles in the existing operational building, and refeed power to all the miscellaneous loads including AC. Provide the construction sequences in phases and coordinate with power utility to ensure minimum down time during the transition to the new electrical equipment. Modify the existing Annunciator Panel in the existing admin building as necessary to reflect changes as part of this project.

Our proposed lump-sum fee for additional design services: \$89,600.00

Please call me if you have any questions regarding this proposal or any other matter.

Sincerely,
Alex Stojanovic
954-415-7378

A handwritten signature in blue ink, appearing to read 'Alex Stojanovic', is written over a light blue horizontal line.

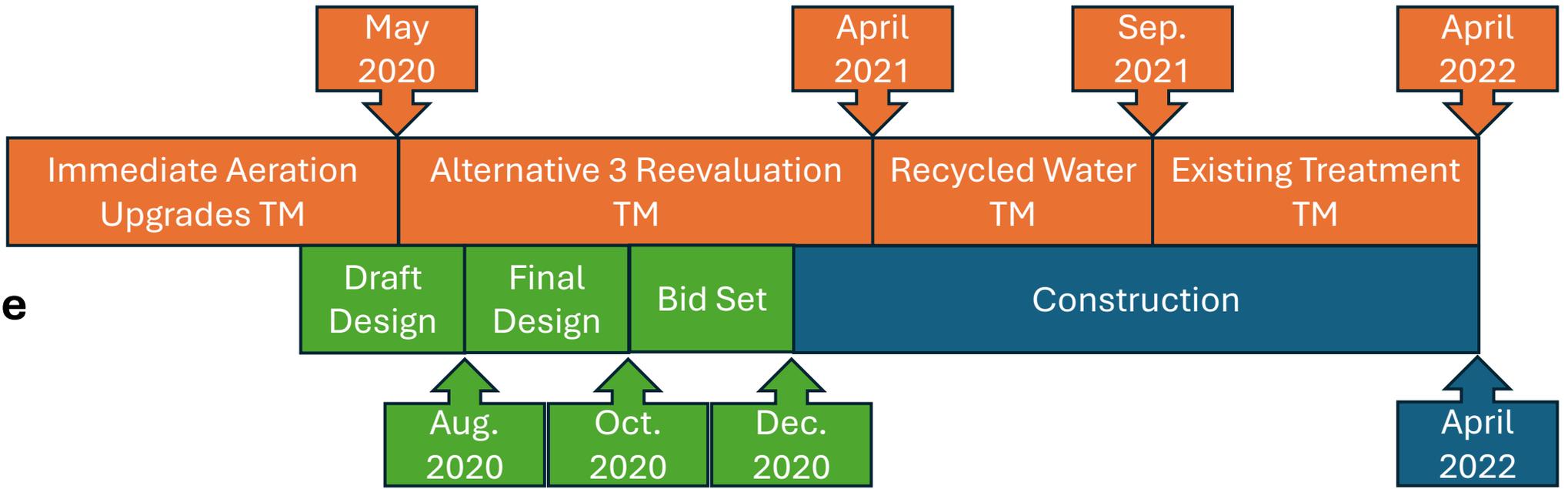
EXHIBIT A
WWTP Water Quality Project Amendment 1 , EI&C Fee
March 21, 2025

	Senior Professional	Lead Project Professional	Project Professional	Professional	Document Processing	Total Hours	Carollo Cost	Carollo ODC	Subconsultant (w/ 10% markup)	Total Cost
Rate	\$315	\$281	\$258	\$190	\$142					
Demo & replacement of ex. gear in admin building w/ equipment in kind	20	12	24	28	0	84	\$21,184	\$1,016	\$98,560	\$120,760
Project Management	8	0	0	0	0	8	\$2,520	\$121	\$0	\$2,641
Project Total Hours	28	12	24	28	0	92				
Project Subtotals	\$8,820	\$3,372	\$6,192	\$5,320	\$0		\$23,704	\$1,136	\$98,560	\$123,400

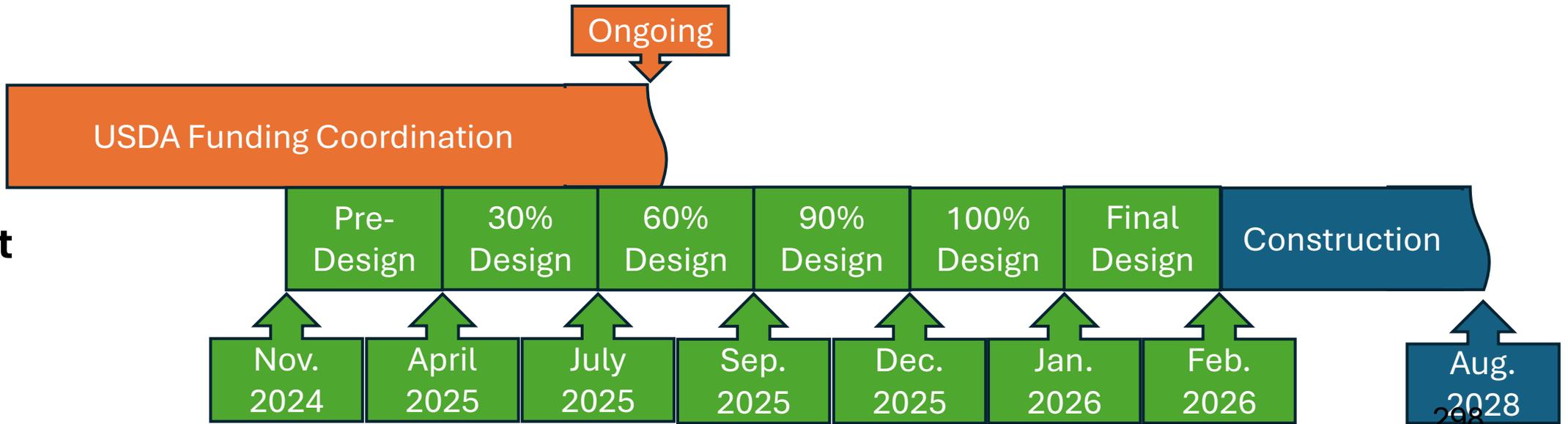
Matrix of Comparison Between Original Electrical Scope of Work and Additional Electrical Scope of Work

Scope Item	Original Scope	Additional Scope
Provide electrical design to accommodate all new processes and equipment (retrofit of existing aeration basins, new clarifiers, new dewatering facility, new generator, and new administration building) including new service if necessary, new electrical room with all necessary electrical gear including distribution panels, MCCs, transformers, control panels, new emergency generator etc.	✓	✗
Include in design all wires and conduits, major databanks routing, and all other miscellaneous electrical items including all instrumentation, lighting and receptacles, and all other miscellaneous as necessary to support new processes and equipment.	✓	✗
Demolition of the existing incoming utility service, switchboards SWBD-A and SWBD-B.	✗	✓
Demolition of the existing ATS Switch, MCC A.	✗	✓
Demolition of the existing panelboards and transformers and all electrical equipment in the existing operations building associated with the old plant.	✗	✓
Provide new switchgear and ATS switch and locate them in the existing operations building.	✗	✓
Investigate all the loads powered from the demolished MCC and panelboards that are still active and rewire them from the new panel boards.	✗	✓
Modify MCC1 as necessary to insure reliable service in future.	✗	✓
Provide new lighting and receptacles in the existing operational building, and refeed power to all the miscellaneous loads including AC.	✗	✓
Provide the construction sequences in phases and coordinate with power utility to ensure minimum down time during the transition to the new electrical equipment.	✗	✓
Modify the existing Annunciator Panel in the existing admin building as necessary to reflect changes as part of this project.	✗	✓

**Phase 1:
Immediate
Upgrades**



**Phase 2:
Treatment
Process
Upgrades**





CITY COUNCIL STAFF REPORT

Agenda Item: 8.b

Meeting Date: April 28, 2025

SUBJECT: Discussion and possible action to receive and file grant funding applications

PREPARED BY: Wendy Berry, Administrative Services Director

DISCUSSION:

The grant funding application period was open from February 1- March 31, 2025. Staff held two workshops on February 19 and March 11. The applicants were required to attend at least one of them in order to apply for the grant funding. At these meetings, staff covered the required paperwork necessary for submitting a complete application. In total, staff received nine (9) grant funding applications out of the eighteen workshop attendees. Staff received four complete applications. All required documents were to be submitted by the deadline to be considered as a complete application. The Ad Hoc Budget Committee did agree to give a one-time courtesy of a week extension for those applicants who need to submit all the required documents. The issues with the applications were that the applicant was in a delinquent status with the Secretary of State or DOJ, business certificates, proper insurance, program budgets and not submitting an application.

ALTERNATIVES:

None

FISCAL IMPACT:

Grant applications will be discussed in the budget meetings and the approved applications will be included in the final draft budget.

ATTACHMENTS:

A. Grant Funding Summary

25/26 Grant Funding Application Recap

Applicant Name	25/26 Request	Submitted all Required Documents	24/25 Request	24/25 Grant Funded	24/25 Grant Requirement add'l documents	23/24 Request	23/24 Grant Funded
Atterdag At Home	\$ 20,000.00	yes	\$ 20,000.00	\$ 10,000.00	Not required	\$ 20,000.00	\$ 20,000.00
Bethania Food Distribution	\$ 15,000.00	no	\$ 15,000.00	\$ 2,000.00	inv/proof pymt	\$ 10,000.00	\$ 10,000.00
Santa Ynez Valley Aquatics	\$ 450,000.00	yes	n/a	n/a	n/a	n/a	n/a
Santa Ynez Valley Fruit and Vegetable Rescue	\$ 10,000.00	no	\$ 15,000.00	\$ 5,000.00	n/a	\$ 15,000.00	\$ 15,000.00
Santa Ynez Valley Historical Museum	\$ 9,090.00	no	n/a	n/a	n/a	n/a	n/a
Santa Ynez Valley People Helping People	\$ 15,000.00	yes	n/a	n/a	n/a	\$ 20,000.00	\$ 20,000.00
Solvang Arts and Music Foundation (Solvang School Education Foundation)	\$ 25,000.00	no	\$ 10,000.00	\$ 3,000.00	Invoices/ Proof pymt	\$ 6,000.00	\$ 6,000.00
Santa Ynez Valley Western Heritage Foundation	\$ 50,000.00	no	n/a	n/a	n/a	n/a	n/a
Solvang Chamber of Commerce	\$ 46,500.00	no	\$ 55,000.00	\$ 23,825.00	Contract	\$ 100,000.00	\$ 40,000.00
Solvang Danish Days Foundation	\$ 50,000.00	no	\$ 50,000.00	\$ 30,000.00	Invoices/ proof pymnt	\$ 50,000.00	\$ 50,000.00
Solvang Rotary Foundation	\$ 10,180.00	no	\$ 9,500.00	\$ 9,500.00	Invoices/pymt	n/a	n/a
Viking Charities	\$ 3,355.00	yes	\$ 3,159.00	\$ 1,555.00	Invoices/Pymt	n/a	n/a
Prior Year Applicants							
Bethania Preschool	n/a	n/a	\$ 10,000.00	\$2000 no payment	Scholarship to Resident w/in City Limits	n/a	n/a
Nature track	n/a	n/a	\$ 5,000.00	no funding	n/a	n/a	n/a
Santa Ynez Valley Rotary Club Foundation	n/a	n/a	n/a	n/a	budget	\$ 25,000.00	\$ 25,000.00
Santa Ynez Valley Senior Advisory Council (dba Solvang Senior Center)	n/a	n/a	\$ 520,000.00	\$ 510,000.00	Contract	\$ 70,000.00	\$ 70,000.00
SYV Therapeutic Riding Academy	n/a	n/a	\$ 10,000.00	\$ 5,000.00	n/a	\$ 10,000.00	\$ 10,000.00
Solvang Festival Theater	n/a	n/a	\$ 100,000.00	no funding	n/a	\$ 100,000.00	\$ 50,000.00

SOLVANG
AGENCY GRANT FUNDING
APPLICATION

Legal Organization/Agency Name and dba if applicable: ATTERDAG AT HOME, INC.

Mailing Address: 636 ATTERDAG ROAD, SOLVANG, CA 93463

Physical Address: 636 ATTERDAG ROAD, SOLVANG, CA 93463

Authorized signer email: (typical signers are usually CEO, CFO): KarenB@PeopleWhoCare.com

Total Funding Request: \$20,000.00

1. Authorized contract signer, position, email, and phone number, if different than contact number below

Karen Brown, Director KarenB@PeopleWhoCare.com (805) 350-8478

2. Contact Person Name, Title within the Organization, Email, and phone number:

Karen Brown, Director KarenB@PeopleWhoCare.com (805) 350-8478

3. Organization's purpose? Goals and objectives?

"Neighbors helping neighbors age in place" is the mission statement of Atterdag at Home. Our tagline is "Helping seniors stay connected and supported..." Our goal is to improve the health and quality of life of the seniors we serve at a low or no cost to them so that no one is left hungry and isolated.

For the past 57 years, the Solvang Lutheran Home, Inc. has been preparing meals for the Santa Ynez Valley Meals on Wheels. In an effort to prevent Meals on Wheels from being discontinued in 2016, Atterdag at Home, Inc., took over the management of the program and expanded the services. Atterdag at Home provides the following support services for seniors, veterans, and the handicapped in Solvang, Ballard, Santa Ynez, and Los Olivos areas in Santa Barbara County: delivery of hot meals (Meals on Wheels at low or no cost) and Brown Bags (on Fridays for weekend nutrition-no cost); transportation to local doctors' appointments and shopping; social visits; offering a list of professional local vendors and service providers, Atterdag at Home annually seeks grants and donations to cover a deficit of \$144,870 for a balanced budget to avoid a discontinuance of this critical service.

Two Hundred Forty (240) dedicated volunteers who deliver Meals on Wheels Monday-Friday, year-round, are essential to the success of the program. Our devoted volunteers have become in tune with those to whom they deliver meals. The volunteers know their recipient's habits and report back to the Director with any concerns for the seniors' well-being or unmet needs. Some of these concerns relate to unsafe environments in the home.

In 2024 Atterdag at Home began offering the more vulnerable, low-income homebound seniors free support for housekeeping, caregiving, and minor construction services. (All costs supplied through Atterdag at Home, Inc. in an effort to keep those seniors safe in their own home).

4. Provide a detailed accounting of what specific program or event and how the granted funds will be used for that program or event?
 - a) For the purchase of food for our Meals on Wheels Program. Through the Meals on Wheels Program, homebound seniors receive hot nutritious meals (at reduced or no cost) Monday-Friday, year-round including Thanksgiving and Christmas. In 2024 we served 20,599 meals. In the first two months of 2025, we served 3,385 meals.
 - b) Brown Bag Breakfast (free of charge) - Cereal, muffin or breakfast cake, fresh fruit, and milk, delivered with Friday's meal for nutritional weekend support for those homebound seniors taking medication.
 - c) Atterdag at Home, Inc. Programs – including minor home repairs; light yard work; meal assistance; errands; transportation; watering plants and gardening; pet visits; professional referrals; social visits; reading to clients; computer/phone assistance.
 - d) Social interaction – week-day check-ins by caring volunteers who have come to know these seniors well and report back to the AAH Director if they feel the senior has unmet needs or is in need or needs medical attention.

5. How many Solvang residents will be impacted by the proposed use of the grant funds?

We estimate that over 141 Solvang Residents will be impacted by the proposed use of these grant funds.

6. What is the organization's total budget? \$245,970
7. What are the sources of revenue for your organization? How are you funded? (Do not list City grant as part of your revenue).

Atterdag at Home, Inc. is funded by grants, private contributions, and meal revenue.

**CITY OF SOLVANG
HUMAN SERVICES GRANT FUNDING
APPLICATION**

Legal Organization/Agency Name and dba if applicable:

Bethania Lutheran Church / Bethania Tuesday Food Distribution

Mailing Address:

Bethania Tuesday Food Distribution
621 Atterdag Rd
Solvang, CA 93463

Physical Address:

603 Atterdag Road, Solvang

Authorized signer email:

vikingpressprint@verizon.net

Total Funding Request: \$15,000

1. Authorized contract signer, position, email and phone number:

Linda Marzullo
Chair, Social Ministry Committee
vikingpressprint@verizon.net
(805) 688-5219, (805) 451-5548

2. Contact Person Name, Title within the Organization, Email and phone number:

Linda Marzullo
Chair, Social Ministry Committee
vikingpressprint@verizon.net
(805) 688-5219, (805) 451-5548

3. Organization's purpose? Goals and objectives?

The primary mission of Bethania Tuesday Food Distribution (BTFD) program is to help fight hunger in the Santa Ynez Valley. The secondary objective is to improve the living situations of our clients through the Community Networking Fair, which gives them access to information about banking, services, employment, education and housing.

4. Program of the funding request? Provide a detailed accounting of what specific program the granted funds will be used for?

Foodbank of Santa Barbara County orders, supplemental food purchases beyond what the Foodbank provides, infant formula, senior supplements, etc. (see included budget for details)

5. How many Solvang residents will be impacted by the proposed use of the grant funds?

Over 550 residents or workers in Solvang take advantage of BTFD every week.

6. What is the organization's total budget?

\$120,700 (see included budget for details)

7. What are the sources of revenue for your organization? How are you funded?

Grants, donations, and fund raisers (see included budget for details)

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1. Authorized contract signer, position, email and phone number, if different than contact number below

Lisa Palmer, SYVCAF Board President, Campaign Chair, lisa@syvaquatics.org, (805) 680-2336

2. Contact Person Name, Title within the Organization, Email and phone number:

Alexis Adler, Campaign Coordinator, campaign@syvaquatics.org, (805) 637-2077

3. Organization's purpose? Goals and objectives?

The **Santa Ynez Valley Community Aquatics Foundation (SYVCAF)** is dedicated to developing and sustaining a state-of-the-art two pool community aquatic complex at the **Santa Ynez Valley High School (SYVHS) campus**. Our mission is to provide accessible, high-quality aquatic facilities that serve the diverse needs of our entire community - supporting youth, seniors, competitive athletes, and individuals of all abilities.

Our **goals and objectives** include:

- 1. Facility Development & Accessibility**
 - Construct a modern aquatic complex featuring a competition-sized pool, a warm-water therapy and municipal pool, and essential support facilities.
 - Ensure affordability and access for all residents of the City of Solvang and the Santa Ynez Valley.
- 2. Community Health & Wellness**
 - Offer year-round swim programs for youth, adults, and seniors to promote fitness and overall well-being.
 - Provide learn-to-swim programs to enhance water safety and reduce drowning risks.
 - Partnering with local organizations, including the Boys & Girls Club, Buellton Recreation, Club Swim & Water Polo, Cottage Rehab, Santa Barbara County Parks, the SY Band of Chumash Indians, SYHS Athletics & Physical Education, SYV Youth Rec, Solvang Parks & Rec, Stuart Gildred YMCA, Hidden Wings, Atterdaag Village, Golden Village Inn, and the Tribal Health Clinic.
- 3. Youth & School Programs**
 - Support local schools by providing facilities for swim teams, water polo, and physical education classes.



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- Develop scholarship opportunities for low-income students to participate in swim lessons and aquatic sports.
4. **Economic & Community Impact**
- Attract regional aquatics competitions (swim, dive, water polo, triathlon, etc), generating economic benefits for local businesses.
 - Foster community engagement through aquatic events, adaptive swim programs, and partnerships with local organizations.
5. **Sustainability & Long-Term Viability**
- Secure public and private funding to ensure the ongoing success of the aquatic complex.
 - Implement environmentally responsible practices in facility design and maintenance.

The **SYV Community Aquatics Foundation** is committed to making **aquatic recreation, fitness, and competition accessible** to all residents of Solvang, the Santa Ynez Valley and surrounding communities. By investing in this project, the City of Solvang can play a vital role in promoting public health and wellness, youth development, and local economic growth.

4. Provide a detailed accounting of what specific program or event and how the granted funds will be used for that program or event?

The **Santa Ynez Valley Community Aquatics Foundation (SYVCAF)** is requesting a **\$450,000 grant from the City of Solvang** to support the development of the **Santa Ynez Valley Community Aquatic Complex**, a two-pool public facility at **Santa Ynez Valley High School (SYVHS)**. These funds will be specifically allocated to **pre-construction costs, design and engineering, and site preparation**, which are essential to advancing the project toward breaking ground.

Specific Use of Funds

The requested **\$450,000** will contribute to the following project components:

1. **Design, Engineering, and Permitting – \$1,496,458 (Total Estimate)**
- The grant will help fund **finalized architectural designs, engineering plans, and permit applications**, ensuring the project meets regulatory requirements and is shovel-ready.
 - This phase is critical for securing additional funding and keeping the project on schedule.



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SYV COMMUNITY AQUATICS COMPLEX

Impact of the Funding

By contributing **\$450,000** to these early-stage costs, the **City of Solvang** will play a **pivotal role in moving the SYV Community Aquatics Complex closer to reality**. This facility will provide:

- **Year-round access to aquatic programs** for all ages, including youth swim teams, senior fitness, and water safety education.
- **A state-of-the-art competition pool**, attracting regional swim meets and driving local economic benefits.
- **A municipal pool**, ensuring accessibility for all residents, including individuals with disabilities and rehabilitation needs.

With an estimated **total project cost of \$13.5 million**, securing this funding now allows us to **continue momentum, finalize critical planning, and begin physical site preparations**. The **City of Solvang's investment** will demonstrate strong local support, helping leverage additional funding from state, federal, and private sources.

With an estimated **total project cost of \$13.5 million**, securing this funding allows us to maintain momentum, finalize critical planning, and begin physical site preparations. The City of Solvang's investment will demonstrate strong local support, helping to leverage additional funding from state, federal, and private sources. **Potential additional funding opportunities include a matching grant from the City of Buellton and a \$6 million Land and Water Conservation Fund (LWCF) grant in August 2025**, further strengthening the project's financial foundation.

5. How many Solvang residents will be impacted by the proposed use of grant funds?

The **Santa Ynez Valley Community Aquatics Complex** will provide **year-round aquatic programs and facilities** that directly benefit a significant portion of Solvang's population. Based on demographic data and community interest, we estimate that **at least 3,500 Solvang residents** will be positively impacted by the proposed use of grant funds.

Who Will Benefit?

1. **Children & Youth (1,500+ residents)**
 - Local students, including those attending **Solvang School and Santa Ynez Valley High School**, will gain access to swim lessons, water polo, and



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competitive swim programs.

- Essential **learn-to-swim and water safety programs** will help reduce drowning risks among children.

2. Adults & Seniors (1,200+ residents)

- **Lap swimming, aqua aerobics, and rehabilitation programs** will support active lifestyles, health and wellness, and improve health outcomes.
- **Senior-friendly aquatic therapy programs** will aid in mobility, recovery, and wellness.

3. Families & Community Members (800+ residents)

- The **municipal pool** will provide a safe and welcoming space for families, including those with young children and individuals with disabilities.
- Community-wide events, including **seasonal swim programs and local competitions**, will encourage engagement and bring Solvang residents together.

Broader Regional Impact

While Solvang residents will be key beneficiaries, the facility will also serve **neighboring communities in the Santa Ynez Valley**, attracting visitors and increasing economic activity. The **City of Solvang's investment** will ensure that local residents have **priority access to a high-quality aquatic facility**, fostering a healthier, more connected community.

By funding critical pre-construction efforts, the City will help turn this **long-awaited** project into a reality - delivering lasting benefits to thousands of Solvang residents for generations to come.

6. What is the organization's total budget?

The **total budget for the SYV Community Aquatics Complex** is estimated at **\$13.7 million**. This budget encompasses both construction costs and operational expenses over the initial two years of operation. Below is a breakdown of the budget components:

Construction Costs

1. Myrtha Provided Estimate:

- **Competition Pool (33 m x 25 yd):** \$3,850,000
- **Municipal Pool (25 yd x 50 ft):** \$1,898,000 (or \$1,725,000 if concrete is used)

2. Diani Provided Estimate:

- **Demolition, Site Work, Pool Building:** \$5,931,557

3. 19Six Provided Estimate:



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- **Design/Engineering/Permits/Soft Costs:** \$1,496,458

Total Project Costs

- **Total Construction Costs:** \$13,176,015

Operating Budget for 2025 - 2026

1. **Pre-Construction Project Manager:** \$0 (\$100,000/year in kind services from Diani Building Corp.)
2. **Fundraising Counsel:** \$240,000 (\$120,000/year)
3. **Campaign Coordinator:** \$60,000 (\$30,000/year)
4. **Accounting/Admin:** \$30,000 (\$15,000/year)
5. **Campaign Operating Costs:** \$330,000

The **total budget of \$13.5 million** reflects the comprehensive financial planning necessary to ensure the successful development and operation of the **SYV Community Aquatics Complex**. This budget not only supports the construction of essential aquatic facilities but also lays the groundwork for sustainable operations that will serve the **Solvang community and surrounding areas** for many years to come.

7. What are the sources of revenue for your organization? How are you funded? (Do not list City grant as part of your revenue).

The **Santa Ynez Valley Community Aquatics Foundation (SYVCAF)** is committed to ensuring the long-term sustainability of the **SYV Community Aquatics Complex** through a focused funding approach. The primary sources of revenue for our organization include:

1. **Community Donations and Grants**
 - We anticipate securing **financial contributions from the community through donations, regional foundations, and public grants**. This funding will be crucial in supporting the operational costs of the aquatic complex, ensuring accessibility and affordability for all community members.
2. **Program Revenues**
 - While membership fees will not be a primary source of income, we expect to generate **minimal revenue from programming and recreational use** of the aquatic facilities. This revenue will help contribute to ongoing operational costs and maintain the quality of services offered to the community.

Operational and Maintenance Costs



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It's important to note that the **operational and maintenance costs of the SYV Community Aquatics Complex will be covered by the Santa Ynez Union High School District**, to be outlined in a **Memorandum of Understanding (MOU)**. Nominal entrance fees, facility rental fees, and ongoing fundraising will help to ensure that the facility remains well-maintained and accessible to the community without placing undue financial burden on residents.

By focusing on these key revenue sources, **SYVCAF** is dedicated to creating a sustainable aquatic facility that meets the needs of **Solvang** and surrounding communities for years to come.





SOLVANG
AGENCY GRANT FUNDING
APPLICATION

Legal Organization/Agency Name and dba if applicable: The Santa Ynez Valley Historical Museum (SYVHM)

Mailing Address: PO Box 181, Santa Ynez, CA 93460

Physical Address: 3596 Sagunto Street, CA 93460

Authorized signer email: Krissy Castillo, E.D. - Krissy@santaynezmuseum.org

Total Funding Request: \$9,090

1. **Authorized contract signer:** Krissy Castillo, Executive Director, Krissy@SantaYnezMuseum.org , 805.705.9221
2. **Contact Person:** Mary Maranville, Grant Writer, Development@santaynezmuseum.org, 805.746.0606
3. **Organization's purpose, goals and objectives:**
 - a. **The purpose of SYVHM** is to preserve, interpret and celebrate the history of the human experience in California's Santa Ynez Valley and Central Coast by informing, educating, inspiring and engaging Museum guests of all ages and backgrounds.
 - b. **Goals:** The SYVHM's goals are to curate, highlight and showcase Western cultural exhibits, fine art, while offering youth and adult educational programming that explores historical events and highlights the diverse communities of California's Central Coast for all residents in the Valley and visitors.
 - c. **Objectives:**
 - **Host museum day visitors:** Host at least 4,160 (80 per week x 52 weeks a year) local community members and tourists annually.
 - **Offer free educational tours:** Provide at least one monthly comprehensive "Step Back in Santa Ynez Valley History" educational tour to museum members and nonmembers. The tour will include the West Room, Pioneer Room, Valley Room, and Carriage House.
 - **Provide free History of Santa Ynez Valley educational elementary school field trips:** Provide at least 1,000 2nd – 5th grade elementary school students from Santa Ynez, Solvang, Buellton, Ballard, Los Olivos and Buellton with field trips. Each field trip will be specifically aligned to CA Content History-Social Science content standards by grade level that fit the needs of the schools, teachers and students. Serve as a center for education and lifelong learning by delivering quality educational programs.
 - **Youth Wild West Summer Camp:** Provide 25 students with an interactive Old West educational experience at the museum where they can learn about and appreciate the ways and life skills of the original pioneer families in the valley. The camp will include

the following lesson plans: roping, falconry, quilting, baking, line dancing, branding, old schoolhouse tour and more.

- **Exhibit fine art collections:** To research, acquire, curate, showcase and exhibit at least two western themed fine art collections annually.
- **Act as a cultural center:** Host and partner in local Western themed events that help promote and preserve the spirit of the Valley and the West, like the Vaquero Competition and Roping event and Vaquero Benefit Dinner & Auction. Partner in Santa Ynez Old Days and Rodeo. Conducting education and partnering with other local organizations by hosting traditional Vaquero events lead to the preservation and appreciation of the local western way of life.
- **Offer and host other adult programming special events:** Provide a platform for local authors, Western artisans and artists to showcase their work, such as book readings and signings and art exhibits.
- **Membership:** Host annual membership meeting and recruit at least 50 new museum members annually.

4. Provide a detailed accounting of what specific program or event and how the granted funds will be used for that program or event? Budget is included.

- **Wild West Youth Summer Camp:**
 - Scholarships or Solvang Elementary School Students:
 - 5 students x \$300 = \$1,500
 - **Subtotal = \$1,500**
- **History of Santa Ynez Valley Elementary School Field Trips:**
 - School bus transportation costs:
 - Solvang Elementary School 2nd – 5th grade classrooms.
 - 8 classrooms: 4.5 hours per trip x \$195 per hour = \$877 x 8 = \$7,020
 - **Subtotal = \$7,020**
- **Adult Programming | Fine Art Exhibits | Book Signings | Educational Tours:**
 - Three adult programming events:
 - Art opening reception, VIP tour, book reading.
 - Publicity: 3 press releases \$95 per hour x 6 hours = \$570
 - **Subtotal = \$570**
 - **TOTAL: \$9,090**

5. How many Solvang residents will be impacted by the proposed use of the grant funds? We are projected to impact over 250 school children and 1,000 adults in Solvang. 1,250

6. What is the organization's total budget? Our 2025 projected budget is \$907,000

7. What are the sources of revenue for your organization? How are you funded?

- Grants: Private and Public Foundations
 - Wood-Claeyssens Foundation
 - Williams-Corbett Foundation
 - Elizabeth Bixby Janeway Foundation
 - Schlinger Foundation
 - Various others

- Corporate / Business Donations and Sponsorships
 - Mechanics Bank
 - Rio Vista Chevrolet
 - AgWest Farm Credit
 - Rancho Visitadores
 - Various others
- Private Individuals
 - Various
- Membership Dues
 - Various
- Museum Admissions
 - Various
- Event & Facility Rental
 - Weddings and other private events
- Events:
 - Vaquero Benefit Dinner and Auction ticket sales - various

**SOLVANG
AGENCY GRANT FUNDING
APPLICATION**

Legal Organization/Agency Name: Santa Ynez Valley People Helping People

Mailing Address: PO Box 1478, Solvang, CA 93464

Physical Address: 545 N. Alisal Road, Solvang, CA 93463

Authorized signer email: ericaf@syvphp.org

Total Funding Request: \$15,000

1. Authorized contract signer, position, email and phone number

Erica Jane Flores, CEO

ericaf@syvphp.org

805-686-0295

2. Contact Person Name, Title within the Organization, Email and phone number:

Erica Jane Flores, CEO

ericaf@syvphp.org

805-686-0295

3. Organization's purpose? Goals and objectives?

People Helping People is dedicated to improving the lives of men, women, and children in the Santa Ynez Valley, Los Alamos, and surrounding communities by addressing emergency and basic needs, furnishing comprehensive integrated family and individual support services, and acting as a catalyst for positive community change.

4. Provide a detailed accounting of what specific program or event and how the granted funds will be used for that program or event?

People Helping People offers a safety net to all Santa Ynez Valley residents (from infants to the elderly), but its clients are primarily working families who struggle to afford the basics and seniors on a fixed income.

Program Title: Solvang Supportive Services Network (SSSN)

Program Overview:

The Solvang Supportive Services Network (SSSN) is a comprehensive community-based initiative designed to enhance the well-being, stability, and self-sufficiency of low-income residents living in Solvang, California. The program connects residents to essential supportive services that address immediate needs and support long-term goals in housing, employment, health, and community engagement.

Program Goals:

1. Prevent homelessness and housing instability.
2. Improve access to health and mental health services.
3. Promote economic self-sufficiency through employment and education.
4. Reduce isolation and promote well-being among seniors and people with disabilities.
5. Strengthen families and improve outcomes for youth.

Target Population:

- Individuals and families earning less than 80% of Area Median Income (AMI).
 - Seniors on fixed incomes.
 - People with disabilities.
 - Veterans.
 - Unhoused or unstably housed individuals.
 - Transitional-aged youth aging out of foster care.
-

Core Supportive Services

1. Housing Stability Services

- Rental assistance navigation: Help applying for local, state, and federal rental aid.
- Landlord mediation: Support with resolving disputes to prevent evictions.
- Move-in assistance: Security deposit and utility hookup support.
- Emergency shelter referrals: Coordination with county services for temporary housing.
- Housing search and placement: Help locating and applying for affordable housing options.

2. Health & Mental Health Support

- Health care navigation: Enrollment in Medi-Cal and Covered California.
- Mobile health clinic access: Routine visits for basic medical care and screenings.
- Mental health counseling: Trauma-informed therapy and group support, especially for youth, survivors of domestic violence, and isolated seniors.
- Substance use services: Referrals and transportation to local detox and treatment centers.

3. Food & Nutrition Assistance

- Grocery assistance: Monthly grocery cards or pantry boxes with fresh produce and staples.
- CalFresh enrollment: Application assistance and recertification support.
- Homebound Meal Delivery: Weekly hot meal services in partnership with local churches and nonprofits.
- Mission Food Distribution: bi-monthly food distribution.

4. Family & Youth Services

- Parenting workshops: Positive parenting, budgeting, and child development.
- Childcare assistance: Support applying for subsidized care or connecting with trusted providers.
- Youth Mental Health: Access to therapeutic services.

5. Senior and Disability Services

- In-home support services coordination: Assistance connecting to IHSS.
- Home modification grants: Small repairs and accessibility improvements.
- Paperwork Assistance: Help with SSI/SSDI applications, power of attorney, and tenant rights.

5. How many Solvang residents will be impacted by the proposed use of the grant funds?

In the last year, PHP has served 388 Solvang residents, nearly 40% of which were seniors, a significant increase from prior years. Seniors are the fastest growing group of homeless with senior population growth at 7% but seniors seeking homelessness services have increased 84% while all others increased 43% during the same time. <https://www.bcsb.ca.gov/calich/hdis.html>

PHP expects its service numbers to increase over the next year as Federal essential service programs experience downsizing or a complete elimination, the cost of living continues to rise, and the population continues to age.

**PHP Solvang Resident Service Data
March 20, 2024 - March 20, 2025**

	Number	Percentage
All Services	1,619	
Individual Clients	388	
Seniors	153	39.43%
Seniors with Medi-Cal*	20	13.07%
Children	80	18.04%
Children with Medi-Cal*	28	40.00%
Total Clients with Medi-Cal*	81	20.87%

Homelessness Services	54	
Homelessness Services to Seniors	32	59.26%
Individual Homelessness Clients	29	
Homelessness Seniors	16	55.17

***Medi-Cal Numbers are low because PHP only started collecting this information in Q4 of 2024 in preparation of its CalAIM launch.**

We know that in 93463 Medi-Cal enrollment is 1,610 individuals

Age	Number
0-17	502
18-64	941
65+	164

1,610

6. What is the organization’s total budget?

\$1,705,123

7. What are the sources of revenue for your organization? How are you funded?

PHP uses a braided funding approach, recognizing revenue from private donors, grant funding, private contracts, and government contracts.

SOLVANG AGENCY GRANT FUNDING APPLICATION

Legal Organization Name: Solvang School Education Foundation

Mailing Address: PO Box 304, Solvang, CA 93464

Physical Address: 565 Atterdag Rd., Solvang, CA 93463

Authorized signer email: ssefvikings@gmail.com

Total Funding Request: \$25,000

2. Contact Person Name, Title within the Organization, Email and phone number: Jody Williams, President/Executive Director, ssefvikings@gmail.com, 805-679-1723

3. Organization's purpose? Goals and objectives?

The goal for SSEF is to ensure that every student at Solvang School has access to a comprehensive education for the whole child – challenging their brains, cultivating their creative spirits and promoting physical wellbeing. This is accomplished through our dedication to funding science camps and enrichment trips, a large portion of the music, art and drama teacher's salaries and helping purchase needed school supplies and help secure funding for important facility upgrades. Through our funding, we help the school provide excellent, interdisciplinary education now to nurture thoughtful and broad-minded community leaders for the future.

4. Provide a detailed accounting of what specific program or event and how the granted funds will be used for that program?

This grant request is to fund the refurbishing of the Solvang School gym floor. The gym was built in 1997 and the flooring has never been redone. After nearly 30 years and thousands of people using the gym, the floors are in disrepair and need to be extensively refurbished. To ensure that the gym can provide another 30 years of love and joy to the community, the floors need to be stripped, sanded, repainted and resealed. This is a costly endeavor that is outside the realm of the school's budget. With the amount of budget cuts occurring within the public school sector, the district does not see any foreseeable circumstance where it can afford to allocate funds to this crucial maintenance. District funds are completely allocated to staff salaries to make sure our students receive the high level of instruction and positive learning environment required to graduate well-adjusted individuals.

The gym not only serves the 600+ students and staff of Solvang School annually, but it also acts as a community center utilized by multiple local organizations serving Solvang and

valley youth. As Solvang does not have its own community recreation center, the Solvang School gym plays an important role in the civic amenities of the city.

Ways the gym is used by Solvang and its residents:

Solvang School

- Monthly assemblies for grades TK-8th grade
- Physical education classes and After School childcare
- Cultural events for students and families like Dia de los Muertos and the Heritage Fair
- Music and band performances in Winter and Spring
- 8th grade Promotion
- Girls/Boys Basketball and Girls/Boys Volleyball – practices and games
- Host the annual Basketball tournaments for the valley's boys and girls school teams
- Scholastic Book Fair
- Annual School Talent Show

Solvang and the surrounding community:

- Solvang Parks and Rec- use the gym for camps and youth sports
- YMCA -youth basketball games and practices
- Fun in the Sun and Boys & Girls Club Summer Camps

5. How many Solvang residents will be impacted by the proposed use of the grant funds?

All Solvang residents will be impacted by the gym floor upgrade either directly or indirectly and for years to come. School students and families will directly benefit and Solvang and Santa Ynez Valley residents can benefit from either attending an event or having a relative that attends the school. At the very least, if the school maintains an average of 600 students per year who have 2 additional family members who benefit from their child's access to the gym for sports or academics that is $1,800 \text{ per year} \times 30 \text{ years} = 54,000$ people who could potentially benefit from this important gym upgrade. On the other side of the spectrum if an average of 5,000 Solvang residents benefit from the gym in some way the impact could reach 150,000 people over the next 30 years.

6. What is the organization's total budget? \$200,00

7. What are the sources of revenue for your organization? How are you funded?

Private Donations, Grants, School Fundraisers

SOLVANG
AGENCY GRANT FUNDING
APPLICATION

Legal Organization/Agency Name and dba if applicable:

Santa Ynez Valley Western Heritage Foundation

Mailing Address:

PO Box 298 Santa Ynez CA 93460

Physical Address:

Rodeo Site Corner of Meadowvale and 246 Santa Ynez, CA 93460

Authorized signer email: (typical signers are usually CEO, CFO): **Kevin Murphy, President**

Total Funding Request: **\$50,000**

1. Authorized contract signer, position, email and phone number, if different than contact number below

**Kevin Murphy, President of the Santa Ynez Western Heritage Foundation
KJMurphys@gmail.com, Cell (805) 588-5720**

2. Contact Person Name, Title within the Organization, Email and phone number:

**Kevin Murphy, President of the Santa Ynez Western Heritage Foundation
KJMurphys@gmail.com, Cell (805) 588-5720**

3. Organization's purpose? Goals and objectives?

We are dedicated to enriching our community by supporting local youth organizations and community events, which are dedicated to preserving Western Traditions and Agricultural Roots in the Santa Ynez Valley. We aim to preserve the rich legacy of the Western Way of Life for future generations.

We hold an annual fundraiser, the Old Santa Ynez Days Rodeo, which is run entirely by volunteers and funded through ticket sales and donations. All proceeds from this fundraising event are donated to youth organizations in our area. We have provided donations to the Ag Program at Santa Ynez Valley High School (\$10,000), Sheriff's Explorers program of Santa Barbara County, Elks Circle of Champions, Elks Children's Christmas fund, to name a few.

We hope to continue to grow the Rodeo, our primary fundraising event, to increase our ability to fund further donations directly to the youth in our community.

4. Provide a detailed accounting of what specific program or event and how the granted funds will be used for that program or event?

Our non profit PRCA sanctioned rodeo, The Old Santa Ynez Days Rodeo, is our primary annual fundraiser. Each year we have seen the event grow and have had wonderful community response and involvement. The rodeo reaches so many people in our community but also beyond. We field phone calls about lodging, events, restaurants, etc, in our area throughout the year through our rodeo.

We are hoping to secure grant funds to increase our advertising budget which is currently \$25,800 based off last years numbers. Grant proceeds will allow us to better market the Rodeo weekend on a national level to draw in more revenue to our area. With the granted funds we can advertise with the Cowboy Channel which can provide the Rodeo and the City of Solvang with national exposure.

5. How many Solvang residents will be impacted by the proposed use of the grant funds?

The Old Santa Ynez Days rodeo draws in spectators from everywhere. We have many participants from out of state as well. Rodeo weekend attendance (including spectators, participants, vendors, etc) is between 4,000-6,000 people. Hotels, rentals, restaurants, retail stores, gas stations, etc all benefit from the weekend Rodeo event. We provide an event that helps to boost the economy in the area and then use any proceeds to give back to the area youth. Your seeing the impact from the fundraiser boost the economy and then as the beneficiary from donations to local youth organizations and events.

6. What is the organization's total budget? **\$351,478**

7. What are the sources of revenue for your organization? How are you funded? (Do not list City grant as part of your revenue).

We are funded through donations and ticket sales for our annual Old Santa Ynez Days rodeo fundraiser.



2025-2026 City of Solvang Grant Application
“Small Business Emergency Response Training Program”



GRANT APPLICATION

Small Business Emergency Response Training

March 31, 2025

Legal Organization Name:

SOLVANG CHAMBER OF COMMERCE

Mailing Address:

P.O. Box 465
Solvang CA 93464



2025-2026 City of Solvang Grant Application
“Small Business Emergency Response Training Program”

Physical Address:

485 Alisal Road, Suite 245
Solvang, CA 93463

Authorized Signor email:

Tracy Beard, CEO/Executive Director
tracy@solvangchamber.com
(805) 688-0701

Contact Person Within Chamber:

Tracy Beard, CEO/Executive Director
tracy@solvangchamber.com
(805) 688-0701

Chaplain Linda Palmer, Community Outreach
Linda@solvangchamber.com
(805) 688-0701

Organization’s Purpose:

The Solvang Chamber of Commerce is a champion of business, providing advocacy, education and resources to the business community. The Chamber’s goal is to ensure the success, stability and resilience of Solvang’s business community in all phases of business life -- startup, daily operation, compliance, marketing and per this Grant Application, emergency response.

Detailed Accounting of Specific Program:

Solvang Chamber of Commerce requests \$46,500 to provide **Small Business Emergency Response Training** to 150 individuals from 50 strategically located small businesses to supplement emergency services provided by the City of Solvang. This is part of the Chamber’s “SOLVANG SAFE™” Initiative focused on training small businesses to improve the safety and quality of life for both residents and visitors. Training to be provided in English and Spanish.



2025-2026 City of Solvang Grant Application
“Small Business Emergency Response Training Program”

Solvang Residents Impacted by the Proposed Grant Funds:

The over 6,000 residents of Solvang as well as the 1.5 million visitors will benefit by having 150 trained individuals who are physically located in the core “Village” area and who can provide basic emergency response in the precious minutes between an incident and arrival of Solvang’s emergency response professionals. No existing program exactly mirrors the proposed Solvang Chamber emergency response training plan. While Cal OES, CSTI, CERT, and other initiatives offer training, they lack the combination of a small tourist using the Chamber to ensure a peer-to-peer, tourism-focused, scalable training effort that is integrated into the City of Solvang Emergency Response Plan.

The goal is 50 strategically located businesses with 150 employees and/or residents in the tourist-centric “Village”.

Solvang Chamber of Commerce Total Annual Budget:

Current - \$246,604.28

Sources of Revenue and funding to the Chamber:

- Membership Dues
- Sponsorships as Available
- County of Santa Barbara
- Economic Development Collaborative (EDC) Contract
- Montecito Bank & Trust

A handwritten signature in blue ink that reads "Tracy Beard CEO". The signature is written over a horizontal line.

Tracy Beard, CEO/Executive Director
Solvang Chamber of Commerce
tracy@solvangchamber.com
(805) 688-0701

SOLVANG
AGENCY GRANT FUNDING
APPLICATION

Legal Organization/Agency Name and dba if applicable: Solvang Danish Days Foundation

Mailing Address: PO Box 1424, Solvang, CA 93464

Physical Address: N/A none

Authorized signer email: (typical signers are usually CEO, CFO): Danishdaysfoundation@outlook.com

Total Funding Request: \$50,000.00

1. Authorized contract signer, position, email and phone number, if different than contact number below
2. Contact Person Name, Title within the Organization, Email and phone number:
Thomas Birkholm, Chairman - Tbirkholm@me.com - (805) 245-0648
Casandra Farris, Co-Chairman - Sass.Farris@gmail.com - (805) 325-1848
3. Organization's purpose? Goals and objectives? ***SEE BELOW

4. Provide a detailed accounting of what specific program or event and how the granted funds will be used for hat program or event?
Funds provided will allow for additional port-a-potties & sanitation stations. Extra cleaning staff, Additional security/police to provide a safe environment. Rentals, including, tables, chairs, tents, etc. Stage & Entertainment.

5. How many Solvang residents will be impacted by the proposed use of the grant funds?
Residents will be impacted. Family members, friends, relatives come each year to Solvang to celebrate Danish Days, which in turn helps the restaurants, the hotels and the businesses.

6. What is the organization's total budget?

\$165,000.00

7. What are the sources of revenue for your organization? How are you funded? (Do not list City grant as part of your revenue).

As a non-profit organization, we depend on donations, the generosity of the community and sponsorships. We also encourage businesses to help by selling our raffle tickets or becoming sponsors of Danish Days. Danish Days is one of the few remaining Scandinavian Festivals in the Country. Generosity, sponsorships and volunteerism keeps our festival strong and exciting.

****Our purpose is to organize and present the annual "Danish Days Festival" in the City of Solvang, which has been supporting and enriching Danish cultural history since 1936. We aim to promote Solvang as a destination with a rich cultural heritage. We strive to offer a unique experience that highlights Solvang's history, community, Danish heritage and traditions, Scandinavian folklore and educational facts about Denmark, etc. Our objective is to create an enjoyable experience for all visitors. We aim to provide a safe, clean and entertaining weekend suitable for people of all ages, ensuring a fun time for both visitors and locals alike.

SOLVANG
AGENCY GRANT FUNDING
APPLICATION

Legal Organization/Agency Name and dba if applicable: Solvang Rotary Foundation

Mailing Address: PO Box 636, Solvang, CA 93463

Physical Address: N/A

Authorized signer email: (typical signers are usually CEO, CFO): Valerie Kissell, President
vaokissell@gmail.com

Total Funding Request: \$ 10,180.00

1. Authorized contract signer, position, email and phone number, if different than contact number below Valerie Kissell, President, vaokissell@gmail.com C: 724-366-3679

2. Contact Person Name, Title within the Organization, Email and phone number:

Steve Palmer, Event Chair, palmer@cdllp.com C: 805-245-8442

3. Organization's purpose? Goals and objectives?

The purposes of this club are to pursue the Object of Rotary, carry out successful service projects based on the Five Avenues of Service, contribute to the advancement of Rotary by strengthening membership, support The Rotary Foundation, and develop leaders beyond the club level. Provide support and services in the community and showcase Solvang by drawing visitors for this very popular event, The 4th of July Parade.

4. Provide a detailed accounting of what specific program or event and how the granted funds will be used for hat program or event?

These funds will be used to provide materials, services and marketing for the annual Solvang 4th of July Parade.

5. How many Solvang residents will be impacted by the proposed use of the grant funds?
Thousands of Solvang residents, Santa Ynez Valley residents and visitors from the region, state and around the world eagerly anticipate the parade. Solvang residents place their chairs and blankets the night before to secure their favorite and best viewing spot.

6. What is the organization's total budget?
\$114,000.00

7. What are the sources of revenue for your organization? How are you funded? (Do not list City grant as part of your revenue).

The Rotary is funded through membership dues and fundraising activities.

SOLVANG
AGENCY GRANT FUNDING
APPLICATION

Legal Organization/Agency Name and dba if applicable: *Viking Charities, Inc.*

Mailing Address: *Vikings of Solvang, P.O. Box 293, Solvang, CA 93464*

Physical Address: *N/A*

Authorized signer email: (typical signers are usually CEO, CFO): *Joe Tyson - joe.tyson@vikingsofsolvang.org*

Total Funding Request: *\$3355*

1. Authorized contract signer, position, email and phone number, if different than contact number below

2. Contact Person Name, Title within the Organization, Email and phone number:

*Roger Lane, Chair Viking Charities Classic Car Show
Roger.Lane@vikingsofsolvang.org*

3. Organization's purpose? Goals and objectives? *The Vikings of Solvang are a philanthropic organization who provides help to those with medical needs in Santa Barbara County. We do this to provide others with a better quality of life.*

4. Provide a detailed accounting of what specific program or event and how the granted funds will be used for that program or event? *We propose to put on the 3rd Annual Viking Charities Classic Car Show in downtown Solvang. We will use local vendors when available and draw over 2000+ visitors to Solvang. It will present Solvang in a positive light and bring additional press coverage and publicity to our great city.*

5. How many Solvang residents will be impacted by the proposed use of the grant funds? *Bringing in spectators and car show registrants to downtown Solvang will potentially benefit shop owners within a 1/4 mile radius in a positive way. Additionally the Viking Charity helps dozens.*

6. What is the organization's total budget?

Total Budget for the 2025 Car Show is \$18,277

7. What are the sources of revenue for your organization? How are you funded? (Do not list City grant as part of your revenue).

Sources of revenue for the event are vehicle registration fees, sponsorships, t-shirt and other merchandise sales as well as a beer and wine garden.

The Vikings of Solvang rely on donations and member fees for their funding.



SUBJECT: Discussion and possible action regarding Solvang Mesa Storm Drain Modifications

PREPARED BY: Randy Murphy, City Manager

DISCUSSION:

Staff conducted a preliminary feasibility study on the potential retrofit of existing catch basins in the Skytt Mesa neighborhood. This study was prompted by community concerns about the safety of fledgling quail and other small wildlife, which are at risk due to the current catch basin design in the area.

In our mild climate, quail and other bird species can have 2-3 hatchings per year. Females usually lay 10-14 eggs, and after about 24 days, the chicks hatch. These chicks are precocial, meaning they are born fully feathered and can walk and forage shortly after hatching.

Last fall, residents of the Skytt Mesa neighborhood expressed concerns about baby birds and small animals slipping through the grates of the neighborhood's catch basins. The current grate design has a bar separation of 1-3/4 inches, large enough to allow small animals to fall through. In response, staff has completed a preliminary feasibility study to explore potential solutions for preventing wildlife from entering the storm drains.

The proposed solution is to retrofit the existing storm drain grates with new, Caltrans ADA-compliant grates, which feature a smaller bar separation of 1/2 inch. Additionally, trash screens may be installed across the curb face to further prevent animals from entering the storm drains. However, due to the design of the current storm drain system, both the frame and grate may need to be replaced. A total of 40 locations would need retrofitting.

The hydraulic impact of this retrofit on the neighborhood's storm drainage system must also be evaluated. The existing system is designed to handle a 25-year storm event and protect residential lots from flooding during a 100-year storm event. Modifying the catch basins will significantly reduce the effective open area, which could affect drainage capacity and increase the risk of clogging by up to 50 percent. This could potentially heighten the risk of flooding during major storm events.

ALTERNATIVES:

1. Perform Hydraulic Analysis: Authorize staff to proceed with the hydraulic analysis and preliminary design review, which would cost \$47,000.
2. Install New Grates Without Hydraulic Analysis: The City could move forward with installing the new Caltrans ADA-compliant grates and trash screens without conducting a hydraulic analysis. However, this approach could lead to unforeseen drainage issues, especially during major storm events, and may increase flooding risks.
3. Full Retrofit with Hydraulic Analysis: The recommended alternative is to replace the existing grates and frames with new Caltrans ADA-compliant grates, install trash screens, and conduct a hydraulic impact analysis to assess and mitigate any potential effects on the storm drainage system. This option balances resident concerns about wildlife safety with the need to maintain the integrity of the storm drainage system.
4. Do Nothing: The City could choose not to make any changes to the storm drain grates, leaving the existing system as it is. While this would incur no immediate cost or disruption, the concerns raised by residents regarding wildlife safety would remain unaddressed.

FISCAL IMPACT:

The total estimated cost for retrofitting the catch basins in the Skytt Mesa neighborhood is as follows:

Description	Amounts (\$)
Hydraulic Assessment and Impact Analysis	\$47,260.00
Replacement of Frame and Grate	\$222,000.00
Installation of Curb Face Trash Screens	\$89,000.00
Staff Time for Additional Cleaning (annual cost)	\$25,600.00
Subtotal	\$383,860.00
20% Contingency	\$76,772.00
Total	\$460,632.00

The Solvang Mesa LLMD could fund this analysis and now would be an ideal time to include it in the LLMD’s budget, which will be reviewed during the Public Hearing on May 12, 2025.

ATTACHMENTS:

- A. MNS Proposal for Hydraulic Assessment and Impact Analysis

January 27, 2025

City of Solvang

Attention: Randy Murphy, City Manager

411 Second Street

Solvang, CA 93463

SUBJECT: City of Solvang, Skytt Mesa Subdivision, Hydraulic Assessment and Impact Analysis for Modified Curb Inlet and Catch Basin Grates

Dear Mr. Murphy,

Thank you for the opportunity for MNS Engineers (MNS) to provide a cost proposal to provide a Hydraulic Assessment and Impact Analysis associated with installing smaller opening storm drain grates and curb inlet screens on the existing curb inlet catch basins for the existing subdivision. Please see our estimated scope of work and cost proposal below.

Project Understanding:

The City of Solvang (City) has recently had baby quail fall into the existing storm drain system. The City wants to determine impacts to the neighborhood drainage system should they pursue potential modifications to the catch basin grates and curb opening to hopefully prevent/minimize further events. MNS understands the existing storm drain system has been designed to adequately convey 25-yr storm events and the streets and residential lots have been designed to be clear from and contain 100-yr storm events without flooding onto residential lots. Decreasing the effective open area of the drainage inlets will need to be analyzed to determine the overall impact to the existing subdivision's drainage system.

Scope of Work:

Task 1 –Existing Condition Hydrology/ Hydraulic Information and Modeling

The MNS team will review the existing hydrology report and hydraulic analysis associated with the Subdivision as designed and constructed by others, if available. MNS will use this data to create the existing condition model. If a past hydrology report or hydraulic analysis are not available, MNS will utilize industry standard design assumptions to prepare the model. Note this proposal does not include survey work. MNS expects to utilize existing City GIS data conversions into CAD format to create a model baseline if no existing CAD work for the project area is available for use.

Task 2 – Modeling the Storm Drain System with Potentially Modified Grated Inlets

The MNS team will utilize the existing hydrology, storm drain and topographical information to model the system with the potential new grates as proposed by the City. The model will be analyzed with the addition of the potential smaller opening grates and shall be run for the 25-yr, 50-yr, and 100-yr storm events. A street spread analysis will be necessary for determining the amount of storm water received by each basin with the modified grates and the amount of storm water that will bypass the grated curb inlets. MNS will provide an impact analysis based on the findings of the modeling with the potential modified grates versus the existing condition.

Task 3 – Modeling the Storm Drain System with Potentially Modified Curb Openings

Building off of the model created and analyzed in Tasks 1 & 2, the MNS team will model the added feature of curb opening screens, or trash capture screens, as have been potentially proposed by the City. A third model will be analyzed with the addition of the potential trash screens and run for the 25-yr, 50-yr, and 100-yr storm events. A street spread analysis will be necessary for determining the amount of storm water received by each basin with addition of trash screens on the curb opening and the amount of storm water that will bypass the grated and screened curb inlets. MNS will provide an impact analysis based on the findings of the modeling with the potential modified grates and curb openings versus the existing condition.

Schedule and Fee:

MNS proposes to provide hydrology and hydraulic modeling, inlet analysis and findings as outlined in the Scope of Work on a time and materials basis. The actual costs billed to the City will be based on actual time spent which may vary depending on the extent of existing data available, comments, and other elements found during review. The budget will require prior written approval from the City if an exceedance of the original total is anticipated. Based upon our project understanding and the estimated number of support hours needed, MNS estimates the total service fee to be \$47,260 as shown in the table below.

Task	Title	Rate	Estimated Hours	Total
Task 1	Lead Engineer	\$285.00	4	\$1,140
	Senior Project Engineer	\$245.00	8	\$1,960
	Assistant Engineer	\$185.00	72	\$13,320
Task 2	Lead Engineer	\$285.00	4	\$1,140
	Senior Project Engineer	\$245.00	16	\$3,920
	Assistant Engineer	\$185.00	56	\$10,360
Task 3	Lead Engineer	\$285.00	4	\$1,140
	Senior Project Engineer	\$245.00	16	\$3,920
	Assistant Engineer	\$185.00	56	\$10,360
			TOTAL	\$47,260



Committed to improving
people's lives every day

We appreciate the opportunity to provide our services on this project and continue working with the City of Solvang. Please feel free to contact me or Kent Yankee at 805-722-4305 or kyankee@mnsengineers.com, should you have any questions or would like to discuss the project.

Sincerely,

MNS Engineers, Inc.

A handwritten signature in blue ink, appearing to read "Jeff Edwards", with a long horizontal flourish extending to the right.

Jeff Edwards, Vice President
Government Services Division





AGENDA ITEM 8.d

Meeting Date: April 28, 2025

SUBJECT: Discussion and direction to Staff regarding modifications to Title 11, Zoning Ordinance Section 11-10-A, Design District Overlay and Chapter 13, Sign Ordinance

PREPARED BY: Rafael Castillo, AICP, Planning and Building Manager

DISCUSSION:

Background

At its November 12, 2024 meeting, City staff provided a staff report regarding the City's existing sign ordinance (Attachment A). At that meeting, the City Council directed staff to obtain additional feedback from the public regarding signage.

At its November 25, 2024 meeting, the City Council approved for first reading, a Zoning Ordinance amendment that repealed and replaced the previous Zoning Ordinance and approved a set of objective design standards within the Solvang Village and Mission Design District, consistent with the General Plan. The City Council directed staff to complete a workshop to go over objective standards and potentially modify the standards and remove or amend certain aspects.

City Staff held a joint Planning Commission and Design Review Committee Workshop on March 13, 2025 to discuss six key items:

- Objective Design Standards with the R-3 Lots and maintain control with DRC input over new projects.
- Incorporation of a "Design Handbook" including the use of approved color palettes.
- Use of A-frame Signs and Sandwich Board Signs within the Village/City.
- Additional Temporary Signage
- Use of Banner Signs in the Village
- Elimination of Content Based Regulation and replacement with objective standards.

Staff would like to ensure direction on these items from City Council and proceed forward with amendments to the Zoning Ordinance.

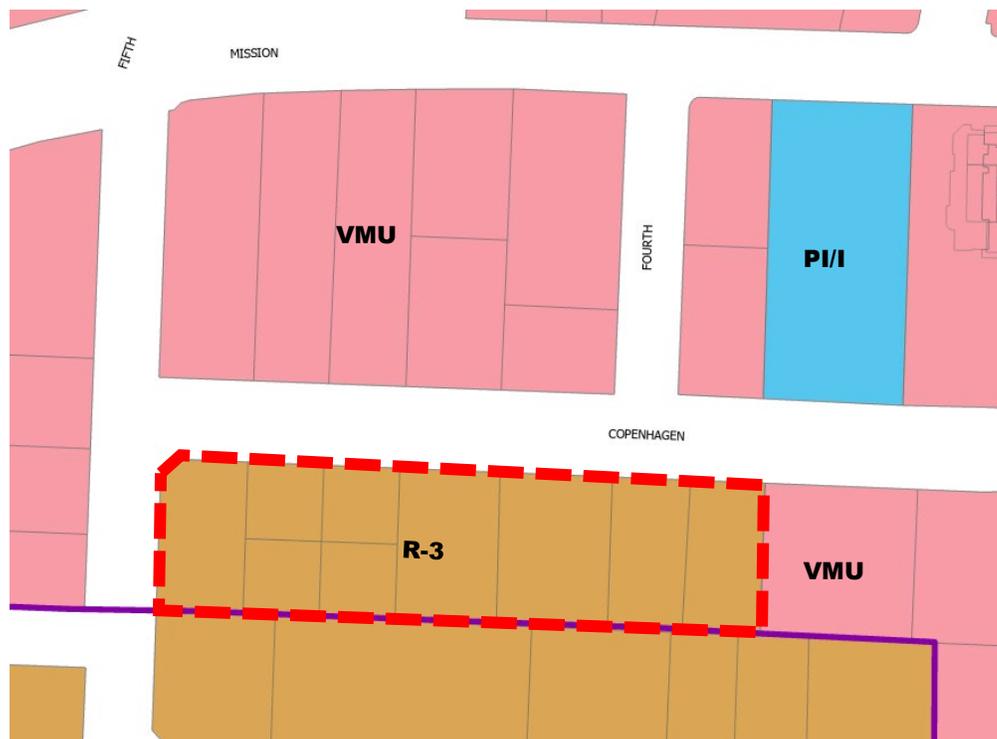
Objective Design Standards in the Design District Overlays

The Village Design District (DD-1), Chapter 10A of the zoning code (Attachment B), includes the Solvang downtown village (lots zoned VMU) and a few residential lots (R-3). The R-3 residential properties were included in the Village Design District (DD-1) at the recommendation of the Planning Commission at its June 3, 2024 meeting. The Planning Commission recommended the inclusion of the vacant residential parcels in the District to ensure that if the existing residences or vacant parcels are re-developed/developed the City could require a similar design as the adjacent properties zoned VMU.

The allowance of mixed-use project in the VMU and the inclusion of residential zoned lots in the Village Design District (DD-1) means it is important to have objective design standards for this District. Under the Housing Accountability Act (HAA), if a proposed housing development project (which includes certain mixed use projects) meets the objective criteria of the General Plan and zoning ordinance (for example, density, height, setbacks, and parking), then the City cannot deny the project or condition the project in such a way that would require it to be developed at a lower density, unless the City makes specific findings. Such findings include, among other things, that the project would have a "specific, adverse impact" on the public health or safety that is based on an objective, identified public health or

safety standard, policy. As a practical matter these specific findings are difficult to make. The result is the City is unable to deny or condition most projects based on subjective standards.

Village Design District (DD-1) R-3 Parcels



Without any objective design standards for the Village Design District, the City would not be able to require Danish design elements for projects on the above identified residential lots or, perhaps more importantly, for qualifying mixed used projects in the Solvang Village area. However, the City can require compliance with objective design standards for such projects. The adopted design standards represent a starting point to allow for some control on design for residential development projects in the Village Design District Overlay Zone, including mixed use projects in the Solvang village area that meet the definition of a housing development project under state law and residential projects on those lots along Copenhagen.

At the workshop, there was consensus for the following modifications to the City's Zoning Ordinance:

A systematic amendment that requires "new structures or replacement structures" to allow a maximum of 49% of new gross floor space dedicated to residential uses. With this change, the City can maintain control of new structures, while allowing flexibility for existing structures that promote infill, and adaptive re-use, generally consistent with the goals and policies of both the General Plan and Housing Element.

City staff seeks direction on moving forward with an amendment to the Zoning ordinance to reflect this language.

Design Handbook and Colors

City staff would like to move forward with repealing the Design Guidelines for the City of Solvang, (<https://www.cityofsolvang.com/DocumentCenter/View/1070/Design-Guidelines>) and replace that with a Design Handbook. This handbook would be of similar vein to the adopted Design Guidelines; however, it would include graphics and other elements to interpret the codified objective standards. This effort would also include adopting a color palate for the Village, which currently does not have such an adopted color scheme. City staff would utilize the DRC for input, with recommendation from the Planning Commission and ultimately adopted by the Planning Commission. City staff would like to receive comments from both the Commission and the DRC to move forward with this. There was an

overwhelming consensus to bring this forward. City staff would like to ensure this is the direction of the Council and to begin work with the DRC on bringing this handbook forward for their review.

A-Frame Signs

At the workshop city staff presented options on A-frame signage based on a survey completed by business owners within Solvang during the Summer of 2024. Options included continuation of an outright ban, allowing a-frame signs in the right of way, or allowing A-frame signs to be placed on private property only. A majority wanted to allow A-frame signs on private property, with language crafted to specify time, place, manner, as well as to ensure the aesthetics match the high-quality presentation for the Village.

Additional Temporary Signage

City staff presented the attendees of the joint workshop the option to begin permitting additional temporary signage. However, this temporary signage would be limited in duration and would be larger than what is currently allowed in the sign ordinance and provide a clearer path forward for approvals. City staff would work with the DRC to refine temporary signage standards.

Elimination of Content Based Regulation and replacement with objective standards.

There is a clear need to eliminate content-based regulations in the sign ordinance. Based on the joint workshop, respondents overwhelmingly agreed that the sign ordinance needs to come into conformance with federal case law. City staff will work with the DRC to eliminate content-based regulations and instead shift to time, place, manner regulations that are unrelated to the content of the signs.

Business and Lack of Signage

The City Council previously wanted to bring forth an item to discuss the lack of signage on some businesses. The current sign code is silent on the requirement for business to have signage, with the exception of required addressing. Typically, businesses place signs to help identify and locate their establishment, therefore it is typically unnecessary to require signage identification for businesses. Some businesses, such as restaurants, make it a point to not have signage, and instead rely on word of mouth, or reviews to create the advertisement necessary. City staff recommends that signage decisions of this sort remain up to the business owners versus mandating a government requirement to install signage to identify a business.

ALTERNATIVES:

None.

FISCAL IMPACT:

None.

ATTACHMENTS:

A – Section -11-10A

B – Chapter 13, Sign Ordinance

**Article A
Design District Overlay**

§11-10A-1. Design District Overlay Zones.

This article sets forth procedures and standards for the establishment of Design Overlay Districts throughout the City. The purpose of the Design Overlay districts includes the following:

- A. Ensure that development within the overlay is in accordance with adopted Community Design Element goals, policies, and objectives within the adopted General Plan. Specifically this article implements the following:
 - 1. Maintain and promote the “Old World Danish” design aesthetic and enhancing a high quality of life for residents, enabling the creation of business opportunities, and maintaining the design aesthetic as viewed from the public realm within the designated village area.
 - 2. Recognize distinctive sites that exemplify the Spanish Colonial Revival structures such as Mission Santa Ines and the landmark Veterans Memorial Building on the north side of Mission Drive (Highway 246) by creating a cohesive design scheme that integrates the existing Spanish Colonial Revival style and architectural features already present within the plan area.
- B. Maintain the existing character, and visual quality of existing building by ensuring new and redeveloped properties adhere to the design aesthetics established in the adopted General Plan.
- C. Assist in ensuring the visual attractiveness of residential development that meets the needs of all social and economic groups consistent with the City’s adopted Housing Element while maintaining the established design aesthetic that makes Solvang and unique and inviting place to live.
- D. Prevent the development of structures or uses which are not of acceptable exterior design or appearance of the established design district overlay.
- E. Protect the integrity of previously attained entitlements.
- F. Provide for decision maker involvement in project design and evolution of these objective standards to ensure conformity to the established design aesthetic, while adhering to new mandates
- G. Facilitate the development or redevelopment of underutilized properties, reduce barriers, and accelerate housing production through the clear communication of design objectives and an efficient review process.

§11-10A-2 Establishment or Amendment of Design Districts.

- A. The City Council may establish new Design Overlay districts, or change boundaries and standards of Design Overlay districts, upon recommendation of the planning commission and for the Village Design District (DD-1) and Mission Design District (DD-2) upon recommendation of the design review committee pursuant to the procedures set forth in Section 11-17-1 of this Zoning Code.
- B. Design Overlay district boundaries shall be shown on the Zoning Map consistent with Section 11-1-2.
- C. Design District Overlays Established.
 - 1. Solvang Village Design District (DD-1), established by Ordinance 24-0378.
 - 2. Mission Design District (DD-2), established by Ordinance 24-0378.

§11-10A-3. Permit Requirements.

Permits shall be required consistent with Chapter 16 of this Zoning Code for uses as set forth in Chapters 6 through 9.

§11-10A-4. Site Planning Requirements.

Chapters 6 through 9 establish requirements for heights, setback, and lot requirements, unless specified in this Chapter.

§11-10A-5. Mixed-Use Projects In Design Districts.

A mixed-use project may combine residential uses with any other uses allowed in the applicable zone where allowed by the underlying zoning district. The residential component of mixed-use development is allowed at ground level where not facing the street frontage (horizontal mixed-use) and on upper stories (vertical mixed use) as specified by this Article.

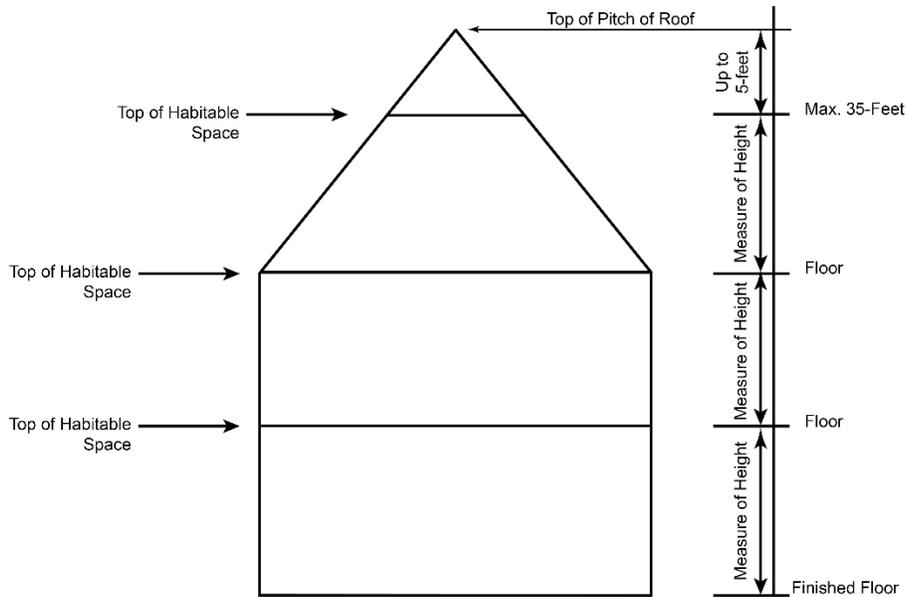
§11-10A-6. Village Area Design District (DD-1) Standards.

- A. When Required. This Section provides standards for development projects within the established Solvang Village Design District, including the following:
 - 1. All new structures/buildings within the established district boundary, with the exception of ADUs in conjunction with existing single-unit dwellings and properties zoned Public/Institutional;
 - 2. Redevelopment projects that propose façade improvements greater than 500 square feet that require a building permit;
 - 3. Additions greater than 500 square feet with the exception of existing single-unit dwellings;
 - 4. Projects that propose an additional story or stories, with the exception of additions to single-unit dwellings;
 - 5. All proposed re-painting of existing structures within the district, with the exception of existing single unit residences, and ADUs for single-unit dwellings.
 - 6. All proposed re-roofs of existing structures.

- B. Building Form and Design.
 - 1. Façade.
 - a. All sides of new structures shall include the following façade materials. These materials may be utilized as a stand-alone, or in combination.
 - i. Wood
 - ii. Faux wood material that mimics wood grain texture and colors including but not limited to trex, panels, siding, and other similar architectural grade materials.
 - iii. Stucco with smooth finish.
 - b. Unarticulated or blank walls adjacent to public right-of-way shall not run in a continuous plane of more than fifteen (15) feet without incorporating at one or more of the following:
 - i. An opening with transparent glazing providing views into work areas, display areas, patios, outdoor spaces, sales areas, lobbies, or similar spaces.
 - ii. A working door for ingress/egress.
 - iii. Public art.
 - 2. Architectural Materials. The following are permitted architectural details are required on all new structures. These may be utilized as a standalone, or in combination.
 - a. Bricks.
 - i. Red or yellow hue bricks comprised of either clay or faux veneer that mimics red/yellow hue clay bricks.
 - ii. Bricks shall be uniform in size.
 - iii. Bricks may be utilized as an accent band on a wall or series of walls.

- iv. Bricks utilized as accent band shall be a minimum of four (4) feet in height from finished floor elevation or to the base of required ingress/egress window, whichever is less.
- b. Half-timbering.
- i. All beams shall consist of wood or synthetic composite wood like materials, and concrete. Composite material shall mimic the finish grain of wood.
 - ii. Main beams (Balker) shall be Horizontal with a minimum width of six (6)-inches with a maximum width of eighteen (18) inches.
 - iii. Vertical Posts (Stolper). Shall be spaced evenly and align with the main beams (Balker). Minimum spaces shall be two (2) feet apart from each horizontal post, not to exceed eight (8) feet.
 - iv. Diagonal Braces (Skråbånd) shall be utilized to add visual interest.
 - v. Timber Colors. Shall be dark colors to give the appearance of finished wood, such as including dark brown, charcoal grey, or other darker tones.
 - vi. Pattern. Timbers may be placed in a vertical, horizontal, or diagonal pattern to create a grid or crisscross appearance.
- c. Stone or cobbles.
- i. Stones such as limestone, fieldstone may be utilized. Faux stone shall be permitted if the material mimics appearance of natural stone.
 - ii. Cobble stone may be utilized on walkways or other synthetic materials. Cobble stone shall range in shapes with diameter minimum of four (4) inches to a maximum of four (4) inches, as approved by the City Engineer, and meets ADA requirements.
 - iii. Stone or cobble stone utilized for accent bands shall consist of no more than 30 percent of surface of wall plane facing a public right of way or alleyway.
 - iv. Mortar utilized in stone or cobble application shall be in a color that complements the stone.
3. Building Mass and Height.
- a. Measure of Height for structures. Measurement of floors and structure height shall consist of the following within the Design District:
- i. Building height shall be measured from finished floor area to the top of plate for habitable spaces, and shall not exceed thirty-five (35) feet in height.
 - ii. Architectural appendages and roofing may extended up to five (5) feet beyond the maximum height.
 - iii. Architectural features of structures such as windmills, bell towers, steeples, and other similar features, shall not exceed fifty (50) feet consistent with Section 11-7-4.
 - iv. Minimum first floor height shall be twelve (12) feet, as measured from finished floor, with a maximum of fifteen (15) feet for multi-story buildings for mixed-use projects.
 - v. Minimum floor height for residential projects shall be ten (10) feet.
 - vi. Elevator shaft or stairway. An elevator or stairway to a rooftop deck/upper story open space that is no more than 100 square feet in area and set back from any building edge by at least five feet may exceed the maximum height limit by up to eight (8) feet.

Example of Measurement of Heights



b. Overhangs. Structures that are two stories and above that extend beyond the lower floors (jettying) shall adhere to the following:

- i. Extend a minimum of twelve (12) inches from the first floor, not to exceed twenty-four (24) inches as measured from the edge of the first-floor façade.
- ii. Decorative brackets. The use of decorative brackets shall be spaced at a minimum of twenty-four (24) inch intervals.

4. Roofing

- a. Decorative Brackets. Use of decorative brackets to support eaves is encouraged. Materials shall consist of decorative wood consistent with this chapter.
- b. Eaves. Eaves shall extend a minimum of twelve (12) inches to a maximum of eighteen (18) inches.
- c. Ridge caps. The use of decorative ridge caps to enhance the roofline is encouraged.
- d. Roof Form and Structure. Roofs shall have a minimum pitch of 30 degrees with a maximum pitch of 60 degrees.
- e. Roofing Materials. Roofing materials shall consist of the following.
 - i. Clay Tiles, either red or orange hues.
 - ii. Slate Tiles, either red, orange hues, or natural stone color.
 - iii. Architectural grade asphalt composition that mimics the appearance of traditional roofing materials that contain dimensionality and color variation.
 - iv. Variation and dimensionality. Layering may also be utilized to create dimensionality and color variation.
 - v. Metal. Shall be constructed of panels that include Standing Seams, matte color either red, orange hues, or natural stone color.
 - vi. Synthetic Thatched Roof.
- f. Rooflines shall be vertically articulated at a maximum of fifty (50) foot intervals along the street frontages through the use of the following:
 - i. A change in roof height.
 - ii. A change in roof pitch
 - iii. Use of a dormer, gables, parapet, or chimney.

5. Windows.

- a. Decorative elements. Decorative elements are encouraged including but not limited to mullion patterns such as diamond or grid layouts. The use of

bars/dividers are also encouraged. If bars/dividers are utilized, the following standards shall be applicable.

- i. Divider/Bars shall be proportionally spaced, dividing windows into smaller panes in either six over six (6:6) or eight over eight (8:8) design schemes.
 - ii. Minimum divides/bars shall have a minimum depth of six (6) inches.
 - b. Placement. Windows shall be placed symmetrically on the façade and adhere to the following spacing standards:
 - i. Spaced a minimum of twelve (12) inches.
 - ii. Windows shall be located a minimum of twenty-four (24) inches from corners of buildings.
 - iii. Vertical distance between the tops of the windows on one floor and the bottoms of the windows on the floor above should be at least twelve (12) inches.
 - c. Proportions. Windows shall have a height-to-width ratio of 2:1 to 3:2, reflecting traditional proportions.
 - d. Trim. Use of Trim shall consist of wood or molding that compliments and contrasts from the selected building color. Trim shall be a minimum depth of six (6) inches.
6. Ornamental Details.
 - a. Balconies. Balconies may be utilized on second stories and above with the following standards:
 - i. Width of balcony shall be a minimum of three (3) feet, with a maximum width of six (6) feet.
 - ii. Railing height shall have a maximum height of forty-two (42) inches if balcony is utilized as outdoor space. A minimum height of thirty (30) inches for railings not utilized as outdoor space.
 - iii. Balconies shall have a minimum twelve (12) inch projection from the façade.
 - iv. Railing design shall consist of wrought iron, or powder coated steel/aluminum that mimic the appearance of wrought iron.
 - v. Baluster spacing shall be no greater than four (4) inches apart.
 - vi. Placement of balcony(ies) shall be centered on the facade, aligning with other architectural elements including windows and doors.
 - b. Chimneys. Chimneys may be utilized with the following standards:
 - i. Shall extend a minimum of three (3) feet above the roof line.
 - ii. Minimum width of a chimney shall be two (2) feet for residential structures and four (4) feet for commercial/mixed-use structures.
 - iii. Minimum depth shall be eighteen (18) inches.
 - iv. Position chimneys shall either be at the center of a roof line or at the gable ends of the building.
 - v. Stone or brick materials shall be utilized for the façade of the chimney.
 - vi. Decorative caps shall be utilized. Metal caps shall be permitted.

C. Lighting. Exterior structure lighting shall adhere to the following standards.

1. Design. Lighting fixtures shall complement building design.
2. Shielded fixtures. Fully shielded fixtures shall be utilized that direct light downward and prevent light from escaping upward.
3. Fixtures on buildings. Light fixtures shall be limited to a maximum height of fifteen (15) feet or the height of the building, whichever is less.
4. Lighting Type. Outdoor lighting shall utilize energy-efficient fixtures/lamps such as light-emitting diodes (LED), compact fluorescent lamp (CFL) lights, or other energy-efficient fixtures.
5. Height. Outdoor lighting affixed to poles shall not exceed fifteen (15) feet in height, or meet minimum height for consistency with the Building Code, whichever is less.

6. Pathway and Walkway lighting. Bollards with downward-facing lights to illuminate paths without causing glare or skyglow shall be utilized.
- D. Landscaping and Open Spaces. Developments are required to meet minimum landscaping and open space standards set forth in Section 11-7-4. The following shall also be applicable.
1. Developments greater than 15,000 square feet in gross floor area shall be required to incorporate publicly accessible outdoor spaces which include a minimum of two (2) of the following:
 - a. Shaded seating areas;
 - b. Public art;
 - c. Dining areas oriented towards the public right-of-way;
 - d. Other public amenities in courtyards consistent with proposed building design.
 2. Private Residential open spaces. Development projects with proposed residential development shall include a minimum of 60 square feet of private open space. Minimum dimension, width or depth, of any private residential open space shall be five (5) feet. The private open space shall be accessible from within the unit and may include patio areas, balconies, and decks, but not stairs, entrance decks, stoops, and/or landings.
 - a. Conversion of Existing Commercial Space to Residential. Conversion of existing commercial spaces (either commercial or storage occupancies) that is converted to residential units within the DD-1 overlay, does not require private open space.
 3. Common Residential Open Space. Common residential open space may be utilized to meet private residential open space requirements. The following standards shall be applicable:
 - b. Minimum dimension, width or depth, of any common residential open space area shall be fifteen (15) feet.
- E. Parking and Vehicle Access.
1. Vehicle access shall be located on alleys and side streets where available.
 2. Except for driveway access, off-street parking, off-street vehicle loading, and vehicular circulation areas is prohibited between the building and the primary street frontage.
 3. In the drive aisle, decorative materials such as pavers or scored or colored concrete shall be required from the back of sidewalk for a minimum of five feet in depth.
 4. Driveway Curb Cuts. Curb cuts shall not exceed one curb cut for every 50 feet of street frontage.
- F. Pedestrian Access and Circulation.
1. Primary Pedestrian Entrance. For all residential and nonresidential uses, at least one primary entrance to a ground-floor use shall face the primary street frontage. Individual residential entries may face a secondary/side street or be accessed through the interior of the building. On corner parcels, the primary entrance may face the street corner of the primary street and a secondary street.
 2. Required Pedestrian Connections. An internal system of pedestrian walkways shall be designed to provide direct access connections to and between the following:
 - a. Entrances to each primary structure;
 - b. Off-street parking areas or parking structures;
 - c. All site amenities or public gathering spaces; and
 - d. The public sidewalk system along the perimeter streets abutting the development.
 3. Minimum Walkway Width. Internal walkways shall be a minimum of six (6) feet wide where located adjacent to any common open space areas. Internal walkways elsewhere on the property shall be a minimum of four feet wide.
 4. Walkways through Vehicle Areas. At each point that the on-site pedestrian walkway system crosses a parking lot, internal street, or driveway, the walkway or crosswalk shall be clearly marked by a change in paving materials distinguished by color, texture, or height.
- G. Trash Enclosures and Screening. Solid waste and recycling enclosures shall be articulated consistent with the structure design and are screened from the public-right of-way.

- H. Colors. Façade colors shall utilized approved color palettes contained in the adopted Design Handbook. Alternative colors may be approved by the planning commission with recommendation by the design review committee.
- I. Alternative Compliance. Design standards are not intended to limit creative solutions. Requests for alternative compliance through Section 11-10A-8 Modification to Standards process may be accepted for any application to which these standards apply.

Attachment C – Chapter 13 Sign Ordinance

Chapter 13 Sign regulations

§ 11-13-1 Title.

The regulations contained in this chapter shall be known and referred to as the "Sign Regulations" or "Solvang Sign Ordinance" and the provisions of this chapter shall prevail over any conflicting provisions of this title or of this code. The procedures set forth in this chapter shall prevail over any procedures set forth in other chapters of this title, except where state law requires otherwise.

§ 11-13-2 Purpose and intent.

The city has a national and international reputation as a unique and distinctive Danish/Northern European village in a California setting of natural beauty and historic tradition. Solvang possesses a special small town character that draws residents and visitors to the area. The suitability and appropriateness of signage helps to maintain and perpetuate this unique community identity. As a prominent part of the scenery, signage will attract or repel the viewing public and affect the safety of vehicular and pedestrian traffic. Because the city relies on its physical beauty and village design theme to attract tourism and commerce, aesthetic considerations are essential to the economic welfare and future economic significance of the community. Therefore, it is the intent of the city, through this chapter, to protect and enhance the city's character and its economic base through the provision of appropriate and aesthetically attractive signage. It is also the intent to minimize their distracting effect on vehicle drivers by limiting the size, type and location of signs and therefore improve traffic safety.

It is the expressed policy of the city that signs are to be tastefully designed, understated and are to create a harmonious relationship in terms of color, size, materials and appearance with the buildings and the surroundings on which they are placed. It is also the intent to help perpetuate the old world Danish/Northern European design theme in the village area through appropriate and authentically designed signage. Additionally, such signs must serve primarily to identify the legal name of the establishment, organization or business on which they are placed without excessive competition for visual attention (see definition of "sign verbiage").

The city has two distinctly different commercial areas: the village and the Alamo Pintado commercial areas. The village, as shown as the Village Mixed-Use (VMU) Zone on the city's zoning map, is of a distinct Danish/Northern European theme primarily oriented to the tourist trade with special architectural standards which reflect this theme. Signage in this area must be designed in character with the old world vernacular. The Alamo Pintado commercial area is distinctively different. This area functions primarily for the needs of the local Solvang and Santa Ynez Valley community. The architectural style is not characterized by any particular theme except to be well landscaped, set back and well integrated architecturally. Since these areas function differently and maintain their own architectural character, the style of signage shall reflect the individual design character of these areas.

These sign regulations are also based upon the city's responsibility to protect the general public's health, safety and welfare. The city finds that it is in the interest of aesthetics, economic development, traffic safety, and pedestrian safety to enact these sign regulations. These sign regulations will:

- A. Maintain and improve the aesthetic environment and overall community appearance to foster the city's ability to attract sources of economic development and growth;
- B. Encourage the effective use of signs as a means of communication in the city and reduce possible traffic and safety hazards from confusing or distracting signs;
- C. Implement quality sign design standards that are consistent with the city's general plan, zoning ordinance and appearance review guidelines;
- D. Enable fair and consistent enforcement of these sign regulations;

- E. Minimize possible adverse impacts of signs on private and public property in order to maintain property values and to maintain a positive city image;
- F. Enhance traffic safety by ensuring that signage does not distract, obstruct or otherwise impede traffic circulation and to safeguard and preserve the health, property, and public welfare of Solvang residents through prohibiting, regulating, and controlling the density, location, and maintenance of signs;
- G. Permit noncommercial signage wherever other signage is permitted within this chapter subject to the same standards and total maximum allowances for a site of each sign type specified in this chapter.

§ 11-13-3 Applicability.

This chapter shall apply to all property and land within the jurisdiction of the city of Solvang. It is unlawful for any person, firm, or corporation that owns, occupies, or controls property in the city of Solvang to construct, maintain, display, alter, or allow to exist, a sign within the city, except in conformance with this chapter.

§ 11-13-4 Exempt signs and devices.

The following signs and devices are exempt from the provisions of this chapter. The following signs may be installed without a sign permit provided they meet the requirements listed below:

- A. Civic Event Signs. Any civic event sign. Signs may be erected not more than 30 days prior to the event and shall be removed within 24 hours after the time of the event and shall not exceed 24 square feet in size. Only one such sign shall be erected per lot.
- B. Construction Signs. One temporary construction sign, provided the sign does not exceed six square feet in a One-Family Residence District or 24 square feet in all other districts, is used only to indicate the name of the construction project and the names and locations of the contractors, architects, engineers, landscape designers, project or leasing agents and the financing company, is displayed during construction only, and does not exceed six feet in height at the edge of the public right-of-way when freestanding.
- C. Governmental Signs. Signs required to be maintained or posted by law or governmental order, rule or regulation. Signs specifically required by federal, state or city law, of the minimum size required.
- D. Hazard Warning Signs. Any temporary sign warning of construction excavation or similar hazards as long as the hazard exists.
- E. Noncommercial Signs. A noncommercial sign, not exceeding six square feet total for each lot in residential districts and 24 square feet total for each lot in nonresidential districts. Such a sign shall be erected only with the permission of the property owner or tenant. In each instance and under the same conditions to which this chapter permits any sign, a sign containing an ideological, political or other noncommercial message and constructed to the same physical dimensions and character shall be permitted.
- F. No Trespassing Signs. Any “no trespassing” sign, prohibiting or restricting access to property, provided it is not more than one square foot in size, is placed at each corner and each entrance to the property and at intervals of not less than 50 feet or in compliance with requirements of law.
- G. Official Signs. Official federal, state and local sign and notice issued by any court, person or officer in performance of a public duty.
- H. Open House Signs. Any temporary “open house” sign. Only one sign is allowed on each street frontage of the property. Such a sign may be single or double faced and is limited to three

square feet or less. Its supporting structure shall not exceed four feet in height. A maximum of three off-site signs shall be allowed. Such signs shall be erected and removed on the day of the open house, and shall not be fastened or attached in any way to any building façade or architectural element.

- I. Parking Lot/Directional Sign. Any parking lot and other traffic directional sign not to exceed two square feet in area limited to guidance of pedestrian or vehicular traffic within the premises upon which they are located. There shall be erected no more than three such signs in each parking lot or more than one per entrance.
- J. Product/Operating Information Signs. Any gasoline pump, telephone booth, and newsrack sign, provided any sign on such a device identifies only the product contained therein, or displays operating instructions, and the lettering does not exceed two inches in height.
- K. Real Estate Signs. A sign on a building or in the ground which indicates that the property is for sale, rent or lease. Only one such sign is allowed on each street frontage of the property. Such a sign may be single or double faced and is limited to six square feet or less, including any portions of the sign that hang off the bottom (e.g., price reduced, do not disturb occupant, in escrow, etc.) on property in all zone districts and shall not exceed six feet in height as measured from the edge of the public right-of-way when freestanding. If affixed to the building, such signs shall be secured using semipermanent fasteners such as screws or nails. Use of tape or string, or draping on the outside of the building is not permitted.
- L. Residential Identification Signs. One identification sign of not more than one square foot for a residence.
- M. Street Identification Signs. Any street name and/or address stamped or painted on a curb.
- N. Temporary Festival Decorations. Any temporary festival decoration or display, except one requiring a building, electrical or other permit (see definition of "temporary festival decoration").
- O. Temporary Signs.
 - 1. One temporary sign placed in a window advertising or announcing a civic event or function, a community service or an activity of a charitable or nonprofit organization. Such sign shall not exceed six square feet.
 - 2. One temporary fundraising event sign placed in a window or a planter, not to exceed six square feet.
- P. Traffic Safety Signs. Traffic control and directional signs or devices erected by local, county or state government.
- Q. Utility Signs. Signs erected by a public utility or common carrier to warn of dangers, such as the location of underground facilities.
- R. Window Signs. Signs within 18 inches of the window and not affixed to the window, which do not exceed one square foot.

§ 11-13-5 Prohibited signs.

The following signs are prohibited and subject to immediate abatement by the city of Solvang's code enforcement officer:

- A. Attention Getting Devices.
 - 1. Signs which rotate, move, glare, flash, change, reflect, blink, or appear to do any of the foregoing, except signs as designed in the old world style in the village area as

determined by the design review committee.

2. Animated signs except as designed in the old world style in the village area as determined by the design review committee.
 3. Outdoor decorations, embellishments, ornaments or merchandise used as an attention getting device, including, but not limited to: fabric, plastic, wood, balloons, paper, metal or merchandise attached or placed outside of a single commercial business, a shopping center or complex, except as approved by the design review committee in accordance with section 11-13-14 "Exceptions to Sign Standards," of this chapter. Outdoor planters and temporary festival decorations shall not be considered as outdoor decorations.
 4. Any temporary sign outside of a building or attached to the exterior of a building, including banners, placards, streamers, balloons or similar devices, except as provided in section 11-13-4 of this chapter.
 5. Signs visible from the public street, parking lot, or exterior areas attached or placed on merchandise or material stored outdoors.
 6. Signs which cover or interrupt architectural features, with the exception of approved temporary signs.
 7. Commercial mascot signs, within the village area.
- B. Awning or Canopy Signs. Signs on awnings or canopies, except on the valance and approved by the design review committee.
- C. Banners. Banners, except by special permit issued by the city manager.
- D. Billboards. Billboards or billboard type signs.
- E. Changeable Copy Signs. Signs containing changeable copy, except theater marquee signs, business directories, church, museum signs, gas price signs, restaurant menu display cases, and chalkboards, as approved by the design review committee. Changeable copy signs may be integrated into the ground or pole sign up to 15 square feet as additional signage to the maximum allowed upon design review committee approval.
- F. Hazardous Signs. Signs that create a hazard by obstructing clear views of pedestrian and vehicular traffic.
- G. Inflatable signs.
- H. Internally Illuminated Signs. Signs with internal illumination, except as permitted in subsection 11-13-7(A)(14) of this chapter.
- I. Mobile Commercial Signs. No person shall park any vehicle on a public right-of-way or in a location on private property which is visible from a public right-of-way which has attached thereto or suspended therefrom any sign, except a sign painted directly upon, magnetically affixed to or permanently affixed to the body or other integral part of the vehicle. The primary use of such vehicles shall be in operation of the business and not in advertising or identifying the business premises. The vehicle shall not be parked for the sole purpose of advertising.
- J. Neon and LED Signs. Neon and LED signs within the village area, visible from the exterior of the building, with the exception of one of the following for a hotel/motel: "No," "Sorry No" or "Vacancy" sign. Neon and LED signs outside the village area greater than two square feet in size.

- K. Obscene Signs. Any sign displaying obscene, indecent or immoral matter.
- L. Off-Premises Signs. Off-site commercial signs, except real estate signs, governed by California Civil Code section 713.
- M. Pole Signs. Pole signs, with the exception of designs approved by the design review committee for single businesses having an appropriate setback and building frontage which exceeds 100 linear feet.
- N. Portable commercial signs.
- O. Roof Signs. Signs and any other graphics which extend, wholly or in part, above the eave line of a structure to which it is attached.
- P. Second Floor Signs. Signs on second floors for businesses on the first floor, except as permitted in subsection 11-13-7(A)(10) of this chapter.
- Q. Signs Which Block Ingress or Egress. Any sign, except as may be required by other code or ordinance, placed or maintained so as to interfere with free ingress or egress from any door, window or fire escape.
- R. Signs Without Permission of Owner. Signs erected without the permission of the owner, or his or her agent, of the property on which such sign is located.
- S. Signs on Public Property. Any sign, other than a sign installed by a public agency or as approved by the city council, located in or on any public property, including sidewalks and parkways.
- T. Simulated Traffic Sign. Any sign which by color, shape, wording or location, resembles or conflicts with any traffic control sign or device. Any sign containing red, yellow or green lights, within 30 feet of a public right-of-way that could be confused with traffic signal lights.
- U. Signs on Trees, Poles, Etc. Any sign, generally of a temporary nature, posted or attached to trees, poles, stakes, fences or the exterior of a building or structures.
- V. Signs on Utility Poles or Traffic Control Devices. Signs attached or placed adjacent to any utility pole, parking meter, traffic signpost, traffic signal, historical marker or any traffic control device.
- W. Window Signs. Signs in the window, adhered to the glass, except for open, closed and hours, help wanted and temporary window signs approved by the planning manager pursuant to section 11-13-11 of this chapter. Except decorative window painting and lettering pursuant to subsection 11-13-10(E) of this chapter.

§ 11-13-6 Plans for shopping, office and industrial complexes.

- A. An overall sign plan shall be required for shopping centers, office complexes, industrial centers and shopping complexes in accordance with section 11-13-18 of this chapter. The owner of the real property shall apply for approval of an overall sign plan for a particular center or complex. Overall sign plans are subject to review and approval by the design review committee. If no overall sign plan is on file, individual shops will be required to be reviewed on an individual basis.
- B. All signs shall be in substantial compliance as determined by the planning manager with the approved overall sign plan for the particular center.

§ 11-13-7 Sign standards.

- A. Standard Regulations.

1. Signs are to primarily serve to identify the name of the business. Additional business specific information may be included (see definition of "business specific information").
2. Business specific information is limited to six words per sign. If multiple signs are proposed, the same six words are to be used. (For example, if three signs are proposed, the signs may not have a total of 18 different descriptors.) Websites and telephone numbers will count as one word each.
3. If a website is proposed as part of the business specific information, it may not include "www" or "http.//" (i.e., cityofsolvang.com).
4. Within the village area, letter height shall be limited to a maximum of eight inches, except where it can be found that a larger letter height is consistent with building size, architecture or setback from public right-of-way as determined by the design review committee.
5. Outside the village area, letter height shall be limited to a maximum of 10 inches, except where it can be found that a larger letter height is consistent with building size, architecture or setback from public right-of-way as determined by the design review committee.
6. A relocated sign shall be considered a new sign and shall require review and approval by the design review committee for the new location.
7. Sign color must be consistent with the eighteenth century Danish/Northern European design theme as illustrated in the design review committee guidelines and is subject to approval by the design review committee. Day-Glo and neon colors are not permitted.
8. Architectural projections or sign structures shall not increase the number or area of permitted signs, nor shall they be used as a device which is, in itself, a sign, unless such a sign is permitted under this chapter.
9. Sign structures shall be free of unsightly electrical or supporting features, such as bracing, angle iron, guywires and cables.
10. Individual businesses located on the second or third floor of a building will have the same criteria as those located on the ground floor. The total sign area for all signs shall be computed as specified in subsection (C)(1) of this section. All signs must be located on the building level of business location (i.e., signs for a second/third floor business may not be hung on the first floor of the building).
11. A projecting, hanging or under canopy sign must clear the nearest sidewalk by a minimum of seven feet. Projecting signs may project no more than four feet into the public right-of-way.
12. A kiosk is permitted on private property in all nonresidential districts, subject to approval of the design review committee. Kiosks on public property must be approved by the city council.
13. Externally illuminated signs shall use top mounted light fixtures which shine light downward and are fully shielded. Low lumen output lights are encouraged. Such lighting shall be approved by the design review committee. Landscape lighting shall not illuminate signage.
14. Signs may be internally illuminated, with light directed through the letters set in an opaque background. Internally illuminated signs in the village area are restricted to one "Vacancy/No Vacancy" sign per hotel/motel and one "Open" or "Serving" sign per primary food/beverage establishment only. (See definition of "lighted sign.")
15. Churches, schools, and other public or semipublic facilities may have one site sign not exceeding 18 square feet in area, provided that, except for the name of the premises, the lettering shall not exceed three inches in height, and such signs in residential districts shall not be internally illuminated.
16. Display cases are permitted with design review committee approval. Such display cases shall not exceed 20 square feet. Any signage (i.e., name of business) within or on the display case, shall be calculated into total sign square footage allowed pursuant to sections 11-13-8 and 11-13-9 of this chapter.
17. A flat silhouette cutout sign may be permitted within the village area in addition to allowable square footage, provided that the following criteria are met:
 - a. Silhouette cutout sign shall be in conformance with the definition of a symbol

- sign.
 - b. Silhouette cutout sign shall require design review committee and approval.
 - c. Silhouette cutout sign must be constructed of wood or metal only.
 - d. The design review committee must determine that the size of the silhouette cutout sign is proportionate to the building or suite that the sign is proposed to enhance.
 - e. Lettering shall not be allowed, except as a creative way to display verbiage which may be required by law.
 - f. Silhouette cutout sign may not consist of photographic images.
18. Murals are permitted in addition, if they conform to the design guidelines and are reviewed and approved by the design review committee.
19. Painted window borders are permitted for each building frontage in accordance with the provisions outlined below:
- a. Window painting is limited to around the outermost border only. No interior borders may be painted (i.e., interior borders on French-paned windows).
 - b. Border may be one inch wide for every foot of linear width of window. Design widths may vary, however no design shall exceed the allowable border width (for example, a six foot-wide window may have a six inch painted border). Border shall be measured from the edge of the window. No designs shall be allowed within the center of the window. Maximum border width for windows wider than 10 feet shall be 10 inches.
 - c. Designs must be consistent with the design review committee design guidelines and sign criteria.
 - d. Design review committee approved is required prior to any window painting.
 - e. If painting is done on the outside of the window, a sealer shall be applied.
 - f. Regular maintenance program required to maintain quality.
20. Signs on benches are allowed in addition, provided that the following criteria are met:
- a. Bench style and sign design shall require design review committee and approval.
 - b. If proposed bench sign is identical to a previously approved sign on the building, such sign will not require separate design review committee approval.
 - c. Business specific information is prohibited on bench signs.
 - d. Lettering is limited to one inch in height.
 - e. Signage on benches is limited to businesses within Solvang, donors (i.e., "In Memory of"), and nonprofit organizations under IRS 501(c)(3) status.
 - f. Benches bearing the name of a business must be located on or immediately contiguous to the property on which the business is located.
 - g. An encroachment permit shall be obtained from the city of Solvang (if within public right-of-way), and written permission from the contiguous property owner, and the business owner whose frontage will be affected.
 - h. Signage is limited to either the front or rear of the bench backing. Only one side is to be used for signage purposes.
 - i. A maximum of two benches is allowed per entity.
 - j. The bench must be of sturdy design and safe for the intended purpose of providing seating for the general public. The person or entity installing the bench shall be responsible for its maintenance and repair and shall indemnify the city for any damages from injuries caused to any person using the bench.
- B. Construction, Maintenance and Display Procedures—Proper Sign Maintenance Required. Any sign, awning or umbrella erected and/or installed on any parcel of land within the city shall be properly maintained at all times. The business owner shall have the duty to keep all signs, awnings or umbrellas associated with such business in a state of good repair, and to see that the sign(s), awning(s) or umbrella(s) is not permitted to deteriorate or fall into disrepair to such an extent that it becomes dangerous or unsightly. Visible rot, mold or rust, falling or broken parts, peeling or faded paint, faded or torn fabric, missing letters, broken sign brackets or hangers, burnt out lamps, and unmaintained plantings in ground sign planters shall be prima facie evidence that a sign, awning or umbrella is not in a state of good repair. No sign permit is required for repainting, cleaning and other normal maintenance and repair of a sign, awning,

lamp, or umbrella unless the structure, design, color or character is altered.

1. Notice to Repair. When the code enforcement officer determines that such a sign, awning or umbrella exists in a state of disrepair, he or she shall issue to the owner of the sign and/or business, a notice of such disrepair and the need for corrective action.
2. Issuance of Citation. If the sign and/or business owner takes no action within 30 days, the code enforcement office shall issue a citation to correct the violation.
3. Removal of Sign. If the business owner still takes no action within 10 days after issuance of the citation, the sign, awning or umbrella shall be considered abandoned, and shall be removed by the property owner, after written notification from the city.
4. Abandoned Signs. Abandoned signs, awnings or umbrellas shall be removed by the property owner within five days of notification by the city.
5. Removal of Sign at Owner's Expense. If the property owner fails to remove the sign, awning or umbrella as directed in subsection (B)(4) of this section, an additional citation may be written and city code enforcement will remove the sign, awning or umbrella at the owner's expense.

C. Measurement Calculations.

1. Measuring Sign Area. In order to calculate the size of a sign, the following provisions shall apply:
 - a. If the sign is enclosed by a box or outline, the area of the sign includes that portion of the sign comprised of said box or outline.
 - b. If the sign consists of individual letters attached directly to the building, wall or valance of an awning, the size is calculated by drawing a rectangle around each line of copy.
 - c. In the case of wall signs not enclosed by a box or outline, the background area shall be included in the sign area measurements.
 - d. The identical faces of a double sided projecting, hanging, pole or ground sign shall be counted only once for the purposes of calculating sign area.
 - e. If the sign is irregularly shaped, a box shall be drawn around the sign and used to calculate the square footage of the proposed sign.
2. Measuring Street Frontage. In computing street frontage for the purposes of determining whether the center is entitled to a ground or pole sign. If the property abuts two or more such streets, only one such street shall be used in computing the footage. In choosing between two or more such streets, the street carrying the greater traffic shall be used in computing the footage, but if the traffic is equal on two or more streets, the longer street frontage shall be used in computing the footage.

§ 11-13-8 Sign standards within the VMU (Village Area).

The following standards shall be applied to signs in the VMU Zone, notwithstanding the standards established by sections 11-13-7 and 11-13-10 of this chapter:

Standards for Exterior Commercial Signs in the Village Area

Maximum square footage of signage allowed 1 square foot per linear foot of dominant building frontage and 1/2 of a square foot per linear foot of subordinate building frontage. Not less than 12 square feet.

Sign colors Consistent with eighteenth century Danish/Northern European design theme. Day-Glo and neon colors are not permitted.

Types of Signs Allowed	Maximum Size Per Sign	Maximum Letter Height	Included in Overall Maximum Square	Design Review Committee Information
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Standards for Exterior Commercial Signs in the Village Area

		Footage Required			
Wall sign	7 sq. ft.	8"	Yes	Yes	A wall sign placed in the space between windows shall not exceed more than 2/3 the height of the window, or major architectural details related thereto.
Projecting sign	7 sq. ft.	8"	Yes	Yes	Must have 7' of clearance from the sidewalk and project no more than 4' beyond building façade.
Hanging or under canopy sign	7 sq. ft.	8"	Yes	Yes	Must have 7' of clearance from the sidewalk.
Awning signs	None	5"	No	Yes	Letter height for 2 descriptive words = 3".
Window lettering	n/a	6"	Yes	Yes	Shall not exceed 25% of window area. Limited to a single pane. Limited to business name and logo.
Accessory sign	1 sq. ft.	n/a	No	No	A separate unit displaying information. Must not be attached to

Standards for Exterior Commercial Signs in the Village Area

					another sign.
Symbol sign (projecting)	3 sq. ft.	n/a	No	Yes	Lower edge of sign must be at least 7' from finished grade and project no more than 3' beyond building façade.
Chalkboard changeable menu	6 sq. ft.	n/a	No	Yes	Primary food/beverage businesses only.
Menu display case	18" x 24"	n/a	No	Yes	Primary food/beverage businesses only.
Umbrellas and umbrella sign	n/a	5"	Yes (50%)	Yes	Up to 50% of umbrellas may include logo/lettering with BAR approval.
Ground sign	30 sq. ft. 6'6" maximum height	8"	Yes	Yes	For businesses with dominant frontage of 50' or more only.
Pole sign	50 sq. ft. 13'0" maximum height	8"	Yes	Yes	For businesses with dominant frontage of 100' or more only.
Directory sign	If proposed as a ground sign, 6'6" maximum	8"	No	Yes, except individual business signs.	For multiple occupancy buildings/shopping complexes

Standards for Exterior Commercial Signs in the Village Area

	height				only.
Flat silhouette cutout sign	As determined by the BAR	8"	No	Yes	See section 11-13-7(A)(17) of this chapter for specific regulations.

§ 11-13-9 Sign standards outside the VMU Zone.

The following standards shall be applied to signs in all commercial and industrial zones, except the VMU, notwithstanding the standards established by sections 11-13-7 and 11-13-10 of this chapter.

Standards for Exterior Commercial Signs Outside the Village Area

Maximum square footage of signage allowed 1 square foot per linear foot of dominant building frontage and 1/2 of a square foot per linear foot of subordinate building frontage. Not less than 12 square feet.

Types of Signs Allowed	Maximum Size Per Sign	Maximum Letter Height	Included in Overall Maximum Square Footage	Design Review Committee Review Required	Information
Wall sign	12 sq. ft.	10"	Yes	Yes	A wall sign placed in the space between windows shall not exceed more than 2/3 the height of the window.
Projecting sign	12 sq. ft.	10"	Yes	Yes	Must have 7' of clearance from the sidewalk and project no more than 4' beyond building façade.
Hanging or under canopy sign	12 sq. ft.	10"	Yes	Yes	Must have 7' of clearance from the sidewalk.

Standards for Exterior Commercial Signs Outside the Village Area

Awning signs	None	5"	No	Yes	Letter height for 2 descriptive words = 3".
Window lettering	n/a	6"	Yes	Yes	Shall not exceed 25% of window area. Limited to a single pane. Limited to business name and logo.
Accessory sign	1 sq. ft.	n/a	No	No	A separate unit displaying information. Must not be attached to another sign.
Symbol sign (projecting)	3 sq. ft.	n/a	No	Yes	Lower edge of sign must be at least 7' from finished grade and project no more than 3' beyond building façade.
Chalkboard changeable menu	6 sq. ft.	n/a	No	Yes	Primary food/beverage businesses only.
Menu display case	18" x 24"	n/a	No	Yes	Primary food/beverage businesses only.
Umbrella sign	n/a	5"	Yes (50%)	Yes	Up to 50% of umbrellas may include logo/lettering with BAR approval.
Ground sign	50 sq. ft. 6'6"	10"	Yes	Yes	For businesses

Standards for Exterior Commercial Signs Outside the Village Area

	maximum height				with dominant frontage of 50' or more only.
Pole sign	50 sq. ft. 13'0" maximum height	10"	Yes	Yes	For businesses with dominant frontage of 100' or more only.
Directory sign	If proposed as a ground sign, 6'6" maximum height	10"	No	Yes, except individual business signs.	For multiple occupancy buildings/shopping complexes only.

§ 11-13-10 Sign standards by type.

This section is intended to be used in conjunction with other standards contained in these sign regulations. In no case may the maximum square footage of total signage, size of signs, or their illumination levels, exceed the standards provided by sections 11-13-8 and 11-13-9 of this chapter, except in accordance with section 11-13-13, "Modifications," of this chapter.

A. Wall Signs—Signage Guidelines.

WALL SIGN. A sign affixed in any manner to any exterior wall of a building or structure and which is parallel to and projects not more than six inches at all points from the building on which it is located.

Within the village area, signs shall be designed to enhance the special character of the village and the buildings on which they are placed. Individual lettering in the traditional "old world" style is preferred.

A wall sign may be attached flat against or pinned away from the wall. A wall sign placed in the space between windows on the same story shall not exceed more than 2/3 the height of the window, or major architectural details related thereto. A wall sign placed between windows on adjacent stories as part of an approved overall sign plan for a shopping complex shall not exceed 2/3 the height between said windows.

1. Location and Number Permitted. As allowed in accordance with square footage limits.
2. Size Limit.
 - a. Within the Village Area. Maximum seven square feet. Background area shall be included in the sign area measurements.
 - b. Outside the Village Area. Maximum 12 square feet. Background area shall be included in the sign area measurements.

3. Illumination. Wall signs may be illuminated in accordance with section 11-13-7(A)(13) of this chapter.

B. Projecting Signs—Signage Guidelines.

PROJECTING SIGN. Any sign which projects from and is supported by a wall of a building with the display surface of the sign perpendicular to the building wall.

Within the village area, signs shall be designed to enhance the special character of the village and the buildings on which they are placed. Individual lettering in the traditional "old world" style is preferred. Wrought iron brackets are to be specifically designed and in compliance with historic building designs.

A projecting sign must clear the nearest sidewalk by a minimum of seven feet. Projecting signs may project no more than four feet beyond the building façade.

1. Location and Number Permitted. One projecting sign per building frontage, as allowed in accordance with square footage limits.
2. Size Limit.
 - a. Within the Village Area. Maximum seven square feet.
 - b. Outside the Village Area. Maximum 12 square feet.

The identical faces of a double-sided projecting or hanging sign shall be counted only once for the purposes of calculating sign area. If the sign is enclosed by a box or outline, the area of the sign includes that portion of the sign comprised of said box or outline. The support bracket is not included in the area of the sign.

3. Illumination. Projecting signs may be illuminated in accordance with section 11-13-7(A)(13) of this chapter.
4. Symbol Sign. One additional projecting sign may be permitted for each business as follows, and does not count toward total square footage of signage allowed:
 - a. Consisting of only a symbol relating to the activity on the premises.
 - b. Projecting no more than three feet beyond the building façade.
 - c. Not exceeding three square feet in sign area.
 - d. Not internally illuminated.

C. Under Canopy/Arcade Signs—Signage Guidelines.

UNDER CANOPY/ARCADE SIGN. A hanging sign attached to and located below any eave, roof, canopy, awning or arcade.

Within the village area, signs shall be designed to enhance the special character of the village and the buildings on which they are placed. Individual lettering in the traditional "old world" style is preferred.

A hanging under canopy/arcade sign must clear the nearest sidewalk by a minimum of seven feet.

1. Location and Number Permitted. One under canopy/arcade sign per building frontage, as allowed in accordance with square footage limits.

2. Size Limit.

- a. Within the Village Area. Maximum seven square feet.
- b. Outside the Village Area. Maximum 12 square feet.

The identical faces of a double sided projecting or hanging sign shall be counted only once for the purposes of calculating sign area. If the sign is enclosed by a box or outline, the area of the sign includes that portion of the sign comprised of said box or outline.

3. Illumination. Wall signs may be illuminated in accordance with section 11-13-7(A)(13) of this chapter.

D. Awning Signs—Signage Guidelines.

AWNING SIGN. Any sign or graphic attached to, painted on, or applied to the valance of a canvas awning.

Awning signs shall include the name of the business on the front valance, not to exceed five inches in height. Two additional words of business specific information may be used per awning side (front, left, right, etc.) for a maximum of six descriptive words total. Descriptions shall not exceed three inches in height. Websites and phone numbers are prohibited on awnings. Such signage shall not be included into overall maximum square footage.

The use of awnings over doors and windows is encouraged where appropriate. Awnings shall have a minimum four to twelve (4:12) pitch with a straight or slightly scalloped valance. Valances shall not exceed eight and one-half (8-1/2) inches in depth. Any alteration or deviation from this standard will be considered if found to be traditionally appropriate to the architecture of the building. Individual lettering in the traditional "old world" style is preferred.

If lettering on the valance of an awning needs to be changed, replacement of the valance or the use of a snap-on valance with the new lettering is encouraged.

1. Location and Number Permitted. See guidelines above. Awning signs are permitted in addition to allowable sign square footage with design review committee approval.
2. Size Limit. See guidelines above.
3. Illumination. Awning signs may not be illuminated.

E. Window Lettering—Signage Guidelines.

WINDOW LETTERING. The name of the business or establishment painted directly on the inside or outside surface of a glass window. Only the name of the business and/or logo is permitted, and is calculated into the allowable square footage maximums.

Within the village area, individual lettering in the traditional "old world" style is preferred.

Must meet specific regulations (see below).

Each business may have window lettering for each building frontage in accordance with the provisions outlined below.

1. Only the name of the business and/or logo is permissible. No other wording or lettering is allowed.

2. The name of the business and/or logo shall be used only once per window.
3. If the window is paned (i.e., French windows), lettering is limited to a single pane (for example, a word may not be spelled out with one letter in each pane extending across the window).
4. Maximum letter height is six inches.
5. Lettering square footage shall be calculated within the allowable overall signage per building frontage.
6. Lettering shall not exceed 25% of the window area.
7. Designs must be consistent with the design review committee design guidelines and criteria.
8. Design review committee approval required prior to any window lettering.
9. If lettering is done on the outside of the window, a sealer must be applied.
10. Regular maintenance program required to maintain quality.

F. Accessory Signs—Signage Guidelines.

ACCESSORY SIGN. A separate unit displaying information (e.g., customer parking, upstairs, caution, open, shops, etc.) which is not attached to or supported from any other sign and not made a part thereof.

Accessory signs larger than the sizes specified in this section will be considered only if they are designed in conjunction with or made an integral part of the signage existing on the subject building or project and are approved by the design review committee as to size, location, and design.

1. Location and Number Permitted. One per building façade. Accessory signs are permitted in addition to allowable sign square footage.
2. Size Limit. One square foot.
3. Illumination. Accessory signs may not be illuminated.

G. Chalkboard or Changeable Menu Signs—Signage Guidelines.

CHALKBOARD SIGN. A changeable copy sign made up of a smooth, hard panel for writing on with chalk. Usually green or black. Does not include dry erase boards.

A chalkboard/changeable menu sign is permitted for restaurants, winetasting rooms, and other businesses whose primary business is food/beverage (see definition of "primary food/beverage business") pursuant to the following regulations:

For the advertisement of food and beverage, and entertainment items only. The chalkboard may not exceed 24 inches by 36 inches in size.

The board must either be attached to a wall, or on a pole in the ground or in a planter, or affixed to the building with hooks or other brackets to facilitate temporary use. The board shall not be leaned against a wall, fence, or otherwise portable and may not be located in the public right-of-way.

Copy may be changed without design review committee approval.

1. Location and Number Permitted. One sign per primary food/beverage business. Chalkboard/changeable menu signs are permitted in addition to allowable sign square footage with design review committee approval.
2. Size Limit. Maximum six square feet, 24 inches by 36 inches.
3. Illumination. Chalkboard/changeable menu signs may be illuminated in accordance with section 11-13-7(A)(13) of this chapter.

H. Menu Display Case—Signage Guidelines.

MENU DISPLAY CASE. A permanently affixed structure or case that displays the menu for primary food/beverage businesses, behind glass or plastic.

Within the village area, signs shall be designed to enhance the special character of the village and the buildings on which they are placed. Individual lettering in the traditional "old world" style is preferred. A restaurant menu may be displayed in the restaurant window but may not be affixed to the window pursuant to section 11-13-5(W) of this chapter. Menu display cases must be approved by the design review committee as to appearance and location.

1. Location and Number Permitted. See guidelines above. Menu display case(s) are permitted in addition to allowable sign square footage with design review committee approval.
2. Size Limit. Maximum 18 inches by 24 inches.
3. Illumination. Menu display cases may be illuminated in accordance with section 11-13-7(A)(13) of this chapter.

I. Umbrella Signs—Signage Guidelines.

UMBRELLA SIGN. Any sign or graphic attached to, painted on, or applied to, the fabric of an umbrella. Letter or logo height shall not exceed five inches.

Umbrellas are permitted for restaurants and other businesses whose primary business is food/beverage (see definition of "primary food/beverage business") pursuant to the following regulations.

Umbrellas must be approved by the design review committee as to quality, color and location.

If umbrellas are to be located within the public right-of-way, an encroachment permit is required from the public works department.

Fifty percent of all lettering or logos proposed on umbrellas must be included in overall square footage of signage.

Umbrellas shall be maintained in good condition and shall not be torn or faded.

If approved by the design review committee, up to 50% of proposed umbrellas may contain matching lettering or logos.

1. Location and Number Permitted. As allowed by design review committee.
2. Size Limit. None.
3. Illumination. Umbrella signs may not be illuminated.

J. Ground Signs—Signage Guidelines.

GROUND SIGN. Any sign advertising goods manufactured, produced or sold or services rendered on the premises upon which the sign is placed, or identifying in any fashion the premises of any owner or occupant, which is an integral part of a landscaped planter, and which is supported by one or two posts offset to one side from the center of a solid base, the total height of which does not exceed six feet six inches above grade, measured at the edge of the public right-of-way, or six feet six inches above the base of the sign structure when the grade of the public right-of-way is at least three and one-half (3-1/2) feet lower than the natural grade at the base of the sign, whichever is higher. In no case shall an artificial grade be established for the sole purpose of placing a sign at more than six feet six inches above the grade at the edge of the public right-of-way.

1. Location and Number Permitted. One low freestanding sign to identify a shopping center or office building complex is allowed on each street frontage. Freestanding signs for individual businesses within a complex are not considered appropriate and will not be permitted.
 - a. Within the Village Area. Each individual business or each shopping complex that has a sufficient setback from the right-of-way and at least 50 feet of dominant building frontage, consistent with ordinance requirements, may have one ground sign not to exceed six feet six inches above grade and is to be an integral part of a landscaped planter. Supporting posts must be architecturally treated or screened by landscaping. A ground sign which exceeds six square feet in area shall not be located within 75 feet of any other ground sign. Prior to the issuance of a sign permit, ground signs on corner street intersections shall be approved by the city engineer to ensure the placement of the sign will not adversely affect traffic or pedestrian safety. Such signage shall be included into the overall allowed square footage.
 - b. Outside the Village Area. Each entrance or shopping center that has a sufficient setback from the right-of-way and at least 50 feet of dominant building frontage, may have one ground sign not to exceed 50 square feet in total sign area. A ground sign which exceeds six square feet in area shall not be located within 75 feet of any other ground sign. Prior to the issuance of a sign permit, ground signs on corner street intersections shall be approved by the city engineer to ensure the placement of the sign will not adversely affect traffic or pedestrian safety. Such signage shall be included into overall allowed square footage.
2. Size Limit.
 - a. Within Village Area. Thirty square feet in total sign area.
 - b. Outside Village Area. Fifty square feet in total sign area.
3. Illumination. Lighting sources should be carefully considered so as not to cause a problem with excessive light and glare.

Signs may be internally illuminated with light directed through the letters set in an opaque background (see definition of "lighted sign").

Externally illuminated signs shall use top mounted light fixtures which shine light downward and are fully shielded. Low lumen output lights are encouraged. Such lighting shall be approved by the design review committee. Landscape lighting shall not illuminate signage.

- a. Within Village Area. Internally illuminated signs in the village area are restricted to hotels/motels and primary food/beverage businesses only.

K. Pole Signs—Signage Guidelines.

POLE SIGN. Any sign, other than a ground sign, which is supported by a raised planter at least 18 inches in height, erected on one or more upright(s) supported from the ground, the height of which is greater than six feet six inches and no higher than 13 feet above grade at the edge of the public right-of-way, and which is not part of any building or structure other than a structure erected solely for the purpose of supporting a sign.

Within the village area, signs shall be designed to enhance the special character of the village and the buildings on which they are placed. Individual lettering in the traditional "old world" style is preferred.

A pole sign is allowed for a single business with dominant building frontage of 100 feet or more. However, it may not exceed 13 feet above the grade and 50 square feet of total sign area. The pole shall not be used in the sign area calculations, but shall be included to determine the overall height. Such signage shall be included into the overall allowable square footage.

1. Location and Number Permitted. One pole sign per business, as allowed in accordance with square footage limits.
2. Size Limit. Maximum 50 square feet.
3. Illumination. Pole signs may be illuminated in accordance with section 11-13-7(A)(13) and (14) of this chapter.

L. Directory Signs—Signage Guidelines.

DIRECTORY SIGN. A group of signs clustered together in a single structure or compositional unit which directs attention to a business, industry, profession or service conducted on the premises where the sign is displayed. This sign is used to direct attention to several occupants of the same building, or shopping center, or complex.

Within the village area, signs shall be designed to enhance the special character of the village and the buildings on which they are placed. Individual lettering in the traditional "old world" style is preferred.

Signs for multiple occupancy buildings/shopping complexes may be on a directory, each sign on the directory shall not exceed two square feet for each business. One directory sign is allowed for each entrance into a complex. A maximum of two descriptive words and a directional arrow is permitted.

Outside the village area, signs for multiple occupancy buildings and shopping centers may be on a directory. Each sign on the directory shall not exceed two square feet for each business. One directory sign is allowed for each entrance into a center.

1. Location and Number Permitted. One directory sign per entrance into a complex or center.
2. Size Limit. None, except when directory sign is proposed as a ground sign, then regulations for square footage and height shall be in conformance with that allowed under ground signs. Individual business signs on directory shall not exceed two square feet.

3. Illumination. Directory signs may be illuminated in accordance with section 11-13-7(A)(13) of this chapter.

§ 11-13-11 Standards for temporary signs.

- A. Temporary Signs Requiring a Sign Permit. The following signage requires a temporary sign permit from the planning division to ensure size and time restrictions, as noted. Sale and noncivic event sign permits may be issued annually.

Type	Time Limit
VMU Zone (Village Area)	

Grand Opening Signs. Signs announcing the opening of a new business, which in the aggregate do not exceed 10 sq. ft. in size or 25% of the window area, whichever is greater. Such signs shall be erected for no more than 30 days prior to the scheduled opening of the business and shall be removed no later than 30 days after the opening of the business.	60 days.
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Sale or Other Temporary Window Signs. A temporary window sign such as a "Sale" sign not exceeding 6 sq. ft., or 50% of the window area of each façade, whichever is greater, is permitted. Professional design of the sign is encouraged. The decision of the planning manager may be appealed to the design review committee. The planning division shall be notified at least 24 hours in advance of each display date.	7 consecutive days and not more than 28 total days per year.
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Noncivic Event Sign. One (1) temporary noncivic event sign announcing a special event may be permitted. The decision of the planning manager may be appealed to the design review committee. The planning division shall be notified at least 24 hours in advance of each display date. The following size limitations shall apply.	3 consecutive days per event and not more than 36 total days per year.
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A. Businesses with up to 50 linear feet of dominant building frontage shall be allowed a sign of 6 sq. ft.,

B. Businesses with between 50 to 100 linear feet of dominant building frontage shall be allowed a sign of 12 sq. ft., and

C. Businesses with over 100 linear feet of dominant building frontage shall be allowed a sign of 18 sq. ft.

Commercial Zones (Outside Village Area)	
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Grand Opening Signs. Signs announcing the opening of a new business, which in the aggregate do not exceed 10 sq. ft. in size or 25% of the window area, whichever is greater. Such signs shall be erected for no more than 30 days prior to the scheduled opening of the business and shall be removed no later than 30 days after the opening of the business.	60 days.
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Sale or Other Temporary Window Signs. A temporary window sign not exceeding 4 sq. ft., or 25% of the window area of each façade, whichever is greater, is permitted. The planning division shall be notified at least 24 hours in advance of each display date.	30 consecutive days and not more than 60 total days per year.
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Noncivic Event Sign. 1 temporary noncivic event sign announcing a special event may be permitted. The decision of the planning manager may be	3 consecutive days per event and not more than
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Type	Time Limit
appealed to the design review committee. The planning division shall be notified at least 24 hours in advance of each display date. The following size limitations shall apply.	36 total days per year.
A. Businesses with up to 50 linear feet of dominant building frontage shall be allowed a sign of 6 sq. ft.,	
B. Businesses with between 50 to 100 linear feet of dominant building frontage shall be allowed a sign of 12 sq. ft., and	
C. Businesses with over 100 linear feet of dominant building frontage shall be allowed a sign of 18 sq. ft.	
B. Temporary Signs Not Requiring a Sign Permit (Exempt). The following temporary signs are exempt and may be displayed without a sign permit provided they meet the specified requirements. Also see section 11-13-4 "Exempt Signs," of this chapter.	

Type	Time Limit	Size Limit	Location and Number
Civic Event Sign. Any civic event sign. Signs may be erected not more than 30 days prior to the event and shall be removed within 24 hours after the time of the event.	30 days	24 sq. ft.	1 such sign per lot.
Community or Charitable Event Sign. 1 temporary sign placed in a window advertising or announcing a civic event or function, a community service or an activity of a charitable or nonprofit organization.	None	6 sq. ft.	1 sign per event or function.
Fundraising Event Sign. 1 temporary sign announcing a fundraising event.	None	6 sq. ft.	1 sign per event, placed in a window or a planter.

§ 11-13-12 Sign permits—Application and processing procedures.

A. Application and Fee.

1. Any person desiring to construct, maintain or display a sign for which a land use clearance is required shall submit an application, the necessary submittal fee and submittal requirements to the planning division. An application form and a list of submittal requirements shall be provided by the planning division. The fee shall be set by resolution of the city council.
2. Except for the signs stated in section 11-13-4 of this chapter, on any parcel of land within the city, no sign shall be erected, applied, installed, affixed, altered, relocated or projected as an image and no copy shall be changed, except on approved changeable copy signs, without a land use clearance first issued by planning manager.
3. Certain signs requiring a land use clearance may be approved by the planning manager without any further discretionary review by the design review committee. Any such signs that may be approved by the planning manager shall be determined by the design review committee in their guidelines as approved by the city council and as stated in section 11-13-11 of this chapter. The planning manager may refer any such signs to the design review committee.

B. Processing Applications.

1. The planning division staff shall review the application and materials and determine

- completeness within five working days from the date of filing. For signs allowed to be approved by the planning manager, action to approve, conditionally approve or deny the application shall be within 10 working days from the acceptance date of the application.
2. No sign application will be accepted if any of the following provisions apply:
 - a. The sign has been installed in violation of the provisions of this chapter and the application does not include an affidavit signed by the property owner providing that the signs will be brought into conformance regardless of the consequences of the submitted application.
 - b. The sign permit application is substantially the same as an application previously denied by the planning manager, or the design review committee, or on appeal by the city council, unless:
 - i. Twelve months have elapsed from the date of the decision on the application, or
 - ii. New evidence of proof of changed conditions is furnished in the new application.
- C. Review by Design Review Committee. All applications for a sign approval except as permitted in subsection (A)(3) of this section shall be reviewed by the design review committee prior to the issuance of a land use clearance. The design review committee shall take action to approve, conditionally approve or deny the application at the next available design review committee meeting.
- D. Sign Review Criteria/Findings.
1. In reviewing a sign permit application the following criteria shall be considered:
 - a. The sign is in proportion to and visually consistent with the architectural character of the building.
 - b. There is no needless repetition, redundancy or proliferation of signage.
 - c. The sign does not obscure from view or unduly detract from existing signage.
 - d. The size, shape, color and placement of the sign and any lighting is compatible to and harmonious with the building which it identifies and with the area in which it will be located.
 2. If the sign permit application satisfies the above criteria and complies with the other provisions of this chapter, it shall be approved.
- E. Fees. A fee, as set by a resolution of the city council, shall be paid at the time of application to cover the cost of processing.
- F. Appeals. The applicant or any interested person may appeal decisions concerning sign applications as follows:
1. Appeals to the Design Review Committee. Any action regarding signs by the planning manager may be appealed by the applicant or any interested party to the design review committee. Said appeal shall be in writing, shall state the reasons for the appeal and shall be filed with the planning division within 10 calendar days of the decision. A hearing shall be held by the design review committee within 30 days of the date of the filing of the appeal.
 2. Appeals to the City Council. Any action of the design review committee may be appealed by the applicant or any interested party to the city council, pursuant to title 1, chapter 6 of this code.
 3. Judicial Review. An action of the city council is subject to judicial review under California Code of Civil Procedure section 1094.8. Any such action must be commenced no later than 90 days after notice of a city council decision.
- G. Expiration. An application which has been approved by for which no land use clearance has been issued, shall expire after six months from the date of approval. A six month extension may be granted by the planning manager if the application is in substantial compliance with the approved application.

§ 11-13-13 Modifications.

- A. Modification of Sign Sizes, Heights or Numbers. Signs that exceed the sizes, heights or numbers permitted in this chapter may be permitted when the design review committee finds that the proposed sign is harmonious in relation to the size and location of the building on which

it will be placed and the size and location of the area on which the building is constructed. Ground signs or pole signs, as allowed, that exceed sizes, heights and numbers permitted may be permitted when the design review committee finds that the proposed size, height or number is architecturally harmonious in relation to the size and location of the business, shopping center, or complex so long as the totals do not exceed 13 feet high and 50 square feet in sign area.

- B. Applications. Applications for modifications shall be made to the planning division on forms provided thereof. A list of necessary application materials shall be provided by the planning division. All applications shall contain the information as required by the planning manager. Applications shall be signed by the owner of the property on which the sign is to be placed or by the tenant of said property with a statement of consent to the approved modification signed by the owner of the property.
- C. Fee. A fee, as set by resolution of the city council, shall be paid with the application to cover the cost of processing.
- D. Hearing. The design review committee shall consider the application at a hearing. Notice of the time and place of the hearing shall be given by mail prior to the hearing to the applicant and the owner of the property, if not the applicant.
- E. Appeals. Any decision of the design review committee on a modification may be appealed by the applicant or any interested party to the city council, pursuant to title 1, chapter 6 of this code.

§ 11-13-14 Exceptions to sign standards.

- A. Exceptions to Sign Standards. Unusual site conditions or other design factors may warrant signs not otherwise permitted by these regulations.
- B. Applications. Applications for exceptions shall be made to the planning division on forms provided thereof. A sign permit application which includes a request for exceptions to standards established by these regulations is subject to design review committee and shall include the reasons for the request. All applications shall contain the information as required by the planning manager.
- C. Owner's Signature. Applications shall be signed by the owner of the property on which the sign is to be placed or by the tenant of said property with a statement of consent to the approved exception signed by the owner of the property.
- D. Fee. A fee, as set by resolution of the city council, shall be paid with the application to cover the cost of processing.
- E. Hearing. The design review committee shall consider the application at a hearing. Notice of the time and place of the hearing shall be given by mail prior to the hearing to the applicant and the owner of the property, if not the applicant.
- F. Findings for Approval of an Exception. Granting an exception to the sign regulations must be based on at least one of the following findings:
 - 1. There are exceptional or unusual circumstances applying to the property involved which do not apply generally to properties in the vicinity with the same zoning, such as, but not limited to:
 - a. The presence of a legal, nonconforming use;
 - b. Visual obstructions;
 - c. Unusual building location or setback;
 - d. Unusual building design, architectural style, or historic significance.
 - 2. The sign for which an exception is requested is a nonconforming sign that acts as a neighborhood landmark or focal point while not disrupting views of prominent community landscape features. When granting an exception, the design review committee shall require that as many nonconforming elements of the sign as possible be eliminated while allowing its basic form and character to remain.
 - 3. The exception is consistent with the intent and purpose of the sign regulations (see section 11-13-2 of this chapter) and will not constitute a grant of special privilege or entitlement inconsistent with limitations applied to other properties in the vicinity with the same zoning.
 - 4. The sign exception is for superior design and will not result in visual clutter and is

consistent with the intent and purpose of these sign regulations.

- G. Appeals. Any decision of the design review committee on an exception may be appealed by the applicant or any interested party to the city council, pursuant to title 1, chapter 6 of this code.

§ 11-13-15 Nonconforming signs.

A. Definitions.

Legally in Existence. Any sign which has a valid land use clearance or building permit on file with the city or county of Santa Barbara building department on or before the effective date of this chapter.

Nonconforming Sign. Every sign legally in existence on the effective date of: (1) the ordinance adopting this chapter; or (2) any ordinance amending this chapter which violates or does not conform to the provisions of such ordinance or any such amendment.

B. General Provisions. A nonconforming sign may not be:

1. Changed to another nonconforming sign, except for face changes.
2. Structurally altered. The removal of menu boards, neon signs and ancillary signs shall not be deemed a structural alteration.
3. Expanded.

C. Removal.

1. Any sign installed after the effective date of: (a) the ordinance adopting this chapter; or (b) an ordinance amending this chapter which does not comply or does not have the required land use clearance or building permit, is an illegal sign. Such signs shall be removed or made to conform within 10 days of written notice from the planning division.
2. Any sign erected on or before the effective date hereof which does not have a valid land use clearance or building permit on file with the city or the county of Santa Barbara building department, is an illegally erected sign. Such signs shall be removed or made to conform to the provisions of this chapter within one year of the date of written notice from the planning division or immediately upon change of use, owner or lessee of the premises.
3. A sign which does not conform to the provisions of this chapter, but which was legally erected and was maintained on or before June 12, 1980, and which did not conform to the regulations in effect at that time, shall be removed or made to conform within one year after written notice from the planning division, or immediately upon change of use, owner or lessee of the premises.
4. Exceptions to the provisions of this section shall be granted by the design review committee upon the application of any owner of an on site sign who presents substantial evidence showing the following:
 - a. There are exceptional circumstances applicable to the property on which the nonconforming sign is located, including size, shape, topography, location or surroundings, which make it practically impossible to effectively identify the property to the public if strict application of all the provisions of this chapter is required; or
 - b. The sign possesses unique features which make it a significant part of the historical heritage of the area in which it is located.
5. Denial of a request for an exception may be appealed pursuant to the provisions of title 1, chapter 6 of this code.
6. A relocated sign shall be considered a new sign.

§ 11-13-16 Noncurrent, abandoned or unsafe signs.

A. Noncurrent and Unsafe Signs.

1. Noncurrent. Any sign, including its supporting structure, which no longer identifies the current occupant or which otherwise fails to serve its original purpose after a lapse of three months shall be deemed to be a public nuisance and shall be removed by the owner of the property on which it is located upon 10 days' written notice by the planning division.
2. Unsafe. Any sign that, in the opinion of the city building official, is unsafe or insecure, shall be deemed a public nuisance and shall be corrected or removed, together with any

supporting structure, by the owner of the property on which the sign is located, within 10 days' written notice by the city building official or planning division.

3. Failure to Abate. In the event the property owner has not begun removal of the sign and its supporting structure within the time limits set forth in subsections (A)(1) and (A)(2) of this section the planning manager shall cause to be filed for recordation with the county recorder, a notice of intention to record a notice of order to abate describing the real property, naming the property owner thereof, describing the violation and giving notice of a city council hearing. The building official shall give written notice by personal delivery or mail to the property owner that the city intends to carry out the removal of the sign and supporting structure and have the cost of said removal be made a charge against the property owner and lien against the property, unless the sign is removed, repaired or reconstructed so as to eliminate the condition that is in violation of this chapter. The building official shall also advise the property owner that he or she has a right to a scheduled hearing before the city council for the purpose of final determination that the sign is "noncurrent" or "unsafe" as defined under this section. Said hearing shall begin no later than 30 days after the date of personal delivery or mailing of the notice and may be continued by the city council.
- B. Findings. Upon completion of the hearing, the city council shall find as to the fact that the sign is a noncurrent or unsafe sign and upon such fact being found shall determine that the sign shall be removed, repaired or reconstructed by the property owner within a prescribed time or the city shall cause the sign and supporting structure to be removed. Said determination shall be made based upon the evidence presented and a report from the planning manager regarding the existing condition of the sign, the estimated costs of repair, reconstruction and/or removal. If the city council makes such determination, written findings and an order shall be approved. After said hearing, the city clerk shall cause to be filed for record a notice of order to abate with the county recorder and shall give all parties who have a recorded interest in the property notice of such recordation by mail.
- C. Duties of Public Works Director. The public works director shall, after completion of the hearing and approval of the findings by the city council that the sign is noncurrent or unsafe and after the failure of property owner to remove, repair or reconstruct the sign within the prescribed time set forth in the necessary services by contract, dispatch city forces to carry out the removal of the sign and its supporting structures as directed by the city council. A record shall be kept of all costs incurred by the city, including time spent for the preparation of plans and the supervision of the work to carry out the removal of the sign and supporting structure. Upon completion of said efforts, the public works director shall file a report with the city council as to the costs incurred. The property owner shall be provided a copy of said report, notice of a hearing before the city council, and an opportunity to appear before the city council to be heard regarding the reasonableness of the costs incurred by the city.
- D. Costs Borne by Property Owner. Upon completion of the hearing before the city council as to the reasonableness of the costs, the city council shall determine the reasonable costs incurred by the city to remove the noncurrent sign and the property owner shall be advised of said amount which shall be due and payable to the city. Upon request of the property owner, the city may agree to a mutually acceptable payment schedule.
- E. Lien. In the event the amount to be due and payable to the city is not paid within 30 days after the determination by the city council or as otherwise agreed, said amount shall become a charge against the property involved. The public works director shall thereafter cause the amount of said charge to be recorded on the assessment roll as an assessment and lien against and upon the property. Any portion of said assessment remaining unpaid after the due date for payment thereof shall be subject to the penalties and proceedings then in effect for property taxes due within the city.
- F. Interest Charges. The city shall be entitled to interest at the rate applicable for unpaid taxes on all costs incurred by the city as determined pursuant to subsection D of this section.

§ 11-13-17 Enforcement and penalties.

- A. Planning Manager to Enforce. It shall be the duty of the planning manager to enforce this chapter with respect to all signs existing on the effective date of this chapter, and to all signs

constructed, maintained, displayed or altered after the effective date of this chapter, and for any signs installed contrary to the approved plans or to any conditions imposed by the design review committee.

1. Every sign erected in the city shall be subject to inspection by the planning manager to ensure compliance with all provisions of this chapter or city building official to ensure compliance with all applicable building codes.
 2. The planning manager shall conduct an inventory of all signs in the city for the purpose of identifying signs that are illegal or unlawfully installed and signs that are noncurrent, abandoned or unsafe.
 3. The planning manager shall have the right to enter upon any premises upon which any sign has been erected to enforce compliance with the provisions of this chapter and to cause the removal of any sign maintained in violation of this chapter.
- B. Penalties. Any person who violates the provisions of this chapter shall be subject to the penalties described in title 1, chapter 3 of this code or an administrative citation as described in title 6, chapter 5, article A of this code.

§ 11-13-18 Overall sign plans.

- A. Overall Sign Plans Outside Village Area. Overall sign plans outside the village area for shopping centers, office complexes and industrial centers shall be as follows:
1. For each business, one wall sign shall be permitted on each frontage.
 - a. For a dominant building frontage (see definition of "building frontage") the sign shall not exceed one-eighth (1/8) of the square footage of the building façade of that portion of the first floor occupied by the business and upon which the wall sign is to be located, or 24 square feet of sign area.
 - b. For a subordinate building frontage (see definition of "building frontage") the sign shall not exceed one-sixteenth (1/16) of the square footage of the building façade of that portion of the first floor occupied by the business and upon which façade the wall sign is to be located or 12 square feet of sign area.
 2. For places of public entertainment where the public attraction is constantly changing, e.g., theaters and auditoriums, changeable copy may be used on wall signs and wall signs may exceed the permitted size if so determined by the design review committee.
 3. One under canopy sign or façade sign for each business having an entrance under or offering service under the canopy or arcade shall be permitted. If there is no canopy or arcade, a projecting sign for each business may be permitted.
 - a. Under canopy, arcade or projecting signs shall not exceed six square feet in sign area. The design review committee may approve a larger or smaller sign if it is determined that such signs are architecturally harmonious in relation to the size and location of the building area occupied by the business and the center for which the overall sign plan is proposed.
 - b. The lower edge of the sign must be at least seven feet above finished ground level.
 4. One ground sign for each center shall be permitted as follows:
 - a. The center shall have a street frontage of at least 75 feet.
 - b. The ground sign shall only identify the center and may not advertise or identify any business or service conducted or merchandise sold within the center.
 - c. No changeable copy may be used.
 - d. The ground sign shall not exceed 50 square feet of sign area.
 - e. The height of the ground sign shall not exceed six feet six inches. Height shall be measured from the top of curb of the improved portion of the public right-of-way to which the property has access and more specifically, from that point which is closest to the sign.
 - f. No part of the sign or sign structure shall project over the street right-of-way.
 - g. The base of the supporting structure shall be at least two feet from the street right-of-way line and shall be included into sign area calculations. Locations at corners must be approved by the city engineer for site visibility and safety.
 - h. Prior to the issuance of a sign permit, ground signs on corner street intersections

shall be approved by the city engineer to ensure the placement of the sign will not adversely affect traffic or pedestrian safety.

- i. More than one ground sign, a larger sign, or a higher sign, may be permitted if approved by the design review committee as a modification, pursuant to section 11-13-13 of this chapter.
 5. Directory signs may be provided for each entrance to the center. Each sign on the directory may be up to two square feet. A maximum of two descriptive words and a directional arrow is permitted.
 6. Awning signs may be permitted in accordance with section 11-13-10(D) of this chapter.
- B. Overall Sign Plans Within Village Area. Overall sign plans are required for shopping complexes inside the village area. Such signs shall conform with section 11-13-8 of this chapter.

§ 11-13-19 Definitions.

For the purpose of this chapter, the following words and phrases shall have the meanings respectively

Accessory Sign. A separate unit displaying information (e.g., customer parking, upstairs, caution, open, shops, etc.) which is not attached to or supported from any other sign and not made a part thereof.

Animated Sign. A sign with action or motion, whether by flashing lights, color changes, wind, rotation, movement of any parts of the sign or letters or parts of the sign structure, or other motion.

Arcade. A permanent roofed structure, attached to the building, projecting over public and/or private property, and partially enclosed and supported by supports located on public property.

Arcade Sign. See definition of Under Canopy Sign.

Architectural Feature. Any reveal, window frame, recessed area, door, detail, surround or other feature that is part of any building, or is a specific element of a recognized historical style of architecture.

Architectural Projection. A projection not intended for occupancy and which extends beyond the face of an exterior wall or roof of a building, but not including signs.

Awning Sign. Any sign or graphics attached to, painted on, or applied to the valance of a canvas awning.

Banner. A bunting or other flexible sign characteristically supported at two or more points and hung on a building or otherwise suspended down or along its face, or across any public streets of the city. The banner may or may not include copy or other graphic symbols.

Bench Sign. Any Sign Painted Or Engraved On Or Otherwise Attached To A Bench. **Billboard.** A freestanding off-premises sign.

Building Façade. That portion of any exterior elevation of a building extending from grade to the eaves or the top of the parapet wall and the entire width of the building elevation.

Building Frontage. The width of any face of a building.

1. **Dominant Building Frontage.** The principal frontage of a building where its main entrance is located or which faces the street on which its address is located.
2. **Subordinate Building Frontage.** Any frontage other than the dominant frontage. **BUSINESS SIGN.** An on-premises sign.

Business Specific Information. Information that describes either the goods or services that are provided, or how one may contact that business (i.e., street addresses, websites, and/or phone numbers).

Canopy. A permanent roof structure which may be supported in whole or in part by a building.

Canopy Sign. See definition of Under Canopy Sign.

Chalkboard Sign. A changeable copy sign made up of a smooth, hard panel for writing on with chalk. Usually green or black. Does not include dry erase boards.

Changeable Copy Sign. A sign so constructed that the copy can be readily changed by use of movable or erasable letters or symbols.

Civic Event. A citywide event or public gathering sponsored by a governmental, community, or special interest group for the direct benefit or temporal good of the community and/or city of Solvang. Designated civic events include Julefest, Danish Days, Fall Fest, Third Wednesday, Oktoberfest, Fourth of July, or any other event designated a civic event by the city manager.

Civic Event Sign. A sign, other than a commercial sign, posted to advertise a noncommercial, not for profit organization or event that directly benefits the community and/or city of Solvang, as determined by the planning manager (see section 11-13-4(A) of this chapter).

Commercial Sign. Any physical form of visual communication, including any object with or without any lettering, a symbol, logo or banner, other than a mural, which is intended to attract attention to a commercial activity, business, commodity, service, entertainment or attraction sold or offered, and which is to be viewed from public streets, public parking areas or private exterior areas. It shall include all parts, portions, units and material composing same, together with illumination, frame, background, structure and support and anchorage thereof.

Commercial Mascot. A person or animal attired or decorated with commercial insignia, images, costumes, masks or symbols, and/or holding signs displaying commercial messages, when a principal purpose is to advertise a commercial enterprise. This definition includes sign twirlers, sign clowns, sign spinners, and human sandwich board signs. Also known as living signs.

Construction Sign. A temporary sign placed in advance of occupancy of a building or structure indicating the name of the building or structure, the architects, the contractors and other information regarding the building or structure.

Courtyard. A building designed in such a manner as to have an interior court surrounded by three or more sides.

Danish Art. A generic Danish symbol such as a flag, shields or similar art incorporated into the design of a sign, which does not identify the type of business, product sold or copyright symbol and contributes to the village theme.

Design Review Committee. A committee appointed by the city council whose function is to review and approve, conditionally approve or deny all sign applications.

Directional and Informational Sign. A sign designed to guide or direct pedestrians or vehicles.

Directory Sign. A group of signs clustered together in a single structure or compositional unit which directs attention to a business, industry, profession or service conducted on the premises where the sign is displayed. This sign is used to direct attention to several occupants of the same building, shopping center, or complex.

Display Case. A case, cabinet or other device having a window of glass or other transparent material, or opening, access to which is made from other than within a structure or building, and is attached to a wall or structure. Such case shall not be portable.

District. An area designated by a zoning ordinance of the city to be subject to certain land use regulations (a.k.a. zone district).

Double Face Sign. A sign limited to two display surfaces containing the same copy, backed against, parallel to, and not more than 18 inches between each other, one face of which is designed to be viewed from one direction and the other face from the opposite direction. Both identical sides shall be counted only once for the purposes of determining sign area.

Eave. That portion of the roofline extending beyond the building wall, a canopy attachment on the wall having the simulated appearance of an eave, or the lowest horizontal line of any roof.

Erect. To build, construct, attach, hang, place, suspend, affix or fabricate, which shall also include painting of wall signs and window signs or other graphics.

Exterior Lighting. Artificial illuminating devices, outdoor fixtures, lamps and other similar devices, permanently installed or portable, used for flood lighting, general illumination or advertisement.

Face Change. Alteration of wording and/or advertising information, including logos, on an existing sign structure, where no change to size, height, and structural content of support of sign is made.

Farm Organization Sign. A sign used only for the purposes of indicating membership in a farm organization, such as Cattlemen's Association, 4-H Club, Farm Bureau.

Feather Flag. Portable, vertical commercial flags typically made of lightweight cloth and attached to tall flexible poles. Also known as bow feather flags, feather banners, flutter flags, or teardrop flags.

Flag. A piece of fabric of distinctive design that has characters, letters, illustrations or ornamentation, including logos, applied to cloth, paper, fabric, or other lightweight material, with only such material for backing and is usually, though not required to be, displayed hanging from a pole, staff or halyard to which it is attached by one edge or by certain points along one edge and suspended so as to be actuated by wind currents. Flags include pennants and feather flags.

Flat Silhouette Cutout Sign. A flat sign constructed of wood or metal depicting a figure, shape or character which symbolizes the spirit of the business which it represents and displays necessary or legal information (see section 11-13-7(A)(17) of this chapter).

Freestanding Sign. See definition of Ground Sign.

Fully Shielded. Outdoor light fixtures with a solid barrier that emit no light rays above the horizontal plane and effectively obscure the visibility of the lamp.

Fundraising Event. An event sponsored by a business to generate publicity or raise money for a nonprofit or charitable organization, or an event sponsored by a nonprofit or charitable organization.

Fundraising Event Sign. A commercial sign advertising a fundraising event (see section 11-13-11(B) of this chapter).

Gate or Entrance Sign. A sign attached to an entrance gate or entrance structure to a residential building site or residential subdivision, or commercial complex, which identifies the site, subdivision or complex.

Governmental Sign. A sign required to be maintained or posted by law or governmental order, rule or regulation.

Ground Sign. Any sign advertising goods manufactured, produced or sold or services rendered on the

premises upon which the sign is placed, or identifying in any fashion the premises of any owner or occupant, which is an integral part of a landscaped planter, and which is supported by one or two posts offset to one side from the center of a solid base, the total height of which does not exceed six feet six inches above grade, measured at the edge of the public right-of-way, or six feet six inches above the base of the sign structure when the grade of the public right-of-way is at least three and one-half (3-1/2) feet lower than the natural grade at the base of the sign, whichever is higher. In no case shall an artificial grade be established for the sole purpose of placing a sign at more than six feet six inches above the grade at the edge of the public right-of-way.

Hanging Sign. A sign attached to and located below any eave, roof, canopy, awning or arcade. (Also see definition of Under Canopy Sign.)

Hazard Warning Sign. A sign warning of construction excavation or similar hazards as long as the hazard exists.

Interior Courtyard Sign. Any sign within a courtyard wall or cluster of shops, which is open to the sky and is open to the public, but not necessarily visible from the public right-of-way.

Kiosk. A small, freestanding structure permanently affixed to the ground, requiring a building permit, which may have one or more surfaces used to display temporary advertising signs.

Letter Height. The height of a letter from its bottom to its top including any applied shadow line.

Lighted Sign.

1. A sign which illuminates each sign face from a lighting source outside the sign itself.
2. An interior lighted sign where the background is opaque (nonglare matte finish), the lighting source is not directly visible and light is emitted through the letters only. The thickness of the sign shall not exceed 18 inches.
3. Pinned off letter with lighting source emitted from behind the letter and reflected from the wall surface. The lighting source shall not be visible.

Logo Sign. Prefabricated or custom made signs bearing a brand name, registered trademark or logo. Logos are restricted to 40% of the total area for each sign.

Lumens. Amount of light emitted by a lamp (light bulb).

Marquee. A permanent roof structure attached to and entirely supported by a wall of a building, having no connection or relationship with the roof of the building to which it is attached.

Marquee Sign. Any sign that is an integral part of a marquee.

Menu Display Case. A permanently affixed structure or case that displays the menu for primary food/beverage businesses, behind glass or plastic (see section 11-13-10(H) of this chapter).

Mobile Sign. A sign on a vehicle advertising goods, service or entity other than that for which the vehicle is principally used.

Monument Sign. See definition of Ground Sign.

Mural. A painting or picture applied to and made part of a wall which may be pictorial or abstract, and is characteristically visually set off or separated from the background by color or architectural

environment.

No Trespassing Sign. A sign prohibiting or restricting access to property.

Noncivic Event. A for profit special event sponsored by a business.

Noncivic Event Sign. A commercial sign advertising a for profit special event directly benefiting the business at which the sign is located (see section 11-13-11(A) of this chapter).

Noncommercial Sign. Any physical form of visual communication, including any object with or without any lettering, a symbol, logo or banner, which is intended to convey a noncommercial message of social, educational, agricultural, religious or charitable commentary.

Off-Premises Sign. A commercial sign not located within the shopping complex or center occupied by the business or entity indicated or advertised by said sign.

Office Complex. A group of contiguous businesses, which employ a homogeneous design theme as a common perimeter treatment.

Official Sign. An official federal, state, and/or local sign and notice issued by any court, person or officer in performance of a public duty.

On-Premises Sign. A sign containing copy relating only to the business, product, service or activity conducted or sold within the shopping complex or center as that on which the sign is located.

Open House Sign. A temporary sign identifying an open house location.

Outdoor Decoration. Any decoration, embellishment or ornament used as an attention getting device, including, but not limited to: fabric, plastic, wood, balloons, paper, metal or merchandise.

Parapet. A low wall or railing used to protect the edge of a roof, also called a parapet wall.

Parapet Sign. Any sign or other graphic attached to a parapet, ramada, or other similar structure.

Parking Lot/Directional Sign. A sign meant to direct traffic or provide directional information within a parking lot.

Pennant. A small, usually triangular or rectangular flag, or multiples thereof, individually supported or attached to each other by means of a string, rope or other material and meant to be stretched across or fastened to buildings, or between poles and/or structures.

Pergola. A structure usually consisting of parallel colonnades supporting an open roof of girders and cross rafters, also known as an arbor or trellis.

Pergola Sign. A Sign Attached To The Cross Rafters Of An Arbor, Trellis, Or Pergola.

Permanent Sign. A sign not specifically designated as being temporary.

Planning Manager. The planning manager as defined in section 2-1-3 of this code.

Pole Sign. Any sign, other than a ground sign, which is supported by a raised planter at least 18 inches in height, erected on one or more upright(s) supported from the ground, the height of which is greater than six feet six inches and no higher than 13 feet above grade at the edge of the public right-of-way, and which is not part of any building or structure other than a structure erected solely for the purpose of

supporting a sign (see section 11-13-10(K) of this chapter).

Political Sign. A sign promoting, advertising, or identifying a political party, candidate or issue.

Portable Sign. Any sign designed or constructed in such a manner that it can be moved or relocated without involving any structural or support changes and not affixed to the ground or to a building or structure affixed to the ground, for example, a sandwich board.

Primary Food/Beverage Business. The primary business is such that at least 51% of the establishment's square footage is dedicated to the serving of a food or beverage, such as: wine tasting rooms, coffee shops, restaurants, and other uses as is found to be of similar character as determined by the planning manager.

Product/Operating Information Sign. A sign which identifies only the product contained therein, or displays operating instructions (e.g., gasoline pumps, newsracks).

Projecting Sign. Any sign which projects from and is supported by a wall of a building with the display surface of the sign perpendicular to the building wall.

Raised Planter. A structure which is used as the base for a ground sign and contains fresh flowers and other plants. Such planter shall be a minimum of 18 inches in height, and shall not be included in the square footage calculations for the sign.

Real Estate Sign. A sign which indicates that the property is for sale, rent, or lease.

Residential Identification Sign. A sign identifying the location of a residence.

Roof. The cover of any building, including the eaves and similar projections. Eyebrows, false roofs on store-fronts, coverings on or over oriels, bay windows, canopies and horizontally projecting surfaces other than marquees shall be considered roofs.

Roof Sign. Any sign any part of which is on or over any portion of any roof, eave or parapet of a building or structure.

Safety Sign. A sign used only for the purpose of identifying and warning of dangers such as slow, blind exit, turn off your motor, no smoking, sound horn, children playing and beware of dog.

Shopping Center. A retail commercial center outside the village area.

Shopping Complex. A group of retail commercial businesses within the village area, planned, developed, managed and maintained as a unit; with or without common off-street parking provided to serve all uses on the property.

Sign. Any device, except flags, and all parts thereof, including all supporting structures, and any applied or projected image, which is used: (1) to advertise businesses, products, goods, services, or otherwise promote the sale of objects or identify objects for sale; (2) to identify, to direct or to inform persons concerning businesses, areas, entities, services or dangers; or (3) to attract attention to the premises or other signs of a particular business or entity, including, but not limited to, flares, flashing lights, color changes, bunting, or other moving objects.

Sign Area. The area of the entire sign in square feet (see section 11-13-7(C)(1) of this chapter).

Sign Structure. Any structure which supports any sign. Sign support structures shall not be included in the calculations for sign area.

Sign Verbiage. Language on signs shall serve primarily to identify the legal name of the establishment, organization, or business on which they are placed. Websites, telephone numbers, and other business specific information and/or descriptions of services/goods provided may be included, provided they comply with section 11-13-7(A)(1) of this chapter.

Street Frontage. The footage of the property that abuts an improved street or streets open to public use to which the property has access (see section 11-13-7(C)(2) of this chapter).

Street Identification Sign. A street name and/or address stamped or painted on a curb.

Symbol Sign. A symbol displaying a representation of the business, activity or type of merchandise sold within the building. Also known as a guild sign.

Temporary. A period of time not exceeding seven consecutive days in one month unless otherwise specified.

Temporary Festival. A short-term citywide festival or celebration that recurs at regular intervals (e.g., Danish Days, Julefest, etc.).

Temporary Festival Decoration. The temporary outdoor display or decoration to celebrate a recognized citywide festival or celebration. Such decorations shall not be erected prior to 30 days before the event, or remain longer than seven days after the date of the event. Such decorations shall not be located in, or project into, the public right-of-way.

Temporary Sign. A sign intended to advertise community or civic projects, construction projects, real estate for sale or lease, the opening of a new business or other special events.

Time of Day and/or Temperature Sign. A changeable copy sign which indicates only the current temperature and/or time.

Traffic Safety Signs. A traffic control and directional sign or device erected by local, county or state government.

Umbrella Sign. Any sign or graphic attached to, painted on, or applied to, the fabric of an umbrella (see section 11-13-10(I) of this chapter).

Under Canopy Sign. A sign attached to the underside of a canopy or arcade.

Utility Sign. A sign erected by a public utility or common carrier to warn of dangers.

Village Area. As defined in the design review committee guidelines as approved by the city council and with the zoning designation of VMU.

Wall Sign. A sign affixed in any manner to any exterior wall of a building or structure and which is parallel to and projects not more than six inches at all points from the building on which it is located.

Window Lettering. The name of the business or establishment painted directly on the inside or outside surface of a glass window pursuant to section 11-13-10(E) of this chapter. Only the name of the business and/or logo is permitted, and is calculated into the allowable square footage maximums.

Window Painting. A border type design painted directly on the inside or outside surface of a glass window, pursuant to section 11-13-7(A)(19) of this chapter. Requires design review committee review and approval. Shall not be included into the allowable square footage maximums.

Window Sign. Any sign printed, attached, glued or otherwise affixed to or behind a window within the display area or within four feet, whichever is greater, and designed to be viewed from adjoining streets, walkways, malls or parking lots available for public use.

§ 11-13-20 Flag regulations.

- A. Purpose. Without adequate regulation, flags may endanger the public, distract drivers, create confusion, and foster a negative image of the city on the part of the public. An excessive number of flags can damage view corridors, diminish property values, and detrimentally effect the quality of life of city residents and visitors. The city also relies on the old-world Danish design theme to attract tourism and commerce. These regulations are intended to provide flag standards that advance the city's interests in traffic safety, community aesthetics, and economic development.
- B. Applicability.
 - 1. This section includes the standards applicable for all flags in the city;
 - 2. Sections 11-13-1 through 11-13-15, and 11-13-18 of the Solvang Municipal Code shall not apply to flags, as that term is defined in section 11-13-19;
 - 3. This section shall apply to all property and land within the jurisdiction of the city of Solvang.
- C. Permit Required. Except for flags stated in subsection D of this section, it is unlawful for any person, firm, or corporation to construct, erect, install, affix, alter, modify, relocate, display or allow a flag to exist on any property or land within the jurisdiction of the city of Solvang, without obtaining a permit for such flag in conformance with this section.
- D. Exemption. Flags meeting the following requirements are exempt from this chapter and do not require a flag permit:
 - 1. Flags that meet the requirements of this chapter in residential zones;
 - 2. Flags approved as part of a special event;
 - 3. Temporary flags approved as part of civic events for the duration of the civic event.
- E. Prohibited Flags.
 - 1. All pennant and feather flags.
 - 2. Any flag with a structural shape that has an interior volume when articulated by the wind, including a device commonly known as a windsock and all similar such structural flags.
- F. Application Requirements. Any person, firm or corporation desiring to construct, erect, install, affix, alter, modify, relocate, display, or allow to exist, a flag, other than flags exempt under subsection D, shall submit a flag permit application, supporting information, and submittal fee to the planning division.
 - 1. The application form and list of required supporting information shall be provided by the planning division.
 - 2. The application fee shall be set by resolution of the city council.
 - 3. If an exception pursuant to subsection K to the flag standards is requested, the application shall include the reasons the exception is requested and, if a tenant of a

property is the applicant, include a signed statement of consent to the exception by the owner of the property.

G. Application Processing.

1. The planning division staff shall review the flag permit application supporting information and determine completeness. Applications for flags may be submitted as part of an application for signs.
2. No flag application will be accepted if any of the following provisions apply:
 - a. The flag has been installed in violation of the provisions of this chapter and the application does not include an affidavit signed by the property owner providing that the flags will be brought into conformance regardless of the consequences of the submitted application.
 - b. The flag permit application is substantially the same as an application previously denied by the planning manager, or the design review committee, or on appeal by the city council, unless: (i) 12 months have elapsed from the date of the decision on the application; or (ii) new evidence of proof of changed conditions is furnished in the new application.

H. Planning Manager Review. The planning manager shall take action to approve, conditionally approve or deny all applications for a flag permit. Notwithstanding the foregoing, the planning manager shall refer any flag application requesting an exception pursuant to subsection K to the design review committee. In lieu of denial of an application, the planning manager, in their discretion, may refer a sign application to the design review committee.

I. Design Review Committee Review.

1. The design review committee shall review and take action to approve, conditionally approve or deny all flag permit applications requesting an exception pursuant to subsection K.
2. The design review committee shall consider flag permit applications requesting an exception to the flag standards at a public meeting and provide notice of the time and place of the meeting to the applicant and the owner of the property, if not the applicant.

J. Standards for Flags and Required Findings. The planning manager shall approve a flag application if the planning manager finds the requested flags meet the following standards:

1. Number of Flags. When mounted with separate brackets affixed to a building, or directly affixed to a building with some other mounting device acceptable to the planning manager, no more than two flags of any mounting method shall be allowed per building. No more than two in-ground flag poles may be erected per lot.
2. Maximum Size of Flags. The flag, or two flags collectively, permitted per building shall not exceed 40 square feet in size or the maximum square footage in size the planning manager determines is proportional to the size of the in-ground pole, building mounted bracket, or other mounting device proposed by the applicant such that the flag(s) will be safely affixed, whichever is smaller.
3. Mounting. Subject to the limitations in subsection (J)(1), flags may be mounted on in-ground flag poles, separate brackets affixed to a building, or directly affixed to a building with some other mounting device acceptable to the planning manager.

4. Maximum Height.
 - a. In-ground flag poles shall not exceed 39 feet from the natural grade.
 - b. Brackets affixed to a building shall not protrude more than four feet laterally from building and shall be affixed to the building at a height such that no portion of the flag or mounting device shall extend higher than the roofline of the building.
 - c. Flags affixed to a building with some other mounting device acceptable to the planning manager shall be affixed at a height such that no portion of the flag or the mounting device extends higher than the building roofline.
 5. Avoidance of Obstruction.
 - a. No portion of any flag shall block windows, doors or touch the ground.
 - b. Flags shall not obscure the view of existing permitted signs or flags.
 - c. Flags shall be mounted on buildings, either directly or on brackets, so as to provide a minimum of seven feet of clearance between the bottom of the flag and any walkway or passageway.
 6. Included in Maximum Sign Square Footage. Flags shall be included in and count toward the maximum square footage of signs allowed in sections 11-13-8 and 11-13-9.
 7. Lettering. Any lettering shall not exceed eight inches height.
 8. Illumination. Flags may be illuminated in compliance with section 11-12-18 of this code.
- K. Exceptions to Flag Standards. Flags that do not meet the standards of this section may be permitted if the design review committee makes both of the following findings:
1. The specific standard(s) of this section for which an exception is requested, cannot be met due to exceptional or unusual circumstances applying to the property involved which do not apply generally to properties in the vicinity with the same zoning, such as, but not limited to, the presence of a legal, nonconforming use; visual obstructions; unusual building location or setback; or unusual building design, architectural style, or historic significance and all other applicable standards of this section are met.
 2. The exception is content-neutral, based on objective criteria, consistent with the intent and purpose of the flag regulations and will not constitute a special privilege or entitlement inconsistent with the limitations applied to other properties in the vicinity with the same zoning.
- L. Appeals. Appeals shall be in writing and filed with the planning division within 10 calendar days of the decision being appealed. The applicant or any interested person may appeal decisions concerning flag applications as follows:
1. Appeals to the Design Review Committee. A decision by the planning manager on a flag application may be appealed to the design review committee. A hearing shall be held by the design review committee within 30 days of the date the appeal was filed.
 2. Appeals to the City Council. Any decision on a flag application, whether an initial decision or on appeal from the planning manager, may be appealed to the city council pursuant to title 1, chapter 6 of this code.

3. Judicial Review. An action of the city council is subject to judicial review under California Code of Civil Procedure section 1094.8. Any such action must be commenced no later than 90 days after notice of a city council decision.
- M. Expiration. An approved flag application associated with a land use application shall expire after six months from the date of approval if no land use approval has been issued. The planning manager may grant a six-month extension if the applicant is in substantial compliance with the approved application.
 - N. Noncurrent, Abandoned or Unsafe Flags. Section 11-13-16 shall apply to all noncurrent, abandoned or unsafe flags.
 - O. Enforcement and Penalties. Section 11-13-17 shall apply to all flags in the city. Any person, firm or corporation with existing flags erected, installed, affixed, displayed or otherwise existing on property shall come into compliance with this Section 90 days from the effective date of the ordinance codified in this section.