



RESOLUTION NO. 1254
(Effective April 1, 2026)

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF BLUE LAKE UPDATING VARIOUS DEPOSITS TO
COVER THE COST OF PLANNING, ZONING AND LAND USE
APPROVALS, ESTABLISHING OTHER MISCELLANEOUS
CHARGES FROM RESOLUTION 969 WITH AN EFFECTIVE
DATE OF APRIL 1, 2026.**

WHEREAS, the City of Blue Lake (the “City”) has reviewed Resolution 969
“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE
REQUIRING VARIOUS DEPOSITS TO COVER THE COST OF PLANNING,
ZONING AND LAND USE APPROVALS, ESTABLISHING OTHER
MISCELLANEOUS CHARGES, REPEALING RESOLUTION No. 782 AND
PROVIDING AN EFFECTIVE DATE OF FEBRUARY 1, 2011; and,

WHEREAS, the City has experienced a variety of cost escalations since
the time Resolution No. 969 was adopted; and,

WHEREAS, the City Council has determined that Resolution No. 969
needs revision to reflect the escalations in costs to the City for providing these
services; and

WHEREAS, the City Manager is recommending that amounts placed into
deposit accounts be increased for land use, planning and zoning approvals with
actual costs being charged against the deposits including a ten percent (10%)
overhead charge,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of
Blue Lake hereby updates the following deposits, policies, and procedures
relating to applicants seeking aforesaid approvals:

SECTION 8. EFFECTIVE DATE

The fees and charges set forth in this resolution shall become effective on April
1, 2026.

**APPENDIX A
DEPOSITS, FEES AND CHARGES**

Resolution No. 1254
(Effective April 1, 2026)

A- PLANNING		
No.	Description	Updated Deposit Amount
A-1	Preliminary Application Review (See Section 6)	\$500.00
A-2	Environmental Review (Reference Resolution No. 311). This fee is in addition to the other fees. The follow are the minimum deposits that are required at the time of application.	
	<ul style="list-style-type: none"> • Negative Declaration 	\$690.00
	<ul style="list-style-type: none"> • Environmental Impact Report (EIR) Review Only 	\$1,750.00
	Use Permit Application and Processing (Reference Ordinance No. 382)	
A-3	<ul style="list-style-type: none"> • Industrial Park 	\$3,000.00
	<ul style="list-style-type: none"> • Other 	\$3,000.00
	<ul style="list-style-type: none"> • Use Permit Modification - major change 	\$3,000.00
	<ul style="list-style-type: none"> • Use Permit Modification - minor change 	\$1,500.00
A-4	Variance Application Request (Reference Ordinance No. 382)	\$1,000.00
A-5	Zoning Ordinance or Map Amendment Request (Reference Ordinance No. 382)	\$1,300.00
A-6	General Plan Amendment Request	\$1,800.00
	Site Plan Review - For Industrial, Commercial, or Multi-family projects in R-3 Zoning District	
A-7	<ul style="list-style-type: none"> • Initial Site Plan review, except where a fee has been paid for an application request requiring Site Plan Review, in which case no additional initial fee shall be required/ Major amendment to site plans. 	\$2,000.00
	<ul style="list-style-type: none"> • Minor amendments to a previously approved Site Plan 	\$1,000.00
A-8	Site Plan Review - All other zones not included in No.7 above	\$300.00

**APPENDIX A
DEPOSITS, FEES AND CHARGES**

Resolution No. 1254
(Effective April 1, 2026)

A - PLANNING		
No.	Description	Updated Deposit Amount
A-9	Subdivision Application - Administrative Fees (Reference Ordinance 435)	
	• Minor Subdivision	\$1,500.00
	• Major Subdivision	\$3,500.00 plus \$150/parcel
	• Lot Line Adjustment Application	\$1,300
	• Mergers	\$1,300
	• Revision to Acreage Application	Actual Cost
A-10	Subdivision Application - Other Fees (Reference Ordinance 435)	
	• Application for Parcel Map Waiver, including Certificate of Compliance	\$460.00
	• Exception Applications (Ref Ordinance No. 390)	\$650.00
	• Parkland and Recreation Facilities Fee for each additional parcel created	\$350.00
	• Drainage Facilities Improvement Fee for each additional parcel created	\$690.00
	• Map Review Fee - Minor Subdivision	\$1,000.00
	• Map Review Fee - Major Subdivision	\$1,000.00 plus \$150.00/parcel
	• Map Review Fee - Amendment to approved Subdivision Map Subdivision	\$500.00 Minor Sub. \$950.00 Major Sub.
A-11	Home Occupation Permit Application Request (Reference Ordinance No. 382)	\$150.00
A-12	Information Only Items brought before the Planning Commission	\$110.00

**APPENDIX A
DEPOSITS, FEES AND CHARGES**

Resolution No. 1254
(Effective April 1, 2026)

A - PLANNING		
No.	Description	Updated Deposit Amount
A-13	Application Request for Sign Approval	\$150.00
A-14	Request for extension of time (Reference Ordinance Nos. 382 & 435)	\$150.00
A-15	Exception to Residential Development Standards or Historic Design Guidelines	\$150.00
A-16	Appeal and Processing	Equal to the filing fees \$100 min- \$650 max

B - CITY ATTORNEY		
No.	Description	Updated Deposit Amount
B-1	Actions requiring the preparation or amendment of a resolution(s), ordinance(s) or similar documents	Estimated Actual Cost \$250.00 min.
B-2	Certificate of Compliance except when the fee has been paid as part of the application fee	Estimated Actual Cost \$260.00 min.

C - ADMINISTRATIVE		
No.	Description	Updated Deposit Amount
C-1	Annual subscription fee for City Council Agendas (Email Only)	\$100.00
C-2	Annual subscription fee for City Planning Commission Agendas (Email Only)	\$70.00
C-3	(Open)	

**APPENDIX A
DEPOSITS, FEES AND CHARGES**

Resolution No. 1254
(Effective April 1, 2026)

C - ADMINISTRATIVE			
No.	Description	Updated Deposit Amount	
C-4	Returned Checks if returned from the bank for any reason - If turned over for collection, the city shall charge a fee totaling three-times the amount of the check, but not less than \$100 or more than \$1,500.	\$36.00	
C-5	(Open)		
C-6	Fax services - per page	outgoing	\$1.50
		incoming	\$1.50
C-7	Photocopies	Black & White 8 ½ x 11	\$0.30
		Color 8 ½ x 11	\$0.75

D - DIRECTOR OF PUBLIC WORKS		
No.	Description	Updated Deposit Amount
D-1	Referral fee from: other city departments	\$200.00
D-2	Encroachment permit application and processing For each Boring Site For each Monitoring Well	\$350.00
		\$ 50.00
		\$ 100.00
D-3	Sewer connection and installation fees and charges shall be in accordance with the current Sewer Ordinance	See Current Ordinance
D-4	Water connection and installation fees and charges shall be in accordance with the current Water Ordinance	See Current Ordinance
D-5	Preapplication fee for either water or sewer connections. Consultation and investigation fee for either new or upgraded water or sewer connections in the City limits or outside the City limits	\$460.00
D-6	Preapplication fee for Curb, Gutter and Sidewalk Consultation and investigation fee for areas requiring curb, gutter and sidewalk.	\$600.00

**APPENDIX A
DEPOSITS, FEES AND CHARGES**

Resolution No. 1254
(Effective April 1, 2026)

D - DIRECTOR OF PUBLIC WORKS		
No.	Description	Updated Deposit Amount
D-7	Sidewalk deferral fee	\$1,200.00
D-8	Administrative fee on private water wells (Reference Ordinance No. 405)	\$150.00
D-9	Flood plain development permit (Reference Ordinance No. 442)	\$350.00

E - CITY ENGINEER		
No.	Description	Updated Deposit Amount
E-1	Engineer's Certificate of Compliance (Reference Ordinance No. 435)	\$925.00
E-2	Engineering and Inspection (Reference Ordinance No. 435)	Up to \$100,000 Improvements=1% 100,001 – 200,000 =.75% 200,001 – plus const =.50%
E-3	Design Grade Fee (Reference Ordinance No. 409)	
	• Improvements required	Estimate Actual Cost
	• Improvements not required	Estimate Actual Cost

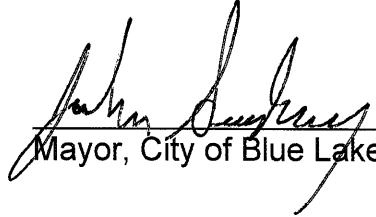
F - BUILDING OFFICIAL		
No.	Description	Fee
F-1	Building Permits (City adopts the current Uniform Building Code recommended practice)	Follows Estimated Construction Cost
F-2	Building Official Services	\$100.00/hr
F-3	Pre-application building permit consultation fee.	\$100.00/hr

INTRODUCED, PASSED AND ADOPTED this 24th day of February, 2026, by the following roll call vote:


AYES: Sawatzky, Scafani, Napier, Lewis-Wosso, Bayles

NOES: NONE

ABSENT: NONE



Mayor, City of Blue Lake

ATTEST:


City Clerk, City of Blue Lake

**APPENDIX A
DEPOSITS, FEES AND CHARGES**

Resolution No. 1254
(Effective April 1, 2026)

CLERK'S CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of Resolution No. 1254 passed and adopted at a regular meeting of the City Council of the City of Blue Lake held on the 24th day of February 2026, by the following roll call vote:

AYES: Sawatzky, Scafani, Napier, Lewis-Lusso, Bayles

NOES: None

ABSENT: None



City Clerk, City of Blue Lake