

Item Cover Page

CITY COUNCIL MEETING AGENDA ITEM REPORT

DATE: October 8, 2025

SUBMITTED BY: Robin Singer, Planning & Community Development

ITEM TYPE: Resolution

AGENDA SECTION: CONSENT AGENDA

SUBJECT: Resolution 25-95 - Correction of Scrivener's Error for Building Permit Fees and Refund Policy

SUGGESTED ACTION: Approve Resolution 25-95.

Is this item Quasi-Judicial?

No

Does this item require a public hearing?

No

EXPLANATION:

City Council approved a new building permit fee schedule on April 23, 2025. It was later discovered that the fees for Residential Accessory Structure permits, under and over 600 square feet, had been transposed. This Resolution will correct that error.

This Resolution will also added a refund policy to be published with the fee schedule.

FINANCIAL IMPACT:

N/A

ATTORNEY REVIEW/RECOMMENDATION:

The City Attorney reviewed the resolution.

SUGGESTED MOTION:

Motion to approve Resolution 25-95.

ATTACHMENTS:

[Resolution 25-95](#)

Resolution 25-95 Memorandum