

City of Rolling Hills Estates

State of California



Fees & Charges Fiscal Year 2025-2026 *July 1, 2025 - June 30, 2026*



Prepared by
Administrative Services Department

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I. FINANCE

Code Reference	Account Code	Description	Approved Fee
5.08.100	01-3140	Business License and Permits-Horse Trainers (Please See Appendix on Page 14)	
		One Day	\$30.00
		Category 1 per year – Business License	\$363.87
		Category 2 per year	\$613.87
		Includes:	
		Business License	\$363.87
		Permit Fee	\$150.00
		City Property Use Charge	\$100.00
		Category 3 per year	\$913.87
		Includes:	
		Business License	\$363.87
		Permit Fee	\$250.00
		City Property Use Charge	\$300.00
5.20.040	01-3140	Fire/Going Out of Business Sale	\$250.00 & \$10 per day Max. 30 days
5.08.130	01-3140	Photography	
		Motion Pictures in non-commercial/non-public areas	\$500.00 per day
		Motion Pictures in commercial or public areas	\$1000.00 per day
		Still Photography on City Property	\$200.00 per day
		Still Photography on Other Property	\$100.00 per day
5.48.080	01-3140	Solicitor's Permit (Commercial)	
		Fee per Day	\$50.00
		Fee per Quarter	\$200.00
		Fee per Year	\$500.00
		Solicitor's Permit (Non-Commercial)	No fee

II. GENERAL GOVERNMENT

01-3730	Annual Budget (Printed Hardcopy)	\$10.00
01-3730	Annual Financial Report (Printed Hardcopy)	\$10.00
01-3710	Damage to City Property, Reimbursement	Actual cost + 21% Administrative overhead

II. GENERAL GOVERNMENT (continued)

Code Reference	Account Code	Description	Approved Fee
	01-3730	Fees and Charges Book	\$3.50
	01-3730	Maps:	
		PVP Chamber of Commerce	No Charge
	95-3440-402	PVPHA Trail Map	\$20.00
	01-3730	Parking Permits	\$30.00 per permit Non-refundable
10.37.060	01-3730	Parking Penalties (RHEMC Chapter 10)	\$53.00
10.37.090	01-3730	Delinquent Parking Violation	\$15.00 Additional Fee
	01-3730	Peafowl Trap & Removal	
		Application Fee	\$100.00
		Cost Share of Removal	50% after City paid \$600.00
		City pays up to \$600.00 toward removal, thereafter applicant pays 50% shared cost	
	01-3730	DVD Duplication	Actual Cost + 21% admin fee
	01-3730	Per Audio Tape or CD Duplication	\$30.00
	01-3730	Photocopies	\$0.25 per page
	01-3730	Resident Handbook	No Charge
	01-3730	Returned Check	\$25.00

III. MISCELLANEOUS CODE ENFORCEMENT

8.32.230	01-3510	Noise Variance	
		Application Fee	\$600.00
6.04.030	01-3220	L.A. County Fees & Costs for Animal Services	Actual Costs
8.32.220	01-3510	Sound Amplification	\$50.00
	01-3410	Code Enforcement for Large Projects	\$60.00 per hour

IV. COMMUNITY DEVELOPMENT

8.12.280	01-3410	Demolition/Rehab Processing Fees	
		Preparation of job specs	Actual cost
		City Council Approval	\$80.00
		Compliance Inspection	Actual cost
		Billing	\$150.00
		Assessment Filing Fee	\$150.00
		Rehearing by Planning Commission on substandard declaration	\$150.00
8.38.000	01-3410	National Pollutant Discharge Elimination System (NPDES) Review & Compliance	Subcontractor Actual cost + 21%
		Administrative overhead	

IV. COMMUNITY DEVELOPMENT (continued)

Code Reference	Account Code	Description	Approved Fee
3.20.030	01-3170	New Construction	\$500.00 per unit
17.74.030		Public Facilities Impact Fees for New Development	
	99-3195	General Plan Update Fee*	\$0.73 per square foot
	01-1074	Library Fee	
		Single Family (detached)	\$3,073.00 per unit
		Multi-Family*	\$2,302.00 per unit
	10-3180	Park Facilities Fee: Single Family Residence	\$21,090.00 per unit
		Multi-Family*	\$15,797.00 per unit
		Retail/Commercial	\$2,712.00 per 1,000 sq. ft.
		Office	\$3,567.00 per 1,000 sq. ft.
		Hotel	\$604.00 per 1,000 sq. ft.
	98-3190	Transportation Facilities Fee	
		Single Family (detached)	\$4,566.00 per unit
		Multi-Family*	\$3,059.00 per unit
		Retail/Commercial	\$6,201.00 per 1,000 sq. ft.
		Office	\$6,898.00 per 1,000 sq. ft.
		Hotel	\$2,557.00 per room
		*Applies to accessory dwelling units > 750 sq. ft.	
	01-3410	Reasonable Accommodation Application	No charge per State

NOTE:

The following fees, adopted in accordance with Resolution Number 2590, are published on the respective Department/Division webpage:

- Building & Safety: rollinghillsestates.gov/departments/planning/building-safety-plan-checks
- Planning: rollinghillsestates.gov/departments/community-development/planning/planning-forms
- Public Works: rollinghillsestates.gov/departments/public-works/encroachment-permits

V. RECREATION

Code Reference	Account Code	Description	Approved Fee
	01-3440	Ernie Howlett Park Equestrian Center Rental	

Activity	Event	Charge/Day
A	English, Western, or combination using all 5 arenas	\$1,115.00
B	English, Western, or combination using two arenas	\$557.00
C	Dressage show using dressage ring and a warm-up ring	\$446.00
D	Clinics or demonstrations that charge participants or spectators using two or more rings	\$335.00
E	Dressage or non-dressage clinics or demonstrations that charge participants or spectators using only one ring.	\$220.00
F	Clinics and other uses that are free to public and participants	No charge
G	Park Use Fee – Early Set-Up / Late Break-Down	\$280.00
H	Dog Shows – Use of Equestrian Center’s turf area	\$222.00
Activity	Refundable Event	Charge
A – H	Clean-up deposit	\$200.00

Code Reference	Account Code	Description	Approved Fee
	01-3440	Howlett Park Stall Rental:	
		Box Stall	\$26.00 per day
		Paddock	\$26.00 per day
		Combo	\$52.00 per day
		Entire Barn Rental (10 Stalls)	\$515.00 per day
		Renter is responsible for own feeding, cleaning, and shavings.	
	01-3440	Park Permit	
		Groups of 20-30	\$25.00
		Groups of 31-50	\$45.00
		Groups of 51-100	\$65.00
		Refundable Deposit	\$50.00
	01-3440	Rental Kitchen Facilities	
		Ernie Howlett Park	\$40.00
		<u>Special Recreation Events:</u>	
	95-3440, 401	Cross Country Run	
		Registration	\$40.00 per registrant
		Early Registration/Registered Groups of 20 or more	\$30.00 per registrant
		On-Site (day-of) Registration	\$45.00 per registrant
		Virtual Race Registration	\$30.00 per registrant
	95-3440, 400	Tracy Austin Tournament	
		Doubles Team (\$35 per player)	\$70.00

V. RECREATION (continued)

Code Reference	Account Code	Description	Approved Fee
		Tennis Center Fees:	
	01-3461	Individual New Memberships	
		Resident	\$100.00
		Non-Resident	\$110.00
		Individual Renewals	
		Through July 31, 2025 (resident)	\$90.00
		Through July 31, 2025 (non-resident)	\$100.00
		After July 31, 2025 (resident)	\$95.00
		After July 31, 2025 (non-resident)	\$105.00
		Family New Memberships	
		Resident	\$150.00
		Non-Resident	\$160.00
		Family Renewals	
		Through July 31, 2025 (resident)	\$140.00
		Through July 31, 2025 (non-resident)	\$150.00
		After July 31, 2025 (resident)	\$145.00
		After July 31, 2025 (non-resident)	\$155.00
		Half-Year Marine League Memberships	
		Resident	\$50.00
		Non-Resident	\$55.00
		USTA Quarterly Memberships	\$30.00
		One-Time Half-Year Memberships (after January 1) (New members only – not available for existing members)	
		Resident	\$55.00
		Non-Resident	\$60.00
		Family, Resident	\$75.00
		Family, Non-Resident	\$80.00
	01-3460	Tennis Hourly Court Admission Fees	
		Resident Members:	
		Weekdays (8 a.m. to Noon)	\$10.00
		Weekends/Holidays	\$11.00
		Non-Resident Members:	
		Weekdays (8 a.m. to Noon)	\$11.00
		Weekends/Holidays	\$12.00
		Non-Members:	
		Weekdays (8 a.m. to Noon)	\$12.00
		Weekends/Holidays	\$13.00
		Marine League Fee (3 courts for 3 hours)	\$72.00
		USTA League Hourly Rate	\$9.00
		Men's Doubles / Women's Doubles (Per court, per hour, for Members)	\$10.00

V. RECREATION (continued)

Code Reference	Account Code	Description	Approved Fee
	01-3460	Tennis Tournaments: Court fees as determined above, plus surcharge per court	\$2.00
	01-3460	Ball Machine Rental	\$5.00
	01-3460	Tennis Balls (per can)	\$5.00
	01-3460	Pickleball Hourly Court Admission Fees	
		Resident Members:	
		Weekdays (8 a.m. to Noon)	\$6.00
		Weekends/Holidays	\$7.00
		Non-Resident Members:	
		Weekdays (8 a.m. to Noon)	\$7.00
		Weekends/Holidays	\$8.00
		Non-Members:	
		Weekdays (8 a.m. to Noon)	\$8.00
		Weekends/Holidays	\$9.00
		Drop-in Open Play (per person, per day/visit)	\$5.00
	01-3440	Non-Resident Recreation Class surcharge	10% of class fee
	01-3440	Sports Field Rental Fees:	
		Peninsula Resident Group	\$17.00 per hour
		Non-Peninsula Resident Group	\$34.01 per hour
		AYSO Soccer (3 Fields)	\$5,119.90 per year
		PV Girls Softball League (1 Field)	\$1,707.18 per year
		Silver Spur Little League (2 Fields)	\$TBD per year
		Peninsula Junior League (1 Field)	\$TBD per year
		Application Fee	\$25.00
	01-3440	Special Event Permit: <i>(Rolling Hills Estates Neighborhood Block Parties will not be charged Permit Fee and will only pay corresponding refundable deposit)</i>	
		Special Event Application Fee	\$50.00
		Participants of 100-300	
		Resident/Non-Profit	\$75.00
		Non-Resident/For Profit	\$95.00
		Refundable Deposit	\$50.00
		Participants of 301-600	
		Resident/Non-Profit	\$150.00
		Non-Resident/For Profit	\$170.00
		Refundable Deposit	\$100.00
		Participants of 601-999	
		Resident/Non-Profit	\$250.00
		Non-Resident/For Profit	\$270.00
		Refundable Deposit	\$150.00

V. RECREATION (continued)

Code Reference	Account Code	Description	Approved Fee
		Participants of 1,000 or more	
		Resident/Non-Profit	\$300.00
		Non-Resident/For Profit	\$350.00
		Refundable Deposit	\$300.00
01-3440		Portable Public Address System Rental:	
		Rental Fee	\$250.00 per day
		Refundable Deposit	\$200.00
01-3440		Race Time Clock Display Rentals:	
		One Digital Display	\$250.00 per day
		Refundable Deposit	\$200.00
01-3440		Trail Rental Fees for a Race:	
		5K Race	\$200.00 per day
01-3440		Ernie Howlett Park Equipment Rentals	
		Installation of Temp. Chain Link Fence Panels:	\$10.00 per panel
		Table Rental (6' or 8' Folding Table):	\$10.00 per table
		Metal Folding Chair Rentals:	\$2.50 per chair
		10' X 10' Canopy (open sides):	\$75.00 per day
		4' X 4' Carpeted Riser:	\$10.00 per day per riser
01-3620		City Hall Council Chambers Rental:	
		Rental Fee for First 2 Hours	\$60.00
		Each Additional Half-Hour	\$15.00
		Refundable Key Deposit	\$250.00
01-3440		Contract Recreation Fee for Non-City Facility Classes:	
		Percentage of Gross Revenue	20.0% of Registration Fee
		(Excluding Non-Resident Class surcharge which is retained 100% by the City)	

APPENDIX

Horse Trainers, (Page 4)

Any horse trainer conducting business in the City of RHE is required to obtain a business license at the cost of \$363.87 as well as the following permits:

Category 1: Horse trainers that operate at a private facility and do not use the City's public horse arenas or the City's public trail system or parks. Business License Tax of \$363.87 per year. Total Cost = \$363.87.

Category 2: Horse trainers that use only the City's public horse arenas no more than once per week. Business License Tax of \$363.87, a Permit Fee of \$150.00, and a City property use charge of \$100 (not applicable to PWEC use only). Total Cost = \$613.87.

Category 3: Horse trainers or trail riding operators whose business significantly relies on use of the City's public arenas and/or the City's public trail system or parks. Business License Tax of \$363.87, a Permit Fee of \$250.00, and a City property use charge of \$300. Total Cost = \$913.87.

The following items provide additional information related to Fees and Charges:

The City charges various fees on a **cost recovery basis** only.

Park Land Dedication Fee: Refer to Municipal Code Sections 16.08

Business Licenses: Refer to Municipal Code Title 5 – Business Licenses and Regulations.

Franchise fees: The City has exclusive franchise agreements based on a fixed percentage of gross receipts with the following companies included but not limited to.

Fees for Southern California Edison, Southern California Gas, and California Water Service Company are all based on 2% of gross receipts arising from the use, operation or possession of the franchise and no less than 1% of the gross receipts derived from the sale of electricity, gas, and water, respectively; Solid Waste Hauler's franchise fees for residential solid waste are based on percent of gross receipts per agreement.

City of Rolling Hills Estates Municipal Code Section 3.04.060 Fees.

From and after the effective date of the ordinance codified in this section, unless otherwise specified by state law, and excluding those fees established for contract services provided by the county of Los Angeles and others, all permit fees, city service charges and other fees, charges, extractions, and required payments for municipal services, inspections, enforcement activities or for any other purpose, may be established, amended, fixed or modified by resolution of the city council, in addition to any other method prescribed by the Rolling Hills Estates Municipal Code or other law or regulation pertaining thereto. When so prescribed by resolution, the amount thus established shall prevail over any inconsistent provision of the municipal code. (Ord. 519 § 1, 1990).

