

**CITY OF SAN MATEO**  
**RESOLUTION NO. \_\_\_\_ (2021)**

**APPROVING ADDITIONAL FEE REVISIONS TO THE COMPREHENSIVE FEE SCHEDULE FOR 2020-2021 TO ADD  
SHORT-TERM RENTAL REGISTRATION FEES AND SHORT-TERM RENTAL REGISTRATION APPEAL FEES**

WHEREAS, the Council adopted the Master Fee Schedule for Fiscal Year 2020-2021 on March 2, 2020;  
and

WHEREAS, the City is in the process of implementing a short-term rental program to administer and regulate the usage of short-term rentals. The City needs to add registration and appeal fees to cost recover from the program to the City's Master Fee Schedule; and

NOW, THEREFORE, THE COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, HEREBY FINDS and  
RESOLVES that:

1. In accordance with California Environmental Quality Act (CEQA) Guidelines section 15378(b)(4), this is not a project subject to CEQA in that the adoption of fees is a fiscal activity and does not involve commitment to any particular project.
2. The proposed Short-Term Rental Registration fees and Short-Term Rental Registration Appeal Fees do not exceed City costs of administering and regulating the usage of short-term rentals.
3. The fee revisions for Fiscal Year 2020-2021, set forth in Exhibit A and Exhibit B to this Resolution, related to Short-Term Rentals, are approved.
4. The fee revisions for Fiscal Year 2020-2021 shall become effective upon adoption of this Resolution.
5. The Master Comprehensive Fee Schedule for 2020-2021 previously adopted on March 2, 2020, shall be updated to reflect the above-approved fee revisions.

# NEW USER FEES

# A

**DEPARTMENT:**

Community Development Department

DESCRIPTION OF SERVICES	REFERENCE		UNIT	FEE
	PAGE #	ITEM #		
Short Term Rental Registration Fee	4.2	XII	Per permit	\$250.00
<b>JUSTIFICATION:</b> The Short-Term Rental Registration fee is intended to cost recover for review and issuance of a registration permit by staff for the purpose of the regulating short-term rental operations.				
(INCLUDE this revenue in your projections for 2020-2021.)			<b>2020-2021</b> (include CPI adjustment)	
			<b>General Fund:</b> <b>\$12,000</b>	
			<b>Special Fund:</b> <b>\$</b>	

# NEW USER FEES

# A

**DEPARTMENT:**
**Community Development Department**

DESCRIPTION OF SERVICES	REFERENCE		UNIT	FEE
	PAGE #	ITEM #		
Short Term Rental Registration Appeal Fee	4.2	XIII	Per permit appeal	\$250.00
<b>JUSTIFICATION:</b> The Short-Term Rental Registration Appeal fee is intended to cost recover for an administrative appeal conducted by staff for any Short-Term Rental host whose application has been denied or registration has been revoked.				
(INCLUDE this revenue in your projections for 2020-2021.)			<b>2020-2021</b> (include CPI adjustment)	
			<b>General Fund:</b> <b>\$1,250</b>	
			<b>Special Fund:</b> <b>\$</b>	