

## Attachment B

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**Attachment B**

<b>Current - Initial Vacation Rental Operation License</b>				
<b>Department</b>	<b>Staff</b>	<b>Estimated Hours</b>	<b>Hourly Rate</b>	<b>Total Estimated Cost</b>
Planning Services				
	Planning	5.00	\$ 175.00	\$ 875.00
	Front Counter/OA Time	1.00	\$ 90.00	\$ 90.00
<b>Total</b>		6.00		\$ 965.00

<b>Average Vacation Rental Operation License Processing Time*</b>				
<b>Department</b>	<b>Staff</b>	<b>Estimated Hours</b>	<b>Hourly Rate</b>	<b>Total Estimated Cost</b>
Planning Services				
	Planning**	2.00	\$ 175.00	\$ 350.00
	Front Counter/OA Time**	8.00	\$ 90.00	\$ 720.00
<b>Total</b>		10.00		\$ 1,070.00
<b>*This is the average staff processing time as of April 22, 2025. Staff expects this to decrease as the Program rolls out and the amount of staff processing time to decrease. Staff will continue to track time and if necessary return to the Board with a revised Initial Vacation Rental Operation License fee.</b>				
<b>**More Planning and Front Counter/OA Time initially during Program roll out. Planning time has decreased as roll out has progressed.</b>				

<b>Proposed - No Change Renewal Vacation Rental Operation License*</b>				
<b>Department</b>	<b>Staff</b>	<b>Estimated Hours</b>	<b>Hourly Rate</b>	<b>Total Estimated Cost</b>
Planning Services				
	Planning	0.00	\$ 175.00	\$ -
	Front Counter/OA Time	1.50	\$ 90.00	\$ 135.00
<b>Total</b>		1.50		\$ 135.00
<b>*No change would simply review in Accela to see if there are existing Code Enforcement Cases, coordinate with County of Monterey Treasurer-Tax Collector, and verify existing documentation compliance.</b>				

<b>Proposed - Change Renewal Vacation Rental Operation License*</b>				
Planning Services				
	Planning	0.50	\$ 175.00	\$ 87.50
	Front Counter/OA Time	3.00	\$ 90.00	\$ 270.00
<b>Total</b>		3.50		\$ 357.50
<b>*Change would require reviewing and updating Accela and reviewing revised Vacation Rental Operation License documents. Additionally, review would be required to see if there are existing Code Enforcement Cases, coordinate with the County of Monterey Treasurer-Tax Collector, and verify existing documentation compliance.</b>				

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