

Humboldt Bay Harbor District Office Fee Schedule

SERVICE OR CHARGE	FEE OR RATE Effective 10/01/2022
Requests for Copies of Public Documents	
Archival Research	\$75/hour, one hr minimum, 1/2 hr increments thereafter
<i>*Archival research, as used in this context, is defined as the process of collecting any Harbor District information not dated within 30 days of the request.</i>	
Photocopy cost (no binding included):	
~ Request 50 or more copies	Actual Cost**
~ Photocopy cost (less than 50 copies) - B&W	\$0.10 per side
~ Photocopy cost - color (per page)	\$1.00 per side
~ Photocopy cost - oversized up to 11"x17"	\$0.25 per side
~ Electronic media (disk, tape, etc)	Actual Cost**
<i>**Actual cost is the charge for the Harbor District cost for the actual time of the position reproducing any information (wage and payroll burden) plus the actual media cost (photocopy, computer disc, tape, etc) and any costs incurred for archival research.</i>	
Facsimiles	\$1.00 per page
Board Meeting Agendas	
Paper copies for entire Fiscal Year	\$25.00 per calendar year
Board Meeting Minutes	
Paper copies for entire Fiscal Year	\$25.00 per calendar year
Notary Services	
Fees set by state	\$15 per signature, per page
Permit Process	see below
A non-refundable deposit is required with application for permits. In addition to the deposit, third-party costs will also be charged.	
~ Administrative Permit (Deposit)	\$400
~ Emergency Permit (Deposit)	\$400
~ Harbor District Permit (Deposit)	\$500
~ CEQA Statutorial or Categorical Exemption (Deposit)	\$100
~ CEQA Initial Study - Negative Declaration Review (Deposit)	\$500
~ CEQA Environmental Impact Report Review (Deposit)	\$1,000

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Late Fees and Interest	
Monthly moorage rent or lease payments are due on the first of each month and considered late if not paid on or before the 10th of each month. Interest is applied at the end of the month on the balance due. Yearly rent is due by the 10th of the first month of the lease year. If the rental or lease agreement specifies a different due date, fees and/or interest specified in the agreement supersede this proposal.	
Account balances between \$5-\$50	\$10
Account balances between \$50.01-\$100	\$15
Account balances over \$100.01	\$25

*Rates effective 12-01-2019 As per Humboldt Bay Harbor District Board Resolution 2019-16
Rates effective 10-01-2022 As per Humboldt Bay Harbor District Board Resolution 2022-1C*