CITY OF MALIBU

REBUILD FEE WAIVER

On June 24, 2019, the Malibu City Council approved waiving certain planning and building permit fees to encourage the rebuilding of homes in the City that were lost or damaged in the Woolsey Fire.

WHAT FEES ARE BEING WAIVED?

The City is waiving all City rebuilding fees for properties that are being rebuilt as a like-for-like or like-for-like plus 10% rebuild and were used as a primary residence by the property owner as of November 8, 2018. These also include fees for required replacement or upgrade of onsite wastewater treatment systems (OWTS), damaged or destroyed accessory structures, hardscaping, and landscaping. Eligible rebuilding fees that have already been paid may qualify for a refund.

WHAT CONSTITUTES A LIKE-FOR-LIKE OR LIKE-FOR-LIKE PLUS 10 % REBUILD?

A like-for-like rebuild (also known as an in-kind rebuild) is the reconstruction of the property as it was approved and permitted at the time of the Woolsey Fire. A like-for-like plus 10% rebuild involves rebuilding the existing permitted home in the same location and up to 10% additional square footage and/or height increase that conforms to the Zoning Ordinance. To determine whether your scope of work qualifies as either one of these rebuild options, please contact Aakash Shah, Contract Planner, by email at **ashah@malibucity.org** or call **310-456-2489, ext.385** to set up an appointment to discuss your rebuild project. For additional information, visit www.maliburebuilds.org.

MY LIKE-FOR-LIKE OR LIKE-FOR-LIKE PLUS 10% REBUILD REQUIRES A SITE PLAN REVIEW. WILL I STILL BE ELIGIBLE FOR A FEE WAIVER?

Site Plan Reviews and other discretionary requests that exceed the scope of the like-for-like and like-for-like plus 10% rebuild options are not eligible for a fee waiver.

MY REBUILD PROJECT REQUIRES A COASTAL DEVELOPMENT PERMIT. AM I ELIGIBLE FOR A FEE WAIVER?

The fee waiver is intended to assist primary residents who are seeking to rebuild their homes in approximately the same location, size, and layout, which would not require a Coastal Development Permit (CDP). Some OWTS replacement projects done in conjunction with a like-for-like and like-for-like plus 10% rebuild may require a CDP in which case the project is eligible for a fee waiver.

WHO IS ELIGIBLE FOR A FEE WAIVER?

Property owners are eligible for a fee waiver if the property that was destroyed or damaged by the Woolsey Fire was their primary residence as of November 8, 2018.

WHAT DOCUMENTATION IS REQUIRED TO DEMONSTRATE THAT THE PROPERTY WAS MY PRIMARY RESIDENCE AS OF NOVEMBER 8, 2018?

All applicants requesting a fee waiver are required to complete an affidavit of ownership and primary residency, and provide photo identification and documentation of primary residency that will be reviewed by City staff. To

document primary residency, applicants may submit an active voter registration, a valid driver's license or other government issued documentation with the address of the property that was destroyed by the Woolsey Fire. The affidavit is available on the City's website at www.malibucity.org/RebuildFees

DO I NEED TO COME TO CITY HALL IN PERSON TO SUBMIT MY PROOF OF PRIMARY RESIDENCE?

Yes. Property owners must come in person to Malibu City Hall between the hours of 7:30 am and 4:30 pm to sign and submit the affidavit of ownership and primary residency. Applicants must present photo identification and provide documentation of primary residency along with the affidavit.

MY REBUILD PROJECT IS ELIGIBLE FOR A FEE WAIVER. CAN YOU TELL ME WHAT FEES ARE INCLUDED IN THE WAIVER?

City of Malibu rebuild fees associated with planning, building safety, biology, environmental health, geotechnical review, public works and permitting for like-for-like and like-for-like plus 10% rebuilds for properties that were used as a primary residence by the property owner as of November 8, 2018 will be waived.

MY REBUILD PROJECT IS ELIGIBLE FOR A FEE WAIVER, BUT I ALREADY PAID THE CITY FEES. CAN I GET A REFUND?

Yes. All applicants requesting a refund must submit a Refund Request Form and demonstrate primary residency. Forms are available at www.malibucity.org/RebuildFees. Please contact City of Malibu Contract Planner Aakash Shah by email at **ashah@malibucity.org** or call **310-456-2489 ext.385** if you have further questions regarding this process.

I AM ELIGIBLE FOR A REFUND OF THE REBUILD FEES I HAVE PAID. HOW WILL THE REFUND BE PROCESSED?

The refund check will be mailed to the original payer of record within four weeks of the refund request.

CAN MY REPRESENTATIVE, EXPEDITOR, ARCHITECT, ETC. SUBMIT MY PRIMARY RESIDENCY DOCUMENTATION?

No. The property owner must be present at City Hall to sign the affidavit of ownership and primary residency.

IS THE CITY WAIVING FEES FROM OUTSIDE AGENCIES, SUCH AS THE LOS ANGELES COUNTY FIRE DEPARTMENT OR THE STATE OF CALIFORNIA?

No. The fee waiver applies only to City fees.

HOW LONG WILL THE FEE WAIVER REMAIN IN EFFECT?

Rebuild fees for properties that are being rebuilt as a like-for-like or like-for-like plus 10% rebuild and were used as a primary residence by the property owner as of November 8, 2018 are currently being waived until December 30, 2026.

For more information, contact City of Malibu Contract Planner Aakash Shah by email at **ashah@malibucity.org** or call **310-456-2489 ext.385**.

City of Malibu

23825 Stuart Ranch Road · Malibu, California · 90265-4861
Phone (310) 456-2489 · Fax (310) 456-3356 · www.malibucity.org

INSTRUCTIONS FOR REQUESTING A REFUND OF WOOLSEY FIRE REBUILD FEES

Before You Begin

Please review the City of Malibu Rebuild Fee Waiver Information Handout to determine whether your property, project, and fees are eligible for a refund. This handout has answers to frequently asked questions and is available online at https://www.malibucity.org/RebuildFees. Please note that refunds will only be issued to the original payer.

What Form Do I Use?

Complete the attached Refund Request Form only if you are requesting a refund of previously paid fire rebuild permit application fees.

What Do I Need to Attach to the Refund Form?

1. **City-issued receipt.** If you no longer have the original City-issued receipt, please see staff at the Fire Rebuild Desk at City Hall or email Contract Planner Aakash Shah at ashah@malibucity.org to request a copy.
2. **Affidavit of Ownership and Primary Residency.** Unless you have previously submitted an Affidavit of Ownership and Primary Residency, a new affidavit is required to be signed by the property owner *in the presence of City of Malibu staff*. There is no need to attach a previously submitted and staff-verified Affidavit of Ownership and Primary Residency as these documents are already on file at City Hall.

Where Do I File the Refund Request?

- **In-person.** You may submit your request in person at City Hall during regular business hours: Monday through Thursday, 7:30 am to 5:30 pm, and Friday, 7:30 am to 4:30 pm. Unless you have previously submitted a primary residency affidavit, an Affidavit of Ownership and Primary Residency is required to be signed by the property owner in the presence of City of Malibu staff.
- **By mail.** If you have a previously submitted a primary residency affidavit verified by staff, you may mail your refund request to:

  City of Malibu Planning Department
  c/o Woolsey Fire Fee Waiver
  23825 Stuart Ranch Road
  Malibu, CA 90265

When Can I Expect My Refund?

A refund check will be issued by mail within four weeks of receipt of the refund request. If you have questions regarding the status of your refund request after four weeks, please contact Contract Planner Aakash Shah at (310) 456-2489, ext. 395 or ashah@malibucity.org.

Questions?

If you have additional questions about submitting your refund request, please contact Contract Planner Aakash Shah at (310) 456-2489, ext. 385 or ashah@malibucity.org.

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REQUEST FOR REFUND OF WOOLSEY FIRE REBUILD FEES

Complete this page only if you are requesting a REFUND of previously paid fire rebuild permit application fees.
Refund requests may take up to four weeks for processing.
An approved Affidavit of Ownership and Primary Residency must be on file with the City prior to issuance of any refunds.

Property Information

Project Address: _____

Property Owner's Name: _____

Project Information

Project(s): _____
(List project ID's: e.g. Planning Verification, Building Permit, Building Plan Check, etc.)

Claimant (Original Payer) Information *(All refunds must be issued to the original payer on record.)*

Claimant's Name: _____

Claimant's Mailing Address: _____

_____

Telephone: _____ E-mail: _____

_____ _____
Claimant's Signature Date
(For companies and organizations, please provide proof of affiliation)

FOR CITY OF MALIBU USE ONLY

Primary Residency Affidavit Verified: ☐ Yes ☐ No
Eligible Property: ☐ Yes ☐ No
Eligible Project/Fees: ☐ Yes ☐ No
Determination: ☐ Yes - Refund to be processed
☐ In Full ☐ Partial (see details attached)
☐ No - Reason: _____

Reviewed by: _____*(Print name)* Date: _____

Approved by: _____*(Department Head)* Date: _____

Finance Dept. Approval: _____*(Signature)* Date: _____

This is a public document. Confidential information will be redacted for privacy.