

## **ADMINISTRATIVE FEE**

**For UNAUTHORIZED or  
“AS BUILT”  
GRADING or STRUCTURES  
THAT REQUIRE PLANNING  
COMMISSION REVIEW**



In an effort to curb unauthorized grading and previously constructed or “as built” structures, the City Council adopted a \$500 administrative fee that will be charged in addition to the regular application fee on applications for unauthorized grading or “as built” structures that require Planning Commission review. Additionally, \$200 is charged for each additional “Stop Work Order” that is issued beyond the original stop work order for unauthorized grading or construction that requires Planning Commission review.

Planning Commission review is required for structures that encroach into the front, side or rear yard setbacks, for sports courts, for any new structure or an addition of more than 999 square feet in any 36-month period, and any grading where there is going to be a cut or fill exceeding 3 feet in depth or 3 feet in height or covering more than 2,000 square feet of the existing ground surface area to change the shape of a building pad or hillside.

**It is safe to assume that it is Grading  
if work is being done that requires the use of heavy equipment.**



*City of Rolling Hills*

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