

INSTRUCTIONS FOR DEFERRING DEVELOPMENT IMPACT FEES

DEFERRAL PROCESSING FEES:	\$35.00/PER AGREEMENT
RECORDATION FEE:	\$20.00 (COUNTY FEE-SUBJECT TO CHANGE)
TOTAL ADMINISTRATION FEES:	\$55.00

THE DEFERRAL DOCUMENT WHICH IS THE DEVELOPMENT FEE CONTRACT MUST BE TYPEWRITTEN OR TEXT ENTERED ONLINE. -NO EXCEPTIONS-

1. Please note, the City's Development Impact Fees are increased at the end of each year to reflect the Development Impact Fee program cost changes, including the annual increase in the Construction Cost Index for the Los Angeles region.
2. If you are deferring the impact fees, complete the Development Fee Lien Contract attached. If you are applying for more than one (1) building permit, you will include each lot on a separate Development Fee Contract unless the lots are within the same tract. Be sure that a complete Legal Description from the Grant Deed is provided for the Tract or for the subject property, and notarize the signatures of all property owners.
3. Submit the notarized Development Fee Contract, the notarized All-Purpose Acknowledgment form, a copy of the Grant Deed for the subject parcel(s), and a check made payable to the "City of Yucaipa" in the amount of \$55.00. Upon release of the Development Fee Contract, an additional check for the recordation fee may be needed if the County has increased their \$20 recordation fee.
4. Upon verification of the completeness and the correctness of the Development Fee Contract, the Planning Department will inform the Building and Safety Division that the building permit(s) can be issued for your project.

PLEASE NOTE: FAXED OR SCANNED FORMS CANNOT BE RECORDED AND WILL NOT BE ACCEPTED BY THE CITY.

