

**ORDINANCE NO. 729
(AS AMENDED THROUGH 729.6)
AN ORDINANCE OF THE COUNTY OF RIVERSIDE
ESTABLISHING FEES, CHARGES AND RATES FOR
ASSESSOR, COUNTY CLERK AND RECORDER SERVICES**

The Board of Supervisors of the County of Riverside, State of California, ordains as follows:

Section 1. PURPOSE AND SCOPE.

- A. **PURPOSE.** The purpose of this section is to establish fees in reasonable amounts to cover the costs of rendering certain enumerated services and supplies furnished by the Assessor-County Clerk-Recorder's Office.
- B. **AUTHORITY.** The authority for the fees established herein is found in Government Code Sections 6157, 6253, 8201.1, 8213, 12194, 26831, 26836, 26840, 26840.1, 26840.2, 26840.3, 26840.7, 26840.8, 26849.1, 26850, 26851, 26852, 26855, 26855.1, 26855.2, 26855.3, 26861, 27293, 27361, 27361.9, 27364, 27366, 27372, 27387, 27397, 27585, 54985, 54986, 65092; Business and Professional Code 6404, 6405, 17926, 17929, 22352, 22353, 22453, 22455, 22457, 27366; Civil Code 3097; Corporations Code 14502; Family Code 360, 401, 506, 536, 1852; Fish and Game 711.4; Health & Safety 100430, 103525.5, 103625; Penal Code 14251; Welfare and Institutions Code 18966.

Section 2. SEVERABILITY. Should any fee herein established be held to be invalid or otherwise unenforceable, such determination shall not affect the validity of all remaining fee provisions.

Section 3. LISTING NOT COMPREHENSIVE. This Ordinance is not intended to contain all fees that are or may be charged by the Assessor-County Clerk-Recorder for services and supplies and to the extent that other fees are customarily charged or are established elsewhere and are not listed below, all such fees, charges, and rates shall remain in full force and effect.

Section 4. FEE SCHEDULE. The Assessor-County Clerk-Recorder shall hereafter collect the following fees for the services or product rendered:

- A. Assessor-County Clerk-Recorder Fees and Charges.
 - 1. Duplicating documents and records 8-1/2" x 11" in size
 - a. First Page (In accordance with the Public Records Act) \$ 1.00
 - b. Additional Pages, per page \$ 0.10
 - 2. Photocopy or System Page Copy
 - a. First Page \$ 1.00
 - b. Additional Pages, per page \$ 0.10
 - 3. Processing Returned Checks or ACH Debits \$ 32.00
- B. County Clerk Fees and Charges
 - 1. Marriage:
 - a. Public Marriage License \$ 90.00
 - b. Confidential Marriage License \$ 100.00
 - c. Affidavit to amend license (within one year) \$ 11.00
 - d. Duplicate Marriage License (Public and Confidential) \$ 28.00

e. Application for Appointment as Deputy Commissioner of Civil Marriages – One Day Appointment	\$ 58.00
f. Notary Public, Approval to Issue Confidential Marriage License	\$ 300.00
2. Marriage Ceremony:	
a. Performing Marriage Ceremony (no license included)	\$ 75.00
b. Performing Saturday Marriage Ceremony	\$ 113.00
c. Disposable Camera (optional)	\$ 8.00
d. Video Tape or DVD (optional)	\$ 14.00
e. Men's Wedding Band (optional)	\$ 20.00
f. Women's Wedding Band (optional)	\$ 15.00
3. Fictitious Business Name:	
a. Fictitious Business Name Statement (FBNS)	\$ 58.00
b. Each Additional Name at Same Address (FBNS)	\$ 2.00
c. Each Additional Registrant at Same Address (FBNS)	\$ 2.00
d. Certified copy of FBNS	\$ 10.00
e. Statement of Withdrawal/Abandonment of FBN	\$ 24.00
f. Fictitious Business Name Daily Report	\$100/month
4. Process Server:	
a. Certificate of Registration of Process Server	\$ 185.00
b. Cancellation, Withdrawal or Revocation of Process Servers Bond/Unlawful Detainer/Legal Document Assistant	\$ 29.00
5. Unlawful Detainer:	
a. Certificate of Registration of Unlawful Detainer Assistant/Legal Document Assistant	\$ 197.00
b. Cancellation, Withdrawal or Revocation Unlawful Detainer/Legal Document Assistant	\$ 29.00
c. Identification Card for Unlawful Detainer/Legal Document Assistant	\$ 10.00
6. Photocopier:	
a. Certificate of Registration of Professional Photocopier	\$ 197.00
b. Certificate of Registration of Professional Photocopier (if already Registered as Process Server)	\$ 122.00
c. Cancellation, Withdrawal or Revocation of Photocopier Bond	\$ 29.00
d. Identification Card for Photocopier	\$ 10.00
7. Notary Public:	
a. Notary Public Registration	\$ 61.00
b. Cancellation, Withdrawal or Revocation of Notary Bond	\$ 29.00
c. Conformed copy of Notary Bond	\$ 1.00
d. Certification of Notary Signature (one name)	\$15.00
e. Certification of Notary Signature (additional requests, same name)	\$ 2.25
8. Admitted Surety Insurer:	
a. Power of Attorney for Admitted Surety Insurer-Each Name	\$ 27.00
b. Financial Statement – Admitted Surety Insurer	\$ 3.50

c. Revocation of Power of Attorney	\$ 27.00
d. Certificate of Proof Authority of Surety to Act	\$ 3.50
9. Certifying a copy of any filed paper	\$ 1.75
10. Certificate of Translation	\$ 10.00
11. Administration of Oath for Humane Officer	\$ 5.00
12. Document Handling Fee – Fish & Game	\$ 50.00
13. All papers for which a fee is not elsewhere provided	\$ 2.25
14. Environmental Impact Report (current pass-through revenue)	\$ 2,919.00
15. Negative Declaration (current pass-through revenue)	\$ 2,101.50

C. Recorder Fees and Charges

1. Recording Fees	
a. First Page	\$ 15.00
b. Additional Pages, per page	\$ 3.00
c. Additional Title	\$ 15.00
2. Release of lien by government agency for each recording reference	\$13.00
3. Non-Conformed Page (any page that is not 8 ½" x 11")	\$ 3.00
4. Each page containing small print	\$ 1.00
5. Each group of 10 names or fractional portion after first 10	\$ 1.00
6. Involuntary lien notification for each debtor address against whom an involuntary lien is recorded	\$ 13.00
7. For each additional recording reference which requires additional indexing	\$ 1.00
8. Customer (Conformed) Copy Label, at the time of recordation only	\$ 1.50
9. Conformed Map Copy, at time of recordation only	\$ 20.00
10. Official Record: Regular copy per page	\$ 6.50
11. Official Record: Each additional page	\$ 1.00
12. Certification of complete regular copy	\$ 1.00
13. Death Certificate, copy or search	\$ 14.00
14. Death Certificate, copy or search (Government Agency)	\$ 14.00
15. Birth Certificate, copy or search	\$ 21.00
16. Birth Certificate, copy or search (Government Agency)	\$ 12.00

17. Marriage Certificate, copy or search	\$ 14.00
18. Marriage Certificate, copy or search (Government Agency)	\$ 10.00
19. Filing Fees: First page, each map	\$ 10.00
20. Filing Fees: Each additional page	\$ 2.00
21. California Preliminary 20-Day Notice	\$ 52.00
22. Real Estate Fraud Prosecution Trust Fund	\$ 3.00
23. Documents evidencing a change of ownership, NOT accompanied by a completed and signed Preliminary Change of Ownership Report	\$ 20.00
24. Survey Monument Preservation Fund	\$ 10.00
25. UCC filing, 1-2 pages	\$ 12.00
26. UCC filing, 3 pages or more	\$ 22.00
27. Raw Images of Official Records via FTP	\$ 0.05/image

Section 5. EFFECTIVE DATE. This amendment shall become effective thirty (30) days after adoption.

Adopted: 729 Item 11.1 of 05/04/1993 (Eff: 06/03/1993)
Amended: 729.1 Item 3.4 of 07/06/1993 (Eff: 08/05/1993)
729.2 Item 11.3 of 07/27/1993 (Eff: 08/26/1993)
729.3 Item 7.1 of 09/11/2001 (Eff: 10/11/2001)
729.4 Item 9.1 of 04/27/2004 (Eff: 05/27/2004)
729.5 Item 9.2 of 10/21/2008 (Eff: 11/20/2008)
729.6 Item X.X of XX/XX/XXXX (Eff: XX/XX/XXXX)

**ORDINANCE NO. 735
(AS AMENDED THROUGH 735.2)
AN ORDINANCE OF THE COUNTY OF RIVERSIDE AMENDING ORDINANCE 735
ESTABLISHING FEES FOR THE SEPARATE ASSESSMENT
OF TIMESHARE PROJECTS**

The Board of Supervisors of the County of Riverside, State of California, ordains as follows:

Section 1. Purpose and Authority. This ordinance adopts and establishes fees for the separate assessment of timeshare projects as provided in Revenue and Taxation Code sections 2188.8 and 2188.9.

Section 2. Application. The fees set out herein are charges for the initial and the ongoing costs of the separate assessment and billing and mailings with respect to timeshare projects made in accordance with Revenue and Taxation Code sections 2188.8 and 2188.9. This ordinance is intended to be applicable to assessments on the 1993-94 assessment roll and subsequent assessment rolls.

Section 3. Fees. The following fees shall be charged for each timeshare project separate assessment made by the County Assessor under Revenue and Taxation Code sections 2188.8 and 2188.9:

- | | |
|---|---------|
| 1. Separate Timeshare Assessments (New Set-up) | \$20.82 |
| 2. Separate Timeshare Assessments (Ongoing Maintenance) | \$20.82 |

Section 4. Levy and Collection. For the 1993-94 assessment roll, the timeshare separate assessments that are subject to the provisions of this ordinance, and which are to be added to the specified assessments by the County Auditor-Controller, are as set out on the report of the County Assessor accompanying the notice of public hearing given in consideration of the adoption of this ordinance. For assessment rolls subsequent to 1993-94, the County Assessor shall submit a report identifying each timeshare project in which separate assessments that are subject to the fees established herein have been made to the Board of Supervisors at a regularly scheduled meeting of the Board on or before August 15 of each year. On receipt and filing of the report, the County Auditor-Controller shall levy the indicated fees on the assessment numbers as reported by the Assessor. For 1993-94 and years thereafter, the fees shall be billed and collected along with the regular taxes and assessments related to each timeshare project separate assessment and shall be subject to the same delinquency penalties and interest otherwise applicable to the regular taxes and assessments. When collected, the fees and any applicable penalties and interest shall be deposited into the County general fund.

Section 5. Severability. If any clause, provision, sentence, or paragraph of this ordinance, or the application thereof, is deemed to be invalid as to any person, entity, establishment, or circumstance, such invalidity shall not affect the other provisions of this ordinance which shall still be in effect, and, to this end, it is hereby declared that the provisions of this ordinance are severable.

Section 6. Effective Date. This ordinance shall take effect thirty (30) days after adoption.

Adopted: 735 Item 12.2 of 08/24/1993 (Eff:09/23/1993)
Amended: 735.1 Item 9.2 of 04/27/2004 (Eff: 05/27/2004)
735.2 Item X.X of XX/XX/XXXX (Eff: XX/XX/XXXX)

**ORDINANCE NO. 831
(AS AMENDED THROUGH 831.2)
AN ORDINANCE OF THE COUNTY OF RIVERSIDE
ESTABLISHING ASSESSOR FEES FOR UNDIVIDED INTERESTS
AND SEPARATE VALUATIONS**

The Board of Supervisors of the County of Riverside ordains as follows:

Section 1. Purpose. This Ordinance adopts and establishes fees authorized by law, in the amount reasonably necessary to recover the cost incurred by the County Assessor in providing the services enumerated herein.

Section 2. Authority. The authority for the fees established herein is found in the California Revenue and Taxation Code, Sections 2802, 2821, 2827, 4151 and Government Code Sections 54985.

Section 3. Severability. Should any fee herein established be held to be invalid or otherwise unenforceable such determination shall not affect the validity of the remaining fee provision.

Section 4. Fees. The Assessor shall collect the following fees for the services or product rendered:

1. Undivided Interest (Set-Up) \$98.00.
2. Undivided Interest (Ongoing) \$43.00.
3. Separate Valuations \$137.00.

Section 5. Effective Date. This amendment shall become effective 30 days after adoption.

Adopted: 831 Item 9.3 of 04/27/2004 (Eff: 05/27/2004)
Amended: 831.1 Item 9.1 of 10/27/09 (Eff: 11/26/2009)
831.2 Item X.X of XX/XX/XXXX (Eff: XX/XX/XXXX)

**ORDINANCE NO. 891
(AS AMENDED THROUGH 891.1)
AN ORDINANCE OF THE COUNTY OF RIVERSIDE
ESTABLISHING FEES, CHARGES AND RATES FOR ASSESSOR
PRODUCTS AND SERVICES**

The Board of Supervisors of the County of Riverside ordains as follows:

Section 1. Purpose and Scope. The purpose of this section is to establish fees in reasonable amounts to cover the costs of rendering certain enumerated services and products furnished by the Assessor as authorized by Revenue & Taxation Code Sections 63.1, 162, 220.5, 408.3, and 409, and Government Code Sections 54985 and 54986.

Section 2. Severability. Should any fee herein established be held to be invalid or otherwise unenforceable, such determination shall not affect the validity of all remaining fee provisions.

Section 3. Listing not Comprehensive. This Ordinance is not intended to contain all fees that are or may be charged by the Assessor for products and services and to the extent that other fees are customarily charged or are established elsewhere and are not listed below, all such fees, charges, and rates shall remain in full force and effect.

Section 4. Fee Schedule. The Assessor-County Clerk-Recorder shall hereafter collect the following fees for the services or product rendered:

A Assessor Fees and Charges.

1. Assessor Map Copies	\$6.50
2. Residential Property Characteristics per Assessment Number	\$15.00
3. Commercial Property Characteristics per Assessment Number	\$23.00
4. Certification of Assessor Printout Copy – Per Page	\$1.00
5. Historical Aircraft Exemption claim – Initial Filing	\$35.00
6. Late filed Parent-Child and Grandparent-Grandchild Exclusion Reappraisal Reimbursement	\$175.00
7. Data Property Center Hourly Rate (billed in 15 min increments)	\$85.00
8. Geographic Information System Hourly Rate (billed in 15 min increments)	\$85.00
9. Requested Assessor Service Charge – Hourly Rate	\$85.49
10. Requested Assessor Service Overtime Charge – Hourly Rate	\$128.24

Section 5. Effective Date. This amendment shall become effective thirty (30) days after adoption.

Adopted: 891 Item 9.1 of 10/27/2009 (Eff: 11/26/2009)

Amended: 891.1 Item X.X of XX/XX/XXXX (Eff. XX/XX/XXXX)