

**BEFORE THE BOARD OF SUPERVISORS OF THE
COUNTY OF SUTTER, STATE OF CALIFORNIA**

A RESOLUTION OF THE SUTTER COUNTY BOARD)
OF SUPERVISORS REVISING THE FEE SCHEDULE) RESOLUTION NO. 21-016
FOR THE DEVELOPMENT SERVICES DEPARTMENT)

WHEREAS, the Board of Supervisors finds that it is necessary and appropriate for the maintenance of an appropriately financed Development Services Department to revise the schedule of fees and charges for services and permits described in Chapters 290, 410, 700, 760, 770, 900, 1000, 1300, 1400, 1500, 1525, and 1700 of the Sutter County Ordinance Code.

WHEREAS, the Board of Supervisors reviewed and finds that the methodologies employed by staff in determining the fees are appropriate and are designated to ensure that the fees represent the reasonable cost of providing services as described.

WHEREAS, the Board of Supervisors finds that the fees set by this Resolution do not exceed the reasonable cost of providing the services for which the fees are charged.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Sutter, adopts the fees for the Development Services Department contained in Exhibit A - Fee Schedule Service Description and Exhibit B - Fee Schedule Service Tables, pursuant to the Sutter County Ordinance Code and that the fees set herein shall become effective on July 1, 2021.

BE IT FURTHER RESOLVED that failure to pay the appropriate fee or deposit upon request shall be deemed to be a withdrawal of the application which shall result in the file being closed and no further action being taken on the application.

PASSED AND ADOPTED by the Board of Supervisors of the County of Sutter, State of California, on this 13th day of April, 2021 as follows:

AYES: Supervisors Micheli, Flores, and Conant

NOES: Supervisors Ziegenmeyer and Bains

ABSENT: None



DAN FLORES, CHAIRMAN
BOARD OF SUPERVISORS

ATTEST:
DONNA M. JOHNSON, CLERK

By 
Deputy





SUTTER COUNTY

DEVELOPMENT SERVICES DEPARTMENT

Building Inspection
Code Enforcement

Engineering/Water Resources
Environmental Health

Planning
Road Maintenance

EXHIBIT A

FEE SCHEDULE SERVICE DESCRIPTION

EFFECTIVE 7/01/2021

FEE COLLECTION AND REFUNDS. For fee schedule items managed on a Time and Materials basis (T&M), an initial deposit will be collected at the time an application is accepted by the Development Services Department. Staff will track time and expenses against the project. When the deposit amount is depleted to 10% of the initial deposit, a request for additional deposit funds will be issued based upon the estimated remaining work. Work will cease on the project when the deposit is depleted and will not commence until additional deposit funds are received. At project closeout, the project costs will be reconciled with the deposit(s) and a refund check issued, if applicable.

HOURLY RATES. Hourly rates are revised each fiscal year using a method of generally accepted accounting practices. Hourly rates for Development Services staff are based on determining productive hours which are total hours in a year minus time spent on vacation, sick leave, training, holidays, and administrative time. The productive hours are divided into the total salary and benefit cost for each individual to determine the base hourly rate. Added to the base hourly rate is the hourly prorated cost of program overhead, department overhead, and County overhead to arrive at the hourly rate for each person.

INACTIVE APPLICATIONS/ACTIONS. Except where otherwise specified in the specific application/action, mapping, planning, plan checks, permits, and permit actions where no significant activity (no submission addressing County comments/notes from last review/map check) has occurred for 180 calendar days will be deemed inactive and the Owner/Developer will be billed for the costs incurred by the County to that date, and refunds issued where appropriate. A completely new submission will be required with new fees/deposits due to the restart of the approval process. Projects demonstrating activity not involving Sutter County are not considered inactive.

MAPPING / SURVEY WORK:

The fees listed for Mapping / Survey Work are in addition to the Development Services Department fees for processing many of these same map related items. Please note that the County does not prepare the engineering and surveying documents required to complete these projects, and only reviews technical information prepared by an owner-hired, licensed professional. The following is a brief description of what is included in these services:

Tentative Map

Fee includes: a site visit to check the project and roadways servicing the project, attendance at Subdivision Advisory Meetings, technical correctness review of the map in terms of identification of parcels, easements, right-of-way, and the consistency of proposed lots with planning and zoning requirements, drafting of project conditions, and attendance at Planning Commission meetings.

Parcel Map and Final Map

Fee includes checking the map against the approved Tentative Map and project conditions and checking the map for technical correctness with the Subdivision Map Act and survey records. The County Surveyor performs a horizontal control survey for each map at cost. The applicant may perform

the horizontal control survey using a Licensed Land Surveyor in a manner acceptable to the County Surveyor.

Once a Parcel Map is deemed technically correct, complete map signatures and record the map. Once a Final Map is deemed technically correct, forward to the Board of Supervisors for approval, and, once approved, record the map. This fee does not include the County Recorder's fees for recordation but does include staff time to process the map for signatures and coordinate with the recorder.

Record of Survey

Review fee includes checking the map for technical correctness, and after it is deemed technically correct, record the document. The County Surveyor performs a horizontal control survey for each Record of Survey in completing his due diligence during the technical review. Work required for the horizontal control survey is not charged to the applicant.

Lot Line Adjustment

Review fee includes coordinating with the all applicable Development Services Divisions to ensure that the action is consistent with planning and zoning ordinances, checking the Lot Line Adjustment and resultant legal descriptions for technical correctness, and recording the documents. This fee does not include the County Recorder's fees for recordation but does include staff time to coordinate with the recorder.

Survey Monument Preservation Fund

This is a fee set by state law. The fee is used by the County to preserve existing survey monuments.

Record Search

Fee includes staff time to search for survey maps and documents and other public works record documents. This fee does not apply to Public Records Act requests, which must be submitted to the County Clerk.

Road Abandonment

Fee includes a survey record search, site visit, approval by the County Board of Supervisors, and recording required documents to complete the abandonment.

PLANNING APPLICATION REVIEW:

The fees listed for Planning Application Review are in addition to the Development Services Department fees for processing many of these same planning items. If multiple planning application actions are taken at the same time for a project, each planning application fee deposit will be collected. Please note that the County does not prepare the engineering and surveying documents required to complete these projects, and only reviews technical information prepared by an owner-hired, licensed professional. The following is a brief description of what is included in these services:

Pre-Application Review Meeting

Fee includes time to perform preliminary research and review on a potential project at the request of an applicant. This work will be kept on file for 180 days and used for a subsequent project application.

Planned Development Plan w/o a Rezone, Amendment to Planned Development Plan, Design Review w/o Mapping, Use Permit, Variance, Rezone w/o Mapping, Surface Mining Permit,

Fees for these application types include the review of an application and the development of project conditions to address the engineering requirements and concerns of Sutter County and the Engineering Division, which are primarily related to transportation, drainage, and street improvements.

The fees include a site visit, the development of project conditions, and attendance at Development Services Department staff meetings, Subdivision Advisory Meetings (if required), Planning Commission meetings, and Sutter County Board of Supervisors meetings.

Specific Plan / Specific Plan Amendment, and General Plan Amendment

Fees for a Specific Plan / Specific Plan Amendment and General Plan Amendment will be charged on a time and materials basis utilizing County staff hourly rates and materials at cost.

FLOODPLAIN MANAGEMENT PERMITS

Grading Permit

Review and approval of grading on private property as required by County Code Chapter 1770. Fee includes processing the permit, a review of pertinent plans and details, a site visit, and inspection during project construction.

FEMA Flood Insurance Rate Map Section

Preparation of a flood insurance map section is a full-scale section of a FEMA Flood Insurance Rate Map (FIRM) [FIRMette]. Preparation fee includes identifying the current FIRM, locating the parcel on the FIRM, physically creating the FIRMette document, adding text and pertinent information (such as parcel location), and writing an accompanying verification letter. The fee may be waived for individual property owners.

FEMA Letters of Map Change

The fee includes County review of and certification of Community Concurrence for a Conditional Letter of Map Revision [CLOMR] or a Letter of Map Revision [LOMR].

Elevation Certificate Review

Fee includes a review of an Elevation Certificate for consistency with FEMA requirements. It covers three reviews: before construction, during construction and construction completion.

ENCROACHMENT AND IMPROVEMENTS (Improvements <=\$10,000):

Encroachment Permit – No Fee – Private Citizen

This permit applies to the repair / replacement in-kind of any existing residential driveway culvert, driveway, or sidewalk. There is no fee for this permit. Services provided include processing the permit, performing a site visit and review of the planned work, and inspection of the project during construction. An estimate of the costs for the processing and inspection of the No Fee Encroachment Permit are included in the Department's annual rate structure.

Encroachment Permit – No Fee – Public Agency

This permit applies to any work performed in the public right-of-way by a local, state or federal agency. The work may include the replacement of a drainage structure, placement of structures once approved by the Department, and temporary incursions into the right-of-way for work that occurs on other property. Services provided include processing the permit, performing a site visit to review the planned work, and inspection of the work during construction. An estimate of the costs for the processing and inspection of this No Fee Encroachment Permit are included in the Department's annual rate structure.

Encroachment Permit

This permit applies to any other work performed in the public right-of-way that amounts to \$10,000 or less (excepting repair/replacement of residential driveways and sidewalk). Examples of this are a new commercial driveway, and the construction of new curb, gutter, and sidewalk. The work shall comply

with the current version of the County's Improvement Standards. The fee includes processing the permit, a review of pertinent plans and details, a site visit, and inspection during project construction.

Encroachment Permit – Annual Utility

This permit includes maintenance and repair by utility companies on their existing system or for the installation of new services. The fee includes review of pertinent plans and details, a site visit, and inspection during construction. Construction of new utility infrastructure requires a separate permit and fee payment.

IMPROVEMENT PLANS PERMITS (Improvements >\$10,000):

Plan Check Fees

The fee includes the technical review of the plans for consistency with Sutter County Improvement Standards, clarity of the plans, and the use of sound engineering practices for work in the County Right-of-Way and for selected private improvements subject to regulatory review.

A plan check deposit is due prior to first plan check. Total plan check fees must be paid prior to approval of plans.

The plan check fee is charged on a time and materials basis with a deposit. The deposit is comprised of 5% of first \$200,000 (or portion thereof) of the approved engineer's construction cost estimate or contract bid amount for public improvements, plus 1.5% of the approved estimate or contract amount exceeding \$200,000.

Construction Inspection

The fee is charged on a time and materials basis with a deposit based upon 3% of the value of the public improvements. Inspection includes site visits by an inspector for consistency of the construction with the approved plans and Sutter County Standards. Fees are due prior to construction of the work shown in the Public Improvement Plans.

TRANSPORTATION PERMITS:

Transportation permits are charged at rates limited by state law. Interstate Truck Route requests are performed on a T&M basis.

PHOTOCOPYING FEES:

The fees for photocopying include staff time to make the copies and are based upon typical local reproduction rates for oversized and color copies. Other black and white copies are charged at rates listed in Board resolution No. 03-009, adopted 2/25/03, entitled "Board of Supervisors Photocopy Fee Schedule (Resolution 03-009)". Staff time spent to research a document is charged as a Record Search in the fees listed above under Mapping / Survey Work. Reproduction may be outsourced to an outside vendor and charged at cost.



SUTTER COUNTY

DEVELOPMENT SERVICES DEPARTMENT

Building Inspection
Code Enforcement

Engineering/Water Resources
Environmental Health

Planning
Road Maintenance

EXHIBIT B

FEE SCHEDULE SERVICE TABLES

EFFECTIVE 4/01/2021

TABLE 1
Building Division Fee Schedule

FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
Re-Roof – Tear off / New Roof Cover	384.00	\$427.00	\$280 minimum permit + \$147 for one additional inspection
Re-Roof – Tear off / New Sheathing/ New Roof Cover	\$384.00	\$427.00	\$280 minimum permit + \$147 for one additional inspection
Above Ground Pool	\$376.00	\$462.00	\$280 minimum permit + 65% (\$182) for plan review
In Ground Pool	\$970.00	\$1189.00	\$280 minimum permit + \$441 for 3 additional inspections + 65% (\$468) for plan review
Solar – Residential	\$454.00 + \$15 per DC kilowatt produced for each kilowatt above 15kW	\$553.00 + \$18 per DC kilowatt produced for each kilowatt above 15kW	Per Government Code Section 66015
Solar – Commercial	\$1,000 up to 50kW DC produced plus \$7 per kilowatt (50.1kW – 250kW) plus \$5 per kilowatt above 250kW	\$1,230 up to 50kW DC produced plus \$9 per kilowatt (50.1kW – 250kW) plus \$6 per kilowatt above 250kW	Per Government Code Section 66015
Manufactured Home Utility Permit	\$228.00 Minimum Permit Fee	\$280.00 Minimum Permit Fee	
Manufactured Home Installation Permit (conventional tie-downs)	\$588.00	\$721.00	\$280 minimum permit + \$441 for 3 additional inspections
Manufactured Home Installation Permit (foundation system)	\$588.00	\$721.00	\$280 minimum permit + \$441 for 3 additional inspections

<u>FEE NAME / DESCRIPTION</u>	<u>EXISTING FEE</u>	<u>PROPOSED FEE</u>	<u>REMARKS</u>
Manufactured Home Retro-fit	\$228.00	\$280.00 Minimum Permit Fee	
Commercial Coach (Conventional tie-down or engineered foundation)	New	\$721 + plan check fee based on building valuation	\$280 minimum permit + \$441 for 3 additional inspections, plus applicable plan check fee
Manufactured Home Plan Review Fee (Non-State Approved Plan)	50% of Permit Fee	No Change	
Water Heater Change-Out	\$50.00	\$280.00 Minimum Permit	
Third review and revisions minimum plan review fee	New	\$182.00	California Building Code Sec. 109.1
Re-inspection fee imposed following two failed inspections	New	\$123.00	California Building Code Sec. 109.1
Work commenced without permit. To be paid by person or contractor performing work.	New	Permit Fee + ½ Permit Fee	California Building Code Sec. 904.1
Plan Check Fee	65% of Building Permit Fee	65% of Building Permit Fee	Added for clarity

The Building Division utilizes the 2019 International Code Council (ICC) construction valuation table to determine construction values and will rely upon the most current version of the ICC valuation table, which is updated bi-annually in February and August of each year. The Building Division utilizes the most current edition of Marshall and Swift Valuation Services when determining price per square foot valuations. As an example, a 2,500-square foot home has a current valuation of \$295,000 (\$118 / sq. ft.) under the 2019 ICC table and \$305,000 (\$122 / sq. ft.) under the current 2020 table.

The Department proposes to increase Building Permit fees based upon project value by modifying the fee increment of each additional \$1,000 of project value. It should be noted the percentage difference of fees in the different valuation categories was maintained between the existing and proposed fees. The application of Building Permit fees is authorized by California Health and Safety Code Section 17951. A comparison of existing fees and proposed fees is shown below.

Finally, staff proposes a \$125 fee for all plans requiring site plan approval to recover the cost of review by Planning Division staff.

TOTAL VALUATION	EXISTING FEE	PROPOSED FEE	REMARKS
\$1.00 to \$9,000	\$228 Minimum permit fee	\$280 Minimum permit fee	
\$9,001 to \$25,000	\$69.25 for the first \$2,000 plus \$20 for each additional \$1,000, or fraction thereof, up to and including \$25,000	\$280 for the first \$9,000 plus \$24.60 for each additional \$1,000, or fraction thereof, up to and including \$25,000	
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000 plus \$14.28 for each additional \$1,000, or fraction thereof, up to and including \$50,000.00	\$845.80 for the first \$25,000 plus \$17.56 for each additional \$1,000, or fraction thereof, up to and including \$50,000.00	
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000 plus \$9.89 for each additional \$1,000, or fraction thereof, up to & including \$100,000	\$1,284.80 for the first \$50,000 plus \$12.16 for each additional \$1,000, or fraction thereof, up to and including \$100,000	
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000 plus \$7.91 for each additional \$1,000, or fraction thereof, up to & including \$500,000	\$1,892.80 for the first \$100,000 plus \$9.12 for each additional \$1,000, or fraction thereof, up to and including \$500,000	
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000 plus \$6.70 for each additional \$1,000, or fraction thereof, up to & including \$1,000,000	\$5,540.80 for the first \$500,000 plus \$8.24 for each additional \$1,000, or fraction thereof, up to and including \$1,000,000	
\$1,000,001.00 and above	\$5,608.75 for the first \$1,000,000 plus \$4.44 for each additional \$1,000, or fraction thereof	\$9,660.80 for the first \$1,000,000 plus \$5.46 for each additional \$1,000, or fraction thereof	

If approved, in practice, a building permit for a storage building valued at \$25,000 would increase from

\$873 to \$1,111.44; the building permit fee for a 2,000-square foot home would increase from \$3,362 to \$5,290.03; and the building permit fee for a 6,000-square foot home would increase from \$7,502 to \$12,296.59

A fee comparison with surrounding agencies is provided below to show how the above three sample projects compare with fees of neighboring jurisdictions. Please note this analysis is based on building permit fees only and does not include State mandated, development impact, school, levee, service connection or other fees that may be added to the building permit total.

Jurisdiction	Storage Building	2,000 sq. ft. home	6,000 sq. ft. home
Sutter (Proposed)	\$1,111.44	\$5,290.03	\$12,296.59
Yuba City	\$1,351.00	\$3,887.00	\$7,440.00
Colusa County	\$676.67	\$3,435.52	\$8,343.78
Yuba County-Foothill Area	\$978.44	\$5,060.69	\$7,007.65
Yuba County-Valley Area	\$939.49	\$5,003.60	\$6,929.74

TABLE 2
Planning Division Fee Schedule

FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
Amendment to Planned Development Plan	At cost with a \$3,500 deposit	\$11,170 flat fee	Reflects the average time to process x billing rate of staff
General Plan Amendment	At cost with a \$3,500 deposit	\$11,189 flat fee	Reflects the average time to process x billing rate of staff
Specific Plan Amendment	At cost with a \$5,000 deposit	At cost with a \$15,000 deposit	
Tentative Parcel Map	At cost with a \$2,500 deposit	\$7,267 flat fee	Reflects the average time to process x billing rate of staff
Tentative Subdivision Map	At cost with a \$3,850 deposit	\$12,150 flat fee	Reflects the average time to process x billing rate of staff
Tentative map Pre-application Review	\$330 flat fee	\$600 flat fee	Average cost to hold a meeting for one hour with staff from Planning, Environmental Health, Engineering and Building
Time Extension for Approved Map	At cost with a \$1,000 deposit	\$1,500 flat fee	Reflects the average time to process x billing rate of staff
Certificate of Map Correction	At cost with a \$1,400 deposit	No change	
Waiver of Final Map conditions	At cost with a \$1,000 deposit	\$2,500 flat fee	Reflects the average time to process x billing rate of staff
Lot Line Adjustment, Previously Subdivided Land	\$550 flat fee	No Change	Average cost for ministerial review
Lot Line Adjustment, Not Previously Subdivided	\$850 flat fee	No Change	Average cost for ministerial review
Certificate of Compliance	At cost with a \$1,100 deposit	No change	
Voluntary Parcel Merger	\$160 flat fee	\$300 flat fee	Average cost for ministerial review
Design Review - Building permit applications for projects 65,000 sq. ft. of area or greater or a warehouse / outdoor storage use type over 100,000 sq. ft.	At cost with a \$2,000 deposit	\$7,000 flat fee	Reflects the average time to process x billing rate of staff
Minor Design Review - Building permit applications for projects between 65,000 sq. ft. and 12,000 sq. ft. of area or a warehouse / outdoor storage use type less than 100,000 sq. ft. and greater than 25,000 sq. ft.	At cost with a \$1,500 deposit	\$5,000 flat fee	Reflects the average time to process x billing rate of staff

FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
Minor Design Review - Building permit applications for projects less than 12,000 sq. ft. of area or a warehouse / outdoor storage use type less than 25,000 sq. ft.	N/A	\$1,800 flat fee	Reflects the average time to process x billing rate of staff
Use Permit	At cost with a \$3,500 deposit	\$10,340 flat fee	Reflects the average time to process x billing rate of staff
Administrative Permit	At cost with a \$1,850 deposit	\$10,340 flat fee	Reflects the average time to process x billing rate of staff
Administrative Permit Amendment	At cost with a \$1,000 deposit	\$4,000 flat fee	Reflects the average time to process x billing rate of staff
Minor Use Permit (Caretaker residence, home occupation)	At cost with a \$1,000 deposit	\$2,000 flat fee	Reflects the average time to process x billing rate of staff
Use Permit Amendment – Minor (20% or less increase)	\$850 flat fee	\$2,000 flat fee	Reflects the average time to process x billing rate of staff
Use Permit Amendment – Major (Greater than 20% increase)	At cost with a \$3,500 deposit	\$10,340 flat fee	Reflects the average time to process x billing rate of staff
Use Permit Time Extension	\$200 flat fee	\$800 flat fee	Reflects the average time to process x billing rate of staff
Variance	At cost with a \$3,000 deposit	\$5,350 flat fee	Reflects the average time to process x billing rate of staff
Minor Variance	At cost with a \$800 deposit	\$2,000 flat fee	Reflects the average time to process x billing rate of staff
Rezone	At cost with a \$3,500 deposit	\$11,189 flat fee	Reflects the average time to process x billing rate of staff
Rezone to Historic Preservation Combining District	\$850 flat fee	No Change	
Zoning Code Interpretation from Planning Commission	At cost with a \$1,500 deposit	\$2,000 flat fee	Reflects the average time to process x billing rate of staff
Zoning Code Text Change	At cost with a \$3,850 deposit	No Change	
Zoning Clearance	\$100 flat fee	\$400 flat fee	Reflects the average time to process x billing rate of staff
Zoning Clearance Time Extension / Use Permit Time Extension – Manufactured Homes	\$250 flat fee	\$400 flat fee	Reflects the average time to process x billing rate of staff
Home Occupation / Business Contact Point	\$100 flat fee	\$400 flat fee	Reflects the average time to process x billing rate of staff
Gas / Oil well drilling / saline injection wells	\$850 flat fee	\$1,500 flat fee	Reflects the average time to process x billing rate of staff
Agricultural Preserve Establishment	At cost with a \$1,100 deposit	No Change	This fee is unchanged since 2011. Reflects the average time to process x billing rate of

			staff. Note – No new Williamson Act Applications are being accepted because State Subvention funds are not being provided.
FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
Agricultural Preserve Disestablishment	At cost with a \$5,500 deposit	No Change	This fee is unchanged since 2011. Reflects the average time to process x billing rate of staff. Note – No new Williamson Act Applications are being accepted because State Subvention funds are not being provided.
Williamson Act Cancellation, County Fee	At Cost with a \$5,500 deposit	No Change	This fee is unchanged since 2011. Reflects the average time to process x billing rate of staff. Note – No new Williamson Act Applications are being accepted because State Subvention funds are not being provided.
Williamson Act Cancellation, State Fee	12½ percent of the cancellation value of the property	No Change	Statutory fee
Williamson Act Contract Application	\$1,100 flat fee	No Change	This fee is unchanged since 2011. Reflects the average time to process x billing rate of staff. Note – No new Williamson Act Applications are being accepted because State Subvention funds are not being provided.
Williamson Act Contract Amendment	\$500 flat fee	\$2,000 flat fee	Reflects the average time to process x billing rate of staff
Williamson Act Contract Non-Renewal	\$220 flat fee	\$600 flat fee	Reflects the average time to process x billing rate of staff
Williamson Act Partial Contract Non-Renewal	At cost with a \$900 deposit	\$2,000 flat fee	Reflects the average time to process x billing rate of staff
Surface Mining Permit	At cost with a \$10,000 deposit	At cost with a \$15,000 deposit	
Surface Mining Permit Amendment	At cost with a \$5,000 deposit	\$14,400 flat fee	
Surface Mining Permit – Minor Amendment	At cost with a \$2,500 deposit	\$5,000 flat fee	Reflects the average time to process x billing rate of staff
Reclamation Plan Amendment	At cost with a \$5,000 deposit	No Change	
Interim Management Plan for Mining	At cost with a \$1,850 deposit	\$3,000 flat fee	Reflects the average time to process x billing rate of staff

FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
Surface Mine Periodic Review	At cost with a \$2,000 deposit	No Change	
Surface Mine Financial Assurance Processing	At cost with a \$2,500 deposit	At cost with a \$3,000 deposit	
Appeals (To PC or to Board of Supervisors)	At cost with a \$1,000 deposit	No Change	This fee is unchanged since 2011. Reflects the average time to process x billing rate of staff
CEQA Initial Study	At cost with a \$2,000 deposit	None. Cost calculated into discretionary project review fixed fee	
EIR Preparation	At cost with a \$12,000 deposit	At cost with a \$20,000 deposit	
Request for Return of Development Rights	At cost with a \$1,500 deposit	\$2,000 flat fee	Reflects the average time to process x billing rate of staff
Development Agreement / Annual Review	At cost with a \$4,000 deposit	No Change	Reflects the average time to process x billing rate of staff
County Boundary Change	At cost with a \$5,000 deposit	At cost with a \$8,000 deposit	Reflects the average time to process x billing rate of staff
Mitigation Monitoring / Condition Compliance	\$1,000 deposit	No change	
Miscellaneous Reviews	At cost	No change	
Map Reproductions	At cost	No change	
Entitlement Research	N/A	\$125	New fee to capture staff time to research parcel development information
Marijuana Registration	\$250 flat fee	\$400 flat fee	Reflects the average time to process x billing rate of staff
Request for Burn-Down Letter / ABC Clearance	\$150 flat fee	\$200 flat fee	Reflects the average time to process x billing rate of staff

TABLE 3
Code Enforcement Division Fee Schedule

FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
Code Enforcement	At-cost	Flat Fee based per type/incident see below	
Abatement or Impound (vehicle, RV, boat, trailer)	At-cost	\$200.00 per vehicle, per occurrence	Will recover cost associated with vehicle abatement
Code Compliance Re-inspection	At-cost	\$200.00 per inspection for all subsequent re-inspections after an initial no cost inspection	Will recover cost associated with re-inspections
Public Nuisance Abatement Administrative Cost	At-cost	\$2,000.00 per abatement plus actual staff cost (approved hourly rate) of on-site review plus actual cost of abatement. Emergency-at actual cost of abatement plus hourly rate (\$250 minimum)	Will recover cost associated with hiring and coordinating abatement contractors and overseeing the work as it is being completed.
Administrative Hearing	New	\$200.00 per hearing	Will recover the cost of the administrative hearing officer and staff time.
Marijuana Cultivation	New	\$1,000 per incident	Will recover the cost of staff time for dealing with marijuana cultivation cases.

Table 4
Environmental Health Division Fee Schedule

FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
ANNUAL OPERATING PERMITS			
Food Facilities as defined in Health & Safety Code, Section 113785			
A-Major establishments such as restaurants or markets with:			
1. *25 seats or less than 2,000 square feet *	\$420	\$472	Based upon average time (4hr)
2. *26-50 seats or 2,000 – 5,000 square feet *	\$525	\$590	Based upon average time (5hr)
3. *51 or more seats or 5,000 – 25,000 square feet *	\$525	\$649	Based upon average time (5.5hr)
4. *Supermarket 25,000 square feet or more (If CURFFL Water system add \$84.00 to fee)	\$1050	\$1,180	Based upon average time (10hr)
* Additional Billing Unit to a food facility i.e.; Bakery, Deli, Pizza, etc. (Excluding Meat Department)	NEW FEE	\$118	Based upon average time (1hr)
B -Vending Machines per site	\$52.50	\$59	Based upon average time (0.5hr)
C-Other Food Facilities as defined in Section 113785 above (MFF, MFPU, Commissaries)	\$315	\$354	Based upon average time (3hr)
D-Temporary Food Permit			Based upon average time:
(1) Organizer	\$52.50	\$88	(1) (0.75hr)
(2) Significant Prep	NEW FEE	\$88	(2) (0.75hr)
E-Temporary Food Permit – Non-Profit Organizations	No Fee	No Fee	
G-Incidental Food Facility	\$105	\$118	Based upon avg. time (1hr)
H-Schools	NEW FEE(S)		Based upon average time:
(1) Snack Bar		\$118	(1) (1hr)
(2) Dispensing & Limited Prep		\$354	(2) (3hr)
(3) Full Prep		\$590	(3) (5hr)

FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
I-Detention Facility	No Fee	No Change	
J-Cottage Food			
A. Registration Only	\$105	\$118	Based upon average time (1hr)
B. Registration and onsite inspection	\$210	\$236	Based upon average time (2hr)
K-Change of Ownership Inspection	\$105	\$236	Based upon average time (2hr)
Recreational Health Program			
A-Public Swimming Pools (Title 22, CA Admin Code)	\$420	\$472	Based upon average time (4hr)
B-Public Swimming Pool, each additional pool at the same site	\$210	\$236	Based upon average time (2hr)
C-Organized Camp	\$420	\$472	Based upon average time (4hr)
Public Water Systems			
A-State Small Water Systems	\$315	\$354	Based upon average time (3hr)
Liquid Waste			
A-Septic Tank Cleaning (per vehicle)	\$315	\$354	Based upon average time (3hr)
B-Chemical Toilet Supplier	\$105	\$118	Based upon average time (1hr)
Penalties			
A-Late Charge – 30 days past Due	10% of annual fee	No Change	
B-Late Charge – 60 days past Due	25% of annual fee	No Change	
C-Late Charge – 90 days past Due	2 times the annual fee	No Change	
PROJECT PERMITS			
Septic Permit			
A-New Installation and Inspection (Conventional system)	\$525	\$590	Based upon average time (5hr)
B-Repair and Inspection to an existing system (Conventional system)	\$525	\$590	Based upon average time (5hr)
C-Design System (New and Repair)	\$840	\$944	Based upon average time (8hr)
D-Permit Extension for repairs only	\$52.50	\$59	Based upon average time (0.5hr)
E-Septic Tank Destruction	\$105	\$118	Based upon average time (1hr)
Well Permit			
A-Well Construction	\$525	\$590	Based upon average time (5hr)
B-Well Destruction	\$420	\$472	Based upon average time (4hr)

FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
C-Water Exploration and Test Holes	\$420	\$472	Annual permit fee based upon average time (4hr) x billing rate
D-Permit Extension (1 year)	\$52.50	\$59	Annual permit fee based upon average time (.5hr) x billing rate
SERVICES			
Plan Review			
A-Plan review for new construction of a food facility, water system, organized camp, or body art facility – Minor Review	\$630	\$708	Annual permit fee based upon average time (6hr) x billing rate
B-Plan review for new construction of a food facility, water system, swimming pool, organized camp, or body art facility – Major Review	\$1050	\$1180	Annual permit fee based upon average time (10hr) x billing rate
C-Alteration of existing structure or change in the operation of a food facility, water system, public swimming pool, organized camp, or body art facility – Minor Alteration	\$262.50	\$295	Annual permit fee based upon average time (2.5hr) x billing rate
D-Alteration of an existing structure or change in the operation of a food facility, water system, public swimming pool, or organized camp, or body art facility – Major Alteration	\$525	\$590	Annual permit fee based upon average time (5hr) x billing rate
Land Use			
A-Land Division with septic systems and/or individual wells			
1. 1-4 lots	\$210 and \$78.75/lot	\$254 and \$88.50/lot	Based on average time (3hr) + each lot (.75hr) x billing rate
2. 5 or more lots	\$630 and \$78.75/lot	\$708 and \$88.50/lot	Based on average time (6hr) + each lot (.75hr) x billing rate
B-Land Division on public utilities	\$210	\$236	Based on average time (2hr) x billing rate
C-Amendment to Use Permit	\$210	\$236	Based on average time (2hr) x billing rate
D-Lot Line Adjustment	\$210	\$236	Based on average time (2hr) x billing rate
E-Conditional Use Permit	\$210	\$236	Based on average time (2hr) x billing rate
F-S.A.W. Form review	\$105	\$118	Based on average time (1hr) x billing rate
G-Planned Development	\$210	\$236	Based on average time (2hr) x billing rate
H-Variance	\$210	\$236	Based on average time (2hr) x billing rate

FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
I-Rezone	\$210	\$236	Based on average time (2hr) x billing rate
J-Soil Evaluation – initial visit	\$525	\$590	Based on average time (5hr) x billing rate
K-Soil Evaluation repair/replacement area (decreased from 5 hours to 4 hours)	\$420	\$472	Based on average time (4hr) x billing rate
L-Soil Evaluation TPM/Subdivision/LLA per lot	\$420	\$472	Based on average time (4hr) x billing rate
Other Services			
A-Miscellaneous Review/Special Request	\$105/hr.	\$118/hr.	Based on time to process
B-Reinspection to clear violation (after 1 st reinspection)	\$105/hr.	\$118/hr.	Based on time to process
Body Art			
A-Facility	\$315	\$295	Based on average time (2.5hr) x billing rate
B-Practitioner	\$105	\$118	Based on average time (1hr) x billing rate

TABLE 5
Certified Unified Program Agency (CUPA) Fees

FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
Business Plans			
A-Category 1 (handles, stores or dispenses hazardous materials in the following quantities: 55 gallons to 1,200 gallons 500 pounds to 1,000 pounds 200 cubic feet to 500 cubic feet of compressed gases)	\$105	\$118	1/3 of tri-annual permit fee based upon average time (3hr) x billing rate
B-Category 2 (handles, stores or dispenses hazardous materials in the following quantities: 1,201 gallons to 10,000 gallons 1,001 pounds to 3,000 pounds 501 cubic feet to 1,000 cubic feet of compressed gases)	\$210	\$236	1/3 of tri-annual permit fee based upon average time (6hr) x billing rate
C-Category 3 (handles, stores or dispenses hazardous materials in the following quantities: >10,001 gallons >3,001 pounds >1,001 cubic feet of compressed gases)	\$315	\$354	1/3 of tri-annual permit fee based upon average time (9hr) x billing rate
D-Category 4 (handles, stores, or dispenses one or more extremely hazardous materials)	\$420	\$472	1/3 of tri-annual permit fee based upon average time (12hr) x billing rate
E-Category 5 – UST retail facilities (gas station)	\$210	\$236	1/3 of tri-annual permit fee based upon average time (6hr) x billing rate
Underground Storage Tanks (Annual Regulatory Fee/Tank Permit per site)			
A-Up to 2 tanks	\$840	\$944	Annual permit fee based upon average time (8hr) x billing rate
B-3-5 tanks per site	\$1050	\$1,180	Annual permit fee based upon average time (10hr) x billing rate
FEE NAME / DESCRIPTION			
C-6 or more tanks per site	\$1,155	\$1,298	Annual permit fee based upon average time (11hr) x billing rate

Hazardous Waste (Annual Fee)			
A-Category 1 (Conditionally Exempt Small Quantity Generators (CESQG), generate <27 gallons per month of hazardous waste	\$157.50	\$177	1/3 of tri-annual permit fee based upon average time (4.5hr) x billing rate
B-Category 2 (Small Quantity Generator (SQG), generates >27 gallons per month but <270 gallons per month	\$262.50	\$295	1/3 of tri-annual permit fee based upon average time (7.5hr) x billing rate
C-Category 3 (Large Quantity Generator (LQG), generates >270 gallons per month	\$315	\$354	1/3 of tri-annual permit fee based upon average time (9hr) x billing rate
D-Category 4 (Tiered Permitting-Conditionally Authorized (CA) or Permit by Rule (PBR))	\$420	\$472	1/3 of tri-annual permit fee based upon average time (12hr) x billing rate
California Accident Release Prevention (Cal ARP): (At Submission of Plan and at Time of Update)			
A-Cal ARP (Risk Management Plan Review)-At Cost with Deposit	\$2,500	No Change	
B-Cal ARP (Risk Management Plan Review, 5-year update)	\$1050	\$1,180	Based on average time (10hr) x billing rate
C-Cal ARP Program Annual Fee	\$349.65	\$393.33	1/3 of tri-annual permit fee based upon average time (10hr) x billing rate
FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
Aboveground Petroleum Storage Tank:			
A-Category 1 (≥1,320 gallons and ≤10,000 gallons aggregate aboveground petroleum storage capacity)	\$175	\$196.66	1/3 of tri-annual permit fee based upon average time (5hr) x billing rate
B-Category 2 (>10,000 gallons aggregate aboveground petroleum storage capacity)	\$315	\$354	1/3 of tri-annual permit fee based upon average time (9hr) x billing rate
Incidental Fees (At Cost)			
A-Site Remediation	\$105/hr.	\$118/hr.	Based on time to process

B-Reinspection	\$105/hr.	\$118/hr.	Based on time to process
C-Overtime	\$157.50/hr.	\$177/hr.	Based on time to process
D-Tank Closure in place	\$105/hr.	\$118/hr.	Based on time to process
E-Temporary Closure	\$105/hr.	\$118/hr.	Based on time to process
F-Transfer/Amend Permit	\$105/hr.	\$118/hr.	Based on time to process
G-Plan check/Install AST/UST	\$105/hr.	\$118/hr.	Based on time to process
H-Tank Removal	\$105/hr.	\$118/hr.	Based on time to process
I – Modify/Tank Repair	\$105/hr.	\$118/hr.	Based on time to process
FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
Penalties			
A-Late Charge 30 days past due	10%	10%	
B-Late Charge 60 days past due	25%	25%	

TABLE 6
Engineering Division Fees

FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
Mapping/Survey Services			
Tentative Map (1-4 lots Res./Ag.)	T&M \$1,400 deposit	\$2,085 flat fee	Based on average time (15hr) x billing rate
Tentative Map (Com./Ind. Or >4 lots)	T&M \$2,200 + \$25/lot over 25 lots deposit	\$2,780 flat fee	Based on average time (20hr) x billing rate
Parcel Map	T&M \$1,400 deposit	\$2,085 flat fee	Based on average time (15hr) x billing rate
Final Map	T&M \$1,600 deposit	\$2,780 flat fee	Based on average time (20hr) x billing rate
Record of Survey	\$565 flat fee	\$834 flat fee	Based on average time (6hr) x billing rate
Lot line adjustment	\$226 flat fee	\$556 flat fee	Based on average time (4hr) x billing rate
Survey Monument Preservation Fund	\$10	No change	Prescribed by State Law
Record Search	T&M \$100 deposit	No change	Time to process x billing rate of staff
Road Abandonment	\$500	No change	
Planning Application			
Pre-Application Meeting	T&M \$330 deposit	\$417 flat fee	Based on average time (3hr) x billing rate
Planned Development Plan w/o Rezone	T&M \$550 deposit	\$834 flat fee	Based on average time (6hr) x billing rate
Amendment to Planned Development Plan	T&M \$550 deposit	\$834 flat fee	Based on average time (6hr) x billing rate
Design Review w/o Mapping	T&M \$550 deposit	\$834 flat fee	Based on average time (6hr) x billing rate
Use Permit	T&M \$550 deposit	\$834 flat fee	Based on average time (6hr) x billing rate
Variance	T&M \$550 deposit	\$834 flat fee	Based on average time (6hr) x billing rate
Rezone w/o Mapping	T&M \$550 deposit	\$834 flat fee	Based on average time (6hr) x billing rate
Surface Mining Permit	T&M \$1,650 deposit	\$1,668 flat fee	Based on average time (12hr) x billing rate
Specific Plan / Specific Plan Amendment	T&M	\$834 flat fee	Based on average time (6hr) x billing rate
General Plan Amendment	T&M	\$834 flat fee	Based on average time (6hr) x billing rate

<u>FEE NAME / DESCRIPTION</u>	<u>EXISTING FEE</u>	<u>PROPOSED FEE</u>	<u>REMARKS</u>
Floodplain Management Permits			
Grading Permit (All)	\$452 flat fee	\$695 flat fee	Based on average time (4hr) x billing rate
FEMA Flood Insurance Rate Map Section Pre	\$56.50 flat fee	\$69.50 flat fee	Based on average time (.5hr) x billing rate
FEMA Letter-CLOMR, LOMR (ALL)	T&M \$250 deposit	No Change	Time to process x billing rate of staff
LOMR >5 acres			
Elevation Certificate of Floodproofing Certificate Review	\$226 flat fee	No Change	3x30 min reviews + 30 min for CRS
Floodplain Development Variance (including indemnification Agreement)	\$565 flat fee	\$695 flat fee	Based on average time (5hr) x billing rate
Structure Use Flood Indemnification Agreement	\$113 flat fee	\$139 flat fee	Based on average time (1hr) x billing rate
Encroachment Permits (Improvements ≤\$10,000)			
Encroachment Permit – No Fee	\$0	No Change	
Encroachment Permit-Residential	\$565 flat fee	\$695 flat fee	Based on average time (5hr) x billing rate
Encroachment Permit – Commercial	\$1,921 flat fee	\$1,946 flat fee	Based on average time (14hr) x billing rate
Encroachment Permit – Annual Utility (10 Supplemental)	\$1,921 flat fee	\$1,946 flat fee	Based on average time (14hr) x billing rate
Encroachment Permit – Annual Utility (10 Additional Supplemental)	\$1,920 flat fee	\$1,946 flat fee	Based on average time (14hr) x billing rate
Improvement Plans Permits (Improvements >\$10,000)			
Plan Check – First \$200,000 of value	*T&M Deposit 5% of Engineer's estimate	No change	
Plan Check – Value above \$200,000	*T&M Deposit 1.5% of Engineer's estimate	No change	
Construction Inspection	*T&M Deposit 3% of Engineer's estimate	No change	
*Deposit may be reduced at the discretion of the Director			

FEE NAME / DESCRIPTION	EXISTING FEE	PROPOSED FEE	REMARKS
Transportation Permits			
Transportation Permit (Single Trip)	\$16	Free	Prescribed by law
Transportation Permit	\$90	Free	Prescribed by law
Interstate Truck Route Request	T&M \$100 Deposit	No change	Time to process x billing rate of staff
Photocopying Fees			
24x36 inch bond paper	\$2.00	No change	
18x26 inch bond paper	\$2.00	No change	
11x17 inch color copies	\$1.50	No change	
8.5x14 inch color copies	\$1.50	No change	
8.5x11 inch color copies	\$1.00	No change	
Other copies charged per Clerk/Recorders schedule or outsourced at actual cost			