

FEE SCHEDULE UPDATE

OCTOBER 22, 2019

El Dorado County
**Chief Administrative Office, Airports &
Cemeteries Division**
Department of Transportation
Planning and Building Department
Environmental Management Department

HISTORY

- December 2012:
 - Formation of Community Development Agency (CDA)
- May 2016:
 - Ten separate Resolutions were consolidated into one Resolution number 079-2016
- April 2017 :
 - Ordinance 5051 reorganized CDA into separate departments

PURPOSE OF FEE UPDATE

- Separate Consolidated Resolution into five Department specific Resolutions
- Update all Departments to utilize the FY18/19 Auditor approved rates
- Update was not prepared by a consultant
- County staff analyzed and updated fees as necessary
- Reduce Impact of General Fund and other funding sources

COST OF SERVICE CALCULATION

- Fully burdened (includes indirect and overhead) hourly rate multiplied by the time required to perform the service
- Flat Fees are an average calculation of the cost to perform the service
- Time & Materials (T&M) are calculated utilizing actual hours to perform the service

CHIEF ADMINISTRATIVE OFFICE, AIRPORTS DIVISION HIGHLIGHTS

- No update to Fees (Fees were updated May 2019)
- Adopt Resolution to remove the Airports Division from the Consolidated Resolution

CHIEF ADMINISTRATIVE OFFICE, CEMETERIES DIVISION HIGHLIGHTS

- New fees added, deleted fees and old fees renamed
- Notes added to the Fee Schedule for clarification

DEPARTMENT OF TRANSPORTATION HIGHLIGHTS

- Updated all fees to utilize the FY18/19 Auditor approved rates
- New fees added
- Appeal Fee was increased to recoup costs (hours were analyzed and increased for fee calculation)

PLANNING AND BUILDING DEPARTMENT HIGHLIGHTS

- Building Division
 - Updated all fees to utilize the FY18-19 Auditor approved rates
 - All fees placed alphabetically
 - New fees added and old fees renamed
 - Fees broken down from one fee to two fees to separate the application/plan check and the inspection fees
 - Solar Permit fees were adjusted to include Senate Bill 1414
 - Added Category of “State/Mitigation/Impact Fees”

PLANNING AND BUILDING DEPARTMENT HIGHLIGHTS (CONTINUED)

- Current Planning Services
 - Updated all fees to utilize the FY18-19 Auditor approved rates
 - All fees placed alphabetically
 - Section renamed Current Planning Services
 - All deposits were updated to \$1,000, with the exception of:
 - Mitigation Monitoring and Reporting Program (\$500)
 - Model Water Efficient Landscape Ordinance Fees (\$500)
 - Commercial Cannabis fees added
 - New fees added including:
 - Bass Lake Hills Specific Plan STMS Fee
 - MMRP/COA Implementation Fee
 - MWELO Fees
 - PFFP/FIA Fee

PLANNING AND BUILDING DEPARTMENT HIGHLIGHTS (CONTINUED)

- Current Planning Services Continued
 - Requesting Board direction on five options regarding the Appeal fee:
 - Option A (staff recommendation): set the Appeal fee at \$943 and convert the base application to T&M to recover any costs associated with the Appeal beyond the initial \$943 Appeal fee;
 - Option B: set the Appeal fee at tiered amounts of \$943 for projects appealed to the Planning Commission and \$3,221 for projects appealed to the Board of Supervisors;

PLANNING AND BUILDING DEPARTMENT HIGHLIGHTS (CONTINUED)

- Current Planning Services Continued
 - Requesting Board direction on five options regarding the Appeal fee:
 - Option C: set the Appeal fee at \$3,221 (the average cost of an Appeal based on the 2014 fee study);
 - Option D: leave the Appeal fee at the current rate of \$239; or
 - Option E: set the Appeal fee at an amount deemed appropriate by the Board.

PLANNING AND BUILDING DEPARTMENT HIGHLIGHTS (CONTINUED)

- Long Range Planning
 - Add Long Range Planning section for hourly rate variable per classification
- Code Enforcement
 - Add Code Enforcement section for hourly rate variable per classification

ENVIRONMENTAL MANAGEMENT DEPARTMENT

- Option A
 - Updated all fees to utilize the FY18/19 Auditor approved rates
 - Fees rounded to nearest dollar
 - Add “Annual Permit” to clarify fee charged annually
 - New fees added, deleted fees and old fees renamed
 - Changed all Land Use Fees to be consistent with the Planning and Building Department and Department of Transportation

ENVIRONMENTAL MANAGEMENT DEPARTMENT (CONTINUED)

- Option B
 - Updated all fees to utilize the FY18/19 Auditor approved rates
 - Fees rounded to nearest dollar
 - Add “Annual Permit” to clarify fee charged annually
 - New fees added, deleted fees and old fees renamed
 - Changed all Land Use Fees to be consistent with the Planning and Building Department and Department of Transportation
 - Environmental Management staff completed a fee study on select services provided for full cost recovery
 - Data from Envision was analyzed for the time required to perform services
 - Compared fees to other jurisdictions

BOARD ACTION

1. Chief Administrative Office, Airports Division
 - Adopt resolution
2. Chief Administrative Office, Cemeteries Division
 - Adopt resolution
3. Department of Transportation
 - Adopt resolution
4. Planning and Building Department
 - Provide direction for option A,B,C,D, or E for the Appeal Fee
 - Adopt resolution
5. Environmental Management
 - Provide direction for option A or B
 - Adopt option A or B rate increase

DISCUSSION AND QUESTIONS