



## EL DORADO COUNTY PLANNING & BUILDING DEPARTMENT

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Date: June 19, 2024

To: Tiffany Schmid, Chief Administrative Officer

From: Karen L. Garner, Planning and Building Department, Director

**Subject: Fee Waiver Request – Food Bank of El Dorado County – Emergency Resource Center**

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Mike Sproull of the Food Bank of El Dorado County, a local, nonprofit 501c3 has requested a fee waiver in the amount of \$100,308.53 for the Fees related to a Grading and Building Permit for the initial steps of construction of an Emergency Resource Center (ERC) facility located at 4550 Business Drive in Cameron Park on Assessor's Parcel Number APN (109-480-019). Staff is recommending a waiver of \$35,002.73. This recommended amount is based on those fees eligible for waiver for the grading and building permit fees associated with the project.

The Food Bank is in the process of constructing an ERC adjacent to the existing building at this location. The new facility is designed to not only warehouse and distribute emergency food, but to prepare County residents for imminent climate disasters such as wildfire, excessive precipitation, mudslides, high winds and others. The facility will provide services to all County residents, including those in rural and remote areas. The ERC is a part of the County's Hazard Mitigation Plan and will work in contract with the El Dorado County Sheriff's Office of Emergency Services to procure, store, and distribute all in-kind donations in case of disaster. During times of inactivation the ERC can be used by the community as a meeting and event space. Additionally, the Shingle Springs Band of Miwok Indians Tribal Fire Department will assist the ERC with emergency residential safety dispatch in rural and remote areas during times of disaster activation. The ERC will also have a mobile dispatch unit which can distribute emergency food, supplies, and prepared emergency meals to anyone in the County during disasters.

The construction of the ERC will require a Grading Permit with total estimated fees of \$13,971.88 and a Building Permit with total estimated fees of \$86,336.65.

On June 10, 2024, a fee waiver of \$1,000 was approved by the County's Chief Administrative Offer. Pursuant to Board of Supervisors Policy B-2, Section III, I, If a previous waiver was granted for the same project, no additional waiver will be granted, unless approved by the Board. This fee waiver request will be forwarded to the Board.

Pursuant to Board of Supervisors Policy B-2, section II, B(3), the Department is recommending that the request for the fee waiver associated with this project be granted for all but a portion of the estimated fees as the project is proposed by a non-profit organization that will provide a substantial public benefit.

### **Building Permit**

Policy B-2 fee waiver does not apply to the State mandated fees (SMIP and Green fees), which are estimated to total \$511.39. Additional fees not recommended to be waived include the Technology and General Plan Implementation fees, which are estimated to total \$2,850.53. These fees are not recommended to be waived because they are nominal on a project level, and their accumulated collection from all projects is essential to broader County operations. Additionally, the

Department of Transportation's Traffic Impact Fee (TIF) of \$41,164.20, Rare Plant Mitigation fee of \$8,177.40, and Fire District Fees of \$11,001.40 are not eligible to be waived. As such, the Planning and Building Director, is recommending the Chief Administrative Office consider this request to waive \$22,631.73 of Building Permit fees for this fee waiver.

**Grading Permit**

Policy B-2 fee waiver does not apply to the State mandated fees (Green fee), which are estimated to total \$24.00. Additional fees not recommended to be waived include the Technology and General Plan Implementation fees, which are estimated to total \$1,576.88. These fees are not recommended to be waived because fee is essential to broader County operations. As such, the Planning and Building Director, is recommending the Chief Administrative Office consider this request to waive \$12,371.00 of Grading Permit fees for this fee waiver.

This proposed waiver will result in reduced revenues for the affected Departments/Divisions for Fiscal Year 2023/24. At the time of this memo, the Building Division is projected have a thirteen percent (13%) decrease in revenues for the current fiscal year.

Per Policy B-2, Section III (B), *The Chief Administrative Officer shall have the discretion and authority to waive all or a portion of the fees for projects that meet these criteria up to \$1,000. Fee waivers over \$1,000 shall require the approval of the Board of Supervisors.* As such, the Department, with concurrence of the Chief Administrative Office, is recommending the Board consider waiving a total amount of the \$35,002.73 in permit fees, as the project is proposed by a non-profit organization that will provide a substantial public benefit, pursuant to Section II, B(3) of the Policy.

Attachments: Fee Waiver Request  
Building Permit Estimate  
Grading Permit Estimate

c: Tom Burnette, Deputy Director of Building/Building Official  
Rafael Martinez, Director, Department of Transportation  
Jeffrey Warren, Director, Environmental Management Department  
Brian Frazier, County Surveyor