

Department of Transportation

- An increase and decrease to the Department of Transportation's fees due to the update of the USDA approved rates multiplied by the Fiscal Year 2015-16 hourly time study
- The addition of a "Revision to Approved Development Plan" fee under the Planned Development category to cover review time needed for revisions to previously-approved plans
- The addition of "Irrevocable Offer of Dedication" fee for those processed entirely through the Department of Transportation
- The addition of a "Specific Plans and Revisions" fee for staff costs only related to review and approval of these items, as consultant costs are determined and contracted separately
- The reduction of the "Encroachment Application Appeal" fee to match the fee as established by Ordinance 12.08.160C
- The reduction of the "Roadside Memorial Sign" fee to match the fee as established by Ordinance 4833
- A change made to the "Public Record Requests" fee to remove the verbiage "Per Evidence Code 1563" per County Counsel recommendation, and the addition of a flat fee of 15 cents per page to match the fee to prepare copies

Approved Development Plan Revision

COST PER HOUR

Time & Material

DEPOSIT INFORMATION

Flat Deposit Amount: \$ 1,000.00

Other Information and Issues

Planning is currently recovering all costs associated with Revisions to Approved Development Plan on a Time and Material basis with a \$1,000 deposit. Per A Gaber, Transportation requests this FEE with a deposit of \$1,000.

IRREVOCABLE OFFER OF DEDICATION (Department of Transportation)

Irrevocable Offer of Dedication
IOD

When lot line adjustments are proposed between two or more existing parcels. DOT involvement only when road issues are involved.

SOURCE OF DATA - FOR HOURS

Data:

Exceptions deleted from analysis:

Total exceptions deleted from analysis:

	-		-
Net Used for Analysis:			-

HOURS PER UNIT

Number of Permits

Total hours

Average hour / Unit

COST PER HOUR

FLAT FEE CALCULATION

Current cost per hour	\$	-		
x hours		-		
Proposed Flat Fee =	\$	-		
Rounded to	\$	-		

PRIOR FEE COMPARISON

Current fee	\$	-		
Proposed fee	\$	1,000, T&M		
Net increase	\$	1,000		

Other Information and Issues

(from FY 18/19 analysis) The time data analyzed for this time period identified 6 projects. The 61.40 hours that were charged to projects. Two projects were eliminated due to excessive amounts of time spent on them. 4 projects were used to calculate the fee. The mean time spent for each IOD is 3.35 hrs. The 3.35 hours multiplied by the current billable rate for the job classification for a Senior Engineering Tech is rounded to the nearest whole dollar at \$408.00 per project.

Currently IOD's are assigned to the Surveyor's Office and no fee is being collected to cover Transportation Staff. In the previous fee study it was thought that the Surveyor would collect a fee with enough to cover Transportation staff time, however this is not being done.

FY 20/21 - Per email from Andrew Gaber, Department of Transportation would like to designate IOD's from the Surveyor's office from those in DOT. A T&M fee with a deposit of \$1,000 is requested for the DOT IODs.

Department of Transportation is recommending a deposit of \$1,000 and T&M for an IOD from DOT.



Kathleen Hoover <kathleen.hoover@edcgov.us>

Fee update for review

Andrew Gaber <andrew.gaber@edcgov.us>

Tue, Mar 16, 2021 at 11:12 AM

To: Kathleen Hoover <kathleen.hoover@edcgov.us>

Cc: Julie Millard <julie.millard@edcgov.us>, Becky Morton <becky.morton@edcgov.us>, Laura Friestad <laura.friestad@edcgov.us>

Everything looks okay and makes sense, we did recently become aware of another change we should probably make, but it can wait until next year if necessary. The change is that we list an "Irrevocable offer of dedication" with a fee of \$420, this is for our review of IOD's forwarded to us from the Surveyor's office. In conversation with the Surveyor, there are other IOD's that DOT needs to process independent from the Surveyor's office and we need to collect from the applicant to cover our time and materials.

The suggested change would be to put (Surveyor's Office) after the existing "Irrevocable offer of dedication" and add another line that reads "Irrevocable offer of dedication" (DOT) and the fee for that would be \$1,000 deposit, T&M.

On Tue, Mar 16, 2021 at 10:27 AM Kathleen Hoover <kathleen.hoover@edcgov.us> wrote:

[Quoted text hidden]

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Andrew S Gaber, P.E.

Deputy Director

County of El Dorado

Department of Transportation

Development, Right of Way, Environmental,

Transportation Planning

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andrew.gaber@edcgov.us

Specific Plans and Revisions

Staff costs only.

COST PER HOUR

Time & Material

DEPOSIT INFORMATION

Flat Deposit Amount: \$ 5,000.00

Other Information and Issues

Planning is currently recovering all costs associated with Specific Plans and Revisions on a Time and Material basis. Transportation requests this fee with a deposit of \$5,000.00, per A Gaber.

**Transportation Division
Encroachment Fee Schedule**

SERVICE	EXISTING FEE	PROPOSED FEE
ENCROACHMENT APPLICATIONS		
Utility	\$115.00	\$122.00
Excavation	Covered by grading permit	Covered by grading permit
Access or Driveway (Blanket, Field, Adjacent cut/fill)	\$115.00	\$122.00
ENCROACHMENT INSPECTIONS		
Utility		
Utility Company/District	T&M	T&M
Non- Utility Company/District	\$300 + T&M	\$300 + T&M
Excavation	Covered by grading permit	Covered by grading permit
Access or Driveway		
A. On improved County Rd w/ curb and gutter or with an approved drainage facility	2 inspections	
Site Review, Final	\$488.00	\$502.00
B. Permit with non-improved road with stamped plans	3 inspections	
Site Review, Sub Grade, Final	\$732.00	\$753.00
C. Permit with non-improved road with unstamped plans	4 inspections	
Site Review, Sub Grade, Rock Grade, Final	\$976.00	\$1,004.00
Reinspection of Above	per inspection	
	\$244.00	\$251.00
ADDITIONAL ENCROACHMENT FEES		
Permit Application For Work Performed Prior to Issuance of a Valid Permit. See County Ordinance Section 12.08.160B	\$60.00	\$60.00
Appeal Fee Paid Prior to Forwarding Appeal to Board of Supervisors-Per Ordinance 12.08.160C	\$230.00	\$50.00

COST PER HOUR For Applications

A Senior Development Technician is assigned to perform application intake.
That position's Labor Rate for FY 20/21 is \$ 121.66 /hour

FLAT FEE CALCULATION

Current cost per hour	\$ 121.66
x hours	1.00
Proposed Flat Fee =	\$ 121.66
Rounded to	\$ 122.00

PRIOR FEE COMPARISON

Current fee	\$ 115.00
Proposed fee	\$ 122.00
Net increase	\$ 7.00

COST PER HOUR For Inspections

A Senior Engineering Technician is assigned to conduct Encroachment Inspections.
That position's Labor Rate for FY 20/21 is \$ 125.26 /hour

FLAT FEE CALCULATION

Current cost per hour	\$ 125.26
x hours	2.00
Proposed Flat Fee =	\$ 250.52
Per Inspection Cost	\$ 251.00

PRIOR FEE COMPARISON

Current fee (represents one inspection)	\$ 244.00
Proposed fee	\$ 251.00
Net increase	\$ 7.00

Other Information and Issues

Transportation is recommending full cost recovery for all Encroachment Applications at 1 hour multiplied by the current fiscal year's approved billing rate of the Sr. Development Technician job classification rate rounded to the nearest dollar.

Transportation is recommending full cost recovery for Utility Encroachment permits on a time and material basis .

Transportation also recommends full cost recovery for an Encroachment permit be 2 hours at the approved billing rate of the Sr. Engineering Technician multiplied by the number of required inspections rounded to the nearest dollar. All other Encroachment costs are derived from that cost per inspection and extensions thereof.

Additional encroachment fees are per County Ordinance. Permit application for Work Performed Prior to Issuance of a Valid Permit per Ordinance 12.08.160B and Appeal Fee Paid Prior to Forwarding Appeal to Board of Supervisors per Ordinance 12.08.210. Transportation recommends that the fees remain in concurrence with County Ordinances.

Ordinance 12.08.160B:

- B. If any portion of an encroachment has been made prior to issuance of a valid encroachment permit, the permit application fee will be \$60.00 in lieu of the amount described in the permit application fee schedule in Subsection A of this section.

Ordinance 12.08.160C:

- C. No notice of appeal to the Board of Supervisors under [Section 12.08.210](#) shall be accepted until an appeal fee in the amount of \$50.00 has been paid to the Director of Transportation. If the appeal is for a variance to the encroachment standards and is made after the encroachment permit has been issued, the appeal fee will be \$100.00.

ROADSIDE MEMORIAL SIGNS PROGRAM

ROADSIDE MEMORIAL SIGNS PROGRAM

SOURCE OF DATA - FOR HOURS

Data:

COST PER HOUR

FLAT FEE CALCULATION

<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Sign Creation</td> </tr> <tr> <td style="width: 60%;">Current cost per hour</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td style="padding-left: 20px;">x hours</td> <td style="text-align: right; border-top: 1px solid black;">-</td> </tr> <tr> <td>Sign Material</td> <td style="text-align: right; border-top: 1px solid black;">-</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Calculated Flat Fee =</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Rounded to</td> <td style="text-align: right;">\$ -</td> </tr> </table>	Sign Creation		Current cost per hour	\$ -	x hours	-	Sign Material	-	Total	\$ -	Calculated Flat Fee =	\$ -	Rounded to	\$ -	<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Sign Installation and Removal</td> </tr> <tr> <td style="width: 60%;">Current cost per hour</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td style="padding-left: 20px;">x hours</td> <td style="text-align: right; border-top: 1px solid black;">-</td> </tr> <tr> <td>Equipment</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Post and Hardware</td> <td style="text-align: right; border-top: 1px solid black;">-</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ -</td> </tr> </table>	Sign Installation and Removal		Current cost per hour	\$ -	x hours	-	Equipment	-	Post and Hardware	-	Total	\$ -
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PRIOR FEE COMPARISON

Current fee	\$ 289.00
Proposed fee	\$ 265.00
Net Increase	\$ (24.00)

Other information and issues

El Dorado County Ordinance 4833 was created in 2009. The fee set by that ordinance is \$265.00

**Transportation recommends that the Fees remain in concurrence with County Ordinance 4833.
Ordinance 4833:**

WHEREAS, the El Dorado County Department of Transportation has calculated the costs to operate the Roadside Memorial Signs Program and, based thereon, determined that an application of \$265.00 is reasonably necessary to recover such costs.

Public Records Requests

COPIES -DUPLICATING (applies to in-house or duplicating)
printer cost plus 5% handling fee **\$0.15**

Other Information and Issues

Transportation is recommending changing this fee to be consistent across the Community Development Agency. Per County Counsel, Evidence Code 1563 does not apply to Public Records Requests.