



Fee Reviews

Adjustments to Planning and Development Fee Schedule

For

FY2019/2020

Resource Management Agency

April 9, 2019

Proposed Fee Adjustments

Overview

Proposal for Planning Fees:

- Continue multiyear adjustments to achieve better cost recovery. [Affects three \(3\) fees.](#)
- Consolidate and remove unused fees. [Affects 76 fees out of 201 current fees.](#)

Proposal for Code Compliance Fees:

- Adjust Code Compliance fees per Fee Study. [Affects three \(3\) fees – 2 increase, 1 decrease.](#)
- Increase Hourly Fee to achieve better cost recovery.

RMA **Planning** Fees Overview



Planning Fees

- RMA Planning has roughly 201 separate fees.
- Propose to reduce number of fees by 76 through consolidation or elimination.
- **No new requests for fee increases (Only prior approved escalations)**
- A total of 3 fees are impacted
- **Total of individual fee increases is \$220.00**

Board Approved Fee Increases



Annual Fee Increases

- **2015** - Increases to (by Resolution 2015-0310):
 - Notices Non-Renewal Ag Preserve (5 Years)
 - Tentative Parcel Maps (5 Years)
- **2016** - Increase to (by Resolution 2016-0280):
 - Setback Variances (5 Years)

Rationale: Approaching Full Cost Recovery while still being Business Friendly and Promoting Economic Development through Reasonably Phased Fee Increases

Fee Consolidation

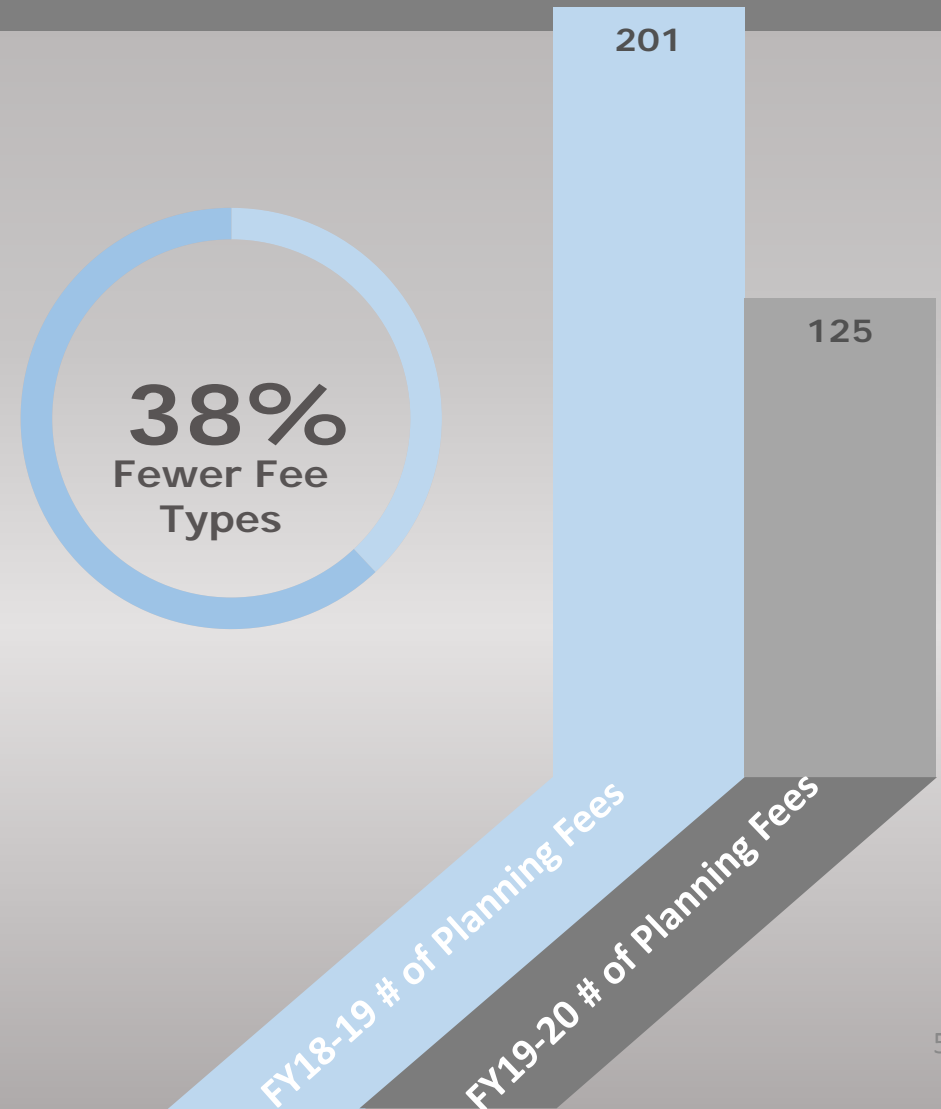
Streamlining the Process

Purpose of Streamlining:

- Many fees have been rarely used in recent years.
- Large number of fees added unnecessary complexities to fee determination process.
- Segmenting the fees excessively created difficulty in determining appropriate recovery amounts.

Benefits of Streamlining:

- Easier for customers and staff to determine appropriate project fees.
- Easier to track and monitor costs and recovery.
- More business friendly.



Annual Prorated Fee Increases - Snapshot

5th Year of
Five – Year
Annual
Increase

Notice of Non-Renewal (Ag Preserve Program) - *Tulare County offers the option of Non-Renewal in the Ag Preserve Program for all or part of the affected property.*
Non-Renewal Fee Increase - \$30

Tentative Parcel Maps - *Tentative parcel maps ensure that subdivisions of land are consistent with the General Plan, Zoning and the California Subdivision Map Act*
Tentative Parcel Map Fee Increase- \$100

4th Year of
Five – Year
Annual
Increase

Setback Variance – *Setbacks are building restrictions imposed on property owners. Property owners can petition the County for special permission to depart from the regulations, known as a “Variance”.*
Setback Variance Fee Increase- \$90

8 County Fee Survey & Cost Recovery Study



Surveyed fees from the following Counties:

- Kern
- Kings
- Fresno
- Tulare
- Madera
- Merced
- Stanislaus
- San Joaquin
- Tuolumne

Compared results to Tulare County's proposal

Compared 3 years history of fee revenue and expenses to determine the percentage of cost recovery for each fee.

Notice Non-Renewal

Williamson Ag Preserve Contract

Five Year Increase began: **July 19, 2015**

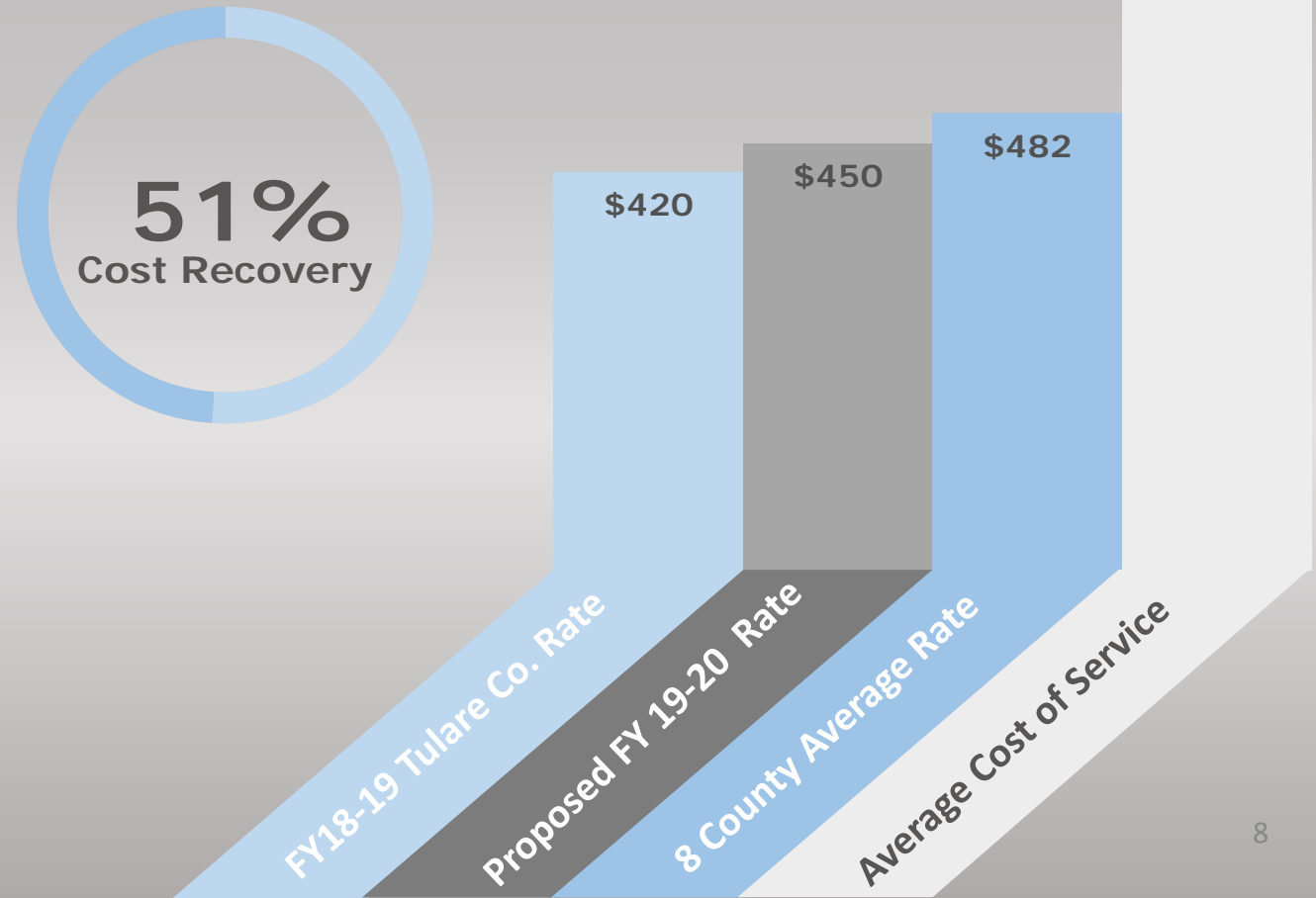
Annual Increase: **\$30 per year**

Total Increase in 5 years:
\$150 (to \$450 in FY 19/20)

This year's pro rata increase brings the fees from **\$420 to \$450**.

Projected annual increase in revenue: **\$660**

Average annual cases: 22

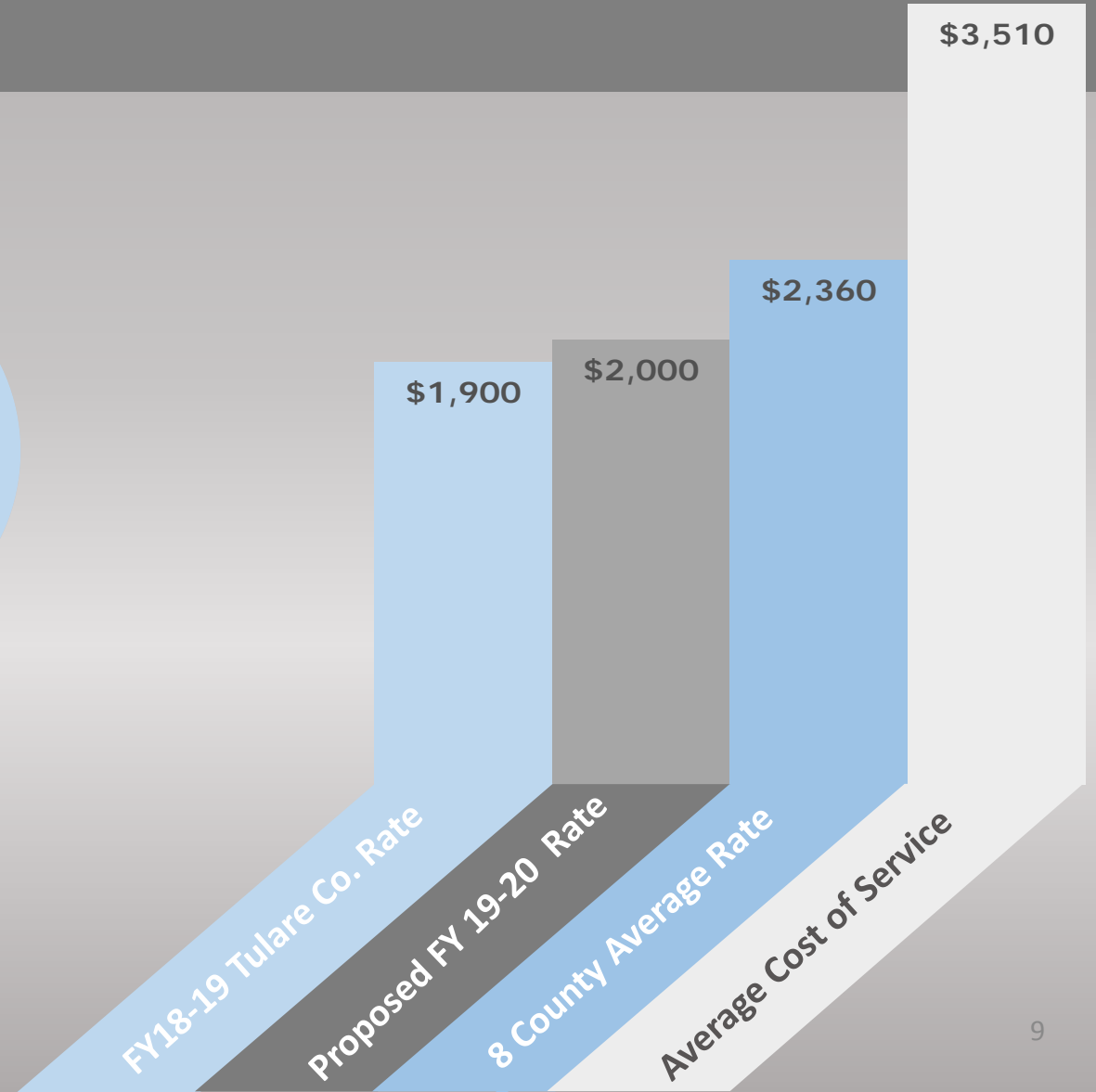


Tentative Parcel Map

4 Lots or Less

The Tentative Parcel Map fee increase will be prorated over a five-year period, which began on July 19, 2015, at the increased amount of \$100 per year.

The fee is being increased \$500 total over five years (from \$1,500 to \$2,000 in FY 2019/20). This year's pro rata increase brings the fee from \$1,900 to \$2,000. The annual increase in revenue would be about \$3,400 based on 34 cases annually.



Setback Variance

Five Year Increase began: **July 1, 2016**

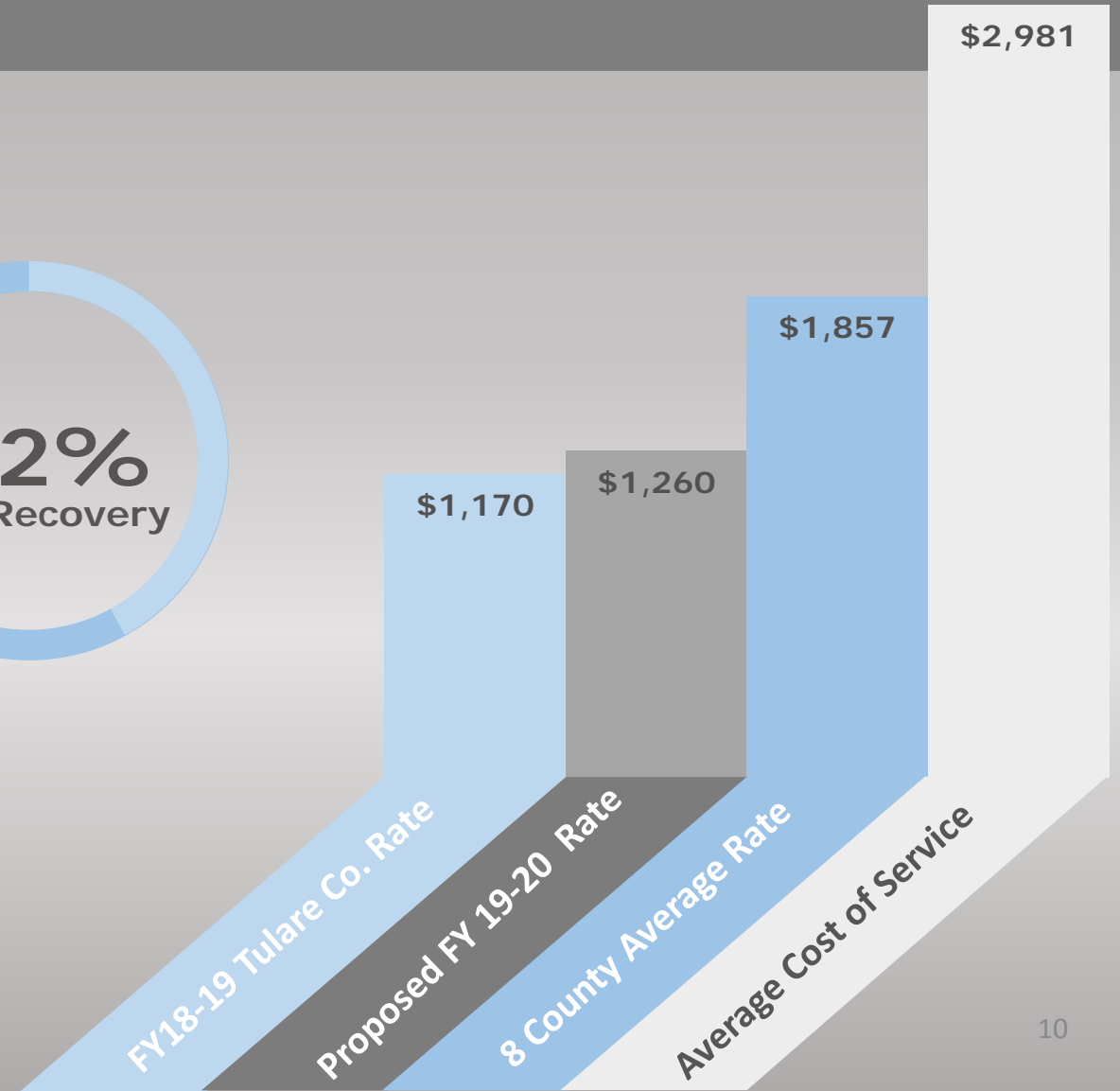
Annual Increase: **\$90 per year**

Total Increase in 4 years:
\$450 (to \$1,350 in FY 20/21)

This year's pro rata increase brings the fees from **\$1,170 to \$1,260**

Projected annual increase in revenue: **\$90**

Average annual cases: 1



RMA Code Compliance Fees Overview



Code Compliance Fees

- Engage an outside consultant to conduct a thorough Code fee analysis.
- Study identified majority of costs are front loaded. Fee changes address this.
- 2 fees are proposed to increase. 1 fee proposed to decrease and 1 unchanged.
- Hourly fee increased to improve cost recovery of abatements.
- Reduced Administrative Hearing fee to ensure an equitable process.

Code Enforcement Fee Study

- Conducted in spring/summer of 2018.
- Used time studies and financial data to determine true cost of Code Compliance services.

Wohlford Consulting - Bio

- 30 years of experience analyzing and managing government costs.
- 245 cost analysis studies prepared.
- 70 different government agencies represented.

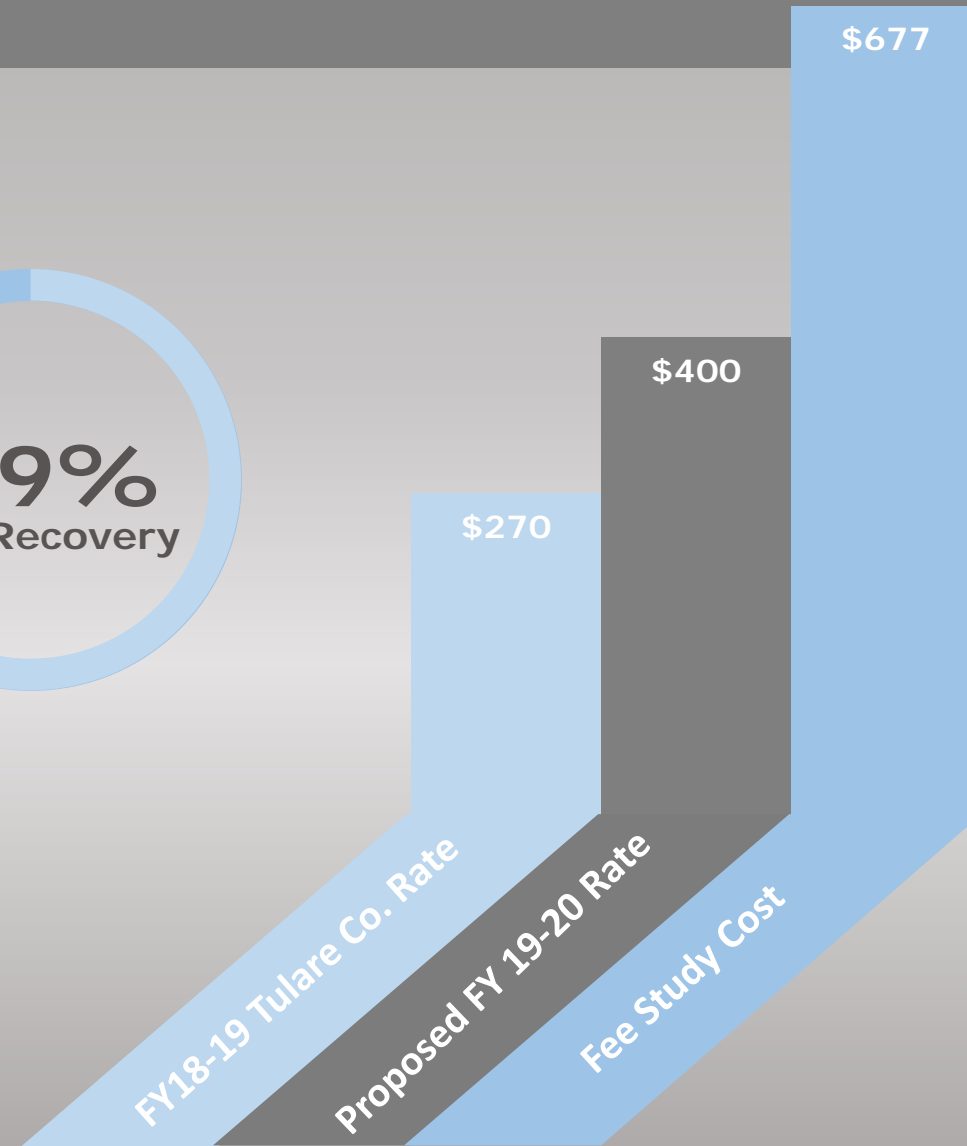
30-Day Notice to Abate Violation Fee

Fee Study Cumulative Cost of Service: **\$677**

Increase brings the fees from: **\$270 to \$400**

Projected annual increase in revenue: **\$67,210**

Average annual cases: 517



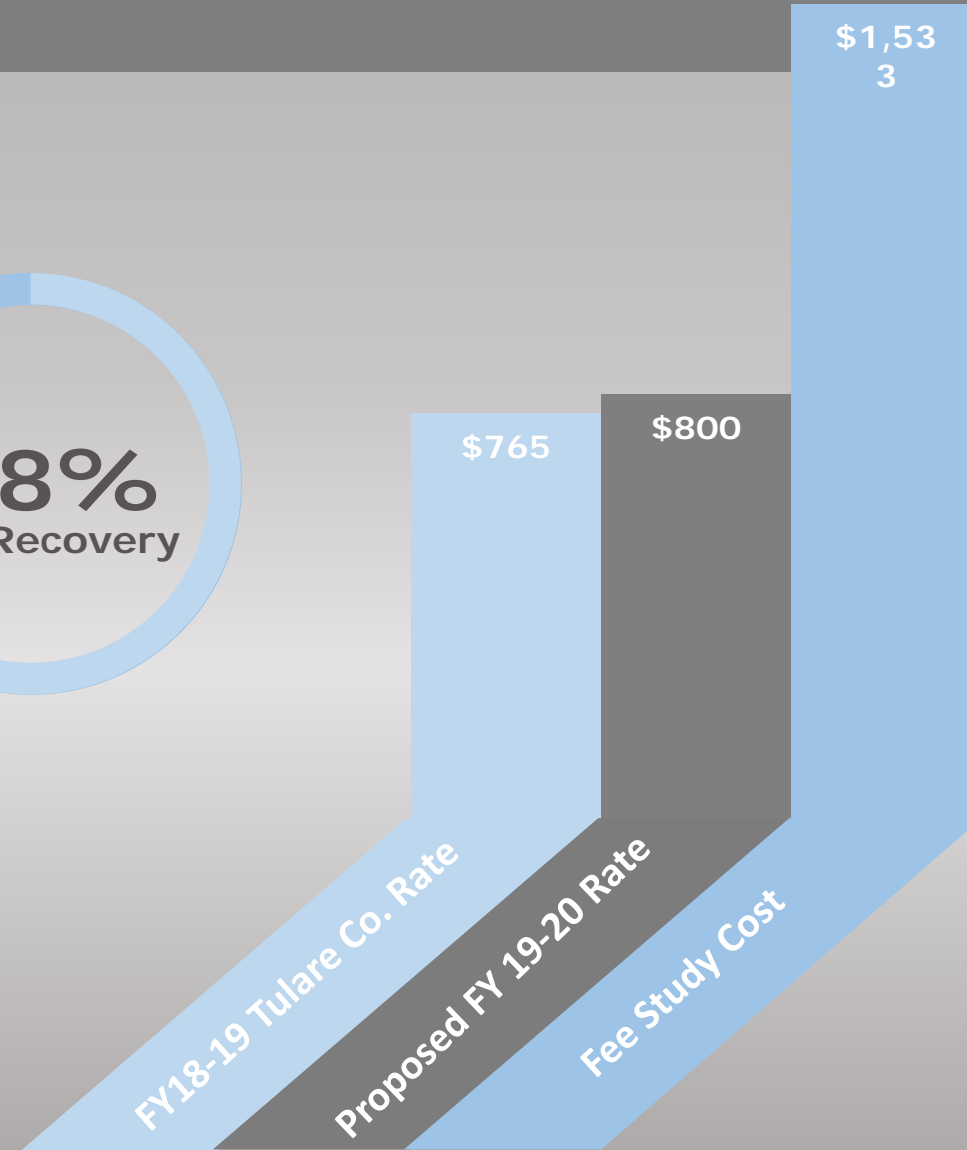
Notice of Violation/Order to Correct Fee

Fee Study Cumulative Cost of Service: **\$1,533**

Increase brings the fees from: **\$765 to \$800**

Projected annual increase in revenue: **\$6,965**

Average annual cases: 199



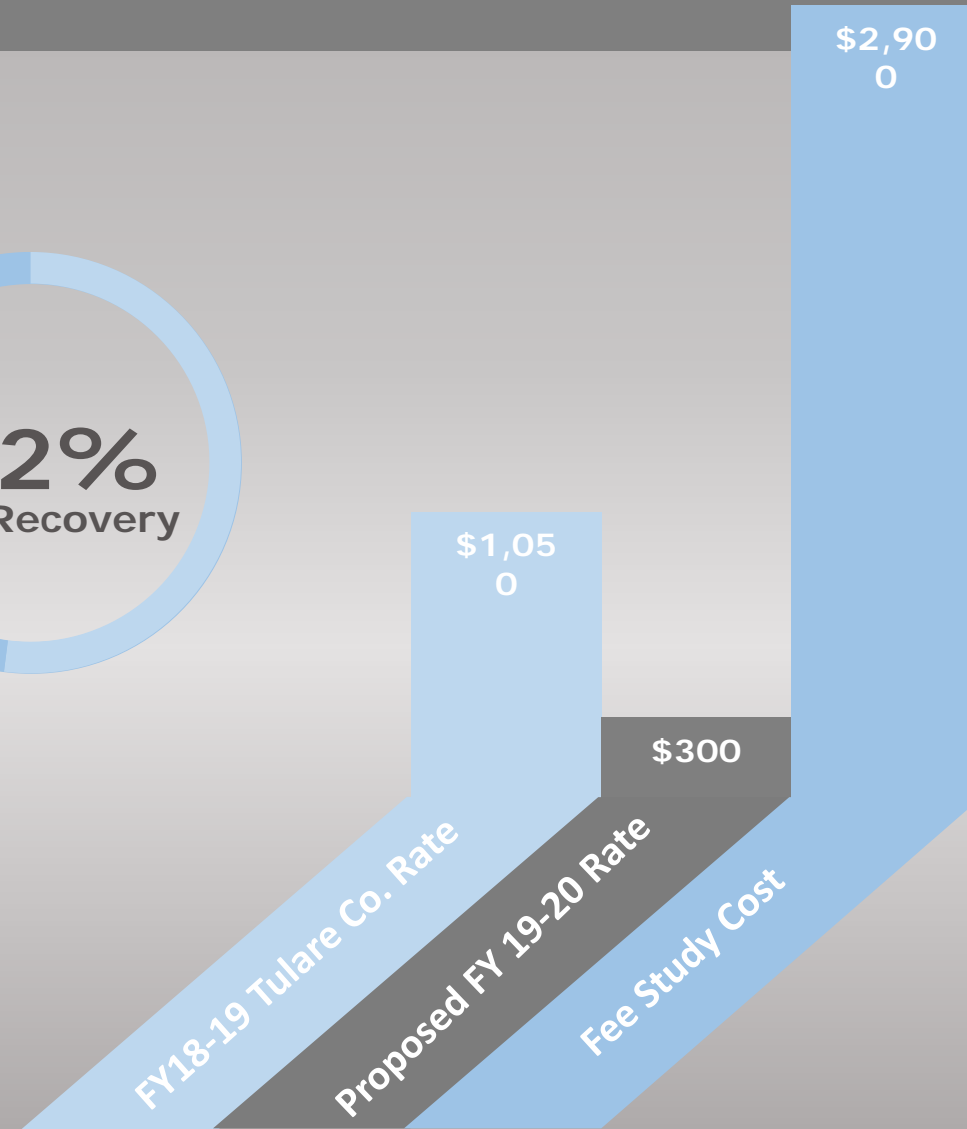
Administrative Hearing

Fee Study Cumulative Cost of Service: **\$2,900**

Decrease brings the fees from: **\$1,050 to \$300**

Projected annual decrease in revenue: **\$1,500**

Average annual cases: 2



Violation Abatement Fee – Hourly Charge

- Last updated in 2008
- Professional fee study indicated that full cost recovery hourly rate should be \$117.80

| | |
|--------------------------|-------------|
| Current Rate | \$ 68.00/HR |
| Actual Blended Rate | \$117.80/HR |
| Planning Department Rate | \$100.00/HR |

- **Recommended new Code Compliance hourly rate - \$100.00/HR**

Outside Input

1. Reviewed and Approved by County Counsel
2. Reviewed and Approved by County Auditor
3. Reviewed and Approved by Other Affected County Depts.
4. Stakeholders Notified of Hearing
5. Publicly Noticed Hearing (Newspaper Advertisement)

Acknowledgments

1. Board of Supervisors
2. County Administrative Office
3. County Auditor-Controller
4. County Counsel
5. Fire, TCiCT, HHSA – Environmental Health, Assessor.
6. Resource Management Agency Staff

Requested Action

1. Conduct a public hearing considering the proposed fee adjustments as listed in Attachment “A” (2019/2020 Proposed Fee Changes) and Attachment “B” (2019/20 Summary of Proposed Fee Changes) of the agenda item; and
2. Receive a report from the Tulare County Resource Management Agency on Attachment “D” of the agenda item Code Compliance Fee Study; and
3. Approve the Proposed Fees for the Tulare County Resource Management Agency, effective July 1, 2019, listed in Attachment “C” of the agenda item.