

AGENDA DATE: June 6, 2006



RESOURCE MANAGEMENT AGENCY

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HENRY HASH, DIRECTOR

THOMAS W. SHERRY, ASSOCIATE DIRECTOR

AGENDA ITEM

ITEM NO. _____
Countywide

SUBJECT:

Proposed Fee Adjustments to the Planning & Development Fee Schedule.

REQUEST(S):

That your Board take the following actions relative to the portion of the RMA Planning & Development Fee Schedule pertaining to Project Review, Employee Housing and Long Range Planning:

1. Conduct the public hearing considering the proposed fees as listed in Attachment "A", 2006/2007 Summary of Proposed Fees.
2. At the conclusion of the public hearing, approve by resolution the fee adjustments based upon the recovery rates desired by your Board, and direct staff to amend the Planning & Development Fee Schedule to reflect such changes.
3. Direct that said fee adjustments take effect August 5, 2006 and be incorporated into the revenue estimates for the proposed FY 2006/2007 Budget.

SUMMARY:

Health and Safety Code Section 17951 and Government Code Sections 65909.5, 66014 and 66451.2 provide statutory authority for establishment of fees proposed herein, subject to requirements that such fees shall not exceed the estimated reasonable cost of providing services for which the fee is charged. The current and proposed fees are based on cost recovery estimates for direct labor and indirect cost for overhead and administration.

Project Review

Fee adjustments for the Project Review portion are proposed for lot line adjustments, site plans, subdivision maps, special use permits, zone changes and variances. Specifically proposed is the elimination of additional fees for more than two lots for lot line adjustments and elimination of the fee currently required

for waiver of information required on site plans. A reduction of the fees for preliminary subdivision maps and setback variances is also proposed. New fees for special use permit site inspections, extensions for final site plan reviews, minor modifications of site plans, zone change text amendments and zone change verification letters are requested. The hourly rate of \$95 for special use permits and site plan reviews is requested to increase to \$100. The hourly rate of \$100 is also requested to replace the existing fees for zone changes to more effectively match the fee of the zone change with the cost.

In April of 2004 your Board authorized a 10% increase in recovery rates for subdivision maps; a 6% decrease in recovery rates for parcel maps; a 36% decrease in recovery rates for zone variances; and a rate of \$95/hour for special use permits and site plan reviews in the Project Review portion of the Planning & Development Fee Schedule effective July, 1, 2004. Project Review's revenue showed a 30% increase after the fee changes were implemented and yielded a cost recovery rate of 97% as compared to 57% in 03/04FY. The cost recovery rate for the current year is estimated at 82% if one-time costs for document imaging are not included in the division's total expenses. Project Review's revenue is not anticipated to increase significantly as a result of the requested fee adjustments, if approved.

Employee Housing

The Employee Housing Program currently has 150 active facilities housing 1,736 agricultural workers. The proposed fee increases would raise the current \$15 fee for employee to be housed to \$20; the current \$100 fee for the Permit to Operate to \$200; and the \$60 reinspection fee to an hourly rate of \$100 with a minimum one-hour charge. Employee Housing's revenue is anticipated to increase by approximately \$24,000 and the cost recovery rate should be at 100% if the requested fees are approved.

In April of 2004 your Board authorized a 25% increase in the fee for each employee the operator of the Facility intends to house, effective July 1, 2004. Employee Housing's revenue increased 8% in 04/05 with a cost recovery rate of 71%. The cost recovery rate is estimated to decrease to 69% this fiscal year.

Long Range Planning

Fee adjustments for the Long Range Planning portion are proposed for agricultural preserves and environmental reviews. Specifically proposed are an increase in the fees for notice of non-renewal of agricultural preserves and an increase in the hourly rate to \$100 for General Plan Amendments, agricultural preserve cancellations, surface mining permits and environmental reviews.

In April of 2004 your Board authorized a rate of \$95/hour for environmental reviews in the Long Range Planning portion of the Planning & Development Fee Schedule effective July 1, 2004. Long Range Planning's revenue increased 49% and yielded a cost recovery rate of 25% in 04/05FY. The cost recovery rate for 05/06FY adjusted for one-time expenses and revenues, remains at 25%. Long Range Planning's revenue is anticipated to increase by approximately \$10,000 if the requested fee adjustments are approved. This increase in revenue should result in a cost recovery rate of 27%.

FINANCING:

The proposed fee adjustments for the Planning & Development Fee Schedule are based on time/cost analysis for the review and processing of these matters. Labor costs and an overhead rate comprised of indirect costs that are applied as a percentage of the direct cost make up the fees.

The indirect cost items encompass various components including, but not limited to, management and administration, clerical, office supplies and equipment, County services and costs, and County Counsel support.

The Planning & Development fees are collected by RMA and deposited into the following revenue accounts:

Surveyor	001-230-3100-6120
Project Review	001-230-5110-6120
Building Inspection	001-230-5120-2110 through 6120
Employee Housing	001-230-5121-2470 through 2474
Code Compliance	001-230-5122-2175 through 6125
Long Range Planning	001-230-6110-2220 through 6120

ALTERNATIVES:

Alternatives to fee adjustments proposed include:

1. Authorize fees, other than requested, as directed by your Board.
2. Denial of proposed fee adjustments.

INVOLVEMENT OF OTHER DEPARTMENTS OR AGENCIES:

The Auditor/Treasurer's Office has been sent a copy of this Agenda Item.

If fee adjustments are approved for any of the portions, the necessary changes to the Planning & Development Fee Schedule will be made. Further, coordination with County Assessor/Clerk-Recorder, Health & Human Services and County Fire will also be necessary to account for any increases in their fee portions associated with the processing of all planning and building permits that may ultimately be approved by your Board. It is assumed that any fee adjustments will be effective August 5, 2006 unless otherwise directed by action of your Board with respect to any portion of said Planning & Development Fees. The amended Fee Schedule will be available by that date. The IT Department will need to make the programming changes in Permits Plus to reflect the changes in fees.

SIGNATURE REQUIREMENTS:

The County Administrative Officer/Clerk of the Board of Supervisors or authorized deputy to attest to the Resolution.

ADMINISTRATIVE SIGN OFF:

RESOURCE MANAGEMENT AGENCY



Roger Hunt
Assistant Director – Administrative Services



Henry Hash, Director

RSB

BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA

IN THE MATTER OF PROPOSED)
FEE ADJUSTMENTS TO THE) RESOLUTION NO.
PLANNING & DEVELOPMENT)
FEE SCHEDULE)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE BOARD OF
SUPERVISORS, AT AN OFFICIAL MEETING HELD ON JUNE 6, 2006, BY THE
FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: C. BRIAN HADDIX
COUNTY ADMINISTRATIVE OFFICER
CLERK, BOARD OF SUPERVISORS

BY: _____

* * * * *

1. Conducted the public hearing considering the proposed fees as listed in Attachment "A", 2006/2007 Summary of Proposed Fees.
2. At the conclusion of the public hearing, approved by resolution the fee adjustments based upon the recovery rates desired by your Board, and directed staff to amend the Planning & Development Fee Schedule to reflect such changes.
3. Directed that said fee adjustments take effect August 5, 2006 and be incorporated into the revenue estimates for the proposed FY 2006/2007 Budget.

ATTACHMENT "A"

2006/07 SUMMARY OF PROPOSED FEE INCREASE/DECREASE

AGENDA DATE: June 6, 2006

AGENDA ITEM # _____

DEPARTMENT: Resource Management Agency - Project Review Division, Employee Housing Division and Long Range Planning Division

SUBMITTED BY: Henry Hash, Director

06/07FY PROPOSED FEE INCREASE/DECREASE FOR PROJECT REVIEW DIVISION

Description of Fee (includes date of last increase)	Total Average Cost per Project for Service (Administration Services, Supplies) Recovered	Current Average Fee Amount and % of Cost Recovered per Project	Proposed Fee Amount and % of Cost Recovered per Project
(*denotes new fee) NA= Not Available			
1. Lot Line Adjustment (7-1-03)	\$872	\$949	\$871
More than 2 lots		\$933 plus \$208 per lot over 2	\$933
2. Preliminary Site Plans & Maps (7-1-03)	\$990	\$1,250	\$971
Waiver of Information Required on Site Plan		\$215	\$0
Preliminary Subdivision Map		\$2,146	\$1,146
3. Special Use Permits (7-1-04)	\$1,392	\$1,322	\$1,392
Hourly fee for all Special Use Permits		\$95 per hour	\$100 per hour
Special Use Permit (SRA's) Site Inspection*		\$0	\$150
4. Site Plan Review (Final Site Plan) (7-1-04)	\$1,392	\$1,322	\$1,392
Hourly fee for all Site Plan Reviews		\$95 per hour	\$100 per hour
Extension for Final Site Review*		\$0	\$179
Minor Modification*		\$0	\$150

Description of Fee (includes date of last increase)	Total Average Cost per Project for Service (Administration Services, Supplies) Recovered	Current Average Fee Amount and % of Cost Recovered per Project		Proposed Fee Amount and % of Cost Recovered per Project	
6. Zone Change					
Text Amendments*	\$3,646	\$2,957	81%	\$3,646	100%
		\$0	0%	\$100 per hour \$500 deposit \$6,000 maximum fee	100%
Acreage Proposed for Change:					
Less than 5 acres	\$2,787			\$100 per hour \$500 deposit \$6,000 maximum fee	100%
5 to 9.99 acres	\$2,787	plus \$200 for each full acre over 5 acres		\$100 per hour \$500 deposit \$6,000 maximum fee	100%
10 to 19.99 acres	\$3,787	plus \$100 for each full acre over 10 acres		\$100 per hour \$500 deposit \$6,000 maximum fee	100%
20 to 39.99 acres	\$4,787	plus \$50 for each full acre over 20 acres		\$100 per hour \$500 deposit \$6,000 maximum fee	100%
40 acres or more	\$5,787	plus \$25 for each full acre over 40 acres		\$100 per hour \$500 deposit \$6,000 maximum fee	100%
Additional charge for Change of Zone Ordinance publishing	\$110		100%	\$0	0%
Zone Verification Letter*	\$0		0%	\$50 per letter	100%
7. Zone Variance (7-1-04)	\$1,475	\$1,613	109%	\$1,475	100%
Variance from Building Line Setback Ordinance	\$2,270			\$2,000	

(*denotes new fee) NA= Not Available

06/07FY PROPOSED FEE INCREASE FOR LONG RANGE PLANNING DIVISION

Description of Fee (includes date of last increase)	Total Cost per Project for Service (Administration Services, Supplies) Recovered	Current Fee Amount and % of Cost Recovered per Project	Proposed Fee Amount and % of Cost Recovered per Project
1. General Plan Amendments (7-1-04)	\$1,060	\$1,007	\$1,060
General Plan Amendment		\$95 per hour \$4,000 deposit includes cost of zone change if processed concurrently	\$100 per hour \$4,000 deposit includes cost of zone change if processed concurrently
Specific Plan		\$95 per hour \$5,000 deposit	\$100 per hour \$5,000 deposit
2. Williamson Act - Ag Preserve Program (7-1-04)	\$2,675	\$2,541	\$2,675
Agricultural Preserve Cancellation		\$95 per hour \$5,000 deposit	\$100 per hour \$5,000 deposit
Farmland Security Zone - Cancellation		\$95 per hour \$5,000 deposit	\$100 per hour \$5,000 deposit
Notice of NonRenewal - Applicant Initiated		\$25	\$200
Notice of NonRenewal to fulfill conditions of approval		\$0	\$100
3. Surface Mining & Reclamation (7-1-04)	\$950	\$903	\$950
Surface Mining Permit/Reclamation Plan		\$95 per hour \$2,500 deposit	\$100 per hour \$2,500 deposit
Mining Permit and/Preclamation processed by the Zoning Administrator		\$95 per hour \$2,500 deposit	\$100 per hour \$2,500 deposit
Mining Permit & Reclamation processed by the ZA determined to be Categorically Exempt		\$95 per hour \$2,000 deposit	\$100 per hour \$2,000 deposit
Application for Amendment to: Mining Permit and/Reclamation processed by the Planning Commission		\$95 per hour \$1,700 deposit	\$100 per hour \$1,700 deposit
Mining Permit and/or Reclamation Plan processed by Zoning Administrator		\$95 per hour \$800 deposit	\$100 per hour \$800 deposit
Interim Management Plans		\$95 per hour \$1,500 deposit	\$100 per hour \$1,500 deposit

Description of Fee (includes date of last increase)	Total Cost per Project for Service (Administration Services, Supplies) Recovered	Current Fee Amount and % of Cost Recovered per Project	Proposed Fee Amount and % of Cost Recovered per Project
4. Environmental Reviews (CEQA) (7-1-04)			
E.I.R. prepared by County Department	\$9,458	\$9,294 98%	\$9,458 100%
		\$95 per hour \$5,000 deposit plus cost for technical studies	\$100 per hour \$5,000 deposit plus cost for technical studies
Draft E.I.R. or Initial Assessment of Archaeological Resources prepared by consultant		\$95 per hour 98%	\$100 per hour 100%
		Total amount of estimated cost of the D.E.I.R. or environmental work as provided in Contract plus \$5000 deposit	Total amount of estimated cost of the D.E.I.R. or environmental work as provided in Contract plus \$5000 deposit
Draft and Final EIR prepared by Consultant		\$95 per hour 98%	\$100 per hour 100%
		Total amount of estimated cost of Draft & Final E.I.R. as provided in the Contract plus \$5,000 deposit	Total amount of estimated cost of Draft & Final E.I.R. as provided in the Contract plus \$5,000 deposit
Mitigated Negative Declaration prepared by County Department		\$95 per hour 98%	\$100 per hour 100%
		Total amount of estimated cost as provided in the Contract plus \$3,000 deposit	Total amount of estimated cost as provided in the Contract plus \$3,000 deposit
Mitigated Negative Declaration prepared by Consultant		\$95 per hour 98%	\$100 per hour 100%
		Total amount of estimated cost as provided in the Contract plus \$2,700 deposit	Total amount of estimated cost as provided in the Contract plus \$2,700 deposit
Initial Environmental Assessment work performed by Consultant		\$95 per hour 98%	\$100 per hour 100%
		Total amount of estimated cost as provided in the Contract plus \$1,500 deposit	Total amount of estimated cost as provided in the Contract plus \$1,500 deposit
Mitigation Monitoring and reporting performed by County Department		\$95 per hour 95%	\$100 per hour 100%
Review of developer-submitted E.I.R.s		\$95 per hour 95%	\$100 per hour 100%
		\$2,700 deposit	\$2,700 deposit
Administration of Mitigation Monitoring & Reporting Agreements by Consultants		\$95 per hour 95%	\$100 per hour 100%

06/07FY PROPOSED FEE INCREASE FOR EMPLOYEE HOUSING DIVISION

Description of Fee (includes date of last increase)	Total Cost per Project for Service (Administration Services, Supplies) Recovered	Current Fee Amount and % of Cost Recovered per Project	Proposed Fee Amount and % of Cost Recovered per Project
Employee Housing (7-1-04)	\$472	69%	\$472
Issuance Fee		50%	\$200
Permit to Operate - Per Employee Housing Capacity		75%	\$20
Reinspection Fee - first hour	\$60	60%	\$100.00 per hour
Reinspection Fee - additional half hour	\$30	60%	