



COUNTY OF NEVADA COMMUNITY DEVELOPMENT AGENCY

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Trisha Tillotson, Agency Director

Agricultural Commissioner

Building

Code & Cannabis Compliance

Environmental Health

Planning

Public Works

NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: July 8, 2025

TO: Board of Supervisors

FROM: Trisha Tillotson, Community Development Agency Director

SUBJECT: Resolution to amend the Consolidated User Fee Schedule for County Departments to clarify building fee for Owner Built Limited Density Rural Dwellings.

RECOMMENDATION:

Conduct a Public Hearing and adopt the resolution amending the Consolidated User Fee Schedule to add a new fee to the Community Development Agency (CDA) Schedule E.

FUNDING:

Estimated revenue for Title 25 Building Fee for Owner Built Limited Density Rural Dwellings is approximately \$20,000 in Fiscal Year 2025/26. The Board of Supervisors requested a subsidy from the General Fund equal to \$1,000 per each permit. Estimated General Fund effect is \$5,000-\$10,000 based on an anticipated 5-10 permits in Fiscal Year 2025/26 and will be requested as part of the fiscal year-end processing based on the actual number of permits issued.

BACKGROUND:

To support housing, the Board approved an Ordinance adopting regulations for Limited Density Owner-Built Rural Dwelling. A reduced overall building permit cost is anticipated for Limited Density Owner-Built Rural Dwellings since inspection costs will require less time than a traditional building permit. Fees are based on the same approved hourly rate used for existing building permit application costs. Per Board direction, a subsidy is proposed of \$1,000 per Limited Density Owner-Built Rural Dwelling building permit. Applicants will pay the remainder of the building permit fee. This means that for an 1,800 square foot residence based on fiscal year 2025/26 rates, applicants will pay an estimated \$1,005.54 for the building permit compared to \$2,816.09 for a regular building permit for the same size residence. It is important to note that all other permit fees will be assessed at the approved rates including other CDA departments, impact, mitigation, and any other required fees. If approved, the department will track total subsidies for the fiscal year to request General Fund to offset staff costs.

The CDA Exhibit E of the consolidated user fee schedule will be amended to include the fee as shown in Attachment A. This fee will include the preapproved CPI adjustment authority in alignment with all other user fees.

Item Initiated by: Alicia Chaturvedula, Chief Fiscal Administrative Officer
Approved by: Trisha Tillotson, Community Development Agency Director

Submittal Date:
Revision Date: