

**NEVADA COUNTY
COMMUNITY DEVELOPMENT AGENCY**

EXHIBIT A

**PROPOSED 2018-19 FEE SCHEDULE
EFFECTIVE DATE – AUGUST 4, 2018**

WITH THE EXCEPTION OF THE FEES FOR THE
CANNABIS POLICY AND COMPLIANCE DIVISION
WILL BE EFFECTIVE JUNE 20, 2018



**AGRICULTURAL COMMISSIONER
BUILDING
CANNABIS POLICY AND COMPLIANCE
CDA ADMIN
CODE COMPLIANCE
COUNTY SURVEYOR
ENVIRONMENTAL HEALTH
PLANNING
PUBLIC WORKS**

JUNE 5, 2018

Nevada County Community Development Agency
 Fee Development and Proposed Fee Schedules for CDA Departments
 FY 18/19

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Proposed Changes to the CDA Fee Schedules for FY 18/19

Fee Codes Changes and Fee Code Additions

All changes in the fee schedule are identified by an asterisk next to the changed fee code row. There may be changes to the fee description, fee code number, service charge type, or average time. These changes are identified by bold type within the asterisk row.

Minimum Hours Charged and Service Charge Type Changes

Minimum Hours Charged changes and Service Charge Type changes are identified with an asterisk next to the fee code row. All departments conducted a 3-year analysis of total time required to complete Departmental programs or permits.

Hourly Rate Increases

There are proposed hourly rate increases for the following departments or divisions: Environmental Health Department, Agricultural Commissioner Department, Planning Department, Code Compliance, and County Surveyor Divisions. Please see the hourly rate comparison sheet for details.

Comparison of Hourly Rates

Proposed FY 18/19 Hourly Rates

	Approved <u>FY 17/18</u>	Proposed <u>FY 18/19</u>	<u>\$ Change</u>	<u>% Change</u>
Building	\$153.34	\$153.34	\$0.00	0.00%
Environmental Health	\$176.14	\$181.42	\$5.28	3.00%
Planning	\$145.78	\$150.14	\$4.36	2.99%
Code Compliance	\$116.28	\$119.76	\$3.48	2.99%
Agricultural Comm.	\$97.26	\$100.16	\$2.90	2.98%
County Surveyor	\$165.90	\$175.84	\$9.94	5.99%

AGRICULTURAL COMMISSIONER DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees

A	B	C	D	E	F	G	H	I	J
Emp.#	Employee	Position	Productive Hourly Rate w/ Spt and Indirect Costs	Productive Hours	Hourly Billable (Nursery Inspections and Quarantine Compliance)			Hrly Rate D + H	Total Fee Cost F x I
					Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of G/Sum of F		
1	0	Ag Commissioner	\$ 228.82	327	0	\$	-	\$ 228.82	\$ -
2	0	Office Assistant II	\$ 127.22	406	0	\$	-	\$ 127.22	\$ -
3	0	Agricultural Biologist I	\$ 148.57	1484	0	\$	-	\$ 148.57	\$ -
4	0	Agricultural Biologist II	\$ 155.75	1479	0	\$	-	\$ 155.75	\$ -
5	0	Agricultural Biologist III	\$ 176.01	1490	6	\$	-	\$ 176.01	\$ 1,056.06
6	0	Temps	\$ 99.57	1725	0	\$	-	\$ 99.57	\$ -
					6	\$	-		\$ 1,056.06
TOTAL					6	\$	-		\$ 1,056.06

Average Hourly Rate: \$176.01

Approved FY17/18 hourly rate \$97.26

Calculated FY18/19 hourly rate \$176.01

Proposed FY18/19 hourly rate \$100.16

Percentage increase of proposed FY18/19 hourly rate 2.98%

AGRICULTURAL COMMISSIONER DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees
Direct/Indirect Cost Allocation

Budget Unit	Revenues/Expenses		Known Rate Changes		Total Net Cost	Direct Revenues/Expenses Specifically Related to a Fee or Activity					Indirect Costs		
	Account Code or Class	Total	Not included in budget unit expenses			Non-Fee Related	Ag Services	W/M Inspection \$	W/M Device Reg	Activity	Activity	Indirect Exp	Total
			Description	Amount									
0101203013011000	42	(1,481)			(1,481)								
Agricultural Comm.	44	(357,402)			(357,402)								
	45	(94,917)			(94,917)	(5,381)	(2,859)	(86,677)					
	46	(395)			(395)								
					0								
					0								
	51	526,547	Adjusted to FY18/19	108,534	635,081	635,081							
	52	169,940			169,940	62,065					107,875		
	53	175,680			175,680						175,680		
	54	21,477			21,477						21,477		
	55	19,497			19,497	19,497					0		
	56	(471)			(471)						(471)		
			522210	11,445	11,445						11,445		
			539500	60,205	60,205						60,205		
					0						0		
Total		458,475		180,184	638,659	295,300	56,684	(2,859)	(86,677)	0	0	376,211	

Note:
Enter revenues as a negative number and expenses as a positive number.

Data is FY16/17 actuals

\$0 Cooperative Agricultural Services
\$62,065 USDA Aphis WS
\$62,065 Total

AGRICULTURAL COMMISSIONER DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees
Productive Hours

A	C	D	E	F	G	H	I	J	K	M	N
Emp. #	Employee Position	Total Hours	Holidays Annual Accrued	Vac/PLP/Adm/FH AET/Comp Taken Annual Actual	Sick Leave Annual Actual	Breaks (.5 hrs/day) E+F+G+H	Total	Staff Mtgs.	Training	Total	Net Productive Time D-(I+M)
1	Ag Commissioner	2080	88	205	0	0	293	25	20	45	1742
2	Office Assistant II	2080	88	166	96	0	350	25	20	45	1685
3	Agricultural Biologist I	2080	88	198	0	0	286	25	20	45	1749
4	Agricultural Biologist II	2080	88	218	0	0	306	25	20	45	1729
5	Agricultural Biologist III	2080	88	282	0	0	370	20	0	20	1690
6	Temps	2000	0	0	30	0	30	25	20	45	1925
	TOTAL	12,400	440	1,069	126	0	1,635	145	100	245	10,520

AGRICULTURAL COMMISSIONER DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees
 Salary and Benefits Cost

A	C	D	E	F	G	H	I			J		K	L	M
							INDIRECT OVERHEAD			Employee Multiplier F/ Sum of F	Indirect Costs			
Emp.#	Employee Position	Base Salary	Benefits	Total Sal. & Ben D+E	Productive Hours	Productive Hourly Rate F / G	Employee Multiplier F/ Sum of F	Indirect Costs	Prorate of Cost Sum of J x H			Total Cost F + K	Productive Hourly Rate With Indirect Costs M / G	
1	Ag Commissioner	117,268	68,585	185,853	1,742	\$ 106.69	0.29264456		110.096	295,949	\$ 169.89			
2	Office Assistant II	41,287	30,974	72,261	1,685	\$ 42.88	0.11378234		42.806	115,067	\$ 68.29			
3	Agricultural Biologist I	58,372	40,087	98,459	1,749	\$ 56.29	0.15503377		58.325	156,784	\$ 89.64			
4	Agricultural Biologist II	63,807	41,322	105,129	1,729	\$ 60.80	0.16553636		62.277	167,406	\$ 96.82			
5	Agricultural Biologist III	72,522	51,731	124,253	1,690	\$ 73.52	0.19564906		73.605	197,856	\$ 117.08			
6	Temps	45,215	3,911	49,126	1,925	\$ 25.52	0.07735391		29.101	78,227	\$ 40.64			
TOTAL		398,471	236,610	635,081	10,520		1.00	Total:	376,210	1,011,291				

AGRICULTURAL COMMISSIONER DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees
Support Costs

C	D	E	F				G				H	L	M	N	O			Q
			Suprv. & Mgmt. Hours	Office Admin. Hours	Public Assist. Hours	Total Support Hours	Total Cost Ex L	Total Support Cost	Balance Productive Hours D - L	Hourly Support Cost					Hourly Support Cost	Productive Hourly Rate w/Indirect & Spt Cos E+O	Productive Cost N x P	
Emp. #	Employee Position	Productive Hours	Productive Hourly Rate	Productive Rate w/Indirect	SUPPORT TIME (INDIRECT OVERHEAD)				Total Support Hours	Total Cost Ex L	Total Support Cost	Balance Productive Hours D - L	Hourly Support Cost	Hourly Support Cost	Productive Hourly Rate w/Indirect & Spt Cos E+O	Productive Cost N x P		
1	Aq Commissioner	1742	\$ 169.89	\$ 169.89	1063	352	0	0	1415	240394.35	58.93	327	58.93	58.93	228.82	\$ 74,824.14		
2	Office Assistant II	1685	\$ 68.29	\$ 68.29	0	1279	0	0	1279	87342.91	58.93	406	58.93	58.93	127.22	\$ 51,651.32		
3	Agricultural Biologist I	1749	\$ 89.64	\$ 89.64	0	265	0	0	265	23754.6	58.93	1484	58.93	58.93	148.57	\$ 220,477.88		
4	Agricultural Biologist II	1729	\$ 96.82	\$ 96.82	0	250	0	0	250	24205	58.93	1479	58.93	58.93	155.75	\$ 230,354.25		
5	Agricultural Biologist II	1690	\$ 117.08	\$ 117.08	0	200	0	0	200	23416	58.93	1490	58.93	58.93	176.01	\$ 262,254.90		
6	Temps	1925	\$ 40.64	\$ 40.64	0	200	0	0	200	8128	58.93	1725	58.93	58.93	99.57	\$ 171,758.25		
	TOTAL				1,063	2,546	0	0	3,609	407,241		6,911				\$ 1,011,320.74		

Average Productive Hourly Rate: \$146.33

AGRICULTURAL COMMISSIONER DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees

A	B	C	D	E	F		H	I	J
					Hourly Billable (Nursery Inspections and Quarantine Compliance)	Hours			
Emp.#	Employee	Position	Productive Hourly Rate w/ Spt and Indirect Costs	Productive Hours	Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of G/Sum of F	Hrly Rate D + H	Total Fee Cost F x I
1	0	Ag Commissioner	\$ 228.82	327	0		\$ -	\$ 228.82	\$ -
2	0	Office Assistant II	\$ 127.22	406	0		\$ -	\$ 127.22	\$ -
3	0	Agricultural Biologist I	\$ 148.57	1484	0		\$ -	\$ 148.57	\$ -
4	0	Agricultural Biologist II	\$ 155.75	1479	0		\$ -	\$ 155.75	\$ -
5	0	Agricultural Biologist III	\$ 176.01	1490	6		\$ -	\$ 176.01	\$ 1,056.06
6	0	Temps	\$ 99.57	1725	0		\$ -	\$ 99.57	\$ -
TOTAL					6,911	6	\$ -		\$ 1,056.06

Average Hourly Rate: \$176.01

AGRICULTURAL COMMISSIONER DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees

A	B	C	K	L	M	N	O
Emp.#	Employee	Position	Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of L/Sum of K	Hrly Rate D + M	Total Fee Cost K x N
1	0	Ag Commissioner	266		0	\$ 228.82	\$ 60,866.12
2	0	Office Assistant II	240		0	\$ 127.22	\$ 30,532.80
3	0	Agricultural Biologist I	1320		0	\$ 148.57	\$ 196,112.40
4	0	Agricultural Biologist II	1333		0	\$ 155.75	\$ 207,614.75
5	0	Agricultural Biologist III	1090		0	\$ 176.01	\$ 191,850.90
6	0	Temps	1275		0	\$ 99.57	\$ 126,951.75
TOTAL			5,524	\$ -	\$ -		\$ 813,928.72

Average Hourly Rate: \$147.34

AGRICULTURAL COMMISSIONER DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees

A	B	C	P	Q	R	S	T
			Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of Q/Sum of P	Hrly Rate D + R	Total Fee Cost P x S
	Emp.#	Employee	Position				
1	0	Ag Commissioner	8		\$ -	\$ 228.82	\$ 1,830.56
2	0	Office Assistant II	142		\$ -	\$ 127.22	\$ 18,065.24
3	0	Agricultural Biologist I	0		\$ -	\$ 148.57	\$ -
4	0	Agricultural Biologist II	0		\$ -	\$ 155.75	\$ -
5	0	Agricultural Biologist III	0		\$ -	\$ 176.01	\$ -
6	0	Temps	0		\$ -	\$ 99.57	\$ -
TOTAL			150	\$ -			\$ 19,895.80

Average Hourly Rate: \$132.64

AGRICULTURAL COMMISSIONER DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees

A	B	C	U	V	W	X	Y
Emp.#	Employee	Position	Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of V/Sum of U	Hrly Rate D + W	Total Fee Cost U x X
1	0	Ag Commissioner	24		\$ -	\$ 228.82	\$ 5,491.68
2	0	Office Assistant II	0		\$ -	\$ 127.22	\$ -
3	0	Agricultural Biologist I	164		\$ -	\$ 148.57	\$ 24,365.48
4	0	Agricultural Biologist II	0		\$ -	\$ 155.75	\$ -
5	0	Agricultural Biologist III	382		\$ -	\$ 176.01	\$ 67,235.82
6	0	Temps	0		\$ -	\$ 99.57	\$ -
TOTAL			570	\$ -			\$ 97,092.98

Average Hourly Rate: \$170.34

AGRICULTURAL COMMISSIONER DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees

A	B	C	Z	AA	AB	AC	AD
					Vector Control		
Emp.#	Employee	Position	Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of AA/Sum of Z	Hrly Rate D + AB	Total Fee Cost Z x AC
1	0	Ag Commissioner	0		\$ -	\$ 228.82	\$ -
2	0	Office Assistant II	0		\$ -	\$ 127.22	\$ -
3	0	Agricultural Biologist I	0		\$ -	\$ 148.57	\$ -
4	0	Agricultural Biologist II	0		\$ -	\$ 155.75	\$ -
5	0	Agricultural Biologist III	12		\$ -	\$ 176.01	\$ 2,112.12
6	0	Temps	0		\$ -	\$ 99.57	\$ -
TOTAL			12	\$ -			\$ 2,112.12

Average Hourly Rate: \$176.01

AGRICULTURAL COMMISSIONER DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees

A	B	C	AE	AF'	AG	AH	AI
Emp.#	Employee	Position	Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of AF/Sum of AE	Hrly Rate D + AG	Total Non-Fee Cost AE x AH
1	0	Ag Commissioner	29		\$ -	\$ 228.82	\$ 6,635.78
2	0	Office Assistant II	24		\$ -	\$ 127.22	\$ 3,053.28
3	0	Agricultural Biologist I	0		\$ -	\$ 148.57	\$ -
4	0	Agricultural Biologist II	146		\$ -	\$ 155.75	\$ 22,739.50
5	0	Agricultural Biologist III	0		\$ -	\$ 176.01	\$ -
6	0	Temps	450		\$ -	\$ 99.57	\$ 44,806.50
TOTAL			649	\$ -			\$ 77,235.06

Average Hourly Rate: \$119.01

County of Nevada Department of Agriculture,
Weights & Measures Proposed Fee Schedule

FY 18/19

Fee Name/Description	Amount	Remarks
Agriculture Fees		
Discretionary Ag Inspections	\$ 100.16 / hr	
Certified Producer's Certificate	\$ 65.00	
With Commercial Nursery	\$ 22.00	
Apiary Registration	\$ 10.00	
Certification of Shipments		(Phytosanitary, Quarantine Compliance)
Certificate	\$ 25.00	Authorizing Statute [FAC 5202]
Staff Rate	\$ 100.16 / hr	
Pest-Control Operators		blank last year
Pest Control Advisor - Primary	\$ 10.00	Set by Statute [FAC 12034]
Pest Control Advisor - Secondary	\$ 5.00	
Pest Control Business - Ag	\$ 25.00	Set by Statute [FAC 11734]
Pest Control Maintenance Gardener	\$ 25.00	
Pest Control Pilot – Primary	\$ 10.00	Set by Statute [FAC 11923]
Pest Control Pilot - Secondary	\$ 5.00	
Structural Branch 1 – Registration	\$ 25.00	Set by Statute [FAC 15204.5]
Structural Branch 1 - Amendment	\$ 10.00	
Structural Branch 2 & 3 - Registration	\$ 10.00	Set by Statute [FAC 15204(a)]
Farm Labor Contractor – Registration	\$ 25.00	Set by Statute [LC 1695(b)]
Wildlife Services Fees		
Wildlife response w/site assessment*	\$ 90.00	*Wildlife NOT requiring a depredation permit
Rural/Urban Agreement	\$ 165.00	See Rural/Urban Agreement description
Weights & Measures Fees		
Testing of non-commercial devices	\$ 100.16 / hr	
Re-inspection of commercial devices	\$ 100.16 / hr	
Device Registration Fees		See Device Registration Fee Schedule

FAC = California Food and Agricultural Code

LC = California Labor Code

Table A

Device	State Device Administration Fee	15% of Fee retained by County for Collection and Processing of State Device Administration Fee
Electric Sub-meter , Vapor Sub-meter , Water Sub-meter	\$0.10 per device	\$0.015 per device
Compressed Natural Gas Meter; Fabric, Cordage, Wire Meter; Grease and Lube Meter; Odometer; Retail Motor Fuel Dispenser; Retail Meter; Retail Water Meter; Tank (Liquid Test); Taximeter; Commercial Vehicle Odometers; Scales less than 2,000 pounds capacity; Miscellaneous Weighing and Measuring Devices	\$1.10 per device	\$0.165 per device
Vehicle Meter; Wholesale Meter	\$1.10 per device	\$0.165 per device
Livestock Scales 2,000 pounds to 10,000 pounds capacity	\$8.00 per device	\$1.20 per device
Livestock Scales greater than 10,000 pounds	\$12.00 per device	\$1.80 per device
Liquefied Gas Meter	\$8.00 per device	\$1.20 per device
Non-Livestock Scales 2,000 pounds to 10,000 pounds capacity	\$8.00 per device	\$1.20 per device
Non-Livestock Scales greater than 10,000 pounds capacity	\$12.00 per device	\$1.80 per device

Proposed FY18/19 Device Registration Fee Schedule

Device Category	Statute	Per Device (\$)	DMS Admin Fee (CCR 4075)	Total Device Fee
CNG Meters	B&P 12240 (t)	\$ 20.00	\$ 1.10	\$ 21.10
Domestic Water Submeters	B&P 12240 (g)	\$ 2.00	\$ 0.10	\$ 2.10
Electric Submeters	B&P 12240 (g)	\$ 3.00	\$ 0.10	\$ 3.10
Fabric, Cordage & Wire Meters	B&P 12240 (t)	\$ 20.00	\$ 1.10	\$ 21.10
Grease & Lube Meters	B&P 12240 (t)	\$ 20.00	\$ 1.10	\$ 21.10
LPG Mobile Trucks	B&P 12240 (l)	\$ 185.00	\$ 8.00	\$ 193.00
LPG Stationary Dispensers	B&P 12240 (t)	\$ 185.00	\$ 8.00	\$ 193.00
Misc. Measuring Devices	B&P 12240 (t)	\$ 20.00	\$ 1.10	\$ 21.10
Odometers	B&P 12240 (q)	\$ 60.00	\$ 1.10	\$ 61.10
Retail Meters	B&P 12240 (t)	\$ 20.00	\$ 1.10	\$ 21.10
Retail Motor Fuel Meters	B&P 12240 (t)	\$ 20.00	\$ 1.10	\$ 21.10
Retail Water Meters	B&P 12240 (t)	\$ 20.00	\$ 1.10	\$ 21.10
Taxi Meters	B&P 12240 (t)	\$ 20.00	\$ 1.10	\$ 21.10
Vapor Submeters	B&P 12240 (g)	\$ 4.00	\$ 0.10	\$ 4.10
Vehicle Meters	B&P 12240 (m)	\$ 60.00	\$ 1.10	\$ 61.10
Wholesale Meters	B&P 12240 (m)	\$ 75.00	\$ 1.10	\$ 76.10
Computing Scales	B&P 12240 (n)	\$ 20.00	\$ 1.10	\$ 21.10
Counter Scales	B&P 12240 (t)	\$ 20.00	\$ 1.10	\$ 21.10
Dormant Port Plat >=10K	B&P 12240 (h)	\$ 250.00	\$ 12.00	\$ 262.00
Dormant/Port Plat >=2K <10K	B&P 12240 (h)	\$ 150.00	\$ 8.00	\$ 158.00
Hanging Scales	B&P 12240 (t)	\$ 20.00	\$ 1.10	\$ 21.10
Hopper & Tank Scales	B&P 12240 (h)	\$ 150.00	\$ 8.00	\$ 158.00
Livestock & Animal >=10K	B&P 12240 (k)	\$ 150.00	\$ 12.00	\$ 162.00
Livestock & Animal >=2K <10K	B&P 12240 (k)	\$ 100.00	\$ 8.00	\$ 108.00
Misc. Weighing Devices	B&P 12240 (p)	\$ 50.00	\$ 1.10	\$ 51.10
Monorail & Meat Beam	B&P 12240 (t)	\$ 20.00	\$ 1.10	\$ 21.10
Prescription & Jewelers Scales	B&P 12240 (o)	\$ 80.00	\$ 1.10	\$ 81.10
Vehicle Scales	B&P 12240 (h)	\$ 250.00	\$ 12.00	\$ 262.00
Location Fee	B&P 12240 (f)	\$ 100.00	\$	\$ 100.00

For the purpose of this Fee Schedule a single Location is defined as:

A. Each vehicle containing one or more commercial devices.

B. Each business location that uses different categories or types of commercial devices that require the use of specialized testing equipment and that necessitates not more than one inspection trip by a Weights & Measures official.

BUILDING DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees
Direct/Indirect Cost Allocation

Budget Unit 1123206023221000 Building	Revenues/Expenses		Known Rate Changes		Total Net Cost	Direct Revenues/Expenses Specifically Related to a Fee or Activity			Indirect Costs		
	Account Code or Class	Total	Not included in budget unit expenses			Non-Fee Related	Permits	Activity	Activity	Indirect	Exo
			Description	Amount							
	41	(1,749,166)			(1,749,166)	(1,749,166)					0
	43	(2,014)			(2,014)	(2,014)					0
	45	(157,527)			(157,527)	(157,527)					0
	46	(7,145)			(7,145)	(7,145)					0
	51	1,063,981			0						0
	52	248,677	Adjusted to FY18/19	308,686	1,372,667	84,118	1,288,549				0
	53	363,542			248,677						248,677
	55	3,781			363,542						363,542
	56	(5,664)			3,781	3,781					0
					(5,664)						(5,664)
					0						0
					24,356						24,356
					34,115						34,115
					39,000						39,000
					50,000						50,000
					456,157						456,157
	Total	(241,335)			214,622	(78,787)	(460,617)	0	0	0	754,026

Note: Enter revenues as a negative number and expenses as a positive number. Data is FY16/17 actuals

BUILDING DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees
Productive Hours

A	C	D	E	F			G	H			I	J	K	L	M	N		
				Holidays Annual Taken	Vac/PLP/Aadm/FH AET/Comp Taken Annual Taken	Sick Leave Annual Taken		Breaks (.5 hrs/day) E+F+G+H	Total	Staff Mtg. Training							Total J+K+L	Net Productive Time D-(I+M)
1	Director of Building	2080	88	222	0	310	0	86	30	0	116	1654						
2	Building Inspector I	2080	88	160	9	257	0	17	8	0	25	1798						
3	Building Inspector I	2080	88	135	40	263	0	87	41	0	128	1689						
4	Building Inspector II	2080	88	100	16	204	0	516	6	0	522	1354						
5	Building Inspector II	2080	88	154	233	475	0	66	39	0	105	1500						
6	Spv Bldg Inspector	2080	88	126	16	230	0	20	20	0	40	1810						
7	Office Assistant II	2080	88	132	41	261	0	21	20	0	41	1778						
8	Permit Process Tech	2080	88	212	143	443	0	32	20	0	52	1585						
9	Comm Dev Tech Sr	2080	88	217	61	366	0	20	2	0	22	1692						
10	Comm Dev Tech Sr	2080	88	135	32	255	0	86	17	0	103	1722						
11	Building Plans Exam	2080	88	135	32	255	0	86	17	0	103	1722						
	Temp Office Asst II	2000	0	0	16	16	0	24	6	0	30	1954						
	Temp Bldg Insp Trn	1000	0	0	12	12	0	16	30	0	46	942						
	TOTAL	25,880	968	1,728	651	3,347	0	1,077	256	0	1,333	21,200						

BUILDING DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees
Support Costs

Emp. #	Employee Position	D		E		F		G		H		I		M		N		O		P		Q		R		S	
		Productive Hours	Productive Rate	Suprv. & Mgmt. Hours	Office Admin. Hours	Public Assist. Hours	Total Support Hours	Total Support Cost E x L	Balance Productive Hours D - L	Hourly Support Cost Sum of M/Sum of N	Total Productive Hours with Support Cost	Productive Hourly Rate w/Indirect & Spt Cos E+O	Productive Cost N x P	Unallowed Unrelated Productive Hours	Balance Productive Hours												
1	Director of Building	1654	\$ 240.55	906	0	47	953	229244.15	701	\$ 51.79	\$ 292.34	\$ 204,930.34	0	696													
2	Building Inspector I	1798	\$ 88.95	0	118	121	239	21259.05	1559	\$ 51.79	\$ 140.74	\$ 219,413.66	0	1559													
3	Building Inspector I	1689	\$ 96.23	0	146	127	273	26270.79	1416	\$ 51.79	\$ 146.02	\$ 209,596.32	20	1396													
4	Building Inspector II	1354	\$ 139.37	0	100	39	139	19372.43	1215	\$ 51.79	\$ 191.16	\$ 232,259.40	0	1215													
5	Building Inspector II	1500	\$ 116.32	0	174	6	180	20937.6	1320	\$ 51.79	\$ 188.11	\$ 221,905.20	0	1320													
6	Spv Bldg Inspector	1810	\$ 105.35	0	100	100	200	21070	1610	\$ 51.79	\$ 157.14	\$ 252,995.40	0	1610													
7	Office Assistant II	1778	\$ 52.28	0	1657	108	1765	92274.2	13	\$ 51.79	\$ 104.07	\$ 1,352.91	13	0													
8	Permit Process Tech	1585	\$ 95.69	0	1157	99	1256	120186.64	329	\$ 51.79	\$ 147.48	\$ 48,520.92	52	277													
9	Comm Dev Tech Sr	1692	\$ 102.71	0	129	217	346	35537.66	1346	\$ 51.79	\$ 154.30	\$ 207,957.00	0	1346													
10	Comm Dev Tech Sr	1722	\$ 90.05	0	169	55	224	20171.2	1498	\$ 51.79	\$ 141.84	\$ 212,476.32	26	1472													
11	Building Plans Exam	1722	\$ 107.66	0	169	55	224	24115.84	1498	\$ 51.79	\$ 159.45	\$ 238,856.10	0	1498													
	Temp Office Asst II	1954	\$ 27.81	0	1904	50	1954	54340.74	0	\$ -	\$ 27.81	\$ -	0	0													
	Temp Bldg Insp Trn	942	\$ 41.73	0	75	50	125	5216.25	817	\$ 51.79	\$ 93.52	\$ 76,405.64	0	817													
	TOTAL			906	5,898	1,074	7,878	689,997	13,322			\$ 2,126,669.41															

Data is FY16/17 actuals

Average Productive Hourly Rate: \$159.64

Proposed Building Department FY18/19 Fee Schedule

			FY 17/18			FY 18/19
			Rate			Proposed Rate
	Building Department Hourly Rate		\$153.34			\$153.34
	* changes are denoted by an asterisk * in the far left-hand column.					
Service Charge Type Legend:						
H = hourly rate established by annual fee study.						
IU = Unit cost for a specific permit or service and is comprised of the following time components: support, travel and inspection.						
AIU = Unit cost for each additional inspection required and is based on the inspection time component of the Inspection Unit (IU).						
F = flat fee and is a fixed amount.						
AC = At cost fees are based on hourly rates and apply to the following services: expedited plan reviews, building code violations, nuisance abatement incidents and full time/continuous inspections.						
D = Deposit. This is an Appeals Board application deposit.						
M+H = minimum fee + hourly rate if time spent is greater than time allocated for the minimum fee.						
Administrative Fees						
			FY 17/18		Proposed	
			Hours or	FY 16/17	Hours or	Proposed
		Svc Charge	Insp. Units	Fee	Insp. Units	FY 18/19
Code	Description of Service or Permit	Type				Fee
B - 100	Permit Processing OTC Permits	M+H	0.5	\$76.67	0.5	\$76.67
B - 105	Permit Processing non-OTC Permits	M+H	1.0	\$153.34	1.0	\$153.34
B - 111	Inspection Unit/Visit -	IU	1.0	\$153.34	1.0	\$153.34
B - 112	Additional inspection units (to add as required to base permit at half hour increments)	AIU	0.5	\$76.67	0.5	\$76.67
B - 114	Reinspection Note: Fee assessed for each individual site visit required to approve the portion of work for which an inspection was requested. Assessed fees to be paid prior to project final.	IU	1.0	\$153.34	1.0	\$153.34
B - 115	Progress inspection – (One inspection unit)	IU	1.0	\$153.34	1.0	\$153.34
B - 116	Certificate of Occupancy Inspection (One site visit plus 1/4 hour min. Hourly charge thereafter)	M + H	1.25	\$191.68	1.25	\$191.68
B - 117	Field issue permit	M + H	1.0	\$153.34	1.0	\$153.34
B - 121	Site Plan Approval	M + H	0.5	\$76.67	0.5	\$76.67
B- 122	Miscellaneous Plan Checks	M + H	0.5	\$76.67	0.5	\$76.67
B - 123	Expedited Plan Review	M + H	2.0	\$306.68	2.0	\$306.68

Proposed Building Department FY18/19 Fee Schedule

Code	Description of Service or Permit	Svc Charge Type	FY 17/18	FY 16/17	FY 18/19	Proposed
			Hours or Insp. Units	Fee	Hours or Insp. Units	FY 18/19 Fee
B - 124	Exempt AG Structure – requesting letter and site plan review	M + H	0.5	\$76.67	0.5	\$76.67
B - 125	Preliminary Project Review ; Hourly rate: Two hour deposit required when appointment is made	M + H	1.0	\$153.34	1.0	\$153.34
B - 126	Easements Review Fee	M + H	0.5	\$76.67	0.5	\$76.67
B - 127	Technical Report Review Fee (soils engineering, testing lab, hydrology, failure analysis, geotechnical, snow study, wind, etc.)	M + H	0.5	\$76.67	0.5	\$76.67
B - 156	Replacement of Inspection record card – Residential project - hourly rate 15 minute minimum	M + H	0.25	\$38.34	0.25	\$38.34
	Replacement of Inspection record card – Commercial project - hourly rate 30 minute minimum	M + H	0.5	\$76.67	0.5	\$76.67
B - 157	Time Extension/Permit Renewal – requires a requesting letter - (1/2 hour min)	M + H	0.5	\$76.67	0.5	\$76.67
B - 158	Transfer of Permit – requires a requesting letter - (1/2 hour minimum)	M + H	0.5	\$76.67	0.5	\$76.67
B - 171	Building Code Violation Investigation fee. Fee assessed at time violation is verified.	AC	N/A	At cost	N/A	At cost
B - 172	Nuisance Abatement Assistance. Costs begin to accrue at time nuisance is established.	AC	N/A	At cost	N/A	At cost
B - 185	Appeals Board Application – deposit may be refunded by Appeals Board action (Deposit)	D	2.0	\$306.68	2.0	\$306.68
B - 186	Full Time/Continuous Inspection	AC	N/A	At cost	N/A	At cost
B - 187	Special Inspection Registration – 1 hour administration (Annual Charge)	H	1.0	\$153.34	1.0	\$153.34
	Each additional classification – ¼ hour administration (Annual Charge)	H	0.25	\$38.34	0.25	\$38.34
B - 188	Fabricator Registration – ½ hour administration (Annual Charge)	H	0.5	\$76.67	0.5	\$76.67
Building Permit Fees						
B - 201-214	Construction Permit Inspection Fees	See attached schedule	N/A	See attached schedule	N/A	See attached schedule

Proposed Building Department FY18/19 Fee Schedule

			FY 17/18		FY 18/19	Proposed
		Svc Charge	Hours or	FY 16/17	Hours or	FY 18/19
Code	Description of Service or Permit	Type	Insp. Units	Fee	Insp. Units	Fee
B - 221-234	Construction Permit Plan Review Fees	See attached schedule	N/A	See attached schedule	N/A	See attached schedule
B - 241	Site Pre-development Inspection. A general inspection to establish the prerequisites for development. Includes a written report. 1 hour inspection + ½ hour minimum.	H	1.5	\$230.01	1.5	\$230.01
B - 242	Relocated Building, building pre-approval.	H + Mileage	N/A	Hrly rate + port to port mileage	N/A	Hrly rate + port to port mileage
B - 243	Relocated Building, pre-lowering inspection (foundation)	IU	1.0	\$153.34	1.0	\$153.34
B - 244	Pre-alteration Inspection; a general inspection to establish the prerequisites or feasibility of a permitted activity or application. One site visit.	IU	1.0	\$153.34	1.0	\$153.34
B - 245	Compliance Inspection; a general inspection to determine if all improvements have been permitted and if there exists actionable code violations. One hour inspection + ½ hour minimum.	H	1.5	\$230.01	1.5	\$230.01
B - 246	Temporary/conditional occupancy (subsequent to an existing permit). Residential (Inspection only. No application required. Requesting letter required)	IU	1.0	\$153.34	1.0	\$153.34
B - 247	Temporary/conditional occupancy (subsequent to an existing permit). Commercial (Formal application required. Requesting letter required). Request for occupancy (max. 90 days).	H + IU	0.25 X Hrly Rate + Building Insp Unit	\$191.68	0.25 X Hrly Rate + Building Insp Unit	\$191.68
B - 248	Temporary Structure, i.e., Trailers, Tents > 500 sq. ft. mobile homes, booths (fireworks, Christmas trees, religious assembly, etc.) One site visit + ¼ hour minimum. Fee does not include electrical, if proposed, and one additional site visit.	Hrly + IU	0.25 X Hrly Rate + Building Insp Unit	\$191.68	0.25 X Hrly Rate + Building Insp Unit	\$191.68
B - 249	Demolition. Inspections required: Pre and Final. Two site visits	IU	2.0	\$306.68	2.0	\$306.68
B - 250	Foundation Only. Inspections required: In addition to regular permit. As assessed by Plans Examiner and approved by Chief Building Inspector. One site visit.	IU	1.0	\$153.34	1.0	\$153.34
	Each additional required site visit:	IU	1.0	\$153.34	1.0	\$153.34
B - 251	Above Ground Tank. Inspections required: Pre-site, foundation and final Three site visits	IU	2.0	\$306.68	2.0	\$306.68

Proposed Building Department FY18/19 Fee Schedule

Code	Description of Service or Permit	FY 17/18		FY 18/19		Proposed
		Svc Charge Type	Hours or Insp. Units	FY 16/17 Fee	Hours or Insp. Units	FY 18/19 Fee
B - 252	Reroof: Inspections required: Deck and final, two site visits. Note: Repairs less than 25% roof area per calendar year are exempt. Also, for this fee study, we eliminated the reinspection component that was built into the fee).	IU	2.0	\$306.68	2.0	\$306.68
B - 253	Retaining Wall, Masonry. Inspections required: Foundation and each grout lift. First five-foot wall height. two site visits.	IU	2.0	\$306.68	2.0	\$306.68
	Additional lifts each	IU	1.0	\$153.34	1.0	\$153.34
B - 254	Retaining Wall, Concrete: Inspections required Forms, footing and wall. Monolithic Pour - one site visit	IU	1.0	\$153.34	1.0	\$153.34
	additional pours, each	IU	1.0	\$153.34	1.0	\$153.34
B - 255	Repairs: Inspections required: As assessed by Plans Examiner and approved by Chief Building Inspector, one site visit	IU	1.0	\$153.34	1.0	\$153.34
	Each additional required site visit	IU	1.0	\$153.34	1.0	\$153.34
B - 256	Siding					\$0.00
	Inspections required: Pre-alteration and final. Two site visits	IU	2.0	\$306.68	2.0	\$306.68
B - 257	Doors and Windows: Exterior, fire, commercial, rated corridors, etc Inspections required: (with structural alterations) framing and final. Two site	IU	2.0	\$306.68	2.0	\$306.68
B - 259	Doors and Windows: Inspections required (with no structural alterations): Final Only. One site visit.	IU	1.0	\$153.34	1.0	\$153.34
B - 260	Shower/Tub, Tile lined: Inspections Required: Frame, board and pan, and final. Three Site Visits. Note: Fees include plumbing for shower.	IU	3.0	\$460.02	3.0	\$460.02
B - 261	Walls, Miscellaneous: Interior non-bearing partitions including the openings, electrical, plumbing and mechanical work. Inspections Required: Frame, drywall and final, three site visits	IU	3.0	\$460.02	3.0	\$460.02
B - 262	Skylights: Includes up to six lights: Inspections required: (with structural alterations) framing and final, two site	IU	2.0	\$306.68	2.0	\$306.68
B - 263	Skylights: Includes up to six lights: Inspections required: (with no structural alterations) final only, one site	IU	1.0	\$153.34	1.0	\$153.34
B - 264	Signs, Pole mounted: Inspections required: Foundation and final, two site visits	IU	2.0	\$306.68	2.0	\$306.68
B - 265	Signs, Billboard (engineering required): Inspections required: Foundation and final, two site visits	IU	2.0	\$306.68	2.0	\$306.68
B - 266	Signs, Manufactured Storefront/Mansard: Inspections required: Final only, one site visit: Note: For B264 – B266 add one additional site visit for all electrically energized signs.	IU	1.0	\$153.34	1.0	\$153.34

Proposed Building Department FY18/19 Fee Schedule

Code	Description of Service or Permit	FY 17/18		FY 18/19		Proposed
		Svc Charge Type	Hours or Insp. Units	FY 16/17 Fee	Hours or Insp. Units	FY 18/19 Fee
B - 267	Swimming Pool/Spa, In Ground – Vinyl Lined: Inspections required: Footing, sidewall frame and fence, pre deck and final. Four site visits	IU	4.5	\$690.03	4.5	\$690.03
B - 268	Swimming Pool/Spa, In Ground – Pre-manufactured Shell: Inspections required: Pre-install, pre deck and fence and final, three site visits	IU	3.5	\$536.69	3.5	\$536.69
B- 269	Swimming Pool/Spa, In Ground – Gunite: Inspections required: Pre-gunite, pre deck and fence and final, three site	IU	4.0	\$613.36	4.0	\$613.36
B - 270	Swimming Pool/Spa/Hot Tub, Above Ground	See plumb & elec. Table for fees	N/A	See plumb & elec. Table for fees	N/A	See plumb & elec. Table for fees
B - 271	Patio Covers, Open, Solid Roofed: Inspections required: Footing, frame and final, three site visits	IU	3.0	\$460.02	3.0	\$460.02
B - 272	Gazebos and Patio Covers; All attached and detached over 200 square feet Includes wood and metal trellises. Inspections required: Footing	IU	2.0	\$306.68	2.0	\$306.68
B - 273	Patio Enclosures, Manufactured. Inspections Required: Final only, one site visit	IU	1.0	\$153.34	1.0	\$153.34
B - 274	Wood Decks and Balconies: Inspections required: Footing and final, two site visits	IU	2.0	\$306.68	2.0	\$306.68
B – 275	Seismic Reinforcement: Inspections required: Frame and final, two site visits	IU	2.0	\$306.68	2.0	\$306.68
B – 276	Spray Booth: Inspections required: Final only, one site visit	IU	1.0	\$153.34	1.0	\$153.34
	Note: For Codes B-274, B-275 and B-276 some projects may require additional inspection units to be assessed by Plans Examiner and approved by Chief Building Inspector. Each additional site visit is one inspection unit.	IU	1.0	\$153.34	1.0	\$153.34
B -277	Fences Over Seven Feet: Inspections required: Footing and final, two site visits	IU	2.0	\$306.68	2.0	\$306.68
B - 278	Block Walls Over Four Feet: Inspections required: Three site visits or as determined assessed by Plans Examiner and approved by Chief Building Inspector. Three site visits.	IU	3.0	\$460.02	3.0	\$460.02
	Each additional required visit/each grout lift over one	IU	1.0	\$153.34	1.0	\$153.34
B - 279	Masonry Fireplace: Inspections required: Footing, throat and final, three site visits	IU	3.0	\$460.02	3.0	\$460.02
B - 280	Skid-Mounted Storage Shed Over 200 Square Feet (non habitable use only). Inspections required: Final only, one site visit	IU	1.0	\$153.34	1.0	\$153.34
B - 281	Fire Sprinkler System (plan reviews)	IU	1.0	\$153.34	1.0	\$153.34
B - 282	Fire Sprinkler System (inspections)	IU	1.0	\$153.34	1.0	\$153.34

Proposed Building Department FY18/19 Fee Schedule

			FY 17/18		FY 18/19	Proposed
		Svc Charge	Hours or	FY 16/17	Hours or	FY 18/19
Code	Description of Service or Permit	Type	Insp. Units	Fee	Insp. Units	Fee
B - 291	Strong Motion Instrumentation Program (S.M.I.P.) Fee determined by the State Department of Conservation. The fee is based on the value of construction and added to all applicable permits. Residential (from one to three stories)	Based on Value of Construction	N/A	\$0.13 for each \$1,000 value, min. \$0.50	N/A	\$0.13 for each \$1,000 value, min. \$0.50
B - 292	SMIP Commercial (including residential over three stories)	Based on Value of Construction	N/A	\$0.28 for each \$1,000 value, min. \$0.50	N/A	\$0.28 for each \$1,000 value, min. \$0.50
B - 294	CASP fee (AB 1379)	Fixed	\$4 on each building permit	\$4.00	\$4 on each building permit	\$4.00
Plumbing Permit Fees						
B - 395	Plumbing Installation, relocation, repair, alteration or addition. Inspections Required: Rough plumbing and final, two site visits.	IU	2.0	\$306.68	2.0	\$306.68
Mechanical Permit Fees						
B - 495	Mechanical Installation, relocation, repair, alteration or additions Inspections Required: Rough mechanical and final, two site visits.	IU	2.0	\$306.68	2.0	\$306.68
Electrical Permit Fees						
B - 595	Electrical Installation, relocation, repair, alteration or additions: Inspections Required: Rough electrical and final, two site visits	IU	2.0	\$306.68	2.0	\$306.68
Grading and Driveway Permit Fee						
B - 601	Grading Inspection Required: Rough grade and final. Add one visit for grading of 1,000-5,000 cubic yards. Add one site visit per 5,000 cubic yards or portion thereafter. Note: Some projects may require additional inspection units to be assessed by Plans Examiner and approved by Chief Building Inspector.					
	Two site visits	IU	2.0	\$306.68	2.0	\$306.68
	Each additional required site visit	IU	1.0	\$153.34	1.0	\$153.34
Grading Plan Review Fees						
B - 602	0 - 1000 cubic yards - 153 minutes x hourly rate	H	2.55	\$391.02	2.55	\$391.02
B - 603	1,000 + Cubic Yards - 252 minutes x hourly rate	H	4.2	\$644.03	4.2	\$644.03
Driveway:						
	Inspection Required: Final Note: Some projects may require additional site visits to be assessed by Plans Examiner and approved by Chief Building Inspector.					
B - 611	Driveway length of 50 to 400 lineal feet - One Site Visit	IU	1.0	\$153.34	1.0	\$153.34
B - 612	Driveway length of over 400 lineal feet: One Site Visit + one additional inspection unit	IU + AIU	1+1	\$230.01	1+1	\$230.01

Proposed Building Department FY18/19 Fee Schedule

Code	Description of Service or Permit	Svc Charge Type	FY 17/18	FY 16/17	FY 18/19	Proposed
			Hours or Insp. Units	Fee	Hours or Insp. Units	FY 18/19 Fee
Driveway Plan Review Fees						
B – 613	Driveway length of 50 to 400 lineal feet - 72 minutes x hourly rate	H	1.2	\$184.01	1.2	\$184.01
B – 614	Driveway length of over 400 lineal feet - 115 minutes x hourly rate	H	1.92	\$294.41	1.92	\$294.41
Road Encroachment Residential						
B – 618	Inspections required: Sub-grade and final, two site visits	IU	2.0	\$306.68	2.0	\$306.68
Parking lots						
B – 621	Inspections required: Sub-grade and final Two site visits	IU	2.0	\$306.68	2.0	\$306.68
Unit Fee Schedule						
<i>Some of the projects below may require additional site visits to be assessed by the Plans Examiner and approved by the Chief Building Inspector.</i>						
B – 631 Curb and Gutter						
	Inspections required: Form and final, two site visits	IU	2.0	\$306.68	2.0	\$306.68
B – 641 Site Drainage Pipe System						
	Inspections required: Open trench and final, two site visits	IU	2.0	\$306.68	2.0	\$306.68
B – 642 Drainage Structures (inlets, sumps, spillways)						
	Inspections required: Form and final, two site visits	IU	2.0	\$306.68	2.0	\$306.68
B – 651 Crib Walls						
	Inspections required: Footing/base and final, two site visits	IU	2.0	\$306.68	2.0	\$306.68
B – 661 Erosion Control:						
	Inspections required: Final only, one site visit	IU	1.0	\$153.34	1.0	\$153.34
B – 671 Ponds and Lakes						
	Inspections required: Rough grade and final. Two site visits	IU	2.0	\$306.68	2.0	\$306.68
B – 672 Dams						
	Inspections required: Pre-site, rough grade/keyway, drainage system, form & final, four site visits	IU	4.0	\$613.36	4.0	\$613.36
B – 681 Bridges						
	Inspections required: Pre-site, footing, structural and final, four site visits	IU	4.0	\$613.36	4.0	\$613.36
B - 690	Miscellaneous grading for which a permit is required but for which no fee is herein set forth, each. Fee for each required site visit.	IU	1.0	\$153.34	1.0	\$153.34

Proposed Building Department FY18/19 Fee Schedule

			FY 17/18		FY 18/19	Proposed
		Svc Charge	Hours or	FY 16/17	Hours or	FY 18/19
Code	Description of Service or Permit	Type	Insp. Units	Fee	Insp. Units	Fee
Bonds						
B - 605	Grading Bond					
	This bond is to ensure that once a grading permit is issued, the grading work will be performed and erosion control methods are in place. After final inspection approval, the grading bond amount shall be refunded.	Based on cubic yards of grading	N/A	500 cubic yards or less = \$500	N/A	500 cubic yards or less = \$500
				501 to 1,500 cubic yards = \$2,000		501 to 1,500 cubic yards = \$2,000
				1,501 and over cubic yards = \$2,000 plus \$1 for every cubic yard over 1,500 cubic yards		1,501 and over cubic yards = \$2,000 plus \$1 for every cubic yard over 1,500 cubic yards
B - 635	Temporary Occupancy Bond					
	This bond is to ensure that the final inspection of the structure will occur and all that all fees will be paid. After final inspection approval, the temporary occupancy bond amount shall be refunded.	Based on square footage	N/A	\$1 per square foot. \$2,000 maximum bond amount.	N/A	\$1 per square foot. \$2,000 maximum bond amount.

**PROPOSED - CONSTRUCTION PERMIT PLAN REVIEW
AND INSPECTION FEE SCHEDULE FOR FY 18/19**

Fee = Time X Department Hourly Rate

CODE	Service Category	Service Type	D		E		F		G		H	
			Time in Hours								Fee = G + (H X Sq. Ft)	
			FY 18/19 Trend Base Hrs	FY 18/19 Hrs Per Sq. Ft.	FY 18/19 Hourly Rate	FY 18/19 Base Rate (D X F)	FY 18/19 Rate Per Sq. Ft. (E X F)					
201	RESIDENCE (SITE BUILT)	Inspection:	8.37	0.00070	\$153.34	\$1,283.46	\$0.11					
221		Plan Review:	5.26	0.00018	\$153.34	\$806.57	\$0.03					
		Total:	13.63	0.00088		\$2,090.03	\$0.14					
202	RESIDENCE (FACTORY BUILT)	Inspection:	4.23	0.00110	\$153.34	\$648.63	\$0.17					
222		Plan Review:	1.25	0.00138	\$153.34	\$191.68	\$0.21					
		Total:	5.48	0.00248		\$840.31	\$0.38					
203	RESIDENTIAL ADDITIONS	Inspection:	5.71	0.00110	\$153.34	\$875.57	\$0.17					
223		Plan Review:	2.81	0.00031	\$153.34	\$430.89	\$0.05					
		Total:	8.52	0.00141		\$1,306.46	\$0.22					
204	RES. REMODEL/CONVERSIONS	Inspection:	2.87	0.00090	\$153.34	\$440.09	\$0.14					
224		Plan Review:	1.41	0.00071	\$153.34	\$216.21	\$0.11					
		Total:	4.28	0.00161		\$656.30	\$0.25					
205	GARAGES/SHOPS/BARN/SHEDS	Inspection:	5.56	0.00060	\$153.34	\$852.57	\$0.09					
225		Plan Review:	2.82	0.00007	\$153.34	\$432.42	\$0.01					
		Total:	8.38	0.00067		\$1,284.99	\$0.10					
206	OFFICES	Inspection:	6.09	0.00059	\$153.34	\$933.84	\$0.09					
226		Plan Review:	3.30	0.00018	\$153.34	\$506.02	\$0.03					
		Total:	9.39	0.00077		\$1,439.86	\$0.12					
207	INDUSTRIAL/MANUFACTURING	Inspection:	7.24	0.00030	\$153.34	\$1,110.18	\$0.05					
227		Plan Review:	8.26	0.00024	\$153.34	\$1,266.59	\$0.04					
		Total:	15.50	0.00054		\$2,376.77	\$0.09					
208	RETAIL	Inspection:	6.88	0.00109	\$153.34	\$1,054.98	\$0.17					
228		Plan Review:	4.32	0.00099	\$153.34	\$662.43	\$0.15					
		Total:	11.20	0.00208		\$1,717.41	\$0.32					
210	ASSEMBLY BLDGS./SCHOOLS	Inspection:	5.33	0.00099	\$153.34	\$817.30	\$0.15					
230		Plan Review:	4.74	0.00194	\$153.34	\$726.83	\$0.30					
		Total:	10.07	0.00293		\$1,544.13	\$0.45					
211	AUTO SERVICE/FUEL (CANOPIES, ETC)	Inspection:	2.95	0.00146	\$153.34	\$452.35	\$0.22					
231		Plan Review:	1.51	0.00166	\$153.34	\$231.54	\$0.25					
		Total:	4.46	0.00312		\$683.89	\$0.47					
212	MULTI-RESIDENTIAL	Inspection:	5.50	0.00105	\$153.34	\$843.37	\$0.16					
232		Plan Review:	8.93	0.00037	\$153.34	\$1,369.33	\$0.06					
		Total:	14.43	0.00142		\$2,212.70	\$0.22					
213	HANGERS & WAREHOUSES	Inspection:	1.86	0.00038	\$153.34	\$285.21	\$0.06					
233		Plan Review:	2.37	0.00018	\$153.34	\$363.42	\$0.03					
		Total:	4.23	0.00056		\$648.63	\$0.09					
214	TENANT IMPROVEMENTS	Inspection:	3.92	0.00044	\$153.34	\$601.09	\$0.07					
234		Plan Review:	2.08	0.00025	\$153.34	\$318.95	\$0.04					
		Total:	6.00	0.00069		\$920.04	\$0.11					

Notes:

Time for this page comes from weighted linear regression analysis trend lines of historical data.

Fees include electrical, mechanical, plumbing, energy and access plan review.

Fees may be rounded to the closest 100 sq. ft.

For the purpose of developing fees, the highest intensity use of the building/structure shall determine the occupancy for the total square footage.

Plan review fee covers plan check and one plan recheck. Additional plan rechecks and plan change checks will be assessed a plan check fee at the department hourly rate.

Inspection fee covers the basic required schedule of inspections. Reinspections and progress inspections will be assessed an inspection fee at the department hourly rate.

CANNABIS POLICY AND COMPLIANCE DIVISION
FEE SCHEDULE

Temporary Medical Commercial Cannabis Permit			
		Time in Hrs.	Cost
Building Hourly Rate		\$153.34	
Permit Processing Tasks		1	\$153.34
Receive/review application for completeness	Sr. CDA Tech	0.5	\$76.67
Enter into Accela and route for review	Sr. CDA Tech	0.25	\$38.34
Final Review of application and process approval in Accela	Sr. CDA Tech	0.25	\$38.34
Project Plan Review Tasks		1	\$153.34
Site Plan Review of setbacks	Plans Examiner	0.5	\$76.67
Review of Parcel Land-Use History	Plans Examiner	0.25	\$38.34
Review Security Plan & Other Required Documents	Plans Examiner	0.25	\$38.34
Compliance Inspection Tasks		1.5	\$230.01
Inspection Prep (prepare addresses, inspection card)	Building Inspector	0.5	\$76.67
Inspection/Travel/Results entered into Accela	Building Inspector	1	\$153.34
Document Archive Fees			\$5.80
	Large Docs Office Assistant	\$3.80	
	Small Docs Office Assistant	\$2.00	
Minimum Non-refundable Application/Permit Fee*			\$542.49

* Minimum permit fee due at time of application. Any additional time needed for plan review, inspections or other necessary permit processing will be billed on an hourly basis at the hourly rate in effect at the time the service is provided.

**Proposed
CDA Administration Fees for FY 18/19**

* an asterisk denotes a change

The following fees are for services that are provided by all CDA departments.

Code	Description of Service or Permit	FY 18/19 Fees
CDA - 1	Agency Hourly Rate by Department or Division	Building \$153.34 Env Health \$181.42 Planning \$150.14 Code Compliance \$119.76 Agricultural Comm \$100.16 County Surveyor \$175.84
CDA - 2	Mileage (when not integrated in other fees)	IRS Current Rate
CDA - 3	Photocopying (per page face)	Per BOS Resolution 82-126
CDA - 4	Photocopying Via Microfilm	\$.85 first page, each additional \$.35
CDA - 5	Fax Transmittal	\$2.05 first page, each additional \$.70
CDA - 6	Publications	At cost
CDA - 7	Document Archiving	\$.50 per small document page, \$3.80 per large document page
CDA - 8	Fee Penalty	Per LUDC Sec. L-V 2.12, 1.13, Sec. 304, 304.6
CDA - 9	Penalty for Returned Checks	Per BOS Resolution 93303
CDA - 10	Parcel Research Request (per parcel)	Hourly – 1/4 hour minimum
CDA - 11	Recording Fee	Per Admin Code Sec. A-11 24.8
CDA - 12	General Research Request	Hourly – One hour minimum
CDA - 13	Sales Tax	Per BOS Res. 03-241 and State of California
CDA - 15	Services to County	At Cost – Hourly rate
CDA - 16	Third Party Consultant Plan Review	At Cost
CDA - 17	Inspection Travel Time Differential (Optional – assessed for a requested inspection outside of a normal inspection day in eastern Nevada County.	90 minutes x hourly rate
CDA - 18	Official Plan Copies	Hourly rate + direct outside costs
CDA - 19	Expedited Parcel Research Request (per parcel using overtime)	Hourly rate – 20 minute minimum
CDA - 20	Inspections Outside Normal Business Hours	Overtime hourly rate – Two hour minimum
CDA - 21	Refund Fee – waived if due to dept. error, no refund less than \$25	\$30
CDA - 22	Copy of Taped Proceedings	Cost of Tape

Code Compliance Division - User Fee Analysis for FY18/19 Fees

A	C	U	V	W	X	Y
Code Field						
Emp.#	Position	Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of V/Sum of U	Hrly Rate D + W	Total Fee Cost U x X
1	Program Manager	491	\$ -	\$ -	\$ 163.89	\$ 80,469.99
2	Code Enforce Offi	795	\$ -	\$ -	\$ 110.83	\$ 88,109.85
3	Code Enforce Offi	740	\$ -	\$ -	\$ 113.35	\$ 83,879.00
4	Code Enforce Offi	987	\$ -	\$ -	\$ 121.63	\$ 120,048.81
5	Code Enforce Offi	684	\$ -	\$ -	\$ 100.48	\$ 68,728.32
TOTAL		3,697	\$ -			\$ 441,235.97

Average Hourly Rate: \$119.35

Approved FY17/18 hourly rate \$116.28

Calculated FY18/19 hourly rate \$119.35

Proposed FY18/19 hourly rate \$119.76

Percentage increase of proposed FY18/19 hourly rate 2.99%

CODE COMPLIANCE DIVISION - USER FEE ANALYSIS for FY18/19 Fees
Direct/Indirect Cost Allocation

Budget Unit	Revenues/Expenses		Known Rate Changes		Total Net Cost	Direct Revenues/Expenses Specifically Related to a Fee or Activity				Indirect Costs		
	Account Code or Class	Total	Not included in budget unit expenses			Non-Fee Related	Roads Encroachment	AVA	Nuisance Abate	Code Field	Indirect Exp	Total
			Description	Amount								
1123207093241000	41	(671)			(671)				(671)		0	
Code Compliance	42	(51,426)			(51,426)				(51,426)		0	
	44	(80,040)			(80,040)						0	
	45	(9,860)			(9,860)	(7,338)	(2,522)				0	
	46	(1,333)			(1,333)	(309)	(1,024)				0	
	47	(592,359)			(592,359)	(592,359)					0	
	51	485,069	Adjusted to FY18/19	104,675	589,744	589,744					0	
	52	96,849			96,849		20,544	100			76,205	
	53	222,253			222,253						222,253	
	55	3,808			3,808	3,808					0	
	56	(76,975)			(76,975)			(57,690)			(19,285)	
					0						0	
				522210	2,988						2,988	
			539500	(3,990)	(3,990)						(3,990)	
				103,673	103,673	884	(7,338)	(63,042)	(57,590)	(52,097)	0	
	Total	(4,665)			98,988	884	(7,338)	(63,042)	(57,590)	(52,097)	278,171	

Note: Enter revenues as a negative number and expenses as a positive number. Data is FY16/17 actuals.

CODE COMPLIANCE DIVISION - USER FEE ANALYSIS for FY18/19 Fees
Productive Hours

A	C	D	E	F		G	H			I	J	K	M	N
				Vac/PLP/Adm/FH AET/Comp Taken	Sick Leave		NON-PRODUCTIVE TIME		Staff Mtgs.					
Emp. #	Employee Position	Total Hours	Holidays Annual Actuals	Annual Actuals	Annual Actuals	Annual Actuals	Breaks (.5 hrs/day)	Total E+F+G+H						Net Productive Time D-(+M)
1	Program Manager	2080	88	120	0	0	0	208	65	231	296	1576		
2	Code Enforce Offi	2157	88	241	119	0	0	448	18	136	154	1555		
3	Code Enforce Offi	2114	88	116	50	0	0	254	20	175	195	1665		
4	Code Enforce Offi	2150	88	125	114	0	0	327	22	40	62	1761		
5	Code Enforce Offi	2080	88	100	50	0	0	238	20	150	170	1672		
	TOTAL	10,581	440	702	333	0	0	1,475	145	732	877	8,229		

CODE COMPLIANCE DIVISION - USER FEE ANALYSIS for FY18/19 Fees
Salary and Benefits Cost

A	C	D	E	F	G	H	I			J		K	L	M
							Employee Multiplier F/Sum of F	Indirect Costs	Prorate of Cost Sum of J x H	Total Cost F + K	Productive Hourly Rate With Indirect Costs M / G			
Emp.#	Employee Position	Base Salary	Benefits	Total Sal. & Ben D+E	Productive Hours	Productive Hourly Rate F / G	Employee Multiplier F/Sum of F	Indirect Costs	Prorate of Cost Sum of J x H	Total Cost F + K	Productive Hourly Rate With Indirect Costs M / G			
1	Program Manager	99,630	58,488	158,118	1,576	\$ 100.33	0.26811294		74,581	232,699	\$ 147.65			
2	Code Enforce Offi	60,622	39,322	99,944	1,555	\$ 64.27	0.16947014		47,142	147,086	\$ 94.59			
3	Code Enforce Offi	67,944	41,921	109,865	1,665	\$ 65.98	0.18629270		51,821	161,686	\$ 97.11			
4	Code Enforce Offi	74,957	51,154	126,111	1,761	\$ 71.61	0.21384024		59,484	185,595	\$ 105.39			
5	Code Enforce Offi	57,542	38,164	95,706	1,672	\$ 57.24	0.16228397		45,143	140,849	\$ 84.24			
TOTAL									1.00 Total:	278,171	867,915			

CODE COMPLIANCE DIVISION - USER FEE ANALYSIS for FY18/19 Fees
Support Costs

Emo. #	C	D	E	F				G				H	L	M	N	O		P		Q	R	S	
				Suprv. & Mgmt. Hours	Office Admin. Hours	Public Assist. Hours	Total Support Hours	Total Cost Support E x L	Balance Productive Hours D - L	Hourly Support Cost Sum of M/Sum of N	Total Productive Hours w/Indirect & Spt Cos E+O					Productive Hourly Rate	Total Productive Cost N x P	Unrelated Productive Hours	Balance Productive Hours				
1	Program Manager	1576	\$ 147.65	612	0	54	666	98334.9	910	\$ 16.24	\$ 163.89	\$ 149,139.90	910										
2	Code Enforce Offi	1555	\$ 94.59	0	0	0	0	0	1555	\$ 16.24	\$ 110.83	\$ 172,340.65	1555										
3	Code Enforce Offi	1665	\$ 97.11	0	126	90	216	20975.76	1449	\$ 16.24	\$ 113.35	\$ 164,244.15	1427										
4	Code Enforce Offi	1761	\$ 105.39	0	0	0	0	0	1761	\$ 16.24	\$ 121.63	\$ 214,190.43	1735										
5	Code Enforce Offi	1672	\$ 84.24	0	0	0	0	0	1672	\$ 16.24	\$ 100.48	\$ 168,002.56	1672										
	TOTAL			612	126	144	882	119,311	7,347			\$ 867,917.69											

Data is FY16/17 actuals.

Average Productive Hourly Rate: \$118.13

Code Compliance Division - User Fee Analysis for FY18/19 Fees

A	C	K	L	M	N	O
				AVA		
Emp.#	Position	Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of L/Sum of K	Hrly Rate D + M	Total Fee Cost K x N
1	Program Manager	293		0	\$ 163.89	\$ 48,019.77
2	Code Enforce Offi	158		0	\$ 110.83	\$ 17,511.14
3	Code Enforce Offi	311		0	\$ 113.35	\$ 35,251.85
4	Code Enforce Offi	126		0	\$ 121.63	\$ 15,325.38
5	Code Enforce Offi	283		0	\$ 100.48	\$ 28,435.84
TOTAL		1,171	\$ -	\$ -		\$ 144,543.98

Average Hourly Rate: \$123.44

Code Compliance Division - User Fee Analysis for FY18/19 Fees

A	C	P	Q	R	S	T
Nuisance Abatement						
Emp.#	Position	Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of Q/Sum of P	Hrly Rate D + R	Total Fee Cost P x S
1	Program Manager	126	\$ -	-	\$ 163.89	\$ 20,650.14
2	Code Enforce Offi	599	\$ -	-	\$ 110.83	\$ 66,387.17
3	Code Enforce Offi	365	\$ -	-	\$ 113.35	\$ 41,372.75
4	Code Enforce Offi	574	\$ -	-	\$ 121.63	\$ 69,815.62
5	Code Enforce Offi	702	\$ -	-	\$ 100.48	\$ 70,536.96
TOTAL		2,366	\$ -			\$ 268,762.64

Average Hourly Rate: \$113.59

Code Compliance Division - User Fee Analysis for FY18/19 Fees

A	C	U	V	Code Field			Y
				W	X		
Emp.#	Position	Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of V/Sum of U	Hrly Rate D + W	Total Fee Cost U x X	
1	Program Manager	491		\$ -	\$ 163.89	\$ 80,469.99	
2	Code Enforce Offi	795		\$ -	\$ 110.83	\$ 88,109.85	
3	Code Enforce Offi	740		\$ -	\$ 113.35	\$ 83,879.00	
4	Code Enforce Offi	987		\$ -	\$ 121.63	\$ 120,048.81	
5	Code Enforce Offi	684		\$ -	\$ 100.48	\$ 68,728.32	
TOTAL		3,697	\$ -			\$ 441,235.97	

Average Hourly Rate: \$119.35

Code Compliance Division - Proposed FY 18/19 Fee Schedule

Fee Code	Description of Service or Permit	FY 17/18 Hourly Rate	Proposed FY 18/19 Hourly Rate
CC-Build	Compliance and enforcement activities related to any violations of State or County building codes administered by the County Building Department.	\$116.28	\$119.76
CC-EH	Compliance and enforcement activities related to any violations of State or County public health and safety codes administered by the County Department of Environmental Health.	\$116.28	\$119.76
CC-Plan	Compliance and enforcement activities related to any violations of State or County zoning laws and codes administered by the County Planning Department	\$116.28	\$119.76
CC-Veh.	Compliance and enforcement activities related to any violations of State or County Codes with regard to abatement of abandoned vehicles.	\$116.28	\$119.76

Fee Code	Description of Service or Permit	FY 17/18 Flat Fee	Proposed FY 18/19 Flat Fee
CC-Appeal	Code Compliance Administrative Hearing Filing Fee Refundable if the appellant prevails at the hearing.	\$150.00	\$150.00

Fee Code	Description of Service or Permit	FY 17/18	Proposed FY 18/19	
CC-1	Inspection fee for each Code Compliance inspection that is required after the first inspection.	1 hour	\$116.28	\$119.76
CC-2	Citation fees to reimburse Code Compliance for all staff time on a Code case. Inspection time is not included in this fee.	Hourly	\$116.28	\$119.76
CC-3	"As Built" penalty to be added for Environmental Health inspections and to be deposited into the Nuisance Abatement Fund.	Percentage	100% of the Environmental Health inspection fees that are due	100% of the Environmental Health inspection fees that are due
CC-4	"As Built" penalty to be added for Planning Division fees and to be deposited into the Nuisance Abatement Fund.	Percentage	20% of the total Planning Division fees that are due	20% of the total Planning Division fees that are due

**COUNTY SURVEYOR
FY 18/19 PROPOSED FEE SCHEDULE**

Service Charge Type Legend:

H = Hourly rate established by annual fee study

M = Minimum fee based on service hours required

M + H = Minimum fee + hourly rate for total service hours exceeding minimum hours charged

F = Flat fee

E = Each

Fee Code	Description of Service or Permit	Chrg Type	Hours	Current FY 17/18	Proposed FY 18/19
P-1ASRV	Parcel Map - Tentative	M + H	4.00	\$ 663.60	\$ 703.36
P-1BSRV	Final Map - Tentative	M + H	4.00	\$ 663.60	\$ 703.36
P-1CSRV	Amendment to Approved Tentative Map	M + H	1.00	\$ 165.90	\$ 175.84
P-1DSRV	Boundary/Lot Line Adjustment	M + H	3.00	\$ 497.70	\$ 527.52
P-1ESRV	Map Check for Recordation - Parcel Map	M + H	6.00	\$ 995.40	\$ 1,055.04
P-1FSRV	Map Check for Recordation - Final Map	M + H	8.00	\$ 1,327.20	\$ 1,406.72
P-1JSRV	Certificate of Map Correction	M + H	2.00	\$ 331.80	\$ 351.68
P-1KSRV	Parcel/Final Map Reversion to Acreage	M + H	1.00	\$ 165.90	\$ 175.84
P-10ASRV	Abandonment of Easement	M + H	6.00	\$ 995.40	\$ 1,055.04
P-10ESRV	Pre-Application Review	M + H	1.00	\$ 165.90	\$ 175.84
P-10FSRV	Certificate of Compliance	M + H	3.00	\$ 497.70	\$ 527.52
P-12HSRV	Assessment Segregation	M + H	3.00	\$ 497.70	\$ 527.52
P-12ISRV	Record of Survey (first sheet)	M	2.00	\$ 331.80	\$ 351.68
TBD	Record of Survey (each addt'l sheet)	E	1.00		\$ 175.84
P-12JSRV	Miscellaneous Surveyor Review Time	H	-	\$ 165.90	\$ 175.84
P-13ASRV	Corner Record	F	-	\$ 17.00	\$ 17.00
Hourly Rate				\$ 165.90	\$ 175.84

Environmental Health Dept - User Fee Analysis for FY18/19

Fee Hourly Rates

A Emp.#	C Position	D Productive Hourly Rate w/ Spt and Indirect Costs	E Productive Hours	F Hours	G Billable Projects			I Hrly Rate D + H	J Total Fee Cost F x I
					H Direct Expenses	H Direct Exp Per Productive Hr Sum of G/Sum of F	H Hours		
1	Director of Env Hea	\$ 236.92	0	0	\$ -	\$ -	\$ 236.92	\$ -	
2	Program Manager	\$ 240.33	674	674	\$ -	\$ -	\$ 240.33	\$ 161,982.42	
3	Program Manager	\$ 256.86	471	471	\$ -	\$ -	\$ 256.86	\$ 120,981.06	
4	Permit Process Tech	\$ 174.49	55	55	\$ -	\$ -	\$ 174.49	\$ 9,596.95	
5	Comm Dev Tech Sr	\$ 184.71	1184	1184	\$ -	\$ -	\$ 184.71	\$ 218,696.64	
6	Comm Dev Tech Sr	\$ 179.40	970	970	\$ -	\$ -	\$ 179.40	\$ 174,018.00	
7	Environ Spec I	\$ 189.02	863	863	\$ -	\$ -	\$ 189.02	\$ 163,124.26	
8	Environ Spec I	\$ 211.55	470	470	\$ -	\$ -	\$ 211.55	\$ 99,428.50	
9	Environ Spec III	\$ 171.12	1260	1260	\$ -	\$ -	\$ 171.12	\$ 215,611.20	
10	Environ Spec III	\$ 239.75	838	838	\$ -	\$ -	\$ 239.75	\$ 200,910.50	
11	Environ Spec III	\$ 204.97	1194	1194	\$ -	\$ -	\$ 204.97	\$ 244,734.18	
12	Environ Spec III	\$ 207.61	1279	1279	\$ -	\$ -	\$ 207.61	\$ 265,533.19	
13	Environ Spec III	\$ 208.18	1213	1213	\$ -	\$ -	\$ 208.18	\$ 252,522.34	
14	Temps	\$ 118.50	1706	1706	\$ -	\$ -	\$ 118.50	\$ 202,161.00	
TOTAL				12,177	12,177	\$ -		\$ 2,329,300.24	

Average Hourly Rate: \$191.29

Data is FY16/17 actuals.

Approved FY17/18 hourly rate \$176.14

Calculated FY18/19 hourly rate \$191.29

Proposed FY18/19 hourly rate \$181.42

Percentage increase of proposed FY18/19 hourly rate 3.00%

ENVIRONMENTAL HEALTH DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees
Direct/Indirect Cost Allocation

Budget Unit	Revenues/Expenses		Known Rate Changes		Total Net Cost	Direct Revenues/Expenses				Indirect Costs		
	Account Code or Class	Total	Not included in budget unit expenses			Non-Fee Related	Specifically Related to a Fee or Activity			Indirect Exp	Total	
			Description	Amount			EH Fees	Haz Mat	Land Use			
1123401033231000	44	(608,483)			(608,483)	(608,483)						0
Environmental Health	45	(1,610,293)			(1,610,293)	(13,130)	(629,626)	(541,861)	(425,676)			0
	46	(664)			(664)	(664)						0
	47	(51,111)			(51,111)	(51,111)						0
	51	1,706,288	Adjusted to FY18/19	264,074	1,970,362	1,970,362						0
	52	209,422			209,422							209,422
	53	406,464			406,464							406,464
	54	0			0							0
	55	0			0							0
	56	(52,355)			(52,355)							(52,355)
			522210	22,672	22,672							22,672
			539500	87,177	87,177							87,177
				373,923	373,923	373,191	1,296,974	(629,626)	(541,861)	(425,676)	0	673,380
	Total	(732)										

Note: Enter revenues as a negative number and expenses as a positive number. Data is FY16/17 actuals.

ENVIRONMENTAL HEALTH DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees
Productive Hours

A	C	D	E	F	G	NON-PRODUCTIVE TIME			J	K	L	M	N				
						Holidays Annual Actuals	Vac/PLP/Adm/FH AET/Comp Taken Annual Actuals	Sick Leave Annual Actuals						I	Staff Mfngs.	Training	Total J+K+L
1	Director of Env Hea	2080	88	232	0	320	402	40	442	1318							
2	Program Manager	2080	88	145	0	233	36	108	144	1703							
3	Program Manager	2080	88	297	0	385	43	9	52	1643							
4	Permit Process Tec	2080	88	200	75	363	40	10	50	1667							
5	Comm Dev Tech Sr	2080	88	161	105	354	40	30	70	1656							
6	Comm Dev Tech Sr	2080	88	213	79	380	40	10	50	1650							
7	Environ Spec I	2080	88	199	0	287	40	321	361	1432							
8	Environ Spec I	2080	88	266	0	354	40	156	196	1530							
9	Environ Spec III	2080	88	183	0	271	40	40	80	1729							
10	Environ Spec III	2080	88	357	190	635	40	119	159	1286							
11	Environ Spec III	2080	88	262	0	350	40	63	103	1627							
12	Environ Spec III	2080	88	190	0	278	40	84	124	1678							
13	Environ Spec III	2080	88	240	0	328	40	65	105	1647							
14	Temps	4300	0	0	32	32	80	20	100	4168							
TOTAL		31,340	1,144	2,945	481	4,570	961	1,075	2,036	24,734							

ENVIRONMENTAL HEALTH DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees
Salary and Benefits Cost

A Empo.#	C Employee Position	D Base Salary	E Benefits	F Total Sal. & Ben D+E	G Productive Hours	H Productive Hourly Rate F/G	INDIRECT OVERHEAD			K Prorate of Cost Sum of J x H	L Total Cost With Indirect Costs F + K	M Productive Hourly Rate With Indirect Costs M/G
							I Employee Multiplier F/Sum of F	J Indirect Costs				
1	Director of Env Hea	141,226	91,500	232,726	1,318	\$ 176.58	0.11811332		79,535	312,261	\$ 236.92	
2	Program Manager	122,445	68,233	190,678	1,703	\$ 111.97	0.09677308		65,165	255,843	\$ 150.23	
3	Program Manager	127,874	76,325	204,199	1,643	\$ 124.28	0.10363527		69,786	273,985	\$ 166.76	
4	Permit Process Tech	57,763	47,086	104,849	1,667	\$ 62.90	0.05321306		35,833	140,682	\$ 84.39	
5	Comm Dev Tech Sr	65,509	51,254	116,763	1,656	\$ 70.51	0.05925967		39,904	156,667	\$ 94.61	
6	Comm Dev Tech Sr	66,690	43,121	109,811	1,650	\$ 66.55	0.05573138		37,528	147,339	\$ 89.30	
7	Environ Spec I	66,434	39,144	105,578	1,432	\$ 73.73	0.05358305		36,082	141,660	\$ 98.92	
8	Environ Spec I	73,667	64,817	138,484	1,530	\$ 90.51	0.07028353		47,328	185,812	\$ 121.45	
9	Environ Spec III	61,883	42,525	104,408	1,729	\$ 60.39	0.05298925		35,682	140,090	\$ 81.02	
10	Environ Spec III	78,003	65,427	143,430	1,286	\$ 111.53	0.07279373		49,018	192,448	\$ 149.65	
11	Environ Spec III	79,410	59,882	139,292	1,627	\$ 85.61	0.07069361		47,604	186,896	\$ 114.87	
12	Environ Spec III	79,410	67,554	146,964	1,678	\$ 87.58	0.07458731		50,226	197,190	\$ 117.51	
13	Environ Spec III	79,410	65,535	144,945	1,647	\$ 88.01	0.07356262		49,536	194,481	\$ 118.08	
14	Temps	81,210	7,025	88,235	4,168	\$ 21.17	0.04478111		30,155	118,390	\$ 28.40	
TOTAL		1,180,934	789,428	1,970,362	24,734		1.00	Total:	673,380	2,643,744		

ENVIRONMENTAL HEALTH DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees
Support Costs

Emp. #	C	D	E	F				G			H		I		J		K		L		M		N		O		P		Q		R		T	
				Productive Hours	Productive Rate w/Indirect	Suprv. & Mgmt. Hours	Office Admin. Hours	Public Assist. Hours	Total Support Hours	Total Cost Ex L	Balance Productive Hours D-L	Hourly Support Cost Sum of M/Sum of N	Hourly Support Cost	Hourly Rate w/Indirect & Spt Cos E+O	Productive Hours	Total Support Cost	Productive Cost N x P	Vector Unrelated Productive Hours	Balance Productive Hours	Productive Hours	Productive Cost	Productive Hours	Productive Cost	Productive Hours	Productive Cost	Productive Hours	Productive Cost	Productive Hours	Productive Cost	Productive Hours	Productive Cost	Productive Hours	Productive Cost	Productive Hours
1	Director of Env Hea	1318	\$ 236.92	1208	100	10	1318	\$ 312,260.56	0	\$ -	\$ 236.92	\$ -	0	\$ -	\$ 236.92	\$ -	0	\$ -	\$ -	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
2	Program Manager	1703	\$ 150.23	819	200	10	1029	\$ 154,586.67	674	\$ 90.10	\$ 240.33	\$ 161,982.42	0	\$ 0	\$ 240.33	\$ 161,982.42	0	\$ 0	\$ 0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0
3	Program Manager	1643	\$ 166.76	962	200	10	1172	\$ 195,442.72	471	\$ 90.10	\$ 256.86	\$ 120,981.06	0	\$ 0	\$ 256.86	\$ 120,981.06	0	\$ 0	\$ 0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0
4	Permit Process Tech	1667	\$ 84.39	0	1612	0	1612	\$ 136,036.68	55	\$ 90.10	\$ 174.49	\$ 9,596.95	0	\$ 0	\$ 174.49	\$ 9,596.95	0	\$ 0	\$ 0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0
5	Comm Dev Tech Sr	1656	\$ 94.61	0	462	10	472	\$ 44,655.92	1184	\$ 90.10	\$ 184.71	\$ 218,696.64	0	\$ 0	\$ 184.71	\$ 218,696.64	0	\$ 0	\$ 0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0
6	Comm Dev Tech Sr	1650	\$ 89.30	0	670	10	680	\$ 60,724.00	970	\$ 90.10	\$ 179.40	\$ 174,018.00	0	\$ 0	\$ 179.40	\$ 174,018.00	0	\$ 0	\$ 0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0
7	Environ Spec I	1432	\$ 98.92	0	552	10	562	\$ 55,593.04	870	\$ 90.10	\$ 189.02	\$ 164,447.40	0	\$ 0	\$ 189.02	\$ 164,447.40	0	\$ 0	\$ 0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0
8	Environ Spec I	1530	\$ 121.45	0	475	10	485	\$ 58,903.25	1045	\$ 90.10	\$ 211.55	\$ 221,069.75	0	\$ 0	\$ 211.55	\$ 221,069.75	0	\$ 0	\$ 0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0
9	Environ Spec III	1729	\$ 81.02	0	454	10	464	\$ 37,593.28	1265	\$ 90.10	\$ 171.12	\$ 216,466.80	0	\$ 0	\$ 171.12	\$ 216,466.80	0	\$ 0	\$ 0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0
10	Environ Spec III	1286	\$ 149.65	0	436	10	446	\$ 66,743.90	840	\$ 90.10	\$ 239.75	\$ 201,390.00	0	\$ 0	\$ 239.75	\$ 201,390.00	0	\$ 0	\$ 0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0
11	Environ Spec III	1627	\$ 114.87	0	423	10	433	\$ 49,738.71	1194	\$ 90.10	\$ 204.97	\$ 244,734.18	0	\$ 0	\$ 204.97	\$ 244,734.18	0	\$ 0	\$ 0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0
12	Environ Spec III	1678	\$ 117.51	0	388	10	398	\$ 46,768.98	1280	\$ 90.10	\$ 207.61	\$ 265,740.80	0	\$ 0	\$ 207.61	\$ 265,740.80	0	\$ 0	\$ 0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0
13	Environ Spec III	1647	\$ 118.08	0	424	10	434	\$ 51,246.72	1213	\$ 90.10	\$ 208.18	\$ 252,522.34	0	\$ 0	\$ 208.18	\$ 252,522.34	0	\$ 0	\$ 0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0
14	Temps	4168	\$ 28.40	0	860	0	860	\$ 24,424.00	3308	\$ 90.10	\$ 118.50	\$ 391,998.00	0	\$ 0	\$ 118.50	\$ 391,998.00	0	\$ 0	\$ 0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0	0	\$ 0
TOTAL				2,989	7,256	120	10,365	\$ 1,294,718.43	14,369			\$ 2,643,644.34				\$ 2,643,644.34																		

Average Productive Hourly Rate: \$183.98

Environmental Health Dept - User Fee Analysis for FY18/19

Fee Hourly Rates

A	C	D	E	F			G			H			I	J
				Hours	Productive Hours	Direct Expenses	Direct Exp Per Productive Hr	Sum of G/Sum of F	Hrly Rate	D + H	Total Fee Cost	F x I		
		Productive Hourly Rate w/ Spt and Indirect Costs	Productive Hours	Hours	Direct Expenses	Direct Exp Per Productive Hr	Sum of G/Sum of F	Hrly Rate	D + H	Total Fee Cost	F x I			
1	Director of Env Hea	\$ 236.92	0	0		\$ -	\$ -	\$ 236.92	\$ -	\$ -	\$ -			
2	Program Manager	\$ 240.33	674	674		\$ -	\$ -	\$ 240.33	\$ -	\$ 161,982.42	\$ 161,982.42			
3	Program Manager	\$ 256.86	471	471		\$ -	\$ -	\$ 256.86	\$ -	\$ 120,981.06	\$ 120,981.06			
4	Permit Process Tech	\$ 174.49	55	55		\$ -	\$ -	\$ 174.49	\$ -	\$ 9,596.95	\$ 9,596.95			
5	Comm Dev Tech Sr	\$ 184.71	1184	1184		\$ -	\$ -	\$ 184.71	\$ -	\$ 218,696.64	\$ 218,696.64			
6	Comm Dev Tech Sr	\$ 179.40	970	970		\$ -	\$ -	\$ 179.40	\$ -	\$ 174,018.00	\$ 174,018.00			
7	Environ Spec I	\$ 189.02	863	863		\$ -	\$ -	\$ 189.02	\$ -	\$ 163,124.26	\$ 163,124.26			
8	Environ Spec I	\$ 211.55	470	470		\$ -	\$ -	\$ 211.55	\$ -	\$ 99,428.50	\$ 99,428.50			
9	Environ Spec III	\$ 171.12	1260	1260		\$ -	\$ -	\$ 171.12	\$ -	\$ 215,611.20	\$ 215,611.20			
10	Environ Spec III	\$ 239.75	838	838		\$ -	\$ -	\$ 239.75	\$ -	\$ 200,910.50	\$ 200,910.50			
11	Environ Spec III	\$ 204.97	1194	1194		\$ -	\$ -	\$ 204.97	\$ -	\$ 244,734.18	\$ 244,734.18			
12	Environ Spec III	\$ 207.61	1279	1279		\$ -	\$ -	\$ 207.61	\$ -	\$ 265,533.19	\$ 265,533.19			
13	Environ Spec III	\$ 208.18	1213	1213		\$ -	\$ -	\$ 208.18	\$ -	\$ 252,522.34	\$ 252,522.34			
14	Temps	\$ 118.50	1706	1706		\$ -	\$ -	\$ 118.50	\$ -	\$ 202,161.00	\$ 202,161.00			
TOTAL				12,177	12,177	\$ -				\$ 2,329,300.24				

Average Hourly Rate: \$191.29

FY18/19 Proposed Environmental Health Department Fee Schedule

Code	Description of Service or Permit	Svc Chrg Type	FY 17/18 Hours	FY 17/18 Min. Fee	FY 17/18 Archive Fee	FY 17/18 Total Fee	FY 18/19 Hours	FY 18/19 Min. Fee	FY 18/19 Archive Fee	FY 18/19 Total Fee
EH 1241	AST Plan Check Major	M+H	2.50	\$ 440.35		\$ 440.35	2.50	\$453.55		\$453.55
EH 1243	Drinking Water Plan Check - Minor (w/o Inspection)	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH 1246	Drinking Water Plan Check - Minor (w/Inspection)	M+H	2.50	\$ 440.35		\$ 440.35	2.50	\$453.55		\$453.55
EH 1247	Drinking Water Plan Check - Major	M+H	6.00	\$ 1,056.84		\$ 1,056.84	6.00	\$1,088.52		\$1,088.52
EH 1250	Drinking Water System Permit Amendment Plan Check	M+H	2.00	\$ 352.28		\$ 352.28	2.00	\$362.84		\$362.84
EH 1260	Non-Profit Community Event	NA		No Charge		No Charge		No Charge		No Charge
* EH 1270	HazMat Solid Waste Site Assessment	M+H					2.00	\$362.84		\$362.84
Dept	Program 16 - Retail Food Certificates of Operation									
EH 1605	Snack Bar	M+H	1.50	\$ 264.21		\$ 264.21	1.50	\$272.13		\$272.13
EH 1609	Farm Stand	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH 1612	Community Food Producer/Gleener	Exempt	0.00	Exempt		Exempt	0.00	\$0.00		\$0.00
EH 1618	Bar - No Food	M+H	1.50	\$ 264.21		\$ 264.21	1.50	\$272.13		\$272.13
EH 1619	Bar - With Food	M+H	2.50	\$ 440.35		\$ 440.35	2.50	\$453.55		\$453.55
* EH 1623	Bar - No Food (Within Existing Food Facility)	M+H					1.00	\$181.42		\$181.42
* EH 1624	Bar - With Food (Within Existing Food Facility)	M+H					1.00	\$181.42		\$181.42
EH 1625	Institution Inspection	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
* EH 1628	School Satellite Kitchen	M+H	0.00	\$ 100.00		\$ 100.00	1.00	\$181.42		\$181.42
EH 1629	Satellite / Kiosk Food Facility	M+H	2.00	\$ 352.28		\$ 352.28	2.00	\$362.84		\$362.84
EH 1631	School Kitchen	M+H	3.00	\$ 528.42		\$ 528.42	3.00	\$544.26		\$544.26
EH 1634	Mobile Food Facility	M+H	2.50	\$ 440.35		\$ 440.35	2.50	\$453.55		\$453.55
* EH 1640	Mobile Food Facility - Veterans Exempt	Exempt					Exempt	Exempt		Exempt
EH 1643	Retail Market, 25 - 300 Sqft	M+H+U	2.00	\$ 352.28		\$ 352.28	2.00	\$362.84		\$362.84
EH 1644	Vending Machines	M+H	1.50	\$ 264.21		\$ 264.21	1.50	\$272.13		\$272.13
EH 1645	Retail Market, 301 - 999 Sqft	M+H+U	2.50	\$ 440.35		\$ 440.35	2.50	\$453.55		\$453.55
EH 1649	Bakery, < 1,000 Sqft	M+H+U	2.50	\$ 440.35		\$ 440.35	2.50	\$453.55		\$453.55
EH 1650	Bakery, > 1,000 Sqft	M+H+U	5.00	\$ 880.70		\$ 880.70	5.00	\$907.10		\$907.10
* EH 1653	Retail Market 25-300 Sqft (Within Existing Food Facility)	M+H					1.00	\$181.42		\$181.42
* EH 1654	Retail Market 301-999 Sqft (Within Existing Food Facility)	M+H					1.00	\$181.42		\$181.42
EH 1655	Retail Market, 1,000 - 3,000 Sqft	M+H+U	3.50	\$ 616.49		\$ 616.49	3.50	\$634.97		\$634.97
* EH 1657	Food Facility Commissary	M+H					1.00	\$181.42		\$181.42
* EH 1658	Food Facility -0- seats (Within Existing Retail Market)	M+H					1.00	\$181.42		\$181.42
EH 1660	Food Facility -0- seats	M+H+U	2.50	\$ 440.35		\$ 440.35	2.50	\$453.55		\$453.55
EH 1661	Low Risk Food Processor	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH 1662	Retail Market, > 6,000 Sqft	M+H+U	5.00	\$ 880.70		\$ 880.70	5.00	\$907.10		\$907.10
EH 1663	Retail Market 3,001 - 6,000 Sqft	M+H+U	4.00	\$ 704.56		\$ 704.56	4.00	\$725.68		\$725.68
* EH 1664	Retail Market - Deli Department	M+H					1.00	\$181.42		\$181.42
* EH 1665	Retail Market - Bakery Department	M+H					1.00	\$181.42		\$181.42
* EH 1666	Retail Market - Meat Department	M+H					1.00	\$181.42		\$181.42
* EH 1667	Retail Market - Coffee Kiosk	M+H					1.00	\$181.42		\$181.42
EH 1669	Food Facility 16-49 seats	M+H+U	3.50	\$ 616.49		\$ 616.49	3.50	\$634.97		\$634.97
* EH 1670	Caterer with Existing Food Facility	M+H					No Charge	No Charge		No Charge

FY 18/19 Proposed Environmental Health Department Fee Schedule

Code	Description of Service or Permit	Svc Chrg Type	FY 17/18		FY 17/18		Archive Fee	FY 17/18		Archive Fee	FY 18/19		FY 18/19	
			Hours	Min. Fee	Hours	Min. Fee		Total Fee	Hours		Min. Fee	Total Fee		
EH 1671	CFO (Out of County) TFF - Low Risk	F	0.50	\$ 88.07	0.50	\$ 88.07		\$ 88.07		0.50	\$90.71	\$90.71		\$90.71
EH 1672	CFO (Out of County) TFF - High Risk	F	1.00	\$ 176.14	1.00	\$ 176.14		\$ 176.14		1.00	\$181.42	\$181.42		\$181.42
EH 1673	Food Facility 50-149 seats	M+H+U	4.00	\$ 704.56	4.00	\$ 704.56		\$ 704.56		4.00	\$725.68	\$725.68		\$725.68
EH 1677	Food Facility 150+ seats	M+H+U	5.00	\$ 880.70	5.00	\$ 880.70		\$ 880.70		5.00	\$907.10	\$907.10		\$907.10
* EH 1678	Food Facility 1-15 seats (Within Existing Retail Market)	M+H								1.00	\$181.42	\$181.42		\$181.42
EH 1679	Food Facility 1-15 seats	M+H+U	3.00	\$ 528.42	3.00	\$ 528.42		\$ 528.42		3.00	\$544.26	\$544.26		\$544.26
EH 1680	Hotel / Motel with meal	M+H	1.75	\$ 308.25	1.75	\$ 308.25		\$ 308.25		1.75	\$317.49	\$317.49		\$317.49
EH 1681	Bed and Breakfast/Ag Homestay	M+H	1.50	\$ 264.21	1.50	\$ 264.21		\$ 264.21		1.50	\$272.13	\$272.13		\$272.13
EH 1682	Cottage Food Operation - Class A	M+H	1.00	\$ 176.14	1.00	\$ 176.14		\$ 176.14		1.00	\$181.42	\$181.42		\$181.42
EH 1683	Cottage Food Operation - Class B	M+H	2.50	\$ 440.35	2.50	\$ 440.35		\$ 440.35		2.50	\$453.55	\$453.55		\$453.55
EH 1684	TFF - Exempt/Low Risk	NA	0.00	No Charge	0.00	No Charge		No Charge		0.00	\$0.00	\$0.00		\$0.00
EH 1685	Mobile Food Facilities - Non Potential Hazardous Food	M+H+U	1.00	\$ 176.14	1.00	\$ 176.14		\$ 176.14		1.00	\$181.42	\$181.42		\$181.42
EH 1686	TFF - Exempt/Veteran	Exempt	0.00	No Charge	0.00	No Charge		No Charge		0.00	\$0.00	\$0.00		\$0.00
EH 1687	TFF - Exempt/Cottage Food-Low Risk	NA	0.00	No Charge	0.00	No Charge		No Charge		0.00	\$0.00	\$0.00		\$0.00
* EH 1688	Incidental Food Sales (<25 Sqft) (Pre-Packaged, Non-Potentially Hazardous Only)	Exempt	0.00	No Charge	0.00	No Charge		No Charge		0.00	\$0.00	\$0.00		\$0.00
* EH 1689	Retail Market - Seasonal (Non-Potentially Hazardous foods only)	M+H	1.00	\$ 176.14	1.00	\$ 176.14		\$ 176.14		1.00	\$181.42	\$181.42		\$181.42
EH 1690	Temporary Food Facility (TFF)	M+H	1.00	\$ 176.14	1.00	\$ 176.14		\$ 176.14		1.00	\$181.42	\$181.42		\$181.42
* EH 1691	Swap Meet Pre-packaged Foods	M+H+U	1.00	\$ 176.14	1.00	\$ 176.14		\$ 176.14		1.00	\$181.42	\$181.42		\$181.42
EH 1692	Certified Farmers Market	M+H+U	2.50	\$ 440.35	2.50	\$ 440.35		\$ 440.35		2.50	\$453.55	\$453.55		\$453.55
* EH 1693	Incidental Food Sales >25 Sqft (Pre-Packaged, Non-Potentially Hazardous Only)	M+H								1.00	\$181.42	\$181.42		\$181.42
EH 1694	Commissary	M+H	1.25	\$ 220.18	1.25	\$ 220.18		\$ 220.18		1.25	\$226.78	\$226.78		\$226.78
EH 1696	Caterer	M+H	1.50	\$ 264.21	1.50	\$ 264.21		\$ 264.21		1.50	\$272.13	\$272.13		\$272.13
* EH 1697	Catering Kitchen *No Cooking*	M+H								1.50	\$272.13	\$272.13		\$272.13
Dept	Program 17 - Tattoo Certificate of Operation													
EH 1701	Body Art Practitioner - Tattoo Only	M+H	0.50	\$ 88.07	0.50	\$ 88.07		\$ 88.07		0.50	\$90.71	\$90.71		\$90.71
EH 1702	Body Art Facility	M+H	2.00	\$ 352.28	2.00	\$ 352.28		\$ 352.28		2.00	\$362.84	\$362.84		\$362.84
EH 1703	Mechanical Stud and Clasp Ear Piercing Notification	No Charge	0.00	No Charge	0.00	No Charge		No Charge		0.00	No charge	No charge		No charge
EH 1704	Body Art Practitioner - Body Piercing Only	M+H	0.50	\$ 88.07	0.50	\$ 88.07		\$ 88.07		0.50	\$90.71	\$90.71		\$90.71
EH 1705	Permanent Makeup Facility (1 Room)	M+H	1.00	\$ 176.14	1.00	\$ 176.14		\$ 176.14		1.00	\$181.42	\$181.42		\$181.42
EH 1706	Permanent Makeup Facility (Multiple Rooms)	M+H	2.00	\$ 352.28	2.00	\$ 352.28		\$ 352.28		2.00	\$362.84	\$362.84		\$362.84
Dept	Program 21 - Monitoring Wells - HazMat													
EH 2103	Monitoring Well Installation	M+H	2.50	\$ 440.35	2.50	\$ 440.35		\$ 440.35		2.50	\$453.55	\$453.55		\$453.55
EH 2104	Monitoring Well Destruction	M+H	2.00	\$ 352.28	2.00	\$ 352.28		\$ 352.28		2.00	\$362.84	\$362.84		\$362.84
* EH 2105	Monitoring Well Deepening/Repair	M+H	1.00	\$ 176.14	1.00	\$ 176.14		\$ 176.14		1.00	\$181.42	\$181.42		\$181.42
EH 2107	Hydropunch Monitor Well	M+H	1.75	\$ 308.25	1.75	\$ 308.25		\$ 308.25		1.75	\$317.49	\$317.49		\$317.49
EH 2108	Geotechnical Borings (No Inspection)	M+H	1.00	\$ 176.14	1.00	\$ 176.14		\$ 176.14		1.00	\$181.42	\$181.42		\$181.42
Dept	Program 22 - Hazardous Materials Storage Certificates of Operation (HMBP)													
EH 2201	HazMat Storage - Chemical Inventory = 1-24 items	M+H	2.00	\$ 352.28	2.00	\$ 352.28		\$ 352.28		2.00	\$362.84	\$362.84		\$362.84
EH 2202	HazMat Storage - Chemical Inventory = 25-35 items	M+H	3.00	\$ 528.42	3.00	\$ 528.42		\$ 528.42		3.00	\$544.26	\$544.26		\$544.26
EH 2203	HazMat Storage - Chemical Inventory = 36 + items	M+H	4.00	\$ 704.56	4.00	\$ 704.56		\$ 704.56		4.00	\$725.68	\$725.68		\$725.68
EH 2212	HMBP-URF Unstaffed Remote Facility	M+H	2.00	\$ 352.28	2.00	\$ 352.28		\$ 352.28		2.00	\$362.84	\$362.84		\$362.84

FY18/19 Proposed Environmental Health Department Fee Schedule

Code	Description of Service or Permit	Svc Chrg Type	FY 17/18 Hours	FY 17/18 Min. Fee	Archive Fee	FY 17/18 Total Fee	FY 18/19 Hours	FY 18/19 Min. Fee	Archive Fee	FY 18/19 Total Fee
* EH 2219	HazMat Storage - Propane Only <2000 gal	M+H					1.00	\$181.42		\$181.42
EH 2222	HazMat Storage High Risk	M+H	3.00	\$ 528.42		\$ 528.42	3.00	\$544.26		\$544.26
EH 2235	HazMat Storage Low Risk	M+H	2.00	\$ 352.28		\$ 352.28	2.00	\$352.84		\$352.84
EH 2241	Cal- ARP 1	M+H	3.00	\$ 528.42		\$ 528.42	3.00	\$544.26		\$544.26
EH 2242	Cal- ARP 2	M+H	4.00	\$ 704.56		\$ 704.56	4.00	\$725.68		\$725.68
EH 2243	Cal- ARP 3	M+H	5.00	\$ 880.70		\$ 880.70	5.00	\$907.10		\$907.10
Dept	Program 23 – Underground Storage Tanks Certificates of Operation									
EH 2311	Underground Storage Tanks-must also apply for business plan	M+H+U	4.25	\$ 748.60		\$ 748.60	4.25	\$771.04		\$771.04
	EH-2311 Each Additional Tank	U	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
Dept	Program 24 – Housing Certificates of Operation									
EH 2444	Organized Camp (Housing, Infirmary, Natural Bathing, Food Facility)	M+H	5.25	\$ 924.74		\$ 924.74	5.25	\$952.46		\$952.46
EH 2466	Detention Facility	M+H	3.25	\$ 572.46		\$ 572.46	3.25	\$589.62		\$589.62
Dept	Program 25 – Hazardous Waste Generator Certificate of Operation									
EH 2510	Hazardous Waste - Conditionally Exempt Sm Quantity Generator	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH 2511	Hazardous Waste - Small Quantity Generator	M+H	2.00	\$ 352.28		\$ 352.28	2.00	\$362.84		\$362.84
EH 2522	Hazardous Waste - Large Quantity Generator	M+H	3.00	\$ 528.42		\$ 528.42	3.00	\$544.26		\$544.26
* EH 2523	Hazardous Waste - Non RCRA Large Quantity Generator	M+H					2.50	\$453.55		\$453.55
Dept	Program 26 – Land Use Planning									
EH 2611	Subdivision – Final Map	M+H	10.00	\$ 1,761.40		\$ 1,761.40	10.00	\$1,814.20		\$1,814.20
EH 2614	Second Dwelling Units	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH 2616	General Plan Amendment	M+H	1.50	\$ 264.21		\$ 264.21	1.50	\$272.13		\$272.13
EH 2622	Subdivision – Parcel Map	M+H	4.00	\$ 704.56		\$ 704.56	4.00	\$725.68		\$725.68
EH 2623	PM/Final Map Follow Up	M+H	2.00	\$ 352.28		\$ 352.28	2.00	\$362.84		\$362.84
EH 2625	Certificate of Compliance	M+H	2.00	\$ 352.28		\$ 352.28	2.00	\$362.84		\$362.84
EH 2632	Administrative Development Permit	M+H	2.00	\$ 352.28		\$ 352.28	2.00	\$362.84		\$362.84
EH 2633	Development Permit	M+H	3.00	\$ 528.42		\$ 528.42	3.00	\$544.26		\$544.26
EH 2662	Boundary Line Adjustments	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH 2663	Area Variance	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH 2664	Use Permits	M+H	4.00	\$ 704.56		\$ 704.56	4.00	\$725.68		\$725.68
EH 2665	Minor Use Permits	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH 2666	Zone Change	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH 2673	Pre-application Review	M+H	2.00	\$ 352.28		\$ 352.28	2.00	\$362.84		\$362.84
EH 2674	LAFCO Annexation Review	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH 2677	Environmental Impact Report	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH 2692	Planned Development	M+H	1.50	\$ 264.21		\$ 264.21	1.50	\$272.13		\$272.13
EH 2694	Specific Plan	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH 2695	Hearings and Appeals	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42

FY18/19 Proposed Environmental Health Department Fee Schedule

Code	Dept	Description of Service or Permit	Svc Chrg Type	FY 17/18		Archive Fee	FY 17/18		Archive Fee	FY 18/19		Archive Fee	FY 18/19	
				Hours	Min. Fee		Hours	Min. Fee		Hours	Min. Fee		Hours	Min. Fee
		Program 27 - Hazardous Waste Treatment Certificates of Operation												
	EH	2710 Conditionally Exempt Commercial Laundries	M+H	2.00	\$ 352.28			\$ 352.28		2.00	\$362.84			\$362.84
	EH	2711 Conditionally Exempt Specified Waste	M+H	2.00	\$ 352.28			\$ 352.28		2.00	\$362.84			\$362.84
	EH	2712 Conditionally Exempt Small Quantity Treatment	M+H	2.50	\$ 440.35			\$ 440.35		2.50	\$453.55			\$453.55
	EH	2713 Conditionally Exempt Limited	M+H	2.50	\$ 440.35			\$ 440.35		2.50	\$453.55			\$453.55
	EH	2721 Conditionally Authorized	M+H	3.00	\$ 528.42			\$ 528.42		3.00	\$544.26			\$544.26
	EH	2731 Permit by Rule (PBR)	M+H	4.00	\$ 704.56			\$ 704.56		4.00	\$725.68			\$725.68
		Program 28 - Above-ground Storage Tanks Certificates of Operation												
	EH	2802 AST Engineered SPOC Required	M+H+U	4.00	\$ 704.56			\$ 704.56		4.00	\$725.68			\$725.68
	EH	2803 AST SPOC Self Certified	M+H+U	1.00	\$ 176.14			\$ 176.14		1.00	\$181.42			\$181.42
		Program 32 - Inspections												
	EH	3209 Drinking Water Enforcement / Assessment	H	1.00	\$ 176.14			\$ 176.14		1.00	\$181.42			\$181.42
	EH	3210 Food Mandatory Reinspection	H	1.00	\$ 176.14			\$ 176.14		1.00	\$181.42			\$181.42
	EH	3211 After Hours Response - Inspection	H	1.00	\$ 176.14			\$ 176.14		1.00	\$181.42			\$181.42
	EH	3212 Recreational Water Mandatory Reinspection	H	1.00	\$ 176.14			\$ 176.14		1.00	\$181.42			\$181.42
	EH	3213 Drinking Water Mandatory Reinspection	H	1.00	\$ 176.14			\$ 176.14		1.00	\$181.42			\$181.42
	EH	3215 HazMat Mandatory Reinspection	H	1.00	\$ 176.14			\$ 176.14		1.00	\$181.42			\$181.42
	EH	3220 Body Art Facility Mandatory Reinspection	H	1.00	\$ 176.14			\$ 176.14		1.00	\$181.42			\$181.42
		Program 36 - Recreational Health Certificates of Operation												
	EH	3606 Public Pool - Summer Season	M+H+U	2.00	\$ 352.28			\$ 352.28		2.00	\$362.84			\$362.84
	EH	3611 Public Pool - Year Round	M+H+U	4.00	\$ 704.56			\$ 704.56		4.00	\$725.68			\$725.68
	EH	3616 Spa - Summer Season	M+H+U	2.00	\$ 352.28			\$ 352.28		2.00	\$362.84			\$362.84
	EH	3621 Spa - Year Round	M+H+U	3.00	\$ 528.42			\$ 528.42		3.00	\$544.26			\$544.26
	EH	3640 Natural Bathing Place - Seasonal	M+H+U	1.50	\$ 264.21			\$ 264.21		1.50	\$272.13			\$272.13
*	EH	3641 Additional Spa - Year Round	M+H							1.00	\$181.42			\$181.42
*	EH	3642 Additional Spa - Summer Season	M+H							1.00	\$181.42			\$181.42
*	EH	3643 Additional Public Pool - Year Round	M+H							1.00	\$181.42			\$181.42
*	EH	3644 Additional Public Pool - Summer Season	M+H							1.00	\$181.42			\$181.42
		Program 40 - Loan Evaluations												
	EH	4018 Loan Evaluation	M+H	2.75	\$ 484.39			\$ 484.39		2.75	\$498.91			\$498.91

FY18/19 Proposed Environmental Health Department Fee Schedule

Code	Description of Service or Permit	FY 17/18		FY 17/18		FY 17/18		FY 18/19		FY 18/19	
		Svc Chrg Type	Hours	Min. Fee	Archive Fee	Total Fee	Hours	Min. Fee	Archive Fee	Total Fee	
Program 41 – On Site Sewage Disposal											
EH 4115	Septic System Modification	M+H	3.00	\$ 528.42	\$ 5.80	\$ 534.22	3.00	\$544.26	\$ 5.80	\$550.06	
EH 4117	Tank Replacement	M+H	2.00	\$ 352.28	\$ 5.80	\$ 358.08	2.00	\$362.84	\$ 5.80	\$368.64	
EH 4119	Repair Permit	M+H	2.00	\$ 352.28	\$ 5.80	\$ 358.08	2.00	\$362.84	\$ 5.80	\$368.64	
EH 4122	Centralized Construction Permit	M+H	5.00	\$ 880.70		\$ 880.70	5.00	\$907.10		\$907.10	
EH 4151	On Site Soils Evaluation (OSSE) (includes Site-Approval)	M+H	2.50	\$ 440.35	\$ 4.80	\$ 445.15	3.50	\$634.97	\$ 4.80	\$639.77	
EH 4152	OSSE – 2-4 or more	M+H	4.50	\$ 792.63	\$ 5.80	\$ 798.43	5.50	\$997.81	\$ 5.80	\$1,003.61	
EH 4153	OSSE 5 or more	M+H	15.00	\$ 2,642.10	\$ 5.80	\$ 2,647.90	16.00	\$2,902.72	\$ 5.80	\$2,908.52	
* EH 4154	Gravity System	M+H	3.50	\$ 616.49	\$ 5.80	\$ 622.29	3.00	\$544.26	\$ 5.80	\$550.06	
	Gravity Flow only		0.00	\$ -		\$ -	0.00	\$0.00		\$0.00	
* EH 4165	Special Design	M+H	3.50	\$ 616.49	\$ 5.80	\$ 622.29	3.50	\$634.97	\$ 5.80	\$640.77	
	Engineered Systems		0.00	\$ -		\$ -	0.00	\$0.00		\$0.00	
* EH 4167	Special Design w/Monitoring & Maintenance	M+H	4.00	\$ 704.55	\$ 5.80	\$ 710.36	4.00	\$725.68	\$ 5.80	\$731.48	
	Dosed and Pre-treatment systems		0.00	\$ -		\$ -	0.00	\$0.00		\$0.00	
EH 4171	Holding Tank/Private	M+H	1.50	\$ 264.21	\$ 5.80	\$ 270.01	1.50	\$272.13	\$ 5.80	\$277.93	
EH 4178	Non-Conventional	M+H	1.00	\$ 176.14	\$ 5.80	\$ 181.94	1.00	\$181.42	\$ 5.80	\$187.22	
	Type: Graywater, Waterless Toilet/pre-auth by EH		0.00	\$ -		\$ -	0.00	\$0.00		\$0.00	
			0.00	\$ -		\$ -	0.00	\$0.00		\$0.00	
EH 4182	Large System (>2,500 gpd)	M+H	10.00	\$ 1,761.40	\$ 5.80	\$ 1,767.20	10.00	\$1,814.20	\$ 5.80	\$1,820.00	
EH 4191	Abandon System	M+H	1.00	\$ 176.14	\$ 5.80	\$ 181.94	1.00	\$181.42	\$ 5.80	\$187.22	
EH 4194	Appeals	M+H	2.00	\$ 352.28	\$ 5.80	\$ 358.08	2.00	\$362.84	\$ 5.80	\$368.64	
EH 4198	Proposed OWTS/Product Review	M+H					3.00	\$544.26		\$544.26	
Program 42 – On Site Sewage Disposal Certificate of Operation											
EH 4224	Cluster System 2-5 (C of O)	M+H	2.00	\$ 352.28		\$ 352.28	2.00	\$362.84		\$362.84	
EH 4225	Small System 6-99 (C of O)	M+H	2.50	\$ 440.35		\$ 440.35	2.50	\$453.55		\$453.55	
EH 4226	Large System 100+ (C of O) (State Inspected)	Exempt	0.00	Exempt		Exempt	0.00	\$0.00		\$0.00	
EH 4232	Monitoring and Maintenance Site	M+H	0.50	\$ 88.07		\$ 88.07	0.50	\$90.71		\$90.71	
EH 4238	CSSP Registration	F	0.50	\$ 88.07		\$ 88.07	0.50	\$90.71		\$90.71	
EH 4244	Tanker Truck / Septic Pumper Truck (each truck)	U+H	2.00	\$ 352.28		\$ 352.28	2.00	\$362.84		\$362.84	

FY18/19 Proposed Environmental Health Department Fee Schedule

Code	Dept	Description of Service or Permit	FY 17/18		FY 17/18		FY 17/18		FY 18/19		FY 18/19	
			Hours	Min. Fee	Archive Fee	Total Fee	Hours	Min. Fee	Archive Fee	Total Fee		
		Program 44 – Solid Waste Certificate of Operation										
EH	4423	Refuse Vehicles (Each Truck)	1.25	\$ 220.18		\$ 220.18			1.25	\$226.78		\$226.78
EH	4455	LEA Related Services (Annual Fee Charged to Public Works)	0.00	\$ 37,500.00		\$ 37,500.00			0.00	\$0.00		\$0.00
EH	4456	LEA Related Services (Annual Fee Charged to Waste Management)	0.00	\$ 145,070.00		\$ 145,070.00			0.00	\$0.00		\$0.00
		Program 45 – Individual Water										
EH	4563	Spring Development	3.00	\$ 528.42		\$ 528.42			3.00	\$544.26		\$544.26
EH	4564	Class 1 and 2 Well Permit Renewal	0.75	\$ 132.11		\$ 132.11			0.75	\$136.07		\$136.07
EH	4565	Class 1 Well Permits	3.00	\$ 528.42	\$ 4.80	\$ 533.22			3.00	\$544.26	\$ 4.80	\$549.06
EH	4566	Class 2 Well Permits	8.00	\$ 1,409.12	\$ 4.80	\$ 1,413.92			8.00	\$1,451.36	\$ 4.80	\$1,456.16
EH	4567	Class 3 Well Permits	2.00	\$ 352.28	\$ 4.80	\$ 357.08			2.00	\$362.84	\$ 4.80	\$367.64
EH	4568	Well Reconstruction (no inspection)	1.00	\$ 176.14	\$ 4.80	\$ 180.94			1.00	\$181.42	\$ 4.80	\$186.22
EH	4569	Well Reconstruction (with inspection)	2.00	\$ 352.28	\$ 4.80	\$ 357.08			2.00	\$362.84	\$ 4.80	\$367.64
EH	4570	Well Destruction	2.50	\$ 440.35	\$ 4.80	\$ 445.15			2.50	\$453.55	\$ 4.80	\$458.35
EH	4571	Raw Water Certification	2.50	\$ 440.35		\$ 440.35			2.50	\$453.55		\$458.35
EH	4573	Drinking Water Monitoring Well Installation	2.00	\$ 352.28	\$ 4.80	\$ 357.08			2.00	\$362.84	\$ 4.80	\$367.64
EH	4575	Exploratory Monitoring Well Destruction	1.00	\$ 176.14	\$ 1.00	\$ 177.14			1.00	\$181.42	\$ 1.00	\$182.42
EH	4581	Shared Water Supply (2-4)	1.00	\$ 176.14	\$ 1.00	\$ 177.14			1.00	\$181.42	\$ 1.00	\$182.42
EH	4583	Water Easement Review	1.50	\$ 264.21		\$ 264.21			1.50	\$272.13		\$272.13
EH	4584	Raw Water Certification Re-Inspection (with Lab Fee)	3.00	\$ 528.42		\$ 528.42			3.00	\$544.26		\$544.26
EH	4586	Geothermal Well										
		Program 45 – Small Water Systems Certificate of Operation										
EH	4603	Surface Water System	9.00	\$ 1,585.26		\$ 1,585.26			9.00	\$1,632.78		\$1,632.78
EH	4604	Community Water System **	5.00	\$ 880.70		\$ 880.70			5.00	\$907.10		\$907.10
EH	4605	Non-Transient / Non-Community Water System **	5.00	\$ 880.70		\$ 880.70			5.00	\$907.10		\$907.10
EH	4606	Transient / Non-Community Water System **	3.50	\$ 616.49		\$ 616.49			3.50	\$634.97		\$634.97
EH	4607	County Regulated Water System **	2.50	\$ 440.35		\$ 440.35			2.50	\$453.55		\$453.55
EH	4608	Regulated Water System - CFO	0.00	No Charge		No Charge			0.00	\$0.00		\$0.00
EH	4610	County Regulated Water System - Exempt	N/A	No Charge		No Charge			N/A			No Charge
		Water System's w/Treatment										
* EH	4612	Report Review / Adtl Inspections	2.00	\$ 352.28		\$ 352.28			2.00	\$362.84		\$362.84
EH	4611	Large Public System / State	N/A	No Charge		No Charge			N/A	No Charge		No charge
EH	4620	State - Small Water System **	2.50	\$ 440.35		\$ 440.35			2.50	\$453.55		\$453.55

FY18/19 Proposed Environmental Health Department Fee Schedule

Code	Description of Service or Permit	Svc Chrg Type	FY 17/18 Hours	FY 17/18 Min. Fee	FY 17/18 Archive Fee	FY 17/18 Total Fee	FY 18/19 Hours	FY 18/19 Min. Fee	FY 18/19 Archive Fee	FY 18/19 Total Fee
Dept	Program 48 -- Miscellaneous EH									
EH	4801 HazMat Miscellaneous	M+H	0.50	\$ 88.07		\$ 88.07	0.50	\$90.71		\$90.71
EH	4802 Consumer Protection Miscellaneous	M+H	0.50	\$ 88.07		\$ 88.07	0.50	\$90.71		\$90.71
EH	4803 Additional Units - Certificate of Operation	M+H+U	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH	4813 Land Use Miscellaneous	M+H	0.50	\$ 88.07		\$ 88.07	0.50	\$90.71		\$90.71
EH	4832 Subpoena- Deposition or Personal Appearance	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH	4833 Subpoena - Records	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH	4834 Permit Clearances TOT	M+H	2.50	\$ 440.35		\$ 440.35	2.50	\$453.55		\$453.55
EH	4842 Sewage Variance Request	M+H	2.00	\$ 352.28		\$ 352.28	2.00	\$362.84		\$362.84
EH	4846 Water Variance Request	M+H	2.00	\$ 352.28		\$ 352.28	2.00	\$362.84		\$362.84
EH	4851 Consultation Request	M+H	0.50	\$ 88.07		\$ 88.07	0.50	\$90.71		\$90.71
EH	4877 Request for Written Response	M+H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH	4890 Special Events (Contracted/1 Day-1 Event)	M+H	0.00	Contract Amt		Contract Amt	0.00	\$0.00		Contract Amt
EH	4892 All Re-inspections (also Permit Extension LU)	M+H	1.50	\$ 264.21		\$ 264.21	1.50	\$272.13		\$272.13
Dept	Program 49 - Complaints									
EH	4916 Foodborne Illness Complaint	H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH	4924 Body Art Facility Complaint	H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH	4931 Housing Complaint	H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH	4941 Drinking Water System Complaint	H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH	4955 Sewage Complaint	H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH	4965 Food Facility Complaint	H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH	4975 HazMat Facility Complaint	H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH	4985 Solid Waste Complaint	H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42
EH	4996 Public Health Referral/Complaint	H	1.00	\$ 176.14		\$ 176.14	1.00	\$181.42		\$181.42

Environmental Health Department

FY 2018/2019 Fee Schedule Notes:

Late Fees on Invoices

01-30 days past due, 10% Late Fee

31-60 days past due, 25% Late Fee

61-90 days past due, 1% Late Fee per month for each month the fees remain unpaid.

Over 90 days past due, additional fees may be applied along with a referral to Collections.

Penalties

- Certificates of Operation: Food facilities operating without a Certificate of Operation permit can result in a penalty fee of three times the normal permit fee.
 - Any Regulated Facility operating without paying their Operating Permit fees is operating without a permit and may be subject to facility closure as determined by the Director of Environmental Health.
- Community event applications received less than two weeks prior to the event date will be charged a one-hour fee, over and above the permit fee.
- Temporary Food Facility applications received less than two weeks prior to their first event of the permit year will be charged 25% of the hourly rate, over and above the permit fee.

Notes related to the Fee Schedule:

C of O Mandatory Re-inspection: Where C of O facilities are found to require a re-inspection, the facility will receive a separate invoice for the re-inspection time, due within 30 days of date of invoice.

Certified Unified Program Agency (CUPA): State surcharges, fees, fines and penalties can be charged as required by the State Law.

The Director or Environmental Health is authorized to enter into contracts with fairs and promoters of special events for the limited purpose of permitting and charging a blanket fee for the event, based upon the Department's hourly rate. These fees shall be paid no later than 2 weeks prior to the event.

When no appropriate fee category exists for a requested service, that service shall be provided at the current Department hourly rate. Upon completion, or on a monthly cycle, the applicant shall be invoiced for any fees incurred.

The permit year for C of O facility is November 1st through October 31st. Any new regulated facility will be prorated to ½ of the required C of O fee if the permitted activity occurs after May 1st of the permit year. Any facility that closes in the first half of the permit year may request a refund for half of the C of O permit fee, pending review and approval by the Director of Environmental Health.

Planning Department - User Fees Analysis for FY18/19 Fees

A	C	U	V	W	X	Y
		8000 Billable Planning Projects				
Emp.#	Position	Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of V/Sum of U	Hrly Rate D + W	Total Fee Cost U x X
1	Dir of Planning	0	\$ -	\$ -	\$ 215.88	\$ -
2	Planner Principal	217	\$ -	\$ -	\$ 285.92	\$ 62,044.64
3	Admin Assist I	0	\$ -	\$ -	\$ 184.34	\$ -
4	Planner Assistant	1017	\$ -	\$ -	\$ 179.97	\$ 183,029.49
5	Planner Assistant	705	\$ -	\$ -	\$ 226.01	\$ 159,337.05
6	Planner Associate	689	\$ -	\$ -	\$ 206.27	\$ 142,120.03
7	Planner Associate	653	\$ -	\$ -	\$ 236.16	\$ 154,212.48
8	Senior Planner	1017	\$ -	\$ -	\$ 207.67	\$ 211,200.39
9	Senior Planner	1017	\$ -	\$ -	\$ 204.98	\$ 208,464.66
TOTAL		5,315	\$ -			\$ 1,120,408.74

Average Hourly Rate: \$210.80

Approved FY17/18 hourly rate \$145.78

Calculated FY18/19 hourly rate \$210.80

Proposed FY18/19 hourly rate \$150.14

Percentage increase of proposed FY18/19 hourly rate 2.99%

PLANNING DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees
Productive Hours

A	C	D	E	F			G			H	I	J	K	M	N
				Holidays Taken	Vac/PLP/Adm/FH AET/Comp Taken	Sick Leave Taken	Breaks (.5 hrs/day)	Total E+F+G+H	Staff Mtgs.						
Emp. #	Employee Position	Total Hours													
1	Dir of Planning	2080	88	293	0	0	0	381	0	0	0	40	40	1669	
2	Planner Principal	2102	88	299	0	0	0	387	0	0	75	132	207	1508	
3	Admin Assist I	2080	88	214	164	0	0	466	0	0	19	42	61	1553	
4	Planner Assistant	2080	88	200	0	0	0	288	0	0	20	20	40	1752	
5	Planner Assistant	2080	88	216	77	0	0	381	0	0	27	368	395	1304	
6	Planner Associate	2088	88	219	0	0	0	307	0	0	18	6	24	1757	
7	Planner Associate	2080	88	157	19	0	0	264	0	0	63	358	421	1395	
8	Senior Planner	2080	88	200	0	0	0	288	0	0	20	20	40	1752	
9	Senior Planner	2080	88	200	0	0	0	288	0	0	20	20	40	1752	
	TOTAL	18,750	792	1,998	260	0	0	3,050	262	1,006	1,268	14,432			

PLANNING DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees
Salary and Benefits Cost

A	C	D	E	F	G	H	INDIRECT OVERHEAD			K	L	M
							I	J	K			
Emp.#	Employee Position	Base Salary	Benefits	Total Sal. & Ben D+E	Productive Hours	Productive Hourly Rate F/G	Employee Multiplier F/Sum of F	Indirect Costs	Prorate of Cost Sum of J x H	Total Cost F + K	Productive Hourly Rate With Indirect Costs M / G	
1	Dir of Planning	155,226	91,472	246,698	1,659	\$ 148.70	0.19239747		111,440	358,138	\$ 215.88	
2	Planner Principal	123,642	72,603	196,245	1,508	\$ 130.14	0.15304965		88,649	284,894	\$ 188.92	
3	Admin Assist I	48,582	44,852	93,434	1,553	\$ 60.16	0.07286831		42,206	135,640	\$ 87.34	
4	Planner Assistant	60,484	39,644	100,128	1,752	\$ 57.15	0.07808889		45,230	145,358	\$ 82.97	
5	Planner Assistant	73,839	42,040	115,879	1,304	\$ 88.86	0.09037295		52,345	168,224	\$ 129.01	
6	Planner Associate	83,624	48,626	132,250	1,757	\$ 75.27	0.10314054		59,741	191,991	\$ 109.27	
7	Planner Associate	75,727	57,992	133,719	1,395	\$ 95.86	0.10428620		60,404	194,123	\$ 139.16	
8	Senior Planner	85,757	47,808	133,565	1,752	\$ 76.24	0.10416610		60,335	193,900	\$ 110.67	
9	Senior Planner	80,860	49,453	130,313	1,752	\$ 74.38	0.10162989		58,866	189,179	\$ 107.98	
	TOTAL	787,741	494,490	1,282,231	14,432		1.00	Total:	579,216	1,861,447		

PLANNING DEPARTMENT - USER FEE ANALYSIS for FY18/19 Fees
Support Costs

Emp. #	C Employee Position	D Productive Hours	E Productive Hourly Rate w/Indirect	F SUPPORT TIME (INDIRECT OVERHEAD)			L Total Support Hours	M Total Cost Support E x L	N Balance Productive Hours D - L	O Hourly Support Cost Sum of M/Sum of N		P Total Productive Hours with Support Cost		Q Total Productive Cost N x P	R Unallowed Unrelated Productive Hours	S Balance Productive Hours
				G Suprv. & Mgmt. Hours	G Office Admin. Hours	G Public Assist. Hours				O w/Indirect & Spt Cos E+O	O Hourly Support Cost	P Productive Hourly Rate				
1	Dir of Planning	1659	\$215.88	0	0	0	1659	358144.92	0	\$	\$	215.88	\$			0
2	Planner Principal	1508	\$185.92	174	38	87	299	56487.08	1209	\$	\$	285.92	\$	345,677.28		1209
3	Admin Assist I	1553	\$ 87.34	0	1507	0	1507	131621.38	46	\$	\$	184.34	\$	8,479.64	46	0
4	Planner Assistant	1752	\$ 82.97	0	10	300	310	25720.7	1442	\$	\$	179.97	\$	259,516.74		1442
5	Planner Assistant	1304	\$129.01	0	7	151	158	20383.58	1146	\$	\$	226.01	\$	259,007.46		1146
6	Planner Associate	1757	\$109.27	0	4	735	739	80750.53	1018	\$	\$	206.27	\$	209,982.86	33	985
7	Planner Associate	1395	\$139.16	0	10	607	617	85861.72	778	\$	\$	236.16	\$	183,732.48		778
8	Senior Planner	1752	\$110.67	0	10	300	310	34307.7	1442	\$	\$	207.67	\$	299,460.14		1442
9	Senior Planner	1752	\$107.98	0	10	300	310	33473.8	1442	\$	\$	204.98	\$	295,581.16		1442
	TOTAL			1833	1596	2480	5909	826,751	8,523					\$ 1,861,437.76		

Average Productive Hourly Rate: \$218.40

Planning Department - User Fees Analysis for FY18/19 Fees
 Fee Hourly Rates

A	C	D	E	F	G	H	I	J
					1110 EIR County			
Emp.#	Position	Productive Hourly Rate w/ Spt and Indirect Costs	Productive Hours	Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of G/Sum of F	Hrly Rate D + H	Total Fee Cost F x I
1	Dir of Planning	\$ 215.88	0	0		\$ -	\$ 215.88	\$ -
2	Planner Principal	\$ 285.92	1209	19		\$ -	\$ 285.92	\$ 5,432.48
3	Admin Assist I	\$ 184.34	0	0		\$ -	\$ 184.34	\$ -
4	Planner Assistant	\$ 179.97	1442	0		\$ -	\$ 179.97	\$ -
5	Planner Assistant	\$ 226.01	1146	0		\$ -	\$ 226.01	\$ -
6	Planner Associate	\$ 206.27	985	0		\$ -	\$ 206.27	\$ -
7	Planner Associate	\$ 236.16	778	0		\$ -	\$ 236.16	\$ -
8	Senior Planner	\$ 207.67	1442	0		\$ -	\$ 207.67	\$ -
9	Senior Planner	\$ 204.98	1442	0		\$ -	\$ 204.98	\$ -
TOTAL			8,444	19	\$			\$ 5,432.48

Average Hourly Rate: \$285.92

Planning Department - User Fees Analysis for FY18/19 Fees

A	C	P	Q	R	S	T
		7000 General Planning				
Emp.#	Position	Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of Q/Sum of P	Hrly Rate D + R	Total Fee Cost P x S
1	Dir of Planning	0	\$ -	\$ -	\$ 215.88	\$ -
2	Planner Principal	973	\$ -	\$ -	\$ 285.92	\$ 278,200.16
3	Admin Assist I	0	\$ -	\$ -	\$ 184.34	\$ -
4	Planner Assistant	425	\$ -	\$ -	\$ 179.97	\$ 76,487.25
5	Planner Assistant	441	\$ -	\$ -	\$ 226.01	\$ 99,670.41
6	Planner Associate	296	\$ -	\$ -	\$ 206.27	\$ 61,055.92
7	Planner Associate	125	\$ -	\$ -	\$ 236.16	\$ 29,520.00
8	Senior Planner	425	\$ -	\$ -	\$ 207.67	\$ 88,259.75
9	Senior Planner	425	\$ -	\$ -	\$ 204.98	\$ 87,116.50
TOTAL		3,110	\$ -			\$ 720,309.99

Average Hourly Rate: \$231.61

Planning Department - User Fees Analysis for FY18/19 Fees

A	C	U	V	W	X	Y
		8000 Billable Planning Projects				
Emp.#	Position	Hours	Direct Expenses	Direct Exp Per Productive Hr Sum of V/Sum of U	Hrly Rate D + W	Total Fee Cost U x X
1	Dir of Planning	0		\$ -	\$ 215.88	\$ -
2	Planner Principal	217		\$ -	\$ 285.92	\$ 62,044.64
3	Admin Assist I	0		\$ -	\$ 184.34	\$ -
4	Planner Assistant	1017		\$ -	\$ 179.97	\$ 183,029.49
5	Planner Assistant	705		\$ -	\$ 226.01	\$ 159,337.05
6	Planner Associate	689		\$ -	\$ 206.27	\$ 142,120.03
7	Planner Associate	653		\$ -	\$ 236.16	\$ 154,212.48
8	Senior Planner	1017		\$ -	\$ 207.67	\$ 211,200.39
9	Senior Planner	1017		\$ -	\$ 204.98	\$ 208,464.66
TOTAL		5,315	\$ -			\$ 1,120,408.74

Average Hourly Rate: \$210.80

Proposed Planning Department FY 18/19 Fee Schedule

					Proposed	
			FY 17/18		FY 18/19	
	Planning Department Hourly Rate		\$145.78		\$150.14	
	* asterisk denotes a change					
Service Charge Method Key:						
H = hourly rate established by annual fee study.						
F = flat fee and is a fixed amount.						
M+H = minimum fee + hourly rate if time spent is greater than time allocated for the minimum fee.						
All Planning staff time spent on a project will be charged at the current rate in effect at the time the work is performed by staff.						
Program 1 – Subdivisions						
					Proposed	Proposed
		Svc Charge	FY 17/18	FY 17/18	FY 18/19	FY 18/19
Code	Description of Service or Permit	Type	Hours	Min. Fee.	Hours	Min. Fee.
P - 1A	Parcel Map – Tentative	M+H	18.00	\$ 2,624.04	18.00	\$ 2,702.52
P - 1B	Final Map - Tentative	M+H	28.00	\$ 4,081.84	28.00	\$ 4,203.92
P - 1C	Amend Approved Tentative Map	M+H	6.00	\$ 874.68	6.00	\$ 900.84
P - 1D	Boundary/Lot Line Adjustment	M+H	2.50	\$ 364.45	2.50	\$ 375.35
P - 1E	Parcel Map Check for Recordation	M+H	2.00	\$ 291.56	2.00	\$ 300.28
P – 1F	Final Map Check for Recordation	M+H	2.00	\$ 291.56	2.00	\$ 300.28
P – 1G	Parcel Map Revert to Acreage	M+H	4.00	\$ 583.12	4.00	\$ 600.56
P – 1H	Final Map Revert to Acreage	M+H	4.00	\$ 583.12	4.00	\$ 600.56
P – 1J	Certificate of Map Correction	M+H	1.00	\$ 145.78	1.00	\$ 150.14
Program 2 – Use Permits						
P - 2A	Use Permit – Zoning Administrator	M+H	18.00	\$ 2,624.04	18.00	\$ 2,702.52
P - 2B	Minor Use Permit – Zoning Administrator	M+H	5.00	\$ 728.90	5.00	\$ 750.70
P - 2C	Use Permit – Planning Commission	M+H	20.00	\$ 2,915.60	20.00	\$ 3,002.80
P - 2D	Mining/Reclamation Plan Review	M+H	26.00	\$ 3,790.28	26.00	\$ 3,903.64
P - 2E	MH Park/Campground/Ski Resort	M+H	24.00	\$ 3,498.72	24.00	\$ 3,603.36
P - 2F	Power Plant/Transmission Lines	M+H	24.00	\$ 3,498.72	24.00	\$ 3,603.36
P - 2G	Comprehensive Master Plans/Specific Plans	M+H	24.00	\$ 3,498.72	24.00	\$ 3,603.36
P - 2H	Specific Plans	M+H	8.00	\$ 1,166.24	8.00	\$ 1,201.12
P - 2I	Development Agreement.	M+H	4.00	\$ 583.12	4.00	\$ 600.56
				+ attorney fees		+ attorney fees
Program 3 – Variances						
P – 3A	Variances	M+H	10.00	\$ 1,457.80	10.00	\$ 1,501.40
Program 4 – Development Permits/Administrative Permits/Services						
P – 4A	Administrative Development Permit	M+H	3.00	\$ 437.34	3.00	\$ 450.42
P – 4B1	ZA Development Permits	M+H	12.00	\$ 1,749.36	12.00	\$ 1,801.68
P – 4B2	PC Development Permits	M+H	15.00	\$ 2,186.70	15.00	\$ 2,252.10
P – 4C	Second Units Consistent With Density	M+H	4.00	\$ 583.12	4.00	\$ 600.56
P – 4D	Home Businesses	M+H	2.00	\$ 291.56	2.00	\$ 300.28
P – 4E	Large Family Day Care Homes	M+H	3.00	\$ 437.34	3.00	\$ 450.42
P – 4F	Temporary Commercial Permits	F	1.50	\$ 218.67	1.50	\$ 225.21
P – 4G	Tree Removal Permits	F	2.50	\$ 364.45	2.50	\$ 375.35
P – 4H	Voluntary Merger	M+H	2.00	\$ 291.56	2.00	\$ 300.28
P – 4 I	Setback Easement	M+H	2.00	\$ 291.56	2.00	\$ 300.28

Proposed Planning Department FY 18/19 Fee Schedule

		Svc Charge	FY 17/18	FY 17/18	Proposed FY 18/19	Proposed FY 18/19
Code	Description of Service or Permit	Type	Hours	Min. Fee.	Hours	Min. Fee.
Program 5 – Building Permit Review						
P – 5A	Minor Building Permit Review (Note: Minor permit reviews that require up to one hour, e.g., tenant improvements, sign permits, minor antennas)	M+H	1.00	\$ 145.78	1.00	\$ 150.14
P – 5B	Building Permit Review (Single Family Residential)	M+H	1.50	\$ 218.67	1.50	\$ 225.21
P – 5C	Commercial/Industrial Multi Family Building Permit	M+H	5.00	\$ 728.90	5.00	\$ 750.70
P – 5D	Grading Permit Review	M+H	1.00	\$ 145.78	1.00	\$ 150.14
P – 5E	Fire Planner - plan review (sprinklers)	M+H	1.50	\$ 218.67	1.50	\$ 225.21
P – 5F	Site Plan Review	M+H	1.00	\$ 145.78	1.00	\$ 150.14
Program 6 – Zonings						
P – 6A	Map/Text/Combine District Re-Zone	M+H	20.00	\$ 2,915.60	20.00	\$ 3,002.80
P – 6B	Consistency Finding (PC)	M+H	2.00	\$ 291.56	2.00	\$ 300.28
Program 7 – General Plan						
P – 7A	Map Amendment	M+H	20.00	\$ 2,915.60	20.00	\$ 3,002.80
P – 7B	Text Amendments	M+H	20.00	\$ 2,915.60	20.00	\$ 3,002.80
P – 7C	Consistency Finding (PC)	M+H	2.00	\$ 291.56	2.00	\$ 300.28
Program 8 – Environmental Review						
P – 8A	Initial Study - Staff	M+H	6.00	\$ 874.68	6.00	\$ 900.84
P – 8B	Initial Study – Consultant/Contract Planner.	NA	NA	Consultant Costs + 20%	NA	Consultant Costs + 20%
P – 8C	EIR – Notice of Preparation/Request for Proposals (Preparation)	M+H	3.00	\$ 437.34	3.00	\$ 450.42
P – 8D	Environmental Review for another County department	M+H	3.00	\$ 437.34	3.00	\$ 450.42
P – 8E	EIR – Consultant Prepared and Staff Review.	NA	NA	Fee = consultant cost + adm. charge equal to 10% of the average of all acceptable bids received.	NA	Fee = consultant cost + adm. charge equal to 10% of the average of all acceptable bids received.
P – 8F	State Document Fee	F	NA	\$ 50.00	NA	\$ 50.00
P – 8G	File Notice of Exemption	M+H	3.00	\$ 437.34	3.00	\$ 450.42
Program 9 – Williamson Act.						
P – 9A	New Contract	M+H	5.00	\$ 728.90	5.00	\$ 750.70
P – 9B	Cancellations	M+H	10.00	\$ 1,457.80	10.00	\$ 1,501.40
P – 9C	Amendments	M+H	7.00	\$ 1,020.46	7.00	\$ 1,050.98

Proposed Planning Department FY 18/19 Fee Schedule

		Svc Charge	FY 17/18	FY 17/18	Proposed FY 18/19	Proposed FY 18/19
Code	Description of Service or Permit	Type	Hours	Min. Fee.	Hours	Min. Fee.
Program 10 – Other						
P – 10A	Abandonment of Easement	F	1.50	\$ 218.67	1.50	\$ 225.21
P – 10B	Extension of Time (DP/UP/TM) Zoning Administrator	F	2.00	\$ 291.56	2.00	\$ 300.28
P – 10C	Extension of Time (DP/UP/TM) Planning Commission	F	2.00	\$ 291.56	2.00	\$ 300.28
P – 10D	Extension of Time Administrative Permits	F	1.00	\$ 145.78	1.00	\$ 150.14
P – 10E	Pre-Application Review	M+H	3.00	\$ 437.34	3.00	\$ 450.42
P – 10F	Certificate of Compliance (per certificate)	M+H	2.00	\$ 291.56	2.00	\$ 300.28
P – 10G	Appeals to Board of Supervisors	F	10.00	\$ 1,457.80	10.00	\$ 1,501.40
P – 10H	Public Road Name Change Public Hearing	M+H	3.00	\$ 437.34	3.00	\$ 450.42
P – 10I	Conditional Certificate of Compliance (per certificate)	M+H	4.00	\$ 583.12	4.00	\$ 600.56
P – 10J	Design Review – ZA/PC (not in conjunction with a land use permit application)	M+H	2.00	\$ 291.56	2.00	\$ 300.28
P – 10J-2	Design Review – Signs	M+H	1.00	\$ 145.78	1.00	\$ 150.14
P – 10K	New Private Road Name (Not Part of Tentative Map)	M+H	1.00	\$ 145.78	1.00	\$ 150.14
P – 10L	Existing Private Road Name Change	M+H	4.00	\$ 583.12	4.00	\$ 600.56
P – 10M	Review and Preparation of Guar. of Performance/Surety Bond	M+H	1.25	\$ 182.23	1.25	\$ 187.68
P – 10N	Zoning Consistency Letter	F	1.50	\$ 218.67	1.50	\$ 225.21
P – 10 O	Management Plans	M+H	3.00	\$ 437.34	3.00	\$ 450.42
P – 10P	Rafting Permits – PC	M+H	4.00	\$ 583.12	4.00	\$ 600.56
P – 10Q	Env. Health Permit Review	F	1.00	\$ 145.78	1.00	\$ 150.14
P – 10R	Improvement Plan Review	M+H	1.00	\$ 145.78	1.00	\$ 150.14
P – 10S	Exceptions to Fire Regulations (Chapter 16) – ZA	M+H	2.00	\$ 291.56	2.00	\$ 300.28
P – 10T	Fire Planner - consultation	M+H	2.00	\$ 291.56	2.00	\$ 300.28
P – 10U	Consultation (Planning Staff)	M+H	1.00	\$ 145.78	1.00	\$ 150.14
P – 10V	Produce Stand Permit	M+H	1.00	\$ 145.78	1.00	\$ 150.14
P – 10W	Fire Planner Project Review	M+H	1.00	\$ 145.78	1.00	\$ 150.14
Program 11 – Inspections.						
P – 11A	Mining/Reclamation Plans	M+H	10.00	\$ 1,457.80	10.00	\$ 1,501.40
P – 11B	Inspections: Public/Commercial/Industrial Multi-Family	M+H	2.00	\$ 291.56	2.00	\$ 300.28
P – 11C	Fire Planner - Inspections	M+H	1.00	\$ 145.78	1.00	\$ 150.14
P – 11D	Rafting Inspections	M+H	2.00	\$ 291.56	2.00	\$ 300.28
Program 12 – Re-filing/amending Applications						
P – 12E	Re-filing and Amending Applications and Permits	M+H	4.00	\$ 583.12	4.00	\$ 600.56
P – 12F	Minor Amendment to an Approved Project Determination	M+H	1.00	\$ 145.78	1.00	\$ 150.14

Proposed FY 18/19 Fee Schedule - Public Works Department

* an asterisk in the far left column indicates a change

		Proposed FY 18/19 Fees
Miscellaneous Items		
Sale of Copies (Letter or Legal)		\$.10/Copy
Sale of Prints		
Blue Prints(All Sizes)		At Cost
		At Cost
Mylar	18"x26"	At Cost
	24"x36"	At Cost
	30"x42"	At Cost
Prints from Copier	18"x24"	At Cost

Encroachment Permits	
Encroachment Permit - No Inspections	
	\$129.72
Encroachment Permit - Inspections Required	
	\$129.72 plus number of inspections @ \$117.40/per inspection
Encroachments where improvement Plans are required(Other than utilities)	
Plan Check Fee	1.2% of estimated construction cost
Inspection Fee	4.5% of estimated construction cost
Annual Blanket Permits	
<i>Routine utility operation and utility projects</i>	
Actual Cost	
(Fees may be waived by mutual consent between Nevada County Public Works and Nevada Irrigation District based on exchanged services)	

Transportation Vehicle Permits (Oversized or Overload)	
Single Trip	\$15.00
Annual	\$65.00

Permit Related Projects	
Land Use Permit Related Services	
* (Engineering Services)	Actual Cost (rate not to exceed \$197.62 per hour)

NEVADA COUNTY FEE SCHEDULE - Proposed FY18/19

Reso 08-336,08-337,08-467,08-479,13-189,14-200,17-030,17-031

PUBLIC WORKS TRAFFIC IMPACT DEVELOPMENT FEES

CODE	TYPE	DESCRIPTION of SERVICE PROVIDED	FY17/18		FY17/18		FY17/18		FY18/19		FY18/19	
			FEE Local	FEE Regional	FEE Local	FEE Regional	FEE Local	FEE Regional	FEE Local	FEE Regional	FEE TOTAL	FEE TOTAL
WESTERN NEVADA COUNTY												
B859.01R1	RESIDENTIAL	ROAD ZONE 01DEV Western Nevada County	\$1,711.00									
B859.01R2	RESIDENTIAL	ROAD ZONE 01REG Western Nevada County		\$3,770.00								\$5,672.84
B859.01G1	SENIOR RES	ROAD ZONE 01DEV Western Nevada County	\$640.00									
B859.01G2	SENIOR RES	ROAD ZONE 01REG Western Nevada County		\$1,410.00								\$2,121.75
B829.01M1	MOBILE HOME in Park	ROAD ZONE 01DEV Western Nevada County	\$897.00									
B829.01M2	MOBILE HOME in Park	ROAD ZONE 01REG Western Nevada County		\$1,976.00								\$2,973.56
B839.01A1	MULTI-FAMILY2ND RES	ROAD ZONE 01DEV Western Nevada County	\$1,184.00									
B839.01A2	MULTI-FAMILY2ND RES	ROAD ZONE 01REG Western Nevada County		\$2,610.00								\$3,926.79
COMMERCIAL (Per 1,000 sq ft)												
B869.01RL1	RETAIL LOW	ROAD ZONE 01DEV Western Nevada County	\$1,711.00									
B869.01RL2	RETAIL LOW	ROAD ZONE 01REG Western Nevada County		\$1,670.00								\$3,481.00
B879.01RM1	RETAIL MED	ROAD ZONE 01DEV Western Nevada County	\$3,657.00									
B879.01RM2	RETAIL MED	ROAD ZONE 01REG Western Nevada County		\$3,568.00								\$7,225.00
B889.01RH1	RETAIL HIGH	ROAD ZONE 01DEV Western Nevada County	\$6,484.00									
B889.01RH2	RETAIL HIGH	ROAD ZONE 01REG Western Nevada County		\$6,327.00								\$12,811.00
B892.01LG1	LODGING	ROAD ZONE 01DEV Western Nevada County	\$462.00									
B892.01LG2	LODGING	ROAD ZONE 01REG Western Nevada County		\$451.00								\$913.00
B897.01MD1	MEDICAL OFFICE	ROAD ZONE 01DEV Western Nevada County	\$2,422.00									
B897.01MD2	MEDICAL OFFICE	ROAD ZONE 01REG Western Nevada County		\$842.00								\$3,264.00
B899.01OF1	OFFICE	ROAD ZONE 01DEV Western Nevada County	\$827.00									
B899.01OF2	OFFICE	ROAD ZONE 01REG Western Nevada County		\$842.00								\$1,669.00
B817.01WH1	WAREHOUSE	ROAD ZONE 01DEV Western Nevada County	\$255.00									
B817.01WH2	WAREHOUSE	ROAD ZONE 01REG Western Nevada County		\$249.00								\$504.00
B819.01IN1	INDUSTRIAL	ROAD ZONE 01DEV Western Nevada County	\$382.00									
B819.01IN2	INDUSTRIAL	ROAD ZONE 01REG Western Nevada County		\$372.00								\$754.00
B825.01SP1	DPW TRIP SPECIFIC RES	ROAD ZONE 01DEV Western Nevada County	\$180.00									
B825.01SP2	DPW TRIP SPECIFIC RES	ROAD ZONE 01REG Western Nevada County		\$396.00								\$576.00
B826.01SP1	DPW TRIP SPECIFIC NON RES	ROAD ZONE 01DEV Western Nevada County	\$72.00									
B826.01SP2	DPW TRIP SPECIFIC NON RES	ROAD ZONE 01REG Western Nevada County		\$70.00								\$142.00
Summary												
			\$1,770.89	\$3,901.85	\$1,770.89	\$1,728.45	\$1,770.89	\$1,728.45	\$1,770.89	\$1,728.45	\$3,489.34	\$3,50
			\$662.40	\$1,459.35	\$662.40	\$2,045.16	\$662.40	\$2,045.16	\$662.40	\$2,045.16	\$2,973.56	\$7.48
			\$928.40		\$928.40							\$13.26
			\$1,225.44	\$2,701.35	\$1,225.44	\$2,701.35	\$1,225.44	\$2,701.35	\$1,225.44	\$2,701.35	\$3,926.79	\$0.94
			\$478.17	\$466.79	\$478.17	\$466.79	\$478.17	\$466.79	\$478.17	\$466.79	\$944.96	\$3.38
			\$2,506.77	\$871.47	\$2,506.77	\$871.47	\$2,506.77	\$871.47	\$2,506.77	\$871.47	\$3,378.24	\$1.73
			\$855.95	\$871.47	\$855.95	\$871.47	\$855.95	\$871.47	\$855.95	\$871.47	\$1,727.42	\$0.52
			\$263.93	\$257.72	\$263.93	\$257.72	\$263.93	\$257.72	\$263.93	\$257.72	\$521.64	\$0.78
			\$395.37	\$385.02	\$395.37	\$385.02	\$395.37	\$385.02	\$395.37	\$385.02	\$780.39	
			\$186.30	\$409.86	\$186.30	\$409.86	\$186.30	\$409.86	\$186.30	\$409.86	\$596.16	
			\$74.52	\$72.45	\$74.52	\$72.45	\$74.52	\$72.45	\$74.52	\$72.45	\$146.97	

FY17/18 FY17/18 FY17/18 FY17/18 FY18/19 FY18/19 FY18/19 FY18/19

EASTERN NEVADA COUNTY		FEE	Local	Regional	FEE TOTAL	FEE	Local	Regional	FEE TOTAL	SQ Ft
B859.02R1	RESIDENTIAL	\$1,711.00	\$0.00		\$1,711.00	\$1,770.89	\$0.00		\$1,770.89	
B859.02R2	RESIDENTIAL									\$1.77
B859.02G1	SENIOR RES	\$640.00	\$0.00		\$640.00	\$662.40	\$0.00		\$662.40	
B859.02G2	SENIOR RES									\$3.78
B829.02M1	MOBILE HOME in Park	\$897.00	\$0.00		\$897.00	\$928.40	\$0.00		\$928.40	\$6.71
B829.02M2	MOBILE HOME in Park									\$0.48
B839.02A1	MULTI-FAMILY/2ND RES	\$1,184.00	\$0.00		\$1,184.00	\$1,225.44	\$0.00		\$1,225.44	\$0.48
B839.02A2	MULTI-FAMILY/2ND RES									\$0.48
COMMERCIAL (Per 1,000 sq ft)										
B859.02RL1	RETAIL LOW	\$1,711.00	\$0.00		\$1,711.00	\$1,770.89	\$0.00		\$1,770.89	\$1.77
B869.02RL2	RETAIL LOW									\$3.78
B879.02RM1	RETAIL MED	\$3,657.00	\$0.00		\$3,657.00	\$3,785.00	\$0.00		\$3,785.00	\$6.71
B879.02RM2	RETAIL MED									\$0.48
B889.02RH1	RETAIL HIGH	\$6,484.00	\$0.00		\$6,484.00	\$6,710.94	\$0.00		\$6,710.94	\$0.48
B889.02RH2	RETAIL HIGH									\$0.48
B892.02LG1	LODGING	\$462.00	\$0.00		\$462.00	\$478.17	\$0.00		\$478.17	\$0.48
B892.02LG2	LODGING									\$2.51
B897.02MD1	MEDICAL OFFICE	\$2,422.00	\$0.00		\$2,422.00	\$2,506.77	\$0.00		\$2,506.77	\$0.86
B897.02MD2	MEDICAL OFFICE									\$0.26
B899.02OF1	OFFICE	\$827.00	\$0.00		\$827.00	\$855.95	\$0.00		\$855.95	\$0.26
B899.02OF2	OFFICE									\$0.40
B817.02WH1	WAREHOUSE	\$255.00	\$0.00		\$255.00	\$263.93	\$0.00		\$263.93	
B817.02WH2	WAREHOUSE									
B819.02IN1	INDUSTRIAL	\$382.00	\$0.00		\$382.00	\$395.37	\$0.00		\$395.37	
B819.02IN2	INDUSTRIAL									
B820.02SP1	DPW TRIP SPECIFIC RES	\$180.00	\$0.00		\$180.00	\$186.30	\$0.00		\$186.30	Per
B821.02SP1	DPW TRIP SPECIFIC NON RES	\$72.00	\$0.00		\$72.00	\$74.52	\$0.00		\$74.52	Trip
B810TIF	TOWN OF TRUCKEE RES									
B815TIF	TOWN OF TRUCKEE COMM									

DPW Cost \$\$	DPW Cost \$\$	DPW Cost \$\$
DPW Cost \$\$	DPW Cost \$\$	DPW Cost \$\$

DPW Cost \$\$	DPW Cost \$\$	DPW Cost \$\$
DPW Cost \$\$	DPW Cost \$\$	DPW Cost \$\$

Exempt	Exempt	Exempt
Exempt	Exempt	Exempt
Exempt	Exempt	Exempt
Exempt	Exempt	Exempt

Exempt	Exempt	Exempt
Exempt	Exempt	Exempt
Exempt	Exempt	Exempt
Exempt	Exempt	Exempt

Community Development Agency - Refund Policy

Agricultural Commissioner – Building Department – Environmental Health – Planning – Public Works

Fees paid to the Community Development Agency, or its departments, for permits, applications, service requests or the like under authority by Resolution of the Board of Supervisors, may be refunded when requested in a timely manner.

A timely manner generally means that no County work on a permit, application or service request has begun. Timely would also reflect that any public hearings related to a permit, application or service request has not been set.

No refund will be considered if application for a refund is made more than 90 days from original payment.

Any County Ordinance that applies a refund policy for any specific fees, such as Solid Waste Parcel Charges, shall override this Agency policy.

All refund requests will be at the discretion of the Department Head or his/her designee and are subject to the following conditions;

- All refund requests must be made in writing.
- Refunds will only be made to the payee who paid such fees.
- All refunds are subject to a \$30 refund processing fee.
- Refund requests that amount to less than \$25 after all appropriate deductions shall not be refunded.