



COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
950 MAIDU AVENUE, SUITE 170, NEVADA CITY, CA 95959-8617
(530) 265-1222 FAX (530) 478-5799 <http://mynevadacounty.com>

Sean Powers, Agency Director

Agricultural Commissioner

Building Department

Environmental Health

Planning Department

Dept. of Public Works

NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: June 5, 2018

TO: Board of Supervisors

FROM: **Community Development Agency Director, Sean Powers**

SUBJECT: A resolution to establish a revised Community Development Agency fee schedule to replace the existing fee schedule for the Building, Environmental Health, Public Works, Agriculture and Planning Departments, including the Code Compliance, Cannabis Policy and Compliance, and County Surveyor Divisions.

RECOMMENDATION: Approve proposed FY 2018-19 CDA Fee Schedule. Make the effective date August 4, 2018 for all fees except the Temporary Medical Commercial Cannabis Permit Fee and make that fee effective June 20, 2018.

FUNDING: Fees and hourly rates included in this proposed fee schedule have been included in the proposed Fiscal Year 2018/19 Community Development Agency budgets. Budget amendments could be required in Fiscal Year 2018/19 if the proposed fee schedule is not approved by the Board of Supervisors.

BACKGROUND:

The proposed FY 2018-19 CDA Fee Schedule is a single document that covers all fees for all services performed by the Building, Environmental Health, Public Works, Agriculture and Planning Departments, including the Code Compliance, Cannabis Policy and Compliance, and County Surveyor Divisions.

The proposed 2018-19 CDA Fee Schedule, attached as Exhibit A of the proposed resolution, shows actual fees proposed for service areas within the Community Development Agency. Most CDA departments are requesting a 3% hourly rate increase to meet cost increases with the exception of the County Surveyor fee schedule that has a proposed 6% rate increase. The Building department is not requesting an hourly rate increase for FY 2018-19. The 2018-19 CDA Fee Schedule includes several changes worth noting.



COUNTY OF NEVADA COMMUNITY DEVELOPMENT AGENCY

950 MAIDU AVENUE, SUITE 170, NEVADA CITY, CA 95959-8617
(530) 265-1222 FAX (530) 478-5799 <http://mynevadacounty.com>

Sean Powers, Agency Director

Agricultural Commissioner

Building Department

Environmental Health

Planning Department

Dept. of Public Works

The revised fee schedule includes an Outdoor Event Ordinance fee. The Board of Supervisors ordained an Outdoor Event policy in 2014 and directed staff to implement Sections G-V 2-2.15 of Article 2 of the General Code. The fees proposed in this fee schedule are required elements of the Outdoor Event Ordinance but have not been adopted by Board resolution. Section G-V 2.6 authorizes an application fee, Section G-V 2.14 authorizes an appeal fee for denial of an event application, Section G-V 2.10 event renewal application fee and Section G-V 2.11 authorizes a re-inspection fee if required. The proposed fees in this fee schedule reflect the actual estimated costs fees authorized by Ordinance 2383.

The 2018-19 fee schedule also includes a new Certified Access Specialist (CASP) fee. This fee, required by Government Code Section 4467, requires the County to assess a \$4.00 fee for every building permit issued. The County will initially retain 90% of the fees collected for the purpose of providing training and support for compliance with construction-related accessibility requirements.

Also new in the 2018/19 CDA Fee Schedule is the new Temporary Medical Commercial Cannabis Permit. This fee, unchanged since its introduction to your Board on May 22, 2018 is listed in the Cannabis Policy and Compliance Fee Schedule.

In this year's proposed Planning hourly rate, it is important to note that the County General Fund is contributing \$1,358,920 of the total cost to provide current and advanced Planning services.

The County of Nevada User Fee Review Group (UFRG) reviewed the proposed FY 2018-19 CDA Fee Schedule. The UFRG determined that the fee study and calculations are consistent with past fee proposals.

The proposed FY 2018-19 CDA fees were presented to the Budget Subcommittee and determined to be appropriate. CDA staff also met with the Nevada County Contractor's Association on March 22 and received no opposition to the proposed fees. Proposed fee changes were also sent to the Contractor's Association of Tahoe Truckee in April and no comments have been received.



COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY

950 MAIDU AVENUE, SUITE 170, NEVADA CITY, CA 95959-8617
(530) 265-1222 FAX (530) 478-5799 <http://mynevadacounty.com>

Sean Powers, Agency Director

Agricultural Commissioner

Building Department

Environmental Health

Planning Department

Dept. of Public Works

The proposed hourly rates are shown below. The current rates were approved by the Board of Supervisors on June 6, 2017 are also shown below.

	<u>Current Rate</u>	<u>Proposed Rate</u>	<u>Percent Change</u>
• Building	\$153.34	\$153.34	0%
• Environmental Health	\$176.14	\$181.42	3%
• Planning	\$145.78	\$150.14	3%
• Code Compliance	\$116.28	\$119.76	3%
• Agricultural Comm.	\$97.26	\$100.16	3%
• County Surveyor	\$165.90	\$175.84	6%

Item Initiated and Approved by: Sean Powers

Submittal Date: May 17, 2018

Revision Date: