



COMMUNITY DEVELOPMENT AGENCY

July 17, 2018

Brian C. Crawford
DIRECTOR

Marin County Board of Supervisors
3501 Civic Center Drive
San Rafael, CA 94903

Marin County Civic Center
3501 Civic Center Drive
Suite 308
San Rafael, CA 94903
415 473 6269 T
415 473 7880 F
415 473 2255 TTY

SUBJECT: Proposed Ordinance to Adjust Fees for Services Provided by the Building and Safety Division of the Community Development Agency

Dear Board Members:

Building and Safety
Environmental Health Services
Planning
Environmental Review
Housing
Sustainability
Code Enforcement
GIS
Federal Grants

RECOMMENDATION: Conduct a merit hearing to consider a proposed ordinance to amend Section 19.04.032 of the Marin County code to adjust Community Development Agency Building and Safety Division fees for Fiscal Years 2018-20.

www.marincounty.org/cda

SUMMARY:

On June 12, 2018, your Board approved by resolution the adjustment of countywide fees consistent with a reasonable cost of providing service for eight departments. The Community Development Agency Building and Safety Division fees were not included in that Board item because our fees are governed by Section 19.04.032 of the Marin County Code. Changes to these fees require an ordinance change and two readings. The current fees have not been adjusted since 2009. On July 10, 2018 your Board conducted a first reading of the proposed ordinance.

Consistent with your Board's direction to ensure that fees and charges keep pace with our cost of providing service, the fees in Exhibit A, effective September 15, 2018, propose a 6% increase to the division's hourly rate, reflecting the cumulative impact of recent cost of living adjustments.

FISCAL/STAFFING IMPACT: We estimate that the proposed fee increase would result in increased Community Development Agency revenues of approximately \$200,000 annually and have been incorporated into the FY 2018-20 Adopted Budget.

Respectfully submitted,

William Kelley
Deputy Director

REVIEWED BY: *(These boxes must be checked)*

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|--|------------------------------|
| <input type="checkbox"/> Department of Finance | <input type="checkbox"/> N/A |
| <input checked="" type="checkbox"/> County Counsel | <input type="checkbox"/> N/A |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> N/A |
| <input checked="" type="checkbox"/> County Administrator | <input type="checkbox"/> N/A |

ATTACHMENT: Proposed Building Fee Ordinance with Exhibit A