

June 28, 2005

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

SUBJECT: Proposed Increase in Community Development Agency - Planning Division Fees.

Dear Board Members:

RECOMMENDATION: Conduct a public hearing on June 28, 2005 regarding the proposed fee ordinance and adopt the attached Ordinance increasing Community Development Agency Planning Division fees effective August 28, 2005.

SUMMARY: CDA is requesting an adjustment to Planning Division fees to cover the increased costs of living adjustments in staff salaries, supplies, and contracts. The proposed fees have been calculated to partially or wholly to reimburse the County for delivering these services. In summary, the following changes to existing fees for planning-related services are requested:

- There is no increase for large family day-care use permits, and overhead costs associated with environmental impact review documents.
- An approximate 4% increase in most permit application and processing fees to offset the actual cost of processing land-use permits.
- Planning will maintain the ability to recover full costs on large, complex, unusual and/or time consuming projects.

Planning fees were last amended by your Board on May 18, 2004, and as a result, through all the divisions of CDA, the General Fund contribution to the Agency, primarily the Planning Division, was reduced by 17%, or more than \$400,000.

FISCAL IMPACT: The proposed fee increases will maintain the County's General Fund subsidization of the Planning Division at current levels.

REVIEWED BY:	<input checked="" type="checkbox"/>	Auditor-Controller	<input type="checkbox"/>	N/A
	<input checked="" type="checkbox"/>	County Counsel	<input type="checkbox"/>	N/A
	<input type="checkbox"/>	Human Resources	<input checked="" type="checkbox"/>	N/A

Respectfully submitted

Alex Hinds
Director

Ian Roth
Administrative Services Manager

Attachment: 1. Draft Ordinance with Exhibit A (Proposed Fee Schedule)