

MARIN COUNTY COMMUNITY DEVELOPMENT AGENCY

ALEX HINDS, DIRECTOR
PLANNING DIVISION

June 24, 2008

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 first reading of the attached ordinance increasing Community Development Agency Planning Division fees and schedule a public hearing for adoption of the ordinance at the regular Board of Supervisor meeting of July 15, 2008 (11:25 a.m.).

SUMMARY: The Community Development Agency staff is requesting an adjustment to Planning Division fees to off-set expenses resulting from implementation of the recently adopted Countywide Plan Update and increases in staff salaries and benefits for the coming fiscal year 2008-2009. The proposed 3% to 7.5% increase in fees has been calculated to partially reimburse the County for delivering these services. In summary, the following changes to existing fees for planning-related services are requested:

- An approximate 3% increase in most permit application and processing fees to offset the actual cost of processing zoning and land use permits. Fees for day-care center use permits, appeals and overhead costs associated with environmental impact review documents are not proposed to be increased, and the existing fee waiver or reduction for affordable housing, community-based projects, and photovoltaic projects would be retained.
- Fees for second units will not be increased and will be charged at 50% of the existing fee as part of the renewed amnesty program through the end of the calendar year.
- The fees have been updated to reflect your Board's recent approval of Development Code amendments to streamline the permit review process for single-family residences and large-family day care home permits.
- Planning will maintain the ability to recover full costs on large, complex, unusual and/or time consuming projects in order to ensure that the fee will cover the actual cost of service.
- The general plan maintenance fee for certain planning applications is proposed to be increased by 4.5% from a 6% surcharge previously approved for the 2008/2009 fiscal year to 10.5%. This surcharge on planning applications is requested to partially offset County costs associated with funding long-range community planning program activities related to implementation of the 2007 Countywide Plan and other general plan update and maintenance needs. The fee increase is also necessary to achieve the first 5% budget reduction scenario proposed by the CDA and approved by the Board of Supervisors as part of the County budget hearings in March of this year.

Planning fees were last amended by your Board in July 2007 in an effort to keep up with the increased cost of providing services. A comprehensive update to the Planning Division's fee schedule will be considered later this year based upon ongoing analysis of user fees and departmental costs of providing planning-related services.

FISCAL IMPACT: The budget for the Planning Division is funded primarily through its fees. The proposed fees will offset, but not cover the current level of the County's General Fund subsidization to the Planning Division operating budget.

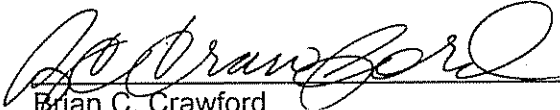
REVIEWED BY:

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Auditor-Controller
County Counsel
Human Resources

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Respectfully submitted



Brian C. Crawford
Assistant Agency Director



Thomas Lai
Deputy Director of Planning Services

Attachment: Proposed Planning Fee Ordinance with Exhibit A (Fee Schedule)