



City of Nevada City

Staff Memorandum for City Council Meeting of September 14, 2011

TO: Honorable City Council
FROM: Dave Brennan, City Manager
SUBJECT: Review and Discussion of Planning Appeal Fee

Recommendation: Provide Direction to Staff as to:

- 1) Whether the Planning Appeal Fee should be restructured, and if desirable,
- 2) What policy elements should be considered in creating a new appeal fee, and
- 3) Direct staff to collect the Steve Dodge, et.al. appeal processing costs incurred for the Mountain Stream Meditation Center CUP in the amount of \$1,107.89.

Background: At the Council's meeting of July 13, 2011, the appellants of the Mountain Stream Meditation Center objected to the appeal fees that they were being charged according to the Nevada City fee schedule adopted on January 10, 2005. The 2005 fee schedule was in effect at the time the appellants filed the appeal. The 2005 fee schedule requires a \$25.00 fee plus all actual costs, if greater. Staff has interpreted the \$25.00 as a minimum payment deposit toward the total of costs when they exceed \$25.00.

An appeal to the Mt. Stream Meditation Center was received from Mr. Steve Dodge on June 3, 2011. At that time, Mr. Dodge signed an Agreement to Pay form and the charge structure was explained to him including how staff time and processing expenses would be charged to the appellants.

On July 7th, the June billing for expenses in the amount of \$650 was sent to Mr. Dodge with a follow explanation that the invoice was due and payable in 30 days. Mr. Dodge and the other appellants, Mr. Schiffner and Mr. Heilman have voiced their objection to the fees stating that they believe staff time charged was excessive and other jurisdictions charge lower fees.

Attached is a summary memorandum from the City Planner, Cindy Siegfried with attachments for a detailed background.

Discussion: In response to the objections raised by the appellants, the City Council has requested that this matter be brought to the City Council agenda for discussion and possible action. In my review of the costs incurred by the City and subsequent charges included in the invoices dated July 7, 2011 and August 1, 2011, I have found that if anything, the appellants have not been charged the full cost of staff time to prepare the information and presentation to the City Council for the appeal. To properly prepare the documentation resulting from an appeal to a Planning Commission action and provide guidance to the City Council on the issues and actions associated with the hearing and acting on the appeal, staff spends several hours bringing the matter to the City Council. It is important to note that an incomplete or inadequate public hearing process can result in litigation if one or the other party chooses to

pursue that venue after the appeal process concludes. Flaws in the process can affect a City Council or Planning Commission action which could result in additional costs in addition to legal defense costs. So, making sure the process is complete and protects the proprietary interests of the parties is a significant responsibility.

The charges made against the appellant's \$25.00 deposit does not include the following expenses which could reasonably have been included:

- 1) Administrative costs (\$35/hr) not expensed at the City Planner rate (\$50/hr)
- 2) Minimum staff time was charged – hours rounded downward and reasonable time for work performed rather than actual
- 3) Staff time for onsite visits with Council Members not charged.
- 4) Internal staff meetings on topic amongst City Planner, City Engineer, City Attorney and City Manager not charged.
- 5) City Manager time meeting with appellants not charged
- 6) Staff time spent at August 10th and 24th for this issue not charged
- 7) No charges made after 7/26/2011

We have capped the charges to the appellant at \$1,107.89. It is my estimate that the City as incurred at least double that expense for staff time and processing costs of this appeal.

Because the terms of the appeal cost were clearly explained and accepted by the appellants and we have judiciously kept the cost to them at a minimum, I believe the City Council should direct staff to require payment under the terms of the Payment Agreement and expect payment of the \$1,107.79 within 30 days of your meeting of August 24th. In my last meeting with the appellants, I advised them that it would be my recommendation to the City Council that any changes in the appeal fee structure should appropriately be applied to future appeals. That reducing the fee to their situation would be a gift of public funds. However, under certain circumstances fees can be waived, but that requires a finding of public benefit which I do not believe is present in this case. If the City Council decides to change the newly adopted appeal fee that went into effect August 1st (\$400 deposit for actual cost of time and materials), then I am recommending that the Council provide the policy elements they would like to see contained in that fee structure (e.g. limits to avoid prohibitive fee level, amount of general fund subsidy, refund, straight fee vs. deposit account, etc). Staff will then bring back some alternatives for the Council to consider.

I have attached a survey of appeal fees that neighboring jurisdictions have adopted which show some variations on how an appeal fee can be structured. While the amount of fees in other jurisdictions is not necessarily an appropriate method to determine local fees, it does provide regional perspective. If one were to survey all of California, you would find cities and counties with higher and lower fee structures. The trend is generally toward higher fee structures for appeals, but still recognizing the need to not stifle the public's financial ability to appeal decisions made administratively or by Planning Commissions.

Fiscal Impact: Unknown at this time

SUMMARY OF AREA JURISDICTION FEES RELATIVE TO APPEALS

JURISDICTION	FEE
City of Grass Valley	\$330 Flat to Appeal to Commission (from staff or Design Review Committee) \$291 or 20% of application fee, whichever is greater to Appeal to Council (i.e. Use Permit fee is \$2,266 and 20% is \$452 Flat fee) Appeal fees are refunded if ruling is in favor of the appellant.
Nevada County	Appeals to Board of Supervisors from Planning Commission: \$1,342.28 (includes flat fee of 10 hours of Planner time of \$1,196.20 and 1 hour of Environmental Health of \$146.08)
City of Auburn	\$100 Flat
Town of Truckee	\$520 Flat to Appeal to Commission (from staff or other decision) \$780 Flat to appeal to Council
City of Colfax	\$1200 Deposit
Placer County	\$520 Flat

TO: Dave Brennan, City Manager
Catrina Andes, Finance Director

FROM: Cindy Siegfried, City Planner *CS*

DATE: July 18, 2011

RE: Invoicing of Mt. Stream Meditation Center Appeal

In response to the Council's questions about the appeal process and fees relative to the appeal of the Mountain Stream Meditation Center appeal, the following background information is provided.

1. The Planning Commission approved the use permit on May 19, 2011 and the appeal was received on June 3, 2011. Steve Dodge submitted the appeal and the \$25 deposit and signed an Agreement to Pay Form (Attachment #1). The \$25 fee is the City's current appeal fee and listed as such under Resolution 2005-02 (Attachment #5). *until August*

When I received the appeal, I informed Steve that the \$25 fee was a deposit and that staff time would be billed against the fee. He was aware of this and we discussed the fees that would be applied such as staff time to prepare the staff reports and attend the meetings, as well as postage and legal publication fees. I told him invoices would be prepared and given to him.

I also informed Steve that the new appeal fee would be \$400 as a deposit with the new fee schedule which becomes effective in August, and was recently approved by the Council. We both understood that the \$400 fee would NOT be applied to this appeal.

2. Steve sent me an email dated June 10, 2011, (all emailed in Attachment #3) stating he was representing the Appellants with the request and discussed setting a meeting date for the appeal. The Appellants had requested either a special meeting or a meeting date in August due to the Wednesday Summer Nights event. I responded that a special meeting would incur extra costs such as a \$200 fee to videotape the meeting, and that I wanted him to be aware of these costs. Steve responded June 17 that the Appellants "would cancel the request for a special meeting and accept what the Council decides for a date."
3. On July 1, 2011 I sent an email to Steve informing him of the status of the appeal and the costs to date including the City Planner and City Attorney costs and reminding him of the upcoming postage and legal noticing fees. On July 11, 2011 Steve responded with thanks for the information and asking how long they have to pay the invoice. I responded that according to the Agreement to Pay form there is a 30-day billing period.

STAFF COMMENT

Staff has been very aware of the costs associated with an appeal in this instance. It is standard procedure in the City that the City Attorney review any legal documents prepared by the City Planner such as CEQA environmental studies, staff reports to the Planning Commission and City Council, as well as appeals and procedures.

Past Appeals

There have not been many appeals in the past, however in 2008 an appeal of a Planning Commission by Ruth Bleau was received, where she appealed the Planning Commission conditions of approval of her construction of an art studio that was built out of compliance. Ms. Bleau's appeal was heard by the Council who upheld the Commission's approval. The time tracking of staff time is attached (Attachment #4) which resulted in 14 hours of the City Planner and 9 hours of the City Attorney for a total of \$2050. This cost was never recovered by the City and the Finance Director can be asked more about the attempts for payment of the appeal costs.

In July of 2009 an appeal was submitted by a resident, of three sign approvals by the Planning Commission. The appeal was quickly placed on the next available City Council agenda and the City Manager decided to not time track this appeal.

Current Appeal

The current appeal has been carefully time-tracked by staff. It should be noted that the City Attorney listed 1.5 hours to review the procedure, however spent at least 3.5 additional hours reviewing the appeal and creating a memorandum as to the appeal process. The additional hours were not billed. Also, the City Planner was responsible for the copying and assembling of the staff report as the Administration Staff was preparing the utility billing. The time billed for this work will not be charged at the City Planner rate but rather at the administrative rate. Staff has spent a great deal of time on this appeal and has charged the minimum costs that we can to the appellant.

Attachments:

- #1 Agreement to Pay form dated June 3, 2011 signed by Steve Dodge
- #2 City Invoice dated July 7, 2011 for current Mt Stream appeal
- #3 Emails between City Planner and Steve Dodge
- #4 2008 Time Tracking form for Ruth Bleau appeal
- #5 Current Fee Schedule (Resolution 2005-02)
- #6 Fee Schedule adopted in 2011, effective August, 2011



RECEIVED

JUN - 3 2011

City of Nevada City

City of Nevada City

AGREEMENT TO PAY FORM

Nevada City fees are based on Council-approved Resolution 2005-02. Hourly fees and fees for services in excess of a minimum fee collected, are billed to the applicant based on the Council approved fee schedule in effect at the time the work is performed by staff. This AGREEMENT TO PAY FORM must be signed and original signatures submitted to City Hall along with the completed permit forms and the initial payment of fees.

I/We understand that the City of Nevada City will bill as services are rendered, and I/We agree to pay such billing within thirty (30) days of the mailing of such billing for the project/permit. All fees must be paid prior to the granting of any permits, approval, or any land use entitlement for which services are required. The collection of fees, however, does not guarantee the granting of any permits, approvals, or land use entitlements for which I/We are applying.

SITE INFORMATION:

Site Address 710 ZION ST

Property Owner/Business Name: MOUNTAIN STREAM
MEDITATION CENTER

INVOICES AND/OR NOTICES TO BE MAILED TO:

Name: STEVE DODGE

Address: PO BOX 44, NEVADA CITY, CA 95959

Telephone: 530-265-4654

SIGNATURE: *Steve Dodge*

CDL# K0924069 DATE 6/3/11

PRINTED NAME: STEVE DODGE

attach 1

INVOICE

To: Steve Dodge, Appellant
From: Mary Lundin, Account Clerk
Date: July 7, 2011

RE: Charges for Appeal of Planning Commission approval of Mt. Stream Meditation
Center to City Council **for month of June**
710 Zion Street, Nevada City

DATE: SERVICES: TIME

City Planner Charges (@ \$50/hour)

6/3/11	Receive and process appeal	.5
6/8/11	Prepare letter to appellants regarding City Council scheduling of date	.5
6/14/11	Prepare Council staff report requesting hearing date	.5
6/15/11	Prepare staff report for 7/27/11 hearing	1.0
6/21/11	Prepare staff report	2.5
6/22/11	Attend Council meeting of 6/22/11	1.0
6/27/11	Send notice of appeal date and appeal procedures	.5
6/28/11	Finalize staff report and supporting data	1.0

TOTAL HOURS CITY PLANNER: 7.5
Total Cost City Planner (7.5 x \$50) \$375.00

City Attorney Charges (@\$150/hour)

6/6/11	Review appeal, discuss procedure w/staff	.5
6/13/11	Prepare appeal procedures	1.0
6/22/11	Review and edit staff report	.5

TOTAL HOURS CITY ATTORNEY 2.0
Total Cost City Attorney (2.0 x \$150) \$300.00

TOTAL CHARGES FOR JUNE, 2011 \$675.00
Subtract \$25 appeal fee/deposit - 25.00

Total Due and payable \$650.00

Attach 2

INVOICE

To: Steve Dodge, Appellant
From: Mary Lundin, Account Clerk
Date: August 1, 2011

RE: Charges for Appeal of Planning Commission approval of Mt. Stream Meditation
Center to City Council for month of July
710 Zion Street, Nevada City

<u>DATE:</u>	<u>SERVICES:</u>	<u>TIME</u>
<u>Administrative Costs (@ 35/hour)</u>		
7/1/11	Assemble and copy Council staff report	1.0
7/11/11	Distribute staff report to Council and parties	1.0
7/12/11	Mail public notice to 300-foot list	.5
TOTAL ADMIN HOURS		2.5
Total Cost Admin Staff (2.5 x \$35)		\$ 87.50
<u>City Planner Charges (@ \$50/hour)</u>		
7/7/11	Prepare Notice of Public Hearing and send to Union	1.5
	Finalize Council packet	
7/25- 26/11	Prepare Power Point Presentation	2.0
TOTAL HOURS CITY PLANNER:		3.5
Total Cost City Planner (3.5 x \$50)		\$175.00
<u>OTHER DIRECT COSTS</u>		
7/12/11	80 copies of Public Notice @ .10-cents/page	8.00
7/12/11	Postage for 80 notices	35.20
7/15/11	The Union legal notice	152.19
TOTAL OTHER DIRECT COSTS:		\$195.39
TOTAL CHARGES FOR JULY, 2011		\$457.89
(Due are June, 2011 charges)		\$650.00
Total Due and payable		\$1,107.89

Cindy Siegfried

From: Stephen Dodge Admin [swd12.ad@att.net]
Sent: Friday, June 17, 2011 7:09 AM
To: Cindy Siegfried
Subject: RE: July 13 710 Zion St. Appeal Meeting

Cindy,

Thanks for the information. We will cancel the request for a special meeting and accept what the council decides for a date.

Steve Dodge

From: Cindy Siegfried [mailto:Cindy.Siegfried@co.nevada.ca.us]
Sent: Tuesday, June 14, 2011 11:17 AM
To: 'Stephen Dodge Admin'
Subject: RE: July 13 710 Zion St. Appeal Meeting

Hi Steve....I will soon be preparing a brief staff report for the Council requesting them to set a public hearing date for the Meditation Center....just a reminder that if they were to agree to a special meeting, the appellants would be responsible for the costs involved in a special meeting, including the \$200 for the video taping of the meeting, as well as well as extra staff time...the Council has continued to hold meetings during special events so maybe other methods might be considered such as carpooling.....just wanted to be sure you are aware of any additional costs associated with a special meeting....so please let me know. Cindy

From: Stephen Dodge Admin [mailto:swd12.ad@att.net]
Sent: Friday, June 10, 2011 2:09 PM
To: Cindy Siegfried
Cc: Greg Shiffner; Jeff Heilmann
Subject: July 13 710 Zion St. Appeal Meeting

Hello Cindy,

I am representing the Appellants with this request. We are requesting that the meeting be moved to another day other than Wednesday in July (special meeting?) or a regular meeting in August.

July 13 is also Summer Nights and we expect a large number of people to attend the meeting. If held at this time it would be difficult for some people to attend as City Hall is basically inaccessible during this event and it would be virtually impossible for disabled and elderly people to get to the meeting.

Please consider this request as it would benefit everyone concerned with this appeal.

Thank you.

Steve Dodge
 20 Heilmann Court
 Nevada City, CA 95959
 530-265-4654

Attach 3

Cindy Siegfried

From: Cindy Siegfried
Sent: Friday, July 01, 2011 9:57 AM
To: 'Stephen Dodge Admin'; 'Stephen Dodge'
Cc: Catrina Andes
Subject: Status of Staff Time on Appeal

Good morning, Steve....I am in the process of compiling and copying the staff report for distribution to the Council, appellants and applicants on July 11, 2011....I wanted to give you an update as to the hours spent on this appeal.....to date I have spent 9 hours (City Planner at \$50/hour)...I believe the City Attorney has spent at least 2 hours at \$150/hour.....Admin staff will be copying the agenda and we also will be mailing the public notice as well as publishing it in The Union....those costs will be given to you as soon as they are figured....we will also be adding staff time to prepare the Council presentation and meeting time.....A detailed invoice will be created. Thanks.

Cindy Siegfried, City Planner
City of Nevada City
530-265-2496

Cindy Siegfried

From: Cindy Siegfried
Sent: Monday, July 11, 2011 10:33 AM
To: 'Stephen Dodge'
Subject: RE: Staff Report for Meditation Center

①

Hello....the invoice is for June and the Agreement to Pay form states that billings must be paid within 30 days....and all fees must be paid prior to the granting of any permits, approval or land use entitlement.....Cindy

From: Stephen Dodge [mailto:swd12@att.net]
Sent: Monday, July 11, 2011 10:25 AM
To: Cindy Siegfried
Subject: RE: Staff Report for Meditation Center

②

Cindy,
Thanks for the information. Probably Gregg or myself will pick them up this afternoon. How long do we have to pay the invoice?

Steve

From: Cindy Siegfried [mailto:Cindy.Siegfried@co.nevada.ca.us]
Sent: Monday, July 11, 2011 9:50 AM
To: 'Stephen Dodge Admin'; 'Stephen Dodge'
Subject: Staff Report for Meditation Center

③

Hello Steve....wanted you and Greg to know that the staff report and attachments are ready for pick up here at City Hall for the appeal of the Meditation Center...these packets are being delivered to the Council this morning and the legal notice will be mailed to the 300-foot adjacent property list as well as being placed in The Union....do you want to pick up Gregg's packet as well for him so you two have it? I've included you two as being the main contacts for the appellants.....staff has also prepared the June billing and an invoice will be included. Let me know if you have questions....Cindy

Cindy Siegfried, City Planner
City of Nevada City
530-265-2496

2008

TIME TRACKING FOR BLEAU APPEAL:

<u>DATE:</u>	<u>WORK PERFORMED</u>	<u># HOURS</u>
City Planner:		
5/15/08	Prepare Staff Report	6
5/16/08	Prepare Attachments for SR	3
5/19/08	COMPLETE STAFF REPORT	1
5/21/08	Review final staff report for CC Pkt	1
5/28/08	Attend CC meeting and present Staff report	<u>3</u>
Total City Planner Hours:		14 @ \$50 = 700
City Attorney time: Review of Case		<u>9 @ \$150 = \$1350</u>
GRAND TOTAL HOURS:		<u>23</u>
	<u>\$2050 Total cost</u>	

Hourly Rate:

City Planner \$ 50

City Attorney \$150

Attach 4

**RESOLUTION 2005-02
LAND USE FEES
EXHIBIT A**

APPLICATION TYPE	PROCESSING FEE
Tentative Parcel Map	\$595.00+\$385.00 per parcel
Tentative Final Map	\$1,295.00+\$210.00 per parcel
Planned Unit Development	\$1,470.00+\$210.00 per parcel
Lot Line Adjustment	\$500.00
Reversion to Acreage Map	\$100.00
Commercial/Industrial Site Plan	\$1,610.00 deposit + actual costs, if greater
Conditional Use Permit	\$1,610.00 deposit + actual costs, if greater
Second Dwelling Unit Permit	\$100.00 deposit + actual costs, if greater <i>#250 flat rate</i>
Home Occupation Use	\$560.00
Minor Architectural Review (No new floor area added)	\$50.00
Architectural Review (less than 25% of the original area of the existing home)	\$100.00
Architectural Review (construction of new home or addition to an existing home which is greater than 25% of the original area of the existing home)	\$500.00
Non-residential architectural review	\$500.00
Sign Review	\$50.00
Change of Occupancy Review	\$100.00
Tree Removal Permit	\$50.00 + cost of arborist review, if necessary
Demolition of Accessory Building	\$200.00
Demolition of Primary Building	\$500.00
Zone Change or Pre-Zoning	\$1,820.00+actual cost, if greater
General Plan Amendment	\$1,820.00+actual cost, if greater
Specific Plans	\$1,820.00+actual cost, if greater
Environmental Review	\$200.00+actual cost, if greater
EIR Preparation	Actual consultant cost, estimated cost deposit paid in advance
EIR RFP and Processing	\$3,500.00 + actual costs, if greater
Variance	\$300.00 + actual costs, if greater
Public Hearing	\$500.00 + actual costs, if greater
Extension of Time	\$200.00 + actual costs, if greater
Appeal	\$25.00 + actual costs, if greater
Improvement Plan/Grading Plan Checking	1.5% of engineer's estimate using prevailing unit prices or as updated by UBC
Improvement Plan/Grading Plan Inspection	4.5% of Engineer's estimate using prevailing unit prices or as updated by UBC
Encroachment Permit	\$100.00 + actual costs, if greater <i>(175 per bill)</i>
Formal Pre-Application Review	\$700.00 + actual costs, if greater
Final/Parcel Map Checking	Actual cost
Easement or Road Abandonment or Quit Claim Deed Processing	Actual cost
Certificate of Compliance	Actual cost
After-the-fact applications Any permit listed above with fee:	Twice the permit fee plus enforcement costs, if greater
Any permit with no fee listed	\$70.00 plus enforcement costs, if greater

*1610 Use Permit
500 Lotline*

*1230 single family residential sewer connection
attach 5*

**Resolution 2005-02
General Services Fees
Exhibit "B"**

SERVICE REQUESTED	FEE
Verbatim Minutes	Actual cost with estimated fees to be paid in advance.
Copies of Tapes	\$5.00/per tape plus \$22.00/per hour
Photo Copies (including Ordinances, Resolutions and other booklets): Single-Sided Doubled-Sided	\$0.25/per page + personnel costs (25 pages or more) \$0.50/per page + personnel costs (25 pages or more)
Copies of aerial photos, maps or drawings that cannot be reproduced at City Hall	Actual Cost of duplication plus a 25% administrative fee
Documents in stock and printed	\$0.20/per page
City Council Agenda Packets (ordered in advance)	\$15.00
Budget or Financial Statements	\$10.00 each
Certification of documents	\$5.00 each
Non-conforming Use – Rebuild Letters	\$10.00 each
Request for Records Readily Available Archived Records	\$0.25/per page Actual cost of staff time to retrieve
Duplicate or Amended License	\$10.00
Application to transfer water/sewer service	\$25.00
Returned Check Processing Fee	\$25.00 plus sum of check
Water Turn-on/Turn-off	\$25.00 off – during regular working hours \$25.00 on – during regular working hours \$50.00 off – during weekends or off hours \$50.00 on – during weekends or off hours
Personnel costs for special services, including administrative review provided by City Staff where special interests are served (other than the general public):	
City Manager	\$65.00
City Clerk	\$50.00
City Engineer	\$75.00
City Planner	\$50.00
City Attorney	\$150.00
Recreation Director	\$50.00
Director of Public Works	\$50.00
Public Works Supervisor	\$35.00
Maintenance Worker I	\$25.00
Maintenance Worker II	\$30.00
Chief of Police	\$70.00
Police Sergeant	\$55.00
Police Officer	\$45.00
Records Clerk	\$32.00
Office Staff	\$35.00
Fire and Police Department: (See separate Resolution)	

New Fee Proposal
 Planning Department
 Nevada City

May-04-2011

<u>Application Type</u>	<u>Fee or Deposit & T&M</u>	<u>Actual 2005</u>	<u>Proposed 2011</u>
Tentative Parcel Map	Deposit - Actual Cost (T&M)	\$595+\$385 per parcel	\$595+\$385 per parcel
Tentative Final Map	Deposit - Actual Cost (T&M)	\$1,295+\$210 per parcel	\$1,295+\$210 per parcel
Planned Unit Development	Deposit - Actual Cost (T&M)	\$1,470+\$210 per parcel	\$10,000
Lot Line Adjustment	Fee	\$500	\$500
Reversion to Acreage Map	Fee	\$100	\$100
Commerical/Industrial Site Plan	Deposit - Actual Cost (T&M)	\$1,610	\$2,000
Conditional Use Permit	Deposit - Actual Cost (T&M)	\$1,610	\$2,000
Second Dwelling Permit	Deposit - Actual Cost (T&M)	\$250	\$250
Second Dwelling Use Permit	Deposit - Actual Cost (T&M)	\$750	\$750
Home Occupation Use	Fee	\$560	Delete
Minor Architectural Review (No new floor area added)	Fee	\$50	\$50
Architectural Review (addition less than 25% of the original area of existing home)	Fee	\$100	\$200
Architectural Review (construction of new home or addition greater than 25% of the original area of existing home)	Deposit - Actual Cost (T&M)	\$500	\$800
Non-residential architectural review	Deposit - Actual Cost (T&M)	\$500	\$800
Sign Review	Fee	\$50	\$100
Sign Review (outside Historic Section)	Fee	\$50	\$100
Change of Occupancy Review	Fee	\$100	\$100
Tree Removal (Dead, Diseased, or Danger)	Fee	\$50	\$100
Tree Removal (Healthy - no Danger)	Fee	\$50	\$100
Demolition of Accessory Building	Fee	\$200	\$200
Demolition of Primary Building	Fee	\$500	\$500
Zone Change or Pre-Zoning	Deposit - Actual Cost (T&M)	\$1,820	\$2,000
General Plan Amendment	Deposit - Actual Cost (T&M)	\$1,820	\$2,000
Specific Plans	Deposit - Actual Cost (T&M)	\$1,820	\$2,000
Environmental Review	Deposit - Actual Cost (T&M)	\$200	\$500
EIR Preparation	Deposit - Actual Cost (T&M)	Actual Consultant Cost - estimated cost deposit paid in advance	Actual Consultant Cost - estimated cost deposit paid in advance
EIR RFP and Processing	Deposit - Actual Cost (T&M)	\$3,500	\$3,500
Variance	Deposit - Actual Cost (T&M)	\$300	\$500
Public Hearing	Deposit - Actual Cost (T&M)	\$500	Delete
Extension of Time	Deposit - Actual Cost (T&M)	\$200	\$200
Appeal	Deposit - Actual Cost (T&M)	\$25	\$400

Attach 6

New Fee Proposal
Planning Department
Nevada City

May-04-2011

<u>Application Type</u>	<u>Fee or Deposit & T&M</u>	<u>Actual 2005</u>	<u>Proposed 2011</u>
Improvement Plan/Grading Plan Checking	<i>Deposit - Actual Cost (T&M)</i>	1.5% of engineer's estimate using prevailing unit prices or as updated by UBC	1.5% of engineer's estimate using prevailing unit prices or as updated by UBC
Improvement Plan/Grading Plan Inspection	<i>Deposit - Actual Cost (T&M)</i>	4.5% of engineer's estimate using prevailing unit prices or as updated by UBC	4.5% of engineer's estimate using prevailing unit prices or as updated by UBC
Encroachment Permit	<i>Deposit - Actual Cost (T&M)</i>	\$100	\$100
Formal Pre-Application Review	<i>Deposit - Actual Cost (T&M)</i>	\$700	\$700
Time with Staff	<i>Fee</i>	Hourly Rate of Requested Staff	Hourly Rate of Requested Staff
Final/Parcel Map Checking	<i>Deposit - Actual Cost (T&M)</i>	Actual Cost	\$250
Easement or Road Abandonment or Quit Claim Deed Processing	<i>Deposit - Actual Cost (T&M)</i>	Actual Cost	\$250
Certificate of Compliance	<i>Deposit - Actual Cost (T&M)</i>	Actual Cost	\$500
After-the-fact Applications: Any permit listed above with fee:		Twice Permit Fee + enforcement costs, if greater	Twice Permit Fee + Staff T&M
Any permit with no fee listed:		\$70 + enforcement costs, if greater	\$70 + Staff T&M
Zoning Ordinance	<i>Fee</i>	\$15	\$15
Land Use Map	<i>Fee</i>	\$1	\$15