

# LAFCO

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## Santa Barbara Local Agency Formation Commission

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July 7, 2011 (Agenda)

Local Agency Formation Commission  
105 East Anapamu Street, Room 403  
Santa Barbara CA 93101

### Proposed Processing Fee Schedule

Dear Members of the Commission:

#### RECOMMENDATION

It is recommended the Commission adopt the enclosed Fee Schedule to become effective on August 8, 2011.

#### DISCUSSION

The Commission generates revenue from fees paid by applicants to process boundary changes, sphere modifications and out-of-agency service approvals. The current and recommended fee schedules are shown on the enclosure.

The modified Fee Schedule as approved by the Commission on June 2 was distributed to the County, cities and special districts for their review. To date we have received no comments about the proposed schedule from local agencies or any members of the public.

Please contact the LAFCO office if you have any questions.

Very truly yours,



BOB BRAITMAN  
Executive Officer

**SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION**  
**PROPOSED SCHEDULE OF PROCESSING FEES**

To be effective August 8, 2011

Annexations and Detachments

<u>Acreage</u>	<u>Existing Fee</u>	<u>Proposed Fee</u>
Less than 5	\$ 640	\$ 1,430 (10 hours)
5 to 10	890	2,000 (14 hours)
10 to 25	1,265	2,430 (17 hours)
25 +	2,625	4,290 (30 hours)

Staff hours in excess of those shown in parentheses shall be charged at an hourly rate of \$143. Such fees shall be paid within 30 days of invoice. No boundary change shall be recorded until all fees are paid.

Reorganizations:

Annexation or detachment fee plus a 20% surcharge for each additional change of organization in the application, except for detachments from the County Fire Protection District or CSA 32.

Formations and Incorporations \$ 2,530 \$ 8,580 (60 hours)

In addition to the processing fee, the cost of preparing the comprehensive fiscal analysis shall be borne by the applicant, proponents or supporters of the incorporation.

Sphere of Influence Amendment \$970 \$ 1,070

Out-of-Agency Service Agreements The same fee as for an annexation.

Documents 1-50 pages is \$0.25 a page; 50+ is \$0.10 page

DVDs of LAFCO meetings \$20

**Fee Policies:**

1. Fees may not be charged for proposals that result from LAFCO orders.
2. Fees must be received at the time application materials are submitted.
3. Allowed refunds are based on staff effort that has been expended prior to the withdrawal of the application as follows:

After staff requests reportbacks	80% of the fee
After Certificate of Filing has been issued	50% of the fee
After Executive Officer Report has been issued	20% of the fee

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4. A supplemental fee shall be charged for proposals that require LAFCO to conduct protest hearings. The fee shall include out-of-pocket costs to publish and mail notices of hearing to landowners and registered voters as required by law.
5. A supplemental fee shall be charged when a Commission meeting, that would not otherwise be held, is held at the request of an applicant. The fee includes Commissioner per diem stipends and mileage reimbursement and out-of-pocket costs to copy and mail the notice of hearing and agenda packet for the meeting.
6. A supplemental fee shall be charged to recover actual costs for preparing environmental documents when LAFCO is the lead agency. The fee shall include out-of-pocket costs to prepare, copy and distribute the environmental document.
7. A supplemental fee shall be charged to recover out-of-pocket costs to copy documents that exceed 100 pages for distribution to the members of the Commission.
8. A \$1,100 deposit payable to “County of Santa Barbara” for reviewing maps and legal descriptions must be submitted with proposals that include maps and legals. Boundary changes will be completed only when obligations to the County Surveyor are satisfied.
9. The processing fee to file a request for reconsideration is 50% of the original processing fee amount. The fee shall be returned to the applicant if the Commission determines that the reconsideration is required to correct a procedural defect in its earlier action.
10. The cost for the State to review the Comprehensive Fiscal Analysis for an incorporation shall be the responsibility of those requesting the review.