

# LAFCO

---

**Santa Barbara Local Agency Formation Commission**  
105 East Anapamu Street ♦ Santa Barbara CA 93101  
805/568-3391 ♦ FAX 805/647-7647  
www.sblafco.org ♦ lafco@sblafco.org

April 5, 2012 (Agenda)

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

## **Proposed Processing Fee Schedule for FY 2012-13**

Dear Members of the Commission:

### RECOMMENDATION

Direct the Executive Officer to distribute the Proposed Fee Schedule to the County, cities, special districts, land use consultants, engineers and other interested parties, and schedule a public hearing on June 7 to consider adopting the revised schedule.

### DISCUSSION

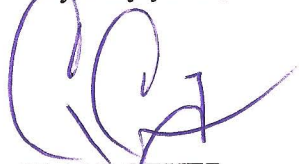
The Commission generates revenue from processing fees paid for boundary changes, requests for sphere modifications and out-of-agency service approvals. The existing fee schedule and recommended changes in the schedule are shown on the enclosure.

Processing fees were increased significantly a year ago and it is recommended the fees be further increased to recover a greater portion of Commission operating costs.

We recommend the fee schedule be modified to eliminate any refund after the Executive Officer Report has been issued.

Please contact the LAFCO office should you have any questions.

Very truly yours,



CRAIG GEYER  
Ad hoc Budget Committee



BOB SHORT

**SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION**

**PROPOSED SCHEDULE OF PROCESSING FEES**

To be effective July 1, 2012

Annexations and Detachments

<u>Acreage</u>	<u>Existing Fee</u>	<u>Proposed Fee</u>
Less than 5	1,430	\$ 1,750 (10 hours)
5+ to 10	2,000	2,450 (14 hours)
10+ to 25	2,430	2,975 (17 hours)
25+ to 99	4,290	5,250 (30 hours)
100+	Fee to be determined at the time application is received	

Staff hours in excess of those shown in parentheses shall be charged at an hourly rate of \$175. Such fees shall be received prior to the time the staff records the proposed boundary change.

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.

<u>Formations and Incorporations</u>	8,580	\$10,500 (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.

<u>Sphere of Influence Amendment</u>	1,070	\$ 1,285
--------------------------------------	-------	----------

<u>Out-of-Agency Service Agreements</u>	The same fee as for an annexation.	
---	------------------------------------	--

<u>Documents</u>	1-50 pages is \$0.25 a page; 50+ is \$0.10 page	
------------------	---	--

<u>DVDs of LAFCO meetings</u>	\$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
<del>After Executive Officer Report has been issued</del>	<del>20% of the fee</del>

4. If an annexation occurs within one year of the date the affected property receives an out-of-agency service approval the annexation fee shall be reduced by fifty percent.
5. 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.
6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. The cost for the State to review the Comprehensive Fiscal Analysis for an incorporation shall be the responsibility of those requesting the review.