

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

March 3, 2011 (Agenda)

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

Proposed Processing Fee Schedule for FY 2011-12

(Continued from February 3 meeting)

Dear Members of the Commission:

RECOMMENDATION

Direct the staff 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 May 5 to consider adopting the revised schedule.

DISCUSSION

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

Commission options are to retain the existing fee schedule or make adjustments. The staff recommends fees be increased by about one and two-tenths percent (1.2%) to reflect incremental inflationary changes. We feel this is preferable to keeping the same fees for multiple years and then increasing them significantly at one time.

In addition, we are recommending Section 9 be added to the fee schedule. It specifies that should it appear a new proposal might require significant staff time we can bring the matter to the Commission for a possible time-and-materials fee agreement with the applicant.

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 July 1, 2011

Annexations and Detachments

	<u>Existing Fee</u>	<u>Proposed Fee</u>
Acreage		
Less than 5	\$ 640	\$ 655
5 to 10	890	900
10 to 25	1,265	1,290
25 +	2,625	2,675

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>	\$2,530	\$2,580
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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>	970	\$990
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<u>Out-of-Agency Service Agreements</u>	The same fee as for an annexation.	
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<u>Documents</u>	1-50 pages is \$0.25 a page; 50+ is \$0.10 page	
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<u>DVDs of LAFCO meetings</u>	\$20	
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Fee Policies:

1. Fees are not charged for proposals that result from LAFCO orders or recommendations.
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
4. A supplemental fee shall be charged for proposals that require LAFCO to conduct public hearings, including conducting authority hearings. The fee shall recover actual costs to publish notices and mail notices to landowners and registered voters as required by law.
5. An additional fee to recover actual costs may be charged for preparing environmental documents when LAFCO is the lead agency.
6. 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.

PROPOSED SCHEDULE OF PROCESSING FEES to be effective July 1, 2011.

7. The fee for filing a request for reconsideration shall be 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.
8. The cost for the State to review the Comprehensive Fiscal Analysis for an incorporation shall be the responsibility of those requesting the review.
9. Should it appear a new proposal might require significantly more staff time than would be reflected by the standard fee, the staff may bring the matter to the attention of the Commission for a possible time-and-materials fee agreement with the applicant.