

PUBLIC HEALTH DEPARTMENT  
ENVIRONMENTAL HEALTH SERVICES  
ORGANIZED CAMPS AND HOUSING COMPLAINT  
INSPECTIONS

ATTACHMENT D1

**RESOLUTION OF THE BOARD OF SUPERVISORS  
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA**

**IN THE MATTER OF ADOPTING FEES FOR )  
ENVIRONMENTAL HEALTH SERVICES )  
RELATING TO ORGANIZED CAMPS AND )  
HOUSING COMPLAINT INSPECTIONS )**

**RESOLUTION NO.** \_\_\_\_\_

**WHEREAS**, California Health and Safety Code §18897.4 requires that every local health officer shall enforce minimum standards adopted by the California Department of Health Services related to organized camps as defined in Health and Safety Code §18897; and

**WHEREAS**, Santa Barbara County Code §16-39 provides that every person owning or operating an organized camp shall pay for enforcement of State Department of Public Health rules and regulations and inspection services by the health officer; and

**WHEREAS**, California Health & Safety Code §§17910 - 17998.3, Regulation of Buildings Used for Human Habitation, is enforced by the Environmental Health Services Division of the Public Health Department (hereafter, Environmental Health Services) pursuant to Health and Safety Code §17961, as necessary, when violations involve unhealthful conditions; and

**WHEREAS**, §17951 and §101325 of the Health & Safety Code provide that the County Board of Supervisors may adopt a resolution prescribing fees to pay the reasonable expenses of the health officer incurred in the enforcement of state statutes as noted above; and

**WHEREAS**, Santa Barbara County Code §16-47 provides that the Board of Supervisors may adopt by resolution a schedule or schedules of required fees for specified public health services; and

**WHEREAS**, the fees established by this resolution are reasonably related to the burden imposed on the County and will recover the costs of providing said services and of administering and enforcing said state statutes; and

**WHEREAS**, the present fees for certain specified services have remained unchanged since the adoption of Resolution 09-322 and Resolution 09-323, effective December 1, 2009; and

**WHEREAS**, Resolution 09-322 is repealed by separate resolution; and

**WHEREAS**, the County of Santa Barbara has complied with the notification requirements of Government Code §66016, subd (a), including making the data for the fees available for public inspection for at least 10 days before the public hearing; and

**WHEREAS**, the County of Santa Barbara has in connection with the above fees, held a public hearing as part of a regularly scheduled meeting and published notice of the meeting, including a general description of the matter to be considered, in accordance with Government Code §6062a; and

**WHEREAS**, the Board of Supervisors finds that the fees set forth in this resolution are exempt from CEQA review pursuant to 14 CCR 15273 and Public Resources Code § 21080, subd (b)(8)(A) and (B) in that the fees will be used for operating expenses and for the purchase of supplies, equipment, and materials; and

**WHEREAS**, the fees may be revised as needed by the Santa Barbara County Board of Supervisors, and if the revision does not occur, the existing fees shall remain in effect.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED**, as follows:

That the fees set forth in the attached schedule of fees are hereby adopted pursuant to §16-47 and §16-39 of the County Code and §18897.4, §17951 and §101325 of the Health & Safety Code. Said fees are to become effective on July 1, 2019.

Resolution 09-323, effective December 1, 2009, is hereby repealed on the above-mentioned date that the fees imposed by this resolution become effective. The repeal of Resolution 09-323 shall not affect any obligation to pay any fees incurred under said resolution, and said obligation shall continue in effect after said resolution is repealed, and the County of Santa Barbara may take any appropriate action in regard to any delinquent fees imposed pursuant to said resolution.

**PASSED, APPROVED AND ADOPTED** by the Board of Supervisors of the County of Santa Barbara, State of California, this \_\_\_\_ day of \_\_\_\_\_, 2019, by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

COUNTY OF SANTA BARBARA  
STEVE LAVAGNINO

\_\_\_\_\_  
Chair, Board of Supervisors

Date: \_\_\_\_\_

ATTEST:  
MONA MIYASATO  
COUNTY EXECUTIVE OFFICER  
CLERK OF THE BOARD

By: \_\_\_\_\_  
Deputy Clerk

APPROVED AS TO FORM:  
MICHAEL C. GHIZZONI  
COUNTY COUNSEL

By: \_\_\_\_\_  
Deputy County Counsel

APPROVED AS TO ACCOUNTING FORM:  
BETSY M. SCHAFFER, CPA  
AUDITOR-CONTROLLER

By: \_\_\_\_\_  
Deputy

APPROVED  
VAN DO-REYNOSO, MPH, PhD  
DIRECTOR  
PUBLIC HEALTH DEPARTMENT

By: \_\_\_\_\_

**SANTA BARBARA COUNTY PUBLIC HEALTH DEPARTMENT  
ENVIRONMENTAL HEALTH SERVICES FEE SCHEDULE**

**ORGANIZED CAMPS AND HOUSING COMPLAINT INSPECTIONS**

**1. Construction/Remodel Plan Review Fees** – Application plus hourly fees

All proposed new or remodeled organized camps must submit a Plan Review application, on a form approved by the Director of Environmental Health Services, with the appropriate application fee. The application fee shall also be applied when an organized camp re-initiates operations after having been closed for business. (Note: Organized camps that have been operating without benefit of permit will not be exempt from application fees.)

The application fee is required on all applications for plan review and approval to construct or remodel an organized camp. The application fee is part of the overall plan review project and is non-refundable.

Application Fee	\$255
-----------------	-------

Hourly plan review fees cover the cost of plan reviewing, plan approval, construction evaluation and final approval of the organized camp. Plans that are found to be unsatisfactory will be returned for revision.

Hourly Plan Review Fee	\$161/per hour
------------------------	----------------

**2. Organized Camps** – Annual Fee

The annual inspection fee for an organized camp, as defined by the Health & Safety Code §18897, is as follows:

Organized Camps	\$ 998
-----------------	--------

**3. Other Services** – Hourly Rate \$ 161

An hourly rate fee, determined by the number of person-hours expended by Environmental Health Services personnel, rounded up to the nearest one-quarter hour and including reasonable travel time, shall be charged to cover the costs of administration and enforcement of Health & Safety Code §18897.4 and §17910 - 17998.3 for the following activities:

- A. Non-Compliance Reinspection Fee – Inspection or other services required to obtain compliance with Health and Safety Code §18897.4 and related rules and regulations when violations remain uncorrected after a routine/original inspection and one scheduled reinspection. The hourly rate shall apply to the second reinspection and all subsequent reinspections until all violations have been corrected.
- B. Consultation Services – Special inspections or consultations requested by operators or prospective new organized camp operators.

- C. An hourly rate fee shall be charged for response to complaints about unhealthful, substandard or unsanitary housing conditions, including sewage discharges (as outlined in the Uniform Housing Code). This fee shall be charged to the owner of the property upon finding the complaint to be valid and shall include all time actually expended by Environmental Health Services personnel in the investigation and abatement of the substandard condition. This hourly rate shall also be charged for institutional inspections.
- D. Notices of Violation - Preparation, issuance and monitoring of compliance in conjunction with a Notice of Violation or other enforcement action

**4. Additional Program Charges**

Photocopies, each	\$ 0.35
Returned Check fee	\$41.00

**5. Prorating of Fees**

The County reserves the right to prorate all fees described in this resolution at the discretion of the Director of Environmental Health Services.

**6. Delinquent Fees**

Fees that are invoiced by Environmental Health Services as outlined in this fee schedule and which are not paid by the due date on the invoice shall be considered delinquent and the following additional charges added:

- A. During the first thirty days of delinquency, any unpaid portion will have a penalty of 10% assessed.
- B. After thirty days of delinquency, an additional 15% of the unpaid balance will be assessed, and a Final Notice will be issued.
- C. If the delinquent fee is an annual fee for operation of an organized camp and such fee is not paid within two weeks from the issuance of a Final Notice, a Notice of Violation will be issued for operating without having paid the required fee. The operator will have 48 hours to pay the required fee and any penalty assessed during the delinquent period or cease the activity subject to the annual fee.
- D. If the fee, and any penalty assessed pursuant to this resolution, is not paid within three weeks from the date of the Final Notice, the unpaid balance may be referred to either the Santa Barbara County Treasurer/Tax Collector's office or the County's contracted collection agency for collection. In addition to the fee(s) and any penalties associated with delinquent fee(s) as described above, accounts referred for collection shall be charged for the actual cost associated with collection efforts. The delinquency fees are in addition to any other remedies available to the County.

**7. Contest of Charges**

Any person required to pay fees or charges pursuant to this resolution may file a written notice of contest of charges accompanied by such materials as will support the claim for relief, including payment in full as invoiced, with the Director (or designee) of Environmental Health Services for determination of the correct amount of fees due under this resolution. Such written notice shall be filed with the Director (or designee) within 45 days after mailing or personal delivery of the fee invoice or other notification of fees due. This time period may be extended by the Director upon a showing of good cause. Upon receipt of such written notice of contest of fees, the Director (or designee) shall make a decision on said contested fees. The decision shall be final with no further right of review. Failure to include payment in full as invoiced will result in denial of review.

Refunds made as a result of this process shall be paid by Environmental Health Services and shall not include interest.

## **8. Fee Waiver**

Any person required to pay fees pursuant to this fee resolution may file a written application, including payment in full as invoiced, with the Board of Supervisors for a waiver or reduction of any said fees, or any part thereof. The Board of Supervisors may waive or reduce the fees to the extent permitted by law and public policy, upon a showing of good cause by the applicant for fee waiver or reduction. The application shall be filed with the Clerk of the Board of Supervisors within 45 days after mailing or personal delivery of the fee invoice. Failure to include payment in full as invoiced will result in denial of review.

Refunds made as a result of this process shall be paid by Environmental Health Services and shall not include interest.