

Proposed Fee Ordinance for Encroachment Permits in the Road Right-of-Way

September 10, 2024



Public Works
Transportation

Overview

Chapter 28 – ROADS: Proposed Fee Ordinance/Schedule for the Issuance of Permits for, and Related Supervision of, Encroachments in County Road Right-of-Way Public Works Transportation Division, All Supervisorial Districts.

1. Permit Fees already in existence being added to Fee Schedule:

- Special Event, Shared Mobility Devices Processing, and Outdoor Business.

2. Add the new Parklet elements adopted May 7, 2024 to the Fee Schedule



*** Consumer Price Index of 3.5% will be applied to all existing fees in the schedule.**

New elements in the Fee Schedule

Road Encroachment Permits		
FEE SCHEDULE		
Public Works Department - Transportation Division		
Fee #	Service Name / Description	PERMIT FEE
39	Special Event Permit - Special Review (Structural, Permit Conflicts)	Hourly*
41	Shared Mobility Device Permits - Processing, Special Review (Structural, Permit Conflicts) (Deposit/Hourly) (Nonrefundable Deposit \$500)	Hourly*
42	Shared Mobility Device Permits - Unit Price/Each	\$5
43	Outdoor Business Permits - Special Review (ADA, Structural, Permit Conflicts)	\$1.20/SF/Mo.
44	Parklet Fee - Special Review (ADA, Structural, Permit Conflicts - One time fee of \$5,000 per parking space occupied-Does not include Outdoor Business Permit fees.)	\$5,000/EA

Existing fees added to the Schedule

New fees added to the Schedule

- 3.5% CPI adjustment for the current fees is posted on the website and will be effective as of September 13, 2024: <https://content.civicplus.com/api/assets/95d128e6-ac52-4d75-aba8-47bc4fb447b4?cache=1800>.

Recommended Actions

- a) Read the title of the Ordinance and waive further reading in full;
- b) Adopt the Ordinance establishing and updating fees for services provided by the Public Works Department in connection with Encroachment Permits;
- c) Find that the proposed actions are administrative activities of the County approving charges that are for the purpose of meeting operating expenses, which will not result in direct or indirect physical changes in the environment and are therefore not a "project" as defined for purposes of the California Environmental Quality Act (CEQA) under State CEQA Guidelines Section 15273(a)(I) and 15378(b)(5).