



**BOARD OF SUPERVISORS
AGENDA LETTER**

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Planning & Development
Department No.: 053
For Agenda Of: January 10, 2017
Placement: Set Hearing for January 24, 2017 (first reading) and February 7, 2017 (second reading)
Estimated Time: 30 minutes on January 24, 2017
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Glenn Russell, Ph.D., Director, Planning and Development
Director(s) (805) 568-2085
Contact Info: Steve Mason, Administration and Operations Manager, Planning and Development
(805) 568-2070

SUBJECT: Proposed Fee Ordinance for Planning and Development Department – Set Hearing

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: N/A

Recommended Actions:

That the Board of Supervisors:

On January 10, 2017, set a public hearing on the Departmental Agenda for January 24, 2017;

On January 24, 2017:

- a) Approve the introduction (first reading) of an Ordinance amending fees for Planning and Development Department services;
- b) Read the title and waive further reading of the ordinance; and
- c) Continue the hearing to the administrative agenda of February 7, 2017.

On February 7, 2017:

- i) Consider and approve the adoption (second reading) of an Ordinance amending fees for Planning and Development Department services; and
- ii) Find that the proposed action is an administrative activity of the County, which will not result in direct or indirect physical changes in the environment and is therefore not a “project” as defined

for purposes of the California Environmental Quality Act (CEQA) under State CEQA Guidelines Section 15378(b)(5).

Summary Text:

The Planning and Development Department (P&D) maintains fee schedules for planning, building, and onshore oil and gas facility permitting. P&D hired MGT of America, Inc., a consulting firm with expertise in municipal fee analysis, to comprehensively study all P&D service fees. The goal of this fee study was to identify areas that can be streamlined, increase the user friendliness, reduce the number of fees where appropriate, and review all costs to ensure they are being appropriately recovered. The fee resolution to be considered on January 24, 2017, proposes restructured and updated planning, building, film, and petroleum fee schedules.

Special Instructions:

The Planning and Development Department will fulfill noticing requirements pursuant to Sections 66018(a) and 6062(a) of the California Government Code.

The Clerk of the Board shall send a copy of the minute order to the Planning and Development Department, Attention: Rachel Lipman

Attachments:

Ordinance and fee schedule attachments will be included in the full Board Letter which will be filed for the January 24, 2017, hearing.