

Article 16. - Application Fees

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The fees set out in this Article 16 are authorized by California Public Resources Code section 2207(e), as amended, to cover reasonable costs incurred in implementing chapters 2 and 9 of Division 2 of the California Public Resources Code and other applicable law. It is the intent of the Board of Supervisors of the County of Siskiyou to require the recovery of costs reasonably borne from fees, charges and regulatory license fees levied there from in providing the regulation, products or services hereinafter enumerated in this chapter. The fee and service level cost system set forth in this chapter provides a mechanism for ensuring that fees adopted by the County of Siskiyou for services rendered do not exceed the reasonable estimated cost of providing the level of services for which the fees are charged, and maintain equity in the delivery of those services.

The adoption of this chapter is exempt from the California Environmental Act (Public Resources Code Sections 21080 et seq.), because it approves and sets forth a procedure for determining fees for the purpose of meeting the operating expenses of the county. The County Planning Department is authorized to collect the fees identified herein and to prepare administrative procedures to assist in implementing this Article, including, but not limited to, procedures for the timing and manner of collection of the fees involved.

EXPAND

				Implementation Date				
				At Adoption	July 1, 2011	July 1, 2012	July 1, 2013	March 5, 2016
	Application Type							
(a)	General Plan Amendments							
		Minor	(1)	\$575.00	\$750.00	\$875.00	\$1,150.00	
		Major	(2)	\$1,675.00	\$1,675.00	\$1,675.00	\$1,675.00	
(b)	Zone Changes							
		Minor	(1)	\$1,125.00	\$1,125.00	\$1,175.00	\$1,175.00	
		Major	(2)	\$1,525.00	\$1,525.00	\$1,550.00	\$1,800.00	
(c)	Planned Development Rezoning			\$1,525.00	\$1,650.00	\$1,775.00	\$1,950.00	

			Implementation Date				
			At Adoption	July 1, 2011	July 1, 2012	July 1, 2013	March 5, 2016
	Application Type						
	Development Plan Check Fee		\$100.00 plus a \$5.00 per acre over 5 acres acreage fee;				
(d)	Use Permits						
	Home Occupation Permit, Telephone Use Only		\$-	\$-	\$-	\$-	
	Home Occupation Permit, Non-Exempt		\$250.00	\$250.00	\$250.00	\$250.00	
	Ministerially Second Unit		\$100.00	\$100.00	\$100.00	\$100.00	
	Staff Approved		\$300.00	\$300.00	\$375.00	\$525.00	
	Planning Commission Approved		\$950.00	\$950.00	\$950.00	\$950.00	
(e)	Sign Permit		\$50.00	\$50.00	\$75.00	\$150.00	
(f)	Tentative Subdivisions		(3)	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00
			plus \$20.00 a lot;				
(g)	Parcel Maps		(3)	\$			
		Minor	(1)	\$800.00	\$800.00	\$900.00	\$975.00
		Major	(2)	\$1,050.00	\$1,050.00	\$1,100.00	\$1,225.00
			plus \$10.00 a lot over four lots;				

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(h)	Certificate of Compliance		(4)	\$450.00	\$450.00	\$475.00	\$550.00
				plus \$50.00 for each lot over two;			
(i)	Boundary Line Adjustment		(4)	\$425.00	\$450.00	\$475.00	\$550.00
				plus \$50.00 for each lot over two			
(j)	Variances						
		Administrative		\$525.00	\$525.00	\$550.00	\$525.00
	Planning Commission			\$550.00	\$600.00	\$650.00	\$725.00
(k)	Time Extension						
		Administrative		\$175.00	\$175.00	\$175.00	\$175.00
	Planning Commission			\$175.00	\$250.00	\$300.00	\$300.00
(l)	Agricultural Preserves						
		New Contracts		\$750.00	\$750.00	\$775.00	\$825.00
		Non-Renewals		\$325.00	\$400.00	\$475.00	\$600.00
		Amendments		\$325.00	\$475.00	\$625.00	\$825.00

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(m)	Environmental Impact Report (EIR)		(5, 6, 11)	Contracted costs plus a 10% Administrative Fee;			
(n)	Negative Declaration		(5, 6)				
	Staff Level Permit			\$725.00	\$725.00	\$725.00	\$725.00
	Planning Commission and Board of Supervisor Permit			\$975.00	\$975.00	\$975.00	\$975.00
(o)	Categorical Exemption		(5)				
	Staff Level Permit			\$150.00	\$150.00	\$150.00	\$150.00
	Planning Commission and Board of Supervisor Permit			\$300.00	\$300.00	\$300.00	\$300.00
(p)	Pass Through Costs		(7)				
	Archeological Review			\$75.00	\$75.00	\$75.00	\$75.00
	Clerk Posting Fee			\$50.00	\$50.00	\$50.00	\$50.00
		Fish and Game		\$2,044.00	\$2,044.00	\$2,044.00	\$2,044.00
		Recording Fees		\$14.00 first page plus \$3.00 each subsequent page;rr;			
(q)	Appeals						
	Planning Director			\$125.00	\$300.00	\$600.00	\$875.00

			Implementation Date					
			At Adoption	July 1, 2011	July 1, 2012	July 1, 2013	March 5, 2016	
	Application Type							
	Planning Commission		\$750.00	\$900.00	\$1,050.00	\$1,250.00		
(r)	Mining—Annual Operation Fee		(9)	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$1,400.00
	This is a Base Fee. Additional services exceeding those covered by this Base Fee, including enforcement actions, are billed at an additional hourly rate.							
(s)	Mining - Processing of Reclamation Plans			\$1,100.00	\$1,100.00	\$1,100.00	\$1,100.000	
(t)	Minor Amendments			50% of normal application fee(s) plus CEQA fees.				
(u)	Request to Revoke Permit.			A deposit of \$950.00 is required plus actual costs.				
(v)	Petition to Change/Establish Road Name Not Associated with a Subdivision			\$425.00	\$425.00	\$525.00	\$650.00	
(w)	Land Development Manual		(10)					
	Exception Request			\$-	\$100.00	\$225.00	\$225.00	
	Erosion Control/Grading Plan Review			\$-	\$100.00	\$100.00	\$100.00	
	Peer Review/Use of Third Party		(11)	Actual costs with a 100% contract deposit plus 10% Administrative Fee;				
(x)	Final Map and Improvement Plan			\$-	\$100.00	\$175.00	\$175.00	

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(y)	Peer Review/Use of Third Party Consultant	(11)	Actual costs with a 100% contract deposit plus 100% Administrative Fee;				
(z)	Miscellaneous Administrative Costs (Preparation of the Administrative Record, Certification of Transcripts, Creation of Electronic Files, etc.)	(12)	Actual Costs (Staff and Materials) With a 100% Deposit of Estimate;				
(aa)	Engineering Development Review	(13)					
	Boundary Line Adjustment		\$-	\$50.00	\$125.00	\$125.00	
	Certificate of Compliance		\$-	\$50.00	\$100.00	\$100.00	
	Tentative Parcel Map		\$-	\$75.00	\$150.00	\$150.00	
	Zone Change		\$-	\$50.00	\$100.00	\$100.00	
	Use Permit		\$-	\$50.00	\$100.00	\$100.00	
	Tentative Subdivision Map		\$225.00	\$225.00	\$250.00	\$250.00	
(ab)	County Counsel Review	(14)	\$50.00	\$50.00	\$50.00	\$50.00	
(ab)	Flood Damage Development Permit	(15)	\$525.00	\$525.00	\$525.00	\$525.00	
(ac)	Implementation Details:						

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Application Type						
(1) Minor applications are those which do not increase the allowable density or number of parcels by more than one or generate significant new traffic or land use in the designated area.						
(2) Major applications are all others not qualifying as a Minor application.						
(3) In addition to the set fee, the specified per lot fee is also required.						
(4) This fee covers the first two contiguous lots in an application. A \$50.00 incremental fee is added for each additional contiguous lot over the first two contiguous lots.						
(5) The CEQA fees are additive to the other application fees associated with a project.						
(6) Should the Planning Director determine that a project's environmental documents require review and input from the County Counsel's office, the applicant shall pay for the actual costs of this review based on the hourly productive rate. Prior to work, a deposit in the amount of the anticipated total costs shall be deposited with the County.						
(7) Pass Through Costs are set by other County Departments/Outside Agencies and Staff will determine the timing of the payment for these cost. The costs shown are the current Pass Through Costs and as costs change or new costs are established, said cost shall be automatically adjusted and/or added.						
(8) In all projects where the Planning Director has discretionary approval authority and determines that there are unique or unusual circumstances involving a particular discretionary application that would benefit from Planning Commission review, input, or action, the Planning Director may refer the discretionary project directly to the Planning Commission for formal action.						
(9) Annual Operation Fee—The Annual Operation Fee is a base fee that accounts for the annual inspection and associated compliance services provided to a mine under the following time assumptions: 1) the Annual Operation Fee and Financial Assurance Cost Estimate are submitted by February 15th of each year, excepting in the year 2016 when submittal is expected by April 4th, 2) any required yearly update to the Financial Assurance Cost Mechanism is submitted within sixty (60) days of County approval of the yearly Financial Assurance Cost Estimate, and 3) a copy of the yearly State Annual Report that has been submitted to the Department of Conservation is submitted to the County by August 1st of each year. If any of these time assumptions are not met, the annual inspection and associated compliance services will require more staff resources than is accounted for in the base fee and the operator shall						

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Application Type						
<p>be billed for the County's additional administrative services at an hourly productive staff rate plus materials.</p> <p>Mining Enforcement Costs—The operator shall be subject to paying the costs associated with enforcement actions. Costs shall include staff time billed at an hourly productive rate and other direct and indirect costs associated with the enforcement action.</p>						
<p>(10) The Land Development Manual fees are effective upon adoption of the Second Edition of the LDM.</p>						
<p>(11) The Administrative Fee is based on the total actual costs. Prior to work, a deposit in the amount of the contract/anticipated total costs shall be deposited with the County.</p>						
<p>(12) For miscellaneous administrative costs not otherwise specified and/or controlled by statute, the costs shall be set at actual costs including staff and materials.</p>						
<p>(13) These fees are to cover the costs of engineering review of the various identified entitlement applications and are charged in addition to otherwise required fees. The fees allow up to five hours (ten on tentative subdivisions) of engineer review. For projects which require more than five hours (ten on tentative subdivisions) of engineering review, the applicants shall pay for the actual costs over five hours (ten on tentative subdivisions) based on the hourly productive rate.</p>						
<p>(14) This fee is to cover the costs of the County Counsel's office review of the typical entitlement applications and is charged in addition to otherwise required fees. This fee is required for all applications which go before the Planning Commission or the Board of Supervisors. This fee covers the typical application review time and for applications that require additional review, the applicants shall pay for the actual costs based on the hourly productive rate. Prior to work, a deposit in the amount of the anticipated total costs shall be deposited with the County.</p>						
<p>(15) A Flood Damage Development Permit application fee shall be required for those development permits that are not included as part of a building's building permit.</p>						
<p>(16) For all application submittals, the applicant and Planning Director may mutually agree to use of outside consultants to perform agreed to work. In these instances, the applicant shall be responsible for 100% of the consultant costs plus a 10% Administrative Fee. Should a project necessitate substantial County Counsel involvement, up to an additional 10% review fee may be added as determined warranted by Planning Director.</p>						

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<p>(17) All project fees are additive except that only one type of CEQA fee is required per project. For example, a project may involve a Rezoning Fee, a Use Permit Fee, and a Parcel Map Fee but only one CEQA fee is required as long as the CEQA document considers all of the project components initially and for any future amendments.</p>						
<p>(18) For all application submittals, in the event that an application has not been determined to be complete and ready for processing before the applicable approval body within six (6) months after the date of the first incomplete notice, the applicant must complete all outstanding requirements within thirty (30) days of the issuance of a written notice to complete the application requirements. In the event that the applicant fails to complete the application submittal requirements within the thirty (30) day time frame, that application shall be considered abandoned, staff's time and costs incurred working on the project shall be charged against the application filing fees, and any remaining balance shall be refunded to the applicant.</p> <p>The Planning Director may waive this requirement where adherence to this provision would represent an unreasonable time expectation in the determination of the Planning Director. Examples of such projects could include Environmental Impact Reports, projects which require the completion of complex studies, or projects where the applicant is diligently working with staff to address project related issues.</p>						
<p>(19) No application shall be deemed complete and processed before the applicable approval body until all fees determined required herein by the Planning Director have been paid.</p>						

(§ I, Ord. 485, eff. July 9, 1969, as amended by Ord. 554, eff. January 27, 1972, §§ I and II, Ord. 19, eff. March 24, 1983, § I, Ord. 84-22, eff. July 12, 1984, § III, Ord. 91-22, eff. July 25, 1991, § I, Ord. 93-19, eff. May 25, 1993, § II, Ord. 94-22, eff. October 13, 1994, § I, Ord. 94-26, eff. December 29, 1994, and § XII, Ord. 97-21, eff. August 7, 1997)

(Ord. No. 09-08, § I, 4-7-2009; Ord. No. 09-14, §§ I—IV, 10-6-2009; Ord. No. 11-04, § I, 5-3-2011; Ord. No. 16-01, § II, 1-5-2016)