

# Contra Costa County

## Land Development Fee Study for Departments of Public Works and Conservation and Development



***Final Report Presentation***  
**Board of Supervisors**  
**July 23, 2019**

# Project Overview

Define full cost recovery potential of individually-based services

1

Understand  
Full Cost of  
Providing  
Services

2

Set  
Municipal  
Fees  
Accordingly

# Project Scope

Departments  
/ Divisions  
Included:



**Conservation and Development  
– Planning**



**Public Works  
– Engineering**

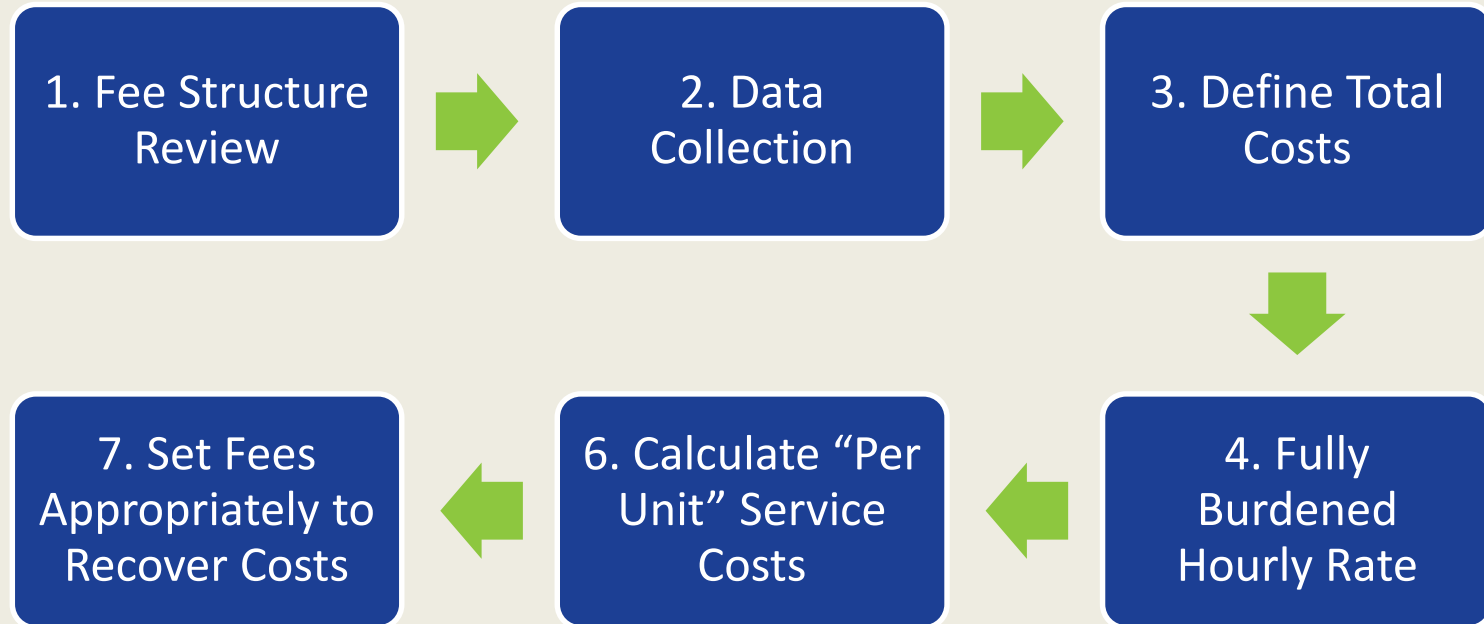


**Conservation and Development  
– Building**

# Key Issues Framing This Study

1	Comply with State Law
2	Estimate full and reasonable cost of providing services
3	Update fees and deposits to fairly and equitably recover costs
4	Establish fees based on current costs and services provided

# Project Approach



# Components of Costs to be Recovered

## Direct

- Salaries and benefits
- Services and supplies

## Indirect

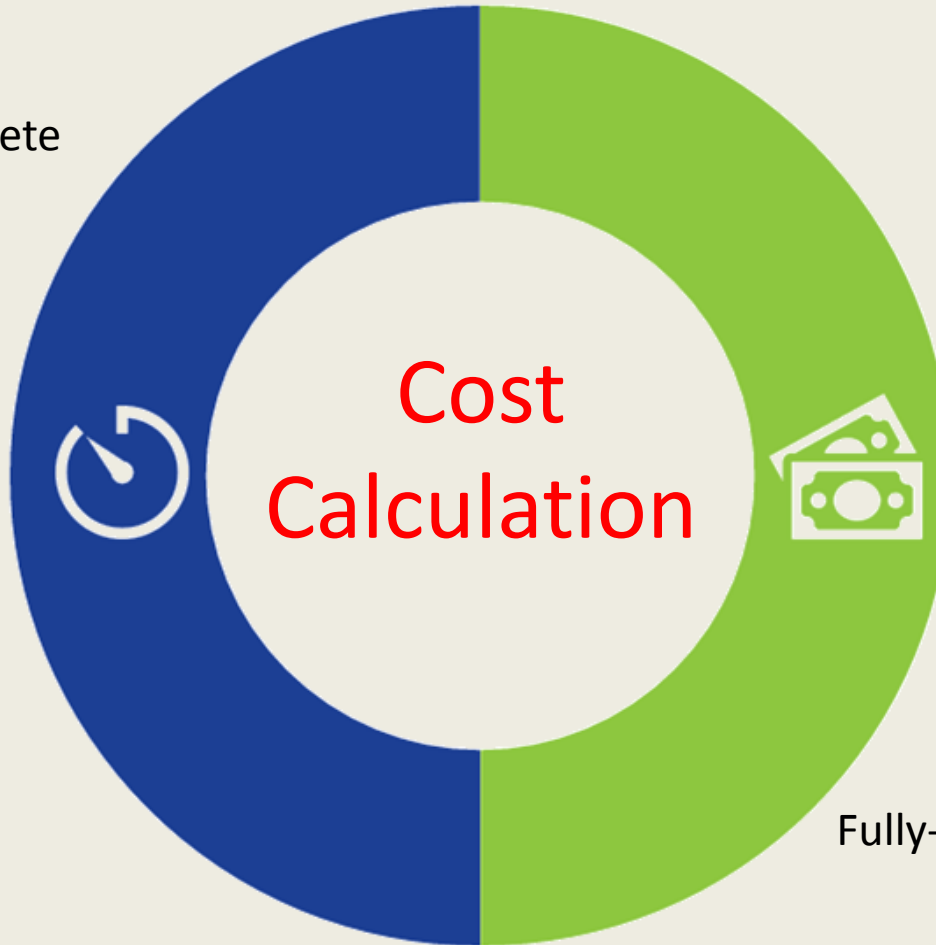
- Program, Division, Departmental and Agency Wide

## Support

- Review required from internal departments for approval

# Per Unit Cost Analysis

Time to Complete



Fully-Burdened Hourly Rate

# Understanding Results of Fee Analysis

Appendix A to the Final Report displays the results of the analysis for each Department:

- **Cost of Service per Activity** = fee amount at 100% cost recovery
- **Existing Cost Recovery %** - compares the full cost calculation to current fee/deposit
- **Recommended Fee Level/Deposit** = County staff's initial recommended fee/deposit amounts, at or below the Cost of Service per Activity



# Planning Permit Deposits

Planning Permit	Current Deposit	Cost of Service	Proposed Deposit
<i>Zone Variance</i>	<i>\$1,000.00</i>	<i>\$3,284.00</i>	<i>\$3,250.00</i>
Development Plan Review			
<i>Residential – Substantial</i>	<i>\$2,900.00</i>	<i>\$4,829.00</i>	<i>\$4,500.00</i>
Land Use Permit			
<i>Development Plan Combination</i>	<i>\$2,000.00</i>	<i>\$6,375.00</i>	<i>\$6,000.00</i>
Tentative Subdivision Map			
<i>Minor Subdivision</i>	<i>\$4,800.00</i>	<i>\$7,901.00</i>	<i>\$7,500.00</i>

# Planning Flat Fees

Planning Permit	Current Fee	Cost of Service	Proposed Fee
<i>Lot Line Adjustment</i>	<i>\$500.00</i>	<i>\$966.00</i>	<i>\$700.00</i>
<b>Pre-application Review</b>			
<i>Minor Subdivision, Land Use Permit, Development Permit</i>	<i>\$500.00</i>	<i>\$2,898.00</i>	<i>\$2,000.00</i>
<b>Undersized Lot ("Small Lot")</b>			
<i>Initial Review (No Public Hearing)</i>	<i>\$150.00</i>	<i>\$580.00</i>	<i>\$300.00</i>
<b>Zoning Administrator Appeal</b>			
<i>Appeal to Planning Commission</i>	<i>\$125.00</i>	<i>\$7,341.00</i>	<i>\$250.00</i>

# PWD Conditions of Compliance for Minor Subdivision

## 4-Lot Minor Subdivision with Estimated Improvements of \$100,000

Current Initial Deposit	
Parcel Map Check	\$1,600
Improvement Plan Check	\$7,000
Improvement Inspection	\$10,250
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<b>Total</b>	<b>\$18,500</b>

Proposed Initial Deposit	
Parcel Map Check	\$3,000
Improvement Plan Check	\$10,000
Improvement Inspection	\$5,000
Stormwater Compliance (new)	\$5,000
<b>Total</b>	<b>\$23,000</b>

# PWD Encroachment Permits – Small & Large

## Small Encroachment Permit (driveway, sidewalk repair, etc.)

Small Encroachment Permit Current Fee (Flat Fee)	
Permit Application Review	\$35
Permit Inspection	\$100
<b>Total</b>	<b>\$135</b>

Small Encroachment Permit Proposed Fee (Flat Fee)	
Permit Application Review	\$50
Permit Inspection	\$250
<b>Total</b>	<b>\$300</b>

## Large Encroachment Permit (street excavation or engineering plan required)

Large Encroachment Permit Current Deposit (Time & Material)	
Permit Application Review*	\$300
Permit Inspection	\$1,000
<b>Total</b>	<b>\$1,300</b>

Large Encroachment Permit Proposed Deposit (Time & Material)	
Permit Application Review	\$900
Permit Inspection	\$1,000
<b>Total</b>	<b>\$1,900</b>

*\*Determined by staff. Minimum \$300 and minimum 1 hour.*

## Building Permit Fees for Residential Remodel Job Valuation Of \$120,000

### Fees Collected with Current Fee Schedule

Fee Description	Fee Collected
Building Fee	\$1,092.75
Plan Check Fee	\$710.29
Electrical Fee	\$218.55
Plumbing Fee	\$218.55
Mechanical Fee	\$163.91
Land Development Surcharge	\$961.62
<b>Total</b>	<b>\$3,365.67</b>

### Fees Collected with Proposed Fee Schedule

Fee Description	Fee Collected
Building Fee	\$1,106.20
Plan Check Fee	\$745.00
Electrical Fee	\$204.40
Plumbing Fee	\$204.40
Mechanical Fee	\$156.80
Land Development Surcharge	\$966.72
Debris Recovery Fee	\$172.00
<b>Total</b>	<b>\$3,555.52</b>

**Difference in Fee Collection is \$189.85**

## Building Permit Fees for New Single Family Residence Job Valuation of \$515,489.38

### Fees Collected with Current Fee Schedule

Fee Description	Fee Collected
Building Fee	\$3,257.63
Master Plan Fee	\$814.41
Energy Surcharge Fee	\$1,018.01
Electrical Fee	\$488.64
Plumbing Fee	\$488.64
Mechanical Fee	\$325.76
Land Development Surcharge	\$2,150.03
<b>Total</b>	<b>\$8,543.12</b>

### Fees Collected with Proposed Fee Schedule

Fee Description	Fee Collected
Building Fee	\$3,503.20
Master Plan Fee	\$493.84
Energy Surcharge Fee	\$1,056.08
Electrical Fee	\$348.68
Plumbing Fee	\$348.68
Mechanical Fee	\$348.68
Land Development Surcharge	\$2,017.23
Debris Recovery Fee	\$172.00
Drainage Plan Review > 2,500SF	\$500.00
<b>Total</b>	<b>\$8,788.39</b>

**Difference in Fee Collection is \$245.27**

## Building Permit Fees for New Commercial Building Job Valuation Of \$5,500,000.00

### Fees Collected with Current Fee Schedule

Fee Description	Fee Collected
Building Fee	\$19,157.75
Plan Check Fee	\$12,452.54
Access Compliance fee	\$7,902.57
Energy Surcharge Fee	\$7,902.57
Electrical Fee	\$4,789.44
Plumbing Fee	\$3,831.55
Mechanical Fee	\$2,873.66
Land Development Surcharge	\$17,241.98
<b>Total</b>	<b>\$76,152.06</b>

### Fees Collected with Proposed Fee Schedule

Fee Description	Fee Collected
Building Fee	\$9,479.00
Plan Check Fee	\$23,445.75
Access Compliance fee	\$6,826.00
Energy Surcharge Fee	\$4,739.00
Electrical Fee	\$2,530.00
Plumbing Fee	\$2,530.00
Mechanical Fee	\$2,530.00
Land Development Surcharge	\$16,205.90
Debris Recovery Fee	\$690.00
Drainage Plan Review > 10,000SF	\$1,000.00
<b>Total</b>	<b>\$69,975.65</b>

**Difference in Fee Collection is –\$6,176.41**

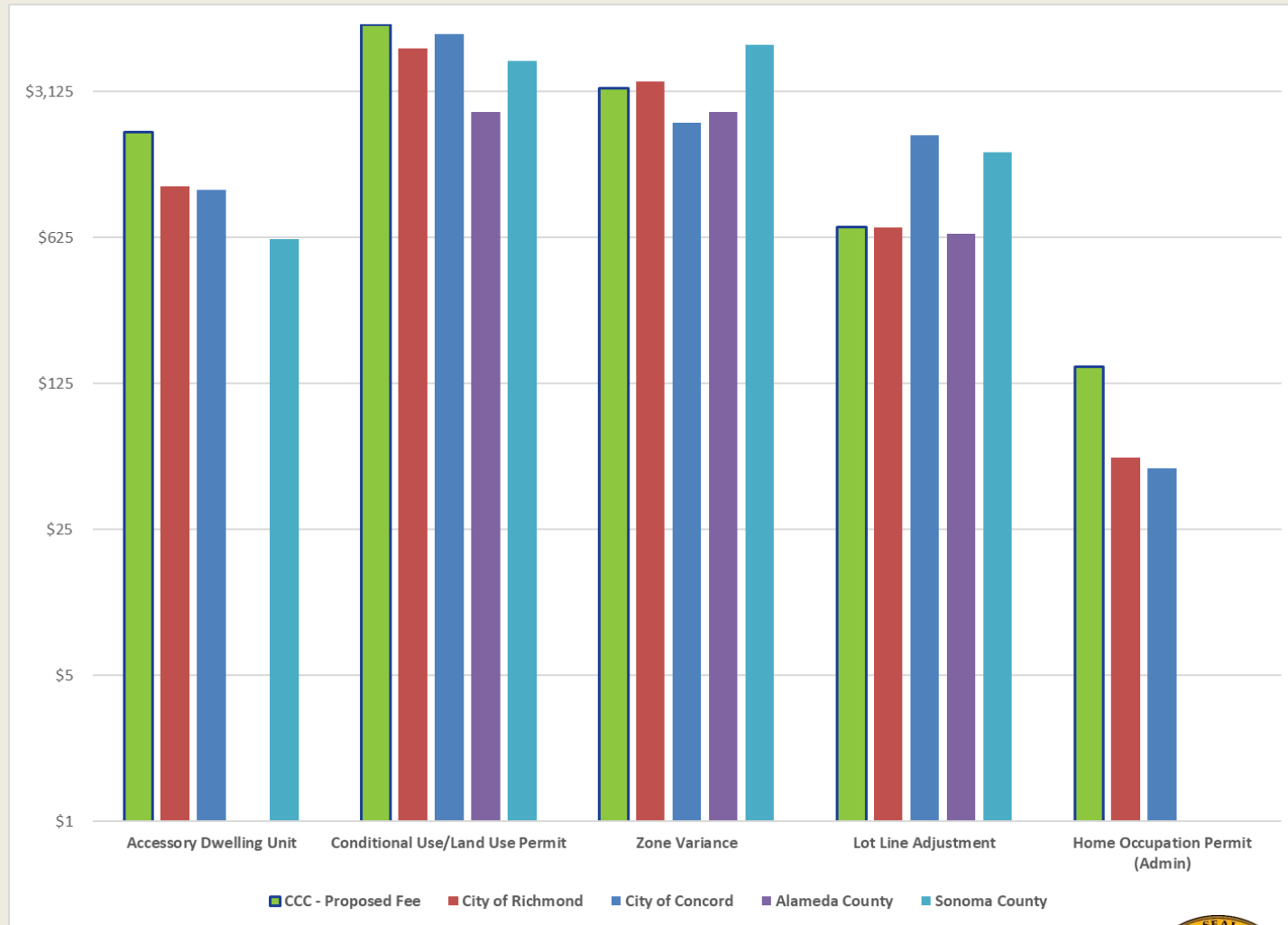
# Comparison Fee Survey

- Comparison Agencies: Cities of Brentwood, Concord, Richmond, and counties of Alameda and Sonoma
- Reasonable attempt to compare readily available information
- Caveats:
  - Differing cost recovery policies or procedures
  - Varied terminology for provision of similar services
  - Basis of fees and frequency of review differs among jurisdictions
- Finding: where direct comparisons are possible, the County's fees are within the range of similar fees charged by the comparison group of neighboring jurisdictions

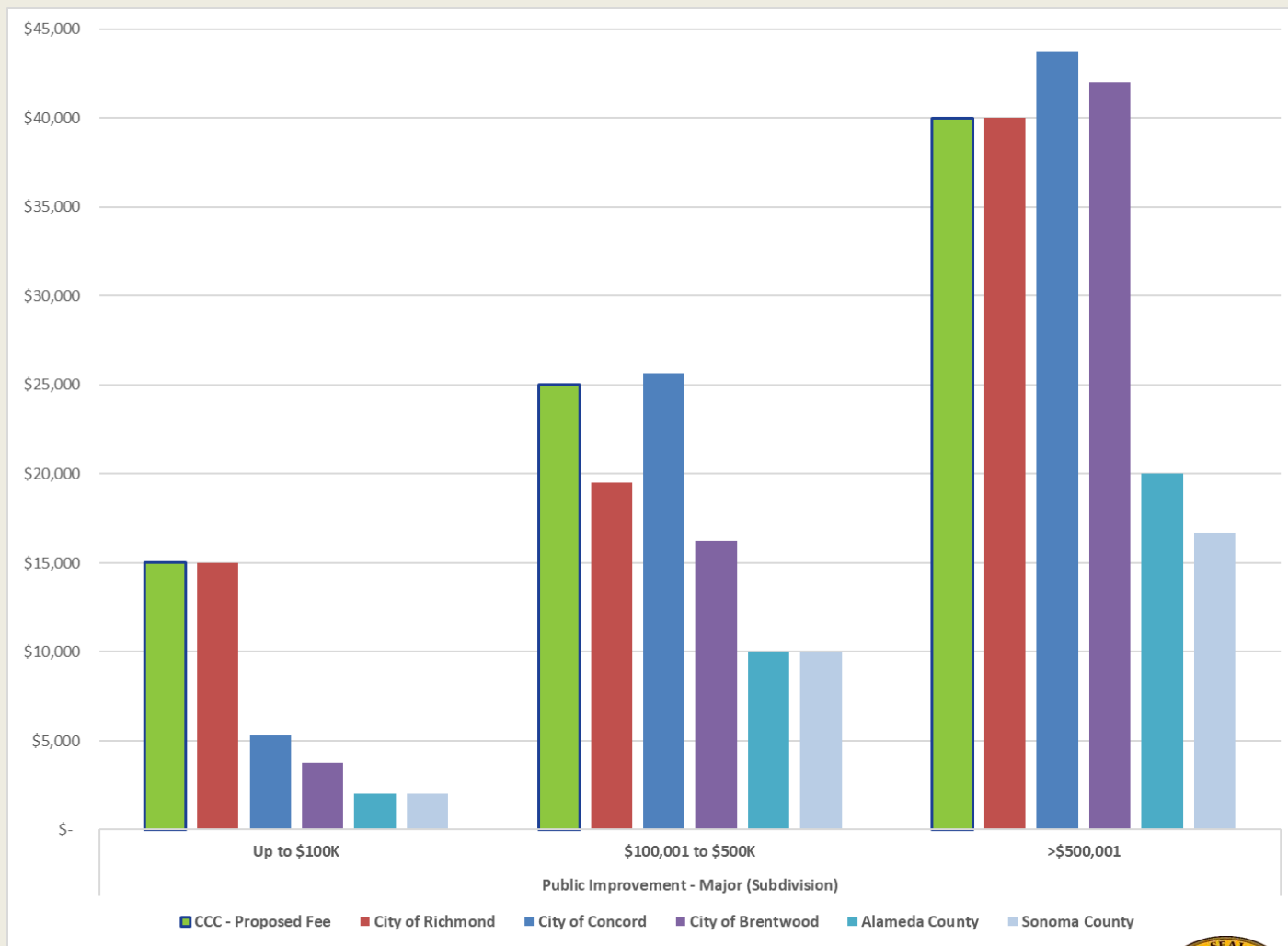


# Comparison Fee Survey – Planning Results

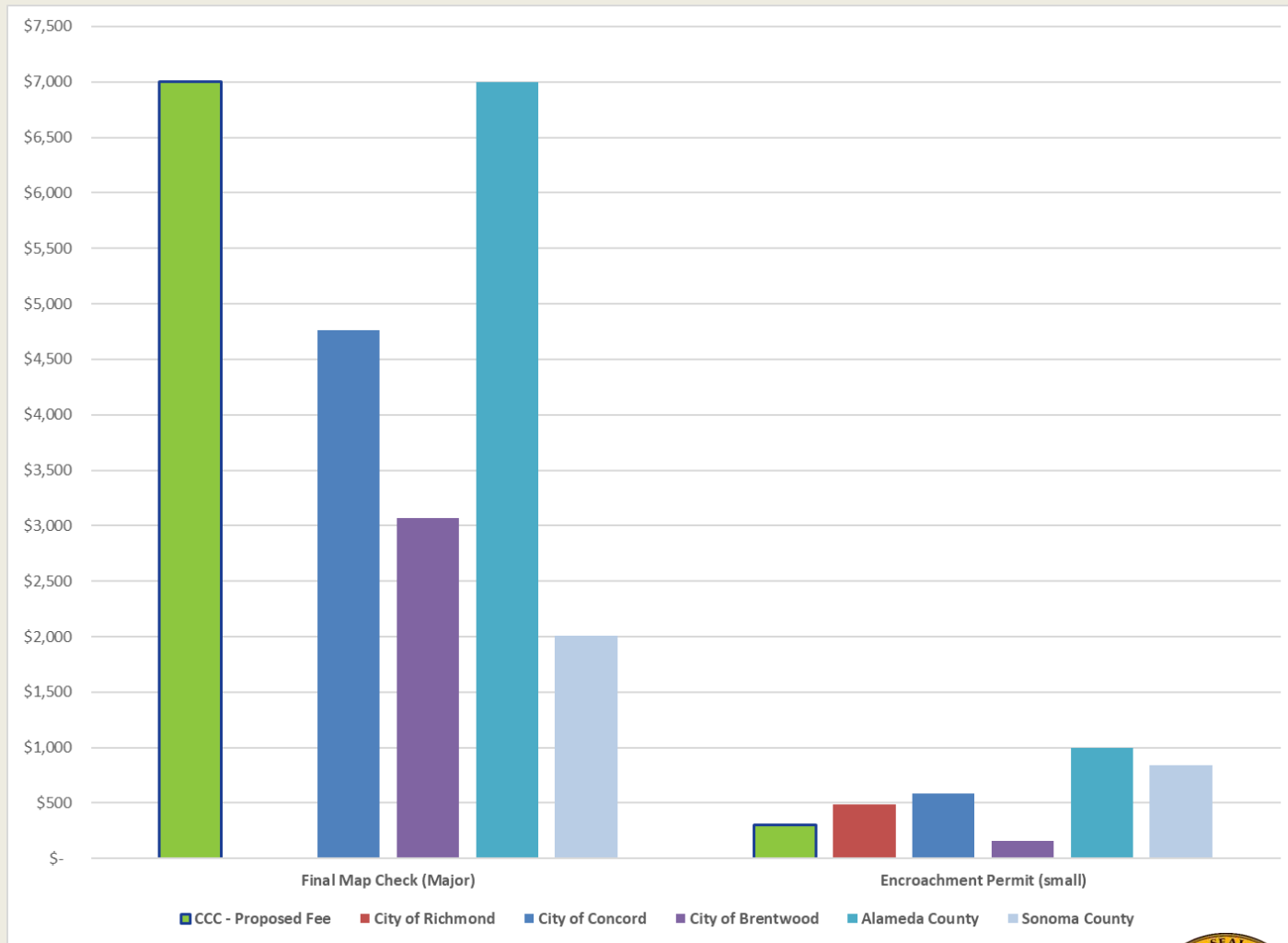
Note: Non-linear scale



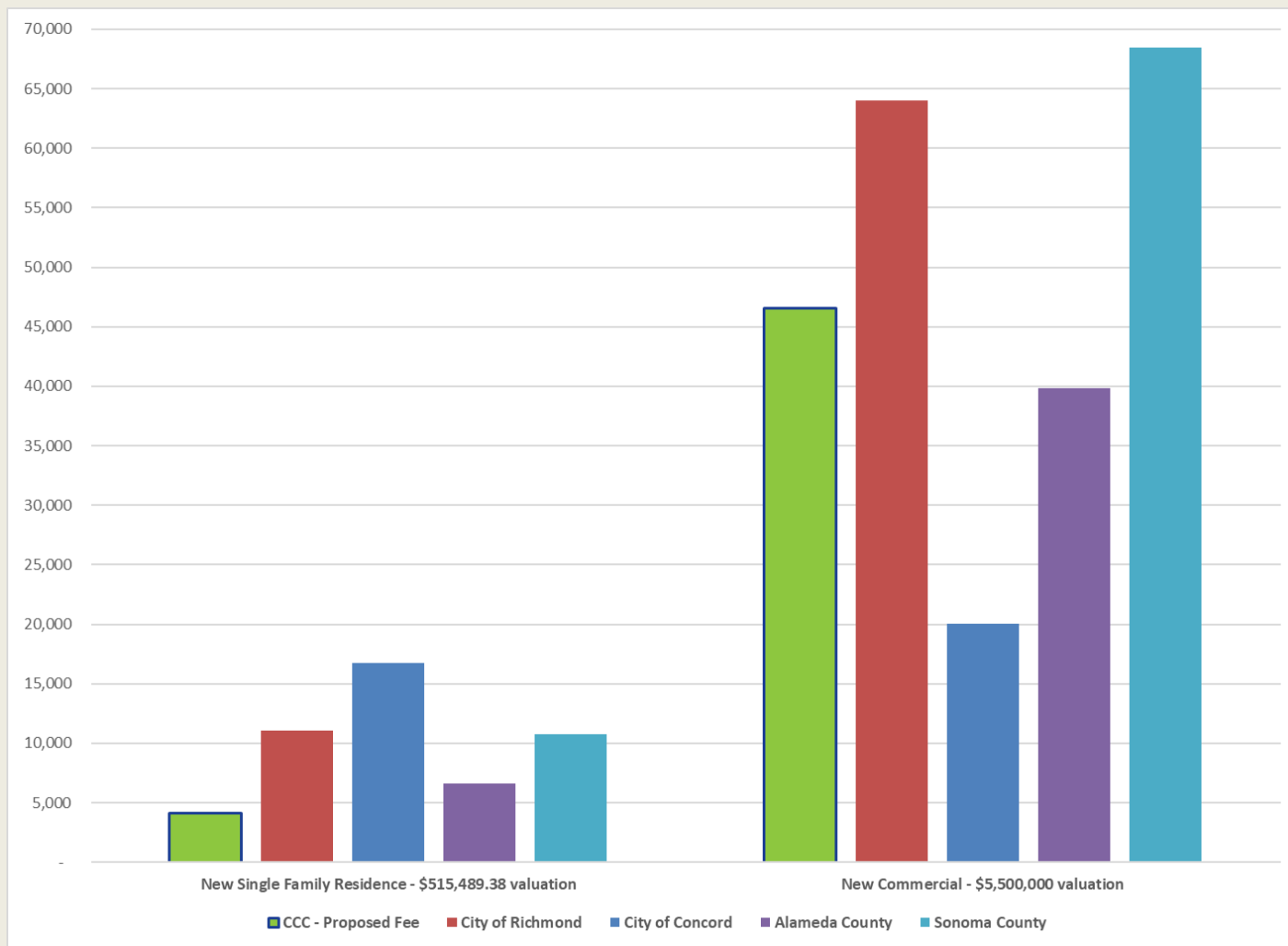
# Comparison Fee Survey – Engineering Results



# Comparison Fee Survey – Engineering Results



# Comparison Fee Survey – Building Results

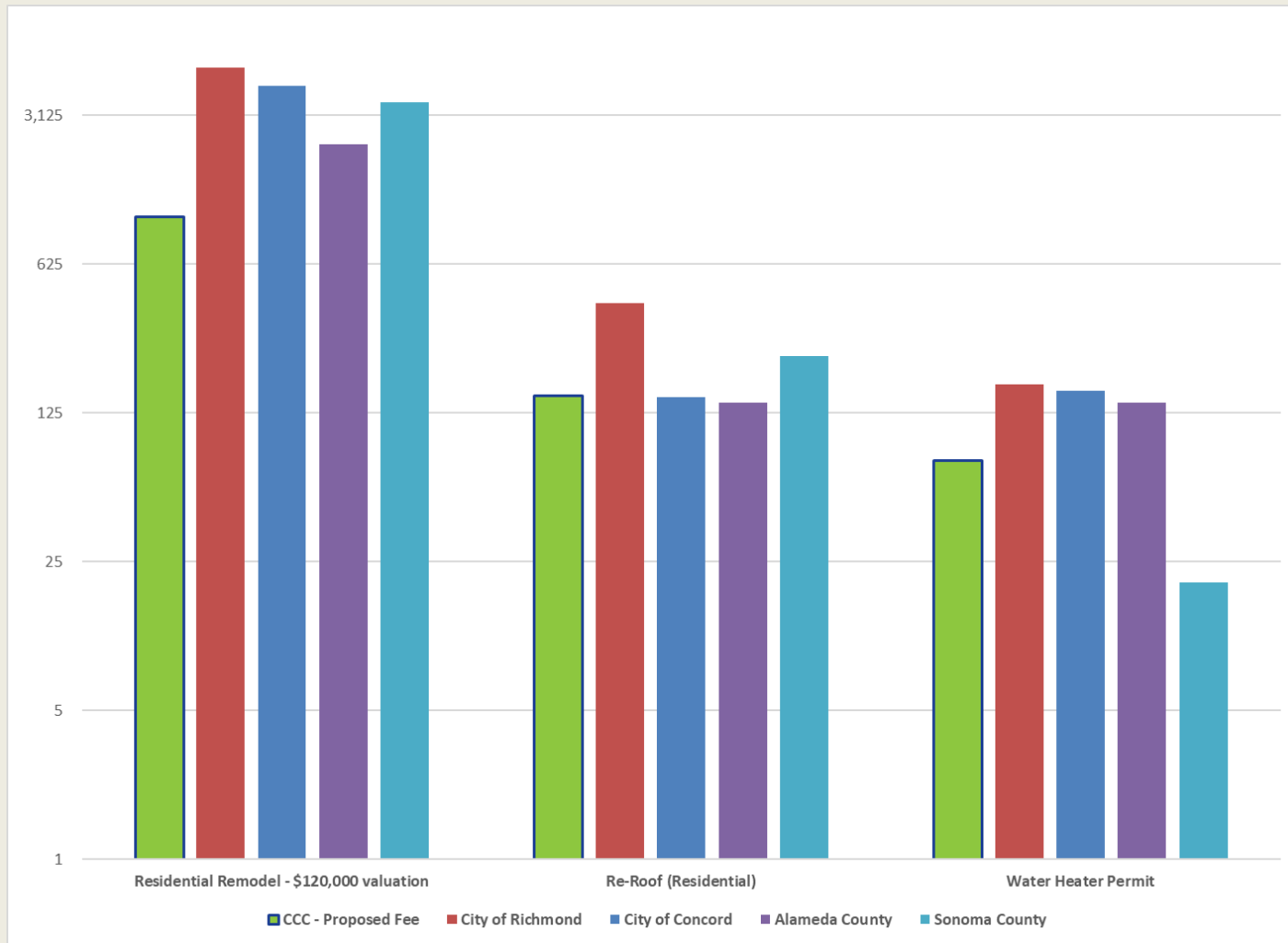


Plan Check and Inspection Fees

Contra Costa County - Land Development Fee Study

# Comparison Fee Survey – Building Results

Note: Non-linear scale



Plan Check and Inspection Fees

Contra Costa County - Land Development Fee Study

# Questions and Comments

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