

SAN MATEO



LOCAL AGENCY FORMATION COMMISSION

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September 11, 2019

To: LAFCo Commissioners
From: Martha Poyatos, Executive Officer *M. Poyatos*
Subject: Inclusion of San Mateo County Department of Public Works Fees to LAFCo Fee Schedule – Information Only

Summary

On May 15, the Commission adopted the Revised Schedule of Processing Fees for LAFCo. As part of the proposal review process, the San Mateo County Department of Public Works Surveyor reviews the map and legal description for sufficiency. To ensure that fees for this service are collected on behalf of the Public Works Department (DPW) and that applicants aware of them, the Schedule of Processing Fees has been updated. Currently hourly rate for map checking and review by DPW is \$186.79. A new item for the County Department of Public Works fees has been included and the title of the section for the fees has been amended to “County and State Fees.” This update is not setting a new fee for LAFCo, but instead including established fees from a County Department.

Attachments

A. Updated 2019 Processing Fee Schedule

COMMISSIONERS: ANN DRAPER, CHAIR, PUBLIC ▪ JOSHUA COSGROVE, VICE CHAIR, SPECIAL DISTRICT ▪ RICH GARBARINO, CITY ▪ DON HORSLEY, COUNTY ▪ MIKE O’NEILL, CITY ▪ WARREN SLOCUM, COUNTY ▪ RIC LOHMAN, SPECIAL DISTRICT

ALTERNATES: KATI MARTIN, SPECIAL DISTRICT ▪ HARVEY RARBACK, CITY ▪ JAMES O’NEILL, PUBLIC ▪ DAVE PINE, COUNTY

STAFF: MARTHA POYATOS, EXECUTIVE OFFICER ▪ REBECCA ARCHER, LEGAL COUNSEL ▪ ROB BARTOLI, MANAGEMENT ANALYST

SAN MATEO LAFCo FEE SCHEDULE
Effective for Applications Accepted for Filing
On or After July 16, 2019

PROCESSING FEES

(CA Government Code Sections 56383, 56654, and 56428)

| Annexation or Detachment (City, District, or County Service Area) | Minor Applications (100% consent of property owners and exempt from CEQA) | Major Applications (Less than 100% consent of property owners or is not exempt from CEQA) |
|---|---|---|
| <u>Acres</u> | | |
| 1 or less | \$1,480 | \$2,176 |
| 1.1 - 4.9 | \$2,474 | \$3,638 |
| 5 - 9.9 | \$2,724 | \$4,006 |
| 10 – 19.9 | \$3,053 | \$4,490 |
| 20 – 29.9 | \$3,724 | \$5,476 |
| 30 – 49.9 | \$4,305 | \$6,331 |
| 50 + | \$4,930 | \$7,250 |

OTHER ACTIONS

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|--|--|
| Outside Service Agreement | Same as acreage fees above |
| Consolidation/Merger/Dissolution/Subsidiary District (Excludes legal notice and election costs) | \$1,557 |
| District Formation | Actual Cost |
| Municipal Service Review (Not initiated by LAFCo) | Actual Cost |
| Application for Addition of Special District Powers | Actual Cost Plus Environmental Fees |
| Dissolution for Inactivity | \$650 |
| Incorporation/Disincorporation | Actual Cost |
| State Controller's Review of Comprehensive Fiscal Analysis | Actual Cost |
| Reorganization (two or more changes of organization included in one proposal) | Sum of Fees for Individual Actions, less 20% |
| Noticed public hearing (if required) | Actual Preparation Publication Cost |
| Sphere of Influence Revision/Municipal Service Review | Actual Cost |
| Reconsideration pursuant to Section 56857 | Actual cost/Deposit of \$650 |
| Request for time extension | \$300 |
| Request to hold special meeting | Actual Cost |
| Outside/Special Legal Fee | Actual Cost |
| Petition Verification | Actual Cost |

ENVIRONMENTAL REVIEW
(P.R.C. Section 21089)

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|---|-----------------------------|
| CEQA Exemption | No Charge |
| Review of Lead Agency’s Negative Declaration or Environmental Impact or determination that preparation of Negative Declaration or Environmental Impact Report is required | \$325 plus Publication Cost |
| Preparation of a Negative Declaration or Environmental Impact Report | Actual Cost |

COUNTY AND STATE FEES

The following fees are charged by State and County agencies and are listed below as public information to applicants. May be amended by State/County.

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|---|---|
| Department of Fish and Wildlife Fees (Fish and Game Code Sec. 711.4): (set by State/County) | |
| County Clerk - Document Handling Fee | \$50.00 |
| Department of Fish and Wildlife CEQA Filing Fees | For specific information regarding filing fees for Negative Declarations or Environment Impact Reports, please refer to California Department of Fish and Wildlife https://www.wildlife.ca.gov/Conservation/CEQA |
| The above fees may be required where LAFCo is the lead agency for environmental review and will be collected by LAFCo for transmittal to the County Clerk. | |
| Where LAFCo is responsible agency, copies of original Notice of Determination and receipt by Lead Agency is required. | |
| State Board of Equalization Fees (Government Code Section 54902.5) | |
| The conducting agency (city, county or district) may collect a State Board of Equalization filing fee for submittal to LAFCo with final proposal documents. The fee is based on acreage. Please refer to the State Board of Equalization http://www.boe.ca.gov/ fee schedule and consult LAFCo staff for details. Checks of this fee should be made to the State Board of Equalization Fees and submitted to San Mateo LAFCo for filing. | |
| <u>County Department of Public Works Fees</u> | <u>Hourly rate of Public Works staff</u> |

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ADMINISTRATIVE FEES

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|-------------------------------|--|
| Photocopies | \$0.10 per page |
| Publications | Will be set for each publication |
| Conforming Copy | 10.00 check payable to San Mateo County Recorder |
| Duplication of Meeting Record | Actual Cost |

EXCEPTIONS: LAFCo processing fees may be waived by the Commission if financial hardship is demonstrated OR if the application is in response to a LAFCo condition or recommendation. State and County Clerk fees may not be waived.

Revised 5/15/19, effective July 16, 2019