

## SCHEDULE OF FEES AND DEPOSITS (Effective January 1, 2010)

1.	FILING FEES (All fees are deposits, unless otherwise noted)	AMOUNT
A.	<u>Boundary Changes</u>	
	City or District Annexation	\$3,000
	City or District Detachment	\$3,000
	City or District Reorganization	\$3,500
B.	<u>District Formation, Consolidation, Dissolution</u>	
	Formation of a County Service Area (CSA), includes Sphere of Influence (SOI) Adoption	\$3,000
	Addition of a Service to the List of Services a CSA may Provide	\$ 600
	Formation of a Special District (includes SOI Adoption)	\$5,500
	District Consolidation/Merger	\$3,500
	District Dissolution	\$3,500
	Establishment of a Subsidiary District	\$3,500
	Activation of Latent Powers by a District	\$ 600
C.	<u>Sphere of Influence Amendment</u>	\$5,000
D.	<u>Incorporation</u>	\$15,000
E.	<u>Disincorporation</u>	\$5,000
F.	<u>Out of Boundary Service Extension Request</u>	
	1. Executive Officer Review (Flat Fee)	\$ 500
	2. New Development – Targeted Areas (Policy 15)	\$ 500
	3. Commission Review	\$1,500
G.	<u>Request for Reconsideration</u>	\$1,000
	(This fee shall be returned to the applicant if the Commission determines that the reconsideration is required to correct a procedural defect in its earlier action.)	

- H. Special Meeting Request \$500 Deposit + Actual Cost
- I. Time Extension Request \$ 500
- J. Continuance Request by Applicant \$400 Deposit + Actual Cost

## 2. SUPPLEMENTAL FEES

- A. Notice of Hearing/Radius Map: Actual Cost

Section 56157 of the Government Code may require that mailed notice to all registered voters and owners of property within 300 feet of the exterior boundary of the property that is the subject of a LAFCO hearing. The applicant shall be required to reimburse LAFCO for the direct cost of preparing a radius map, ownership list, registered voter list and postage if the Executive Officer determines that such a notice must be given.

- B. Outside Consultant(s) Fees: Actual Cost

An additional fee may be charged based on actual cost to hire outside consultant(s) to prepare incorporation feasibility studies, comprehensive fiscal analyses and special studies, etc.

- C. County Surveyor: Actual Cost

LAFCO utilizes the services of the County Surveyor for review of legal descriptions. The first two hours of staff time associated with these tasks are included in the application fee. Projects requiring more than two hours of County Surveyor review are charged at actual cost.

- D. Mapping Fees: Actual Cost

The County also assists LAFCO in updating its boundary maps on the Geographical Information System (GIS). The first three hours of staff time associated with these tasks are included in the application fee. Projects requiring more than three hours of GIS mapping are charged at actual cost.

- E. Outside Legal Counsel Fees: Actual Cost

LAFCO may require the services of outside legal counsel to process an application. An additional fee may be charged, at the discretion of the Executive Officer, based on the actual cost to hire outside counsel.

F. Service/Duplication Costs:

Copy of Tape of Commission Hearing	\$20 per tape
Document Copying – Black & White	1 <sup>st</sup> ten pages free, after \$0.15 per page
Archive Retrieval	Actual Cost
Mailed Subscriptions (1 Year Fee)	Agenda Only - \$10 Agenda & Minutes - \$15 Full Agenda Packet - \$150
Staff Research & Studies	Limited to one half-hour of staff time, then Actual Cost
Pre-Application Fees	Limited to one half-hour of staff time, then actual cost

**3. CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) FEES**

*(CEQA compliance is required for most LAFCO actions; these fees are in addition to the Filing Fees.)*

CEQA Exemption – LAFCO as Lead Agency	\$50, plus filing fees
Initial Study – LAFCO as Lead Agency	\$100
Prepare Negative Declaration - LAFCO as Lead Agency	Actual Cost, plus filing fees
Prepare EIR – as LAFCO Lead Agency	Actual Cost, plus filing fees
Stanislaus County Clerk/Recorder Filing Fees*	\$57
Fish & Game Filing Fees*	
- Negative Declaration	\$2,010.25
- Mitigated Negative Declaration	\$2,010.25
- Environmental Impact Report (EIR)	\$2,792.25

*(\*Other agency fees – subject to change without notice.)*

**4. OTHER ACTIONS**

- A. Non-Scheduled Municipal Service Reviews Actual Cost
- B. Petition Verification Actual Cost

Petition verifications are performed in-house whenever possible; however, some proposals require petition checks to be performed by either the County Elections Department or Assessor's Office. These departments will bill LAFCO for the service, which is then passed on the applicant.

C. Waiver of LAFCO Fees

The Commission retains the power to waive or reduce processing fees for a proposal under extraordinary circumstances. The request for waiver must be in written form and provide an explanation for the request by the proponents. Staff will present the request, along with a staff recommendation, and an analysis to the Commission for its waiver determination, at the next available Commission meeting.

**5. STATE CONTROLLER'S REVIEW OF COMPREHENSIVE FISCAL ANALYSIS  
– FOR AN INCORPORATION PROPOSAL**

For any request made pursuant to Government Code Section 56801, the requestor shall include a deposit of \$25,000 to cover the costs of the State Controller's review. The requestor may be required to deposit additional amounts, as requested by the Executive Officer, to complete the review. Upon completion of the State Controller's review and final billing to LAFCO, the requestor will be: (a) refunded the amount that the deposit exceeds the actual cost of the State Controller's review; or (b) charged the amount that the actual cost of the State Controller's review exceeds the deposit(s). (The deposit amount includes a 10% administration and coordination fee, which is non-refundable.)

**6. WORKSHOP FEES**

Proponents or opponents of actions pending before the Commission may request that a workshop be held in their area. If the Executive Officer agrees to conduct such a workshop session, the requesting party shall reimburse LAFCO all costs associated therewith.

**7. FEE POLICIES**

- A. All deposits are initial payments toward the actual costs of processing ("project costs"). Project cost includes all staff time and materials. Materials include, but are not limited to, charges for advertisement of hearings, map and legal description review (up to 2 hours), postage, copies, signature verification, in addition to fees for project reviews by affected agencies.
- B. If the actual costs exceed the deposit, the Executive Officer shall bill the applicant. The application shall not be processed further until the additional costs are paid. All final bills must be paid by the applicant prior to filing the Certificate of Completion.

- C. The Commission may, at its sole discretion, contract for outside assistance to assist in processing and review of an application before it. The types of assistance include, but are not limited to, legal, engineering, environmental, planning, appraisal, management, and clerical fields. The estimated or actual costs, as determined by the Commission for such assistance shall be deposited with the Executive Officer before an application will be processed further.
- D. Applicants are also responsible for payment of appropriate State Board of Equalization fees. The Executive Officer will determine the appropriate fee in accordance with the State Board of Equalization fee schedule. The fee, payable to the "State Board of Equalization", shall be collected by the Executive Officer prior to the Certificate of Completion.
- E. Filing fees and deposits may be appealed before the Commission prior to the submittal of an application. A request for waiver shall be submitted in writing to the LAFCO Executive Officer and shall specify the reasons for the request. The appeal will be considered at the next regular meeting of the Commission.
- F. If the actual project costs are less than the deposit, the LAFCO Staff will refund the unused portion of the deposit to the applicant. For an application that has been denied, a refund of the unused portion (if applicable) shall be issued. The refund shall be made after the reconsideration period has closed. For an application that is approved, the refund shall be made when the LAFCO file is closed (typically when LAFCO receives written notice from the State Board of Equalization that the boundary change has been accepted). Refunds may not include fees which LAFCO collects for outside agencies.