



County of Lassen
Department of Planning and Building Services

• Planning • Building • Environmental Health • Code Enforcement • Surveyor • Surface Mining

June 3, 2026

Gaylon F. Norwood, Director
707 Nevada Street, Suite 5
Susanville, CA 96130-3912
Main Phone: 530 251-8269
Fax: 530 251-8373
email: landuse@co.lassen.ca.us
website: www.co.lassen.ca.us

TO: Board of Supervisors
Agenda Date: June 9, 2026

Zoning and Building
Inspection Requests
Phone: 530 257-5263

FROM: Gaylon F. Norwood, Director *GFN*

SUBJECT: Proposed ordinance adds new fees to Lassen County Code sections 3.18.020 (Planning permit fees), 3.18.090 (Building permit fees), and 3.18.130 (Surveyor fees) and repeal and replace Lassen County Code section 3.18.120 (Environmental Health Fees).

ACTION REQUESTED:

1. Receive report; and
2. Waive the second reading and adopt the ordinance

Summary:

The attached ordinance was introduced at the Board's May 19, 2026, meeting after a public hearing was conducted. This is the second reading and potential adoption of the ordinance.

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Enclosures: Proposed Fee Ordinance

ORDINANCE NO. _____

Ordinance Amending Section 3.18.020 (Planning Fees), Section 3.18.090 (Building Permit Fees), Section 3.18.120 (Environmental Health Fees), and Section 3.18.130 (Surveyor fees).

The following ordinance, consisting of seven sections, was duly and regularly passed and adopted by the Board of Supervisors of the County of Lassen, State of California, at a regular meeting of the Board of Supervisors held on the _____ day of _____, 2026, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

Chairman of the Board of Supervisors,
County of Lassen, State of California

Attest:
JULIE BUSTAMANTE
Clerk of the Board

By: _____
MICHELE YDERRAGA, Deputy Clerk of the Board

I, MICHELE YDERRAGA, Deputy Clerk of the Board of the Board of Supervisors, County of Lassen, do hereby certify that the foregoing ordinance was adopted by the said Board of Supervisors at a regular meeting thereof held on the ____th day of _____, 20____.

Deputy Clerk of the County of Lassen Board of Supervisors

**THE BOARD OF SUPERVISORS OF THE COUNTY OF LASSEN
ORDAINS AS FOLLOWS:**

SECTION ONE: This ordinance shall take effect sixty (60) days from the date of its passage, and before the expiration of fifteen (15) days after its passage, a summary shall be published with the names of the members voting for and against the same, once in a local newspaper of the County of Lassen, State of California.

SECTION TWO: Add the following fees to the list of fees found in subsection “(a)” of section 3.18.020 (Planning Fees) of the Lassen County Code to read as follows:

Application	Fee	Details
Amending Parcel Map or Final (Subdivision) Map	\$1,095	Discretionary approval
Certificate of Correction	\$480	Pursuant to Lassen County Code Section 16.44.010(h)
Determination of similar use	\$150	Pursuant to Lassen County Code Chapter 18.122
Vehicle abatement appeal	\$745	Pursuant to Lassen County Code Section 1.19.140
Protest of Williamson Act nonrenewal	\$810	Pursuant to Government Code Section 51245
Airport land use compatibility determination	\$300	Pursuant to Lassen County Code Chapter 18.97

SECTION THREE: Add subsection “(u)”, “(v)” and “(w)” to section 3.18.090 (Building permit fees) of the Lassen County Code to read as follows:

- (u) The fee for an agricultural exemption shall be eighty five dollars.
- (v) The fee for an appeal to the Board of Supervisors or Board of Appeals (County Code Chapter 12.22) shall be eight hundred and ten dollars.
- (w) The fee for a temporary certificate of occupancy shall be two hundred and sixty dollars.

SECTION FOUR: Amend section 3.18.120 (Environmental Health Fees) of the Lassen County Code to read as follows:

3.18.120 Environmental Health fees.

The following fees, rates, and charges pursuant to this section are in addition to third party fees and vendor charges, including, but not limited to, County, State, or Federal fees and surcharges. Some fees include Building Division fees.

Certified Unified Program Agency (CUPA) program annual permits to operate are per fiscal year (July 1 – June 30). Annual permits to operate for all other environmental health programs are per calendar year (January 1 – December 31). New annual permit applications will be assessed the full fee amount until mid-year (end of December for CUPA or end of June for all other programs), and then at 50% of the annual permit fee thereafter.

Fee Category	Description	
(a) Food Facility Plan Check	\$215.00	Per construction plan set
(b) Food Facility Inspection	\$140.00	Each
(c) Retail Food Facility Annual Permit and Inspection: restaurant, bar, café, deli, bakery, commissary, food satellite, and similar with or without seating (does not include retail food sales)		
(1) 0 to 20 Seating Capacity	\$140.00	\$55.00 per additional service area
(2) 21 to 49 Seating Capacity	\$155.00	\$55.00 per additional service area
(3) 50 and over Seating Capacity	\$170.00	\$55.00 per additional service area
(4) Seasonal Facility	\$75.00	Up to 6 months per year
(d) Grocery Store/Market/Produce Stand/Retail Food Sales		
(1) Less than 1,000 ft ²	\$140.00	\$55.00 per additional service area
(2) 1,001 to 5,999 ft ²	\$215.00	\$55.00 per additional service area
(3) 6,000 ft ² and greater	\$260.00	\$55.00 per additional service area
(e) Food/Beverage Vending Machine or Prepared, Non-Perishable Food Retail Space	\$110.00	\$25.00 per additional machine
(f) School, Hospital, Bed and Breakfast, Host Facility, Catering	\$140.00	Per inspection
(g) Food Bank/Charitable Feeding	\$95.00	Annual permit
(h) Cottage Food Operator		
(1) Class A	\$95.00	Annual registration
(2) Class B	\$140.00	Annual permit and inspection
(i) Mobile Food Facility		
(1) Preparation Facility Permit	\$140.00	Annual
(2) Pre-packaged Food Permit	\$65.00	Annual
(3) Compact Mobile Food Op.	\$65.00	Annual
(4) Mobile Support Unit	\$65.00	Annual
(j) Temporary Food Facility		
(1) Single Event Permit	\$65.00	Per booth or vendor

Fee Category	Description	
(2) Low Risk – Quarterly Permit	\$145.00	Up to 20 events per quarter
(3) High Risk – Quarterly Permit	\$210.00	Up to 20 events per quarter
(4) Permitted Cottage Food Op.	\$65.00	Annual
(5) Permitted Retail Food Facility	\$95.00	Annual
(6) Nonprofit Charitable TFF	\$140.00	Up to 4 events annually. Fee may be waived if application is received at least 2 weeks in advance, then the Division is authorized to waive the fee
(k) Community Event Coordinator		
(1) Single Event Permit	\$115.00	Required if an event will have 2 or more food vendors
(2) Annual Permit	\$300.00	Up to 20 events per quarter
(3) Nonprofit Charitable CEC	\$140.00	Per event. Fee may be waived if application is received at least 2 weeks in advance, then the Division is authorized to waive the fee
(l) Solid Waste		
(1) Active Landfill	\$260.00	Quarterly
(2) Closed Landfill	\$185.00	Annual
(3) Small Volume Transfer Station	\$185.00	Quarterly
(4) Medium Volume Transfer Station	\$250.00	Quarterly
(5) Large Volume Transfer Station	\$280.00	Quarterly
(6) Compost Facility – Full Permit	\$200.00	Quarterly
(7) Compost Facility – Notification Tier	\$100.00	Quarterly
(8) In-Vessel Digestion Facility	\$200.00	Quarterly
(9) Illegal Dumping Inspection	--	Hourly rate
(m) Certified Unified Program Agency (CUPA)		
(1) Hazardous Materials Business Plan, 1-5 chemicals	\$240.00	Annual
(2) Hazardous Materials Business Plan, 6-9 chemicals	\$260.00	Annual

Fee Category	Description	
(3) Hazardous Materials Business Plan, 10 chemicals or more	\$295.00	Annual
(4) Remote Site Facility	\$330.00	One-time fee
(5) Hazardous Waste Generator	\$165.00	Annual
(6) Small Quantity Generator < 1,000 kg/264 gallons per month	\$165.00	Annual
(7) Large Quantity Generator > 1,000 kg/264 gallons per month	\$185.00	Annual
(8) Tiered Permitting Program	\$185.00	Annual
(9) Above Ground Storage Tank Spill Prevention, Control, and Countermeasure (SPCC) Plan for >1,320 gallons to 9,999 gallons	\$165.00	Annual
(10) SPCC Plan by Professional Engineer > 10,000 to 100,000 gallons	\$185.00	Annual
(11) SPCC Plan by Professional Engineer > 100,000 gallons	\$205.00	Annual
(12) Underground Storage Tank (UST) Operating Permit – one UST	\$380.00	Annual; plus \$85.00 each additional UST.
(13) UST Installation Permit – one UST	\$860.00	\$85.00 each additional tank
(14) UST Removal Permit – one UST	\$490.00	\$85.00 each additional tank
(15) UST Repair or Upgrade Permit – one UST	\$445.00	\$85.00 each additional tank
(16) UST Temporary Closure Permit – one UST	\$270.00	\$85.00 each additional tank; closure of \leq 365 days
(17) UST Permit Revision or Transfer	\$50.00	Per tank
(18) UST Special Inspection or Re-inspection	\$195.00	Per inspection, per permit
(19) CUPA Staff Services for UST-related violations (Site Assessment, Remediation, Contaminated Site Investigation, or Emergency Response)	County staff services shall be billed to the violator at the actual county staff hourly or hourly overtime rate in addition to any UST base fee	

Fee Category	Description	
(20) California Accidental Release Prevention (CalARP) Facility – Level 1	\$230.00	Annual
(21) California Accidental Release Prevention (CalARP) Facility – Level 2	\$265.00	Annual
(22) California Accidental Release Prevention (CalARP) Facility – Level 3	\$300.00	Annual
(23) California Environmental Reporting System (CERS) Consult	--	Hourly rate
(n) Medical Waste		
(1) Large Quantity Generator – Offsite Treatment	\$200.00	Annual
(2) Large Quantity Generator – Onsite Treatment	\$260.00	Annual
(3) Small Quantity Generator – Offsite Treatment	\$100.00	Annual
(4) Small Quantity Generator – Onsite Treatment	\$130.00	Annual
(o) Recreational Waters (Pool/Spa)		
(1) Plan Check	\$260.00	Per construction plan set
(2) Facility Permit	\$150.00	Annual
(3) Special or Re-inspection	\$150.00	Each
(p) Body Art		
(1) Plan Check	\$130.00	Per construction plan set
(2) Facility Permit	\$150.00	Annual
(3) Special or Re-inspection	\$150.00	Each
(q) Adult or Juvenile Detention Facility Inspection	\$275.00	Annual
(r) Organized Camps		
(1) Plan Check	\$195.00	Per construction plan set
(2) Facility Permit	\$265.00	Annual
(3) Special or Re-inspection	\$180.00	Each
(s) Septage Management		*OWTS – Onsite Waste Treatment System

Fee Category	Description	
(1) Application: New OWTS	\$220.00	Per OWTS. Application for design and site review (does not include permit to construct or construction inspection)
(2) Application: Repair OWTS	\$185.00	Per OWTS. Application for design and site review (does not include permit to construct or construction inspection)
(3) Application: Septic Tank or Vault Tank	\$185.00	Per tank or vault. Application for design and site review (does not include permit to construct or construction inspection)
(4) Application: Engineered OWTS	\$270.00	Per OWTS. Application for design and site review (does not include permit to construct or construction inspection)
(5) Application for Variance from OWTS Standards	\$185.00	Per variance from standard requested
(6) Field Consultation	\$185.00	Each
(7) Permit to Construct: New OWTS	\$270.00	Per OWTS
(8) Permit to Construct: Repair, Engineered, Advanced, Abandonment, Septic or Vault Tank, or Piezometer	\$270.00	Per OWTS
(9) Special or Re-inspection	\$185.00	Each
(10) Permit Extension Request	\$185.00	Each
(11) Reinstatement of Expired Permit to Construct	\$105.00	Each
(12) Septic Tank Pumper Vehicle Registration and Permit to Operate	\$185.00	Annual; \$65.00 per additional vehicle registered to the same owner/operator
(13) Septic Tank Pumper Vehicle Inspection	\$185.00	Per vehicle; per inspection; one-time fee. Does not include annual registration and permit to operate
(t) Water Systems		

Fee Category	Description	
(1) Application: Domestic, Industrial, Irrigation, Stock, Public, or Other Well	\$200.00	Per well. Does not include permit to construct or construction inspection
(2) Application: Monitoring, Test or Boring, Geothermal Well/Heat Exchange	\$170.00	Per well. Does not include permit to construct or construction inspection
(3) Application: Repair, Modification, Deepening, or Destruction	\$170.00	Per well. Does not include permit to construct or construction inspection
(4) Field Consultation	\$170.00	Each
(5) Permit to Construct: Domestic, Industrial, Irrigation, Stock, Public, or Other Water Well	\$285.00	\$25.00 per additional well on same parcel
(6) Permit to Construct: Monitoring, Test, or Soil Boring	\$255.00	\$25.00 per additional well on same parcel
(7) Permit to Construct: Geothermal Well/Heat Exchange	\$335.00	Per well
(8) Permit to Construct: Repair, Modification, Deepening, or Destruction	\$170.00	\$25.00 per additional well on same parcel
(9) Special or Re-inspection:	\$185.00	Each
(10) Drilling Without a Permit or Inspection of Unpermitted Well	\$254.00	In addition to application and permit fees
(11) Water Sampling	\$160.00	In addition to any third-party fees and charges
(12) State Small Water System Permit	\$130.00	Annual
(u) Rabies Testing	\$60.00	In addition to any third-party fees and charges
(v) Administrative or Compliance Hearing	\$215.00	Each

SECTION FIVE: Add subsections “(a)(6)”, “(a)(7)”, “(a)(8)”, “(a)(9)”, “(a)(10)” and “(a)(11)” to section 3.18.130 (Surveyor fees) of the Lassen County Code to read as follows:

(6) Certificate of Correction for Final Maps and Parcel Maps (Lassen County Code Section 16.44.010(a-g))	\$175
(7) Certificate of Correction for a Record of Survey	\$175
(8) Amending Record of Survey	\$300
(9) Amending Parcel Map	\$400
(10) Amending Final (Subdivision) Map	\$500
(11) Amending Certificate of Lot Line Adjustment or Merger	\$250

SECTION SIX: The actions taken in this ordinance are not a project pursuant to Sections 15273(a)(1) and 15378(b)(4) of the California Environmental Quality Act (CEQA) Guidelines and therefore are not subject to CEQA.

SECTION SEVEN: If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional and invalid, such decision shall not affect the validity of the remaining portion of this ordinance. The Board of Supervisors hereby declares that it would have passed this ordinance and every section, subsection, sentence, clause or phrase thereof, irrespective of the fact any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional or invalid.