



County of Lassen
Department of Planning and Building Services

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

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March 5, 2024

Zoning and Building
Inspection Requests
Phone: 530 257-5263

TO: Board of Supervisors
Agenda Date: March 26, 2024

FROM: Maurice L. Anderson, Director 

SUBJECT: Rate at which proposed ordinance repealing and replacing Lassen County Code section 3.18.020 (Planning Fees) should be presented in upcoming fee increase ordinance.

ACTION REQUESTED:

1. Receive report regarding proposed fees; and
2. Provide direction to staff

SUMMARY

The Planning and Building Services Department is proposing an ordinance to update the Lassen County Code regarding Planning fees, Mining fees, Building fees, Environmental Health fees, and expirations. All of these fees were based on the total expense of the actual cost except for the Planning fees which were based on 80% of the actual cost which means the General Fund was used to fund the remaining 20% of the cost. The last time the Planning fees were increased was five years ago. Prior to moving forward to the public hearing phase of a proposed fee increase ordinance, the Planning and Building Services Department would like direction regarding the proposed Planning fees and whether the increased proposed fee should be based on 80% or 100% of the cost.

Please find attached a worksheet which shows the proposed planning fees at 80% of cost and at 100% of cost. Also included is a comparison of revenue increase if the Planning permit count from Fiscal Year 2022/23 was the same in the upcoming fiscal year.

MLA:GFN:bes

Enclosures: Proposed Planning fees at 80% and 100% of cost

Proposed Planning Fees 2024 at 80% and 100% of cost

Description of Service or Product

Description of Service	Existing	Proposed fee increase at 80%	Proposed fee increase at 100%
Use Permit Class 1	742.00	932.00	1,165.00
Use Permit Class 2/3	1,350.00	1,736.00	2,170.00
Subdivision	1,750.00	2,240.00	2,800.00
Parcel Map	1,600.00	2,000.00	2,500.00
Lot Line Adj./Merger	500.00	640.00	800.00
Rezone	1,350.00	1,600.00	2,000.00
Ag. Preserve (Contract)	1,350.00	1,600.00	2,000.00
Initial Study Class 1 & 2	2,000.00	2,400.00	3,000.00
Preliminary Review	500.00	680.00	850.00
Appeal to PC	500.00	560.00	700.00
Appeal to Board	500.00	560.00	700.00
Design Review	130.00	160.00	200.00
Variance (Zoning)	1,350.00	1,600.00	2,000.00
Fire Safety Exception	0.00	60.00	75.00
Planned Development	1,750.00	2,376.00	2,970.00
General Plan Amendment	1,750.00	2,240.00	2,800.00
Environmental Impact Report Specific Plan	2,619.00	no change	no change
Certificate of Conditional Use	130.00	160.00	200.00
Notice of Exemption	500.00	560.00	700.00
Authorization to Operate	200.00	240.00	300.00
Hemp Authorization to Operate	200.00	252.00	315.00
Groundwater Export (Ag. Or Domestic 1 service connection)	500.00	960.00	1,200.00
Groundwater Export 2 (Domestic 2 or more service connection)	1,350.00	1,600.00	2,000.00
Appeal Hearing/Hearing Officer (Title 12 and 1.18)	500.00	560.00	700.00
Extension Request	238.00	no change	no change
Spaulding Bldg Site Designation	85.00	no change	no change

Comparison using 2022/23 Planning Permit Count

Permit Type	Count	Current rate	Rate at 80% of proposed fee	Rate at 100% of proposed fee
Spaulding Building Site	2	\$85.00	no change	no change
Certificate of Conditional Use	1	\$130.00	\$160.00	\$200.00
Design Review	15	\$130.00	\$160.00	\$200.00
Industrial Hemp Pre-Compliance	2	\$200.00	\$252.00	\$315.00
Lot Line Adjustment	6	\$500.00	\$640.00	\$800.00
Merger	1	\$500.00	\$640.00	\$800.00
Parcel Map	1	\$1,600.00	\$2,000.00	\$2,500.00
Use Permit Class 1	1	\$742.00	\$932.00	\$1,165.00
Use Permit Class 2/3	5	\$1,350.00	\$1,736.00	\$2,170.00

Total increase of revenue based on 22/23 comparison if 80% rate used \$4,084.00
 Total increase of revenue based on 22/23 comparison if 100% rate used \$8,872.00