

TABLE OF CONTENTS

BOARD OF SUPERVISORS' MEETING May 19, 2026

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).

Board Letter	01
Proposed Ordinance	05
Fee Rate Calculation Worksheet.....	14
Proposed ordinance with notes	24
Government Code, Chapter 7 (Fees for Specific Purposes) Section 66014	33
Government Code, Chapter 8 (Procedures for Adopting Various Fees) Sections 66016 - 66019	34
Government Code, Chapter 1, Article 4 (Manner of Publication) Sections 6062a.....	39
California Code, Title 3, Article 7 (Ordinances) Section 25124	40



County of Lassen
Department of Planning and Building Services

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

May 1, 2026

Maurice L. Anderson, Director
707 Nevada Street, Suite 5
Susanville, CA 96130-3912
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: May 12, 2026

Zoning & Building
Inspection Requests
Phone: 530 257-5263

FROM: Gaylon F. Norwood, Director

Environmental Health
Messages: 530 251-8528
email: EHE@co.lassen.ca.us

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 regarding proposed fees; and
2. Conduct a public hearing in accordance with Section 66016 of the Government Code;
and
3. Introduce the ordinance and read (or waive).

SUMMARY

The Planning and Building Services Department is proposing an ordinance to update the Lassen County Building fees. Prior to this public hearing being scheduled, County Counsel and the Auditor were provided a draft for their review and appropriate edits have been made. The current Planning, Building, and Environmental Health fees were last updated July 9, 2024 and Surveyor fees were last updated July 22, 2025. The purpose of this ordinance is to codify fees for work being requested of staff that is not currently listed in the Surveyor, Planning, and Building fee schedules, and to add and adjust rates in the Environmental Health fee schedule.

The new FY2026 rate calculation worksheet (enclosed) is used to calculate the cost of processing permits and conducting building inspections for the various types of issued permits. Fiscal year 2025 budgeted salary rates have been used in calculating weighted labor costs. The IRS 2025 mileage rate and Lassen County motor pool costs are being used to calculate average inspection mileage cost. The Department has estimated that the average miles to an inspection site is 30 miles. These factors are being used in the rate worksheet to detail how the new permit rates have been determined.

Any costs to Lassen County, not paid by applicants for projects, is supplemented by the General Fund. The applications detailed in this report are either required by Lassen County Code or State law (see Authority section of this memorandum), but the projects benefit private property owners

Board of Supervisors
Agenda Date: May 12, 2026
Page 2 of 4

and not the general public.

User fees in California are required to conform to the statutory requirements of the California Constitution and the California Code of Regulations, including Government Code Section 66014 (attached). By law, user fees may not exceed the reasonable costs of the services for which they are collected, unless the excess fees are approved by a two-thirds vote of the electorate. This memorandum will provide justification for the use of estimates of reasonable costs and provide specific information on how said estimates were generated.

Economists and local government practitioners advocate the utilization of user fees by local governments to finance certain public services that primarily benefit the individual user. In contrast, costs for answering basic building questions, informing the public about building requirements, and simple inquiries about how to develop in the County are difficult to recover. There is also a certain expectation by County residents that access to their government be at low or no-cost. The proposed ordinance does not attempt to recover costs such as these.

This Department has determined that there are fees that need to be added or adjusted to accurately reflect the costs associated with the processing of user-fee services. As a result, new fees are being requested and others have been adjusted so that work being provided to private property owners are not a drain on the General Fund.

This memorandum and the attached spreadsheet identify the cost to process various types of permit applications. The intent is to allow the County to determine which fees, if any, should be added or adjusted to more-effectively recover the cost of processing said building requests. County policy may dictate which costs should be recovered and to what degree fees should offset costs. While state law provides that the fee cannot exceed the reasonable cost of supplying the service, the County may seek to recover as much of the direct staff labor costs associated with planning services as is practicable. Spreading a portion of overhead costs to user fees is common practice among government agencies, assuming the amount and the allocation method are fair and reasonable. Accordingly, attached is a spreadsheet titled "Fee Rate Calculation Worksheet." Said worksheet incorporates the costs to conduct business (e.g. salary weighted rates, estimated time spent, averaged mileage, 2025 mileage rate, and motor-pool expense). Included in this worksheet are proposed user fees for the additional and adjusted Department of Planning and Building Service permit fees.

Authority:

As stated above, the authority to charge user fees is found in section 66014 of the Government Code. In turn, the authority to require an application for land development related services generally comes from of the following authorities:

- The California Building Standards Code (Title 24 of the California Code of Regulations).
- State Constitution, Article 11, section 7 which in part reads “A county or city may make and enforce within its limits all local, police, sanitary, and other ordinances and regulations not in conflict with general laws.” In summary, Lassen County has authority to pass ordinances to protect welfare, health, and safety in regard to building projects within its jurisdiction, provided any such ordinance is not in conflict or preempted by state law. This is known as the County’s “police power.”
- The Lassen County Building Code (Article I of Title 12 of the Lassen County Code).

Case Study Method:

The Department used the “Case Study Method” to determine the time and staff required to process each of the building permit types. This approach estimates the direct labor and material costs associated with providing a typical unit of service (permit or application processing) to a single user. The case study method is often used when the cost for the service may vary substantially between users, or when the service is provided intermittently. Costs are estimated based on interviews with agency staff regarding the time typically spent on specific tasks and review of available records.

Our analysis indicated that the case study method of calculating fees was more appropriate than the average cost method (e.g. time study). This determination is due in part to the overall volume of service, which in turn results in a small sample size. Additionally, some application types are submitted on a very infrequent basis. However, where appropriate, staff has applied certain principles of the average cost method where data was available.

The determination of the amount of recovery possible is a Board-level decision. The study approach examined each unit of service provided by the County’s Planning and Building Services Department.

Noticing:

The requirement for noticing a public hearing for a building fee increase ordinance comes from California Government Code Title 7, Chapter 8, Section 66018 which states that the noticing shall be published in accordance with California Government Code Section 6062a which requires two published public hearing notices 10 days prior to public hearing date. A summary ordinance shall be published in accordance with California Government Code Title 3, Article 7,

Board of Supervisors
Agenda Date: May 12, 2026
Page 4 of 4

Section 25124 which requires a summary of the proposed ordinance to be published at least five days prior to the adoption of the proposed ordinance.

GFN:bes

Enclosures: Draft Building Fee Ordinance
Fee Rate Calculation Worksheet
Draft Ordinance with Notes
Government Code Sections 66014, 66016-66019, 6062a, 25124

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

Ordinance Number: _____

Page 2 of 9

**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.

Ordinance Number: _____

Page 3 of 9

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

Ordinance Number: _____

Page 4 of 9

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

Ordinance Number: _____

Page 5 of 9

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 ≤ 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	

Ordinance Number: _____

Page 6 of 9

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

Ordinance Number: _____

Page 7 of 9

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		

Ordinance Number: _____

Page 8 of 9

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:

Ordinance Number: _____

Page 9 of 9

(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.

Fee Rate Calculation Worksheet

Weighted Rates 25/26

Rates used to establish cost

EH Specialists weighted rate averaged	\$64.69
EH III and Manager weighted rate	\$74.83
EH Manager weighted rate	\$92.64
IRS mileage rate 2025	\$0.70
Planning Mgr. weighted rate	\$68.80
Planners averaged weighted rate	\$62.07
Fiscal weighted rate	\$63.19
Front Desk weighted rate	\$52.54
Surveyor weighted rate	\$94.35

PLANNING DIVISION

Amending Parcel Map or Final (Subdivision) Map

DETAIL		TIME	RATE	COST
Counter Review and Intake	Avg. Planner	0.25	62.07	15.52
	Secretary	0.15	52.54	7.88
Review for Completeness Including CEQA exemption	Avg. Planner	3.25	62.07	201.73
	Planning Mgr.	1	68.80	68.80
Preparation of memo for Director review and noticing	Avg. Planner	2	62.07	124.14
	Planning Mgr.	1	68.80	68.80
		0.25	52.54	13.14
Presentation to Director and consideration of approval	Avg. Planner	0.25	62.07	15.52
	Director	0.25	104.64	26.16
Preparation of Staff Report Noticing for Planning Commission (PC)	Avg. Planner	2	62.07	124.14
	Planning Mgr.	1	68.80	68.80
		2	94.35	188.70
		0.25	52.54	13.14
Presentation at PC and Consideration of Approval	Avg. Planner	0.5	62.07	31.04
	Planning Mgr.	0.5	68.80	34.40
	Dep. Director	0.5	100.10	50.05
	Director	0.5	104.64	52.32
Notice of Approval or Denial	Avg. Planner	0.25	62.07	15.52
	Secretary	0.25	52.54	13.14
Estimated cost per unit		Total		1,132.91

Fee Recommended \$1,095.00

Certificate of Correction

Lassen County Code Section 16.44.010(h)

DETAIL		TIME	RATE	COST
Counter Review and Intake	Avg. Planner	0.5	62.07	31.04
	Secretary	0.15	52.54	7.88
Preparation of Staff Report	Avg. Planner	2	62.07	124.14
	Dep. Director	2	110.10	220.20
Noticing for Planning Commission (PC)	Planning Mng.	0.25	68.80	17.20
	Secretary	0.5	52.54	26.27
Presentation at PC and	Avg. Planner	0.5	62.07	31.04

Consideration of Approval	Dep. Director	0.5	110.10	55.05
Notice of Approval or Denial	Avg. Planner	0.25	62.07	15.52
	Secretary	0.25	52.54	13.14
Estimated cost per unit		Total	541.46	

Fee Recommended \$480.00

Determination of Similar Use

Lassen County Code Chapter 18.122

DETAIL		TIME	RATE	COST
Counter Review and Intake	Secretary	0.15	52.54	7.88
Research by staff	Avg Planner	2	62.07	124.14
Review by Planning	Planning Mgr.	0.25	68.80	17.20
Estimated cost per unit		Total	149.22	

Fee Recommended \$150.00

VEHICLE ABATEMENT APPEAL (Section 1.19.140)

DETAIL		TIME	RATE	COST
Counter Review and Intake	Code Enf. Avg.	0.5	45.84	22.92
	Secretary	0.15	52.54	7.88
Preparation of packet for Hearing Officer and noticing for hearing	Code Enf. Avg.	4.5	45.84	206.28
	Dep. Director	1.5	100.10	150.15
	Secretary	0.5	52.54	26.27
Presentation at hearing and determination	Code Enf. Avg.	2	45.84	91.68
	Dep. Director	1	100.10	100.10
	Director	1	104.64	104.64
Notice of determination	Code Enf. Avg.	0.5	45.84	22.92
	Secretary	0.25	52.54	13.14
Estimated cost per unit		Total	745.98	

Fee Recommended \$745.00

WILLIAMSON ACT NONRENEWAL PROTEST

Pursuant to Government Code Section 51245

DETAIL		TIME	RATE	COST
Counter Review and Intake	Avg. Planner	0.5	62.07	31.04
	Secretary	0.15	52.54	7.88
Preparation of Board letter and noticing for Board meeting	Avg. Planner	4	62.07	248.28
	Planning Mgr.	1.5	68.80	103.20
	Dep. Director	1	100.10	100.10
	Secretary	0.5	52.54	26.27
Presentation to Board and consideration of approval	Avg. Planner	2	62.07	124.14
	Planning Mgr.	1	68.80	68.80
	Director	0.75	104.64	78.48
Notice of Approval or Denial	Avg. Planner	0.25	62.07	15.52
	Secretary	0.25	52.54	13.14
Estimated cost per unit		Total	816.84	

Fee Recommended \$815.00

AIRPORT LAND USE COMPATIBILITY DETERMINATION

Pursuant to Chapter 18.97 of County Code

DETAIL		TIME	RATE	COST
Counter Review and Intake	Avg. Planner	0.25	62.07	15.52
	Secretary	0.25	52.54	13.14
Staff report	Avg. Planner	2	62.07	124.14
	Director	0.25	104.64	26.16
Presentation to ALUC	Avg. Planner	0.5	62.07	31.04
	Director	0.5	104.64	52.32
Notice of Approval or Denial	Avg. Planner	0.25	62.07	15.52
	Secretary	0.25	52.54	13.14
Estimated cost per unit		Total		290.96
			Fee Recommended	\$300.00

BUILDING DIVISION**Agricultural Exemption**

DETAIL		TIME	RATE	COST
Processing	Time Front Desk	0.25	52.54	13.14
	Time Building Tech	0.25	52.06	13.02
	Time Planner	1.00	62.07	62.07
Estimated cost per unit		Total		88.22
			Fee Recommended	85.00

APPEAL TO BOARD OF APPEALS

Pursuant to County Code Chapter 12.22

DETAIL		TIME	RATE	COST
Counter Review and Intake	Avg. Planner	0.5	62.07	31.04
	Secretary	0.15	52.54	7.88
Preparation of Board letter and noticing for Board meeting	Avg. Planner	4	62.07	248.28
	Planning Mgr.	1.5	68.80	103.20
	Dep. Director	1	100.10	100.10
	Secretary	0.5	52.54	26.27
Presentation to Board and consideration of approval	Avg. Planner	2	62.07	124.14
	Planning Mgr.	1	68.80	68.80
	Director	0.75	104.64	78.48
Notice of Approval or Denial	Avg. Planner	0.25	62.07	15.52
	Secretary	0.25	52.54	13.14
Estimated cost per unit		Total		816.84
			Fee Recommended	\$810.00

Temporary Certificate of Occupancy

DETAIL		TIME	RATE	COST
Processing	Time Building Tech	0.50	52.06	26.03
	Time inspector	2	67.43	134.86
	Mileage/motorpool	60	1.00	60.00
	Mileage/fuel	60	0.70	42.00
Estimated cost per unit		Total		262.89

Fee Recommended \$260.00

ENVIRONMENTAL HEALTH

Seasonal Facility

DETAIL		TIME	RATE	COST
Processing	EH Specialist	1	64.69	64.69
	Fiscal	0.5	63.19	31.60
*total fee will be halved since it is for half of year only	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		147.29

Fee Recommended* \$75.00

Food Bank/Charitable Feeding

DETAIL		TIME	RATE	COST
Processing	EH Specialist	1	64.69	64.69
	Fiscal	0.5	63.19	31.60
Estimated cost per unit		Total		96.29

Fee Recommended \$95.00

Cottage Food Operator Class A

DETAIL		TIME	RATE	COST
Processing	EH Specialist	1	64.69	64.69
	Fiscal	0.5	63.19	31.60
Estimated cost per unit		Total		96.29

Fee Recommended \$95.00

Cottage Food Operator Class B

DETAIL		TIME	RATE	COST
Processing	EH Specialist	1	64.69	64.69
	Fiscal	0.5	63.19	31.60
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		147.29

Fee Recommended \$140.00

Temporary Food Facility Low Risk - Quarterly Permit

DETAIL		TIME	RATE	COST
Processing	EH Specialist	1	64.69	64.69
	Fiscal	0.5	63.19	31.60
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		147.29

Fee Recommended \$145.00

Temporary Food Facility High Risk - Quarterly Permit

DETAIL		TIME	RATE	COST
Processing	EH Specialist	2	64.69	129.38
	Fiscal	0.5	63.19	31.60
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00

Estimated cost per unit	Total	211.98
-------------------------	-------	--------

Fee Recommended \$210.00

Temporary Permitted Cottage Food Operation

DETAIL		TIME	RATE	COST
Processing	EH Specialist	0.5	64.69	32.35
	Fiscal	0.5	63.19	31.60
Estimated cost per unit	Total			63.94

Fee Recommended \$65.00

Temporary Permitted Retail Food Facility

DETAIL		TIME	RATE	COST
Processing	EH Specialist	1	64.69	64.69
	Fiscal	0.5	63.19	31.60
Estimated cost per unit	Total			96.29

Fee Recommended \$95.00

Community Event Coordinator Single Event Permit

DETAIL		TIME	RATE	COST
Processing	EH Specialist	0.5	64.69	32.35
	Fiscal	0.5	63.19	31.60
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit	Total			114.94

Fee Recommended \$115.00

Community Event Coordinator Annual Permit

DETAIL		TIME	RATE	COST
Processing	EH Specialist	3	64.69	194.07
	Fiscal	1	63.19	63.19
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit	Total			308.26

Fee Recommended \$300.00

Solid Waste Medium Volume Transfer Station

DETAIL		TIME	RATE	COST
Processing	EH Specialist	2	64.69	129.38
	Fiscal	0.25	63.19	15.80
	Mileage/motorpool	60	1.00	60.00
	Mileage/fuel	60	0.70	42.00
Estimated cost per unit	Total			247.18

Fee Recommended \$250.00

Solid Waste Large Volume Transfer Station

DETAIL		TIME	RATE	COST
Processing	EH Specialist	2.5	64.69	161.73
	Fiscal	0.25	63.19	15.80
	Mileage/motorpool	60	1.00	60.00
	Mileage/fuel	60	0.70	42.00
Estimated cost per unit	Total			279.52

Fee Recommended \$280.00

Compost Facility - Full Permit

DETAIL		TIME	RATE	COST
Processing	EH Specialist	2	64.69	129.38
	Fiscal	0.25	63.19	15.80
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		196.18

Fee Recommended \$200.00

Compost Facility - Notification Tier

DETAIL		TIME	RATE	COST
Processing	EH Specialist	1	64.69	64.69
	Fiscal	0.25	63.19	15.80
	Mileage/motorpool	15	1.00	15.00
	Mileage/fuel	15	0.70	10.50
Estimated cost per unit		Total		105.99

Fee Recommended \$100.00

In-Vessel Digestion Facility

DETAIL		TIME	RATE	COST
Processing	EH Specialist	2	64.69	129.38
	Fiscal	0.25	63.19	15.80
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		196.18

Fee Recommended \$200.00

California Accidental Release Prevention (CalARP) Facility - Level 1

DETAIL		TIME	RATE	COST
Processing	EH III/Mngr	2	74.83	149.66
	Fiscal	0.5	63.19	31.60
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		232.26

Fee Recommended \$230.00

California Accidental Release Prevention (CalARP) Facility - Level 2

DETAIL		TIME	RATE	COST
Processing	EH III/Mngr	2.5	74.83	187.08
	Fiscal	0.5	63.19	31.60
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		269.67

Fee Recommended \$265.00

California Accidental Release Prevention (CalARP) Facility - Level 3

DETAIL		TIME	RATE	COST
Processing	EH III/Mngr	3	74.83	224.49
	Fiscal	0.5	63.19	31.60
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		307.09

Fee Recommended \$300.00

Medical Waste Large Quantity Generator - Offsite Treatment

DETAIL		TIME	RATE	COST
Processing	EH Specialist	2	64.69	129.38
	Fiscal	0.25	63.19	15.80
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		196.18

Fee Recommended \$200.00

Medical Waste Large Quantity Generator - Onsite Treatment

DETAIL		TIME	RATE	COST
Processing	EH Specialist	3	64.69	194.07
	Fiscal	0.25	63.19	15.80
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		260.87

Fee Recommended \$260.00

Medical Waste Small Quantity Generator - Offsite Treatment

DETAIL		TIME	RATE	COST
Processing	EH Specialist	0.5	64.69	32.35
	Fiscal	0.25	63.19	15.80
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		99.14

Fee Recommended \$100.00

Medical Waste Small Quantity Generator - Onsite Treatment

DETAIL		TIME	RATE	COST
Processing	EH Specialist	1	64.69	64.69
	Fiscal	0.25	63.19	15.80
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		131.49

Fee Recommended \$130.00

Recreational Waters Plan Check

DETAIL		TIME	RATE	COST
Processing	EH Specialist	4	64.69	258.76
Estimated cost per unit		Total		258.76

Fee Recommended \$260.00

Recreational Waters Facility Permit

DETAIL		TIME	RATE	COST
Processing	EH Specialist	1	64.69	64.69
	Fiscal	0.5	63.19	31.60
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		147.29

Fee Recommended \$150.00

Recreational Waters Special or Re-inspection

DETAIL		TIME	RATE	COST
Processing	EH Specialist	1	64.69	64.69
	Fiscal	0.5	63.19	31.60
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		147.29

Fee Recommended \$150.00

Body Art Plan Check

DETAIL		TIME	RATE	COST
Processing	EH Specialist	2	64.69	129.38
Estimated cost per unit		Total		129.38

Fee Recommended \$130.00

Body Art Facility Permit

DETAIL		TIME	RATE	COST
Processing	EH Specialist	1	64.69	64.69
	Fiscal	0.5	63.19	31.60
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		147.29

Fee Recommended \$150.00

Body Art Special or Re-inspection

DETAIL		TIME	RATE	COST
Processing	EH Specialist	1	64.69	64.69
	Fiscal	0.5	63.19	31.60
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		147.29

Fee Recommended \$150.00

Organized Camps Plan Check

DETAIL		TIME	RATE	COST
Processing	EH Specialist	3	64.69	194.07
Estimated cost per unit		Total		194.07

Fee Recommended \$195.00

Organized Camps Facility Permit

DETAIL		TIME	RATE	COST
Processing	EH Specialist	2	64.69	129.38
	Fiscal	0.5	63.19	31.60
	Mileage/motorpool	60	1.00	60.00
	Mileage/fuel	60	0.70	42.00
Estimated cost per unit		Total		262.98

Fee Recommended \$265.00

Organized Camps Special or Re-inspection

DETAIL		TIME	RATE	COST
Processing	EH Specialist	1	64.69	64.69
	Fiscal	0.25	63.19	15.80
	Mileage/motorpool	60	1.00	60.00
	Mileage/fuel	60	0.70	42.00
Estimated cost per unit		Total		182.49

Fee Recommended \$180.00

State Small Water System Permit

DETAIL		TIME	RATE	COST
Processing	EH Specialist	1	64.69	64.69
	Fiscal	0.25	63.19	15.80
	Mileage/motorpool	30	1.00	30.00
	Mileage/fuel	30	0.70	21.00
Estimated cost per unit		Total		131.49

Fee Recommended \$130.00

Rabies Testing

DETAIL		TIME	RATE	COST
Processing	EHS	0.5	64.69	32.35
	Fiscal	0.25	63.19	15.80
	Fedex	1	15.00	15.00
Estimated cost per unit		Total		63.14

Fee Recommended \$60.00

Administrative or Compliance Hearing

DETAIL		TIME	RATE	COST
Processing	EH Manager	2	92.64	185.28
	Fiscal	0.5	63.19	31.60
Estimated cost per unit		Total		216.88

Fee Recommended \$215.00

SURVEYOR

Certificate of Correction

Lassen County Code Section 16.44.010(a-g)

DETAIL		TIME	RATE	COST
Counter Review and Intake	Secretary	0.15	52.54	7.88
Surveyor review	Surveyor	2	94.35	188.70
Estimated cost per unit		Total		196.58

Fee Recommended \$175.00

Certificate of Correction for a Record of Survey

DETAIL		TIME	RATE	COST
Counter Review and Intake	Secretary	0.15	52.54	7.88

Surveyor review	Surveyor	2	94.35	188.70
Estimated cost per unit		Total		196.58

Fee Recommended \$175.00

Amending Record of Survey

DETAIL		TIME	RATE	COST
Counter Review and Intake	Secretary	0.15	52.54	7.88
Surveyor review	Surveyor	3.25	94.35	306.64
Estimated cost per unit		Total		314.52

Fee Recommended \$300.00

Amending Parcel Map

DETAIL		TIME	RATE	COST
Counter Review and Intake	Secretary	0.15	52.54	7.88
Surveyor review	Surveyor	4.25	94.35	400.99
Estimated cost per unit		Total		408.87

Fee Recommended \$400.00

Amending Final (Subdivision) Map

DETAIL		TIME	RATE	COST
Counter Review and Intake	Secretary	0.15	52.54	7.88
Surveyor review	Surveyor	5.25	94.35	495.34
Estimated cost per unit		Total		503.22

Fee Recommended \$500.00

Amending Certificate of Lot Line Adjustment or Merger

DETAIL		TIME	RATE	COST
Counter Review and Intake	Secretary	0.15	52.54	7.88
Surveyor review	Surveyor	2.75	94.35	259.46
Estimated cost per unit		Total		267.34

Fee Recommended \$250.00

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

Ordinance Number: _____
Page 2 of 9

**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:

Commented [BS1]: New fees for Section 3.18.020 Planning Fees

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:

Commented [BS2]: New fees for Section 3.18.090 Building Fees

- (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.

Commented [BS3]: If there is no note associated with a fee, the fee hasn't changed

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.

Ordinance Number: _____
 Page 3 of 9

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		
(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

Commented [BS4]: Seasonal Facility is a new fee

Commented [BS5]: Food bank/charitable feeding is a new fee

Commented [BS6]: Class A fee is decreasing from \$110 to \$95

Commented [BS7]: Class B fee is decreasing from \$200 to \$140

Ordinance Number: _____
 Page 4 of 9

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

Commented [BS8]: Temporary fees 2-5 are new fees

Commented [BS9]: CEC fees 1-2 are new fees

Commented [BS10]: Medium Volume Transfer is decreasing from \$260 to \$250

Commented [BS11]: Solid Waste fees 4-9 are new fees

Ordinance Number: _____

Page 5 of 9

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 ≤ 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	

Ordinance Number: _____
 Page 6 of 9

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

Commented [BS12]: CalARP Level 1 is a new fee

Commented [BS13]: Name change to Level 2

Commented [BS14]: CUPA fees 22-23 are new fees

Commented [BS15]: Large offsite treatment is being decreased from \$260 to \$200

Commented [BS16]: Medical Waste fees 2-4 are new fees

Commented [BS17]: Rec. waters plan check fee is decreasing from \$290 to \$260

Commented [BS18]: Rec. Waters permit fee is decreasing from \$185 to \$150

Commented [BS19]: Rec. Waters spec/reinspection fee is decreasing from \$185 to \$150

Commented [BS20]: Body Art plan check fee is decreasing from \$165 to \$130

Commented [BS21]: Body Art permit fee is decreasing from \$185 to \$150

Commented [BS22]: Body Art spec/reinspection fee is decreasing from \$185 to \$150

Commented [BS23]: Camp plan check fee is decreasing from \$205 to \$195

Commented [BS24]: Camp permit fee is decreasing from \$275 to \$265

Commented [BS25]: Camp spec/reinspection fee is decreasing from \$185 to \$180

Ordinance Number: _____
Page 7 of 9

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		

Ordinance Number: _____
 Page 8 of 9

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

Commented [BS26]: Additional well fee is decreasing from \$85 to \$25

Commented [BS27]: Well spec/re-inspection is decreasing from \$200 plus \$85 per addition well to \$185 for each well

Commented [BS28]: State small water and EH fees U-V are new fees

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:

Ordinance Number: _____
 Page 9 of 9

(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

Commented [BS29]: New fees for Section 3.18.130 Surveyor Fees

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.

State of California**GOVERNMENT CODE****Section 66014**

66014. (a) Notwithstanding any other provision of law, when a local agency charges fees for zoning variances; zoning changes; use permits; building inspections; building permits; filing and processing applications and petitions filed with the local agency formation commission or conducting preliminary proceedings or proceedings under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Division 3 (commencing with Section 56000) of Title 5; the processing of maps under the provisions of the Subdivision Map Act, Division 2 (commencing with Section 66410) of Title 7; or planning services under the authority of Chapter 3 (commencing with Section 65100) of Division 1 of Title 7 or under any other authority; those fees may not exceed the estimated reasonable cost of providing the service for which the fee is charged, unless a question regarding the amount of the fee charged in excess of the estimated reasonable cost of providing the services or materials is submitted to, and approved by, a popular vote of two-thirds of those electors voting on the issue.

(b) The fees charged pursuant to subdivision (a) may include the costs reasonably necessary to prepare and revise the plans and policies that a local agency is required to adopt before it can make any necessary findings and determinations.

(c) Any judicial action or proceeding to attack, review, set aside, void, or annul the ordinance, resolution, or motion authorizing the charge of a fee subject to this section shall be brought pursuant to Section 66022.

(Amended by Stats. 2002, Ch. 963, Sec. 1. Effective January 1, 2003.)

GOVERNMENT CODE - GOV

TITLE 7. PLANNING AND LAND USE [65000 - 66499.58] (*Heading of Title 7 amended by Stats. 1974, Ch. 1536.*)

DIVISION 1. PLANNING AND ZONING [65000 - 66345.4] (*Heading of Division 1 added by Stats. 1974, Ch. 1536.*)

CHAPTER 8. Procedures for Adopting Various Fees [66016 - 66019] (*Chapter 8 added by Stats. 1990, Ch. 1572, Sec. 20.*)

66016. (a) Prior to levying a new fee or service charge, or prior to approving an increase in an existing fee or service charge, a local agency shall hold at least one open and public meeting, at which oral or written presentations can be made, as part of a regularly scheduled meeting. Notice of the time and place of the meeting, including a general explanation of the matter to be considered, and a statement that the data required by this section is available, shall be mailed at least 14 days prior to the meeting to any interested party who files a written request with the local agency for mailed notice of the meeting on new or increased fees or service charges. Any written request for mailed notices shall be valid for one year from the date on which it is filed unless a renewal request is filed. Renewal requests for mailed notices shall be filed on or before April 1 of each year. The legislative body may establish a reasonable annual charge for sending notices based on the estimated cost of providing the service. At least 10 days prior to the meeting, the local agency shall make available to the public data indicating the amount of cost, or estimated cost, required to provide the service for which the fee or service charge is levied and the revenue sources anticipated to provide the service, including General Fund revenues. Unless there has been voter approval, as prescribed by Section 66013 or 66014, no local agency shall levy a new fee or service charge or increase an existing fee or service charge to an amount which exceeds the estimated amount required to provide the service for which the fee or service charge is levied. If, however, the fees or service charges create revenues in excess of actual cost, those revenues shall be used to reduce the fee or service charge creating the excess.

(b) Any action by a local agency to levy a new fee or service charge or to approve an increase in an existing fee or service charge shall be taken only by ordinance or resolution. The legislative body of a local agency shall not delegate the authority to adopt a new fee or service charge, or to increase a fee or service charge.

(c) Any costs incurred by a local agency in conducting the meeting or meetings required pursuant to subdivision (a) may be recovered from fees charged for the services which were the subject of the meeting.

(d) This section shall apply only to fees and charges as described in Sections 51287, 56383, 65104, 65456, 65584.1, 65863.7, 65909.5, 66013, 66014, and 66451.2 of this code, Sections 17951, 19132.3, and 19852 of the Health and Safety Code, Section 41901 of the Public Resources Code, and Section 21671.5 of the Public Utilities Code.

(e) Any judicial action or proceeding to attack, review, set aside, void, or annul the ordinance, resolution, or motion levying a fee or service charge subject to this section shall be brought pursuant to Section 66022.

(*Amended by Stats. 2006, Ch. 643, Sec. 19. Effective January 1, 2007.*)

66016.5. (a) A city, county, or special district that conducts an impact fee nexus study shall follow all of the following standards and practices:

(1) Before the adoption of an associated development fee, an impact fee nexus study shall be adopted.

(2) When applicable, the nexus study shall identify the existing level of service for each public facility, identify the proposed new level of service, and include an explanation of why the new level of service is appropriate.

(3) A nexus study shall include information that supports the city’s, county’s, or special district’s actions, as required by subdivision (a) of Section 66001.

(4) If a nexus study supports the increase of an existing fee, the city, county, or special district shall review the assumptions of the nexus study supporting the original fee and evaluate the amount of fees collected under the original fee.

(5) (A) A nexus study adopted after July 1, 2022, shall calculate a fee imposed on a housing development project proportionately to the square footage of proposed units of the development. A city, county, or special district that imposes a fee proportionately to the square footage of the proposed units of the development shall be deemed to have used a valid method to establish a reasonable relationship between the fee charged and the burden posed by the development.

(B) A nexus study is not required to comply with subparagraph (A) if the city, county, or special district makes a finding that includes all of the following:

(i) An explanation as to why square footage is not an appropriate metric to calculate fees imposed on a housing development project.

(ii) An explanation that an alternative basis of calculating the fee bears a reasonable relationship between the fee charged and the burden posed by the development.

(iii) That other policies in the fee structure support smaller developments, or otherwise ensure that smaller developments are not charged disproportionate fees.

(C) This paragraph does not prohibit an agency from establishing different fees for different types of developments.

(6) Large jurisdictions shall adopt a capital improvement plan as a part of the nexus study.

(7) All studies shall be adopted at a public hearing with at least 30 days’ notice, and the city, county, or special district shall notify any member of the public that requests notice of intent to begin an impact fee nexus study of the date of the hearing.

(8) Studies shall be updated at least every eight years, from the period beginning on January 1, 2022.

(9) The city, county, or special district may use the impact fee nexus study template developed by the Department of Housing and Community Development pursuant to Section 50466.5 of the Health and Safety Code.

(b) This section does not apply to any fees or charges pursuant to Section 66013.

(c) For purposes of this section:

(1) “City” includes a charter city.

(2) “Development fee” has the same meaning as defined in subdivision (b) of Section 66000.

(3) “Large jurisdiction” has the same meaning as defined in subdivision (d) of Section 53559.1 of the Health and Safety Code.

(4) “Public facility” has the same meaning as defined in subdivision (d) of Section 66000.

(d) Nothing in this section shall be construed to relieve a city, county, or special district of the requirement that it comply with Chapter 5 (commencing with Section 66000), the California Constitution, or applicable case law when calculating the amount of a fee.

(Amended (as amended by Stats. 2022, Ch. 128, Sec. 1) by Stats. 2022, Ch. 658, Sec. 2. (AB 2668) Effective January 1, 2023.)

66016.6. (a) Prior to levying a new fee or capacity charge, a local agency shall evaluate the amount of the fee or capacity charge. The evaluation shall include evidence to support that the fee or capacity charge does not exceed the estimated reasonable cost of providing service, in accordance with Section 66013.

(b) All information constituting the evaluation shall be made publicly available at least 14 days prior to a meeting held in accordance with subdivision (a) of Section 66016.

(c) For purposes of this section:

(1) "Capacity charge" has the same meaning as defined in Section 66013.

(2) "Fee" has the same meaning as defined in Section 66013.

(3) "Local agency" has the same meaning as defined in Section 66013.

(d) Nothing in this section shall be construed to relieve a local agency of the requirement that it comply with Chapter 7 (commencing with Section 66012), the California Constitution, or applicable case law when calculating the amount of a fee.

(Added by Stats. 2022, Ch. 128, Sec. 2. (AB 2536) Effective January 1, 2023.)

66017. (a) Any action adopting a fee or charge, or increasing a fee or charge adopted, upon a development project, as defined in Section 66000, which applies to the filing, accepting, reviewing, approving, or issuing of an application, permit, or entitlement to use shall be enacted in accordance with the notice and public hearing procedures specified in Section 54986 or 66016 and shall be effective no sooner than 60 days following the final action on the adoption of the fee or charge or increase in the fee or charge.

(b) Without following the procedure otherwise required for the adoption of a fee or charge, or increasing a fee or charge, the legislative body of a local agency may adopt an urgency measure as an interim authorization for a fee or charge, or increase in a fee or charge, to protect the public health, welfare and safety. The interim authorization shall require four-fifths vote of the legislative body for adoption. The interim authorization shall have no force or effect 30 days after its adoption. The interim authority shall contain findings describing the current and immediate threat to the public health, welfare, and safety. After notice and public hearing pursuant to Section 54986 or 66016, the legislative body may extend the interim authority for an additional 30 days. Not more than two extensions may be granted. Any extension shall also require a four-fifths vote of the legislative body.

(Amended by Stats. 2006, Ch. 538, Sec. 320. Effective January 1, 2007.)

66018. (a) Prior to adopting an ordinance, resolution, or other legislative enactment adopting a new fee or approving an increase in an existing fee to which this section applies, a local agency shall hold a public hearing, at which oral or written presentations can be made, as part of a regularly scheduled meeting. Notice of the time and place of the meeting, including a general explanation of the matter to be considered, shall be published in accordance with Section 6062a.

(b) Any costs incurred by a local agency in conducting the hearing required pursuant to subdivision (a) may be recovered as part of the fees which were the subject of the hearing.

(c) This section applies only to the adopting or increasing of fees to which a specific statutory notice requirement, other than Section 54954.2, does not apply.

(d) As used in this section, "fees" do not include rates or charges for water, sewer, or electrical service.

(Added by Stats. 1990, Ch. 1572, Sec. 20.)

66018.5. "Local agency," as used in this chapter, has the same meaning as provided in Section 66000.

(Added by Stats. 1990, Ch. 1572, Sec. 20.)

66019. (a) As used in this section:

(1) "Fee" means a fee as defined in Section 66000, but does not include any of the following:

(A) A fee authorized pursuant to Section 66013.

(B) A fee authorized pursuant to Section 17620 of the Education Code, or Sections 65995.5 and 65995.7.

(C) Rates or charges for water, sewer, or electrical services.

(D) Fees subject to Section 66016.

(2) "Party" means a person, entity, or organization representing a group of people or entities.

(3) "Public facility" means a public facility as defined in Section 66000.

(b) For any fee, notice of the time and place of the meeting, including a general explanation of the matter to be considered, and a statement that the data required by this subdivision is available shall be mailed at least 14 days prior to the first meeting to an interested party who files a written request with the city, county, or city and county for mailed notice of a meeting on a new or increased fee to be enacted by the city, county, or city and county. Any written request for mailed notices shall be valid for one year from the date on which it is filed unless a renewal request is filed. Renewal requests for mailed notices shall be filed on or before April 1 of each year. The legislative body of the city, county, or city and county may establish a reasonable annual charge for sending notices based on the estimated cost of providing the service. The legislative body may send the notice electronically. At least 10 days prior to the meeting, the city, county, or city and county shall make available to the public the data indicating the amount of cost, or the estimated cost, required to provide the public facilities and the revenue sources anticipated to fund those public facilities, including general fund revenues. The new or increased fee shall be effective no earlier than 60 days following the final action on the adoption or increase of the fee, unless the city, county, or city and county follows the procedures set forth in subdivision (b) of Section 66017.

(c) If a city, county, or city and county receives a request for mailed notice pursuant to this section, or a local agency receives a request for mailed notice pursuant to Section 66016, the city, county, or city and county or other local agency may provide the notice via electronic mail for those who specifically request electronic mail notification. A city, county, city or county, or other local agency that provides electronic mail notification pursuant to this subdivision shall send the electronic mail notification to the electronic mail address indicated in the request. The electronic mail notification authorized by this subdivision shall operate as an alternative to the mailed notice required by this section.

(d) (1) Any member of the public, including an applicant for a development project, may ^{C-1}submit evidence that the city, county, or other local agency's determinations and findings required pursuant to subdivision (a) of Section 66001 are insufficient or that the local agency otherwise failed to comply with this chapter. Evidence submitted pursuant to this subdivision may include, but is not limited to, information regarding the proposed fee calculation, assumptions, or methodology or the calculation, assumptions, or methodology for an existing fee upon which the proposed fee or fee increase is based.

(2) The legislative body of the city, county, or other local agency shall consider any evidence submitted pursuant to paragraph (1) that is timely submitted under this chapter. After consideration of the evidence, the legislative body of the city, county, or other local agency may change or adjust the proposed fee or fee increase if deemed necessary by the legislative body.

(Amended by Stats. 2021, Ch. 347, Sec. 3. (AB 602) Effective January 1, 2022.)

State of California

GOVERNMENT CODE

Section 6062a

6062a. Publication of notice pursuant to this section shall be for 10 days in a newspaper regularly published once a week or oftener. Two publications, with at least five days intervening between the dates of first and last publication not counting such publication dates, are sufficient. The period of notice commences upon the first day of publication and terminates at the end of the tenth day, including therein the first day.

(Amended by Stats. 1959, Ch. 954.)

State of California**GOVERNMENT CODE****Section 25124**

25124. (a) Except as provided in subdivision (c), within 15 days after the passage of an ordinance it shall be published once, with the names of the members voting for and against the ordinance, in a newspaper published in the county if there is one, and if there is no newspaper published in the county, the ordinance shall be posted in a prominent location at the board of supervisors' chambers within the 15-day period and remain posted thereafter for at least one week. The local agency, at its option, may include in an ordinance reclassifying land either a brief description accompanied by a map of the boundaries of the property, as recited in the notice of hearing, or a complete metes and bounds description accompanied by a map depicting the reclassified property and adjacent properties. Except for maps, any exhibit attached to and incorporated by reference in an ordinance need not be published in its entirety if the publication lists all those exhibits by title or description and includes a notation that a complete copy of each exhibit is on file with the clerk of the board of supervisors and is available for public inspection and copying in that office in accordance with the California Public Records Act, Division 10 (commencing with Section 7920.000) of Title 1. A certificate of the clerk of the board of supervisors or order entered in the minutes of the board that the ordinance has been duly published or posted is prima facie proof of the publication or posting.

(b) The publication or posting of ordinances, as required by subdivision (a), may be satisfied by either of the following actions:

(1) The county board of supervisors may publish a summary of a proposed ordinance or proposed amendment to an existing ordinance. The summary shall be prepared by an official designated by the board of supervisors. A summary shall be published and a certified copy of the full text of the proposed ordinance or proposed amendment shall be made available to the public upon request by the clerk of the legislative body at least five days prior to the board of supervisors meeting at which the proposed ordinance or amendment or alteration thereto is to be adopted. The clerk also shall either post a copy of the full text of the ordinance or amendment on the county's internet website or post a certified copy of the full text in the office of the clerk five days prior to the board of supervisors meeting at which the proposed ordinance or amendment or alteration is to be adopted. Within 15 days after adoption of the ordinance or amendment, the board of supervisors shall publish a summary of the ordinance or amendment with the names of those supervisors voting for and against the matter and the clerk shall make available to the public, upon request, a certified copy of the full text of the adopted ordinance or amendment along with the names of those supervisors voting for and against the ordinance or amendment. The clerk of

the board of supervisors shall also either post a copy of the full text of the ordinance or amendment and the names of those supervisors voting for and against the ordinance or amendment on the county's internet website or shall post in the office of the clerk of the board of supervisors a certified copy of the full text of the ordinance or amendment along with the vote information specified in this paragraph.

(2) If the county official designated by the board of supervisors determines that it is not feasible to prepare a fair and adequate summary of the proposed or adopted ordinance or amendment, and if the board of supervisors so orders, a display advertisement of at least one-quarter of a page in a newspaper of general circulation in the county shall be published at least five days prior to the board of supervisors meeting at which the proposed ordinance or amendment or alteration thereto is to be adopted. Within 15 days after adoption of the ordinance or amendment, a display advertisement of at least one-quarter of a page shall be published. The advertisement shall indicate the general nature of, and provide information about, the proposed or adopted ordinance or amendment, including information sufficient to enable the public to obtain copies of the complete text of the ordinance or amendment, and the names of those supervisors voting for and against the ordinance or amendment.

(c) If the clerk of the board of supervisors fails to publish an ordinance within 15 days after the date of adoption, the ordinance shall not take effect until 30 days after the date of publication.

(Amended by Stats. 2021, Ch. 615, Sec. 188. (AB 474) Effective January 1, 2022. Operative January 1, 2023, pursuant to Sec. 463 of Stats. 2021, Ch. 615.)