

CALAVERAS LAFCO
Amended Schedule of Fees
and Fee Deposits

1. All fee deposits are initial payments toward the total cost of processing and will be assessed to cover the cost of processing requests (project costs). Project costs are defined as staff time plus materials. Staff charge-out rates are listed below, and include personnel costs plus a percentage of Calaveras LAFCO’s administrative overhead costs. Materials include, but are not limited to, charges for advertisement of hearings, petition reviews, LAFCO meetings, contract staff and consultants as needed, as well as fees charged for project reviews by affected agencies. All applicants will be required to sign an agreement to pay and indemnification form and pay all required fee deposits and other agency costs prior to LAFCO processing a proposal.

2. A fee deposit will be charged at the time applications are received and applications will not be deemed filed without the signed “Agreement to Pay” form and payment of the fee deposit as outlined below:

Annexation of a Single Family Dwelling	\$1,000.00
Consolidation	\$2,000.00
Dissolution	\$2,000.00
District Formation	\$5,000.00
Out of Agency Agreement Request	\$ 700.00
Incorporation	\$15,000.00
Annexation/Reorganization/Detachment	\$2,000.00
Sphere of Influence Update w/ MSR	\$5,000.00
Sphere of Influence Amendment w/o MSR	\$2,000.00
Use of Latent Powers	\$1,000.00
Other Actions including reconsideration)	\$ 700.00

Copies (staff reports, minutes, Public Records) actual cost = currently \$.06 each
 Agenda Subscription \$12.00 per year
 Staff Research and Studies Actual Project Cost
 Administrative fee deposits for consultants shall be ten-percent (10%) of the final contract amount. In addition, activity fee deposits for required staff or specialized consultant review of any study required of an applicant shall be twenty-percent (20%) of the final contract amount.

3. Charges for Staff time will be at the following rates:

Executive Officer	\$75/hour
LAFCO Counsel	\$150/hour
Clerical	\$35/hour

4. State Board of Equalization, County of Calaveras, Environmental Review, State Controller's Office and the Department of Fish and Game fees (if applicable) will be paid by the applicant. Recording, engineering and surveying fees will be the responsibility of the applicant. Applicants are responsible for paying the costs of mailing labels of property owners and registered voters within the project area and within 300 feet of the proposed project boundaries.
5. The Commission, upon a finding that such action would be in the public's interest and/or necessary for health and safety reasons, may waive fees partially or in total. Requests for fee waivers must be submitted in writing to the Commission noting such compelling reasons for a fee waiver. The Executive Officer shall not waive fees.
6. Staff time will be monitored against the deposit on file with LAFCO; if the cost of processing an application reaches 90% of the deposited amount, additional deposits will be required.
7. All final bills shall be paid by the applicant prior to the filing of the Certificate of Completion or during other times during the LAFCO process as deemed appropriate by the Executive Officer.
8. Charges for the reconsideration of a LAFCO determination are the responsibility of the requesting party.
9. Fee deposits with LAFCO, which exceed the cost of processing the application by \$25 or more, will be refunded after LAFCO completes its final filings.
10. LAFCO will also charge its pre-application staff time spent reviewing environmental and other documents and participating in the process as the lead or responsible agency, as part of its processing costs.
11. If a LAFCO application is withdrawn any time prior to the completion of proceedings, the unused portion of the initial fee deposit (s) received by LAFCO (deposit less any expended staff time and project expenses) will be returned to the persons paying the initial fee deposit upon receipt of a letter of withdrawal.