

City of Piedmont COUNCIL AGENDA REPORT

DATE: December 5, 2022

TO: Mayor and Council

FROM: Sara Lillevand, City Administrator

SUBJECT: Consideration of Additions to the City of Piedmont Schedule of Fees and Charges for Additional Bedroom Permits and SB 9 Related Applications

RECOMMENDATION

Approve the attached resolution which adds fees to the City's Schedule of Fees and Charges for Additional Bedroom Permits and SB 9 Related Applications.

BACKGROUND

The Council is considering the second reading of Ord. 768 N.S. which conforms the City's regulations of Accessory Dwelling Units and Additional Bedrooms at this meeting. In order to fully implement a permit review process in compliance with State law, staff recommends the adoption of a fee in the amount of \$233.00 for the review and processing of applications for Additional Bedroom Permits.

Separately, on December 20, 2021, the City Council adopted Resolution No. 96-2021, which adopted the following fees for SB9 related applications as follows:

1. \$1,980 for an application for SB 9 Urban Lot Split, and
2. \$2,000 for an application for SB 9 Housing Development.

Due to a formatting error these fees were omitted from the Schedule of Fees and Charges adopted by Council for Fiscal Year 2022-2023.

Under State law, fees charged for processing applications must not exceed the estimated reasonable cost of providing the service for which the fee is charged. Staff's analysis is that the proposed fee for Additional Bedroom Permit applications is reasonable considering the expected costs borne by the City, based on the expected labor and materials to evaluate and process the application. The fee is equivalent to fees for other permit applications of similar complexity, such as an Expedited Design Review Permit. Labor includes multiple completeness checks, a review by the Building Division, correspondence and meetings with the applicant, a site visit, and analysis. Like most all other planning and building permit applications, a \$27 records management fee would also apply.

The adoption of the SB9 fees and the Additional Bedroom fee will allow the City to be

compensated for the cost of the services provided related to processing these applications, preserving General Fund revenue for other essential services and facilities.

The proposed resolution will add the fees for SB 9 related applications and Additional Bedroom Permits to the Schedule of Fees and Charges.

By: Kevin Jackson, Director of Planning & Building
John O. Tulloch, Assistant City Administrator / City Clerk

Resolution # _____

A Resolution Setting Additional Planning Fees

WHEREAS, the City Council adopted two fees for SB9 applications on December 21, 2022 by Resolution 96-2021, which were inadvertently omitted from the Schedule of Fees and Charges for FY 2022-2023; and

WHEREAS, the City Council is considering the approval of Ordinance 768 N.S. – Amendment of Chapter 17 of the City Code to Regulate Accessory Dwelling Units and Additional Bedrooms in Existing Dwelling Units; and

WHEREAS, a fee for the processing of additional bedroom permits is required so that the City is able to fully implement a permit review process in compliance with State law;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Piedmont does hereby declare, determine, and order as follows:

SECTION 1. The following fees for SB 9 related applications are added to the City of Piedmont Schedule of Fees and Charges:

1. \$1,980 for an application for SB 9 Urban Lot Split
2. \$2,000 for an application for SB 9 Housing Development.

SECTION 2. A fee of \$233 is added to the to the City of Piedmont Schedule of Fees and Charges for Additional Bedroom Permit applications.

SECTION 3. The Finance Director is hereby directed to codify these fees in the Schedule of Fees and Charges.

SECTION 4. The City Council finds that above application processing fees do not exceed the estimated reasonable cost of providing the service for which the fee is charged.

SECTION 5. The fees adopted in Section 1 of this resolution take effect immediately.

SECTION 6. The fee adopted by Section 2 of this resolution takes effect on the date that Ord. 768 N.S. becomes effective. If Ord. 768 N.S. does not take effect, Section 2 of this resolution is void in its entirety.

[END OF RESOLUTION]