

**LEGISLATIVE DIGEST**

[Administrative Code - Board of Appeals Surcharges on Permit Fees]

**Ordinance amending the Administrative Code to adjust existing surcharges on permit fees, license fees, permit review fees, and permit and license renewal fees for permits and licenses issued by the Planning Department, Department of Building Inspection, Department of Public Works, Department of Public Health, Police Department, and the Entertainment Commission that may be appealed to the Board of Appeals; and affirming the Planning Department’s determination under the California Environmental Quality Act.**

Existing Law

Existing law imposes a surcharge on permit, license, and permit review fees and permit and license renewal fees for permits and licenses issued or approved by various City authorities based on each department’s allocable share of Board of Appeals costs. The surcharges currently reflected in the Administrative Code have been adjusted annually to reflect changes in the consumer price index pursuant to Section 10G.2 of the Administrative Code. The current surcharges as adjusted for changes in the consumer price index since the last ordinance that updated the surcharges are as follows: Planning Department, \$22.50; Department of Building Inspection, \$22.50; Department of Public Works, \$9.00; Police Department, \$6.00; Entertainment Commission, \$4.00; Department of Public Health, \$50.50.

Amendments to Current Law

These amendments would adjust the surcharge on permit, license, permit review and renewal fees imposed in connection with permits and licenses issued, approved or renewed by the designated City departments, based on each department’s history of appeals filed with the Board of Appeals and consistent with the fiscal year 2022-2023 budget for the Board of Appeals. These amendments also update references for surcharges applicable to the Planning Department, Department of Building Inspection, Department of Public Works, Police Department, Entertainment Commission, and the Department of Public Health. The proposed ordinance will adjust the surcharges as follows: Planning Department, \$37.00; Department of Building Inspection, \$37.00; Department of Public Works, \$9.00; Police Department, \$3.00, Entertainment Commission, \$2.00; Department of Public Health, \$45.00.

Background Information

This legislation is designed to reduce the dependency of the Board of Appeals on funding from the City's General Fund by adjusting surcharges in an equitable manner to generate sufficient revenue, together with Board of Appeals filing fees, to meet the operating expenses, including employee wage rates and fringe benefits, attributable to administering the administrative appeals process at the Board of Appeals.

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