



# Folsom City Council Staff Report

<b>MEETING DATE:</b>	7/23/2024
<b>AGENDA SECTION:</b>	Public Hearing
<b>SUBJECT:</b>	Resolution No. 11235 – A Resolution Amending Resolution No. 11219 and Enacting the Annual Inflationary Adjustment for City User Fees for Planning
<b>FROM:</b>	Finance Department

## **RECOMMENDATION / CITY COUNCIL ACTION**

Resolution No. 11235 –A Resolution Amending Resolution No. 11219 and Enacting the Annual Inflationary Adjustment for City User Fees for Planning.

## **BACKGROUND / ISSUE**

In May 2006, the Folsom City Council adopted Resolution No. 7815 which established a new user fee schedule for selected city services and also adopted an annual inflationary adjustment. The inflationary adjustment was last applied on November 1, 2023.

## **POLICY / RULE**

City of Folsom Municipal Code Section 3.50.020 states, “The city manager is hereby directed to recommend to the council the adjustment of fees and charges to recover the percentage of costs reasonably borne in providing the regulation, products or services enumerated in this chapter and on the schedule of rate review as hereinafter established in this chapter. Costs reasonably borne shall be as defined in Section 3.50.030.”

City Council Resolution No. 7815 adopted on May 23, 2006, approved an annual inflationary adjustment to be applied each fiscal year for selected city user fees along with fee increases based on a fee study.

Government Code section 66018 requires a public hearing for certain fee increases. Government Code section 66017 states fees may be effective no sooner than 60 days following the adoption of the increase in the fee or charge.

### **ANALYSIS**

The annual inflationary adjustment to be applied is 2.62%. This is based on the *US Bureau of Labor Statistics & CA Department of Finance CPI-West Urban Consumers, all items, San Francisco CMSA, Annual amount as of December of the previous calendar year* as set forth in Resolution No. 7815.

The remaining Citywide User Fee schedule was approved by Council with Resolution No. 11219 on June 25, 2024. Resolution No. 11235 is only pertaining to updating the Planning User Fees. The remaining user fee schedule for Resolution No. 11219 remains effective July 1, 2024.

Government Code section 66018 requires a public hearing for certain fee increases. Government Code section 66017 states fees may be effective no sooner than 60 days following the adoption of the increase in the fee or charge. The Planning fees are proposed with Resolution No. 11235 as a separate Public Hearing item to meet this requirement.

The proposed amendment to the Planning User Fees schedule is included as part of Resolution No. 11235 and will be effective September 21, 2024.

### **ATTACHMENTS**

1. Resolution No. 11235 – A Resolution Amending Resolution No. 11219 and Enacting the Annual Inflationary Adjustment for City User Fees for Planning
2. United States Consumer Price Index – All Urban Consumers as published by the United States Bureau of Labor Statistics CPI-West Urban consumers, all items, San Francisco CMSA as of December 2023

Submitted,



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Stacey Tamagni, Finance Director

# ATTACHMENT 1

**RESOLUTION NO. 11235**

**A RESOLUTION AMENDING RESOLUTION NO. 11219 AND  
ENACTING THE ANNUAL INFLATIONARY ADJUSTMENT FOR  
CITY USER FEES FOR PLANNING**

**WHEREAS**, City of Folsom Municipal Code Section 3.50.020 states “The city manager is hereby directed to recommend to the council the adjustment of fees and charges to recover the percentage of costs reasonably borne in providing the regulation, products or services enumerated in this chapter and on the schedule of rate review as hereinafter established in this chapter. Costs reasonably borne shall be as are defined in Section 3.50.030.”; and

**WHEREAS**, Resolution No. 7815 adopted by the Folsom City Council on May 23, 2006, allowed for an annual inflationary adjustment to User Fees each fiscal year; and

**WHEREAS**, Resolution No. 11219, adopted by City Council on June 25, 2024, set the most recent User Fee schedule; and

**WHEREAS**, the annual inflationary adjustment is based on the *US Bureau of Labor Statistics & CA Department of Finance CPI-West Urban Consumers, all items, San Francisco CMSA annual amount as of December of the previous calendar year*; and

**WHEREAS**, as of December 31, 2023, the annual inflationary adjustment applied is 2.62%; and

**WHEREAS**, notice has been given at the time and in the manner required by State Law and City Code; and

**NOW, THEREFORE, BE IT RESOLVED** that the Planning User Fees of the City-Wide User Fee Schedule in Resolution No. 11219 is hereby amended by enacting an Annual Inflationary Adjustment, effective September 21, 2024, as set forth in the fee schedule attached hereto.

**BE IT FURTHER RESOLVED** that, except as amended herein, all other User Fees in Resolution No. 11219 shall remain in force and effect.

**PASSED AND ADOPTED** this 23rd day of July 2024, by the following roll-call vote:

**AYES:** Councilmember(s):  
**NOES:** Councilmember(s):  
**ABSENT:** Councilmember(s):  
**ABSTAIN:** Councilmember(s):

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Michael D. Kozlowski, MAYOR

ATTEST:

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Christa Freemantle, CITY CLERK

**City of Folsom  
Planning User Fees Effective September 21, 2024**

#	DEPARTMENT/SERVICE	FEE	ANNUAL	FEE
		11/1/2023	INFLATION	9/21/2024
		REPRO 11/1/23	Annual CFI <sup>1</sup>	Proposed
	<b>Planning</b>			
PE-1	Preliminary Project Review (deposit)	\$ 639	\$ 17	\$ 656
PE-2	Tentative Parcel Map Review (deposit)	\$ 5,564	\$ 148	\$ 5,710
PE-3	Tentative Subdivision Map Review (deposit)	\$ 56,547 + \$33/Lot	\$ 171 + \$1/Lot	\$ 56,718 + \$34/Lot
PE-4	Tentative Map Amendment Review (deposit)	\$ 9,272	\$ 243	\$ 9,515
PE-6	Tentative Map Extension Review (deposit)	\$ 3,983	\$ 104	\$ 4,087
PE-7	Site Design Review - Planning Comm. (deposit)	\$ 4,672	\$ 122	\$ 4,794
PE-7b	Site Design Review	\$ 294	\$ 8	\$ 302
PE-8	Planned Development review (deposit)	\$ 58,941 + \$447/acre	\$ 234 + \$18/acre	\$ 59,175 + \$458/acre
PE-9	Planned Development Mod. Review (deposit)	\$ 8,928	\$ 234	\$ 9,162
PE-10	Planned Development Ext. Review (deposit)	\$ 3,135	\$ 82	\$ 3,217
PE-11	Specific Plan Review (deposit)	\$ 6,268	\$ 164	\$ 6,432
PE-12	Specific Plan Amend. Review (deposit)	\$ 6,895	\$ 181	\$ 7,076
PE-13	Initial Environmental Study/Assmnt (deposit)	\$ 6,346	\$ 166	\$ 6,512
PE-15	Environmental Impact Review & Report	\$ 8,525	\$ 223	\$ 8,748
PE-16	Notice of CEQA determination	\$ 296	\$ 8	\$ 304
PE-18	Environmental Mitigation Prog. Monitoring	\$ 6,284	\$ 165	\$ 6,449
PE-20	Historic Dist SFD Design Rvw (deposit)	\$ 61	\$ 2	\$ 63
PE-21	H.D. Mult Fam/Comm Design Rvw (deposit)	\$ 2,154	\$ 56	\$ 2,210
PE-22	Arch Review - SFD (deposit)	\$ 61	\$ 2	\$ 63
PE-23	Arch Review - Mult Fam/Comm. (deposit)	\$ 2,154	\$ 56	\$ 2,210
PE-24	Historic Dist Sign Review (deposit)	\$ 61	\$ 2	\$ 63
PE-25	Sign Permit - Staff	\$ 126	\$ 3	\$ 129
PE-25b	Sign Permit Extension	\$ 58	\$ 2	\$ 60
PE-26	PD Permit Sign Only (deposit)	\$ 1,253	\$ 33	\$ 1,286
PE-27	Zoning Verification Review (deposit)	\$ 302	\$ 8	\$ 310
PE-28	Rezoning Request Review - 5 acres or less (deposit)	\$ 2,928	\$ 77	\$ 3,005
PE-29	Rezoning Request Review - 5+ acres (deposit)	\$ 5,847	\$ 153	\$ 6,000
PE-30	Lot Line Adj./Parcel Merger (planning) (deposit)	\$ 989	\$ 26	\$ 1,015
PE-31	Annexation Processing (deposit)	\$ 5,641	\$ 148	\$ 5,789
PE-32	Variance Review- SFD (deposit)	\$ 1,643	\$ 43	\$ 1,686
PE-33	Variance Review- Other (deposit)	\$ 1,643	\$ 43	\$ 1,686
PE-35	Appeal - Admin	\$ 251	\$ 7	\$ 258
PE-36	Appeal - by other (deposit)	\$ 502	\$ 13	\$ 515
PE-37	Code Amendment (deposit)	\$ 2,238	\$ 59	\$ 2,297
PE-38	General Plan Amendment <5 acres (deposit)	\$ 4,272	\$ 112	\$ 4,384
PE-39	General Plan Amendment >5 acres (deposit)	\$ 8,544	\$ 224	\$ 8,768
PE-40	Temporary Use Permit Review	\$ 63	\$ 2	\$ 65
PE-41	Conditional Use Permit Review (Major) (deposit)	\$ 5,798	\$ 152	\$ 5,950
PE-41b	Conditional Use Permit Review (Minor) (deposit)	\$ 2,749	\$ 72	\$ 2,821
PE-42	Conditional Use Permit Modification (deposit)	\$ 1,605	\$ 42	\$ 1,647
PE-43	Street Name Review/Change (deposit)	\$ 1,224	\$ 32	\$ 1,256
PE-44	Devl. Agreement Processing (deposit)	\$ 5,267	\$ 138	\$ 5,405
PE-61	Special Events Permit	\$ 61	\$ 2	\$ 63
PE-64	Condominium Conversion Fee	\$ 11,410	\$ 299	\$ 11,709
PE-65	Home Occupation Permit Fee	\$ 30	\$ 1	\$ 31
PE-66	Unattended Donation Box	\$ 196 + \$48 Renewal	\$ 55 + \$1 Renewal	\$ 201 + \$49 Renewal
PE-67	Opinion on a Planning Matter	\$ 251	\$ 7	\$ 258
PE-68	Landmark Tree	\$ 287	\$ 8	\$ 295
PE-69	Off-Site Weekend Directional Signs	\$ 171	\$ 4	\$ 175
PE-70	Uniform Sign Program	\$ 287	\$ 8	\$ 295
PE-71	Temporary Sign Permit	\$ 10	\$ 0	\$ 10
PE-72	Non-residential Plan Check Fee (Planning)	10% of building permit fee	-	10% of building permit fee
PE-74	Entertainment Permit	\$ 45	\$ 1	\$ 46
PE-75	Expedited Services Fee	1.5 X Regular Fee	-	1.5 X Regular Fee
PE-76	Technical Assistance / Third Party review or Inspection	Actual Cost	-	Actual Cost
PE-77	Protected Tree removed or impacted within the buildable area of a residential lot (DSH-diameter per inch)	125.00 (DSH)	\$ -	125.00 (DSH)
PE-78	Protected Tree removed or impacted (DSH-diameter per inch)	250.00 (DSH)	\$ -	250.00 (DSH)

**City of Folsom**  
**Planning User Fees Effective September 21, 2024**

Included in new User Fee Schedule Reso 11186 effective 8/1/2024						
PE-5	Final Map Amend/Cert of Correction (deposit)	\$	3,040	\$	-	Reso 11186
PE-45	Right of Way/ Easement Abandonment	\$	2,451	\$	-	Reso 11186
PE-46	Tree Removal Pmt- Permitted Removal	\$	38	\$	-	Reso 11186
PE-47	Tree Removal Pmt- w/o Permit	\$	438	\$	-	Reso 11186
PE-48	Eng PC & Insp - \$1 to \$10,000		6% of first 10k	\$	-	Reso 11186
PE-49	Eng PC & Insp1 - \$10,001-\$99,999		7% next 90k	\$	-	Reso 11186
PE-50	Eng PC & Insp1 - \$100k-\$199,999		5% next 100k	\$	-	Reso 11186
PE-51	Eng PC & Insp1 - \$200k-\$299,999		4% next 100k	\$	-	Reso 11186
PE-52	Eng PC & Insp1 - \$300k+		2% remainder	\$	-	Reso 11186
PE-53	Parcel Map Check	\$	5,742	\$	-	Reso 11186
PE-54	Final Map Check	\$	10,719	\$	-	Reso 11186
PE-55	L.L.A Review - Engineering	\$	4,811	\$	-	Reso 11186
PE-56	Research of Eng Records (Hourly)	\$	103	\$	-	Reso 11186
PE-57	Misc Eng Services (Hourly)	\$	103	\$	-	Reso 11186
PE-58	Review of ROW /Easement Docs	\$	1,334	\$	-	Reso 11186
PE-59	Assmt Dist/CFD Payment Processing	\$	2,578	\$	-	Reso 11186
PE-60	Subdivision Agreement Processing	\$	1,083	\$	-	Reso 11186
PE-62a	Transportation Permits	\$	19	\$	-	Reso 11186
PE-62b	Transportation Permits (Annual)	\$	86	\$	-	Reso 11186
PE-63a	Encroachment Permits		\$135 + \$1.96/Sq. Ft.	\$	-	Reso 11186
PE-63b	Encroachment Permit (Annual)	\$	2,651	\$	-	Reso 11186
PE-73	Residential Landscape Review Fee (Custom Home)		Hourly rate of City	\$	-	Reso 11186

\* Annual inflationary adjustment based on the US Bureau of Labor Statistics & C.I Department of Finance CPI-West Urban Consumers, all items, San Francisco CMSI, Annual amount as of December of the previous calendar year.  
 All amounts are rounded to the nearest dollar.

## ATTACHMENT 2



## ATTACHMENT 2



### Databases, Tables & Calculators by Subject

Change Output Options:

From:  To:

include graphs  include annual averages

[Special Notices](#) 12/05/2023

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Data extracted on: April 25, 2024 (4:22:17 PM)

#### Consumer Price Index for All Urban Consumers (CPI-U)

Series Id: CUURS49BSA0, CUUSS49BSA0

Not Seasonally Adjusted

Series Title: All items in San Francisco-Oakland-Hayward, CA, all urban consumers, not seasonally adjusted

Area: San Francisco-Oakland-Hayward, CA

Item: All items

Base Period: 1982=100

Download: [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2014	248.615		251.495		253.317	253.354		254.503		252.273	251.985	250.507	253.463		
2015	254.910		257.622		259.117	259.917		261.019		260.289	258.572	256.723	260.421		
2016	262.600		264.565		266.041	267.853		270.306		269.483	266.344	263.911	268.777		
2017	271.626		274.989		275.304	275.893		277.570		277.414	274.924	273.306	276.542		
2018	281.308		283.422		286.062	287.664		289.673		289.896	285.550	282.666	286.435		
2019	291.227		294.801		295.259	295.490		298.443		297.007	295.004	293.150	296.859		
2020	299.690		298.074		300.032	300.182		301.736		302.948	300.084	299.109	301.059		
2021	304.367		309.419		309.497	311.167		313.265		315.805	309.721	306.724	312.716		
2022	320.186		324.878		330.539	328.871		332.062		331.222	327.060	323.408	330.711		
2023	337.173		338.496		340.036	340.004		341.219		339.919	339.050	337.689	340.411		
2024	345.151														

U.S. BUREAU OF LABOR STATISTICS Postal Square Building 2 Massachusetts Avenue NE Washington, DC 20212-0001

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CITY OF  
**FOLSOM**  
DISTINCTIVE BY NATURE