LAFCO 25-10

RESOLUTION OF THE SANTA BARBARA COUNTY LOCAL AGENCY FORMATION COMMISSION APPROVING THE UPDATE TO THE ADOPTED FEE SCHEDULE

WHEREAS, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 et seq.) authorizes the Santa Barbara Local Agency Formation Commission ("Commission") to adopt a schedule of fees and deposits; and

WHEREAS, the Commission established and adopted a fee schedule on June 1, 2017, and revised that fee schedule on August 2, 2018 in a manner provided by law; and

WHEREAS, the Commission's staff has prepared and presented a proposed update to the fee schedule to improve cost-recovery and implementation; and

WHEREAS, the Commission scheduled and noticed a public hearing for November 6, 2025, to consider taking formal action on the proposed fee schedule update; and

WHEREAS, the Commission has heard and fully considered all written and verbal comments provided on the proposed update to the fee schedule; and

WHEREAS the adoption and setting of fees are not projects under the California Environmental Quality Act pursuant to Public Resources Code Section 15273(a).

NOW, THEREFORE, BE IT RESOLVED DETERMINED AND ORDERED by the Commission as follows:

(1) Finds, as lead agency under the California Environmental Quality Act (CEQA), pursuant to Public Resources Code Section 15273(a), CEQA does not apply to the establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, or other charges by public agencies.

(2) The proposed update to the fee schedule shall include an automatic hourly rate increase that reflects any annual increases received by staff during the prior fiscal year for the staff hours charged at an hourly rate.

(3) The proposed update to the fee schedule shown as Exhibit A is APPROVED.

(4) The effective date of the approved update shall be 60-days and commence on January 5, 2026.

This resolution is hereby adopted this 6th day of November, 2025 in Santa Barbara, California.

AYES: Commissioner Geyer, Hartmann, Kyriaco, Lee Johnson, Nelson, Mosby, and Vice-Chair Stark

NOES: None

ABSTAIN: None

Santa Barbara County Local Agency
Formation Commission

By: _____
Vice-Chair, Stark
Date: 12/11/25

ATTEST:

_____

Ila Fennell, Commission Clerk
Santa Barbara County
Local Agency Formation Commission

SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION

SCHEDULE OF PROCESSING FEES

Effective January 5, 2026
Last Revised November 6, 2025

All fees shall be paid prior to the acceptance of an application for processing. All fees should include the appropriate Processing Fee (Minimum $1,500), Environmental Fees and Public Works Department Fee ($2,000 per application for checking maps and legal descriptions. Please pay this by separate check made out to County Public Works/County Surveyor). Where indicated below, the fees are an initial deposit toward the actual cost of processing a proposal. The applicant shall enter into an agreement to provide for reimbursement to LAFCO for the actual costs of processing an application. A refund shall be issued for any portion of the fee not used for processing. Where fees exceed the required amount indicated below, the applicant shall be notified by the Executive Officer to pay an additional amount equal to the initial deposit. The proposal shall be suspended until such additional funds are deposited with the LAFCO Clerk.

Annexation/Detachment Processing Fees – Where reorganizations involve annexations and detachments, fees will be charged for each change of organization.

Acreage	Proposed Fee
0.1 - 4.99	$1,500 Deposit Toward Project Cost
5.00 - 9.99	$2,500 Deposit Toward Project Cost
10.00 - 14.99	$3,500 Deposit Toward Project Cost
15.00 - 19.99	$4,500 Deposit Toward Project Cost
20.00 +	$5,000 plus $10.00/acre Deposit Toward Project Cost

Additional staff hours in excess of Project Costs shall be charged at an hourly rate of $211[1]. The Commission's Legal Counsel and Clerk services will be billed separately based on actual cost, plus countywide overhead. Such fees shall be received prior to the time the staff records the proposed boundary change.

Incorporations, Formations, Other Actions – Where proposals involve more than one change of organization, fees will be charged for each change of organization.

Formation of a Special District	$5,000 Deposit Toward Project Cost
Incorporation of a City	$15,000 Deposit Toward Project Cost
Dissolution of one or more Districts	$2,500 Deposit Toward Project Cost
Disincorporation of a City	$5,000 Deposit Toward Project Cost
Consolidation of Districts	$3,000 Deposit Toward Project Cost

1.Unless prohibited by statute, on July 1 of each year, the Staffing hourly rate will be automatically increased by any hourly rate increase received by staff during that prior fiscal year for staff hours charged at an hourly rate.

Merger of Districts	$3,000 Deposit Toward Project Cost
Establishment of Subsidiary Districts	$3,000 Deposit Toward Project Cost
Reorganization of City or District (Two or more of the above changes of organization, excluding incorporation of a city.)	$7,500 Deposit Toward Project Cost
Out-of-Agency Service Agreements	The same fee as for an annexation

Sphere of Influence Fees

Acreage	
4.99 acres or less	$1,500 Deposit Toward Project Cost
5 - 9.99 acres	$2,500 Deposit Toward Project Cost
10+ acres	$3,500 Deposit Toward Project Cost
Agency Request for Comprehensive SOI Update or Municipal Service Review	$5,000 Deposit Toward Project Cost

Environmental Fees

Initial Study Fee	$500 Deposit Toward Project Cost
Negative Declaration Fee	$1,000 Deposit Toward Project Cost
EIR Review-Responsible Agency	$1,000 Deposit Toward Project Cost
Categorical Exemption	$500 Deposit Toward Project Cost
EIR Appeal Fee	$1,000 Deposit Toward Project Cost
EIR required and LAFCO is Lead Agency	Minimum $5,000 deposit to be increased to equal 25% of the cost of the report

Other Fees

Activation of Latent District Powers (for each power)	$2,500 Deposit Toward Project Cost
Request for Reconsideration	$1,500 Deposit Toward Project Cost
Fee Waiver Request	$500 Deposit Toward Project Cost
Request for Time Extension	$500 Deposit Toward Project Cost
Study Session Request	$2,500 Deposit Toward Project Cost
Request for Fiscal Analysis or Other Studies	$2,500 Deposit Toward Project Cost
	Actual Cost
Assessor Office and Election Office costs billed to LAFCO necessary for public notice, reviewing and validating protests, and	

elections proceedings

Pre-application Review	Limited to three (3) hours of staff time, then actual cost
Petition Verification Fee	Minimum filing fee of $10 + $1.00 per signature
Processing request for the State Controller's review of an incorporation fiscal analysis	$1,500
Annual Agenda Mailing List Fee	$25
Executive Officer's Report (monthly mailings for 12 months)	$100
Copying Fee	$.10 per page

Documents	1-50 pages is $0.25 a page; 50+ is $0.10 page
DVDs of LAFCO meetings	$16

Fee Policies:

1. Fees may not be charged for proposals that result from LAFCO orders.
2. Fees must be received at the time application materials are submitted.
3. Allowed refunds are based on staff effort that has been expended prior to the withdrawal of the application as follows:

After staff requests reportbacks	80% of the fee
After Certificate of Filing has been issued	50% of the fee

4. If an annexation occurs within one year of the date the affected property receives an out-of-agency service approval the annexation fee shall be reduced by fifty percent.
5. A supplemental fee shall be charged for proposals that require LAFCO to conduct protest hearings. The fee shall include out-of-pocket costs to publish and mail notices of hearing to landowners and registered voters as required by law.
6. A supplemental fee shall be charged when a Commission meeting, that would not otherwise be held, is held at the request of an applicant. The fee includes Commissioner per diem stipends and mileage reimbursement and out-of-pocket costs to copy and mail the notice of hearing and agenda packet for the meeting.
7. A supplemental fee shall be charged to recover actual costs for preparing environmental documents when LAFCO is the lead agency. The fee shall include out-of-pocket costs to prepare, copy and distribute the environmental document.

8. A supplemental fee shall be charged to recover out-of-pocket costs to copy documents submitted by local or state agencies, applicants or members of the public that exceed 100 pages for distribution to the members of the Commission.

9. As mentioned in the first paragraph, a $ 2,000 deposit payable to "County of Santa Barbara/County Surveyor" for reviewing maps and legal descriptions must be submitted with proposals that include maps and legals. Additional charges may be collected by the County Surveyor based on the actual time to finalize the maps and legals. Boundary changes will be completed and filed with the County Recorder's Office only when obligations to the County Surveyor are satisfied.

10. The processing fee to file a request for reconsideration is 50% of the original processing fee amount. The fee shall be returned to the applicant if the Commission determines that the reconsideration is required to correct a procedural defect in its earlier action.

11. The cost for the State to review the Comprehensive Fiscal Analysis for an incorporation shall be the responsibility of those requesting the review.

12. The Commission approves LAFCO accepting credit cards, debit cards, and electronic funds transfers for the payment of services rendered by LAFCO and the payment of fees and charges due to LAFCO. This authorization includes the ability for LAFCO to impose certain fees on the holder of the credit card, debit card, or electronic funds transfer not to exceed the costs incurred by LAFCO from the credit or debit card issuer or the processor of the electronic funds transfer in providing for payment by credit card, debit card, or electronic funds transfer.