



CITY *of* CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: SEPTMEBER 1, 2009

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: SPARKY COHEN, BUILDING OFFICIAL

SUBJECT: ADOPTION OF RESOLUTION 2009-1204 ONSITE WASTEWATER TREATMENT SYSTEMS OPERATING PERMIT FEE SCHEDULE

MEETING DATE: SEPTEMBER 9, 2009

SUMMARY RECOMMENDATION:

That the City Council adopt Resolution No. 2009-1204.

BACKGROUND:

On August 26, 2009, Council adopted Ordinance 2009-262, which is an amendment to Appendix K of the 2007 California Plumbing Code. The ordinance provides detailed permit issuance and inspection requirements for all Onsite Wastewater Treatment Systems (OWTS.) The following proposed fee schedule is intended to cover the Cities costs for operating permit issuance only. Via a separate agenda item brought to councils attention, staff will seek direction regarding potential funding for OWTS inspections.

DISCUSSION/ANALYSIS:

The Building and Safety Division proposes to use a Deputy Inspector Program for the task of physically inspecting all existing OWTS systems. This approach will allow private entities to perform inspections of OWTS systems with the costs based on a free market system and are not part of this proposed fee schedule. A

permit issuance fee of \$85 is proposed and is intended to recover the Cities costs for:

1. The review, photo copying and distribution of operating permit applications, site plans and historic records.
2. Creating and maintaining a deputy inspector registrar
3. Staff meetings with deputy inspectors;
4. The review of deputy inspector's detailed conclusion/recommendation reports;
5. Operating permit issuance; and
6. Follow-up notifications

FISCAL IMPACT/SOURCE OF FUNDING:

A detailed justification quantified in hours has been prepared by staff regarding the anticipated time to administer the program. If staff's recommendation is approved, the \$85 OWTS operating permit issuance fee will recover the Cities costs for administering the OWTS Operating Permit Program.

REQUESTED ACTION:

That City Council adopt Resolution 2009-1204, an OWTS Operating Permit issuance fee of \$85.

ATTACHMENTS:

Resolution 2009-1204 – Onsite Wastewater Treatment Systems Operating Permit Fee Schedule