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STAFF REPORT

Date: October 19, 2022  
To: TRPA Governing Board  
From: TRPA Staff  
Subject: Resolution Amending Application Filing Fee Schedule

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Summary and Staff Recommendation:

Staff recommends that the Governing Board adopt the attached Resolution 2022-\_\_ (Attachment A) to adjust the Tahoe Regional Planning Agency (TRPA) application filing fee schedule for inflation. It will increase the Tahoe Regional Planning Agency (TRPA) application filing fee schedule by 8.3 percent. The adjustments to the application filing fee schedule would take effect on Monday, January 23, 2023.

Required Motion:

In order to amend the application filing fee schedule, the Board must make the following motion, based on the staff report:

- 1) A motion to approve the attached Resolution 2022-\_\_, as shown in Attachment A, and Exhibit 1 amending the TRPA application filing fee schedule.

In order for the motion to pass, an affirmative vote of any eight Board members is required.

Proposed changes:

The Tahoe Regional Planning Agency proposes to increase the application filing fee schedule by an 8.3 percent inflation adjustment. The Tahoe Regional Planning Agency Governing Board has approved an increase to the filing fee schedule annually since 2018 and established a policy of annually adjusting the filing fee schedule based on the Consumer Price Index (CPI) or 3 percent, whichever is higher. The application filing fee increase is based on the Western Region CPI. The Western Region CPI is included in the Nevada Revised Statutes (NRS) for inflation adjustments to local building permit fees. TRPA is not required to follow this statute but often looks to the state for guidance. The present level of filing fees does not cover the costs of the Current Planning Division. A projected increase of 8 percent was included in the 2023 fiscal year budget. Actual inflation is only slightly higher. The adjustments to the application filing fee schedule would take effect on Monday, January 23<sup>rd</sup>, 2023. All adjustments to the filing fee schedule will round to the nearest dollar, except for the price per square foot amounts are rounded to the nearest cent.

In addition to the general increase, a few modifications will be made to the filing fee schedule. These changes are to make the fee schedule clearer to applicants and do not reflect a substantive change. The changes include the relocation of fee number #128 in the filing fee schedule to be under #77.

This change moves the IPES limited incentive per point price under the IPES limited incentive application cost. We will remove the IT surcharge from fee item #128; the IT surcharge is applied to the application, not the per-point cost. We will add, "if applicable," to the shoreland scenic review fee title, as only littoral parcels are subject to the shoreland scenic review fee. Filing fee items #10 and #16 will include the shoreland scenic review fee. We will revise the deposit amount to \$2,500 on fee items #73 & #79, as this is the base amount for a deposit account regardless of inflation. Items #96 and #97 will add Grading Season Exception along with Construction Schedule Extension. Frontier has not responded to inquiries regarding continuing their exempt Memorandum of Understanding (MOU) since filing for bankruptcy. The MOU will be closed for lack of response and non-payment.

Application fees will continue to be waived for affordable housing projects that include bonus units.

This proposal does not include aquatic invasive species or mooring registration fees that were approved by the Governing Board in separate actions.

Contact Information:

For questions regarding this agenda item, please contact Chris Keillor, Finance Director, at (775)589-5222, [CKeillor@trpa.gov](mailto:CKeillor@trpa.gov), or Aly Borawski, Senior Planner, at (775) 589-5229, [aborawski@trpa.gov](mailto:aborawski@trpa.gov).

Attachment:

- A. Resolution 2022-\_\_ Revising Filing Fee Schedule
  - Exhibit 1 to Attachment A Revised Filing Fee Schedule

Attachment A

Resolution

Exhibit 1 to Attachment A  
Revised Filing Fee Schedule