



REQUEST FOR FINANCE COMMISSION ACTION

MEETING DATE: MARCH 21, 2022

TITLE: FEE RECOMMENDATION FOR A RESIDENTIAL ACCESSORY
USE PERMIT



Director of Community Development

RECOMMENDED ACTIONS

Recommend that the City Council approve a resolution of the City of Irvine, California establishing permit processing and inspection fees for a Residential Accessory Use Permit such as beekeeping as an accessory use for certain residential uses within residential zoning districts citywide.

EXECUTIVE SUMMARY

The City is drafting a Residential Beekeeping Ordinance that will allow residential beekeeping as an accessory use in residential zoning districts. To allow beekeeping on a residential property, an applicant must submit a Residential Beekeeping Permit to the Community Development Department for review and approval.

The permit will require a new case type and fee, as the current fee schedule does not include a comparable case type that captures the review process or review time. The proposed fees will account for Planning's permit review and Code Enforcement Inspections.

COMMISSION/BOARD/COMMITTEE RECOMMENDATION

Not applicable.

ANALYSIS

Background

At its June 22, 2021 meeting, the City Council directed staff to develop a Residential Beekeeping Ordinance.

Staff is finalizing the City's draft Ordinance, which will primarily consist of the following: Residential Beekeeping Development Standards and a Best Management Practice (BMP) Manual specific for beekeeping.

The development standards will be included in a new chapter of the Zoning Ordinance which will consist of, but will not be limited to, the following standards:

- Permitted residential zoning districts for beekeeping
- Minimum residential lot size
- Permitted housing types for beekeeping
- Maximum number of beehives
- Required setbacks
- Allowable bee species

The BMP manual is a how-to guide that every residential beekeeper is required to follow for safe and responsible beekeeping. The manual includes, but is not limited to, the following topics:

- Hive maintenance
- Swarm prevention
- Water source supply
- Safety practices

Residential Beekeeping Permit Fees

To allow beekeeping on residential property, an applicant will be required to submit a Residential Beekeeping Permit to the Community Development Department for review and approval.

The permit will require a new case type and fee, as the current fee schedule does not include a comparable case type that captures the review process or time.

The residential beekeeping permit process is comprised of two parts. The first is a review by the Planning Division to ensure the permit meets the Zoning Ordinance development standards and the BMP guidelines. The second is an inspection by the Code Enforcement Division to verify the beehive(s) is consistent with the issued permit. Staff anticipates the permit process will take approximately two hours to complete: one hour of Planning review and one hour of Code Enforcement inspection.

The permit will have a flat fee based on the current hourly charge of Planning's review (\$146.08/hour) and Code Enforcement's inspection (\$158.40/hour), a total of \$304.48. Further, to maintain a beehive on residential property, staff will require an annual renewal fee. The renewal will only require Planning's review to verify the permit complies with the Zoning Ordinance and BMP manual, which will take approximately 0.5 hours to complete.

The renewal fee will utilize a half-hour of Planning's hourly charge for a total of \$73.04. Refer to FC Attachment 2 for a breakdown of the permit fees.

Additionally, to streamline the process of future fee types for similar activities, staff is proposing to classify the residential beekeeping fees under the broader case type "Residential Accessory Uses" in the Schedule I Planning Deposits and Fees. The case type will allow the flexibility to include future ancillary residential activities that are comparable to the processing and review of a residential beekeeping permit. Such activities would also be incidental in nature and subordinate to the principal use of the residential property.

ALTERNATIVES CONSIDERED

The Finance Commission may choose not to recommend approval of the proposed fees and consider an alternative permit fee.

FINANCIAL IMPACT

Staff estimates processing five to seven Residential Beekeeping Permits annually for a total revenue of \$1,522.40 to \$2,131.36. The estimated revenue will offset staff time in reviewing and processing the permit.

REPORT PREPARED BY: Justin Equina, Senior Planner
Tiffany Lin, Associate Planner

FC ATTACHMENTS

1. Revised Schedule I Planning Deposits and Fees
2. Draft City Council Resolution No. 22-XX