

## Level I Timelines and Procedures for Adoption

### Procedure for Adopting Level One Developer Fee Justification Study (Government Code Section 6062(a).)

<b>TIMELINE: Level One Developer Fee Study</b>	
<b><u>Final Date</u></b>	<b><u>Event</u></b>
At least 15 days before meeting:	<b>Notice of hearing:</b> First publication in the local newspaper.
At least 14 days before meeting:	Send a copy of the Developer Fee Justification Study to parties that have requested Notice of any adjustment to the Developer Fees before the presentation of the Study to the Governing Board for adoption.
At least 10 days before meeting:	<b>Notice of hearing:</b> Second publication in the local newspaper. (Publications should be five days apart.)  Send a Notice of the Public Hearing to City and County Planning Departments and any parties requesting to be notified.  Study made available for public inspection
3 days before meeting:	Notice relating to public hearing included in Board agenda.
Meeting:	Board holds public hearing and adopts appropriate Resolution(s) to levy developer fees
2 days after meeting:	Notify City <u>and</u> County of adoption of Resolution with related documentation
60 days after meeting:	Effective date of fee increase