



COSUMNES COMMUNITY SERVICES DISTRICT

In-Lieu Fee Application Instructions

Instructions:

Please complete and submit this form via mail or fax to: Cosumnes CSD, Attn: Chief of Planning, Design & Construction, 8820 Elk Grove Blvd., Elk Grove, CA 95624. Fax: 916-685-5216.

Process:

1. Subdivider completes and submits form to the Cosumnes Community Services District (District). After review of form, District staff will notify the City of Elk Grove (City) of application.
2. City will contact subdivider to begin Appraisal Process. Subdivider must pay an initial deposit of \$7,500 at least 120 days prior to the recording of the final map. Developer must use the list of approved appraisers provided by the City.
3. Upon request by the Developer for the in-lieu fee calculation, the City will issue a task order to the Developer's selected appraiser to commence the appraisal process. The appraiser shall render a value based upon an approved tentative subdivision or parcel map and shall value the property no earlier than 90 days prior to the recording of the final map, or the payment of the fee, whichever occurs later. The timeframe for completion of an appraisal is estimated at 4 weeks.
4. Upon completion of appraisal, appraiser will provide appraisal report directly to the City for review. The review process by the City, including any potential revisions required to the appraisal, is estimated to be 2 weeks.
5. Upon completion of appraisal review by the City, the Finance Department will calculate the in-lieu fee. The in-lieu fee calculation is estimated to be completed with 1 week.
6. The subdivider will pay the in-lieu fee based upon the fair market value established by the appraisal consistent with EGMC 22.40.040 – "A x V = M", where "A" is the amount of land required for dedication as determined by EGMC Section 22.40.035, where "V" is the fair market value (per acre) of the property to be subdivided and where "M" is the number of dollars to be paid in lieu of dedication of land.
7. Subdivider will be responsible for any additional fees charged by appraiser, if required, in order to update appraisal, should the date of value become stale. This will be handled through an additional deposit to the City, if the amount of deposit remaining is insufficient to cover the additional cost.
8. Final map package due to Public Works 5 weeks prior to Council includes payment of Quimby Fees.

Questions:

- For questions related to this application, please call Cosumnes Community Services District Planning and Design Division at 916-405-5600.
- Questions related to the City of Elk Grove appraisal and valuation process, please call the City of Elk Grove Planning Department at 916-478-2265.



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Owner or Subdivider Name: _____

Project Name or Parcel Map: _____

City of Elk Grove Project Number: _____

Proposed number of lots in the parcel map: _____

Proposed Land Uses:

Single Family Apartment Condominium Planned Unit Development

Other: _____

Present zoning: _____

Parcel Number (if more than one, list all parcels): _____

Total Acreage involved: _____

List any structures and approximate age (existing): _____

Will dwellings remain or be demolished: _____

If you purchased this property within the last 2 years, or a sale is currently pending or in escrow, please complete the following information:

Purchase Price \$ _____ Date Purchased: _____

Pending sale price \$ _____ Zoning at time of purchase: _____

Person/phone number to contact with questions: _____

Signature of Owner or Agent

Telephone Number

Date

Internal Use Only: Date Received: _____ Received By: _____ Date Notified City: _____