

**CITY OF SAN CARLOS**  
**COST OF SERVICES (USER FEES) FY 2019-20**  
*Schedule of Public Works Department Fees*

*Adopted*

Service	Fee Unit / Type	Notes	Proposed Fee / Deposit
<b>Final Map Review</b>			
<b>(Includes up to 3 Reviews)</b>			
Parcel (4 lots or less)			
City Processing Fee	Per Project		\$ 2,311
Consultant Review	Per Project		Deposit / Actual Cost
Subdivision (5 or more lots)			
City Processing Fee	Per Project		\$ 2,680
Consultant Review	Per Project		Deposit / Actual Cost
4th and Subsequent Review			
City Processing Fee	Per Submittal		\$ 277
Consultant Review	Per Submittal		Deposit / Actual Cost
<b>Civil Plan Check</b>		[1]	
<b>(Includes up to 3 Reviews)</b>			
Minor Projects			
City Processing Fee	Per Project		\$ 1,848
Consultant Review	Per Project		Deposit / Actual Cost
Moderate Projects			
City Processing Fee	Per Project		\$ 3,604
Consultant Review	Per Project		Deposit / Actual Cost
Major Projects			
City Processing Fee	Per Project		\$ 5,268
Consultant Review	Per Project		Deposit / Actual Cost
4th and Subsequent Review			
City Processing Fee	Per Submittal		\$ 462
Consultant Review	Per Submittal		Deposit / Actual Cost
<b>Utility Companies Plan Check:</b>		[2]	
Minor	Each		\$ 185
Moderate	Each		\$ 370
Major	Deposit / Actual Cost		\$ 647

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<b>Construction Inspection (Including Utilities)</b>		[3]	
Minor Projects (1-3 inspections)	Per Project		\$ 416
Moderate Projects (4-5 inspections)	Per Project		\$ 693
Major Projects (6-10 inspections)	Deposit / Actual Cost		Actual Cost with \$5,000 deposit
Additional Inspection	Each		\$ 139
<b>Post Construction Stormwater Device Monitoring</b>	Per Device, Every 5 Years		\$ 370
<b>Industrial / Commercial Business Stormwater C.4 Inspection Fee</b>	Per hr - minimum 1.5 hrs		\$ 212
<b>Dirt Hauling</b>	Per CY		\$ 2.25
<b>Planning &amp; Building Dept. Plan Check:</b>			
Planning Referral			
City Processing Fee	Per Project		\$ 924
Consultant Review	Per Project		Deposit / Actual Cost
Building Referral, Review of On-site Civil	Per Project		\$ 370
<b>Debris Box/Storage Container Permit</b>			
Duration up to two weeks	Per Permit		\$ 92
Monthly	Per Permit		\$ 277
<b>Encroachment Permit Administrative Fee</b>	Per Permit		\$ 92
<b>Covid-19 Street Encroachment</b>	Per Permit	[4]	Fee Waived
<b>Outside Sewer Agreement Fee</b>	Deposit / Actual Cost		Deposit \$5,000
<b>Community Banner (Hang &amp; Remove):</b>			
for-profit organization	Each		\$ 185
non-profit organization	Each		No Charge
<b>Wide Load Processing</b>	Each		\$ 17
<b>Sidewalk Dining or Outdoor Display Approval</b>			
Initial	Each Initial Review		\$ 277
Annual	Each Annual Review		\$ 277
<b>Temporary NO PARKING Signs</b>	Per Sign		\$ 1

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<b>Semi-Annual Permit Parking in City Lots</b>			
Downtown Employee Parking Program	Per Six Month Permit		\$ 92
East San Carlos Parking Permit Program-Residential Part of the Program	Each		No Charge
East San Carlos Parking Permit Program-Business part of the Program	Per Six Month Permit		\$ 33
<b>Exception to the Winter Moratorium on Grading</b>			
	Per Week-long Request		\$ 92
<b>"Street Cut" fee per Ordinance Section 12.08.310.C.2</b>			
	Per Opening		\$ 643
<b>Video Review of Existing Sewer Lateral</b>			
	Each		\$ 139
<b>Starting Work Without a Permit</b>			
	Per Permit		Actual Cost
<b>Grading Bond Policy (per 12.08.100)</b>			
<1,000 CY	Per City Policy	[5]	Valuation of Improvements + 20% Contingency
>1,000 CY	Per City Policy	[5]	Valuation of Improvements + 20% Contingency, plus Performance Bond
<b>Technology Fee</b>			
	Per Permit		1.8% of Total Permit Fee Amount
<b>For services requested of City Staff for which no fee is listed in this Master Fee Schedule, the City Manager or Department Director shall determine the appropriate fee based on the following hourly rates for staff time involved in the service.</b>			
Maintenance Staff	per hr.		\$ 177
Engineering Staff	per hr.		\$ 185

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**[Notes]**

[1] Minor

One (1) single family residence

- o < 1000 CY of grading
- o >= 1000 CY of grading

Moderate

Abandonment of R/W or Easement

Two or more (2+) single family residences (<1 acre)

- o C.3 Regulated
- o Not C.3 Regulated

multi-family/mixed-use/commercial/industrial (< 1 acres)

- o C.3 regulated
- o Not C.3 regulated

Major

Two or more (2+) single family residences (>= 1 acre)

Multi-family/mixed-use/commercial/industrial (>= 1 acres)

[2] Minor project - point repair or maintenance, service line repair or replacement, replacement of overhead utilities, traffic control only,

Moderate project - installation of overhead utilities, installation of equipment at a specific location (not linear),

Major project - installation or replacement of underground utilities,

[3] Minor project - sewer lateral repair or installation (outside of roadway), sidewalk, curb, gutter, driveway, traffic control (only), minor utility point repair, installation or maintenance (above ground), discharge, minor roadway improvement,

Moderate project - sewer lateral repair or installation (within roadway), soil boring, moderate utility point repair, installation or maintenance (underground),

Major project - new main line installation or replacement including sewer, storm, water, gas, and electric, major point repair, major development projects including offsite improvements.

[4] Restaurants will be required to obtain an Encroachment Permit from the City to place outdoor dining areas in the City Right of Way. Encroachment permits issued pursuant to this Resolution shall be at no cost. Program runs through 12/31/2020

[5] Before issuing any grading permit, the City Manager may require for any excavation and/or fill up to one thousand yards, and shall require for any excavation and/or fill in excess of one thousand cubic yards, the filing with the City of a faithful performance bond guaranteeing to the City the faithful performance of all work and all conditions contained or described in the approved permit and in the approved plans and specifications made a part hereof. The bond shall be in an amount specified by the City Engineer or his/her designee, and shall be acceptable to the City Attorney. The intent of this requirement is to permit the City to restore the property to a safe and reasonably attractive condition in the event of nonfulfillment of permit conditions. *Ref Municipal Code Chapter 12.08.100*