



**CITY OF SAN CARLOS**  
**COST OF SERVICES FEE SCHEDULE (Effective July 1, 2015)**  
**Schedule of Community Development Department, Planning Division Fees**

Service	Fee	Unit
<b>COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING DIVISION FEES</b>		
ABC Zoning Affidavit Review		
a. Fee	\$175	Each
b. Technology Fee	\$3	Each
Appeal, Planning Commission		
a. Fee	\$1,571	Each
b. Technology Fee	\$27	Each
Appeal, City Council		
a. Fee	\$1,396	Each
b. Technology Fee	\$24	Each
Attorney's Fees	\$258	Per Hour - 1 Hour Minimum
CEQA		
a. Document Filing		
i. Fee	\$349	Each
ii. Technology Fee	\$6	Each
b. Notice of Determination (DFG fee charged separately)		
i. Fee	\$349	Each
ii. Technology Fee	\$6	Each
c. Initial Study/Negative Declaration/Mitigated Negative Declaration/Environmental Impact Report	Actual Cost with \$5,000 deposit	n/a
d. Staff Management & Review	Actual Cost with \$3,000 deposit	n/a
e. Mitigation Monitoring	Actual Cost with \$1,000 deposit	n/a
Creek Exception		
a. Fee	\$1,396	Each
b. Technology Fee	\$24	Each
Code Compliance		
a. Fee	\$524	Each
b. Technology Fee	\$9	Each
Design Review		
a. New Building (Planning Commission)		
i. Fee	\$5,236	Each
ii. Technology Fee	\$89	Each



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<b>COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING DIVISION FEES</b>		
b. Major (Addition)		
i. Fee	\$4,189	Each
ii. Technology Fee	\$71	Each
c. Minor (Admin)		
i. Fee	\$1,396	Each
ii. Technology Fee	\$24	Each
d. Residential, New Home		
i. Fee	\$3,927	Each
ii. Technology Fee	\$67	Each
d. Residential, Minor (Single-Story Addition)		
i. Fee	\$2,095	Each
ii. Technology Fee	\$36	Each
d. Residential, Major (Second-Story Addition)		
i. Fee	\$2,618	Each
ii. Technology Fee	\$45	Each
e. Residential, Single-Story Addition (Admin)		
i. Fee	\$698	Each
ii. Technology Fee	\$12	Each
f. Residential, Second-Story Addition (Admin)		
i. Fee	\$873	Each
ii. Technology Fee	\$15	Each
g. Second Dwelling Unit		
i. Fee	\$698	Each
ii. Technology Fee	\$12	Each
h. Accessory Structure		
i. Fee	\$349	Each
ii. Technology Fee	\$6	Each
i. Mills Act Contracts, Minor (windows, siding)		
i. Fee	\$524	Each
ii. Technology Fee	\$9	Each



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<b>COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING DIVISION FEES</b>		
j. Outdoor Uses		
i. Fee	\$436	Each
ii. Technology Fee	\$7	Each
k. Decks, Covered Patios		
i. Fee	\$262	Each
ii. Technology Fee	\$4	Each
Document Imaging	\$87	Per 1/2 Hour - 1/2 Hour Minimum
Domestic Fowl and Non-Household Pets		
a. Fee	\$262	Each
b. Technology Fee	\$4	Each
Final Inspection		
a. Fee	\$349	Each
b. Technology Fee	\$6	Each
General Plan Amendment		
a. Fee	\$6,982	Each
b. Technology Fee	\$119	Each
Grading Approval/Dirt Hauling		
a. Fee	\$1,745	Each
b. Technology Fee	\$30	Each
Graphics Preparation		
a. Fee	\$175	Each
b. Technology Fee	\$3	Each
Historic Preservation		
a. Historic Assessment, Major (non-res & res)	Actual Cost with \$2,000 deposit	n/a
b. Historic Assessment, Minor (res)	Actual Cost with \$1,000 deposit	n/a
c. Mills Act Contract		
i. Fee	\$873	Each
ii. Technology Fee	\$15	Each
d. Historic Resources Inventory Evaluation	Actual Cost with \$500 deposit	n/a



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<b>COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING DIVISION FEES</b>		
Home Occupation Revocation Hearing		
a. Fee	\$1,396	Each
b. Technology Fee	\$24	Each
Landscape Plan		
a. Review		
i. Fee	\$349	Each
ii. Technology Fee	\$6	Each
b. Low Impact Development Review		
i. Fee	\$524	Each
ii. Technology Fee	\$9	Each
NPDES Compliance	Actual Cost	n/a
Parking Requirement Calculation		
a. Fee	\$524	Each
b. Technology Fee	\$9	Each
Police Plan Check	See Police Fee Schedule	Per Hour
Pre-Application Development Review		
a. Fee	\$1,745	Each
b. Technology Fee	\$30	Each
Private Property Temporary Banner		
a. Fee	\$175	Each
b. Technology Fee	\$3	Each
Protected Tree Removal		
a. Staff Review		
i. Fee	\$262	Each
ii. Technology Fee	\$4	Each
b. Arborist Review		
i. Fee	\$349	Each
ii. Technology Fee	\$6	Each
c. Investigative Report		
i. Fee	\$655	Each
ii. Technology Fee	\$11	Each



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<b>COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING DIVISION FEES</b>		
d. Illegal Tree Removal (additional arborist report fees apply)		
i. Fee	\$1,047	Each
ii. Technology Fee	\$18	Each
Public Notice Fee (note: fee doubles for PC and CC)		
a. Fee	\$349	Each
b. Technology Fee	\$6	Each
Records Search and Determination		
a. Fee	\$524	Each
b. Technology Fee	\$9	Each
Restrictive Covenants		
a. Fee	\$698	Each
b. Technology Fee	\$12	Each
Soils and Geological/Geotechnical Review	Actual Cost	Per Hour
Staff Time / Research Consultant	\$175	Per Hour
Staff Review, Minor (Signs, Awnings, Trash Enclosures)		
a. Fee	\$524	Each
b. Technology Fee	\$9	Each
Subdivisions		
a. Lot Line Adjustment, Parcel Mergers		
i. Fee	\$2,793	Each
ii. Technology Fee	\$47	Each
b. Subdivision, Minor (up to 4 lots)		
i. Fee	\$6,982	Each
ii. Technology Fee	\$119	Each
c. Subdivision, Major (5 or more lots)		
i. Fee	\$13,964	Each
ii. Technology Fee	\$237	Each
d. Conditional Exceptions -Tentative/Parcel Maps		
i. Fee	\$6,982	Each
ii. Technology Fee	\$119	Each



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Service	Fee	Unit
<b>COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING DIVISION FEES</b>		
Transportation & Circulation Commission Review		
a. Fee	\$2,793	Each
b. Technology Fee	\$47	Each
Use Permits		
a. Zoning Administrator		
i. Fee	\$1,745	Each
ii. Technology Fee	\$30	Each
b. Planning Commission		
i. Fee	\$6,982	Each
ii. Technology Fee	\$119	Each
c. Temporary		
i. Fee	\$1,396	Each
ii. Technology Fee	\$24	Each
d. Amendment		
i. Fee	\$1,396	Each
ii. Technology Fee	\$24	Each
Variance		
a. Fee	\$6,982	Each
b. Technology Fee	\$119	Each
Waivers (e.g. 2nd unit, fence)		
a. Fee	\$524	Each
b. Technology Fee	\$9	Each
Zoning Administrator		
a. Determination		
i. Fee	\$1,396	Each
ii. Technology Fee	\$24	Each
b. Modification		
i. Fee	\$349	Each
ii. Technology Fee	\$6	Each



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<b>COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING DIVISION FEES</b>		
Minor staff review		
a. Commercial and Business Registration		
i. Fee	\$87	Each
ii. Technology Fee	\$1	Each
b. Home Occupations		
i. Fee	\$87	Each
ii. Technology Fee	\$1	Each
c. Massage		
i. Fee	\$349	Each
ii. Technology Fee	\$6	Each
Zoning Ordinance Amendment		
a. Minor Rezone/PD/Map and Text		
i. Fee	\$4,364	Each
ii. Technology Fee	\$74	Each
b. Moderate Rezone/PD/Map and Text		
i. Fee	\$6,982	Each
ii. Technology Fee	\$119	Each
c. Major Rezone/PD/Map and Text		
i. Fee	\$13,964	Each
ii. Technology Fee	\$237	Each



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For services requested of City Staff for which no fee is listed in this Master Fee Schedule, the Department Director shall determine the appropriate fee based on the following hourly rates for staff time involved in the service.		
Planning Division Staff (Per Hour)	\$175	Per Hour
While expressed as flat fees in the above schedule, Technology Fee is intended to be applied as a percentage of the total permit fee, as listed below. In cases where fees are calculated based on variables, the following percentages should be used in assessing the General Plan Surcharge and Technology Fee.		
Technology Fee (per Permit)	1.70%	Per Permit