

CITY OF SAN CARLOS
COST OF SERVICES (USER FEES) FY 2017-18 (Effective August 12th, 2017)
Schedule of Public Works Department Fees

Service	Fee Unit / Type	Notes	Adopted Fee / Deposit
Final Map Review			
(Includes up to 3 Reviews)			
Parcel (4 lots or less)			
City Processing Fee	Per Project		\$ 2,155
Consultant Review	Per Project		Deposit / Actual Cost
Subdivision (5 or more lots)			
City Processing Fee	Per Project		\$ 2,500
Consultant Review	Per Project		Deposit / Actual Cost
4th and Subsequent Review			
City Processing Fee	Per Submittal		\$ 259
Consultant Review	Per Submittal		Deposit / Actual Cost
Civil Plan Check		[1]	
(Includes up to 3 Reviews)			
Minor Projects			
City Processing Fee	Per Project		\$ 1,724
Consultant Review	Per Project		Deposit / Actual Cost
Moderate Projects			
City Processing Fee	Per Project		\$ 3,362
Consultant Review	Per Project		Deposit / Actual Cost
Major Projects			
City Processing Fee	Per Project		\$ 4,913
Consultant Review	Per Project		Deposit / Actual Cost
4th and Subsequent Review			
City Processing Fee	Per Submittal		\$ 431
Consultant Review	Per Submittal		Deposit / Actual Cost
Utility Companies Plan Check:		[2]	
Minor	Each		\$ 172
Moderate	Each		\$ 345
Major	Deposit / Actual Cost		\$ 603

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Construction Inspection (Including Utilities)		[3]	
Minor Projects (1-3 inspections)	Per Project		\$ 388
Moderate Projects (4-5 inspections)	Per Project		\$ 646
Major Projects (6-10 inspections)	Deposit / Actual Cost		Actual Cost with \$5,000 deposit
Additional Inspection	Each		\$ 129
Post Construction Stormwater Device Monitoring	Per Device, Every 5 Years		\$ 345
Dirt Hauling			
per CY	Per CY		\$ 2.10
Planning & Building Dept. Plan Check:			
Planning Referral			
City Processing Fee	Per Project		\$ 862
Consultant Review	Per Project		Deposit / Actual Cost
Building Referral, Review of On-site Civil	Per Project		\$ 345
Debris Box/Storage Container Permit			
Duration up to two weeks	Per Permit		\$ 86
Monthly	Per Permit		\$ 259
Encroachment Permit Administrative Fee	Per Permit		\$ 86
Outside Sewer Agreement Fee	Deposit / Actual Cost		Deposit \$5,000
Community Banner (Hang & Remove):			
for-profit organization	Each		\$ 172
non-profit organization	Each		No Charge
Wide Load Processing	Each		\$ 16
Sidewalk Dining or Outdoor Display Approval			
Initial	Each Initial Review		\$ 259
Annual	Each Annual Review		\$ 259
Temporary NO PARKING Signs	Per Sign		\$ 1

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Semi-Annual Permit Parking in City Lots			
Downtown Employee Parking Program	Per Six Month Permit		\$ 86
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		\$ 31
Exception to the Winter Moratorium on Grading			
	Per Week-long Request		\$ 86
"Street Cut" fee per Ordinance Section 12.08.310.C.2			
	Per Opening		\$ 600
Video Review of Existing Sewer Lateral			
	Each		\$ 129
Starting Work Without a Permit			
	Per Permit		Actual Cost
Grading Bond Policy (per 12.08.100)			
<1,000 CY	Per City Policy	[4]	Valuation of Improvements + 20% Contingency
>1,000 CY	Per City Policy	[4]	Valuation of Improvements + 20% Contingency, plus Performance Bond
Technology Fee			
	Per Permit		1.8% of Total Permit Fee Amount
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.			
Maintenance Staff	per hr.		\$ 165
Engineering Staff	per hr.		\$ 172

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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] 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*