

Planning Service Fee Schedule

Established by Board of Supervisors Resolution Number 071529 (Adopted June 12, 2011). Effective September 12, 2011.

| Permit | Fee | Permit | Fee | Permit | Fee |
|--|-------|--|---------------|--|--------|
| Appeal of Any Permit | | S-11, RH, S-104 Districts | 451 | 100,001 - cby and above | 9,633 |
| | 451 | Design Review (DR District) | | Information Technology Surcharge | 4% |
| Agricultural Preserve and Farmland Security | | Exemption (Admin) | 451 | Land Clearing Permit | |
| Contract - Less Than 40 Acres..... | 6,941 | Second Units, staff level..... | 451 | State or County Scenic | |
| Contract - 40 Acres or More..... | 5,783 | Review by Design Review Committee New Use | 3,489 | Road Corridor | 3,489 |
| Non-Renewal | 400 | Review by Design Review Committee Major Revision..... | 1,500 | Other | 1,782 |
| Cancellation - Immediate | 5,783 | Addition to Existing Use | 1,782 | | |
| Amendment..... | 5,783 | Environmental Review | | Land Division | |
| Archeological/Historical Research | | Categorical Exemption | 287 | San Mateo County Fire Review | |
| | 83 | Initial Study and Negative Declaration | 2,234 | First 4 lots | 199 |
| Architectural Review in State Scenic Highway Corridor | | Environmental Impact Report | | Each additional 4 lots..... | 199 |
| Exemption | 572 | Processing Fee | 5,783 | Certificate of Compliance (verifying parcel legality—Government Code 66499.35a) | 1,782 |
| Any New Use | 3,489 | Preparation | Cost plus 10% | Certificate of Compliance (legalizing parcel—Government Code 66499.35b) | 6,796 |
| Addition to an Existing Use | 1,782 | Mitigation Monitoring and Reporting (as required by Public Resources Code Section 28781.6) | Cost plus 10% | Lot Line Adjustment | 2,655 |
| Building Permit Plan Reviews | | Environmental Document Recording Fee..... | 81 | Minor Lot Line Adjustment (maximum two parcels; no more than 5% of largest parcel transferred) | 1,331 |
| Minor Type (Counter Review Only) | 0 | Exceptions | | Major Subdivision | |
| Plan Review and 1 Resubmittal | 400 | Fence Height | 670 | First 5 Lots or Units | 15,549 |
| Additional Resubmittal(s) (each) | 100 | Off-Street Parking | | Each Additional Lot or Unit | 287 |
| Plan Revision (each)..... | 150 | Administrative..... | 2,648 | Minor Subdivision | 10,371 |
| San Mateo County Fire | | w/Public Hearing, add..... | 2,648 | Merger (by request of property owner) | 400 |
| Review Fee | 173 | Street Improvement | 3,489 | Unmerger (Government Code Section 66451.30) | 2,655 |
| (See note # 7) | | Tandem Parking (new second dwelling unit) | 1,782 | Landscape Plan Review | |
| Coastal Development Permit | | Home Improvement | 1,782 | Up to 10,000 sq. ft. parcel | 287 |
| Exemption | 287 | w/Public Hearing, add..... | 1,706 | 10,001 to 25,000 sq. ft. parcel | 451 |
| Staff Level | 1,782 | Extension of any Permit | | 25,001 sq. ft. to 1 acre parcel | 572 |
| Public Hearing | 3,489 | | 881 | Over 1 acre | 1,257 |
| Biologic Report | 287 | General Plan Amendment | | Revised plans | 169 |
| With a Lot Line Adjustment | 1,782 | | 15,549 | Large Family Day Care Facility Permits | |
| Confined Animal Permit | | General Plan Conformity | | | 557 |
| Certificate of Exemption | 114 | | 3,489 | w/Staff Level Coastal Development Permit, add | 557 |
| Initial Permit | | General Plan Update Surcharge | | Legal Counsel Surcharge | |
| No Hearing Required | 900 | (See note #9) | 40 | | 5% |
| Hearing Required | 1,800 | Geotechnical Review | | Major Development Pre-Application Procedure | |
| Permit Self-Renewal (six years)..... | None | Basic Fee (no report) | 622 | | 1,534 |
| Permit Review (three years) | 450 | Basic Fee (report required)..... | 2,656 | Natural Resource Permits | |
| Credit Card Processing Fee | 3% | Review by Geologist (basic fee) | 940 | Drilling Permit | |
| Department of Public Works | | (See note #4 below) | | Exploratory | 11,532 |
| Review Fee | 400 | Grading Permits | | Production | 5,783 |
| Each additional service..... | 100 | Exemption | 572 | Inspection | 1,190 |
| (Review or Site Inspections, see Note # 10) | | 1-100 cubic yards (cby) | 1,482 | | |
| Density Analysis | | 101-1,000 cby | 3,489 | | |
| PAD, RM, TPZ Districts | | 1,001-5,000 cby..... | 5,333 | | |
| Less Than 40 Acres | 803 | 5,001- 10,000 cby | 5,783 | | |
| 40 to 200 Acres | 1,615 | 10,001-100,000 cby | 8,213 | | |
| 201 Acres or More | 3,098 | | | | |

San Mateo County Planning & Building Department

| Permit | Fee | Permit | Fee | |
|---|--------|---|-----------------------|---|
| Surface Mining Permit (less than 200 tons/day) | | Timberland Preserve Zone (TPZ, TPZ-CZ) | | second dwelling unit (new or legalized) on an existing legal parcel; or (2) establish a kennel or cattery (new or legalized) on an existing legal parcel; or (3) construct a project or operate a use in the Princeton area, shall not exceed \$5,614 provided that all permits are applied for and processed concurrently. |
| Initial/Renewal | 5,783 | Minor Development Permit | 878 | |
| Inspection | 1,190 | Concept Plan | 3,489 | |
| Surface Mining Permit (200 tons/day and up) | | Development and Timber Management Plan (DTM) | 3,405 | |
| Initial/Renewal | 11,532 | Timber Management Plan | 572 | |
| Inspection | 1,190 | Tree Permits | | 3. The Community Development Director is authorized to adjust fees in unusual circumstances when the regular fees listed above would clearly be excessive for a minor project requiring limited service. In such cases, the Community Development Director is authorized to reduce the fees to reflect actual staff costs. In other cases, when County costs for reviewing a major project will clearly exceed revenues from the regular fees, the Community Development Director is authorized to increase the fees to reflect actual staff costs. Any adjustment in fees shall be documented by the Community Development Director in writing. |
| Surface Mining Reclamation Plan | 2,869 | Significant Trees | | |
| Inspection | 1,190 | Removal | | |
| Timber Harvesting Permit | | 1st 3 trees | 154 ea. | |
| Initial | 5,783 | 4th thru 6th trees | 89 ea. | |
| Inspection | 1,190 | Trees beyond 6th | 60 ea. | |
| Renewal | 4,362 | Trimming (RH/DR District only) | | |
| Topsoil Permit | | | One-half of the above | |
| Initial | 3,489 | Heritage Trees | | |
| Inspection | 1,190 | Removal, per tree | 451 | |
| Noise Report Review | | Trimming | 229 | |
| | 287 | Text Amendment | | |
| Planned Agricultural Permit | | | 15,549 | |
| | 4,574 | Use Permit - Standard | | 4. Basic fee covers the average County cost to review a geotechnical report (4 hours). Smaller projects which require less review time will be refunded the difference in cost, and larger projects which require more review will be charged for additional time on a case by case basis. |
| Farm Labor Housing | 0 | Initial | 4,650 | |
| Public Noticing | | Renewal/Amendment | 3,489 | |
| | 136 | Inspection | 572 | |
| Research | | Farm Labor Housing | 0 | |
| First 1/2 hour | 0 | 4-H Projects | See Note #6 | |
| Per hour over 0.5 hours | 100 | Second Dwelling Units | 4,680 | |
| Resource Management District (RM, RM-CZ) | | Use Permits - Special | | 5. Basic fee includes one-time Planning and Public Works review of applicant's proposed Stormwater Best Management Practices, as well as two site inspections. County Staff time beyond these services will be charged \$100.00 for each additional review or site inspection. |
| Minor Development Review - Certificate of Compliance | 572 | Auto Wrecking permit | | |
| Development Review Procedure | | Initial | 5,783 | |
| Environmental Setting Inventory (ESI) | | Renewal/Amendment | 3,489 | |
| Previous ESS Approval | 1,782 | Inspection | 572 | |
| No Previous ESS | 3,489 | Kennel/Cattery Permit | | |
| Final Development Plan | 3,489 | Initial | 3,489 | |
| Rezoning | | Renewal/Amendment | 572 | |
| | 15,549 | Inspection | 572 | |
| Sewage Capacity Transfer | | Variance | | |
| | 294 | Administrative | 1,782 | |
| Specific Plan | | w/Public Hearing, add | 1,706 | |
| BART Station Area Specific Plan (per gross square feet of development) | 0.089 | NOTES: | | |
| County to obtain reimbursement in accordance with Government Code Section 65453 | | 1. When a violation of the Zoning Ordinance or Subdivision Ordinance (or any other ordinance or law establishing the requirements for the permits or approvals referenced in this schedule) includes or results from the failure to obtain a required permit, the fee for obtaining the permit required to correct the violation shall be double the fee amount shown, except for grading and tree cutting or trimming violation, for which the fee shall be ten times the amount shown. | | |
| Stormwater Pollution Prevention Program | | 2. Notwithstanding the fee schedule listed above, total costs of all fees for permits, excluding a Variance Permit fee, and/or Certificate of Compliance to legalize a parcel, required to: (1) construct a new single-family residence or additions/remodels to same, or a | | |
| Basic Fee | 258 | | | 3. The Community Development Director is authorized to adjust fees in unusual circumstances when the regular fees listed above would clearly be excessive for a minor project requiring limited service. In such cases, the Community Development Director is authorized to reduce the fees to reflect actual staff costs. In other cases, when County costs for reviewing a major project will clearly exceed revenues from the regular fees, the Community Development Director is authorized to increase the fees to reflect actual staff costs. Any adjustment in fees shall be documented by the Community Development Director in writing. |
| Each additional service | 100 | | | 4. Basic fee covers the average County cost to review a geotechnical report (4 hours). Smaller projects which require less review time will be refunded the difference in cost, and larger projects which require more review will be charged for additional time on a case by case basis. |
| (Reviews or Site Inspections) (See note #5) | | | | 5. Basic fee includes one-time Planning and Public Works review of applicant's proposed Stormwater Best Management Practices, as well as two site inspections. County Staff time beyond these services will be charged \$100.00 for each additional review or site inspection. |
| Street Name Change | | | | 6. Use Permit and related fees are waived for 4-H or similar projects authorized under Section 6500(c)13 of the Zoning Code. Written certification from the County Agricultural Extension Office is required, stating that the application involves an official 4-H project. |
| | 3,489 | | | 7. San Mateo County Fire Review fee for the following Planning permits: Agricultural Preserve contracts, Grading and Land Clearing Permits, Fence Height Exceptions, Off-Street Parking Exceptions, Certificates of Compliance (Type B), Lot Line Adjustments, Major Development Pre-Application projects, Street Naming, Use Permits, and Confined Animal Permits. |