

## Fees for Engineering Services

*The following fees were adopted by the City Council on March 11, 2013 and reflect the appropriate compensation for the professional work required of Engineering staff at a rate of \$160 per hour. Fees, in addition to those listed below, may be required when the service exceeds the typical number of reviews or inspections, or requires the services of outside consultants. If work commences prior to the issuance of a permit, a penalty equal to 100% of the Engineering Permit Fee will be assessed in addition to the cost of the permit. All permits will be assessed an Archive Fee equal to 4% of the cost of the permit as well as a Technology Fee equal to 2% of the cost of the permit. All security deposits are refundable and do not accrue interest.*

<b>ENGINEERING SERVICE</b>	<b>BASE FEE</b>	+	<b>UNIT FEE</b>	x	<b>UNITS</b>
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### I. SUBDIVISION REVIEWS

#### **Agreements / Map Reviews:**

Subdivision Agreement	\$4,800				
Parcel Map Review	\$2,400	+	\$80	x	(# of lots or units)
Final Map Review	\$3,200	+	\$80	x	(# of lots or units)
<i>Map Security Deposit</i>			\$100	x	<i>(# of pages, refunded when copy of recorded map is provided)</i>

#### **Improvement Plan Reviews [1]:**

Improvement Cost (Cost) \$100,000 or less [2]	\$160	+	\$160	x	(# of \$5,000 increments, or fraction thereof)
Cost \$100,001 - \$500,000	\$3,360	+	\$120	x	(# of \$5,000 increments more than \$100,000, or fraction thereof)
Cost \$500,001 or greater	\$12,960	+	\$80	x	(# of \$5,000 increments more than \$500,000, or fraction thereof)

#### **Improvement Permit and Inspections [3]:**

Cost \$100,000 or less (30 days to complete)	\$320	+	\$320	x	(# of \$5,000 increments, or fraction thereof)
Cost \$100,001 - \$500,000 (90 days to complete)	\$6,720	+	\$240	x	(# of \$5,000 increments more than \$100,000, or fraction thereof)
Cost \$500,001 or greater (150 days to complete)	\$25,920	+	\$160	x	(# of \$5,000 increments more than \$500,000, or fraction thereof)

<i>Improvement Security Deposit / Bond</i>			<i>100%</i>	<i>x</i>	<i>(Cost)</i>
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[1] The permit fee includes review of one initial plan and two revisions. A fee of \$160 per hour (rounded to the nearest one-quarter hour) will be applied to the permit for additional reviews.

[2] Improvement Cost (Cost) is equal to the total construction cost of only those items subject to plan review and inspection by Engineering staff. Cost shall be the higher of the provided valuation by applicant or prevailing unit costs in the Bay Area to include contingency (10%) as well as supervision and contract administration (15%). Cost shall be determined by Engineering staff.

[3] The permit fee includes inspections made during the specified timeline. A fee of \$160 per hour (rounded to the nearest one-quarter hour) will be applied to the permit for additional inspections.

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## II. GRADING AND EROSION CONTROL PERMITS

### **Plan Reviews [4]:**

1,000 cubic yards (c.y.) or less [5]	\$160	+	\$80	x	(# of 100 c.y. increments more than 100 c.y., or fraction thereof)
1,001 to 10,000 c.y.	\$880	+	\$160	x	(# of 1,000 c.y. increments more than 1,000 c.y., or fraction thereof)
10,001 to 100,000 c.y.	\$2,320	+	\$64	x	(# of 1,000 c.y. increments more than 10,000 c.y., or fraction thereof)
100,001 c.y. or greater	\$8,080	+	\$48	x	(# of 1,000 c.y. increments more than 100,000 c.y., or fraction thereof)

### **Permit and Inspections [6]:**

1,000 c.y. or less (30 days to complete) [5]	\$320	+	\$160	x	(# of 100 c.y. increments more than 100 c.y., or fraction thereof)
1,001 to 10,000 c.y. (60 days to complete)	\$1,760	+	\$320	x	(# of 1,000 c.y. increments more than 1,000 c.y., or fraction thereof)
10,001 to 100,000 c.y. (90 days to complete)	\$4,640	+	\$128	x	(# of 1,000 c.y. increments more than 10,000 c.y., or fraction thereof)
100,001 c.y. or greater (120 days to complete)	\$16,160	+	\$96	x	(# of 1,000 c.y. increments more than 100,000 c.y., or fraction thereof)

### **Security Deposits:**

<i>Cleanup Security Deposit</i>	<i>\$500 minimum</i>				
<i>Grading Security Deposit / Bond</i>			25%	x	<i>(Grading Cost)</i>

<b>Wet Season Work Authorization</b>			\$80	x	(# of weeks)
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[4] The permit fee includes review of one initial plan and two revisions. A fee of \$160 per hour (rounded to the nearest one-quarter hour) will be applied to the permit for additional reviews.

[5] No permit is required if all of the following five criteria are met: the site upon which land area is disturbed or filled is three thousand square feet or less; natural and finished slopes are less than ten percent; volume of soil or earth materials stored is fifty cubic yards or less; rainwater runoff is diverted, either during or after construction, from an area smaller than one thousand five hundred square feet; and, no drainage way is blocked or has its stormwater-carrying capacities or characteristics modified. *[Municipal Code 15.62.080]* Otherwise, fees as listed above will apply.

[6] The permit fee includes inspections made during the specified timeline. A fee of \$160 per hour (rounded to the nearest one-quarter hour) will be applied to the permit for additional inspections.

## III. TRANSPORTATION PERMITS

### **Oversize Load:**

Permit Fees (set by the State of California)			\$16	x	(# of trips)
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### **Dirt Hauling:**

Permit Fees (per operation)	\$160	+	\$0.22	x	(# of cubic yards per # of miles)
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<b>ENGINEERING SERVICE</b>	<b>BASE FEE</b>	+	<b>UNIT FEE</b>	x	<b>UNITS</b>
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**IV. ENCROACHMENT PERMITS**

**Temporary Encroachment (scaffolding, construction fencing, etc.):**

Permit Fees	\$480	+	\$80	x	(# of weeks more than two weeks)
<i>Security Deposit</i>	<i>\$1,000</i>				

**Long-Term Encroachment (awnings, overhangs, planters, fences, etc.) [7]:**

Permit Fees	\$640	+	\$80	x	(# of 25 linear foot increments more than 35 linear feet, or fraction thereof)
<i>Security Deposit</i>	<i>\$1,000</i>				

**Street Parking / Space Obstruction (renewable every four weeks):**

Residential	\$320				
Commercial	\$320	+	\$160	x	(# of weeks, after the first week)
<i>Security Deposit</i>	<i>\$500</i>				
Temporary Container [8]	\$160	+	\$80	x	(# of weeks, after the first week)
<i>Security Deposit</i>	<i>\$150</i>				

**Traffic Control [9]:**

Processing Fee	\$160				
Plan Review Fee			\$160	x	(# of hours of plan review)
Inspection Fee (mobile, temporary setup)			\$240	x	(# of days)
Inspection Fee (fixed, long-term setup)			\$640	x	(# of weeks)
Traffic Signal Adjustment Fee	\$160	+	\$80	x	(# of intersections per # of days)
<i>Security Deposit</i>	<i>\$1,000</i>				

**Monitoring Well / Core Drilling / Potholing [10]:**

Permit Fees	\$320	+	\$320	x	(# of locations)
<i>Security Deposit</i>	<i>\$250</i>				

[7] The permits are non-transferable and are to be recorded on the property.

[8] Any obstruction permit will not be granted if there is available space on the private property to accommodate the proposed use. If a permit is granted, such obstructions shall be located away from adjacent driveways, fire hydrants, curb returns, and utility access points.

[9] Not applicable with Water Service and Sanitary Sewer Lateral. May be needed in conjunction with other encroachment permits.

[10] Encroachment permit only. Additional permits outside of Public Works Engineering may be required depending upon the nature of the work.

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**Sidewalk / Curb Drain / Driveway (not longer than 30 days) [11]:**

Processing Fee	\$160				
Plan Review Fee			\$160	x	(# of hours of plan review)
Sidewalk - 1,000 square feet or less			\$160	x	(# of 100 square foot increments, or fraction thereof, or # of locations)
Sidewalk - 1,001 square feet or greater	\$1,600	+	\$80	x	(# of 100 square foot increments more than 1,000 square feet, or fraction thereof)
Curb Drain Under Sidewalk			\$160	x	(# of locations, including up to 50 square feet of sidewalk area)
Driveway - single			\$160	x	(# of single driveways)
Driveway - double			\$240	x	(# of double driveways)
Driveway - commercial			\$480	x	(# of commercial driveways)
Excavation in Unpaved Areas			\$80	x	(# of 100 square foot increments, or fraction thereof, or # of locations)
<i>Security Deposit</i>			\$10	x	(# of square feet, \$500 minimum)

**Street Excavation / Directional Boring (not longer than one week) [12,13]:**

Processing Fee	\$160				
Plan Review Fee			\$160	x	(# of hours of plan review)
Inspection Fee	\$320	+	\$160	x	(# of 50 square foot increments more than 200 square feet, or fraction thereof)
<i>Security Deposit</i>			\$15	x	(# of square feet, \$750 minimum)

**Water Service:**

Permit Fees	\$160	+	\$580	x	(# of services)
<i>Security Deposit (2" service or less)</i>	\$2,000				
<i>Security Deposit (greater than 2" service)</i>	\$3,500				
Fire Flow Test and Results	\$160	+	\$260	x	(# of test results)

**Sanitary Sewer Lateral:**

Within the City right-of-way, within the District	\$160	+	\$580	x	(# of laterals)
<i>Security Deposit</i>	\$2,000				
Within the City right-of-way, not within the District	\$160	+	\$480	x	(# of laterals)
<i>Security Deposit</i>	\$2,000				
Not within the City right-of-way, within the District [14]	\$160	+	\$100	x	(# of laterals)

[11] The permit fee includes inspections made during the specified timeline of thirty days. A fee of \$160 per hour (rounded to the nearest one-quarter hour) will be applied to the permit for additional inspections after thirty days.

[12] Square feet shall be calculated as total length by a bore pit width of two feet.

[13] The permit fee includes inspections made during the specified timeline of one week. A fee of \$160 per hour (rounded to the nearest one-quarter hour) will be applied to the permit for additional inspections after one week.

[14] There may be additional fees required of the North San Mateo County Sanitation District.

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**V. DEVELOPMENT IMPACT REVIEWS [15]**

**Geotechnical Report:**

Review Fees	\$640	+	\$320	x	(# of half acre increments more than one half acre, or fraction thereof)
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**Detension Analysis:**

Review Fees			\$320	x	(# of 3,500 square foot increments, or fraction thereof)
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**Storm Drain Study:**

Review Fees	\$640	+	\$160	x	(# of hours more than four hours)
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**Traffic Study:**

Project 50,000 square feet or less	\$1,280	+	\$80	x	(# of intersections)
Project 50,001 - 150,000 square feet	\$1,920	+	\$40	x	(# of intersections)
Project greater than 150,000 square feet	\$2,560	+	\$20	x	(# of intersections)

**Water System Study:**

Review Fees	\$640	+	\$160	x	(# of hours more than four hours)
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**Sanitary Sewer Study:**

Review Fees	\$640	+	\$160	x	(# of hours more than four hours)
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[15] The cost of any report, analysis, or study conducted by an outside consultant and coordinated by City staff will be equal to the consultant's fee, plus a 20% administrative fee. Fees for reviews completed by Engineering staff are as listed above. Fees include review of one initial plan and two revisions. A fee of \$160 per hour (rounded to the nearest one-quarter hour) will be charged for additional reviews. Additionally, any review not listed above will be billed at the same hourly rate.

**VI. BUILDING PERMIT REVIEWS**

Plan reviews completed by Engineering staff of building permits administered by the Department of Economic and Community Development require a fee of 20% of the Building Permit Fee.

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**VII. OTHER REQUESTS**

**City General Conditions, Standard Specifications & Drawings:**

Online at <a href="http://www.dalycity.org">www.dalycity.org</a>	free of charge
Binder Picked-up	\$65
Binder Mailed	\$70

**Capital Project Plans & Specification Books:**

Picked-up or Mailed	as determined by Engineering staff
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**Aerial Topographic Maps:**

Setup Fee Copy or Plotting	\$30
Copies of Maps	\$12 x (# of pages)

**Copies of Documents:**

8.5" x 11" (black and white)	\$0.10 x (# of pages)
8.5" x 11" (color)	\$0.25 x (# of pages)
11" x 17"	\$1.50 x (# of pages)
24" x 36"	\$6 x (# of pages)
36" x 66"	\$15 x (# of pages)
42" x 60"	\$18 x (# of pages)

**Request for Official Public Records:**

All Requests	coordinated by the City Attorney's Office
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