

Fees for Engineering Services

The following fees were adopted by the City Council on May 8, 2023 and reflect the appropriate compensation for the professional work required of Engineering staff. 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 security deposits are refundable and do not accrue interest.** Additional review over and above the baseline included in the fees below may be charged on a T&M basis or require the services of outside consultants.

Fee No.	Fee Title	Unit	Fee
Technology Fee			
8.01	Technology Fee	% Engineering Permit Fee	9%
All permits will be assessed a Technology Fee equal to 9% of the cost of the permit.			

Subdivision Reviews			
Agreements / Map Review			
8.02	Tentative Map Review	Flat	\$3,734
8.03	Subdivision Agreement	Flat	\$5,532
8.04	Parcel Map Review	Flat	\$5,569
8.05	Final Map Review	Base	\$5,569
8.06	Plus # of lots or units	Per lot or unit	\$143
8.07	Right of Way and Easement Abandonment	Flat	\$5,118
8.08	Lot Line Adjustment	Flat	\$3,723
8.09	Surveyor Review		Actual + 20%

Public / Site Improvements			
Site Improvement Plan Reviews			
8.10	Improvement Cost [1] - \$0 - \$500,000	Minimum	\$5,524
8.11	% of Cost up to \$500,000	Plus	2.5%
8.12	Cost \$500,001 - \$1,500,000	Base	\$18,530
8.13	% of Cost over \$500,000	Plus	1.7%
8.14	Cost \$1,500,001 - \$4,500,000	Base	\$36,300
8.15	% of Cost over \$1,500,000	Plus	0.75%
8.16	Cost \$4,500,001 or greater	Base	\$59,650
8.17	% of Cost over \$4,500,000	Plus	0.35%
Plan Review fees include review of one initial plan and two revisions. Applicants shall pay for additional staff time (rounded to the nearest one-quarter hour), on an actual cost basis at rates established by the City, for additional reviews.			
[1] 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 reviewed and determined by Engineering staff.			

<u>Fee No.</u>	<u>Fee Title</u>	<u>Unit</u>	<u>Fee</u>
Site Improvement Permit and Inspections [2]			
8.18	Improvement Cost - \$0 - \$500,000	Minimum	\$12,671
8.19	% of Cost up to \$500,000	Plus	7.5%
8.20	Cost \$500,001 - \$1,500,000	Base	\$52,008
8.21	% of Cost over \$500,000	Plus	5.0%
8.22	Cost \$1,500,001 - \$4,500,000	Base	\$103,890
8.23	% of Cost over \$1,500,000	Plus	2.0%
8.24	Cost \$4,500,001 or greater	Base	\$167,445
8.25	% of Cost over \$4,500,000	Plus	1.24%
8.26	Improvement Security Deposit/Bond	% of improvement costs	200%
The permit fee includes inspections made during the initial permit term. Permittees shall pay for additional staff time (rounded to the nearest one-quarter hour) on an actual cost basis, at rates established by the City, for additional inspections beyond the initial permit term.			
[2] The Site Improvement Permit includes inspection fees for Temporary Encroachment, Street Excavation, and Sidewalk/Curb Drain/Driveway on-site and off-site. Additional fees from this schedule will need be calculated for the Grading, Traffic Control, Street Parking Space Obstruction, Water Services, and Sanitary Sewer Laterals.			

Grading and Erosion Control

Plan Review

8.27	1,000 cu yd. or less	Base	\$307
8.28	Plus additional for each 100 cu yd. more than 100 or fraction thereof	Per 100 cu yd.	\$139
8.29	1,001 to 10,000 cu yd.	Base	\$1,556
8.30	Plus additional for each 1,000 cu yd. more than 1,000 or fraction thereof	Per 1,000 cu yd.	\$161
8.31	10,001 to 100,000 cu yd.	Base	\$3,008
8.32	Plus additional for each 1,000 cu yd. more than 10,000 or fraction thereof	Per 1,000 cu yd.	\$60
8.33	100,001 cu yd. or greater	Base	T&M
8.34	Plus additional for each 1,000 cu yd. more than 100,000 or fraction thereof	Per 1,000 cu yd.	T&M
Plan Review fees include review of one initial plan and two revisions. Applicants shall pay for additional staff time (rounded to the nearest one-quarter hour), on an actual cost basis at rates established by the City, for additional reviews. Grading permits are issued for grading work between May 1st to September 30th of the calendar year. Any work outside of these dates need Wet Season Work Authorization on a weekly basis.			

Permit and Inspections

8.35	1,000 cu yd. or less	Base	\$599
8.36	Plus additional for each 100 cu yd. more than 100 or fraction thereof	Per 100 cu yd.	\$248
8.37	1,001 to 10,000 cu yd.	Base	\$2,835
8.38	Plus additional for each 1,000 cu yd. more than 1,000 or fraction thereof	Per 1,000 cu yd.	\$339
8.39	10,001 to 100,000 cu yd.	Base	\$5,887
8.40	Plus additional for each 1,000 cu yd. more than 10,000 or fraction thereof	Per 1,000 cu yd.	\$229
8.41	100,001 cu yd. or greater	Base	T&M
8.42	Plus additional for each 1,000 cu yd. more than 100,000 or fraction thereof	Per 1,000 cu yd.	T&M
The permit fee includes inspections made during the initial permit term. Permittees shall pay for additional staff time (rounded to the nearest one-quarter hour) on an actual cost basis, at rates established by the City, for additional inspections beyond the initial permit term.			

Security Deposits

8.43	Grading Security Deposit/Bond	% of Grading Cost	25%
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<u>Fee No.</u>	<u>Fee Title</u>	<u>Unit</u>	<u>Fee</u>
Wet Season Work Authorization			
8.44	Wet Season Work Authorization	Per week	\$612
	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.		

Transportation Permits

Oversize Load

8.45	Single Trip	Each	\$0
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Dirt and Debris Hauling

8.46	Permit Fees (per operation)	Base	\$211
8.47	Plus per # of cubic yards per # of miles round trip	Each	\$0.22

Encroachment Permits

Temporary Encroachment (scaffolding, construction fencing, etc.)

8.48	Permit Fees	Base	\$612
8.49	Plus per # of weeks more than two weeks	Per # of weeks	\$102
8.50	Security Deposit	Deposit	\$1,000

Encroachment Agreement

8.51	Encroachment Agreement		T&M
8.52	Security Deposit (except Wireless Small Cell) - refundable upon removal of encroachment	Each	Agreement Specific
8.53	Security Deposit for Wireless Small Cell - refundable upon removal of Wireless Small Cell	Per location	\$750
	Encroachment Agreements (except Wireless Small Cells) are non-transferable and are to be recorded on the property. Wireless Small Cells shall be covered by a Master Encroachment Agreement.		

Wireless Small Cell (with existing Lease Agreement)

8.54	Processing Fee	Flat	\$216
8.55	Plan Review Fee	Flat	\$862
8.56	Inspection Fee	Flat	\$1,247
8.57	Security Deposit (refundable)	Deposit	\$1,500

<u>Fee No.</u>	<u>Fee Title</u>	<u>Unit</u>	<u>Fee</u>
<u>Street Parking/Space Obstruction (renewable every four weeks)</u>			
8.58	Residential	Flat	\$612
8.59	Commercial	Base	\$612
8.60	Plus per # of weeks, after first week	# of weeks	\$204
8.61	Security Deposit	Deposit	\$500
8.62	Temporary Container [3]	Base	\$511
8.63	Plus per # of weeks, after first week	Per Week	\$102
8.64	Security Deposit	Deposit	\$500
[3] Any obstruction permit will not be granted for temporary containers 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.			

Traffic Control

8.65	Processing Fee	Flat	\$307
8.66	Plan Review Fee	Per Hour	\$213
8.67	Inspection Fee (mobile, temporary setup)	Per Day	\$300
8.68	Inspection Fee (fixed, long-term setup)	Per Week	\$1,007
8.69	Security Deposit	Deposit	\$1,000

Monitoring Well/Core Drilling/Potholing

8.70	Permit Fees	Base	\$307
8.71	Plus per # of locations	Each	\$408
8.72	Security Deposit	Per Location	\$1,000
Monitoring Well/Core Drilling/Potholing fees are for an encroachment permit only. Additional permits may be required by the County of San Mateo, Department of Water and Wastewater Resources, or other regulatory agencies.			

Sidewalk/Curb Drain/Driveway (not longer than 30 days)

8.73	Processing Fee	Flat	\$307
8.74	Plan Review Fee	Per Hour	\$211
8.75	Sidewalk/Driveway (Right-of-Way)/Front Yard Paving (Per 200 sq. ft. increment, or fraction thereof)	Each	\$408
8.76	Excavation in Unpaved Areas (Per 200 sq. ft. increment, or fraction thereof)	Each	\$408
8.77	Security Deposit (\$500 minimum)	Per sq. ft.	\$10
Sidewalk/Curb Drain/Driveway permit fees include inspections made during the specified timeline of thirty days. Permittees shall pay for additional staff time (rounded to the nearest one-quarter hour) on an actual cost basis, at rates established by the City, for additional inspections after thirty days.			

Street Excavation/Directional Boring

8.78	Processing Fee	Base	\$307
8.79	Plan Review Fee - Up to 3 reviews	Flat	\$2,800
8.80	Inspection Fee (First 200 sq. ft.)	Base	\$2,039
8.81	Each additional 50 sq. ft. increment or fraction thereof	Each	\$170
8.82	Security Deposit (\$750 minimum)	Per sq. ft.	\$15
Square feet shall be calculated as total length by a bore pit width of two feet.			

<u>Fee No.</u>	<u>Fee Title</u>	<u>Unit</u>	<u>Fee</u>
<u>Water Service</u>			
8.83	Permit Fees	Base	\$307
8.84	Plus per # of services	Each	\$1,144
8.85	Security Deposit (2" service or less)	Deposit	\$2,000
8.86	Security Deposit (greater than 2" service)	Deposit	\$3,500
8.87	Fire Flow Test and Results	Per test	\$844

<u>Sanitary Sewer Lateral</u>			
8.88	Within the City right-of-way, w/in the District	Base	\$307
8.89	Plus per # of laterals	Each	\$1,144
8.90	Security Deposit	Deposit	\$2,000
8.91	Within the City right-of-way, not w/in the District	Base	\$307
8.92	Plus per # of laterals	Each	\$408
8.93	Security Deposit	Deposit	\$2,000
8.94	Not within the City right-of-way, w/in the District	Base	\$211
8.95	Plus per # of laterals	Each	\$736
There may be additional fees required by the North San Mateo County Sanitation District.			

Development Impact Reviews

<u>Traffic Study</u>			
8.96	Review Fees	Base	\$4,686
8.97	Plus per # of hours more than twenty-two (22) hours	Per Hour	\$213

<u>Water System Study</u>			
8.98	Review Fees	Base	\$821
8.99	Plus per # of hours more than four hours	Per Hour	\$205

<u>Sanitary Sewer Study</u>			
8.100	Review Fees	Base	\$821
8.101	Plus per # of hours more than four hours	Per Hour	\$205
Development projects may be required to prepare sewer, water, or other studies either through the City's outside consultant or through the Developer's consultant, as required by the City. The cost of any report, analysis, or study conducted by the City's outside consultant and coordinated by City staff will be equal to the consultant's fee, plus a 20% administrative fee. Additional fees for reviews completed by Engineering staff are as listed above in addition to the cost to prepare the studies. At the City's sole discretion, the City may require the use of other outside consultants in reviewing development projects, permit, or other project materials. Any use of the City's outside consultant shall be subject to a fee equal to the consultant's fee plus a 20% administrative fee.			

<u>Third Party Consultant</u>			
8.102	Use of Third Party Consultant for Development Projects and Permits		Actual + 20%

<u>Building Permit Reviews</u>			
8.103	Review Fees	% of the Building Permit Fee	20%

<u>Fee No.</u>	<u>Fee Title</u>	<u>Unit</u>	<u>Fee</u>
Other Requests			
8.104	City General Conditions, Standard Specifications & Drawings, Capital Project Plans & Specifications, and Copies of Other Documents Online at www.dalycity.org		No Fee
	Electronic Files		No Fee
	Printed Copies		Actual Cost

Permit Extension

8.105	Permit Extension (Renewal)	Flat	\$216
8.106	Reinstatement of Expired Permit	Flat	\$420

Permit Cancellation

8.107	Processing Fee	Flat	\$216
8.108	Pre-Cancellation Inspection	Flat	\$204
8.109	Work Without a Permit	Double Permit Fees	

Utility (Private Utilities under CPUC Regulation with a CPCN)

8.110	Private Utility Companies may be issued a consolidated Utility Permit covering one or more of the scopes of work listed. Security Deposits are waived for estimated cost of work less than \$10,000. Estimated cost of work shall be reviewed and determined by Engineering staff.		T&M
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