

CITY OF SAN CARLOS
COST OF SERVICES (USER FEES) FY 2026-27
Schedule of Public Works Department Fees
(Effective on July 1st, 2026)

Adopted

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		\$ 2,691
Consultant Review	Per Project		Deposit / Actual Cost
Subdivision (5 or more lots)			
City Processing Fee	Per Project		\$ 3,122
Consultant Review	Per Project		Deposit / Actual Cost
4th and Subsequent Review			
City Processing Fee	Per Submittal		\$ 322
Consultant Review	Per Submittal		Deposit / Actual Cost
Civil Plan Check		[1]	
(Includes up to 3 Reviews)			
Minor Projects			
City Processing Fee	Per Project		\$ 2,153
Consultant Review	Per Project		Deposit / Actual Cost
Moderate Projects			
City Processing Fee	Per Project		\$ 4,198
Consultant Review	Per Project		Deposit / Actual Cost
Major Projects			
City Processing Fee	Per Project		\$ 6,136
Consultant Review	Per Project		Deposit / Actual Cost
4th and Subsequent Review			
City Processing Fee	Per Submittal		\$ 538
Consultant Review	Per Submittal		Deposit / Actual Cost
Utility Companies Plan Check:		[2]	
Minor	Each		\$ 215
Moderate	Each		\$ 431
Major	Deposit / Actual Cost		\$ 753
Construction Inspection (Including Utilities)		[3]	
Minor Projects (1-3 inspections)	Per Project		\$ 485
Moderate Projects (4-5 inspections)	Per Project		\$ 807
Major Projects (6-10 inspections)	Deposit / Actual Cost		Deposit / Actual Cost
Additional Inspection	Each		\$ 161

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Post Construction Stormwater Device Monitoring	Per Device, Every 5 Years		\$ 431
Dirt Hauling	Per CY		\$ 2.37
Planning & Building Dept. Plan Check:			
Planning Referral			
City Processing Fee	Per Project		\$ 1,077
Consultant Review	Per Project		Deposit / Actual Cost
Building Referral, Review of On-site Civil	Per Project		\$ 431
Debris Box/Storage Container Permit			
Duration up to two weeks	Per Permit		\$ 97
Monthly	Per Permit		\$ 322
Encroachment Permit Administrative Fee	Per Permit		\$ 107
Outside Sewer Agreement Fee	Deposit / Actual Cost		Deposit \$5,000
Community Banner (Hang & Remove):			
for-profit organization	Each		\$ 215
non-profit organization	Each		No Charge
Wide Load Processing	Each	[5]	\$ 16
Sidewalk Dining or Outdoor Display Approval			
Initial	Each Initial Review		\$ 322
Annual	Each Annual Review		\$ 322
Temporary <i>NO PARKING</i> Signs	Per Sign		\$ 1
Semi-Annual Permit Parking in City Lots			
Downtown Employee Parking Program	Per Six Month Permit	[7]	Temporarily Waived
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		\$ 39
Exception to the Winter Moratorium on Grading	Per Week-long Request		\$ 107

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"Street Cut" fee per Ordinance Section 12.08.310.C.2	Per Opening		\$ 676
Video Review of Existing Sewer Lateral	Each		\$ 161
Starting Work Without a Permit	Per Permit		Actual Cost
Grading Bond Policy (per 12.08.100)			
<1,000 CY	Per City Policy		Valuation of Improvements + 20% Contingency
>1,000 CY	Per City Policy		Valuation of Improvements + 20% Contingency, plus Performance Bond
Industrial / Commercial Business Stormwater C.4 Inspection Fee	Per Hour - Minimum 1.5 Hours		\$ 215
Technology Fee	Per Permit		0.4% of Total Permit Fee Amount
Credit Card and eCheck Charges	Each Transaction		Actual Cost
Parklet Program			
Encroachment Permit Administrative Fee	Per Permit	[6]	\$ 107
Encroachment Permit - Downtown Area	Per Permit / Per 6 Months	[6]	\$ 1,052
Encroachment Permit - Other Areas (Industrial Arts, etc.)	Per Permit / Per 6 Months	[6]	\$ 1,052
Cleaning Fee	Per Linear Foot / Per 6 Months	[6]	\$ 14.45
Traffic Control (TCP) Review Fee			
City Processing Fee	Per Project		\$ 215
Consultant Review	Per Project		Deposit / Actual Cost
Tree Replanting Fee	Per Tree	[4]	\$ 1,552
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.		\$ 277
Engineering Staff	per hr.		\$ 215

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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] Amount of fee for the 24th box tree is subject to change based on actual vendor cost

[5] Set by Title 21 of California Code of Regulation Section 1411.3

[6] When removal of a parklet is ordered, the City will prorate the fee

[7] Parking is waived for up to 25% of on-site employees during the Harrington Park Refresh and Centennial Plaza Transformation projects.