



455 County Center, 2<sup>nd</sup> Floor | Mail Drop PLN 122  
 Redwood City, CA 94063  
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 planning.smcgov.org

Established by Board of Supervisors Resolution Number XXXXXX (Adopted November 19, 2024). Effective January 1, 2025.

PERMIT	FEE
<b>Appeal of Any Permit</b>	\$1,962
<b>Agricultural Preserve and Farmland Security</b>	
New Contract	\$9,796
Non-Renewal	\$861
Amendment or Immediate Cancellation	\$4,201
<b>Agritourism Permit</b>	\$1,962
<b>Archeological/Historical Research</b>	Cost plus 20%
<b>Architectural Review in State Scenic Highway Corridor</b>	
Exemption	\$1,962
Any New Use	\$6,041
Addition to an Existing Use	\$3,770
<b>Planning Review of Building Permit Plans</b>	
Plan Review and 1 Resubmittal	\$861
Additional Resubmittal(s) or Plan Revision (each)	\$431
<b>Cannabis Licensing</b>	
Initial License	\$9,796
Renewal/Amendment	\$3,770
Termination of Operations	\$431
<b>Child Care Permit</b>	\$1,962
<b>Coastal Development Permit</b>	
Exemption ( <a href="#">See Note 1</a> )	\$431
Staff Level	\$1,962
Public Hearing	\$6,041
Biologic Report	\$431
With a Lot Line Adjustment or Certificate of Compliance (Type B)	\$3,770
<b>Confined Animal Permit</b>	
Certificate of Exemption	\$431
Initial Permit - No Hearing Required	\$3,770
Initial Permit - Hearing Required	\$6,041
Permit Review (three years)	\$431
<b>Density Analysis - PAD, RM, TPZ Districts</b>	\$1,023
<b>Density (Slope) Analysis - S-11, RH, S-104 Districts</b>	\$754
<b>Design Review (DR District)</b>	
Exemption (Admin)	\$646
Review by Design Review Committee - New Use	\$6,041
Review by Design Review Committee - Major Revision or Addition to Existing Use	\$3,770
<b>Development Footprint Analysis (DFA)</b>	\$861
<b>Drainage Review</b>	\$495
<b>Environmental Review</b>	
Categorical Exemption	\$331

PERMIT	FEE
Initial Study and (Mitigated) Negative Declaration	\$6,041
Environmental Impact Report	
Processing Fee	\$9,796
Preparation	Cost plus 20%
Mitigation Monitoring and Reporting (as required by Public Resources Code Section 28781.6)	Cost plus 20%
Recording Fee	\$81
<b>Exceptions</b>	
Fence Height	\$1,962
Off-Street Parking	\$3,477
Off-Street Parking - w/Public Hearing, add	\$3,477
Street Improvement	\$3,770
Home Improvement	\$3,770
Home Improvement - w/Public Hearing, add	\$3,770
<b>Extension of any Permit</b>	\$431
<b>Flood Hazard Exception</b>	\$1,962
<b>General Plan Amendment</b>	\$9,796
<b>General Plan Conformity</b>	\$3,770
<b>Geotechnical Review</b>	
Geotechnical Review Fee (other than grading permit, <a href="#">see Note 2</a> )	\$750
Geotechnical Review Fee - Hourly rate	\$165
Review by Geologist - basic fee	Cost plus 20%
<b>Grading Permits</b>	
Exemption	\$646
Staff Level (includes Geotech Review Fee)	\$2,834
Public Hearing (includes Geotech Review Fee)	\$6,791
<b>Historical Permits</b>	
Historical Landmark or District Application	\$6,041
Historic Preservation Permit	\$3,770
<b>Land Clearing Permit</b>	
State or County Scenic Road Corridor	\$3,770
Other	\$1,962
<b>Land Division</b>	
Certificate of Compliance (verifying parcel legality - Government Code 66499.35a)	\$1,962
Certificate of Compliance (legalizing parcel - Government Code 66499.35b)	\$4,077
Lot Line Adjustment	\$1,962
Major Subdivision	
First 5 Lots or Units	\$17,149
Each Additional Lot or Unit	\$431
Minor Subdivision	\$11,510
SB 9 Subdivision	\$6,041
Merger (by request of property owner)	\$646
Unmerger (Government Code Section 66451.30)	\$3,770
<b>Landscape Plan Review</b>	Cost plus 20%
<b>Minor Modification Fee</b>	\$431
<b>Natural Resource Permits</b>	
Drilling Permit	
Exploratory	\$9,796
Production	\$6,041
Inspection	\$1,962

PERMIT	FEE
Surface Mining Permit	
Initial/Renewal	\$9,796
Inspection	\$1,962
Surface Mining Reclamation Plan	\$3,770
Inspection	\$1,962
Timber Harvesting Permit	
Initial	\$9,796
Inspection	\$1,962
Renewal	\$1,962
Topsoil Permit	
Initial	\$9,796
Inspection	\$1,962
<b>Noise Report Review</b>	\$431
<b>Other Fees</b>	
Technology Fee	4%
Document Storage Fee	2%
Specific Plan - BART Station Area Specific Plan (per gross square feet of development) - County to obtain reimbursement in accordance with Government Code Section 65453	\$0.089
Legal Counsel Surcharge Fee	5%
Non-refundable Credit Card Processing Fee	3%
Returned Payment Fee	\$25
<b>Planned Agricultural Permit</b>	\$9,796
Farm Labor Housing ( <a href="#">See Note 4</a> )	\$0
<b>Pre-Applications</b>	
Major Development Pre-Application Workshop	\$1,962
Minor Pre-Application ( <a href="#">See Note 15</a> )	\$400
<b>Public Noticing</b>	\$170
<b>Research</b>	
First 1/2 hour	\$0
Per hour over 0.5 hours	\$150
Cost per photocopy	\$0.29
<b>Resource Management District (RM, RM-CZ)</b>	
Minor Development Review - Certificate of Compliance	\$1,962
Development Review Procedure	
Environmental Setting Inventory (ESI) - Previous ESS Approval	\$1,885
Environmental Setting Inventory (ESI) - No Previous ESS	\$3,770
Final Development Plan	\$3,770
<b>Rezoning</b>	\$15,549
<b>SB 35 Multifamily Housing Development</b>	\$6,041
<b>Sewage Capacity Transfer</b>	\$294
<b>Short Term Rental Permit</b>	\$431
<b>Site Development Permit</b>	
Initial	\$6,041
Amendment or Exception	\$431
<b>Stormwater C3 Review</b>	
Basic Fee	\$258
Each additional service - (Reviews or Site Inspections) ( <a href="#">See Note 3</a> )	\$100
<b>Street Name Change</b>	\$3,770

PERMIT	FEE
<b>Timberland Preserve Zone (TPZ, TPZ-CZ)</b>	
Minor Development Permit	\$1,962
Concept Plan	\$3,770
Development and Timber Management Plan (DTM)	\$3,770
Timber Management Plan	\$1,962
<b>Tree Permits</b>	
Protected Tree Removal Permit (cost per tree)	\$431
Protected Tree Pruning Permit (cost per tree)	\$321
Expedited Tree Removal Permit (cost per tree)	\$215
Emergency Tree Removal Permit	\$215
Heritage Tree - New Designation	\$3,770
<b>Text Amendment</b>	\$15,549
<b>Use Permit</b>	
Initial	\$6,041
Renewal/Amendment	\$3,770
Inspection	\$572
Farm Labor Housing	\$0
4-H Projects ( <a href="#">See Note 5</a> )	\$0
Kennel/Cattery Permit	
Initial	\$6,041
Amendment	\$861
Renewal/Inspection	\$431
<b>Variance</b>	\$3,770
With Public Hearing, add additional fee	\$3,770
<b>OTHER AGENCY REVIEW FEES</b>	
<b>THE FOLLOWING FEES ARE SET BY OTHER ORDINANCES AND ARE SUBJECT TO CHANGE</b>	
<b>Department of Public Works</b>	
Review	\$400
Each additional service (Review or Site Inspections, <a href="#">see Note 6</a> )	\$100
<b>Environmental Health Services</b>	
Planning Application Review (septic and/or well, hazardous material, food facility)	\$1,245
Sewered Land Division Application	\$996
Unsewered Land Division Application (12 hr retainer)	\$2,988
Land Use Service Hourly Rate	\$249
Resubmittal	\$1,245
<b>San Mateo County Fire Review (<a href="#">See Note 7</a>)</b>	
Single Family	\$187
Multi Family	\$374
New Commercial	\$748
Commercial Tenant Improvement	\$187
<b>MITIGATION/IMPACT/FILING FEES (<a href="#">SEE NOTE 8</a>)</b>	

**Dedication of Park Land or In Lieu fees** are calculated based on Ordinance 4798 adopted December 12, 2017. These fees apply to all subdivisions as prescribed in County Subdivision Regulations Chapter 4, Article 6, and they are calculated as described at <https://www.smcgov.org/planning/subdivision-regulations>.

**California Department of Fish & Wildlife Environmental Document Filing fees** are calculated based on Title 14 of California Code of Regulations Section 753. These fees apply when a notice of determination on a CEQA document is filed. They are calculated as described at <https://wildlife.ca.gov/Conservation/Environmental-Review/CEQA/Fees>. (711.4(c) of the Fish and Game Code)

## NOTES

1. The Director of Planning and Building is authorized to waive the \$431 fee for a Coastal Development Permit Exemption (CDX) for qualifying projects located in the Agricultural Exclusion Area that qualify for a CDX pursuant to Zoning Regulation Section 6328.5 (e) and the associated Exemption/Exclusion Worksheet when the County's Agricultural Ombudsman has been consulted on the project. Documentation verifying the Agricultural Ombudsman's involvement shall be submitted with the CDX application, as mandated by Board of Supervisors Resolution No. 076136.
2. The Geotechnical review 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 costs, and larger projects which require more review will be charged for additional time, on a case by case basis. Geotechnical review is required for: a) all new structures, major remodel/additions located in areas in fault, landslide, liquefaction, tsunami/seiche inundation zones; b) development projects subject to the requirements defined in LCP policy 9.8 (regulation for development on coastal bluff tops); c) New structures, major remodel/additions, subdivisions located in the Seal Cove Area (Geohazard (GH) zone); d) all grading permits, e) all subdivisions; and is subject to change at the discretion of the Director of Planning and Building.
3. Basic fee includes one-time Planning and Public Works review of applicant's proposed stormwater management plan for C3 Regulated projects and source controls for non-C3 projects, as well as two site inspections. County staff time beyond these services will be charged \$100.00 for each additional review or site inspection.
4. All Planning and Building Department fees are waived for 1) new affordable housing projects, as mandated by Board of Supervisors Resolution No. 62405, and 2) farm labor housing permits and renewals, as mandated by Board of Supervisors Resolution No. 54443. Fees imposed by other County departments and non-County agencies may still apply, such as fire, public works, and environmental health.
5. 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 UC Cooperative Extension Office is required, stating that the application involves an official 4-H project.
6. Department of Public Works Review Fee includes one review of applicant's proposed project and two site inspections. County Staff time beyond these services will be charged \$100.00 for each additional review or site inspection.
7. San Mateo County Fire Review fee applies to Planning projects that include any of the following: (a) new construction, additions, ground mounted solar, access (new/changes), water supply (new/changes), above ground or underground tank installation or modifications, generators; (b) Grading and Land Clearing Permits, Off-street Parking Exceptions, Certificates of Compliance (Type B), Lot Line Adjustments, Major Development Pre-applications, Cannabis Licensing and Renewals, Street Naming, Use Permits, and Confined Animal Permits. These fees apply only to San Mateo County Fire jurisdiction. Other Fire jurisdictions may apply their own fees and applicants shall pay those fees separately, when applicable.
8. The fees listed on this schedule do not account for development impact fees and/or State mandated impact fees. Depending on the location and scope of a project, additional impact fees could apply, including but not limited to, legislative fees and other fees to mitigate project specific impacts, such as affordable housing impact fees, dedication of park land or in-lieu fees, mid-coast park and recreation development fees, roadway mitigation fees, or California Department of Fish and Wildlife environmental impact fees. Applicants are advised to anticipate these costs as part of the overall project costs.
9. 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.

## NOTES

10. Notwithstanding the fee schedule listed above, total costs of all Planning fees, excluding a Variance Permit fee, and/or Certificate of Compliance fee to legalize a parcel, and/or Environmental Review fees (unless a CEQA Exemptions), required to: (1) construct a new single-family residence or additions/remodels to same, or a 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 \$7,500 provided that all permits are applied for and processed concurrently.
11. The Director of Planning and Building is authorized to adjust Planning 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 Director of Planning and Building 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 Director of Planning and Building is authorized to increase the fees to reflect actual staff costs, including time, material, and overhead for additional work not listed in this schedule. Any adjustment in fees shall be documented by the Director of Planning and Building in writing.
12. When a project requires more than one permit, 100% of the highest base fee shall be collected and all subsequent base fees will be collected at 75% of the published fee. The term "base fee" refers to regular Planning permit fees, and excludes the following fees: density and/or slope analysis fees, environmental review fees, general plan conformity fees, agricultural preserve fees, variance fees, other agency fees, planning review fees on building permits, certificates of compliance, and mergers.
13. The Director of Planning and Building is authorized to waive up to 35% of planning fees for projects undertaken by a public agency or community based non-profit agencies/organizations that provide services resulting in public benefits.
14. All consultant costs are charged at actual cost plus 20%. This 20% covers the average County cost to review, manage, and/or process consultant work.
15. Required prior to application for Design Review; optional for minor development and other project types not subject to a major development pre-application public workshop pursuant to Section 6415.2 of the Zoning Regulations. This pre-application fee will be credited towards an associated formal planning application submittal filed within 6 months of the pre-application.
16. Refund Policy: The amount of the planning fee refund will be guided by the following criteria: withdrawal within 1 week of the application date: 100%; withdrawal prior to legal notice or placement on final agenda: 50%; withdrawal after legal notice or placement on final agenda: no refunds; withdrawal at Public Hearing: no refunds. Environmental Review Fees: withdrawal prior to preparation of Initial Study: 75%; withdrawal prior to publication of any legal notice on environmental document: 50%; withdrawal after publication of legal notice: no refunds. Refund is made to the payer or person designated by the payer.