



COUNTY OF SAN MATEO

PLANNING AND BUILDING

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Planning Service Fee Schedule

Established by Board of Supervisors Resolution Number 076136 (Adopted September 4, 2018). Effective October 5, 2018.

Permit	Fee	Permit	Fee	Permit	Fee
Appeal of Any Permit	451	Density Analysis		Land Clearing Permit	
Agricultural Preserve and Farmland Security		S-11, RH, S-104 Districts	451	State or County Scenic	
Contract - Less Than 40 Acres.....	6,941	Design Review (DR District)		Road Corridor	3,489
Contract - 40 Acres or More.....	5,783	Exemption (Admin)	451	Other	1,782
Non-Renewal	400	Second Units, staff level.....	451	Land Division	
Cancellation - Immediate	5,783	Review by Design Review Committee		San Mateo County Fire Review	
Amendment.....	5,783	New Use	3,489	First 4 lots.....	199
Archeological/Historical Research ...83		Review by Design Review Committee		Each additional 4 lots.....	199
Architectural Review in State Scenic Highway Corridor		Major Revision.....	1,500	Certificate of Compliance (verifying parcel legality - Government Code 66499.35a)	
Exemption	572	Addition to Existing Use	1,782	Certificate of Compliance (legalizing parcel - Government Code 66499.35b)	
Any New Use	3,489	Environmental Review		6,796
Addition to an Existing Use	1,782	Categorical Exemption	287	Lot Line Adjustment	2,655
Building Permit Plan Reviews		Initial Study and		Minor Lot Line Adjustment (maximum two parcels; no more than 5% of largest parcel transferred)	1,331
Minor Type (Counter Review Only)	0	Negative Declaration	2,234	Major Subdivision	
Plan Review and 1 Resubmittal	400	Environmental Impact Report		First 5 Lots or Units	15,549
Additional Resubmittal(s) (each).....	100	Processing Fee	5,783	Each Additional Lot or Unit	287
Plan Revision (each).....	150	Preparation	Cost plus 10%	Minor Subdivision	10,371
San Mateo County Fire		Mitigation Monitoring and Reporting (as required by Public Resources Code Section 28781.6)	Cost plus 10%	Merger (by request of property owner)	400
Review Fee	173	Environmental Document		Unmerger (Government Code Section 66451.30)	2,655
(See note # 7)		Recording Fee.....	81	Landscape Plan Review	
Cannabis Licensing		Exceptions		Up to 10,000 sq. ft. parcel	287
Initial License.....	6,754	Fence Height	670	10,001 to 25,000 sq. ft. parcel	451
Renewal/Amendment.....	1,643	Off-Street Parking		25,001 sq. ft. to 1 acre parcel	572
Termination of Operations.....	200	Administrative.....	2,648	Over 1 acre	1,257
Coastal Development Permit		w/Public Hearing, add	2,648	Revised plans	169
Exemption	287	Street Improvement	3,489	Large Family Day Care Facility Permits	557
(See note #11)		Tandem Parking (new second dwelling unit)	1,782	w/Staff Level Coastal Development Permit, add	557
Staff Level	1,782	Home Improvement.....	1,782	Legal Counsel Surcharge	5%
Public Hearing	3,489	w/Public Hearing, add	1,706	Major Development Pre-Application Procedure	1,534
Biologic Report	287	Extension of any Permit	881	Natural Resource Permits	
With a Lot Line Adjustment	1,782	General Plan Amendment	15,549	Drilling Permit	
Confined Animal Permit		General Plan Conformity	3,489	Exploratory	11,532
Certificate of Exemption	114	General Plan Update Surcharge		Production	5,783
Initial Permit		(See note #9)	40	Inspection	1,190
No Hearing Required	900	Geotechnical Review		Surface Mining Permit (less than 200 tons/day)	
Hearing Required	1,800	Basic Fee (no report)	622	Initial/Renewal	5,783
Permit Self-Renewal (six years).....	None	Basic Fee (report required).....	2,656	Inspection	1,190
Permit Review (three years)	450	Review by Geologist (basic fee)	940	Surface Mining Permit (200 tons/day and up)	
Credit Card Processing Fee	3%	(See note #4)		Initial/Renewal	11,532
Department of Public Works		Grading Permits		Inspection	1,190
Review Fee	400	Exemption	572	Surface Mining Reclamation Plan	2,869
Each additional service.....	100	1-100 cubic yards (cby)	1,482	Inspection	1,190
(Review or Site Inspections, see Note # 10)		101-1,000 cby	3,489		
Density Analysis		1,001-5,000 cby.....	5,333		
PAD, RM, TPZ Districts		5,001- 10,000 cby	5,783		
Less Than 40 Acres	803	10,001-100,000 cby	8,213		
40 to 200 Acres	1,615	100,001 - cby and above	9,633		
201 Acres or More	3,098	Information Technology Surcharge	4%		



Permit	Fee	Permit	Fee	Permit	Fee
Natural Resource Permits		Tree Permits		to increase the fees to reflect actual staff costs. Any adjustment in fees shall be documented by the Community Development Director in writing.	
Timber Harvesting Permit		Heritage Trees		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.	
Initial	5,783	Removal, per tree	451	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.	
Inspection	1,190	Trimming	229	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.	
Renewal	4,362	Text Amendment	15,549	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, Cannabis Licensing and Renewals, Street Naming, Use Permits, and Confined Animal Permits.	
Topsoil Permit		Use Permit - Standard		8. All planning and building fees are waived for new affordable housing projects, as mandated by Board of Supervisors Resolution No.62405.	
Initial	3,489	Initial	4,650	9. General Plan Update Surcharge applicable for all Planning Permits except Tree Removal Permits and Permit Exemptions less than \$500.	
Inspection	1,190	Renewal/Amendment	3,489	10. 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.	
Noise Report Review	287	Inspection	572	11. The Community Development Director is authorized to waive the \$287 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.	
Planned Agricultural Permit	4,574	Farm Labor Housing	0		
Farm Labor Housing	0	4-H Projects	(See Note #6)		
Public Noticing	136	Second Dwelling Units	4,680		
Research		Use Permits - Special			
First 1/2 hour	0	Auto Wrecking permit			
Per hour over 0.5 hours	100	Initial	5,783		
Resource Management District (RM, RM-CZ)		Renewal/Amendment	3,489		
Minor Development Review - Certificate of Compliance	572	Inspection	572		
Development Review Procedure		Kennel/Cattery Permit			
Environmental Setting		Initial	3,489		
Inventory (ESI)		Renewal/Amendment	572		
Previous ESS Approval	1,782	Inspection	572		
No Previous ESS	3,489	Variance			
Final Development Plan	3,489	Administrative	1,782		
Rezoning	15,549	w/Public Hearing, add	1,706		
Sewage Capacity Transfer	294				
Short Term Rental Permit	300				
Specific Plan					
BART Station Area Specific Plan (per gross square feet of development)	0.089				
County to obtain reimbursement in accordance with Government Code Section 65453					
Stormwater Pollution Prevention Program					
Basic Fee	258				
Each additional service	100				
(Reviews or Site Inspections) (See note #5)					
Street Name Change	3,489				
Timberland Preserve Zone (TPZ, TPZ-CZ)					
Minor Development Permit	878				
Concept Plan	3,489				
Development and Timber Management Plan (DTM)	3,405				
Timber Management Plan	572				
Tree Permits					
Significant Trees					
Removal					
1st 3 trees	154 ea.				
4th thru 6th trees89 ea.				
Trees beyond 6th60 ea.				
Trimming (RH/DR District only)	One-half of the above				

NOTES

- NOTES:**
- 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.
 - 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 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.
 - 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