

COUNTY OF SAN MATEO  
 PLANNING AND BUILDING DEPARTMENT  
**BUILDING PERMIT AND INSPECTION FEE SCHEDULE**  
*Effective January 15, 2021*

<b>A. BASIC FEES</b>	
1.	<p><u>Application Filing Fee</u> <sup>(1)</sup></p> <p>Easy Review (e.g., water heater, demolition, roofing material, and window replacements, and other minor repairs and improvements as determined by the Building Official): \$50.00</p> <p>Moderate review (e.g., interior remodels of 500 square feet or less, swimming pools, landscaping that involves plumbing or structural development, greenhouses and non-habitable accessory structures, and repairs and improvements that do not qualify for Easy Review): \$250.00</p> <p>Full review (e.g., construction of new residential and commercial structures, and additions and remodels that are greater than 500 square feet or that increase the footprint of the structure): \$500.00</p>
2.	<p>Minimum permit fee for building permits and other permits unless otherwise indicated in miscellaneous fees:</p> <p>Residential: \$165.00</p> <p>Commercial: \$330.00</p>

<b>B. SQUARE FOOTAGE SCHEDULE</b>	
<p>The following fees cover the cost of permit processing, plan review, and inspection services, including basic geotechnical and drainage review fees. 50% of these fees will be due upon application acceptance, and the remainder will be due prior to permit issuance. Project applications that are revised or require greater review will accrue additional fees.</p>	
1.	<p><b>NEW CONSTRUCTION AND ADDITIONS</b></p> <p>Residential Buildings - \$7.00 / sq. ft.</p> <p>Residential Accessory (e.g., garage, workshop) - \$3.00 / sq. ft.</p> <p>Unconditioned Urban Shed (greater than 120 sq. ft. and less than 500 sq. ft.) - \$450.00</p> <p>Unconditioned Urban Shed (500 sq. ft. or larger) - \$1.00 / sq. ft.</p> <p>Pools and Spa (new, repair) - \$5.00 / sq. ft.</p> <p>Freestanding Hot Tubs Only - \$330.00</p> <p>Decks / Porches (covered, uncovered, attached, detached) - \$1.50 / sq. ft.</p> <p>Manufactured Home (Factory-built/State certified) on Permanent Foundation - \$5.00 / sq. ft.</p> <p>Commercial / Industrial / Office / Institutional Buildings - \$7.50 / sq. ft.</p> <p>Commercial Accessory Buildings - \$3.00 / sq. ft.</p> <p>Storage and Warehouses - \$3.00 / sq. ft.</p> <p>Recreational Buildings: \$5.00 / sq. ft.</p> <p>Recreational Facilities (excluding buildings / structures): \$1.50 / sq. ft.</p> <p>Parking Structures - \$5.00 / sq. ft.</p> <p>Agricultural Buildings:</p> <p style="padding-left: 20px;">Pre-fabricated Buildings and Greenhouses- \$1.50 / sq. ft.</p> <p style="padding-left: 20px;">Barns - \$2.00 / sq. ft.</p> <p style="padding-left: 20px;">Agricultural Buildings with Bathrooms / Offices - \$5.00 / sq. ft. of Bathrooms/Offices</p>
2.	<p><b>RESIDENTIAL ALTERATIONS, REPAIRS, INTERIOR CHANGES (E.G. KITCHEN / BATHROOM REMODELS)</b></p> <p>\$5.50 / sq. ft. (non-structural alterations); \$6.25 / sq. ft. (structural alterations)</p>

<b>C.</b>	<b>VALUATION SCHEDULE – PROJECTS OTHER THAN THOSE COVERED BY SCHEDULE B, SQUARE FOOTAGE SCHEDULE</b>
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1.	Permit fees are based on project valuation. The type of projects that are subject to this valuation schedule include, but are not limited to tenant improvements (commercial/industrial), retaining walls, wireless communication facilities, seismic upgrades, water tanks, propane tanks, installation of subdivision improvements (e.g. roads and utilities), installation or repair of driveways/other impervious surfaces, and replacement of garage slabs. The fee on the below schedule does not include other fees that may apply depending on the scope and location of the project, such as planning, geotechnical, and stormwater review fees.																								
	<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 30%;">Project Valuation</th> <th>Permit Fee</th> </tr> </thead> <tbody> <tr> <td>\$0 - \$1,000</td> <td>\$165.00</td> </tr> <tr> <td>\$1,001 - \$5,000</td> <td>\$330.00</td> </tr> <tr> <td>\$5,001 - \$10,000</td> <td>\$495.00</td> </tr> <tr> <td>\$10,001 - \$20,000</td> <td>\$990.00</td> </tr> <tr> <td>\$20,001 - \$30,000</td> <td>\$1,320.00</td> </tr> <tr> <td>\$30,001 - \$40,000</td> <td>\$1,650.00</td> </tr> <tr> <td>\$40,001 - \$50,000</td> <td>\$1,980.00</td> </tr> <tr> <td>\$50,001 - \$75,000</td> <td>\$2,970.00</td> </tr> <tr> <td>\$75,001 - \$100,000</td> <td>\$3,960.00</td> </tr> <tr> <td>\$100,001 - \$500,000</td> <td>\$3,960.00 for the first \$100,000 of valuation plus \$20.00 for each additional \$1,000 of valuation or fraction thereof</td> </tr> <tr> <td>\$500,001 and up</td> <td>\$11,960.00 for the first \$500,000 of valuation plus \$20.00 for each additional \$1,000 of valuation or fraction thereof</td> </tr> </tbody> </table>	Project Valuation	Permit Fee	\$0 - \$1,000	\$165.00	\$1,001 - \$5,000	\$330.00	\$5,001 - \$10,000	\$495.00	\$10,001 - \$20,000	\$990.00	\$20,001 - \$30,000	\$1,320.00	\$30,001 - \$40,000	\$1,650.00	\$40,001 - \$50,000	\$1,980.00	\$50,001 - \$75,000	\$2,970.00	\$75,001 - \$100,000	\$3,960.00	\$100,001 - \$500,000	\$3,960.00 for the first \$100,000 of valuation plus \$20.00 for each additional \$1,000 of valuation or fraction thereof	\$500,001 and up	\$11,960.00 for the first \$500,000 of valuation plus \$20.00 for each additional \$1,000 of valuation or fraction thereof
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2.	Plan checking fees: 65% of permit fee
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<b>D.</b>	<b>ELECTRICAL / PLUMBING / MECHANICAL FEE SCHEDULE</b>
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ELECTRICAL PROJECTS		FEES
1.	For the installation, alteration, relocation or repair of each electrical service including one meter:	
	First 300 ampere capacity (including installation of subpanels under 300 ampere)	\$165.00
	Above 300 ampere capacity	\$400.00
	Each additional meter	\$25.00
2.	Installation of a generator	\$450.00
3.	Residential Electric Vehicle Charging System Commercial Electric Charging Stations	\$300.00 \$300.00 per station

		<b>FEES</b>
4.	<p>Solar / PV / Electric Storage System:</p> <p>Residential PV: \$450.00 + \$15.00 per kW for each kW above 15kW</p> <p>Residential Thermal: \$450.00 + \$15.00 per kWth for each kWth above 15kWth</p> <p>Commercial PV: \$1,000.00 + \$7.00 per kW for each kW between 51kW – 250 kW; + \$5.00 per kW for each kW above 250 kW</p> <p>Commercial Thermal: \$1,000.00 + \$7.00 per kW for each kWth between 30kWth – 260 kWth; + \$5.00 per kW for each kW above 260 kWth</p> <p>Electric Storage System: \$450.00 for the 1<sup>st</sup> storage unit, \$50.00 for each additional unit</p>	
5.	Temporary Power Pole	\$165.00
<b>MECHANICAL PROJECTS</b>		
6.	For the installation, relocation, or replacement of each heating, cooling or refrigeration appliance (includes all necessary electrical circuits, outlets, fixtures, switches, receptacles, gas piping, vents, water piping)	\$250.00
7.	For the installation, relocation, or replacement of each boiler (includes all necessary electrical circuits, outlets, fixtures, switches, receptacles, gas piping vents, air conditioning and heating units)	\$250.00
8.	For the installation, relocation, or replacement of other fuel burning appliances not listed in this schedule (includes all necessary gas piping and vents, electrical circuits, outlets, switches, receptacles and fixtures)	\$165.00
9.	For the installation, relocation or replacement of fans or air handling units (each fan/unit) connected to a duct system (includes all necessary electrical circuits, outlets, switches, receptacles and fixtures)	\$250.00
10.	For the installation, relocation, repair, or replacement of each radiant heating panel, radiator or convector (includes all necessary piping)	
	1 to 3	\$165.00
	Each additional	\$25.00
11.	For the installation, relocation, or replacement of each commercial range hood and/or exhaust duct (includes all necessary duct work, electrical circuits, outlets, switches, receptacles and fixtures)	\$250.00
12.	For the installation, repair or replacement of duct system	\$165.00
13.	For the installation, repair or replacement of a fire alarm / fire detector system	\$250.00
<b>PLUMBING PROJECTS</b>		
14.	Fire sprinklers	\$300.00
15.	For the Installation, repair or replace of each gas, water, sewer lines and water heaters	\$165.00

E.	MISCELLANEOUS FEE SCHEDULE	FEES
1.	Appeal to Board of Building Permit Appeals:	\$537.00
2.	Reroofing Permit: For the 1 <sup>st</sup> 1,000 sq. ft. For each additional 1,000 sq. ft. or fraction thereof An additional \$100.00 planning review fee may apply for properties in design review districts, unless materials are in earth tone colors / non-reflective.	\$165.00 \$100.00
3.	Window and Door Replacement, Stucco and Siding Permits (for the first 6 windows and doors) Additional windows An additional \$100.00 planning review fee may apply for properties in design review districts, unless the replacement is like-for-like.	\$330.00 \$10.00 each
4.	Signs / Awnings Illuminated Non-illuminated	\$300.00 each \$200.00 each
5.	For the installation or repair of each masonry or concrete chimney:	\$250.00
6.	For the installation, relocation, or replacement of each factory-built fireplace (includes vent but not a masonry or concrete chimney):	\$165.00
7.	Trellises / Pergolas / Fire Pit / Pizza Oven / Outdoor Kitchen / Electric Gate / Free Standing Wall	\$250.00 per item
8.	Mobile Home <sup>(2)</sup>	\$500.00 per unit
9.	Demolition Permit: Accessory Buildings < 250 sq. ft. or removal of garage conversion) All other demolitions (including pool demolition) If planning review is needed: \$100.00	 \$165.00 \$300.00
10.	Special Inspection Charge Applies to: Pre-Application Site Inspections Occupancy Change Inspections House Moving Inspections Reinspections One-Hour Inspection Rate	\$165 per hour per inspection (min. 1 hour)
11.	Geotechnical Report Review: Small Projects (e.g. pools with engineered fill or decks) Accessory Dwelling Units New Residential/Commercial Structures Residential/Commercial Structures in Hazard Zone / Location	 \$165.00 \$750.00 \$1,500.00 \$3,000.00

		<b>FEES</b>
12.	Stormwater and Drainage Review	
	Basic Drainage Review (150 – 750 sq. ft. impervious, and/or retaining walls)	\$165.00
	Full Drainage Review (greater than 750 sq. ft. or projects that undergo prescriptive or standard drainage review)	\$495.00
	C.3 Stormwater Treatment Review	\$880.00
	Each review after 2 <sup>nd</sup> resubmittal	\$110.00
	Operations & Maintenance Annual Report Review	\$50.00 per review
	Inspection Fee (for projects requiring inspection)	\$165.00
13.	Geologist Review	Actual consultant costs plus 20% administrative fee
14.	Landscape review (applicable for landscaping of 500 sq. ft. or greater of irrigated landscaping, excluding retaining walls) First Submittal Each Resubmittal Additional Fee for WELO Performance Approach (greater than 2,500 sq. ft. of irrigated landscaping)	\$400.00 \$150.00 \$400.00
15.	FEMA Special Hazards Zone Plan Check Fee	\$195.00 per hour
16.	Plan Revisions Minimum Building Plan Check Fee. Additional fees shall be based on the scope of the changes in accordance with this fee schedule.	\$235.00
17.	Property Addressing Service (applies to each assignment or change of each street address): Minimum Fee (non-refundable) Staff Labor	\$165.00 \$165.00 per hour
18.	Establishment of RV Park or Manufactured Home Park (not including structures. See Schedule B Square Footage Schedule - Commercial Building)	\$200.00 per space
19.	Inspection of Hotels, Motels and RV Parks	\$165.00 per inspector per hour
20.	Temporary Occupancy Deposit (Refundable)	\$5,000.00
21.	Document Storage Fee	2% of Planning and Building fees
22.	Technology Fee	4% of Planning and Building fees

		<b>FEES</b>
23.	Property Research <sup>(3)</sup> (non-refundable)	\$85.00 per parcel for the 1 <sup>st</sup> 30 minute of staff time
	Microfiche / Photocopy	\$0.25 per sheet
	Staff Labor (if research exceeds 30 minutes)	\$165.00 per hour
24.	Non-refundable Credit Card Processing Fee	3% of transaction
25.	Returned Check Fee	\$25.00
26.	Legal Counsel Surcharge	5% of Planning and Building fees
27.	Minimum fee required when a Stop Work Notice has been issued is:	\$165.00
28.	Other State Imposed Fees:	
	Strong-Motion Instrumentation Program Fee Residential 1-3 Story	Valuation amount x \$0.00013 (minimum \$0.50)
	All Others	Valuation amount x \$0.00028 (minimum \$0.50)
	CA Building Standard Fee	\$1.00 for every \$25,000 in valuation or fraction thereof (minimum \$1.00)
29.	Reinstatement Permit Fee	One-half of original permit fees

**NOTES:**

The Community Development Director has the authority to charge the actual cost incurred by the Department, including time, material, and overhead for additional work not listed in this schedule.

Planning & Building Department fees for qualifying affordable housing and farm labor housing projects may be waived. However, fees imposed by other agencies still apply. These may include fire plan review fee, California Building Standard fee, Strong Motion Instrumentation Program fee, waste management fee, road mitigation fee, and Health Department review fee.

For after-the-fact permit fees, please refer to the latest San Mateo County Ordinance Code, Division VII (Building Regulations).

Refund Policy: The Building Official may authorize a refund to an applicant of 75 percent of the permit fee only if the permit fees, not including plan check, filing, geotechnical, or other ancillary fees, are greater than \$500.00, County staff has performed no work on the subject permit, the permit has not expired or been canceled, and the permit was not issued as part of an Information Notice or Stop Work Notice,. Refund is made to the property owner or person designated by the owner.

Additional impact fees (e.g. housing, road, park) may apply to certain projects and will be determined prior to permit issuance.

<sup>(1)</sup> Application filing fee is due upon submittal and is non-refundable. Unless otherwise stated, the application filing fee applies to each filing of a separate permit application, whether for one or several permits, and is applied in addition to the fees identified by the applicable fee schedules.

<sup>(2)</sup> For a mobile home not located within Title 25-regulated parks (without permanent foundation).

<sup>(3)</sup> The research fee does not apply to Public Records Act requests, which are charged based on photocopying costs.