



City of Sand City
 1 Pendergrass Way
 Sand City, CA 93955

Fee Schedule

ADMINISTRATION DEPARTMENT	
ADMINISTRATION FEES	
Credit Card Processing Fee	3.5% plus \$.15 per transaction
Council Chambers Rental per Meeting	\$50.00
Returned Check Fee	\$15.00
DOCUMENT FEES	
Copies of City Documents	\$.10 per page
Records provided on Thumbdrive	\$11.00
Mailing List	\$.10 per page
Mailing List on Labels	\$2.00 per page
Notary Fee (per signature) *Unless otherwise specified in Government Code § 8211	\$15.00

BUILDING DEPARTMENT	
OVER THE COUNTER PERMITS	
Plumbing Permit (no plan review required) ¹	\$203.00
Electrical Permit (no plan review required) ¹	\$203.00
Mechanical Permit (no plan review required) ¹	\$203.00
Residential Rooftop Photovoltaic Permit	\$229.00
Commercial Rooftop Photovoltaic permit (minimum) ²	\$229.00
Residential vehicle charging station ²	\$203.00
Commercial Vehicle Charging System (plus \$80/hour plan review after 2 hours of review)	\$149.00
SINGLE PERMIT & GRADING PERMITS	
Value \$0-9,000	\$198.00
Value \$9,000-25,000	\$446.00
Value \$25,001-50,000	\$690.50
Value \$50,001-100,000	\$1,290.50
Value \$100,001-500,000	\$3,490.50
Value \$500,001-1,000,000	\$3,940.50 (plus \$10/1,000)
Value \$1,000,001 and up	\$5,990.50 (plus \$6/1,000)

COMBINATION PERMITS	
Value \$0-9,000	\$198.00
Value \$9,000-25,000	\$446.00
Value \$25,001-50,000	\$690.50
Value \$50,001-100,000	\$1,290.50
Value \$100,001-500,000	\$3,490.50
Value \$500,001-1,000,000	\$3,940.50 (plus \$10/1,000)
Value \$1,000,001 and up	\$5,990.50 (plus \$6/1,000)
MISCELLANEOUS FEES	
Minimum permit fee not itemized	\$198.00
Investigative fee (Work without permit)	Minimum cost equal to permit.
After Hours Inspections (hourly rate with 4 hour minimum)	\$90.00
Building Permit extension per 90 days (after a one-time 180 day no charge extension)	\$500.00
Plan Review Extension per 90 days (after a one-time 180 day no cost extension)	\$250.00
Stormwater Pollution Prevention Plan review plus \$70 per hour after two hours of inspections	\$149.00
Stormwater Pollution Prevention Plan Inspection plus \$70 per hour after two hours inspection	\$149.00
Plan review	65% of building permit fee this fee includes a total of two reviews
Expedited plan review	50% plus regular plan review cost
Building fee for any item not specifically identified (per hour)	\$150

PLANNING DEPARTMENT

ADMINISTRATIVE LAND USE APPROVALS AND ZONING PERMITS

Zoning Compliance Statement	\$350.00
Home Occupation	\$350.00
Temporary Use	\$525.00
DISCRETIONARY LAND USE PERMITS	
Conditional Use Permit (2 reviews) ³	\$1,400.00
Coastal Development Permit (2 reviews) ³	\$1,575.00
Site Plan Review	\$350.00
Variance	\$960.00
Planned Unit Development ³	\$960.00
Combining Multiple Permits (2 reviews) ³	Sum of All Fees that Apply
Appeal	\$700.00
Permit Amendment	50% of base permit fee
Special Event	\$1,050.00
DESIGN PERMITS	

Architectural Review by Design Review Committee	\$700.00
Master Sign Program	\$1,050.00
Individual Sign	\$50.00
ENVIRONMENTAL REVIEW	
Environmental Impact Report (EIR) ³	Initial 50% deposit of the cost
Negative Declaration (Initial Study) ³	Initial 50% deposit of the cost
Environmental Enhancement Fund	\$2.50/sq. ft
Categorical Exemption (per CEQA)	\$350.00
<i>Note: external agency filing fees are not included and are additional</i>	
LEGISLATIVE AMENDMENTS	
General Plan Amendment (2 reviews) ³	\$2,800.00
Zoning Amendment (2 reviews) ³	\$1,575.00
Specific Plan Approval or Amendment (2 reviews) ³	\$2,100.00
Local Coastal Plan (LCP) Amendment (2 reviews) ³	\$2,100.00
MISCELLANEOUS FEES	
Short Term Rental Application	\$319.00
Short Term Rental Renewal Application	\$98.00
Preliminary Project Review (Prior to submittal – 1 hour)	\$175.00
Planning fee for any item not specifically identified (per hour)	\$87.00
Parking Permit (One per vehicle/year)	\$250.00

POLICE DEPARTMENT

ADMINISTRATION FEES	
Credit Card Processing Fee	3.5% plus \$.15 per transaction
Copy of Police Report	\$10.00
Citation Correction (non-SCPD)	\$10.00
Dog License	\$5.00
Vehicle Release	\$95.00

ENGINEERING AND PUBLIC WORKS DEPARTMENT

PLAN CHECK EXAMINATION	
Plan Check for Public or Private Site Improvements	\$100.00 plus 2% of improvement cost (Min. fee shall be \$500)
STORMWATER PLAN CHECK (New and/or Replaced Impervious Surface)	
Pre-review Meeting	\$105.00
Small Project (2,500-5,000 sq-ft)	\$220.00
Medium Project (5,000-15,000 sq-ft)	\$1,680.00
Large Project (> 15,000 sq-ft)	\$3,360.00

Storm Water Pollution Prevention Plan (SWPPP) Review	\$630.00
INSPECTION OF PUBLIC OR PRIVATE SITE IMPROVEMENTS	
Cost of improvement up to \$100,000	5% of improvement cost
Cost of improvement from \$100,001 to \$200,000	4% of improvement cost
Cost of improvement over \$200,000	3% of improvement cost
Inspections outside of normal business hours (per hour)	\$210.00
Reinspection fee (per inspection)	\$105.00
Additional plan review required by changes, additions or revisions to approved plans per hour (1/2-hour min.)	\$105.00
Inspection for which no fee is specifically indicated per hour (1/2-hour min.)	\$105.00
MAPS	
Minor Subdivision (1-4 lots) – Tentative Parcel Map	\$300.00
Major Subdivision (5-10 lots) – Tentative Map ³	\$900 + \$300 per lot after 10 lots
Final Parcel Map (1-4 lots) 2 reviews ³	\$1,350.00
Final Tract Map (5-10 lots) 2 reviews ³	\$1,650.00 + \$300 per lot after 10 lots
ENCROACHMENT PERMIT	
Encroachment Permit	\$435.00
MISCELLANEOUS FEES	
Voluntary Lot Merger (2 reviews)	\$500.00 and \$300.00 per additional review.
Certificate of Compliance (2 reviews)	\$500.00 and \$300 per additional review.
Lot Line Adjustment (2 reviews) (Max. up to 4 parcels may be adjusted)	\$900.00 for 2 parcels + recording fees, \$300 per parcel beyond 2 parcels, \$150 per additional review.
Tree Removal Permit	\$50.00
Art Park Rental	\$50.00

Note: A 75% planning fee discount will be applied for all projects that include at least 20% affordable housing units.

All soil compaction and survey work (if required by City) will be charged as an “extra” at cost plus 10% for administration.

Copies of aerials, maps, plans cost of reproduction plus 15%

¹ *Fees are minimums and are based on 2-hours inspection at \$58/Hour (Inspector) plus 1 hour at \$34/hour (Building Tech). Additional hours may be charged.*

² *Fees are minimums and are based on 2-hours at \$58/Hour (Inspector) 1-Hour at \$80/Hour (Plan Review) 1-hour \$34/Hour (Building Tech). Additional hours may be charged.*

³ *Requires a City Cost Reimbursement agreement for additional hours beyond two reviews.*