

City of San Rafael Master Fee Schedule

City of San Rafael

Public Works

		Fees Approved December 2022		
		Per Unit		
Service Name	Fee Description	Fee	Recovery %	
Document/Information Services				
8.5" x 11"	Per Print	\$ 0.15	100%	
11" x 17"	Per Print	\$ 0.20	100%	
24" x 36"	Per Plot	\$ 0.26	100%	
36" x 48"	Per Plot	\$ 10	100%	
Public Records Request ¹	Per Print	\$ 0.15	100%	
Property Information Request	Per Request	\$ 208	100%	
Flood Plain Letter Response	Per Response	\$ 227	100%	
Custom Map/ Document Production	Hourly Rates	Hourly Rates	100%	
Transportation Services				
Oversize Load Review - Single Trip	Set by State	\$ 16	19%	
Oversize Load Review - Annual	Set by State	\$ 92	36%	
Oversize Load Review - Repetitive (6 month max)	Set by State	\$ 92	36%	
Police Escort Services (Two hr min.)	Flat + Hourly	\$ 348	100%	

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Encroachment Permits				
Minor Continuing Encroachment Permits	Flat Fee	\$ 493	100%	
Revocable License Agreements for Major Continuing Encroachment	Flat Fee	\$ 2,435	100%	
Utility/Special District Encroachment Permits		Flat + TCP count		
Base Fee (incls 1 Traffic Control Plan)	Flat	\$ 986	100%	
Each Additional TCP	Each	\$ 411	100%	
Temporary Encroachment Permit ²				
Small - debris or moving boxes and parking changes	Flat Fee	\$ 50	29%	
Standard - all other (Up to \$20K of improvements/Infrastructure. Greater than \$20k see improvement section fees 32, 32.1 & 33)	Flat Fee	\$ 358	100%	
PW Review of Building and Planning Permit ³				
Full Review ⁴	Per Review	\$ 454	100%	
Over the Counter Review	Per Review	\$ 113	100%	
Construction Inspection - Onsite Improvements	When required, per inspection	\$ 164	100%	
Flood Zone Project	Flat Fee	\$ 340	100%	
Hydrology Study	Flat Fee	\$ 454	100%	

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Traffic Study: Assumptions Memo	Flat Fee	\$ 817	100%
Traffic Study: Impact Report	Flat Fee	\$ 4,086	100%
E.12 Regulated Project/Stormwater Control Plan	Flat Fee	\$ 1,134	100%
Geotechnical Study	Flat Fee	\$ 680	100%
3rd Party Geotechnical Peer Review	Actual Cost + Surcharge	Actual cost + 20% administrative fee	100%
Consultant 3rd Party Review	%	Actual cost + 20% administrative fee	100%
City Surveyor Review	%	Consultant actual cost + 20% administrative fee	100%
Parcel Map Plan Check (Minor Subdivision)	Flat Fee	\$ 1,134	100%
Final Map Plan Check (Major Subdivision)	Deposit + Hourly	\$1,815 Deposit	100%
Lot Line Adjustment Review	Flat Fee	\$ 1,134	100%
Tentative Map Review	Deposit + Hourly	\$1,815 Deposit	100%
Right-of-Way Improvements/Infrastructure - Plan Checking and Inspection			
\$0 - \$20k cost of improvements	Flat Fee		

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\$20k - \$50k cost of improvements	Flat Fee	\$ 618	100%	
\$50k - \$100k cost of improvements	Flat Fee	\$ 1,235	100%	
\$100k+ cost of improvements	Deposit + Hourly	\$ 4,942	100%	
Grading Permits - Plan Check and Inspections (includes NPDES)				
Permit and Plan Check	Flat Fee	\$ 782	100%	
Seasonal Grading Inspections (rain seasons)	Per rainy season (Oct 15 - Apr 15)	\$ 1,563	100%	
Water Use Permits				
Water Course Permits	Flat Fee	\$ 454	100%	
Tide Land Permits - Dredged Material	Flat Fee	\$ 618	100%	
Tide Land Permits - Other Tidelands Permits	deposit + hourly	\$ 618	100%	
Streetary Permits				
Application fee	Flat Fee	\$ 2,000	100%	

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Annual Encroachment Lease fee	Annual Flat Fee	\$ 3,600	na
Deposit	Deposit	\$ 2,000	na
Special Studies (new)			
Special Studies (reimbursement)	Flat Fee	Actual cost + 20% surcharge	100%

Footnotes

- 1) Public Records Request fees may be waived at the City's sole discretion for requests totaling fewer than 50 pages per request.
- 2) Temporary Encroachment Permit Fees: there is no charge for debris boxes if placed on private property.
- 3) PW Review of Building & Planning Permit - All planning and building permit submissions may be referred to third-party review by an external consultant or the City Surveyor at the discretion of Department of Public Works staff. The applicant is responsible for reimbursement of any fees accrued by external consultants or City Surveyor.
- 4) Fee is per review. Fee may be charged several times if there are multiple reviews of the project.