



**MASTER FEE SCHEDULE**  
**Chapter 11 – Engineering Fees**  
**Plan Review & Permit Fees**  
 City of Chula Vista Development Services  
 276 Fourth Avenue, Chula Vista, CA 91910

**FEE BULLETIN**

**11-200**

July 2017

**APPEALS**

Filing fee (Appellant).....\$250  
 Processing fee (Applicant) .....Full cost recovery  
 Initial deposit ..... \$5,000

**DEFERRALS/WAIVERS**

1. Deferral of Public Improvements  
 Appeal filing fee .....\$250

2. Deferral of Underground Utilities  
 Deferral processing fee .....Full cost recovery

3. Public Improvements Waiver  
 Waiver processing fee.....\$835  
 Waiver appeal filing fee .....\$250

**REIMBURSEMENT DISTRICTS**

1. Reimbursement District Formation  
 Includes staff costs associated with preparation of the estimated costs of the facilities, determination of the benefited area, estimate of the proper assessment and actual costs of all notices published or mailed pursuant to Chapter 15.50 of the Chula Vista Municipal Code.  
 District formation.....Full cost recovery

**COMMUNITY FACILITIES DISTRICTS**

1. Community Facilities District (CFD) Formation  
 Includes staff costs associated with the preparation of formation documents. Also includes cost of consultants hired by the City including the district financing team and administrator. All fees/staff time reimbursements made to the City per this section are eligible for reimbursement from bond proceeds or first annual levy.  
 District formation.....Full cost recovery  
 Origination charge ..... 1% of bond proceeds

2. CFD Administration  
Prepayment processing fee  
 Per parcel ..... \$500

CFD Direct Payment Processing  
 Fee charged to property owners delinquent in payment of property taxes, requesting payment of special taxes directly to City. Fees are for parcels with delinquent special taxes and/or assessments in one or two districts. Additional fee of \$50 per district will be charged.

DELINQUENCY AMOUNT	PROCESSING FEE
\$0 - \$5,000	\$150
\$5,001 - \$10,000	\$250
\$10,001 - \$50,000	\$500
\$50,001 - \$100,000	\$1,000
\$100,001 - \$200,000	\$2,000
\$200,001 and up	\$3,000

**PLAN REVIEW**

1. Adjustment Plat Examination Fee  
 Property line adjustment plat.....\$3,045  
 Consolidation plat, 2 or more parcels.....\$3,045

*Both the property line adjustment plat and consolidation plat fees include a certificate of compliance, if needed, at no additional cost.*

2. Certificate of Compliance  
 Filing fee.....\$225

3. Tentative (Preliminary) Parcel Map  
 Map review .....Full cost recovery  
 Initial deposit ..... \$5,000  
 Tentative map waiver .....\$220

4. Final Parcel Map  
 Map review .....Full cost recovery  
 Initial deposit .....\$2,500

5. Final Subdivision Map

Map review .....Full cost recovery  
 Initial deposit, minor (≤ 50 lots)..... \$7,500  
 Initial deposit, major (> 50 lots)..... \$15,000  
 Final Map recordation fee ..... Actual cost

*Map review full cost recovery deposit does not include checking of any required improvement plans or inspection of improvements.*

6. Improvement Plans - Improvement Valuation > \$10,000<sup>1</sup>

Administration & Plan Review ....Full cost recovery  
 Construction Inspection.....Full cost recovery  
 Initial deposit .....Varies, see schedule below

IMPROVEMENT VALUATION	PLAN REVIEW	CONSTRUCTION INSPECTION
\$10,001 - \$100,000	\$4,500	\$4,000
\$100,001 - \$500,000	\$15,000	\$15,000
> \$500,000	\$20,000	\$20,000

7. Landscape & Irrigation Plans (Standalone, per CVMC § 20.12.030(A))

Minor..... \$330  
 Major..... \$2,035

**PERMITS**

1. Construction Permits

Improvement Valuation ≤ \$10,000  
 Administration & Plan Review ..... \$290  
 Construction Inspection..... \$680

*Additional traffic control fees shall be collected for flat fee construction permits as appropriate.*

Improvement Valuation > \$10,000  
 Administration & Plan Review ....Full cost recovery  
 Construction Inspection.....Full cost recovery  
 Initial deposit .....See Improvement Plans – Improvement Valuation > \$10,000 above

<sup>1</sup> For improvement plans with estimated improvement value less than or equal to \$10,000 see ‘Construction Permits’.

2. Grading Permits

Administration & Plan review .....Full cost recovery  
 Construction Inspection.....Full cost recovery  
 Initial deposit .....Varies, see schedule below

ESTIMATED CUBIC YARDS (CY)	PLAN REVIEW	CONSTRUCTION INSPECTION
≤ 1,000 CY	\$6,000	\$3,000
1,001 – 10,000 CY	\$12,000	\$6,000
10,001 – 100,000 CY	\$15,000	\$15,000
> 100,000 CY	\$20,000	\$20,000

3. Driveway Variance, Excessive Width

Filing fee..... \$545  
 Appeal filing fee ..... \$250

4. Encroachment Permit

Per Chula Vista Municipal Code § 12.28.050  
 Plan review & inspection ..... \$1,175

5. Temporary Encroachment for storage of building materials in City right-of-way (e.g. roll-off dumpsters)

Nonrefundable application fee..... \$75

*If materials are placed in the street by applicant prior to issuance of a temporary encroachment permit, the application fee shall be doubled.*

6. Wireless Telecommunications Facilities in the Public Right of Way

Plan review & inspection ..... Full cost recovery  
 Initial deposit ..... \$1,500

7. Utility Permits

Utility Permit fee is calculated based upon the cost of replacement of the surface improvements (including the top three (3) feet of any trench or any other excavation) within the City right-of-way.

*Additional traffic control fees shall be collected for flat fee utility permits, as appropriate.*

Cost < \$10,000 .....\$590  
Cost of \$10,000 or greater.....Full cost recovery  
Initial deposit ..... \$3,000

Utility permit written agreement exception

If cost < \$10,000 and meets the following requirements, the City may provide for utility permit processing fee, if any, in a separate written agreement between the City and the permittee.

- Includes less than 150 feet of excavation
- Less than 7 days in duration
- Does not require trench shoring
- Is not constructed on a road wider than two lanes
- Not near a signalized intersection

8. Construction Security Deposit Bookkeeping Fee

Security bookkeeping fee....1% of security amount

*Security bookkeeping fee shall be deducted from each bond, prior to release to depositor.*

9. Penalty Fees<sup>2</sup>

Work performed without a construction permit..... 100% of permit fee

**FULL COST RECOVERY**

For all full cost recovery fee items, an initial deposit shall be collected to cover the City’s full cost, including overhead, incurred in conjunction with review and processing as requested by applicant. Additional funds may be collected, as required, to cover City costs. Should the application be withdrawn at any time, the deposit shall be adjusted to cover the City’s actual costs, including overhead, up to that time. Any funds remaining on deposit at the time of the completion or withdrawal of the application shall be returned to the depositor, after accounting for expenses incurred to date.

See Master Fee Schedule Fee Bulletins 1-100 and 1-200 for additional discussion of full cost recovery and current hourly rates.

<sup>2</sup> Penalty fees are in addition to standard permit fees.