



## DEVELOPMENT SERVICES DEPARTMENT

77 FAIR DRIVE, COSTA MESA, CA 92626

**BUILDING DIVISION** | (714) 754-5273

Monday – Friday | 8 a.m. to 5 p.m.

### **BUSINESS HOURS | Monday through Friday | 8 a.m. to 5 p.m.**

The City of Costa Mesa has created a **Permit Processing Center** to serve our **development** customers and contractors. The Permit Processing Center is located on the second floor of City Hall. The Permit Processing Center will simplify the processing of **development projects** by providing a “one-stop” service location for projects that require review or permits from the City of Costa Mesa.

City staff at the Processing Center will accept all construction plans and permit application submittals for processing through all departments. Plans for all required Divisions may be submitted and picked up at the Processing Center. Upon project approval, all City permits and fees can be processed at the Permit Processing Center.

The “one-stop” Permit Processing Center will eliminate the need for our customers to go from floor to floor in City Hall to process their projects and obtain all necessary construction permits and licenses.

#### **PLAN CHECK SUBMITTAL REQUIREMENTS:**

As part of the "one-stop: development plan check process, please refer to the chart on the next page for information of what each department will require for submittal. **(We request that electrical, mechanical, and plumbing plans be included as part of the submittal due to the issuance of combination permits).**

For more detailed information on what would be required for submittal, please refer to our Information handouts/forms page on our city website.

If you have any questions, please feel free to contact the departments at the following numbers:

#### **DEVELOPMENT SERVICES:**

(714) 754-5245- Planning Division

(714) 754-5273- Building Division

#### **FIRE PREVENTION:**

(714) 327-7400

#### **PUBLIC SERVICES:**

(714) 754-5323- Engineering Division

(714) 754-5334- Transportation Division



## DEVELOPMENT SERVICES DEPARTMENT

77 FAIR DRIVE, COSTA MESA, CA 92626

**BUILDING DIVISION** | (714) 754-5273

Monday – Friday | 8 a.m. to 5 p.m.

### PLAN CHECK SUBMITTAL REQUIREMENT

PROJECT	DEPARTMENT					
	BUILDING	PLANNING	ENGINEERING	TRANSPORTATION	FIRE	WATER/ SANITATION
<b>NEW SFD</b>	<b>1 Set</b> w/ soils report, structural calculations, and Title 24	<b>1 Set</b>	<b>1 Set &amp; 2 Site Plans</b>	<b>1 Site Plan</b>	Not required	<b>1 Set</b> each
<b>RESIDENTIAL ADDITION/ REMODEL</b>	<b>1 Set</b> (Structural calcs and Title 24 as required)	<b>1 Set</b>	<b>1 Set &amp; 2 Site Plans</b> (If over \$10,000 valuation)	<b>1 Site Plan</b> (For additions) <i>Not required for interior remodels</i>	Not required	<b>1 Set</b> each (Only if increasing plumbing fixture count)
<b>GRADING</b> (See handout on website for more information.)	<b>1 Set</b> w/ soils report. (See <i>handout</i> )	<b>1 Set</b>	<b>2 Sets</b> ( <i>Contact Engineering about WQMP &amp; SWPPP</i> )	<b>1 Set</b>	<b>1 Set</b>	<b>1 Set</b> each
<b>NEW COMMERCIAL</b>	<b>2 Sets</b> w/ soils report, structural calcs, and Title 24	<b>1 Set</b>	<b>1 Set &amp; 2 Site plans</b>	<b>1 Site Plan</b>	<b>1 Set</b>	<b>1 Set</b> each (Architectural & plumbing only)
<b>TENANT IMPROVEMENT</b>	<b>2 Sets</b> (Structural calcs and Title 24 as required)	<b>1 Set</b>	<b>1 Set &amp; 2 Site Plans</b> (If over \$10,000 valuation)	<b>1 Site Plan</b>	<b>1 Set</b> (B and M occupancies exempt)	<b>1 Set</b> each (Only if increasing plumbing fixture count)
<b>TENANT IMPROVEMENT AT SOUTH COAST PLAZA</b>	<b>2 Sets</b> (Structural calcs and Title 24 as required)	<b>1 Set</b>	Exempt	Exempt	<b>1 Set</b> (B and M occupancies exempt)	<b>1 Set</b> each (Only if increasing plumbing fixture count)
<b>DEMOLITION</b> (See handout on website for more information.)	<b>2 Sets</b> w/ AQMD notification # (See handout)	<b>1 Set</b>	Contact Engineering	Contact Transportation		Contact Sanitation
<b>SWIMMING POOLS</b> (See handout on website for more information.)	<b>2 Site Plans</b> w/ pool details and engineering (See handout)		Ask Engineering about utility easements			<b>2 Site Plans</b>



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**Project Address:** \_\_\_\_\_ **Suite/Unit:** \_\_\_\_\_

**Activity Number:** \_\_\_\_\_ **Received By:** \_\_\_\_\_

**Homeowner Association?**  YES (Approval letter from HOA required)  NO

**Existing Chain Link Fence**  YES  NO; **Owner Occupied?**  YES  NO

**Description of work to be performed: (please be specific)** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Sq. Footage:** \_\_\_\_\_ **Type of Const:** \_\_\_\_\_ **Valuation:** \_\_\_\_\_

**Occupancy Type:** \_\_\_\_\_ **Occupant Load:** \_\_\_\_\_ **Grading:** Cut/Fill \_\_\_\_\_ cubic yds.

**Owner/Tenant:** \_\_\_\_\_ **Phone No.:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Suite/Unit:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Applicant/Agent:** \_\_\_\_\_ **Phone No.:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Suite/Unit:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Architect/Eng.:** \_\_\_\_\_ **Reg. No.:** \_\_\_\_\_ **Phone No.:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Suite/Unit:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Contractor:** \_\_\_\_\_ **Phone No.:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Suite/Unit:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**State License No.:** \_\_\_\_\_ **Class** \_\_\_\_\_ **Expiration:** \_\_\_\_\_

**Workman's Comp. Policy No.:** \_\_\_\_\_ **Expiration:** \_\_\_\_\_

**Insurance Company:** \_\_\_\_\_

**(SEE BACK FOR ITEMIZED MECHANICAL, ELECTRICAL AND PLUMBING)**





## ELECTRICAL, MECHANICAL & PLUMBING FEES

<b>ELECTRICAL PERMIT FEES</b>		
FEE ID	FEE DESCRIPTION	FEE
E01	For the issuance of each electrical	\$ 37.08
<i>System Fee Schedule (Note: The following do not include permit-issuing fee.)</i>		
<b>NEW RESIDENTIAL BUILDINGS</b>		
<i>The following fees shall include all wiring and electrical equipment in or on each building, or other electrical equipment on the same premises constructed at the same time.</i>		
E02	Multifamily. For new multifamily buildings (apartments and condominiums) having three or more dwelling units constructed at the same time, not including the area of garages, carports and accessory buildings, per square foot (0.09m <sup>2</sup> )	\$ 0.08
E03	Single- and two-family. For new single- and two-family residential buildings constructed at the same time and not including the area of garages, carports and accessory buildings, per square foot (0.09m <sup>2</sup> )	\$ 0.09
<i>For other types of residential occupancies and for alterations, additions and modifications to existing residential buildings, use the Unit Fee Schedule.</i>		
<b>PRIVATE SWIMMING POOLS</b>		
E04	For new private, in-ground swimming pools for single-family and multifamily occupancies, including a complete system of necessary branch circuit wiring, bonding, grounding, underwater lighting, water pumping and other similar electrical equipment directly related to the operation of a swimming pool, each pool	\$ 81.71
<b>CARNIVALS AND CIRCUSES</b>		
E05	Carnivals, circuses, or other traveling shows or exhibitions utilizing transportable type rides, booths, displays and attractions. For electrical generators and electrically driven rides, each	\$ 37.08
E06	For mechanically driven rides and walk-through attractions or displays having electric lighting, each	\$ 11.44
E07	For a system of area and booth lighting, each	\$ 11.44
<i>For permanently installed rides, booths, displays and attractions, use the Unit Fee Schedule.</i>		

**TEMPORARY POWER SERVICE**

E08	For a temporary service pole or pedestal, including all pole or pedestal-mounted receptacle outlets and appurtenances, each	\$ 37.08
E09	For a temporary distribution system and temporary lighting and receptacle outlets for construction sites, decorative lights, Christmas tree sales lots, fireworks stands, etc., each	\$ 19.41

**UNIT FEE SCHEDULE (Note: The following do not include permit-issuing fee.)**

*Receptacle, Switch and Light Outlets: For receptacle, switch, light or other outlets at which current is used or controlled, except services, feeders and meters:*

E10	First 20 fixtures, each	\$ 1.74
E11	Additional fixtures, each	\$ 1.15

*Note: For multi-outlet assemblies, each 5 feet (1524 mm) or fraction thereof may be considered as one outlet.*

**LIGHTING FIXTURES**

E12	For lighting fixtures, sockets or other lamp-holding devices, each	\$ 1.74
E13	For pole or platform-mounted lighting fixtures, each	\$ 1.74
E14	For theatrical-type lighting fixtures or assemblies, each	\$ 1.74

**RESIDENTIAL APPLIANCES**

E15	For fixed residential appliances or receptacle outlets for same, including wall mounted electric ovens; counter-mounted cooking tops; electric ranges; self-contained room, console or through-wall air conditioners; space heaters; food waste grinders; dish washers; washing machines; water heaters; clothes dryers; or other motor-operated appliances not exceeding 1 horsepower (HP) (746 W) in rating, each	\$ 7.49
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*Note: For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus.*

**NONRESIDENTIAL APPLIANCES**

E16	For nonresidential appliances and self-contained factory-wired, nonresidential appliances not exceeding 1 horsepower (HP), kilowatt (kW) or kilovolt-ampere (kVA), in rating, including medical and dental devices; food, beverage and ice cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines; or other similar types of equipment, each	\$ 7.49
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*Note: For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus.*

**POWER APPARATUS**

*For motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment and other apparatus, as follows:*

*Rating in horsepower (HP), kilowatts (kW), kilovolt-amperes (kVA) or kilovoltamperes- reactive (kVAR):*

E17	Up to and including 1, each	\$ 7.49
E18	Over 1 and not over 10, each	\$ 19.41
E19	Over 10 and not over 50, each	\$ 38.82
E20	Over 50 and not over 100, each	\$ 78.11
E21	Over 100, each	\$ 117.55

*Note: For equipment or appliances having more than one motor, transformer and heater, These fees include all switches, circuit breakers, contactors, thermostats, relays*

**BUSWAYS**

E22	For trolley and plug-in-type busways, each 100 feet (30 480 mm) or fraction thereof	\$ 11.44
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*Note: An additional fee is required for lighting fixtures, motors and other appliances that are connected to trolley and plug-in-type busways. A fee is not required for portable tools.*

**SIGNS, OUTLINE LIGHTING AND MARQUEES**

E23	For signs, outline lighting systems or marquees supplied from one branch circuit, each	\$ 38.82
E24	For additional branch circuits within the same sign, outline lighting system or marquee, each	\$ 7.49

**SERVICES**

E25	For services of 600 volts or less and not over 200 amperes in rating, each	\$ 48.13
E26	For services of 600 volts or less and over 200 amperes to 1, 000 amperes, each	\$ 98.07
E27	For services over 600 volts or over 1,000 amperes in rating, each	\$ 196.13
E28	Miscellaneous Apparatus, Conduits and Conductors. For electrical apparatus, conduits and conductors for which a permit is required, but for which no fee is herein set forth	\$ 28.72

*Note: This fee is not applicable when a fee is paid for one or more services, outlets, fixtures, appliances, power apparatus, busways, signs or other equipment.*

**PLAN CHECK FEE**

E29	Electrical plan review fee when required per hour (minimum charge - one-hour).	\$ 123.76
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## MECHANICAL PERMIT FEES

FEE ID	FEE DESCRIPTION	FEE
M01	For the issuance of each mechanical permit	\$ 37.08

*Unit Fee Schedule (Note: The following do not include permit-issuing fee.)*

### FURNACES

M02	For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW)	\$ 23.35
M03	For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h (29.3 kW)	\$ 28.72
M04	For the installation or relocation of each floor furnace, including vent	\$ 23.35
M05	For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater	\$ 23.35
M06	Appliance Vents: For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	\$ 11.44
M07	Repairs or Additions: For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code.	\$ 21.62

### BOILERS, COMPRESSORS, AND ABSORPTION SYSTEMS

M08	For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)	\$ 23.19
M09	For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)	\$ 42.84
M10	For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)	\$ 58.78
M11	For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)	\$ 87.49
M12	For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9kW)	\$ 146.19



<b>AIR HANDLERS</b>		
M13	For each air-handling unit to and including 10,000 cubic feet per minute (cfm)(4719 L/s), including ducts attached thereto Note: This fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code.	\$ 16.80
M14	For each air-handling unit over 10,000 cfm (4719 L/s)	\$ 28.56
M15	Evaporative Coolers: For each evaporative cooler other than portable type	\$ 16.80
<b>VENTILATION AND EXHAUST</b>		
M16	For each ventilation fan connected to a single duct	\$ 11.44
M17	For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit.	\$ 16.80
M18	For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$ 16.80
<b>INCINERATORS</b>		
M19	For the installation or relocation of each domestic-type incinerator	\$ 28.72
M20	For the installation or relocation of each commercial or industrial-type incinerator	\$ 22.88
<b>MISCELLANEOUS</b>		
M21	For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which the fee is listed in the table.	\$ 16.80
<b>PLAN CHECK FEE</b>		
M22	Mechanical plan review fee when required per hour (minimum charge - one-hour).	\$ 123.76

## PLUMBING PERMIT FEES

FEE ID	FEE DESCRIPTION	FEE
P01	For the issuance of each plumbing permit	\$ 37.08
<i>Unit Fee Schedule (Note: The following do not include permit-issuing fee.)</i>		
<b>FIXTURES AND VENTS</b>		
P02	For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping and backflow protection thereof)	\$ 15.46
P03	For repair or alteration of drainage or vent piping, each fixture	\$ 7.49
<b>SEWERS, DISPOSAL SYSTEMS, AND INTERCEPTORS</b>		
P04	For each building sewer and each trailer park sewer	\$ 38.89
P05	For each cesspool	\$ 58.78
P06	For each private sewage disposal system	\$ 117.55
P07	For each industrial waste pretreatment interceptor, including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	\$ 31.40
P08	Rainwater systems-per drain (inside building)	\$ 15.46
<b>WATER PIPING AND WATER HEATERS</b>		
P09	For installation, alteration, or repair of water piping or water-treating equipment, or both, each	\$ 7.49
P10	For each water heater including vent For vents only, see Section 3	\$ 19.41
<b>GAS PIPING SYSTEMS</b>		
P11	For each gas piping system of one to five outlets	\$ 9.70
P12	For each additional outlet over five, each	\$ 1.74
<b>LAWN SPRINKLERS, VACUUM BREAKERS AND BACKFLOW PROTECTION DEVICES</b>		
P13	For each lawn sprinkler system on any one meter, including backflow protection devices thereof.  For atmospheric-type vacuum breakers or backflow protection devices not included in Item 1	\$ 23.35
P14	1 to 5 devices	\$ 19.41
P15	Over 5 devices, each For each backflow-protection device other than atmospheric-type vacuum breakers:	\$ 3.55
P16	2 inches (50.8 mm) and smaller	\$ 19.41
P17	Over 2 inches (50.8 mm)	\$ 38.89

**SWIMMING POOLS**

P18	Public pool	\$ 143.98
P19	Public spa	\$ 95.86
P20	Private pool	\$ 95.86
P21	Private spa	\$ 47.73
P22	Miscellaneous: For each appliance or piece of equipment regulated by the Plumbing Code but not classed in other appliance categories, or for which no other fee is listed in this code.	\$ 15.46

**PLAN CHECK FEE**

P23	Plumbing plan review fee when required (minimum charge - one hour), per hour listed in the table	\$ 123.76
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## OTHER INSPECTION AND FEES

FEE ID	FEE DESCRIPTION	FEE
T01	Reinspection Fees: A reinspection fee may be assessed for each inspection or reinspection when such portion of work for which the inspection is called is not complete or when the corrections called for are not made or when the work for which the inspection is called is not ready for inspection.	\$ 113.44
T02	Inspections outside of normal business hours, per hour (minimum charge - two hours)	\$ 113.44
T03	Inspections for which no fee is specifically indicated, per hour (minimum charge - one hour)	\$ 113.44
T04	Additional plan review required by changes, additions or revisions to plans or to plans for which an initial review has been completed. (minimum charge - one-half hour)	\$ 123.76
T05	Occupancy and Change of Use: Inspection due to change in use or occupancy in accordance with CBC 111.1. Per hour fee with a minimum of charge of one hour T05 fees shall be the greater of listed rates or the total hourly cost to the jurisdiction. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.	\$ 113.44

## OTHER AGENCIES

**Costa Mesa Sanitary District | (949) 645-8400 | [www.cmsda.gov](http://www.cmsda.gov)**  
Contact Costa Mesa Sanitary District for requirements and/or fees

**Mesa Consolidated Water District | (949) 631-1200 | [www.mesawater.org/about/engineering](http://www.mesawater.org/about/engineering)**  
Contact Mesa Consolidated Water District for requirements and/or fees

**Irvine Ranch Water District | (949) 453-5300 | [www.irwd.com](http://www.irwd.com)**  
Contact Irvine Ranch Water District for requirements and/or fees

## SCHOOL FEES

**Newport Mesa Unified School District | (714) 424-5000 | [nmusd.us](http://nmusd.us)**  
Contact NMUSD for requirements and/or fees

**Santa Ana Unified School District | (714) 558-5501 | [www.sausd.us](http://www.sausd.us)**  
Contact SAUSD for requirements and/or fees

**Required for:**

New Commercial  
New Residential  
Residential Additions over 500 square feet



**DEVELOPMENT SERVICES DEPARTMENT**

77 FAIR DRIVE, COSTA MESA, CA 92626

**PLANNING DIVISION** | (714) 754-5245

Monday – Friday | 8 a.m. to 5 p.m.

**DEVELOPMENT SERVICES REVIEW PROCESS AND FEES**

<b>REVIEW PROCESS</b>	<b>FEE</b>
Administrative Adjustment	\$ 1,035.00
Appeal:	
1. Appeal of Planning Commission Decision	Non-Applicant <sup>1</sup> \$ 1,220.00 Applicant <sup>2</sup> \$ 3,825.00
2. Appeal of Non-Planning Commission Decision	Non-Applicant <sup>1</sup> \$ 690.00 Applicant <sup>2</sup> \$ 3,825.00
Conditional Use Permit	\$ 1,550.00
Conditional Use Permit – Measure X	\$ 27,508.00
Density Bonus Review	\$ 1,760.00
Design Review	\$ 1,650.00
Development Agreement	Time & materials with \$5,000.00 min. deposit
Development Agreement Annual Review	
1. Planning Commission Review	\$ 1,425.00
2. City Council Review	\$ 1,875.00
Development Review (staff)	\$ 915.00
Environmental Impact Report	Total consultant contract estimate plus 10%
General Plan Amendment Screening	\$ 1,000.00
General Plan Amendment	\$ 3,560.00
Lot Line Adjustment	\$ 800.00
Master Plan & Amendment, Including Preliminary Plans:	
1. Zoning Administrator Final Review Authority	\$ 960.00
2. Planning Commission Final Review Authority	\$ 1,760.00
3. City Council Final Review Authority	\$ 2,265.00
Minor Conditional Use Permit	\$ 1,010.00
Minor Design Review	\$ 650.00
Mobile Home Park Applications:	
1. Mobile Home Park Conversion	\$ 4,255.00
2. Tenant Relocation (Staff Review)	\$ 1,450.00
3. Tenant Relocation (Third Party Review)	Total consultant contract plus 10%

<sup>1</sup> Includes owners and/or occupants of a property located within 500 feet of project site (excluding owners and/or occupants of the project site).

<sup>2</sup> Includes the project applicant, owners and/or occupants of the project site, and owners and/or occupants of a property located greater than 500 feet from the project site.



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**PLANNING DIVISION** | (714) 754-5245

Monday – Friday | 8 a.m. to 5 p.m.

**DEVELOPMENT SERVICES REVIEW PROCESS AND FEES**

<b>REVIEW PROCESS</b>	<b>FEE</b>
Negative Declaration	\$ 1,010.00 or total consultant estimate plus 10% contract administration fee
Off-Site Hazardous Waste Facility:	Total consultant estimate plus 10% with the following minimum deposit:
1. Notice of Intent	\$ 1,000.00 minimum deposit
2. Conditional Use Permit	\$ 1,000.00 minimum deposit
4. Local Assessment Committee (Formation and Convening)	\$ 1,000.00 minimum deposit
Planned Signing Program	\$ 635.00
Public Hearing Continuance (due to applicant's request or incomplete application)	\$ 520.00
Public Notice (500-Foot Radius and Newspaper Publishing)	\$ 1.00 per mailing address plus publishing costs
Redevelopment Project Review	\$ 2,195.00
Renewal/Time Extension:	
1. Zoning Administrator Action	\$ 365.00
2. Planning Commission Action	\$ 450.00
3. All Other Actions	\$ 400.00
Residential and Non-Residential Common Interest Development Conversion	\$ 1,500.00 plus \$ 115.00 per unit for required building inspection
Rezone	\$ 1,910.00
Specific Plan Amendment	\$ 2,090.00
Specific Plan Conformity Review	\$ 1,630.00
Tentative Tract Map	\$ 1,445.00
Tentative Parcel Map	\$ 1,445.00
Urban Master Plan Screening	\$ 0
Variance	\$ 1,685.00



**PUBLIC SERVICES DEPARTMENT**

77 FAIR DRIVE, COSTA MESA, CA 92626

**ENGINEERING DIVISION** | (714) 754-5323

Monday – Friday | 8 a.m. to 5 p.m.

**PUBLIC SERVICES USER FEES AND CHARGES**

FEE DESCRIPTION	MAY 2017	COMMENTS
Blueprints	\$5	Fee is per page
Construction Access Permit	\$230	
Construction Dumpster Permit	\$40	Per site/2 weeks
Curb and Gutter Permit	\$365	
Curb Drain	\$305	
Deposit/bond: Off-site work		Twice the amount of off-site work cost estimate
Drainage Fee	Fee Schedule*	Fee schedule per City Ordinance No. 06-19
Driveway Approach – Res./Com.	\$425	
Encroachment Permit	\$465	
Final Map Check	\$90/hr	Average processing time is 25 hours
Lane Closure Permit	\$220	
Off-site Plan Check	\$90/hr	
Oversize Load Permit	\$16	Max per CVC \$16/single trip fee; annual \$90
Photocopies	\$.10	Fee is per page
Public R/W Inspection	\$125/hr	Fee is for staff time and starts after 2nd hour
Sidewalk Permit – Res./Com.	\$380	
Site Access Permit – Res./Com.	\$230	
Storage Dumpster Permit	\$40/site/2 wks	
Storm Drain Connection	\$425	
Street Cut – Arterial	\$390	
Street Cut – Local	\$300	
Street Improvement Plan Check	\$90/hr	
Trash Hauler Permit Fee	\$610	Includes consultant cost & recycling program costs
Utility Permit	\$265	
Vacation/Abandonment of R-O-W	\$150	Nonrefundable \$150 flat fee; Council approved 1/5/04
Water District Permit	Fee waived	State Government Code precludes charging
Wheelchair Ramp	\$365	



## **PUBLIC SERVICES PERMIT ISSUANCE REQUIREMENTS**

### **I. CONSTRUCTION ACCESS REQUIREMENTS**

- A. Three sets of site plans shall be submitted.
- B. Permit fee of \$230 for residential and commercial plus required deposit shall be collected prior to permit issuance.

## **PLAN CHECK PROCEDURE AND REQUIREMENT FOR PUBLIC SERVICES DEPARTMENT/DEVELOPMENT SECTION**

### **I. Priority of incoming plans/maps**

- A. Three sets of plans shall be submitted.
- B. Plan checks fee of \$90 an hour will be quoted within the second check.
- C. For more information please contact (714) 754-5323.

## **\*DRAINAGE FEE SCHEDULE (PER ACRE)**

### **EFFECTIVE FROM JANUARY 1, 2007 THROUGH JANUARY 1, 2009**

Low density residential use	\$ 3,141.50
Medium density residential use	\$ 3,769.50
High density residential use	\$ 5,026.00
Commercial/Industrial use	\$ 5,654.50





**PUBLIC SERVICES DEPARTMENT**

77 FAIR DRIVE, COSTA MESA, CA 92626

**TRANSPORTATION DIVISION** | (714) 754-5334

Monday – Friday | 8 a.m. to 5 p.m.

## **PUBLIC SERVICES-TRANSPORTATION TRAFFIC IMPACT FEE SCHEDULE**

All new or expanded residential, commercial, and industrial developments in Costa Mesa are required to pay one or more of the traffic impact fees for the purpose of the construction of needed transportation improvement projects. These “one-time” fees are assessed based on the location and the trip generation characteristics of the development project. The traffic impact fee calculation is based on the net increase in traffic resulting from an approved development or expansion.

Two transportation improvement fee programs applicable to development projects in Costa Mesa are as follows:

- **Citywide Traffic Impact Fee**
- **San Joaquin Hills Transportation Corridor Fee**

Each of the programs are described in more detail below.

### **CITYWIDE TRAFFIC IMPACT FEE**

The Citywide Traffic Impact Fee is based on the net increase in traffic generation as shown in the table below.

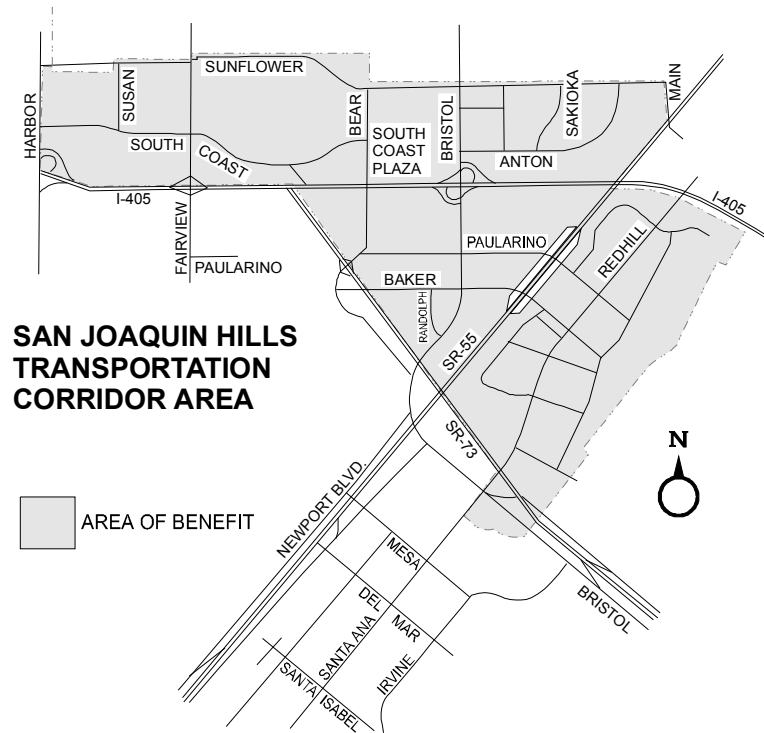
<b>AVERAGE DAILY TRIP ENDS (ADT)</b>	<b>TRAFFIC IMPACT FEE</b>
	\$235.00 per average daily trip
The traffic impact fee is assessed on the increased number of average daily trips generated by the proposed project.	

The above fee schedule is effective November 14, 22018 and is subject to annual review and adjustment.

This fee is applicable to all new or expanded residential, commercial, and industrial developments in Costa Mesa and is due prior to the issuance of Certificate of Occupancy or other applicable permit. For additional information regarding traffic generation rates for various land uses, applicable credits, and fee payment plan, contact the Transportation Services Division at (714) 754-5185.

# SAN JOAQUIN HILLS TRANSPORTATION CORRIDOR FEE

The San Joaquin Hills Transportation Corridor Agency assesses a fee for all new developments within a defined Area of Benefit to meet the cost of construction of the SR-73 San Joaquin Hills Toll Road. The City acts as the collection agent and forwards this fee to the Transportation Corridor Agency. The following map depicts that portion of the City located within the Area of Benefit. San Joaquin Hills



Transportation Corridor Fee is assessed based upon the following schedule.

USE	FEE
Single Family Residential	\$4,332.00 per dwelling unit
Multi-Family Residential	\$2,528.00 per dwelling unit
Non-Residential	\$ 5.53 per square foot

The above fees are effective **July 1, 2018-June 30, 2019** and is due and payable upon issuance of building permits. This fee cannot be deferred until issuance of the certificate of occupancy as is done with the City Traffic Impact fee. Further, **the fee cannot be prepaid**. The amount due must be calculated at the rate in effect on the day when the building permit is issued, and must accurately reflect the square footage or number of dwelling units associated with the permit. The attached map identifies the portion of the City where the San Joaquin Hill Transportation Corridor fee is applicable. For additional information or to verify if your project is subject to fees, regarding the San Joaquin Hills Transportation Corridor Fee contact the Transportation Services Division at (714) 754-5185 or visit the San Joaquin Hill Corridor Agency's website at [www.the-tollroads.com/about/development](http://www.the-tollroads.com/about/development)