



City of Hollister

Public Works Department

Engineering Division

339 Fifth Street
Hollister, CA 95023
Phone: (831) 636-4340
Fax: (831) 634-4913

ENGINEERING FEE SCHEDULE

EFFECTIVE AUGUST 15, 2025

ALL FEES (EXCEPT THOSE NOTED) INCLUDE A 4% TECHNOLOGY RECOVERY FEE

FEE TYPE	FEE AMOUNT	
Engineering & Inspection (Plan Review)	Improvement Cost	Fee
	\$0 - \$99,999	14.75% of Improvements Cost
	\$100,000 - \$499,999	10.54% of Improvements Cost
	\$500,000 - \$999,999	10.54% of Improvements Cost
	\$1,000,000 - \$4,999,999	7.37% of Improvements Cost
	Over \$5,000,000	6.32% of Improvements Cost
Parcel/Final Map Review	\$8,643.44 + \$20.80 per lot	
Community Facilities District	CFD #4:	
	Minor Subdivision (4 lots of less)	\$3,173.04 + \$21.84 per lot
	Major Subdivision (5 lots or more)	\$6,977.36 + \$21.84 per lot (\$9,003.28 max.)
	Commercial/Industrial:	\$3,173.71
	CFD #5:	
	All applicable projects:	\$3,173.71
Lot Line Adjustment	\$3,123.12 per lot	
Encroachment Permit	Major Permit:	\$395.20 (plus Engineering & Inspection fee)
	Minor Permit:	\$1,074.32
Grading Permit	\$395.20 (plus Engineering & Inspection fee)	
Fence Extension	\$344.24 (application review fee; approval not guaranteed)	
Out of Jurisdiction	\$4,172.48 (LAFCO application required)	
Transportation Permit * does not include technology recovery fee	Single-Trip	\$16.00
	Annual	\$90.00
Miscellaneous Meeting Requests	\$2,849.60 (per meeting/request)	
Minor Miscellaneous Requests	\$763.36 (per request)	

* Some of the fees listed above may have additional applicable fees
(see fee explanation sheet for details)



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Development Services Department
Engineering Division

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OTHER COMMON FEES

CITY COPIES & SCANS		FEE AMOUNT	
Standard Copy	8 1/2" x 11"	b&w	\$0.11 per page
		color	\$0.16 per page
	11" x 17"	b&w	\$0.11 per page
		color	\$0.16 per page
	8 1/2" x 14"	b&w	\$0.11 per page
		color	\$0.16 per page
Large Format Copy	24" x 36"	first page	\$10.00
		additional page	\$8.00 per page
	36" x 48"	first page	\$20.00
		additional page	\$11.00 per page
Scanned Documents		on a USB Drive/CD provided by the City	\$55.00 per USB Drive/CD
RECORDING FEE		FEE AMOUNT	
Map Recording		CA SB-2 fee	\$75.00
		first page	\$9.00
		additional page	\$3.00 per page
Lot Line Adjustment		CA SB-2 fee	\$75.00
		first page	\$15.00
		additional page	\$3.00 per page
Deed Restriction		CA SB-2 fee	\$75.00
		first page	\$15.00
		additional page	\$3.00 per page
Certificate of Correction		first page	\$15.00
		additional page	\$3.00 per page
Official Records Copy		first page	\$5.00
		additional page	\$2.00 per page
Certified Records Copy		first page	\$20.00
		additional page	\$3.00 per page
* Fees are based on July 1, 2024 SBC fee schedule (fees are to be confirmed with SBC Recorder)			
* Checks are made payable to " SBC Recorder "			
REPRODUCTION FEE		FEE AMOUNT	
Map Reproduction		first page	\$80.00
		additional page	\$30.00 per page
* Checks are made payable to " San Benito Engineering "			



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ENGINEERING FEE SCHEDULE (EXPLANATION) EFFECTIVE AUGUST 15, 2025

FEES INCLUDE A 4% TECHNOLOGY RECOVERY FEE

ENGINEERING & INSPECTION (PLAN REVIEW)

The fees listed below are applicable for the plan review of large development projects including subdivisions, commercial projects, and other land development projects.

IMPROVEMENT COST	FEE	
\$0 - \$99,999	14.75%	of Cost of Improvements
\$100,000 - \$499,999	10.54%	of Cost of Improvements
\$500,000 - \$999,999	10.54%	of Cost of Improvements
\$1,000,000 - \$4,999,999	7.37%	of Cost of Improvements
Over \$5,000,000	6.32%	of Cost of Improvements

A payment equal to 50% of the full Engineering & Inspection fee is due upon initial project submittal. The final payment will reflect the remaining balance that is due, which will be based on the final revised estimate. The engineering and inspection fees must be paid in full prior to City approval of the improvement plans.

NOTE: Fees for offsite work in public right of way will require an encroachment permit and, in turn, an additional fee will be applicable as listed under the Major Encroachment Permits section below.

All necessary reviews beyond the first three (3) plan checks shall be considered additional work and the fee for such additional work shall be calculated at time and material cost.

PARCEL/FINAL MAP REVIEW

The fee for Parcel Map reviews and Final Map reviews is due upon initial map submittal and can be calculated using the formula below:

$$\text{Map Review Cost} = \$8,643.44 + \$20.80 \text{ per lot}$$

NOTE: In the event that the calculated fee is insufficient to cover the actual review cost incurred by the City, the applicant is responsible for paying such additional amount.

All necessary reviews beyond the first three (3) map reviews shall be considered additional work and the fee for such additional work shall be calculated at time and material cost.

COMMUNITY FACILITIES DISTRICT (CFD):

The fees for CFDs are due upon initial submittal to the planning department and can be calculated using the corresponding formulas below:

CFD No. 4

Minor Subdivision (4 lots or less): = \$3,173.04 + \$21.84 per lot
Major Subdivision (5 lots or more): = \$6,977.36 + \$21.84 per lot (\$9,003.28 max.)
Commercial/Industrial: = \$3,173.71

CFD No. 5

All applicable projects: = \$3,173.71

NOTE: CFDs must be approved for annexation by City Council prior to recordation of the Final Map or Parcel Map.

LOT LINE ADJUSTMENT APPLICATION:

The fee for the review of a lot line adjustment, as shown below, is due upon initial submittal to the engineering department and can be calculated using the corresponding formulas below:

LLA Application Fee = \$3,123.12 per lot

NOTE: All necessary reviews beyond the first two (2) reviews shall be considered additional work and the fee for such additional work shall be calculated at time and material cost.

MAJOR ENCROACHMENT PERMIT APPLICATION:

Major Encroachment Permit Applications are for major work within the public right of way and must be accompanied with City approved improvement plans. This encroachment permit fee is *only* for the administrative functions and tasks associated with the processing of a Major Encroachment Permit. An *additional fee is applicable for the review of the improvement plans* which is calculated using the fee schedule listed above, under the Engineering & Inspection section.

Major Encroachment Application Fee = \$395.20

MINOR ENCROACHMENT PERMIT APPLICATION:

Minor Encroachment Permits are for minor work within the public right of way. Minor work includes, but is not limited to, driveway curb cuts, sidewalk replacements, sewer lateral replacements, and water service replacements.

Minor Encroachment Application Fee = \$1,074.32

GRADING PERMIT APPLICATION:

Grading Permit Applications must be accompanied with City approved grading plans. This permit fee is *only* for the administrative functions and tasks associated with processing of a Grading Permit. An *additional fee is applicable for the review of the grading plans* which is calculated using the fee schedule listed above, under the Engineering & Inspection section.

Grading Permit Application Fee = \$395.20

NOTE: In the event that grading work is commenced without a grading permit the city engineer shall cause such work to be stopped and the permit fee to be doubled.

FENCE EXTENSION APPLICATION:

Payment for a fence extension application is due upon initial application submittal. Any offsite work in the public right of way will require an encroachment permit and, in turn, an additional fee will be applied as listed under the Minor Encroachment Permit section above.

Fence Extension Application Fee = \$344.24

NOTE: Payment and processing of a fence extension application does not guarantee application approval.

OUT OF JURISDICTION REQUEST:

Out of jurisdiction service requests will be processed through the San Benito County Local Agency Formation Commissions (LAFCO). Additional information can be found on their website at:

<https://www.cosb.us/departments/lafco>

Out of Jurisdiction Request Fee = \$4,172.48

TRANSPORTATION PERMIT:

Transportation permits are required for overload vehicles exceeding the limits set forth in Division 15 of the California Vehicle Code relating to height, width, length or weight of vehicle or loads. All overload vehicles must use the City's established truck routes as adopted by Resolution No. 2010-135. Please note, the City's technology recovery fee does not apply to transportation permit fees.

Single-Trip Permit Fee = \$16.00

Annual Permit Fee = \$90.00

NOTE: Any single-trip permit taking over one hour to process shall be charged at the rate of \$50.00 per hour (minimum) for time in addition to the \$16.00 permit charge.

Any permit where variance exceeds 14 feet in width or 135 feet in length shall be charged \$50.00 per hour (minimum) in addition to the \$16.00 permit charge.

MISCELLANEOUS MEETING REQUESTS:

The fee for miscellaneous meeting requests will apply for meeting requests for City work and costs not covered by any other project. All necessary work beyond the meeting request shall be considered additional work and the fee for such additional work shall be calculated at time and material cost.

Miscellaneous Meeting Request Fee = \$2,849.60

MINOR MISCELLANEOUS REQUESTS:

The fee for minor miscellaneous requests will apply to tasks that include minor miscellaneous requests for City work and costs not covered by another project or fee. Examples include, but are not limited to, requests for impact fee calculations and address change request.

Minor Miscellaneous Request Fee = \$763.36