



**Building and Safety  
Permit Service Center**

### **Permit Requirements:**

A dimensioned schematic site plan must be completed with this application.

Primary contact information must be complete and clearly stated on plans.

[Engineering PROW Permit Declarations Form #310](#) is required for permit issuance.

Incomplete applications will not be processed.

### **Permit Fees:**

The Filing, Base Permit and Technology Fees are applied to each permit type.

Plan Check Fees and Inspection Fees are project specific and vary for each permit.

### **Guidelines**

[Pedestrian Access](#)  
[Concrete Standards](#)  
[Traffic Control](#)  
[Stormwater](#)  
[Permit Submittal Guide](#)

### **Permit Service Center**

1947 Center St. 3<sup>rd</sup> floor  
Berkeley, CA 94704  
510-981-7500 TTY 6903  
[Permits@berkeleyca.gov](mailto:Permits@berkeleyca.gov)

# ENGINEERING PERMIT APPLICATION

## **Project Information**

Permit #:

Address:

## **Permit Types** *(select all that apply):*

**Construction Parking**

**Temporary Right of Way**

Scaffolding / Fencing

Traffic Control Plan

Staging Materials

Dumpster / Trash

**Concrete Area and Curb**

Sidewalk

Curb / Gutter

Driveway Approach

**Sanitary Sewer**

**Storm Sewer and Stormwater Protection Plan**

**Miscellaneous / Other:**

Discharge Permit *(must complete supplementary form [#300B](#))*

Description  
of Work:

Start Date:

End Date:

Days of Week:

Hours of Day:

Work is associated with a building permit on private property?

Yes

No

Associate building permit number:

## **Applicant Information:**

Same as Contractor

Same as Owner

Name:

Phone #:

Address:

City/St/Zip:

Email:

## **Contractor Information:**

Name:

Phone #:

Company:

State Lic #:

Address:

Bus Lic #:

City/St/Zip:

Lic Class:

Email:

## **Owner Information:**

Name:

Phone #:

Address:

City/St/Zip:

Email:

| Submittal and Plan Check Fees                       |         |        | Sanitary and Storm Sewer                                              |         |       |
|-----------------------------------------------------|---------|--------|-----------------------------------------------------------------------|---------|-------|
| Filing Fee <sup>a</sup>                             | \$62.50 | FP230  | Sidewalk Inspection                                                   | \$203   | FP440 |
| Base Permit Fee <sup>a</sup>                        | \$152   | FP100  | Trench / Roadway Inspection                                           | \$203   | FP130 |
| Technology Fee <sup>a</sup>                         | 6.5%    | FP420  | Excavation Inspection                                                 | \$203   | FP200 |
| Plan Check Fee <i>Engineering</i>                   | \$203   | FP1000 | Construction Inspection                                               | \$203   | FP200 |
| Plan Check Fee <i>Traffic</i>                       | \$200   | F178   | Upper Lateral Trench Inspection                                       | \$203   | FP450 |
| Plan Check Fee <i>Fire</i>                          | \$500   | FF1690 | Storm Drain Street Inspection                                         | \$247   | FP410 |
|                                                     |         |        | Storm Drain Sidewalk Inspection                                       | \$203   | FP400 |
| Concrete Area and Curb                              |         |        | Miscellaneous / Other                                                 |         |       |
| Curb Gutter Inspection <i>per 10 lf</i>             | \$34    | FF150  | TROW Inspection <sup>b</sup>                                          | \$203   | FP430 |
| Flatwork Inspection <i>per 100 sf</i>               | \$28    | FP140  | Monthly Fee (months) <sup>b</sup>                                     | \$265   | FP250 |
|                                                     |         |        | _____ Curb LF x _____ mo. <sup>c</sup>                                | \$9     | FP260 |
| Temporary Right-of-Way and Construction Parking     |         |        | Miscellaneous Inspection <sup>d</sup>                                 | \$203   | FP200 |
| Base Permit Fee <sup>a</sup> <i>Parking</i>         | \$41    | FP160  | Public Works Inspection <sup>d</sup>                                  | \$203   | FP200 |
| No Parking Signs                                    | \$18    | FP170  | Electrical Inspection                                                 | \$153   | FP210 |
| Plan Check Fee                                      | \$203   | FP1000 | Refundable Deposit                                                    | \$1,376 | FP110 |
| Metered Area: Daily                                 | \$19    | FP190  | Discharge Volume in CCF <sup>e</sup><br><i>Non-Res, Private Dev.</i>  | \$8.01  | FP620 |
| Metered Area: Weekly                                | \$95    | FP180  | Discharge Volume in CCF <sup>e</sup><br><i>Non-Res, Public Agency</i> | \$3.72  | FP630 |
| Construction Parking / No Parking<br>Re-Issued Sign | \$6     | FP171  |                                                                       |         |       |
| Debris Box / Dumpster                               | \$100   | FP270  |                                                                       |         |       |
| TROW Inspection Fee <sup>b</sup>                    | \$203   | FP430  |                                                                       |         |       |
| TROW Monthly Fee <sup>b</sup>                       | \$265   | FP250  |                                                                       |         |       |

- a. The Base Permit Fee is applied for each permit scope completed in this application. <sup>a</sup>
- b. The Temporary Right of Way *TROW Inspection Fee* (FP430) is assessed for the first month of right of way use. The *TROW Monthly Fee* (FP250) is assessed for second and subsequent months of right of way use. Credits or fee adjustments are not available for work completed prior to the date specified in an approved TROW permit. <sup>b</sup>
- c. Curb fees apply only to construction fencing in the right of way for commercial, R3, R4, and R5 zones. <sup>c</sup>
- d. Miscellaneous and Public Works inspection fees are project specific and dependent on inspection requirements for each permit. <sup>d</sup>
- e. CCF = Hundreds of cubic feet. Discharge Permit supplementary Form #300B, must be completed for any discharge volume included in the project scope for this permit. <sup>e</sup>

## Permit #:

Description  
of Work:

Phone #:

City/St/Zip:

Associated Building Permit #: