

BUILDING AND SAFETY PLAN CHECK

When will a soils report be required?

Projects requiring soils/geology reports

New Structures
Foundation Underpinning
Basements

Category 1 determination is made by a site visit from City Geologist

Additions
Pools
Retaining Walls
Decks
Balcony
2nd story Addition, Balcony, or Deck

The following may be exempted from a site visit

- **Light weight roof systems such as patio covers and trellis roof structures** unless in close proximity to slopes
- **Below Ground Spas** on level ground unless in close proximity to slopes

Information Required to schedule a Category 1 Site Review

- **Dated** site plans illustrating proposed project
- Applicant/Owner name and contact information including email address
- Provide access to property. All dogs should be locked up or removed from property on day of site visit

GEOLOGIC REVIEW FEE SCHEDULE Effective July 1, 2025

Category 1 \$ 486	This fee is collected as part of the Building and Safety plan check process and covers the review of plans, city files, and a site visit to determine if geotechnical reports or studies will be required.
Category 2 \$ 1,799	This fee is collected only if the submittal of geotechnical report is required based on the initial site assessment (category 1 fee has already been paid). This fee covers the geotechnical review of submitted geotechnical reports and one review of supplemental information. (Two (2) wet stamped and signed copies and a CD of the report shall be provided)
Category 3 \$ 2,083	This fee is collected when a geology / soils report is required to be submitted for geotechnical review as part of the Planning review process. The fee covers the cost of a site visit, the review of the geotechnical report, and the review of one supplemental report. (Two (2) wet stamped and signed copies and a CD of the report shall be provided)
Category 4 \$ 654	This fee is collected when additional information is required to approve geotechnical reports or an update letters is required. (Two (2) wet stamped and signed copies and a CD of the report shall be provided)
Category 5 (Trust deposit)	This fee is collected for services that would not be part of a fixed fee process, such as review of the site visits for view restoration, bluff top properties, code enforcement, subdivisions, and other special projects. The estimated costs will be determined prior to the schedule on time and material basis. This fee is to be determined by staff.