



CITY OF FOSTER CITY

Community Development Department

Building Division

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BUILDING PLAN REVIEW APPROXIMATE TIME FRAMES

Listed below are approximate time frames for specific review processes. The actual time is relative to the requirements of each project and the completeness of the submittal. These estimates are provided to assist you in developing a realistic project schedule. **All times provided are on working days (i.e. Monday through Friday, excluding City holidays and closures).**

Type of Plan	Standard Reviews	
	1st Review Cycle	2nd Review Cycle
Commercial Plan Review		
New Construction	25 business working days	20 business working days
Tenant Improvement	20 business working days	10 business working days
Commercial Photovoltaic	20 business working days	10 business working days
Monument Signs/ Structures	10 business working days	5 business working days
Revisions / Deferred Items	10 business working days	5 business working days
Residential Plan Review		
One Story Addition to a Single-Family Residence	20 business working days	10 business working days
Two Story Addition to a Single-Family Residence	15 business working days	10 business working days
Remodel	10 business working days	5 business working days
New Detached ADU	20 business working days	10 business working days
Rooftop Photovoltaic System	5 business working days	3 business working days
Separate or Combined Mech, Elec, Plumb Scope of Work	5 business working days	3 business working days
Revisions	10 business working days	5 business working days

Notes:

- Express Plan Review service is available for projects that qualify, see Express Plan Check handout. Express Plan Review is by appointment only. For this service, plan review will be attempted to be completed on the day of submittal.
- After the third round of plan review, additional plan check fees may apply. See [fee schedule](#)