



PLANNING FEE SCHEDULE

EFFECTIVE 7/1/20

City of San Clemente Planning
Division
910 Calle Negocio, Suite 100,
San Clemente, CA 92673
Phone: (949) 361-6100
Fax: (949) 366-4750
www.san-clemente.org

PROCESS	PROCESSING FEE	IMAGING FEE (062-000-34142)	GP UPDATE FEE (34167)
ADMINISTRATIVE: 001-000-34164			
Administrative Sign Permit	\$60	\$.62/\$2.55 (oversize)	
Banner Sign Permit	\$12		
Business License Zoning Review	\$23.78		
Lot Line Adjustment	\$421.28	\$ 26	
Portable Sign Permit	\$60	\$.62/\$2.55 (oversize)	
Preliminary Review	Deposit (\$1,000). Minimum \$277.58 fee		
Research Charge	\$50/hour		
Staff Waiver of Minor Cultural Heritage Permit	\$0	\$.62/\$2.55 (oversize)	
Staff Waiver of Minor Architectural Permit	\$171.02	\$.62/\$2.55 (oversize)	
Short-Term Lodging Unit (STLU) Zoning Permit	\$140		
Temporary Sales Sign	\$300/sign		
Temporary Use Permit	\$90.60		
Zoning Confirmation Letter	\$47.57		
CITY ATTORNEY REVIEW (BBK):			
City Attorney	Deposit		
REPRODUCTION:			
Copies	\$.20/copy		
CD/DVD	\$5		
Tape	\$10		
Miscellaneous Imaging		\$.62/\$2.55 (oversize)	
FIELD CHECK:	\$50/hour		
IN-CONCEPT REVIEW – CCC:			
Commercial	\$556.06	\$ 26	
Residential	\$556.06	\$ 26	
LANDSCAPE REVIEW – SMP: 001-000-21532/ Admin: 001-000-34134			
Preliminary Review	\$200		
Detailed Review 24" x 36", Initial Check	\$230/sheet		
Detailed Review 30" x 42", Initial Check	\$345/sheet		
Initial Check, Admin. Fee	10% of total, \$200 max.		
Detailed Review, Recheck	\$50/sheet		
Admin. Fee	10% of total, \$25 min.		
Field Inspection	\$50/hour, 2 hour min.		
PLAN CHECK REVIEW: 001-000-34127 (See building division fee schedule. Planning fee based on project value and staff review time. Fee is collected by building staff at time of plan submittal)			
Minor (tenant improvement, accessory structures)	Minimum \$50		
Residential	Minimum \$100		
Commercial	Minimum \$410		
ZONING ADMINISTRATOR: 001-000-34163			
Encroachment Permit	\$500	\$ 33	
Minor Architectural Permit	\$455	\$ 26	
Minor Conditional Use Permit	\$510	\$ 26	
Minor Conditional Use Permit (live entertainment or alcohol)	\$1,260	\$26	
Minor Cultural Heritage Permit	\$0	\$ 26	
Minor Exceptions	\$185	\$ 26	
Minor Site Plan Permit	\$2,400.91	\$ 26	
Short-Term Apartment Rental (STAR) Permit	\$510	\$ 26	
Tentative Parcel Map for condominium maps and condominium conversions	\$2,400.91	\$ 53	

PROCESS	PROCESSING FEE	IMAGING FEE (062-000-34142)	GP UPDATE FEE (34167)
PLANNING COMMISSION: 001-000-34162			
Architectural Permit	\$2,693.10	\$ 26	
Conditional Use Permit	Deposit	\$ 33	28%
Conditional Use Permit with Architectural/Cultural Heritage Permit	Deposit	\$ 33	28%
Cultural Heritage Permit (1 st 8 hours waived for historic resources, single-family homes and duplexes abutting historic resource(s), and projects with 3 or more units within 300 feet of historic resource(s) per 17.16.180.C.)	Deposit	\$ 26	28%
Discretionary Sign Permit	\$405	\$ 26	
Encroachment Permit	\$500	\$ 33	
Interpretation	\$1,370.33	\$ 26	
Site Plan Permit	Deposit	\$ 33	28%
Site Plan Permit with Architectural/Cultural Heritage Permit	Deposit	\$ 33	28%
Variance	Deposit	\$ 33	28%
Variance with Architectural/Cultural Heritage Permit	Deposit	\$ 33	28%
CITY COUNCIL: 001-000-34161			
Abandonment	\$2,015	\$ 53	
Annexation	Deposit	\$ 53	28%
Development Agreement	Deposit	\$ 53	28%
Encroachment Permit	\$500	\$ 33	
General Plan Amendment	Deposit	\$ 53	28%
Historic Property Preservation Agreement (required if approved)	\$327	\$ 26	
Specific Plan or Specific Plan Amendment	Deposit	\$ 53	28%
Tentative Parcel Map, other than condominium maps and condominium conversions	\$3,584.16	\$ 53	
Tentative Tract Map	Deposit	\$ 53	28%
Zoning Amendment	Deposit	\$ 26	28%
MISCELLANEOUS DISCRETIONARY			
Amendment to Approved Project Zoning Administrator Planning Commission/City Council	\$1,662.46 Deposit	\$26 \$26	28%
Appeal (per appeal hearing body) Applicant	\$1,250.99	\$26	
Appeal Public	\$542.75	\$26	
City Antenna Permit	Deposit	\$26	28%
Environmental Assessment (per final hearing body)	\$225		
ENVIRONMENTAL REPORTS: 001-000-34101			
Fish & Game filing fees not included	Deposit		28%
In-House	Per contract		28%
Consultant	Deposit		
FISCAL IMPACT MODEL FEE: 001-000-34168			
Residential (min. 100 units)	\$28/unit (\$4,200 max.)		
Non Residential (min. 5 acre project)	\$.02/sq. ft. (\$2,000 max.)		
TIME EXTENSION FOR APPROVED PROJECT: (per original final hearing body)			
Zoning Administrator	\$225.81	See original app. fee	See orig. app. fee
Planning Commission	\$895.35	\$26	\$155
City Council	\$895.35	\$26	\$164
TRAFFIC IMPACT REPORT:			
City Engineer's discretion	\$1,500		
TRANSPORTATION CIRCULATION MODEL FEE			
Residential Minimum: 5 units	\$250 + \$25/unit (\$4,000 max.)		
Non-Residential (square footage added)	\$250 + \$.05/sq. ft. (\$5,250 max.)		

Applications on Deposit: Initial deposits shall be determined by the City Planner with actual hourly costs consisting of expenditure of City time, materials, and overhead (including City consultants). In addition, a 28% General Plan Update fee will be charged, where applicable, not exceeding \$10,000 per project.

Schedule updated 7/1/20. Fees in red text updated based on the Dept. of Labor Statistics' Consumer Price Index (CPI) increase of 1.91% from April 2019 to April 2020. Each year on July 1st flat fees are adjusted to reflect a change in the CPI (Los Angeles Index, all items) based on a comparison of the April index. Data source webpage: <https://data.bls.gov/cgi-bin/surveymost?cu>.