



PLANNING FEE SCHEDULE

EFFECTIVE 8/23/2024

City of San Clemente
 Planning Division
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 San Clemente, CA 92673
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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	\$28.46		
Lot Line Adjustment	\$504.10	\$ 26	
Portable Sign Permit	\$60	\$.62/\$2.55 (oversize)	
Preliminary Review	Deposit (\$1,034). Minimum \$332.14 fee		
Research Charge	\$50/hour		
Administrative Development Permit for projects involving the City's list of designated historic structures and landmarks, single-family residences and duplexes abutting historic structures, and projects with three or more units within 300 feet of historic structures	\$0	\$.62/\$2.55 (oversize)	
Administrative Development Permit for applicable projects unspecified in this fee schedule. See Zoning Code Section 17.16.095 for project types and consult a planner	\$204.63	\$.62/\$2.55 (oversize)	
Short-Term Lodging Unit (STLU) Zoning Permit	\$140		
Temporary Sales Sign	\$300/sign		
Temporary Use Permit	\$108.40		
Zoning Confirmation Letter	\$56.92		
CITY ATTORNEY REVIEW: 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	\$665.36	\$ 26	
Residential	\$665.36	\$ 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	\$ 26	
Development Permit requiring a Zoning Administrator decision for single-family residences and duplexes abutting historic structures, and	\$0	\$ 26	

projects with three or more units within 300 feet of historic structures			
Development Permit requiring a Zoning Administrator decision for applicable projects unspecified in this fee schedule. See Zoning Code Table 17.16.100 for project types and consult a planner	\$455	\$ 26	
Development Permit requiring a Zoning Administrator decision nonresidential and mixed use development adjacent to residentially zoned property	\$2,778.38	\$ 26	
Development Permit requiring a Zoning Administrator decision involving new and additions to nonresidential buildings	\$3,233.38	\$ 26	
Minor Conditional Use Permit	\$510	\$ 26	
Minor Conditional Use Permit (live entertainment or alcohol)	\$1,260	\$26	
Cultural Heritage Permit requiring a Zoning Administrator decision	\$0	\$ 26	
Minor Exceptions	\$185	\$ 26	
Short-Term Apartment Rental (STAR) Permit	\$510	\$ 26	
Tentative Parcel Map for condominium maps and condominium conversions	\$2,872.84	\$ 26	

PROCESS	PROCESSING FEE	IMAGING FEE (062-000-34142)	GP UPDATE FEE (34167)
PLANNING COMMISSION: 001-000-34162			
Conditional Use Permit	Deposit	\$ 33	28%
Cultural Heritage Permit requiring a Planning Commission or City Council decision	Deposit (1st 8 hours waived per 17.16.180.C)	\$ 33	28%
Development Permit requiring a Planning Commission or City Council decision	Deposit (1st 8 hours waived for 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)	\$ 33	28%
Discretionary Sign Permit	\$405	\$ 33	
Encroachment Permit	\$500	\$ 33	
Interpretation	\$1,639.69	\$ 33	
Variance	Deposit	\$ 33	28%
CITY COUNCIL: 001-000-34161			
Abandonment	\$2,015	\$ 53	
Annexation	Deposit	\$ 53	28%
Development Agreement	Deposit	\$ 53	28%
Encroachment Permit	\$500	\$ 53	
General Plan Amendment	Deposit	\$ 53	28%
Historic Property Preservation Agreement (required if approved)	\$327	\$ 53	
Specific Plan or Specific Plan Amendment	Deposit	\$ 53	28%
Tentative Parcel Map, other than condominium maps and condominium conversions	\$4,288.68	\$ 53	
Tentative Tract Map	Deposit	\$ 53	28%
Zoning Amendment	Deposit	\$ 53	28%
MISCELLANEOUS DISCRETIONARY			
Appeal (per appeal hearing body) Applicant	\$1,496.89	\$26	
Appeal Public	\$649.43	\$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.)		

AMENDMENT TO APPROVED PROJECT: Zoning Administrator (ZA) approval	Original application fee, but not more than \$1,923.83	\$26	\$0
Planning Commission or City Council approval	Deposit	\$26	\$0
TIME EXTENSION FOR APPROVED PROJECT:			
Director Review of Zoning Administrator (ZA) approval	\$115.49	\$26	\$0
Director Review of Planning Commission (PC) approval	\$341.84	\$26	\$0
ZA Review of ZA approval	\$270.19	\$26	\$0
PC Review of PC approval	\$1,071.34	\$26	\$155
City Council (CC) Review of CC approval	\$1,071.34	\$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 8/23/2024. Fees in red text updated based on the Dept. of Labor Statistics' Consumer Price Index for All Urban Consumers (CPI-U) increase of 3.4% from July 2023 to July 2024. Each year on July 1st flat fees are adjusted to reflect a change in the CPI (Los Angeles area Consumer Price Index, all items) based on a comparison of the July index. Data source web page:

https://www.bls.gov/regions/west/news-release/consumerpriceindex_losanageles.htm