



THE CITY OF SAN DIEGO

FEE/DEPOSIT SCHEDULE FOR

Development & Policy Approvals/Permits

CITY OF SAN DIEGO DEVELOPMENT SERVICES
1222 FIRST AVENUE, MS 301, SAN DIEGO, CA 92101
CALL (619) 446-5300 FOR APPOINTMENTS AND (619) 446-5000 FOR INFORMATION

INFORMATION BULLETIN

503

MARCH 2009

This Information Bulletin lists fees and deposits for development permits and policy approvals. Additional fees/deposits will be required for any subsequent ministerial approvals (e.g., building permits, public right-of-way permits). For project submittal requirements, see Land Development Manual Project Submittal Requirements, Section 4.

I. DEPOSIT ACCOUNTS

The plan review of development permits and policy approvals requires a deposit into a Trust Fund account. A Trust Fund account is established with an initial deposit (see Section IV). This initial deposit is drawn against to pay for the review of your project. During project review, the Financially Responsible Party (as identified on the Deposit Account / Financially Responsible Party, DS-3242) will receive a monthly deposit statement reflecting the charges made against the account.

The Financially Responsible Party may receive invoices for additional deposits for subsequent reviews of the project in order to maintain the minimum balance as shown in Section IV. The payment of this invoice will be required in order to continue processing your project. At the end of the project, any remaining funds will be returned to the Financially Responsible Party.

II. COMPLETENESS REVIEW

It is necessary to evaluate all projects being submitted to ensure that all of the required information is provided to review the project. This is known as the completeness review. In most cases the completeness review for development permits/approvals will require submittal of one copy of all plans/documents as identified in the Land Development Manual Project Submittal Requirements, along with a minimum deposit for the Completeness Review. Once it is determined that your submittal is complete, staff will collect the required fees and deposits when your application is fully submitted (see Sections III, IV). Completeness Review..... \$1,000 Deposit

III. PROJECT FEES

The following fees are paid at the time plans are fully submitted to Development Services for plan review. These fees are in addition to the deposit required for the processing of the project.

Documents referenced in this Information Bulletin

- Project Submittal Manual
Information Bulletin 500, Substantial Conformance Review
Information Bulletin 513, Preliminary Review
Information Bulletin 538, Expedite Program for Affordable/In-Fill Housing and Sustainable Buildings
Deposit Account / Financially Responsible Party, DS-3242

A. General Plan Maintenance Fee

This fee is charged for projects with plans and documents to be reviewed for compliance with the general plan or land development code provisions.

General Plan Maintenance Fee\$ 88

B. Mapping Fee

This fee is charged when there are plans, drawings, maps or other geographical documents utilized for project review.

Mapping Fee\$ 10

C. Discretionary Project Close Out Fee

This fee is charged to pay for plan processing, notarizing documents, permit recordation, and archiving the project file after final hearing or appeal is completed.

Discretionary Project Close Out Fee\$ 500

D. Fire Plan Review Fee

This fee is charged for the Fire Plans Officer review of most development permit projects.

Fire Plans Officer Review Fee\$ 300

IV. POLICY APPROVAL, DEVELOPMENT PERMIT DEPOSITS

Table 503A identifies the initial deposit required for the public noticing, plan review and public hearing process. Where multiple permits/approvals are requested (e.g., Coastal Development Permit with a Site Development Permit), the deposit amounts for each permit/approval type are added together and that amount is required at the time of full submittal.

503A - Development/Policy Approval Deposit

Permit/Approval	Initial Deposit	Subsequent Review and Minimum Balance
Amendment to Prior Permit/Approval	Same as permit/approval	Same as permit/approval
Coastal Development Permit	\$5,000	\$3,000
Conditional Use Permit	\$5,000	\$3,000
Development Agreement	\$8,000	\$5,000
Extension of Time to Prior Permit/Approval	Same as permit/approval	Same as permit/approval
Land Use Plan (new or amendment)	\$8,000	\$5,000
Local Coastal Program (new or amendment)	\$8,000	\$5,000
Map Waiver	\$5,000	\$3,000
Neighborhood Development Permit	\$5,000	\$3,000
Neighborhood Use Permit	\$2,000	\$1,000
Planned Development Permit	\$8,000	\$5,000
Rezone	\$8,000	\$5,000
Site Development Permit	\$5,000	\$3,000
Surface Mining & Reclamation Act Compliance	\$2,000	\$1,000
Technical Study Review ¹	\$2,000	\$1,000
Tentative Map/Vesting Tentative Map	\$8,000	\$5,000
Variance	\$2,000	\$1,000
Zoning Use Certificate for WCF's	\$2,000	\$1,000

¹This is an optional service for the review of a Traffic Report, Water Study or Sewer Study prior to submittal of the development permit or tentative map.

V. OPTIONAL SERVICES

A. Affordable/Infill Housing & Sustainable Building Expedite Program

This program provides expedited Development Permit & Policy Approval processing for all eligible affordable/in-fill housing and sustainable building projects. Information Bulletin 538, "Expedite Program for Affordable/In-Fill Housing and Sustainable Buildings" describes the minimum submittal requirements and procedures associated with this program.

Residential Projects.....\$500 per unit¹
 Commercial/Industrial Projects:

0-1,000 sq. ft.....	\$882
1,001-5,000 sq. ft.....	\$882 + \$7.36 per each add'l 100 s.f.
5,001-20,000 sq. ft.	\$1,177.00 + \$5.89 per each add'l 100 s.f.
20,000+ sq. ft.	\$2,060.00 + \$2.94 per each add'l 100 s.f.

¹This fee is capped so it will not exceed 40 percent of the actual staff hourly billing as determined at project closeout

B. Substantial Conformance Review

Substantial Conformance Review (SCR) is generally a voluntary service available to customers who are proposing to modify their project after a discretionary permit has been approved by the City. This service is offered to allow customers to provide only the information needed to make a conformance determination, without having to go to the expense of

preparing complete construction documents. The process does not include a review for conformance with other City regulations, which is performed when an application for a construction permit approval such as a building, grading, or public improvement permit is made. Information Bulletin 500, "Substantial Conformance Review" describes the minimum submittal requirements, fees/deposits and procedures associated with this service.

C. Preliminary Review

This service helps you obtain the answers that you need to determine the feasibility of your development project and to be successful in submitting the project for review. Through preliminary review, you can obtain general information on the regulations with which your project must comply, find out which permits you must obtain, the review process that applies to your development, and obtain interpretations on how the City will apply code provisions to specific situations. Information Bulletin 513, "Preliminary Review" describes the minimum submittal requirements, fees/deposits and procedures associated with this service.