

**ORDINANCE NO. 10286 (New Series)**

**AN ORDINANCE AMENDING THE SAN DIEGO COUNTY ADMINISTRATIVE CODE TO ADD A PERMIT FEE RELATING TO ZONING VERIFICATION PERMIT**

The Board of Supervisors of the County of San Diego ordains as follows:

Section 1. The Board of Supervisors finds and determines that it is necessary to amend the Administrative Code pertaining to fees for the Zoning Verification Permit projects in the Department of Planning and Development Services. The amendments made by this ordinance are intended to introduce a new fee for County review of Zoning Verification Permit projects to ensure full cost recovery in accordance with Board Policy B-29, clarify and simplify the land development process with plain language, and to ensure deposits are in place to reimburse the County for costs incurred to perform pre-intake work on projects that have not yet been filed with the County for review and approval.

Section 2. Section 362.1 of the Administrative Code is hereby amended to read as follows:

**SEC. 362.1. DEPARTMENT OF PLANNING AND DEVELOPMENT SERVICES.**

This section contains provisions for fees, deposits and standard hourly rates for the Department of Planning and Development Services.

**(a) SCHEDULE OF DISCRETIONARY FEES AND DEPOSITS**

CASE TYPE	PDS Planning & Environmental Review				PDS Review Teams				PDS Trails Review	
	CROSS REFERENCE	INTAKE DEPOSIT/ FEE	Deposit (D) or Fee (F)	Environmental Actions (CEQA):  Authority: 15045 CEQA Guidelines <sup>1</sup> (D)	CROSS REFERENCE	INTAKE DEPOSIT/ FEE	Deposit (D) or Fee (F)	Environmental Actions (CEQA):  Authority: 15045 CEQA Guidelines <sup>1</sup> (D)	CROSS REFERENCE	INTAKE DEPOSIT/ FEE <sup>8,9</sup>
<b>ADMINISTRATIVE PERMITS</b>	7056 ZO				459 CAC					
Additional Story		\$1,915 (V)	D							
Appeal - Administrative Permits	6930, 7054, 7057, 7064, 7200 ZO	Refer to Appeals								
Agricultural Clearing	87.301 CC	\$1,160 (V)	D			\$865 (S)	D			
Borrow Pit		\$1,915 (V)	D	\$3,610		\$865 (S)	D			
Boutique Winery		\$1,915 (V)(L)	D	\$629		\$865 (S)	D			
Clearing	87.301 CC	\$1,160 (V)	D	\$3,610		\$865 (S)	D			
Family Day Care		Waived				Waived				
Farm Employee Housing	7602 ZO	\$1,915 (V)	D	\$629		\$865	D			
Fence Height		\$1,915 (V)	D							
Guest Living Quarters		\$1,915 (V)	D	\$629 (only if over 600 sf)		\$865	D			
Homeowners Association		\$1,915 (V)	D							
Host Home		\$1,915 (V)	D			\$865	D			
Lot Size Averaging		\$1,915 (V)	D	\$3,610		\$865	D			
Meteorological Testing Facilities		\$1,915 (V)	D	\$629		\$865	D			
Minor Deviation		\$ 578 (V)	F							

Mobile Financial Business Office		\$1,915 (V)	D	\$629		\$865	D		
Modification	7072 ZO	\$1,915 (V)(L)	D	\$629/\$1,415		\$865	D		
Off-Premise Sign		\$740 (V)	F						
On-Premise Sign		\$782	F						
Sign Modification	7072 ZO	\$298 (V)	F						
Open Space Encroachment	Board Policy I-100, 7056 ZO	\$2,075 (V)	D	\$1,415/ \$3,610					
Oversized Structure		\$1,915 (V)(L)	D	\$629		\$865	D		
Recycling Collection Facility (small)		\$1,915 (V)(L)	D	\$629		\$865	D		
Second Dwelling Unit <sup>6</sup>		\$1,915 (V)(L)	D	\$629		\$865	D		
Standard Application		\$1,915 (V)(L)	D	\$3,610		\$865	D		
Time Extension	7070 ZO	\$901	F			\$865	F		
Wind Turbine Projects		\$1,915 (V)	D	\$3,610		\$865	D		
<b>AGRICULTURAL PRESERVES</b>	Board Policy I-38								
Contracts/Amendments		\$680	D	\$3,610					
Establishment of a Preserve		\$1,705	D	\$3,610					
Disestablishment of a Preserve		\$1,705	D	\$3,610					
<b>ALCOHOLIC BEVERAGE CONTROL (ABC) DETERMINATION</b>	Board Policy I-121								
Appeal - ABC Determination		Refer to Appeals							
Application		\$955	D						
<b>APPEALS</b>	Refer to ZO and Subdivision Ordinance for each case type				Refer to Subdivision Ordinance for each case type				
Administrative Decision	7201 d ZO	\$1,670	D/F <sup>3</sup>						
To Board of Supervisors		\$1,000	D/F <sup>5</sup>						
To Planning Commission		\$1,000	D/F <sup>5</sup>						
<b>ASSESSMENT DISTRICT FORMATION</b>									
Deposit					459.2.1 CAC	\$5,435	D		
<b>AUDIO TAPES</b>	Board Policy B-29								
Copies		\$8.50 per tape + T&M	F						
Transcription Certification		\$8.50 per tape + T&M	F						
Computer Disks		T&M	F						
<b>BOUNDARY ADJUSTMENTS (V)</b>									
Appeal - Boundary Adjustments	81.904 CC	Refer to Appeals							
Standard Application	81.201 CC	\$865 (V)	D	\$629	81.201 CC	\$1,390	D		
<b>CENTERLINE REVIEW</b>					81.804 CC				
Review						\$1,585	D		
<b>CERTIFICATES OF COMPLIANCE</b>	81.201 CC				81.201 CC				

Appeal of MSV	81.1102 (B)	Refer to Appeals								
Application Legal Lot (Including remainder parcel)		\$1,400 (V) plus \$155 for Each Additional Increment of 1 Lot or Part thereof	D			\$535 plus \$95 for Each Additional increment of 1 Lot or Part thereof;	D			
Certificate of Compliance With Boundary Adjustment		\$1,435 (V)	D	\$629		\$1,375 plus \$95 for each additional lot	D			
Certificate in Lieu of Tentative Map	81.207 CC	\$1,840	D	\$3,610	81.207 CC	\$1,295 (S)	D			
Certificate in Lieu of Tentative Parcel Map	81.207 CC	\$1,840	D	\$3,610	81.207 CC	\$1,295 (S)	D			
Non-Refundable Violation Fee (MSV)		\$600	F							
Violation of Subdivision Ordinance (MSV)		\$4,645	D	\$3,610		\$4,400 (S)	D			
<b>CONDITION SATISFACTION COMPLIANCE REVIEW</b>										
Condition Satisfaction Review - Mitigation Monitoring Compliance <sup>7</sup>	65909.5 GC CEQA Guidelines 15045	Dependent on number of conditions:  1-5: \$430 F  6-10: \$860 F 11-15: \$1,235 D	F/D							
Groundwater Monitoring/ Mitigation	7362 (e) and (f) ZO, 65909.5 GC	\$606	F							
<b>CONSTRUCTION PERMIT</b>										
Application		\$126 (S)	F							
Time Extension		\$63	F							
<b>CONSULTANT LIST</b>										
CEQA Consultant Application	County of San Diego CEQA Guidelines	\$417	F							
CEQA Consultant Renewal		\$204	F							
Appeal of Scoring for Placement on the CEQA Consultant List		\$306	F							
<b>COPIES OF DOCUMENTS</b>										
All Paper Sizes	Board Policy B-29, 6250 - 6276.48 GC	\$0.15 per page	F							
Zoning/Planning Overlays		\$2.10 per page	F							
Microfilm Copies		\$2.60 per page	F							
<b>COVENANT RELEASE FEE</b>	81.211 CC	\$263	F							
<b>ENCROACHMENT PERMIT</b>										
Application	71.408 CC & 71.609 CC	\$126	F							
Time Extension		\$63	F							
<b>ENVIRONMEN-</b>	San Diego County CEQA Guidelines									

<b>TAL ACTIONS (CEQA)</b>										
Application for Environmental Initial Study (AEIS) —Average		\$3,610	D		87.301 CC	\$2,930	D			
AEIS — Major		\$5,360	D		87.301 CC	\$4,465	D			
AEIS - Previous/Minor		\$1,415	D		87.301 CC	\$1,220	D			
Appeal of an Environmental Determination by a non-elected County Decision maker	86.404 CC	Refer to Appeals			86.404 CC	Refer to Appeals				
CEQA Exemption		\$629	F/D		81.205 CC	\$409	F/D			
Second Dwelling Unit - Groundwater Ordinance Compliance	67.750 c ZO	\$295	F							
<b>EXCAVATION PERMIT</b>	71.314 CC									
Application		\$126	F							
Time Extension		\$63	F							
<b>GENERAL PLAN AMENDMENT</b>										
Initial Consultation	Board Policy I-63	\$4,371	F							
Standard Application	395.1 CAC	\$4,230	D	\$5,360	395.1CAC	\$1,125	D		65358 (a) GC	\$510 Initial Review  \$340 Subsequent Review
<b>GRADING PERMIT (PLAN CHECK BY CU. YDS.)</b>									California Constitution	
Minor DPW Grading Permit					87.301 CC	\$1,680 (S)(L)	D	\$409		
Major Grading Permit (under 10,000)						\$2,605 (S)(L)	D	\$2,960		\$340 Initial Review  \$170 Subsequent Review
Major Grading Permit (10,000 or greater)						\$3,630 (S)(L)	D	\$4,515		\$340 Initial Review  \$170 Subsequent Review
<b>HABITAT LOSS PERMIT (With Appropriate Environmental Action)</b>	86.102 CC, 86.104 CC									
Application		\$1,730	D	\$3,610						
<b>IMPROVEMENT PLAN - Curb Grade</b>					81.206 CC & 87.301 CC					
Curb Grade Review						\$2,690 (S)	D	\$409		
<b>IMPROVEMENT PLAN - Parcel Map (TPM)</b>					81.201 CC, & 87.301 CC					
Parcel Map (TPM) Review						\$2,350 (S)(L)	D	\$409		
<b>IMPROVEMENT PLAN -</b>					81.201 CC, 87.301 CC					

Subdivision Map Tentative Map (TM)										
Subdivision Map TM Review						\$6,680 (L)	D	\$409		
LANDSCAPE AND IRRIGATION PLANS (L)	7602 ZO & 6712 ZO; 86.703 CC								California Constitution	
Large		\$1,487 (V)(S)	F							\$170 Initial Review  \$170 Subsequent Review
Large-- Modification		\$744 (V)	F							
Small		\$1,178 (V)(S)	F							\$170 Initial Review  \$170 Subsequent Review
Small-- Modification		\$589 (V)	F							
Revegetation Plan/Monitoring		\$2,740 (V)	D							
MAJOR SUBDIVISIONS (TENTATIVE MAP)	81.201 CC				81.201CC				66451.2 GC	
Appeal - Major Subdivisions	81.306 CC	Refer to Appeals			81.514 CC	Refer to Appeals				
Final Map Modification (Change of Circumstance)		\$425	F			Qualification: \$1,305 (S)  Hearing: \$2,770 (S)	D			
Revised Map		\$1,840 (L)	D	\$1,415		\$1,730 (S)	D			\$170 Initial Review  \$170 Subsequent Review
Standard Application		\$2,570 (L)	D	\$3,610		12,790	D			\$340 Initial Review  \$170 Subsequent Review
Standard Application (51 lots and up)		\$2,570 (L)	D	\$5,360		\$14,860 (S)	D			\$340 Initial Review  \$170 Subsequent Review
Time Extension		\$1,840	D	\$1,415		\$610 (S)	D			
Condo Conversion		\$2,570 (L)	D	\$629		12,790	D			
MAJOR USE PERMIT					7605ZO				65909.5 GC	
Appeal - Major Use Permit	7352, 7366; 5804(e) ZO	Refer to Appeals								

Borrow Pit	7354 ZO	\$3,070 (V)	D	\$5,360		\$2,175 (S)	D			
Compliance Inspection	7362 (a) ZO, 65909.5 GC, 66014 GC	\$787	F							
Minor Deviation	7609 ZO	\$740 (V)(S)	F							
Mobile home Park	6548, 7602(d) ZO	\$3,195 (V)(L)(S)	D							
Mobile home Park Conversion - Threshold Determination	Board Policy 1-105	\$3,195	D							
Modification	7378 ZO	\$3,075 (V)(L)	D	\$1,415		\$1,550 (S)	D			\$170 Initial Review  \$170 Subsequent Review
Planned Development	5804(a), 7354 ZO	\$3,070 (V)(L)	D	\$5,360		\$2,175 (S)	D			
Planned Development - Administrative Deviation from approved PRD Plot Plan	5804(a) ZO	\$244	F							
Planned Development - Waiver of Planned Development Regulations	5804(c), 5804(d) ZO	\$905	D							
Standard Application	7354 ZO	\$3,070 (V)(L)	D	\$5,360		\$2,175 (S)	D			\$170 Initial Review  \$170 Subsequent Review
Time Extension	7376 ZO	\$2,560	D	\$1,415		\$1,550 (S)	D			
Wireless Telecommunications (Tier 4)	6985 ZO	\$3,070 (V)	D	\$5,360		\$2,175 (S)	D			\$170 Initial Review  \$170 Subsequent Review
<b>MILLS ACT APPLICATION</b>	88.11 CAC	\$1,160	D							
<b>MINOR SUBDIVISIONS (TENTATIVE PARCEL MAP)</b>	81.201 CC				81.201 CC				66451.2 GC	
Appeal - Minor Subdivisions	81.203, 81.615 CC	Refer to Appeals								
Condo Conversion		\$2,245(L)	D	\$629		\$2,605 (S)	D			
Parcel Map Review						\$4,515	D			
Parcel Map Amendment Review (Map Modification)		\$425	F			Qualification: \$1,305 (S)  Hearing: \$2,770 (S)	D			
Modification (Final Notice of Approval Amendment)		\$425	F			\$779	F			
Revised Tentative Parcel Map		\$820 (L)	D	\$1,415		\$1,730 (S)	D			\$170 Initial Review

										\$170 Subsequent Review
Standard Application		\$2,245 (L)	D	\$3,610		\$2,605 (S)	D			\$170 Initial Review
Time Extension		\$1,318	F	\$1,415		\$618 (S)	F			\$170 Subsequent Review
<b>MINOR USE PERMIT</b>	7354 ZO, 7378 ZO, 7609 ZO				459.7 CAC					
Appeal - Minor Use Permit	7352.b, 7366.a.2 ZO	Refer to Appeals								
Minor Deviation		\$595	F			\$1,131 (S)	F			
Modification		\$2,245	D	\$1,415		\$1,425 (S)	D			
Standard Application		\$2,245	D	\$3,610		\$1,425 (S)	D			
Time Extension		\$1,233	F			\$1,131 (S)	F			
Wireless Telecommunication s within County ROW (Tier 3)		\$2,245	D	\$629		\$1,425 (S)	D			
<b>MISCELLANEO- US</b>										
Administrative Fence Height Exception	6708 (I) ZO, 7614 ZO	\$337	F							
Expedited Review	362(b)10 CAC; 7602 ZO	T&M	D							
Rebuild Letter	Board Policy B- 29	T&M	F							
Impact Fee Deferral	Board Policy B- 29	\$170	F							
Zoning History Letter	Board Policy B- 29	T&M	F							
<b>PRE- APPLICATION CONFERENCE</b>	7602 ZO & County of San Diego CEQA Guidelines Section 5			459.8 CAC						
Initial Consultation		\$1,505	D			\$700	D			
Major Project Pre- Application Conference		\$4,035	D		based on permit type	\$2,705	D			\$170 Initial Review
Plan Pre-submittal - Building	460.38 CAC	\$51	F							
Plan Pre-submittal - Final Engineering/ Final Map						\$260 (L)	D			
<b>RECLAMATION PLAN<sup>2</sup></b>	87.706				87.706 CC				California Constitution	
Application		\$2,750 (V)	D	\$3,610		\$2,510	D			\$340 Initial Review
Modification		\$2,750 (V)	D	\$1,415		\$1,330	D			\$170 Subsequent Review
<b>RESOURCE MANAGEMENT PLAN</b>	15097 CC									\$170 Initial Review
Initial Review		\$2,420	D							\$170 Subsequent Review
<b>REZONE (ZONE CLASSIFICA-</b>	7505 ZO				460.33 CAC					

Application		\$2,845	D	\$5,360		\$1,630	D		
<b>ROAD MATTERS</b>	462 CAC								
General Plan Conformance Review		\$340	F						
Opening/Vacation					461 CAC, & 462 CAC	\$2,085	D		
Remandment Review		\$425	F		460.1 CAC	\$1,750	D		
Appeal of Decision to remand access rights					81.1106(d) CC	Refer to Appeals			
<b>MOVING PERMIT/ ROUTE EVALUATION</b>									
Moving	71.204.1 CC	Single Trip \$16; Annual Permit \$90	F						
<b>SITE PLANS</b>	7158, 7168, 7609, 7169, & 7602 ZO				460.2 CAC			California Constitution	
Appeal - Site Plans	7166 ZO	Refer to Appeals							
B Designator <sup>4</sup>		\$2,000 (V)	D	\$629		\$1,205 (S)	D		\$340 Initial Review \$170 Subsequent Review
B Designator Modification		\$2,000 (V)	D	\$629		\$865 (S)	D		\$170 Initial Review \$170 Subsequent Review
D Designator		\$2,000 (V)	D	\$629		\$1,205 (S)	D		\$340 Initial Review \$170 Subsequent Review
D Designator Modification		\$2,000 (V)	D	\$629		\$865 (S)	D		\$170 Initial Review \$170 Subsequent Review
J Designator		\$2,000 (V)	D	\$629		\$1,205 (S)	D		\$340 Initial Review \$170 Subsequent Review
J Designator Modification		\$2,000 (V)	D	\$629		\$865 (S)	D		\$170 Initial Review \$170 Subsequent Review
Minor Deviation	7609 ZO	\$663 (V)	F			\$523 (S)	F		
Modification	7169 ZO	\$2,000 (V)	D	\$1,415		\$865 (S)	D		\$170

										Initial Review
										\$170 Subsequent Review
Standard Application	7158 ZO, 7602 ZO	\$2,000 (V)	D	\$3,610		\$1,205 (S)	D			\$340 Initial Review
										\$170 Subsequent Review
Time Extension	7168 ZO	\$901	F			\$414 (S)	F			
Wireless Telecommunication (Tier 1) Administrative Site Plan		\$2,000 (V)	D	\$3,610		\$1,205 (S)	D			\$340 Initial Review
										\$170 Subsequent Review
<b>SPECIFIC PLANS (LARGE SCALE)</b>	65450 GC				395 CAC				65456 (B) GC	
Application		\$9,205	D	\$5,360		\$705	D			\$340 Initial Review
										\$170 Subsequent Review
Amendment		\$4,220	D	\$5,360		\$705	D			\$170 Initial Review
										\$170 Subsequent Review
<b>STORMWATER MANAGEMENT PLAN (SWMP) (S)</b>					460.36; 67803 (c)(1)CC					
SWMP Intake Review/Minor SWMP						\$695	D			
Major SWMP						\$2,255	D			
<b>VACATION</b>										
Open Space Easement Vacation	Board Policy I-103	\$2,075 (V)	D	\$1,415 or \$3,610						
Public Service Easement Vacation	461 & 462 CAC	\$2,075 (V)	D	\$1,415 or \$3,610						
<b>VARIANCE</b>					460.4 CAC					
Administrative Variance	7106 ZO, 7602, ZO	\$2,034	F	\$629		\$703	F			
Appeal - Variance	7114, 7114a.1 ZO; 36.428 CC	Refer to Appeals								
Minor Deviation	7609 ZO	\$578 (V)	F			\$618	F			
Modification	7126 ZO	\$2,136 (V)	F	\$629		\$618	F			
Noise Variance Permit	36.426 CC	\$995	F							
Standard Application	7104 ZO	\$2,140 (V)	D	\$629		\$825	D			
Time Extension	7124 ZO	\$578	F			\$618	F			
<b>ZONING VERIFICATION PERMIT</b>										
Standard Application	7300 ZO	\$1,023	F							

CAC = County Administrative Code; CC = San Diego County Code; GC = CA Government Code; ZO = San Diego County Zoning Ordinance; T&M = Time and Materials; (V) = subject to violation fee, see Section 362(b)(8); (F) = Fee; (D) = Deposit, amount listed is intake deposit only, additional deposits may be required; (L) = A Landscape intake deposit or fee may apply, refer to the Landscape and Irrigation Plans case type for applicable deposit; (S) = A Stormwater intake deposit may apply, refer to Stormwater Management Plan (SWMP) case type for applicable stormwater deposits. When multiple permits are submitted concurrently, only one stormwater deposit is required.

## Notes

- 1 Notwithstanding the CEQA intake deposits listed, if any project is found to have a potentially significant impact the appropriate CEQA deposit will be required. For concurrent submittals with multiple permits, only one CEQA deposit (the highest amount) is required per Department.
- 2 Reclamation Plans submitted at intake concurrently with a Major Use Permit Borrow Pit Application do not require submittal of separate PDS and DEH Reclamation Plan deposit. If the Reclamation Plan is not submitted concurrently, the deposit is required.
- 3 PDS fees may be waived if applicable conditions are met pursuant to 7602 ZO.
- 4 PDS deposits for processing a site plan application for community design review of a single dwelling on an existing legal lot, or for buildings or structures accessory to such a dwelling within the I-15 corridor -shall have such fees and deposits waived. Cross Reference: 362(h) CC.
- 5 The cost of the appeal will be taken in as a deposit if the applicant files the appeal. For non-applicant filed appeals, the amount is taken in as a fee.
- 6 If the project relies on groundwater, collect the second dwelling unit - groundwater ordinance compliance fee.
- 7 If the project deposit account is still open and has, at a minimum, -the amount of funds listed in the INTAKE DEPOSIT/FEE column, an additional deposit is not required.
- 8 INITIAL REVIEW FEE. An Initial Review Fee in the amount listed in Section 362.1 shall be paid when an application or plan is submitted for one or more of the following: general plan amendment, major use permit, major use permit modification, site plan, site plan modification, specific plan, specific plan amendment, tentative map (major subdivision) revised tentative map, tentative parcel map (minor subdivision), revised tentative parcel map, grading plan, reclamation plan, reclamation plan modification, and landscape plan.
- 9 SUBSEQUENT REVIEW FEE. During the initial review, the Department of Planning and Development Services may determine that additional (subsequent) review is necessary for issues related to parks and/or issues related to trails. If the Department determines that additional review is necessary, a Subsequent Review Fee Parks and/or a Subsequent Review Fee Trails in the amount(s) specified in Section 362.1 shall be applied for the applications listed below if the applicant wants to proceed with the project.

PASSED, APPROVED, AND ADOPTED by the Board of Supervisors of the County of San Diego this 11<sup>th</sup> day of September, 2013.



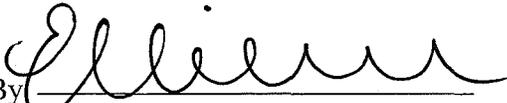
GREG COX  
Chairman, Board of Supervisors  
County of San Diego, State of California

The above Ordinance was adopted by the following vote:

AYES: Jacob, D. Roberts, R. Roberts, Horn  
ABSENT: Cox

ATTEST my hand and the seal of the Board of Supervisors this 11<sup>th</sup> day of September, 2013.

THOMAS J. PASTUSZKA  
Clerk of the Board of Supervisors

By   
Elizabeth Miller, Deputy



Ordinance No. 10286 (N.S.)

09-11-13 (1)