

Alcoholic Beverage License Application: Appeal of Decision (to Planning Commission)

EFFECTIVE 7/01/2025		FEES*	INITIAL DEPOSIT*
PDS PLANNING		\$1,000***	\$1,000**
STORMWATER			
DEHQ	SEPTIC/WELL		
	SEWER		
PDS TRAILS REVIEW			
VIOLATION FEE <i>(not included in total)</i>		None	
INITIAL DEPOSIT & FEE TOTAL			
\$1,000			

If you're submitting any additional studies or reports for review, you are required to add an extra \$5,000 for each one. This helps us make sure all departments can keep working smoothly and finish the review on time.

ZONING STAFF: Send a copy of the Appeal to the Director, Deputy Director, and Planner.

* Use our [Discretionary Permit Cost Guide](#) to estimate the County portion of your project's cost.

** The cost of the appeal will be taken in as a deposit if the applicant files the appeal.

*** The cost of the appeal will be taken in as a fee if a non-applicant files the appeal.

Forms are available at: <http://www.sdcounty.ca.gov/pds/zoning/ZoningNumeric.html>, or the links below.

Please follow all notes and instructions carefully to avoid delays in processing.

Email Option: Email PDSDiscretionaryPermitIntake@sdcounty.ca.gov all required documents below for an email submittal of the project. Please keep in mind that **ONLY 30 MB** can be sent via email. If your files exceed this, the full submittal must be completed in person. Please ensure that all files are properly labeled. Please see **note 2** for further information. An invoice will be provided once a complete submittal is verified. Please email receipt once the invoice is paid.

NOTE: Processing of plans will not start until the submittal is deemed complete, and fees have been paid and verified.

PART A:

Item below must be printed on paper and have all required signatures.

- A letter requesting an Appeal from the Applicant or Community Planning/Sponsor Group Chair: **ONE (1)** copy.

PART B:

Item below is for your information. Please do not bring in this item.

[Policy I-121: Procedure for Determining Public Convenience or Necessity for Alcoholic Beverage License Applications.](#)

NOTES:

- Project goes to local Community Planning/Sponsor Group for recommendation.
- The submittal process begins at the main "Check-In" counter on the first floor.
- Office Location and Hours:**
5510 Overland Avenue, Suite 110 (First Floor), San Diego, CA 92123.
Monday - Friday: 8:00 a.m. to 11:45 a.m. and 12:30 p.m. to 4:00 p.m. (Except County Holidays).
- If you have any additional questions about the application, please email us at:
PDSZoningPermitCounter@sdcounty.ca.gov