

REVIEW PROCESS

PRE-APPLICATION: The applicant meets with staff to become familiar with zoning requirements applicable to the project.

APPLICATION SUBMITTAL: City staff reviews application for completeness. If complete, staff reviews the project for determination of compliance with the California Environmental Quality Act. The project is reviewed by the Zoning Administrator, Planning Commission, and/or other boards and commissions, as deemed necessary.

ZONING ADMINISTRATOR: The Zoning Administrator conducts public hearings for zone variances and some conditional use permits. The application may be approved, conditionally approved, or denied based upon staff's analysis and recommendation and public testimony

PLANNING COMMISSION: The Planning Commission conducts public hearings for the majority of the land use applications and makes the final decision based upon staff's recommendation and public testimony received on the project.

CITY COUNCIL: Decisions on all tentative subdivision maps, rezones, General Plan amendments, and agreements are made by the City Council after a public hearing.

ANY QUESTIONS? Please call the Planning Division at (949) 443-6331.

WQMP REVIEW

UTILITY DEPARTMENT

The City's Utility Department reviews Water Quality Management Plans (WQMP) as party of the City's Clean Water Program. These plans are also required by the San Diego Regional Water Quality Control Board (RWQCB). WQMPs assure that new development will improve and/or protect surface water quality within the City and along the coastal beaches. Deposit amounts are as follows:

WQMP 1st/2nd Review (Small Project): \$576.48
WQMP Subsequent Review (Small Project): \$230.18
WQMP 1st/2nd Review (Large Project): \$921.76
WQMP Subsequent Review (Large Project): \$345.27

"Small Projects" consist of all *Non-Priority Projects* as defined in the City's WQMP Guidelines and the following *Priority Project* categories:

- Automotive repair shops
- Restaurants where the land area of development is 5,000 sq ft or more including parking area
- Hillside development greater than 5,000 square feet
- Impervious surface of 2,500 sq ft or more located within 200 ft or discharging directly to receiving waters within Environmentally Sensitive Areas
- Parking Lots \geq 5,000 sq ft or with 15 parking spaces or more, and potentially exposed to urban stormwater runoff
- Streets, roads, highways, and freeways which would create a new paved surface that is \geq 5,000 sq ft

"Large Projects" consist of the following *Priority Project* categories:

- Residential development of 10 or more units
- Commercial/industrial development greater than 100,000 square feet including parking area

PLANNING FEE SCHEDULE (Effective July 1, 2012)



City of San Juan Capistrano
Development Services
Planning Division
32400 Paseo Adelanto
San Juan Capistrano, CA 92675
Tel: (949) 443-6331
www.sanjuancapistrano.org

Fixed Fee Schedule

- Appeals
 - Non- Applicant \$500
 - Applicant..... \$1,000
- Check Final Map..... \$579.36+\$30.01 per lot
- Exception to Radio/Dish Antenna Regulations.....\$120.01
- Exception to Title 9 Regulation..... \$898.02
- Grand Opening & Promotional Banner \$30
- Modification to CC&R's (H.O.A)..... \$178.98
- Planning Commission Interpretation..... \$500
- Planning Inspection (after first 2 inspections)..... \$88.97
- Pre-application Consultation/Preliminary Review
 - Commercial/industrial tenant improvements or 3 residences or fewer.....\$500
 - Commercial/industrial 1- 50,000sq.ft. or 4 residences or more \$1,000
 - Commercial/industrial 50,000sq.ft. or more \$1,500
- Research (over .25 hours)..... \$58.97/hr
- Sign Permit (Over the Counter) \$118.98
- Special Development Advisory Board (DAB) meeting...\$404.52
- Staff Interpretation..... \$88.97
- Street Banner..... \$95.18
- Tree Removal Permit: Residential/Commercial..... \$30
- Tree Removal Permit: HOA 1—3 Trees \$30
- Tree Removal Permit: HOA 4 - 9 Trees \$116.91
- Temporary Sign Permit..... \$30
- Temporary Use Permit (TUP) \$359
- Zoning Compliance Plan Check Over the Counter.... \$133.46
- Zoning Compliance Plan Check All Others..... \$373.49
- Zoning Confirmation Letter..... \$88.97
- Development Agreement Annual Review..... \$1,000

SUMMARY OF PLANNING FEES

(Effective July 1, 2012)

Special Activities Permits

- City Wide Special Events
 - Non-Profit.....\$899.06 Profit..... \$2,397.14
- Merchant Events/ Center Events
 - Non-Profit.....\$60.01/\$91.04 Profit..... \$180.02
- Christmas Tree Lots
 - Non-Profit..... \$60.01 Profit..... \$267.96

Maps

- General Plan Map*.....\$6.21 each
- Zoning Map*..... \$10.35 each
- Los Rios Specific Plan Map \$6.21 each

Developer Deposit Application (Initial Deposit)**

- Administrative Approval/Land Use Adjustment/Modification..... \$2,000
- Affordable Housing Agreements..... \$3,000
- Annexation..... \$10,000
- Architectural Control Application.....\$15,000
- Certificate of Compliance..... \$1,500
- Conditional Use Permits..... \$8,000
- Discretionary Use Permits..... \$10,000
- Development Agreements (include modifications)....\$5,000

- Floodplain Development Permit \$1,500
- General Plan Amendment..... \$10,000
- Grading Plan Modification..... \$5,000
- Mobile Park Conversions, Closures, & Cessations of Use Fee..... \$30,000
- Tentative Parcel Map..... \$5,000
- Tentative Parcel Map Waiver..... \$1,500
- Tentative Subdivision (Tract) Map..... \$10,000
- Time Extensions..... Use 50% of original deposit.
- Tree Removal Permit: HOA 10+ trees \$1,000
- Tree Removal Permit: Planning Commission \$1,000
- Sign Monument (not part of AC) \$1,000
- Sign Permit /Program..... \$2,068
- Site Plan Review..... \$3,000
- Zone Change..... \$4,000
- Zone Change with CDP's, SDP's, Code Amendments..... \$5,000
- Zone Variance (not with other applications) \$2,000
- Zone Variance (with Architectural Control or Conditional Use Permit applications)..... \$2,000
- WQMP Review (see reverse)

**Developer Deposits are established based on estimated staff hours needed to process the application. Unexpended deposit funds are refunded to the applicant. Some applications require additional funds to be deposited, based on complexity of the application and development issues.