

# ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT



## PLANNING DIVISION FEES

EFFECTIVE MARCH 19, 2022 PER RESOLUTION 2021-C02

213 E. Foothill Boulevard, Azusa, California 91702

Planner on Duty (POD): (626) 812-5235 FAX: (626)334-5464

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PERMIT TYPE		BASE FEE	TECH FEE <sup>5</sup>	GENERAL PLAN FEE <sup>6</sup>	TOTAL DUE	
General Plan Amendment	GPA	15,000.00	750.00	1,500.00	17,250.00	D
Zone Change	Z	5,000.00	250.00	500.00	5,750.00	D
Annexations	ANN	10,000.00	500.00	1,000.00	11,500.00	D
Development Agreement:						
Development Agreement Review		10,000.00	500.00	1,000.00	11,500.00	D
Development Agreement Annual Monitoring		5,000.00	250.00	500.00	5,750.00	D
Specific Plan						
Specific Plan Review	SP	10,000.00	500.00	1,000.00	11,500.00	D
Specific Plan Amendment	SPA	5,000.00	250.00	500.00	5,750.00	D
Development Code Amendment	CA	5,000.00	250.00	500.00	5,750.00	D
Special Event Permit	SEP	5,000.00	250.00	500.00	5,750.00	D
Use Permit						
Use Permit	UP	6,501.00	325.05	650.10	7,476.15	
Modification to Use Permit	ModUP	3,266.00	163.30	326.60	3,755.90	
Minor Use Permit	MUP	1,238.00	61.90	123.80	1,423.70	
Modification to Minor Use Permit	ModMUP	684.00	34.20	68.40	786.60	
Variance						
Variance	V	5,302.00	265.10	530.20	6,097.30	
Variance for single family residential	SFV	1,000.00	50.00	100.00	1,150.00	
Minor Variance	MV	1,675.00	83.75	167.50	1,926.25	
Zoning Clearance:						
Business License Application Review		93.00	4.65	9.30	106.95	
Over-The-Counter Review		93.00	34.65	9.30	136.95	
Zoning Letter (per parcel):						
Zoning Letter - Single Family Residence	ZL	186.00	9.30	18.60	213.90	
Zoning Letter - Other	ZL	558.00	27.90	55.80	641.70	
Preliminary Plan Review	PPR	2,011.00	100.55	201.10	2,312.65	
Design Review:						
Minor construction <sup>1</sup>	DR	2,220.00	111.00	222.00	2,553.00	
Director's review <sup>2</sup>	DR	4,981.00	249.05	498.10	5,728.15	
Major Project review <sup>3</sup>	DR	10,000.00	500.00	1,000.00	11,500.00	D
Temporary Use:						
Temporary Use Permit	TUP	600.00	30.00	60.00	690.00	
Temporary Use Permit (25% discount for Azusa-based non-profit)	TUP	450.00	22.50	45.00	517.50	
Signage:						

Sign Permit	S	94.00	4.70	9.40	<b>108.10</b>	D
Temporary Sign Permit	TSP	94.00	4.70	9.40	<b>108.10</b>	D
Master Sign Plan	MSP	1,024.00	51.20	102.40	<b>1,177.60</b>	
Temporary Occupancy Review		647.00	32.35	64.70	<b>744.05</b>	
Continuance Processing		744.00	37.20	74.40	<b>855.60</b>	
Time Extension:						
Director Review	EXT	558.00	27.90	55.80	<b>641.70</b>	
Planning Commission	EXT	1,256.00	62.80	125.60	<b>1,444.40</b>	
Non-Conforming Use	EXT	931.00	46.55	93.10	<b>1,070.65</b>	
Tentative Parcel Maps:	TPM	9,135.00	456.75	913.50	<b>10,505.25</b>	
Tentative Tract Maps:						
5 – 20 lots	TTM	9,529.00	476.45	952.90	<b>10,958.35</b>	
21 – 50 lots	TTM	11,107.00	555.35	1,110.70	<b>12,773.05</b>	
51 – 100 lots	TTM	14,963.00	748.15	1,496.30	<b>17,207.45</b>	
101 or more lots	TTM	16,716.00	835.80	1,671.60	<b>19,223.40</b>	
Minor Land Division:						
Lot Split	LS	715.00	35.75	71.50	<b>822.25</b>	
Lot Line Adjustment	LLA	2,013.00	100.65	201.30	<b>2,314.95</b>	
Lot Merger	LM	1,931.00	96.55	193.10	<b>2,220.65</b>	
Reversion to Acreage		3,094.00	154.70	309.40	<b>3,558.10</b>	
Certificate of Compliance		1,643.00	82.15	164.30	<b>1,889.45</b>	
Condominium Conversion Map:						
Map Fee (plus consultant fee at actual cost)		7,268.00	363.40	726.80	<b>8,358.20</b>	
Street Naming/Addressing:						
Street Naming	SN	1,596.00	79.80	159.60	<b>1,835.40</b>	
Street Name - Change	SNC	2,154.00	107.70	215.40	<b>2,477.10</b>	
Building Address Assignment	AD	1,037.00	51.85	103.70	<b>1,192.55</b>	
Building Address - Change	ADC	744.00	37.20	74.40	<b>855.60</b>	
Environmental Review:						
Categorical Exemption Review		372.00	18.60	37.20	<b>427.80</b>	
Initial Study		5,526.00	276.30	552.60	<b>6,354.90</b>	
EIR Preparation		10,000.00	500.00	1,000.00	<b>11,500.00</b>	D
EIR Review		10,000.00	500.00	1,000.00	<b>11,500.00</b>	D
Mitigation Negative Declaration		10,000.00	500.00	1,000.00	<b>11,500.00</b>	D
Mitigated Monitoring – CEQA Monitoring		5,000.00	250.00	500.00	<b>5,750.00</b>	D
Massage Parlor						
Massage Parlor Permit	MPP	1,064.00	53.20	106.40	<b>1,223.60</b>	
Massage Parlor Permit Renewal	MPP	531.00	26.55	53.10	<b>610.65</b>	
Marijuana (Residential Only):						
Indoor Marijuana Permit	RIMP	485.00	24.25	48.50	<b>557.75</b>	
Indoor Marijuana Permit Renewal	RIMP	243.00	12.15	24.30	<b>279.45</b>	
Accessory Dwelling Unit:						
Plan Check Only	ADU	93.00	34.65	9.30	<b>136.95</b>	
Over-the-Counter (OTC) Permit	ADU	263.07	43.15	26.31	<b>332.52</b>	
Discretionary Permit	ADU	2,221.00	111.05	222.10	<b>2,554.15</b>	
Discretionary Permit - Amendment	ModADU	1,044.00	52.20	104.40	<b>1,200.60</b>	
Historic Preservation						
Designation of Historic Landmark, Historic District, Potential Historic Landmark, and Potential Historic District	HP	571.00	28.55	57.10	<b>656.65</b>	

Mills Act Contract	MAC	913.00	45.65	91.30	<b>1,049.95</b>
Mill Act Contract Extension	MAC-EXT	274.00	13.70	27.40	<b>315.10</b>
Major Certificate of Appropriateness	HP	297.00	14.85	29.70	<b>341.55</b>
Minor Certificate of Appropriateness	HP	137.00	6.85	13.70	<b>157.55</b>
<b>Landscape Plan Review</b>					
Residential	LR	202.00	40.10	20.20	<b>262.30</b>
Non-Residential	LR	468.00	53.40	46.80	<b>568.20</b>
<b>Covenants (per hour):</b>					
Covenant Review		261.47	13.07	26.15	<b>300.69</b>
Covenant Conditions & Restrictions Review		261.47	13.07	26.15	<b>300.69</b>
<b>Appeals:</b>					
To Planning Commission	AP	500.00	25.00	50.00	<b>575.00</b>
To City Council	AP	1,000.00	50.00	100.00	<b>1,150.00</b>
<b>Other Administrative Fees:</b>					
Zoning or General Plan Map (3ft X 5ft )		39.00			<b>37.00</b>
Zoning or General Plan Map (6ft X 6ft )		76.00			<b>72.00</b>
Public Notice Radius Maps and Labels		240.00			<b>240.00</b>
Audio copy service (Planning Commission meetings)		10.00			<b>10.00</b>
Photo copies		.65 + .20/page			<b>varies</b>
Returned check - 1st Check (must be cash or money order plus returned check amount)		35.00			<b>35.00</b>
Returned check - 2nd Check (must be cash or money order plus returned check amount)		25.00			<b>25.00</b>
Special Building Inspection		186.00	9.30	18.60	<b>213.90</b>
Notary Service (per signature)		15.00			<b>15.00</b>
Community Development Newspaper publication		Varies on Publication			<b>varies</b>

D = Deposit: Where a permit with a set fee amount is combined with one requiring a deposit, the total combined fees are collected and are considered a deposit.

1 = 2<sup>nd</sup> story or large room additions (more than 30%) to single-family homes; Nonresidential façades; outdoor sales, displays, dining, or storage; mobile recycling facilities; small additions (less than 500 square feet) to nonresidential buildings; tenant improvements – resulting in an intensification of property.

2 = Single-family home(s) up to 4 units, and parcel maps; Multi-family residential projects; New nonresidential buildings, and large additions (greater than 500 s.f.); 2<sup>nd</sup> Unit or carriage house.

3 = Any project that is combined with a Tentative Tract Map, Specific Plan, Development Agreement or requires an EIR.

4 = Application fee shall be refunded for appeals approved by Commission and/or Council and 50% refunded for appeals of individual conditions of approval which are approved by the Commission or Council.

5 = Tech Fee: Technical Enhancement Fee approved by Council on January 3, 2017, effective March 20, 2017. (5% of permit and plan check fee \$30.00 minimum)

6 = General Plan Fee: General Plan Fee approved by Council on January 22, 2019, effective March 23, 2019. (10% of permit and plan check fee)