



City of Mission Viejo

Planning Division Fee Schedule

GENERAL INSTRUCTIONS

1. This pamphlet lists Planning Division services available or required to process your project, and fees or charges for these services.
2. Fees or deposits are required in advance. The City is prohibited by law from extending credit. The amount of the fee is based on the cost to provide the specified service for an average project. Charges for large or complex projects may be greater than the fees listed. This determination will be made when it is shown that the fee does not cover City costs.
3. Informal consultation with representatives from various City departments processing your application may be scheduled at a mutually agreeable time. (No charges.)
4. Fees and charges are designed to recover City costs of specific services and are of two types:
 - a. Fee Schedule – Schedule is used when actual costs are directly related to project size.
 - b. Actual cost – Charge is used when costs are related to complex factors not solely related to project size. Charge for actual cost includes processing charge based on hourly labor costs plus cost of materials if any (e.g. copy costs), costs of consultants, and cost of public hearings if required.
5. All fees and charges are subject to periodic review and update.

Fees identified in this fee schedule were established by City Council Resolution No. 19-13 adopted on June 11, 2019.

City of Mission Viejo
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City of Mission Viejo Master Fee Schedule

PLANNING FEES				
Fee #	Description	Adopted Fee Effective 9/1/2019	Unit	Notes
ENVIRONMENTAL FEES				
1	Categorical Exemption	\$100.00	Each	
2	Initial Study/Negative Declaration - All Projects	\$1,500.00		
3	Impact Report	\$15,000.00		Initial Deposit

LAND USE APPROVAL FEES				
1	General Plan Amendment	\$7,500.00		Initial Deposit
2	Zoning Map Amendment	\$7,500.00		Initial Deposit
3	Development Code Amendment	\$7,500.00		Initial Deposit
4	Development Agreement	\$7,500.00		Initial Deposit
5	Specific Plan	\$7,500.00		Initial Deposit
6.a	Planned Development Permit - Planning Commission Action	\$5,500.00	Per Action	
6.b	Planned Development Permit - Administrative Action Only	\$3,000.00	Per Action	
6.c	Planned Development Permit - Amateur Radio Antenna Review	\$600.00	Per Action	for antenna over 42' in height
6.d	Planned Development Permit - Concurrent Processing Combined With Conditional use Permit and/or Variance	Sum of Services provided		
7.a	Conditional Use Permit - Planning Commission Action	\$3,500.00	Per Action	
7.b	Conditional Use Permit - Large Family Day Care Home	\$1,000.00	Per Action	
7.c	Conditional Use Permit - Concurrent Processing Combined With Conditional use Permit and/or Variance	Sum of Services provided		
7.d	Conditional Use Permit - Planning Commission Action, Restaurant ABC License only	\$1,800.00	Per Action	
8.a	Variance-Planning Commission Action on Single family dwelling (each)	\$3,000.00	Per Action	
8.b	Variance-Planning Commission Action on All Others	\$4,800.00	Per Action	
8.c	Variance-Planning Commission Action on Concurrent Processing Combined With Conditional use Permit and/or Variance	Sum of Services provided		
9.a	Appeals of Action by Planning Commission or Zoning Administrator - Single Family Dwelling	\$1,800.00	Per Action	
9.b	Appeals of Action by Planning Commission or Zoning Administrator - All Others	\$2,500.00	Per Action	
10	Appeals of Action by Hearing Officer or Planning Commission in conjunction with Nuisance Abatement Hearing	\$1,800.00	Per Action	
11.a	Tentative Tract Map - Filing	\$7,600.00		
11.b	Tentative Tract Map - Revise approved map	\$2,400.00		



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PLANNING FEES				
Fee #	Description	Adopted Fee Effective 9/1/2019	Unit	Notes
11.c	Tentative Tract Map - change map	\$3,000.00		
11.d	Tentative Tract Map - appeal to city council	\$2,500.00		
11.e	Tentative Tract Map - amendment to conditions	\$2,000.00		
12.a	Tentative Parcel Map - Filing	\$6,200.00		
12.b	Tentative Parcel Map - Revise approved map	\$1,900.00		
12.c	Tentative Parcel Map - appeal to City Council	\$2,500.00		
13	Petition of reversion to Acreage	\$2,600.00		
14	Extension of time to Record Map	\$500.00		
15	Park Modification	\$2,300.00		
16.a	Administrative - Minor Exception	\$2,200.00		
16.b	Administrative - Modification (Major)	\$3,500.00		
16.c	Administrative - Modification (Minor)	\$1,200.00		
16.d	Administrative - Pre-filing Meetings	no charge		

LICENSES				
1	Adult Business License	\$6,400.00		
2	Adult Business License Renewal	\$2,900.00		
3	Massage Establishment License	\$1,200.00		
4	Massage Practitioner/Technician License	\$900.00		
5	Massage Establishment License Renewal	\$800.00		
6	Massage Practitioner/Technician License Renewal	\$300.00		
7	Street Vendor License	\$100.00		
8	Street Vendor License Renewal	\$70.00		

STREET NAME AND ADDRESS CHANGES				
1	Filing for Public or Private Street	\$5,700.00		
2	Street Name Change	\$6,900.00		
3	Street Address Change	\$5,400.00		

MISCELLANEOUS FEES				
1	Outdoor Seating Permit	\$300.00		
2	Architectural Review Permit	\$1,000.00		
3	Sign Review	\$1,200.00		
4	Planned Sign Program	\$1,800.00		
5	Special Sign Permit	\$3,300.00		
6	Recreational Vehicle Permit	\$600.00		
7	Retrieval Illegal/Abandoned Sign	\$125.00		
8	Temporary Banner/Window Sign Permit	\$80.00		
9	Temporary Use Permit	\$300.00		
10	Zoning Letter	\$140.00		



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PLANNING FEES				
Fee #	Description	Adopted Fee Effective 9/1/2019	Unit	Notes
11	Commercial Filming Permit	\$400.00		
12	Still Photography Permit	\$400.00		
13	Mod. To Filming or Photography Permit	\$90.00		
14	Appeal of Filming or Photography Permit	\$500.00		
15	Pre-Application Fee	\$500.00		

* Fees charged by program/division require deposit equal to estimated cost at time project is submitted.