

City of Upland

Master Fee Schedule



Effective October 1, 2026

PLANNING

Fee Description	Unit	Adopted Fee
Adult Businesses:		
Adult Business - Conditional Use Permit	Each	\$9,597.00
Adult Business Extension of Amortization	Each	\$11,104.00
Accessory Dwelling Unit (ADU) Permit	Each	\$1,197.00
Airport Land Use Committee Review	Each	\$5,252.00
Annexation Request (Applicant Requested)	Each	\$16,388.00
Appeals to Planning Commission:		
Public Hearing Item	Each	\$6,388.00
Public Hearing Item (SFR)	Each	\$4,045.00
Appeals to City Council:		
Public Hearing Item	Each	\$6,687.00
Public Hearing Item (SFR)	Each	\$4,158.00
Bonds and Documents:		
Bond Agreements (Deposit Per Consultants Est.)	Each	Deposit Varies
Covenants and Easements	Each	\$3,539.00
Contract Review	Each	\$4,344.00
Conditional Use Permits:		
Conditional Use Permit or Modification	Each	\$7,451.00
Continuation of Public Hearing:		
Renotice Required	Each	\$1,888.00
No Renotice Required	Each	\$1,795.00
Development Agreement	Each	Deposit Varies
Environmental:		
Environmental Infill Exemption Review	Each	\$1,341.00
Negative Declaration Preparation	Each	\$5,087.00
Mitigated Negative Declaration Preparation	Each	Deposit \$5,000 to \$10,000
Environmental Impact Report (Deposit \$10,000)	Initial Deposit	\$10,000 Initial Deposit
General Plan Amendment	Each	\$9,752.00
Historic Structures:		
Designation to Local Register (SFR)	Each	\$0.00
Designation to Local Register (Comm/Ind)	Each	\$0.00
Minor Alteration (SFR)	Each	\$100.00
Minor Alteration (Comm/Ind)	Each	\$200.00
Major Alteration (SFR)	Each	\$200.00
Major Alteration (Comm/Ind)	Each	\$400.00
Partial Demolition (SFR)	Each	\$216.00

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Historic Structures (continued):		
Partial Demolition (Comm/Ind)	Each	\$433.00
Complete Demolition (SFR)	Each	\$3,467.00
Complete Demolition (Comm/Ind)	Each	\$4,695.00
Mills Act	Each	\$1,100.00
Noticing:		
Notice of Filing Sign Deposit	Each	\$1,000.00
Public Hearing Fee	Each	\$1,032.00
Specific Plan:		
Specific Plan	Each	\$15,830.00
Specific Plan Amendment	Each	\$6,718.00
Street Vacation	Each	\$9,484.00
Subdivisions:		
Tentative Parcel Map	Each	\$10,113.00
Tentative Parcel Map - SB 9 Urban Lot Split	Each	\$2,002.00
Tentative Tract Map	Each	\$12,311.00
Tentative Tract Map Addressing	Each	\$412.00
Lot Line Adjustment	Each	\$2,590.00
Lot Merger	Each	\$2,590.00
Subdivision: Reversion to Acreage	Each	\$8,070.00
Underground Utilities Waiver	Each	\$5,108.00
Variance:		
First Request	Each	\$6,099.00
Each Additional (w/ same applic.)	Each	\$2,466.00
Request for Single Family Home	Each	\$3,271.00
Zone Change	Each	\$10,103.00
Zone Code Text Amendment	Each	\$11,496.00
Administrative Determination:		
Administrative Use Permit (AUP) New Development	Each	\$5,954.00
Administrative Use Permit (AUP) Complex	Each	\$4,540.00
Administrative Use Permit (AUP) Minor	Each	\$1,104.00
Administrative Use Permit (AUP) Short Term Rental	Each	\$980.00
Administrative Use Permit (AUP) Home Occupation	Each	\$639.00
Preliminary Review	One Review	\$3,374.00
Massage Operator Permit	Each	\$1,640.00
Housemoving Permit	Each	\$9,473.00
Sidewalk Vending - Private Property	Each	\$660.00

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Administrative Determination (Continued):		
Minor Adjustment	Each	\$990.00
Time Extension	Each	\$970.00
Similarity of Use Review	Each	\$1,733.00
Change of Use	Each	\$1,104.00
Zoning Clearance	Each	\$165.00
Home Occupations	Each	\$165.00
Zoning Verification / Rebuild Letters	Each	\$516.00
Reasonable Accommodations	Each	\$0.00
Design Review:		
DR - Administrative Determination / Minor Design Review	Each	\$1,238.00
Architectural Plans	Each	\$2,022.00
Landscape/Lighting Plans	Each	\$2,383.00
Master Sign Program Review	Each	\$1,651.00
Sign Design Review	Each	\$392.00
Downtown A-Frame Sign	Each	\$41.00
SB 9 - Two Unit Project	Each	\$1,713.00
Site Plan Review:		
Site Plan: Project Review	First Review	\$6,759.00
Small Wireless Facilities:		
Small Wireless Facilities Permit - Up to 5 Sites	Each Batch	\$516.00
Each Additional Site - 6 or More (\$100 per Site)	Each Additional	\$103.00
New Pole to Support One or More Small Wireless Facility	Each	\$1,032.00
Recurring Annual Fee for Right-Of-Way Access	Each	\$278.00
Special Event Permit:		
Regular	Each	\$330.00
Non-Profit Community Organization	Each	\$103.00
Special Event Vender Fee (Up to 2 Days, Each Day, Each Vendor)	Each Vendor, Each Day, Up to 2 Consecutive Days	\$10.00
Special Event Vender Fee (3 Plus Days, Each Day, Each Vendor)	Each Vendor, 3 or More Consecutive Days	\$20.00
Film Permit (No Street Closure)	Each	\$1,362.00

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Fee Description	Unit	Adopted Fee
Temporary Sign Permit:		
Real Estate /Subdivision /Construction Signs	Each	\$722.00
Sales Promotion/Community Activity Signs	Each New Sign Max 8-Weeks/Quarter	\$299.00
Temporary Use Permit - Regular	Each	\$1,217.00
Temporary Use Permit - POD	Each	\$92.00
Plan Check:		
Landscape/Irrigation Plan Check	Each	\$175.00

The applicant is responsible for all costs incurred by the City including supplies, equipment and the fully burdened rate of staff involved. A deposit may be required, as determined by the Development Services Director, for complex projects, negotiations or use of third party vendors. These deposit fees are determined by third party vendor contracts, invoicing by contract employees and projects that are major or complex in nature, that exceed the billable staff rate to complete. The amounts will be varied based on the scope of the project. Only true cost is billed to the applicant and any overage in deposit is refunded after completion of the project.

Per an amendment to the Master Fee Schedule in Resolution No. 5929 adopted by the City Council on June 8, 2009, additional fees may be required to cover the total cost of application/permit processing incurred by the City. These fees cover the hourly wages and benefits of the employees involved in providing the service, supervision, overhead, equipment, and any third party costs incurred by the City