

May 4th, 2026

To: City of San Diego Cannabis Operators

SUBJECT: Annual Cannabis Fee Notice

Dear Cannabis Operator,

The City of San Diego requires each Cannabis Conditional Use Permit (CUP) holder to pay an annual fee to ensure that the Development Services Department (DSD) can meet established service levels, provide full-cost recoverability and provide sufficient resources to continue improving the quality of the mandated regulatory review processes for the City's [Cannabis Program](#).

This year's Cannabis Fee in the amount of \$15,910.36 is due by August 1, 2026. This fee applies to every CUP regardless of the business's operational status. Failure to submit payment by August 1, 2026, will result in the business not receiving its annual operating permit, which is required under the CUP. Previously, the City sent delinquent accounts for collection. This will no longer be the practice. If the fee is not paid in full by August 1, 2026, the City's revocation process will place the CUP in jeopardy.

Invoices will be sent on July 1, 2026. To pay your Cannabis Fee, go to DSD's online portal at <https://aca-prod.accela.com/sandiego/Default.aspx>. Either log in to the portal with your existing account or "Register for an Account". Once logged in, select "Search application" under the Cannabis Tab and enter your permit number. Select the Pay Fee link and follow the instructions. Once payment is made, you will be able to print your receipt.

For questions, please submit inquiries to Lara Gates, Project Management Division Deputy Director, at lngates@sandiego.gov or call 619-446-5107.

Respectfully,



Lara Gates
Deputy Director

Development Services Department
City of San Diego