CONDOMINIUM PROCESSING PROCEDURE

1) PICK UP CONDOMINIUM PACKAGE
   - City’s Condominium Ordinance
   - City’s Zoning Standards
   - CC&R’s Guidelines
   - Applications

2) PRELIMINARY PLANNING CONFERENCE
   Conceptual plans discussed with the planning division at least two weeks prior to filing deadline for submission
   (Conceptual plans must be signed off by the planning department prior to submittal)

3) SUBMITTAL TO PLANNING DEPARTMENT
   - Conceptual plans
   - Applications
   - Condominium Subdivision Map (Parcel Map/Tract Map)
   - CC&R’s
   - Historical/LID/Coastal (if applicable)
   - Fees

4) PLANNING COMMISSION MEETING
   You must attend the meeting in order to answer any questions relevant to your project
   A Complete submission of a Condominium Project shall include the following:
   A. 2 complete sets of conceptual drawings (full scale drawings)
   B. 25 copies of the plot plan, floor plans, and elevation plans 11” x 17”
   C. 27 copies of the condominium subdivision map (Parcel Map/Tract Map)
   D. 1 copy of the covenants, conditions and restrictions
   E. 1 copy of the completed application for condominium conditional use permit and planning commission review
   F. 1 copy of the completed condominium subdivision application (with the signature of the current owner of record)
   G. 1 copy of the completed environmental assessment application (always required if more than 5 units—consult with staff to determine whether this will be required for a project of 4 units or less)
   H. Payment of fees in full (if paying by check, make payable to: City of Redondo Beach)

5) DECISION
   A. Approval
   B. Denial

6) 10 DAY APPEAL PERIOD
   The decision is final, unless an appeal is filed within 10 days of the decision. Administrative review appeals are set for public hearing before the planning commission for final action. This appeal fee must be paid by the project applicant.
   Planning commission appeals are set for public hearing before the city council for final action. This is appeal fee is paid by the appellant.

7) CONCLUSION
   - Upon completion of appeal period, plans submitted for plan check and building permits
   - If project is in the coastal zone, you must receive concurrent coastal development approval from the city, with an additional appeal period to the coastal commission

**FEES DUE AT TIME OF FILING**

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Administrative Design Review (2 - 3 units)</td>
<td>$2,360 + $688 per unit</td>
</tr>
<tr>
<td>Conditional Use Permit (4 or more units)</td>
<td>$3,208 + $1,345 per unit</td>
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<tr>
<td>Condominium Subdivision Map (Parcel Map/Tract Map)</td>
<td>$1,605/$2,490</td>
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<tr>
<td>Environmental Review Fees (if applicable):</td>
<td></td>
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<tr>
<td>Categorical Exemption</td>
<td>Included</td>
</tr>
<tr>
<td>Negative Declaration</td>
<td>$2,069 plus contract cost</td>
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<tr>
<td>Mitigated Negative Declaration</td>
<td>$2,230 plus contract cost</td>
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<tr>
<td>Coastal Development Permit (if applicable):</td>
<td></td>
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<tr>
<td>Public Hearing Waiver</td>
<td>$340</td>
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<tr>
<td>Public Hearing Required</td>
<td>$1,605</td>
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APPEAL FEES 2-3 UNIT PROJECTS

$735 + $735 per unit
To be paid by project applicant