APPLICATION FOR MODIFICATION

FEES: $920

1. PURPOSE:
The Land Use Administrator may grant minor deviations (Modifications) from certain standards as specified in Section 10-2.2508(C) and Section 10-5.2508(C) of the Zoning Ordinance in order to provide an expeditious and economical solution to minor land use problems. A Modification may alleviate these conditions where the applicant can show that there are exceptional circumstances applicable to the property and that the granting of the Modification will not be detrimental to the public welfare or injurious to property and improvements in the zone in which the property is located. The Land Use Administrator may decline to handle or determine a matter which might otherwise qualify for consideration as a Modification, in which case, an application for Variance may be filed.

2. INSTRUCTIONS FOR FILING:
   a. Application Form
      1) All information in this application shall be typed or legibly printed.
      2) Give full and complete answers to all questions.
      3) If necessary, attach extra sheets to answer questions fully.

   b. Application Fee
      At the time of filing payment of the application fee is required.

   c. Attachments
      1. One (1) complete set of reproducible Conceptual Drawings, as set forth in the attached Instructions for Graphic Portions, must accompany this application at the time of filing. An electronic PDF version of the conceptual drawings should also be included.

      2. One (1) copy of the property survey prepared by a licensed land surveyor. An electronic PDF version of the survey should also be included.

3. LIMITATIONS:
   a. A Modification shall become null and void unless vested within 36 months after the date of approval.

   b. The applicant must comply with all conditions set forth by the Land Use Administrator.

4. PROCEDURE:
   a. The applicant shall be the recorded owner of the land.

   b. The Land Use Administrator shall consider all pertinent information and, within 21 days after receipt of a Modification application, render and give notice of a decision to approve, conditionally approve, or deny the request. The notice shall be sent to the applicant and owners of abutting properties within 300 feet of the subject property.

   c. The decision of the Land Use Administrator becomes final and conclusive on the 10th day after the mailing date of the notice unless a written appeal is filed with the Planning Division. If a written appeal is filed with the Planning Division within the 10-day appeal period, the Land Use Administrator shall set and notice a neighborhood hearing pursuant to the provisions of Section 10-2.2508 or 10-5.2508 of the Municipal Code. This section also establishes procedures for further appeals to the Planning Commission and City Council.

OCTOBER 2023
INSTRUCTIONS FOR GRAPHIC PORTIONS OF THE APPLICATION

A. INSTRUCTIONS FOR PREPARATION

(All plans must be drawn to scale and fully dimensioned)

a. A site plan, floor plan, and elevations of the project drawn to scale and dimensioned, graphically representing the proposed development or changes in existing conditions contemplated by the applicant, must be submitted with the application at the time of filing. Otherwise, the application will not be accepted until such time as the site plan, floor plan, and elevation plans are completed and provided.

b. Size: 8½" X 11" up to 18" X 24". Larger sizes must be approved by the Planning Division.

c. Scale: Preferably at least 1/8" =1'. Larger scales up to 1/4"=1' may be used to show development on small lots. Scale used must be sufficiently large to be clearly legible and show project details.

d. Contents:
   1) North arrow.
   2) Title block (showing the address of subject property, name and address of person who prepared the map, scale of map, and date).
   3) All boundary lines of subject property fully dimensioned, showing the name and location of abutting streets.
   4) Existing topography and proposed grading.
   5) Existing trees with a trunk diameter of six inches (6") or greater.
   6) All buildings and structures, and the uses within each room.
   7) Improvements in the public right of way, including location of sidewalk, parkway, curb, gutter, street width to centerline, and dedications.
   8) Exterior lighting.
   9) Easements.
   10) Off-street parking areas, including the stall striping, aisles, and driveways.
   11) Setbacks and spaces between buildings.
   12) Walls, fences, and landscaping and their location, height, and materials.
   13) Landscaping areas.
   14) Trash and recycling facilities.
   15) The architectural elevations of all sides of all structures depicting design, color, materials, textures, ornaments, or other architectural features.
   16) The location, dimensions, and design of all signs.
   17) A section of the building as it relates to the existing topography and proposed grading where the slope of the site is greater than four (4) feet.
   18) Such other data as may be required to demonstrate that the project meets the criteria of Section 10-2.2508(B) of Chapter 2, Title 10 of the Redondo Beach Municipal Code.
   19) Site plan measurements for surrounding properties (If requesting reduced setbacks)

B. OTHER EXHIBITS:
1. Property Survey prepared by a licensed land surveyor is required.

Additional graphic materials to illustrate the project are always helpful and are suggested as exhibits to accompany this application. Typical exhibits are: photographs, renderings, color and materials board, and models.
Application is hereby made to the Land Use Administrator of the City of Redondo Beach, for a Modification from the Zoning Ordinance, pursuant to Section 10-2.2508 or Section 10-5.2508, Title 10 of the Redondo Beach Municipal Code.

**PART I - GENERAL INFORMATION**

<table>
<thead>
<tr>
<th>A</th>
<th>APPLICANT INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>STREET ADDRESS OF PROPERTY:</td>
</tr>
<tr>
<td></td>
<td>EXACT LEGAL DESCRIPTION OF THE PROPERTY:</td>
</tr>
<tr>
<td></td>
<td>LOT: BLOCK: TRACT: ZONING:</td>
</tr>
<tr>
<td></td>
<td>RECORDED OWNER’S NAME:</td>
</tr>
<tr>
<td></td>
<td>APPLICANT’S NAME &amp; EMAIL:</td>
</tr>
<tr>
<td></td>
<td>AUTHORIZED AGENT’S NAME: (if different than applicant)</td>
</tr>
<tr>
<td></td>
<td>MAILING ADDRESS:</td>
</tr>
<tr>
<td></td>
<td>MAILING ADDRESS:</td>
</tr>
<tr>
<td></td>
<td>MAILING ADDRESS:</td>
</tr>
<tr>
<td></td>
<td>TELEPHONE:</td>
</tr>
<tr>
<td></td>
<td>TELEPHONE:</td>
</tr>
<tr>
<td></td>
<td>TELEPHONE:</td>
</tr>
</tbody>
</table>

**B REQUEST**

Describe the proposed project and indicate the development standards from which a Modification is requested:
**SHOWINGS:** Explain how the project is consistent with the criteria in Section 10-2.2508(B) of the Zoning Ordinance.

1. Indicate the special circumstances applicable to your property, including size, shape, topography, location, or surroundings.

2. Indicate how the strict application of the zoning provisions, in light of the above circumstances, deprives your property of privileges enjoyed by other property in the vicinity and in the same zone, and that the granting of such Modification would not be a special privilege not enjoyed by other properties in the same zone.

3. Indicate how the location of buildings and structures respects the natural terrain and is integrated with natural features of the landscape including the preservation of existing trees where feasible.
4. Indicate how the building(s) will be harmonious and consistent within the proposed architectural style regarding roofing, materials, doors, openings, textures, colors, and exterior treatment, and how the overall design is compatible with the neighborhood and in harmony with the scale and bulk of surrounding properties.

5. Indicate how the granting of a Modification will not be materially detrimental to the public welfare or injurious to the properties and improvements in the zone in which the property is located.

It is desirable, but not required, to have the signatures of owners of property in the immediate area affected, certifying that they have no objection to the proposed Modification. Use reverse side of this sheet if more space is needed.

<table>
<thead>
<tr>
<th>NAME</th>
<th>ADDRESS</th>
<th>LOT</th>
<th>BLOCK</th>
<th>TRACT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
OWNER’S AFFIDAVIT

Project address: ____________________________________________

Project description: ____________________________________________

I (We) ____________________________________________, being duly sworn, depose and say I am (we are) the owner(s) of all or part of the property involved and that this application has been prepared in compliance with the requirements printed herein. I (we) further certify, under penalty of perjury that the foregoing statements and information presented herein are in all respects true and correct to the best of my (our) knowledge and belief.

Signature(s): ________________________________

Address: ____________________________________________

___________________________________________

Phone No. (Res.) ________________________________

(Bus.) ____________________________________________

___________________________________________

Subscribed and sworn to (or affirmed) before me this ____ day of ____________, 20____ by ________________________________, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

___________________________________________

FILING CLERK OR NOTARY PUBLIC

State of California )
County of Los Angeles ) ss Seal

OCTOBER 2023