1. PURPOSE:
There may be practical difficulties, unnecessary hardships, and results inconsistent with the general intent and purpose of the Zoning Ordinance if a strictly literal interpretation is made. A Variance may alleviate these conditions only if the decision-making body finds there are exceptional circumstances applicable to the property such that strict application of the zoning provisions deprives the property of privileges enjoyed by other property in the vicinity in the same zone. A Variance shall not grant special privileges inconsistent with the limitations on other properties in the vicinity in the same zone.

In order to ascertain whether a proposed development is compatible with other existing and permitted developments, the Planning Commission/Harbor Commission must review a complete application. The Commission is wholly dependent on the applicant to provide all information necessary to enable the Commission to reach an informed decision. An application must contain all information, either written or graphic, necessary for the Commission to determine that the proposed project will be consistent with the Redondo Beach General Plan, the Municipal Code, and the policies of the Commission, and will be generally compatible with the surrounding area and free from unacceptable adverse impacts. Conversely, a vague, sketchy, incomplete or non-specific application will make it difficult for the Commission to approve the request.

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. Two (2) complete sets of full-scale Conceptual Drawings and 25 complete copies of reduced Conceptual Drawings, as set forth in the attached Instructions for Graphic Portions, must accompany this application at the time of filing. All plans shall be folded to 8½” X 11” size. An electronic version (PDF) of drawings must accompany the submittal.

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

   *d. Low Impact Development (LID)
      IF REQUIRED A copy of the LID approved by the City’s Engineering Division must accompany this application at the time of the filing, if the project is considered a "Priority Project" as defined by the City’s NPDES Permit. (Attached to this application is a Storm Water Program Planning Checklist, which will determine if the project is a "Priority Project").

3. REPRESENTATION:
THE APPLICANT OR HIS REPRESENTATIVE MUST BE PRESENT AT THE PUBLIC HEARING TO ANSWER ANY QUESTIONS THE PLANNING COMMISSION/HARBOR COMMISSION MAY WISH TO ASK PERTAINING TO THIS REQUEST. FAILURE TO APPEAR AT THE PUBLIC HEARING, UNLESS THE PLANNING COMMISSION/HARBOR COMMISSION RECEIVES WRITTEN NOTIFICATION FROM THE APPLICANT PRIOR TO SAID HEARING, MAY CONSTITUTE GROUNDS FOR DENIAL OF THE REQUEST.
4. LIMITATIONS:
   a. A Variance 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 resolution as a result of public hearing by the Planning Commission/Harbor Commission or the City Council. If this is not done, the approval shall be subject to revocation pursuant to the provisions of Section 10-2.2510(L) of the Municipal Code.

5. PROCEDURE:
   a. Applications for Variance shall be filed with the Planning Division approximately 30 days prior to the date of the public hearing (verify the exact filing deadline with the Planning Division). Additional time will be required between the filing date and the date of public hearing where review under the California Environmental Quality Act (CEQA) is required.
   b. Public notification stating the time, place and nature of the application is posted 10 days prior to the public hearing. Included are newspaper publications, signs posted on the subject property, and letters sent by first class mail to property owners within 300 feet of the subject property.
   c. The Planning Commission's/Harbor Commission's decision on this application shall be final and conclusive unless, within 10 days of the date of said decision, a written appeal requesting a public hearing before the City Council is filed with the City Clerk and all required fees for said appeal are paid in full.
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: 2 sets up to 18” X 24” and 25 sets up to 11” x 17.” 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 10-2.2510(B) of Chapter 2, Title 10 of the Redondo Beach Municipal Code.

B. OTHER EXHIBITS:

1. Property Survey prepared by a licensed land surveyor is required.

Additional graphic materials to illustrate the project are always helpful to the Planning Commission and Harbor Commission, and are suggested as exhibits to accompany this application. Typical exhibits are: photographs, renderings, color and materials board, and models. An electronic version (PDF) of drawings must accompany the submittal.
Application is hereby made to the Planning Commission/Harbor Commission of the City of Redondo Beach, for Variance, pursuant to Section 10-2.2510 or Section 10-5.2510 Title 10 of the Redondo Beach Municipal Code.

PART I - GENERAL INFORMATION

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

Describe the proposed project and indicate the development standards from which a Variance is requested:
<table>
<thead>
<tr>
<th></th>
<th>SHOWINGS: Explain how the project is consistent with the criteria in Section 10-2.2510(B) of the Zoning Ordinance.</th>
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<tbody>
<tr>
<td>1.</td>
<td>Indicate the special circumstances applicable to your property, including size, shape, topography, location, or surroundings.</td>
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<td>2.</td>
<td>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.</td>
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<td>3.</td>
<td>Indicate how the adjustment authorized by the Variance, if granted, does not constitute a grant of special privileges that is inconsistent with the limitations upon other properties in the vicinity and in the same zone.</td>
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C  **SHOWINGS:** Explain how the project is consistent with the criteria in Section 10-2.2510(B) of the Zoning Ordinance.

4. Indicate how the Variance, if granted, will not be contrary to the objectives of the General Plan.

5. Describe how the proposed use is consistent with the intent and purpose of the Redondo Beach General Plan.

D  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 Variance. Use reverse side of this sheet if more space is needed.

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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