CITY OF CORONADO

DEPARTMENT OF COMMUNITY DEVELOPMENT
PLANNING DIVISION
1825 STRAND WAY, CORONADO, CA 92118
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HANDOUT
703
FEB 2013

MAJOR SPECIAL USE PERMIT

PURPOSE: To request a Major Special Use Permit to establish a Special Use in a Civic Use, Commercial, Commercial-Recreation, Hotel, Open Space or Residential Zone within the community of Coronado.

AUTHORITY: Coronado Municipal Code Title 86, Chapter 86.55 and Chapter IV of the OACSP.

NOTES:

1. Application packages for a Major Special Use Permit shall be filed with the City of Coronado Community Development Department. Faxed applications will not be accepted.
2. Application packages must be submitted inclusive of all attachments and submittal requirements. Incomplete applications will not be accepted.
3. An application filing fee is required in accordance with the Development Fee Schedule adopted by the City Council.
4. The Planning Commission considers a request for a Major Special Use Permit and makes a recommendation to the City Council who is the agency authorized to grant the Special Use Permit.
5. In order to be docketed for a hearing of the Planning Commission, applications must be deemed complete. The City has 30 days to determine the application complete or incomplete.
6. Planning Commission hearings are held the second and fourth Tuesday of each month and City Council hearings are held the first and third Tuesday of each month. Both meetings occur at 3:00 p.m. in the Council Chambers of Coronado City Hall.

APPLICANT DATA:

Address of Property:_____ Assessor Parcel No.:_____
Owner:_____ Applicant:_____
Mailing Address:_____ Mailing Address:_____
Phone #:_____ Phone #:_____
Email:_____ E-Mail:_____
Signature:_____ Signature:_____

SUBMITTAL REQUIREMENTS:

1. Completed Application Form and Filing Fee and public notification package (City can prepare package for a fee).
2. Copy of deed and Preliminary Title Report identifying easements or restrictions placed on uses of property.
3. Description of proposed use including, but not limited to: on-site activities, operating characteristics, hours of operation, truck deliveries, estimated noise, exhaust, materials associated with use, and off-street parking.
4. Completed California Environmental Quality Act (CEQA) documentation.
5. Completed Coastal Permit Application Form and Filing fee.
6. 8 copies of project plans, folded, minimum 11” x 17” in size including name and address of property owner; name and address of applicant proposing use; proposed use and address of property; north arrow and scale; plot plan with property dimensions including existing buildings on the site, setbacks, structures to be demolished/new buildings to be constructed; exterior elevations; landscape plan, existing/proposed parking; proposed walls/fences; one digital set of project plans and one digital set of photographs of project site.

CITY STAFF USE: Case #: _____ Date Received: _____ Fee: _____ Receipt No._____