CITY OF CORONADO

DEPARTMENT OF COMMUNITY DEVELOPMENT
PLANNING DIVISION
1825 STRAND WAY, CORONADO, CA 92118
(619) 522-7331 / (619) 522-2418 (FAX)
COMMDEV@CORONADO.CA.US

HANDOUT
704
FEB 2013

VARIANCE APPLICATION

PURPOSE: To request a Variance (limited exception) from Coronado's Zoning Standards.

AUTHORITY: Coronado Municipal Code Title 86, Chapter 86.52 and California Government Code Section 65906.

NOTES:

1. According to State law variances can be granted only when, because of special circumstances applicable to the property, including size, shape, topography, location or surroundings, the strict application of the regulations deprives such property of privileges enjoyed by other property in the vicinity and under identical zoning classification.
2. Application packages for a Variance shall be filed with the City of Coronado Community Development Department. Faxed applications will not be accepted.
3. Application packages must be submitted inclusive of all attachments and submittal requirements. Incomplete applications will not be accepted.
4. An application filing fee is required in accordance with the Development Fee schedule adopted by the City Council.
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 at 3:00 p.m., in the Council Chambers of City Hall.
7. The Planning Commission considers a request for a Variance and renders a decision. The Commission's action is appealable to the City Council in accordance with Chapter 1.12 of the Coronado Municipal Code.

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. Completed California Environmental Quality Act (CEQA) documentation.
4. Completed Coastal Permit Application Form and Filing fee.
5. 8 copies of project plans, folded, minimum 11" x 17" in size including name and address of property owner and applicant; address of variance request; north arrow and scale; plot plan with property dimensions including existing and proposed buildings; setbacks, exterior elevations; building height, existing/proposed parking; lot coverage, floor area ratio; and one digital set of project plans and one digital set of photographs of project site.

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