



APPLICATION REQUIREMENTS FOR A COASTAL DEVELOPMENT PERMIT OR LOCAL COASTAL PROGRAM AMENDMENT

Coastal Development Permit: A review of a proposed development in the coastal zone for conformance with state regulations. .

Administrative Coastal Development Permit: Staff level review of a request for approval of a conditional use on a specific parcel of land within the coastal zone to determine conformance with City codes and standards, including the Local Coastal Program.

Coastal Development Permit Exemption: Staff level review and determination of an exemption for a proposed development in the coastal zone from the application of Local Coastal Program standards.

Local Coastal Program Amendment: Review of a proposed amendment to an already approved Local Coastal Program.

APPLICATION REQUIREMENTS:

- ☐ Required processing fee.
- ☐ Required processing deposit for environmental review under the California Environmental Quality Act (CEQA).
- ☐ Planning Application Cover Page
- ☐ Submit one (1) initial set for review by the Planning Division (ultimately eight (8) copies will be required for interdepartmental review and for each public hearing) drawn to scale at 1/8"=1' minimum. A licensed architect, engineer, contractor, or registered building designer is required to prepare the Development Plan Set, unless such requirement is waived by the Community Development Director. The following plans must be included:
 - ☐ Site Plan which shall include the following information:
 - ☐ Applicant's name, address, and phone number
 - ☐ Vicinity map showing an overview of the project location in Marina.
 - ☐ North Arrow and Scale
 - ☐ Assessor's Parcel Number(s) of the project site
 - ☐ Property lines and dimensions of the site and surrounding properties
 - ☐ Existing easements
 - ☐ Location and configuration of all proposed buildings and intended uses
 - ☐ Proposed on-site parking spaces, loading areas, and circulation areas
- ☐ Other materials that the Community Development Director determines as necessary to review the project, such as noise, traffic, and geologic studies. Please contact the Planning Department to determine if additional materials will be required.
- ☐ Project Description form.
- ☐ Environmental Information form.
- ☐ Receipt from Marina Coast Water District (MCWD) for preliminary review fees.
- ☐ Details required by MCWD including estimated water and sewer capacity requirements for the project.
- ☐ Other materials that the Planner determines as necessary to review the project, such as noise, traffic, and geologic studies. Please contact the Planning Division to determine if additional materials will be required.

Note: All checked items must be included in the application in order for it to be deemed complete. Failure to include the requested items may result in a delay of the application process