



CITY OF PACIFIC GROVE

Community Development Department – Planning Division

300 Forest Avenue, Pacific Grove, CA 93950

Tel: 831.648.3190 • Fax: 831.648.3184 • www.cityofpacificgrove.org/cedd

Permit Application

Application # _____

Date: _____

Total Fees: _____

Received by: _____

APPLICANT/OWNER:	Project Address: _____ APN: _____	
	Project Description: _____ _____ _____	
	<u>Applicant</u>	<u>Owner</u>
	Name: _____	Name: _____
	Phone: _____	Phone: _____
	Email: _____	Email: _____
	Mailing Address: _____ _____	Mailing Address: _____ _____
PLANNING STAFF USE ONLY:	Permit Request:	
	<input type="checkbox"/> CRD: Counter Determination <input type="checkbox"/> AUP: Administrative UP <input type="checkbox"/> IHS: Initial Historic Screening <input type="checkbox"/> AVAR: Administrative VAR <input type="checkbox"/> AP: Architectural Permit <input type="checkbox"/> UP-A: UP Amendment <input type="checkbox"/> HPP: Historic Preservation <input type="checkbox"/> VAR-A: VAR Amendment <input type="checkbox"/> AAP: Administrative AP <input type="checkbox"/> AUP-A: AUP Amendment <input type="checkbox"/> A: Appeal <input type="checkbox"/> AVAR-A: AVAR Amendment <input type="checkbox"/> ADC: Admin Design Change <input type="checkbox"/> SU: Second Unit <input type="checkbox"/> TPD: Tree Permit W/ Dev't <input type="checkbox"/> MMP: Mitigation Monitoring <input type="checkbox"/> SP: Sign Permit <input type="checkbox"/> LLA: Lot Line Adjustment <input type="checkbox"/> PUU: Undocumented Unit <input type="checkbox"/> Stormwater Permit <input type="checkbox"/> UP: Use Permit <input type="checkbox"/> LM: Lot Merger <input type="checkbox"/> VAR: Variance <input type="checkbox"/> Other:	
	CEQA Determination:	Review Authority:
	<input type="checkbox"/> Exempt <input type="checkbox"/> Initial Study & Mitigated Negative Declaration <input type="checkbox"/> Environmental Impact Report	<input type="checkbox"/> Staff <input type="checkbox"/> HRC <input type="checkbox"/> ZA <input type="checkbox"/> PC <input type="checkbox"/> SPRC <input type="checkbox"/> CC <input type="checkbox"/> ARB <input type="checkbox"/> _____
Active Permits:	Overlay Zones:	
<input type="checkbox"/> Active Planning Permit <input type="checkbox"/> Active Building Permit <input type="checkbox"/> Active Code Violation Permit #: _____	<input type="checkbox"/> Butterfly Zone <input type="checkbox"/> Coastal Zone <input type="checkbox"/> Area of Special Biological Significance (ASBS) <input type="checkbox"/> Environmentally Sensitive Habitat Area (ESHA)	
Property Information		
Lot: _____	Block: _____	Tract: _____
ZC: _____	GP: _____	Lot Size: _____
<input type="checkbox"/> Historic Resources Inventory <input type="checkbox"/> Archaeologically Sensitive Area		
Staff Use Only:		

CERTIFICATION – I, the undersigned, under penalty of perjury, depose and certify that I am the applicant for this request, that the property owner approves this application and that all statements contained herein, including all documents and plans submitted in connection with this application, are true and accurate to the best of my knowledge.

Applicant Signature: _____

Date: _____

Owner Signature (Required): _____

Date: _____

Planning Fee Calculation

Permit Fees

Permit	Select	Fee
Architectural Permit – Single Family	<input type="checkbox"/>	\$3,010
Administrative Architectural Permit	<input type="checkbox"/>	\$791
Architectural Design Change	<input type="checkbox"/>	\$791
Counter Review & Determination – no new square footage	<input type="checkbox"/>	\$55
Counter Review & Determination – new square footage	<input type="checkbox"/>	\$332
Initial Historic Screening	<input type="checkbox"/>	\$407
Sign Permit	<input type="checkbox"/>	\$944
Sign Permit – Downtown	<input type="checkbox"/>	\$55
Variance and Amendment	<input type="checkbox"/>	\$3,268
Administrative Variance and Amendment	<input type="checkbox"/>	\$1,282
Use Permit and Amendments	<input type="checkbox"/>	\$3,268
Major Administrative Use Permit	<input type="checkbox"/>	\$1,281
Minor Administrative Use Permit	<input type="checkbox"/>	\$1,049
Inquiry Fee	<input type="checkbox"/>	\$145
Permitting of Undocumented Secondary Dwelling Unit	<input type="checkbox"/>	\$791
Second Unit Permit	<input type="checkbox"/>	\$1,193
Tree Permit with Development	<input type="checkbox"/>	\$266
Appeal	<input type="checkbox"/>	25% of fee

Additional Fees

		Fee	Subtotal
<input type="checkbox"/>	General Plan Update Fee	5% of Permit Fee	
<input type="checkbox"/>	CEQA Exemption Fee	\$44	
<input type="checkbox"/>	Butterfly Buffer Zone	5% of Permit Fee	
<input type="checkbox"/>	Coastal Zone	20% of Permit Fee	
<input type="checkbox"/>	Area of Special Biological Significance	5% of Permit Fee	
<input type="checkbox"/>	Environmentally Sensitive Habitat Area	10% of Permit Fee	
<input type="checkbox"/>	Noticing – Mailings	\$0.48 * (# of Mailings)	
<input type="checkbox"/>	Noticing – Herald Ad	\$310	
<input type="checkbox"/>	Stormwater Fee	Varies	
<input type="checkbox"/>	Other	Varies	

Total Fees: _____