

City of Torrance, Community Development Department Michelle G. Ramirez, Director
 3031 Torrance Blvd., Torrance, CA 90503, Phone (310) 618-5990 Fax (310) 618-5829

DEVELOPMENT APPLICATION

Please print or type

NAME OF APPLICANT	ADDRESS	CITY, STATE & ZIP CODE
STREET ADDRESS OR LOCATION OF PROPERTY		

PROPOSED USE OF PROPERTY AND PURPOSE OF APPLICATION(S): _____

PROPERTY OWNER	APPLICANT'S REPRESENTATIVE (OTHER THAN OWNER)
I, the undersigned, understand I am responsible with complying with the provisions of the Torrance Municipal Code for, and any conditions of approval related to, the entitlements I am applying for.	
PRINT NAME OF PROPERTY OWNER	PRINT NAME OF APPLICANT'S REPRESENTATIVE
ADDRESS	ADDRESS
(CITY, STATE & ZIP CODE)	(CITY, STATE & ZIP CODE)
PHONE	PHONE
EMAIL	EMAIL
SIGNATURE OF PROPERTY OWNER	SIGNATURE OF APPLICANT'S REPRESENTATIVE

FOR CITY USE ONLY – DO NOT WRITE BELOW THIS LINE

ZONE	OVERLAYS	COUNTY ASSESSORS INFORMATION			LEGAL DESCRIPTION			ESCROW NO.
		BOOK	PAGE	PARCEL NO.	LOT	BLOCK NO.	TRACT	

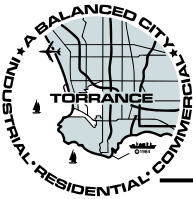
CHECK TYPE OF PERMIT(S) REQUESTED (APPLICABLE):

- | | | | |
|---|---|---|--------------------------------------|
| <input type="checkbox"/> Administrative Action | <input type="checkbox"/> Fence Height Exception | <input type="checkbox"/> Planning Commission Review | <input type="checkbox"/> Waiver |
| <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> General Plan Amendment | <input type="checkbox"/> Precise Plan | <input type="checkbox"/> Zone Change |
| <input type="checkbox"/> Development Permit | <input type="checkbox"/> Minor Development | <input type="checkbox"/> Tentative Tract | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Division of Lot | <input type="checkbox"/> Modification | <input type="checkbox"/> Variance | <input type="checkbox"/> _____ |

Environmental Assessment Submitted on..... Date: _____ <input type="checkbox"/> Negative Declaration..... Date: _____ <input type="checkbox"/> EIR Adopted..... Date: _____	Categorically Exempt per CEQA Section: _____ Signature: _____ Date: _____
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DATE _____ BY _____

CASE NO(S) _____



DEVELOPMENT APPLICATION

TO ALL APPLICANTS FOR ZONE CHANGE, VARIANCE, CONDITIONAL USE PERMIT, PRECISE PLAN, WAIVER, SUBDIVISION, GENERAL PLAN AMENDMENT, VALIDATION PERMIT, DEVELOPMENT PERMIT, PLANNING COMMISSION REVIEW AND MODIFICATION REQUESTS UNDER DIVISION 9, OF THE TORRANCE MUNICIPAL CODE.

The employees of the Community Development Department will give every possible assistance to anyone who desires to avail themselves of the remedies provided by the Code in special zoning problems involving any of the procedures mentioned.

Such assistance, however, must not be interpreted as encouragement to the applicant, and **THE APPLICANT MUST UNDERSTAND THAT IN ALL CASES, THE BURDEN OF PROOF IS UPON THEM TO MAKE THE SHOWING NECESSARY** before any of the described petitions can be granted, and that there is no guarantee expressed or implied that any application will be granted by whatever agency, or individual, that has authority in the matter.

The applicant must also understand that each matter must be carefully investigated and that after the investigation has been made, or the public hearing has been held, the staff's recommendation or decision may be contrary to the position taken in the preliminary discussions.

The staff is not permitted to assist the applicant or any opponents to an application in preparing arguments for or against the request.

I have read the foregoing and understand that **I HAVE THE BURDEN OF PROOF** in the matter arising under the application made by me:

DATE

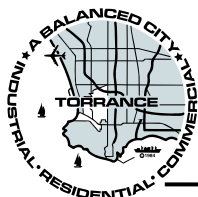
APPLICANT

Have you or an agent on your behalf, made or offered, or were you solicited for a political campaign contribution or contributions totaling more than \$250.00 in the past 12 months to be used by a member of the Commission, or for a political candidate designated by a commissioner?

YES NO

DATE

APPLICANT



COMPLIANCE STATEMENT

PURSUANT TO §65850.2 OF THE CALIFORNIA GOVERNMENT CODE

Please complete the following:

PROJECT ADDRESS	AND/OR PARCEL NUMBER	
CITY	STATE	ZIP CODE

The owner or authorized agent shall indicate that the development project under review “will” or “will not” handle, use or store hazardous materials or emit **hazardous air emission*** by placing a “X” in the appropriate option below.

STATEMENT I

I verify that my project ___will/___will not handle, store, or use hazardous materials as defined in Article 1 or Chapter 6.95 of the California Health and Safety Code, or emit HAZARDOUS AIR EMISSIONS.*

The owner or authorized agent shall certify that regulated substances at or greater than the amounts specified in Article 2 of Chapter 6.95 of Division 20 of the California Health and Safety Code “will” or “will not” be handled, used or stored and/or that the project will or will not contain a source or modified source with **hazardous air emissions*** by placing a “X” in the appropriate option below.

STATEMENT II

I certify that my project ___will/___will not have more than a threshold quantity of a regulated substance in a process or contain a source or modified source of HAZARDOUS AIR EMISSIONS.*

If you answer in the affirmative to **STATEMENT I** above, you may proceed with the development process. However, you will be required to **have the Torrance Fire Department Hazardous Materials Division verify that you have** complied with the requirements of Article I or Chapter 6.95 or the Health and Safety Code.

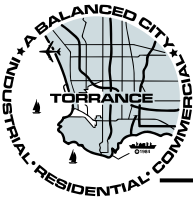
If you answer in the affirmative to **STATEMENT II** above, you may **NOT** proceed further in the planning process until you have contacted the Torrance Fire Department Hazardous Materials Division and received a Notice of Requirements to Comply With, or determination of exemption from the Requirement for a Risk Management Plan.

If you answer in the affirmative to either **STATEMENT I** or **II** you must receive verification from the Torrance Fire Department that you have met or are meeting the applicable requirements of Section 25505 and Article 2 of Chapter 6.95 of Division 20 of the Health and Safety Code before you will be given a final Certificate of Occupancy or its equivalent.

AUTHORIZED AGENT/OWNER

DATE

***Hazardous air emissions** mean emissions into the ambient air of air contaminants which have been identified as a toxic air contaminant by the State Air Resources Board or by the air pollution control officer for the jurisdiction in which the project is located. As determined by the air pollution control officer, hazardous air emissions also means emissions into the ambient air of any substance identified in subdivision (a) to (f), inclusive, of Section 44321 of the Health and Safety Code.



DEVELOPMENT APPLICATION

FILING FEES ARE PROVIDED ON THE ATTACHED FEE SCHEDULE. CONTACT THE PLANNING DIVISION FOR CORRECT FEES IF FILING MORE THAN ONE APPLICATION OF THE SAME PROPERTY. THE FOLLOWING MUST BE SUBMITTED WITH THE ATTACHED APPLICATION (NOTE: ALL DRAWINGS MUST BE TO SCALE AND PLANS MUST BE FOLDED TO APPROX. 9" X 12"). CONTACT THE PLANNING DIVISION REGARDING ENVIRONMENTAL ASSESSMENT OR WIRELESS TELECOMMUNICATION FACILITY APPLICATION FORMS/FEES.

COMMUNITY DEVELOPMENT DIRECTOR REVIEW
ADMINISTRATIVE PERMIT (MDP, MUP, ADM)

FENCE HEIGHT EXCEPTION (FEN)

WIRELESS TELECOMMUNICATION FACILITY (WTC)

PLANNING COMMISSION REVIEW CASES
CONDITIONAL USE PERMIT (CUP)
PLANNING COMMISSION REVIEW (PCR)
DEVELOPMENT PERMIT (DVP)
MODIFICATION (MOD)

PRECISE PLAN OF DEVELOPMENT (PRE)

WAIVER (WAV)

DIVISION OF LOT (DIV)
TENTATIVE TRACT (DIV)

CITY COUNCIL REVIEW CASES
VARIANCE (VAR)

ZONE CHANGES (ZON)
GENERAL PLAN AMENDMENT (GPA)

SUBMITTAL REQUIREMENTS:

5 copies including Plot Plan, Elevations and Floor Plans (Plans need to be stapled, collated and folded to approx. 9" x 12" size); application fee.

5 copies including Plot Plan, Elevation and fence section showing height (Plans need to be stapled, collated and folded to approx. 9" x 12" size); application fee.

Wireless Telecommunication Facility supplemental application form; application fee.

23 copies including Plot Plan, Elevations and Floor Plans (Plans need to be stapled, collated and folded to approx. 9" x 12" size); application fee.

23 copies including Plot Plan, Elevations and Floor Plans (Plans need to be stapled, collated and folded to approx. 9" x 12" size); Hillside Substantiation, Hillside Waiver & Silhouette Certification forms; application fee.

16 copies including Plot Plan, Elevations and Floor Plans (Plans need to be stapled, collated and folded to approx. 9" x 12" size); Waiver Substantiation Form; application fee.

23 copies of Parcel Map, Tract Map or Lot Line Adjustment Exhibit showing existing improvements and Legal Description (Stapled, collated and folded to approx. 9" x 12" size) with 1 copy of Torrance Engineering Division Clearance Sheet and Title Declaration; application fee.

40 copies including Plot Plan, Elevations and Floor Plans (Plans need to be stapled, collated and folded to approx. 9" x 12" size), Variance Substantiation Form; application fee.

40 copies including Plot Plan, Elevations and Floor Plans (Plans need to be stapled, collated and folded to approx. 9" x 12" size); application fee.

***Additional Notification fees may be required for multiple hearings and/or newspaper advertising costs.**



Schedule of Fees

PERMIT TYPE	BASE FEE	MULTIPLE FILING FEE	NOTIFICATION FEE*	ENGINEERING MAPPING FEE
Conditional Use Permit (CUP) Tier 1	\$6,431	\$3,216	\$830	\$90
Conditional Use Permit (CUP) Tier 2	\$18,360	\$9,180	\$830	\$90
Development Permit (DVP)	\$5,964	\$2,982	\$830	---
Division of Lot (DIV)	\$4,150	\$2,075	\$830	\$90 per lot
Environmental Assessment (EAS)	\$13,907	---	\$830	---
General Plan Amendment (GPA)	\$11,489	\$8,616	\$830	---
Modification of CUP, PRE, PCR, DVP (MOD)	\$6,541	\$3,271	\$830	---
Planned Development (PUD)	\$14,787	\$11,090	\$830	---
Planning Commission Review (PCR)	\$5,222	\$2,611	\$830	\$90
Precise Plan of Development (PRE)	\$7,893	\$3,946	\$830	\$90
Specific Plan (in-house)	\$14,787 + \$104/dwelling unit	---	\$830	---
Specific Plan Amendment (in-house)	\$11,090	---	\$830	---
Specific Plan (outsourced)	cost + 10%	---	\$830	---
Specific Plan Amendment (outsourced)	cost + 10%	---	\$830	---
Tentative Tract Map (DIV)	\$9,235	\$4,617	\$830	\$90
Validation Permit (VAL)	\$8,905	---	\$830	---
Variance (VAR)	\$12,258	\$9,194	\$830	---
Waiver (WAV)	\$3,161	\$1,580	\$830	---
Zone Change (ZON)	\$13,248	\$9,936	\$830	---

* Fee plus actual publication and postage costs.

CUP Tier 1: use changes, 7 or fewer residential units, less than 15,000 SF of commercial or industrial space

CUP Tier 2: 8 or more residential units, 15,000 SF or greater commercial or industrial space

HISTORIC PRESERVATION	FEE
Certificate of Appropriateness - Demolition (HPC)	\$7,531
Certificate of Appropriateness - Extension (HPA)	\$96
Certificate of Appropriateness - Major (HPC)	\$1,539
Certificate of Appropriateness - Minor (HPA)	\$330
Historic District Designation (HPC)	\$1,017
Historic Landmark Designation (HPC)	\$962
Mills Act Application (HPC)	\$1,484
Mills Act Inspection Fee	\$69



Schedule of Fees

ADMINISTRATIVE PERMIT / MISCELLANEOUS FEES	FEE
Carnival (EVN)	\$770
Categorical Exemption	\$156
Density Bonus Application	\$2,593 per site + \$104 per affordable unit
Fence Height Exception (FEN)	\$1,677
Landscape Plan Review Residential (LPR)	\$577
Landscape Plan Review Commercial/Industrial (LPR)	\$948
Minor Development Permit (MDP)	\$1,677
Minor Hillside Exemption (MHE)	\$495
Minor Modification of CUP, PRE, PCR, DVP (ADM)	\$1,677
Minor Use Permit (MUP)	\$1,677
Non-Residential Trailer (ADM)	\$770
Parking Lot Sales / Event Permit / Temporary Tent (EVN)	\$770
Plot Plan Review	\$830
Preliminary Review-Community Development Department	\$156
SB 35 Streamlined Ministerial Approval	\$18,360
Short-Term Vacation Rental (STP)	\$278
Special Animal Permit (SAP)	\$145
Time Extension (EXT)	\$660
Title Company Information Request	\$330
View Equity Claim (VEC)	\$1,677
View Equity Claim Joint Claim (VEC)	\$839
View Equity Claim Notification (VEC)	\$96
View Equity Claim Joint Claim Notification (VEC)	\$48
View Equity Claim Consultant Deposit (VEC)	\$1,000
Wireless Telcom Facility (WTC)	\$4,672**
Wireless Telcom Facility (WTC) (Telecom. Commission)	\$6,212**
Wireless Telcom Facility (WTC) Consultant Review Deposit	\$4,000
Zoning Letter/Rebuild Letter/Entitlement History Research	\$711

** Fee plus actual consulting costs.



Development Impact Fees

TYPE OF DEVELOPMENT	FY 2020/21 – 2021/22	FY 2022/23 – 2023/24	FY 2024/25 & Beyond
Single-Family Single-family detached and mobile home resulting in a net increase in the number of units on the lot.	\$7,390.53 per unit	\$8,974.22 per unit	\$10,557.90 per unit
Accessory Dwelling Unit ADU 750 SF or greater in size.	\$1,570.43 per unit	\$1,906.95 per unit	\$2,243.47 per unit
Multi-Family Attached residential units, apartments, condominiums, all other units not classified as single-family.	\$6,281.79 per unit	\$7,627.88 per unit	\$8,973.98 per unit
Commercial General Includes, but not limited to the following: retail service-oriented business activities; department stores; discount stores; furniture/appliance outlets; restaurants, eating & drinking establishments; grocery stores; automobile dealerships, car washes & service stations; fitness & dance studios; recreational facilities.	\$12,177.07 per 1,000 SF	\$14,786.45 per 1,000 SF	\$17,395.82 per 1,000 SF
Commercial Center Includes, but not limited to the following: home improvement centers; entertainment centers; sub-regional & regional shopping centers.	\$10,390.13 per 1,000 SF	\$12,616.58 per 1,000 SF	\$14,843.04 per 1,000 SF
Industrial Light Includes, but not limited to the following: light manufacturing, research & design, and wholesaling.	\$3,269.71 per 1,000 SF	\$3,970.37 per 1,000 SF	\$4,671.02 per 1,000 SF
Industrial Heavy Includes, but not limited to the following: warehouse/distribution, logistics, and warehouse retail.	\$6,976.59 per 1,000 SF	\$8,471.58 per 1,000 SF	\$9,966.56 per 1,000 SF
Industrial Business Park Includes, but not limited to the following: business/professional offices; professional medical offices, hospitals, medical centers; support commercial services; automobile repair shops.	\$3,542.34 per 1,000 SF	\$4,301.42 per 1,000 SF	\$5,060.49 per 1,000 SF

FY – Fiscal Year July 1 to June 30

Effective July 1, 2024