



## Planning Permit Application Form

**Incomplete applications will not be accepted.**

**APPLICANT INFORMATION:** Check payable to City of Redwood City or major credit cards accepted.

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone Number \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Owner Name: \_\_\_\_\_ Phone Number \_\_\_\_\_

Owner Address: \_\_\_\_\_

**PERMIT INFORMATION:**

- |                                                                                   |                                                              |
|-----------------------------------------------------------------------------------|--------------------------------------------------------------|
| <input type="checkbox"/> ARCHITECTURAL PERMIT (residential 1-3 units)             | <input type="checkbox"/> PUBLIC CONVENIENCE & NECESSITY      |
| <input type="checkbox"/> ARCHITECTURAL PERMIT (large residential 4 or more units) | <input type="checkbox"/> SIDEWALK CAFÉ PERMIT                |
| <input type="checkbox"/> ARCHITECTURAL PERMIT (commercial)                        | <input type="checkbox"/> SIGN PERMIT                         |
| <input type="checkbox"/> CONCEPTUAL DESIGN PLAN                                   | <input type="checkbox"/> SIGN PERMIT EXCEPTION               |
| <input type="checkbox"/> ENVIRONMENTAL ASSESSMENT                                 | <input type="checkbox"/> TENTATIVE MAP/VESTING TENTATIVE MAP |
| <input type="checkbox"/> GENERAL PLAN AMENDMENT                                   | <input type="checkbox"/> USE PERMIT                          |
| <input type="checkbox"/> LANDSCAPING                                              | <input type="checkbox"/> USE PERMIT (TEMPORARY)              |
| <input type="checkbox"/> LOT LINE ADJUSTMENT                                      | <input type="checkbox"/> VARIANCE                            |
| <input type="checkbox"/> PLANNED COMMUNITY PERMIT                                 | <input type="checkbox"/> ZONING VERIFICATION LETTER          |
| <input type="checkbox"/> PLANNED DEVELOPMENT                                      | <input type="checkbox"/> ZONING MAP/TEXT AMENDMENT           |
| <input type="checkbox"/> PLANNED DEVELOPMENT (amendment)                          | <input type="checkbox"/> OTHER                               |
| <input type="checkbox"/> PRELIMINARY DESIGN MAP                                   |                                                              |

Project Description (attach sheet if needed): \_\_\_\_\_

**SITE INFORMATION:**

Address: \_\_\_\_\_

APN: \_\_\_\_\_ Building Square Footage \_\_\_\_\_

Zoning District: \_\_\_\_\_ # Dwelling Units \_\_\_\_\_

Floor Area Ratio \_\_\_\_\_ Site Area \_\_\_\_\_ Parking Spaces \_\_\_\_\_

I declare under penalty that I am the owner or authorized agent for this property and that the foregoing statements and answers herein and all data information, documents and evidence herewith submitted are to the best of my knowledge and believe true and correct.

\_\_\_\_\_  
Signature of Owner  
(Applicant may sign if written authorization from owner is provided.)

\_\_\_\_\_  
Date

**Community Development – Planning Services**  
P. O. Box 391, Redwood City, CA 94064  
1017 Middlefield Road, Redwood City, CA 94063  
(650) 780-7234, FAX (650) 780-0128  
[www.redwoodcity.org](http://www.redwoodcity.org) – E-Mail: [planning@redwoodcity.org](mailto:planning@redwoodcity.org)

Permit # \_\_\_\_\_

**OFFICE USE ONLY**

Cost Recovery

**Important: This section is to be filled out only if you are applying for one or more of the following permits.**

**Variance**

Explain what special circumstances exist pertaining to this property, including size, shape, topography, location and surroundings:

Explain why the granting of the Variance would not constitute a grant of special privilege with respect to properties in the same neighborhood:

Explain how the granting of the Variance would not be contrary to the intent of the Zoning Ordinance:

**Use Permit**

State how the proposed use would be compatible with present surrounding uses:

**Planned Development Permit**

State how the proposed development would achieve the purpose of Section 46.1 of the Zoning Ordinance:

**Zoning Map Amendment**

State how the proposed amendment would be consistent with the purposes of the General Plan:

**Sidewalk Café Permit**

I have received and read a copy of the Sidewalk Café Guidelines.

Signature \_\_\_\_\_

**OFFICE USE ONLY**

<b>Fee / Deposit</b>	<b>File Number</b>	<b>Date</b>	<b>Initial</b>
\$			
\$			
\$			
\$			