

Zoning Confirmation Letter ("Rebuild Letter") Application

Department of Development Services | Planning Bureau
411 W. Ocean Blvd., 2nd Floor, Long Beach, CA 90802
(562) 570-6194 longbeach.gov/lbds

Property Address: _____ Long Beach, CA 908 ____
 Property APN: _____
 Applicant Name: _____ Ph: _____ Fax: _____
 Mailing Address: _____
 City: _____ State: _____ ZIP: _____ Email: _____
 Contact Person Name, Phone No. (if different): _____
 Preferred delivery (check one or more): U.S. Mail Fax E-mail

Type of Zoning Confirmation Letter Requested:

- Basic Zoning Letter.** This letter confirms the zoning designation of the subject property, includes the zoning designation’s statutory description, states the nonconforming rights generally conferred by the Zoning Regulations, and describes the restoration (“rebuild”) rights generally conferred upon a nonconforming structure by the Zoning Regulations, and the time limits applying thereto. This letter is *general* in nature and does not address any specific conditions of the subject property (e.g. number of dwelling units legally permitted, or if an already-destroyed structure is eligible to be rebuilt in its previous nonconforming state). This letter is *usually* satisfactory when a party to a real estate transaction requires a “rebuild” letter.
- Zoning Letter with Additional Research.** This letter includes all of the information contained in the Basic Zoning Letter, and additionally answers any specific inquiries on the subject property (to the extent feasible, based on available resources), such as number of dwelling units legally permitted, permit history on the site, status of entitlements (e.g. Conditional Use Permits or Standards Variances), and other zoning-related matters specific to the property. If you are requesting additional research, please specify what additional information you wish the letter to provide, either below or by attaching additional sheets to this form.

Please consult the current fee schedule for applicable fees. Please make fees payable to “City of Long Beach.” Fees must be paid at time of application. One (1) application will cover one (1) APN. Contact staff for requests with multiple APNs. You may submit your application in person at City Hall or by mailing this form and the appropriate fee to:

Zoning Administrator
 ATTN: Zoning Confirmation Letters
 411 W. Ocean Blvd., 3rd Floor
 Long Beach, CA 90802

BELOW THIS LINE FOR STAFF USE ONLY

Assigned Planner:	Filing date:	Project No.:
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