



# City of Grover Beach Planning Division VARIANCE SUBMITTAL CHECKLIST

154 South Eighth Street | Grover Beach, CA 93433 | Phone (805) 473-4520 | [www.groverbeach.org](http://www.groverbeach.org)

The information on this checklist should be submitted to facilitate a thorough preliminary review of your project. **Check each box under “applicant” to indicate that the information has been provided and sign the Checklist. If you believe an item is not applicable to your application, please indicate.** If you have any questions regarding this form, please contact the planning staff at (805) 473-4520 or via email at [comdev@groverbeach.org](mailto:comdev@groverbeach.org)

- | Applicant                | City                     |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <b>COMPLETED DEVELOPMENT APPLICATION FORM.</b> Application form can be found here: <a href="http://grover.org/DocumentCenter/View/6731/1_DevelopmentApplicationForm?bidId=">http://grover.org/DocumentCenter/View/6731/1_DevelopmentApplicationForm?bidId=</a> . <i>Only this application will be accepted.</i>   |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>COMPLETED ENVIRONMENTAL INFORMATION FORM.</b> Information form can be found here: <a href="http://grover.org/DocumentCenter/View/6827/Environmental-Information-Form?bidId=">http://grover.org/DocumentCenter/View/6827/Environmental-Information-Form?bidId=</a> This may be submitted as a part of a development application.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>PAYMENT OF APPLICATION FEE.</b> Remittance of deposit as established by the Master Fee Schedule and signed <i>Agreement to Pay Application Fees</i> .  |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>EMAIL COMPLETED APPLICATION &amp; PLANS.</b> Email completed application and associated plans to <a href="mailto:comdev@groverbeach.org">comdev@groverbeach.org</a> . All electronic plans shall be in PDF format, Please refer to these instructions: <a href="https://www.grover.org/DocumentCenter/View/11473/Electronic-Submittal-Instructions">https://www.grover.org/DocumentCenter/View/11473/Electronic-Submittal-Instructions</a> |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>EVIDENCE TO SUPPORT FINDINGS.</b> A Variance may be approved only if the required findings in Development Code Section 6.20.100.F are made in the affirmative in compliance with State Government Code Section 65906. Evidence must be submitted that demonstrates the findings can be made.   |

I, the undersigned Applicant/Representative, have verified that all the submittal items required on this Checklist are included in the application materials and/or plans.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Print Name**