



COASTAL ZONE PERMIT (CTZ)

INFORMATIONAL AND SUPPLEMENTAL APPLICATION PACKET

ATTENTION: A Project Application must be completed and/or attached prior to submitting this Supplemental Application. See the [Project Application](#) for instructions.

Pursuant to Planning Code Section 330, all projects within San Francisco's Coastal Zone Area may be required to apply for a Coastal Zone Permit for projects involving demolition, new construction, reconstruction, alteration, change of use, change of occupancy, condominium conversion, and public improvement.

For questions, you can call the Planning counter at 628.652.7300 or email pic@sfgov.org where planners are able to assist you.

Español: Si desea ayuda sobre cómo llenar esta solicitud en español, por favor llame al 628.652.7550. Tenga en cuenta que el Departamento de Planificación requerirá al menos un día hábil para responder.

中文: 如果您希望獲得使用中文填寫這份申請表的幫助, 請致電628.652.7550。請注意, 規劃部門需要至少一個工作日來回應。

Filipino: Kung gusto mo ng tulong sa pagkumpleto ng application na ito sa Filipino, paki tawagan ang 628.652.7550. Paki tandaan na mangangailangan ang Planning Department ng hindi kukulangin sa isang araw na pantrabaho para makasagot.

WHAT IS A COASTAL ZONE PERMIT?

The California Coastal Commission, in partnership with coastal cities and counties, plans and regulates the use of land and water in the designated coastal zone. Certain development activities, defined by the California Coastal Act of 1976, generally require a Coastal Zone Permit from either the California Coastal Commission or the local government. These include, but are not limited to: new construction, demolition, or alterations of structures, divisions of land, activities that change the intensity of use of land or public access to coastal waters, rip-rap repair, dredging, repair or maintenance to structures located in an environmentally sensitive habitat area, and alterations of land forms including removal or placement of vegetation, on a beach, wetland or sand dune, or within 100 feet of the edge of a coastal bluff, or stream or in areas of natural vegetation. See Planning Code Section 330 for additional information.

Projects that require a Coastal Zone Permit from the Planning Department shall be reviewed for consistency with the City's Western Shoreline Plan, within the San Francisco General Plan. A public hearing is not required unless the proposed project is within the California Coastal Commission appealable subarea or if the Zoning Administrator determines that the project has a significant impact on the Coastal Zone. The applicant shall be notified as to whether the application requires a public hearing. For more information about the Coastal Commission, please visit the following website: <http://www.coastal.ca.gov>.

WHEN IS A COASTAL ZONE PERMIT NECESSARY?

San Francisco's Coastal Zone Area is shown in Section Maps CZ4, CZ5, and CZ13 of the Zoning Map and in the City Zoning Block Books. Projects within the following City Assessor's blocks may be required to apply for a Coastal Permit Application. Blocks: 1481*, 1483*, 1590, 1591, 1592, 1593, 1595, 1596, 1597, 1598, 1689, 1690, 1691, 1692, 1700*, 1701, 1702, 1703, 1802, 1803, 1804, 1805, 1806, 1893, 1894, 1895, 1896, 2001, 2085, 2086, 2168, 2169, 2301, 2314, 2377, 2513, 2515, 2516, 7281, 7283, 7309*, 7309A*, 7333*, 7334*, 7337*, 7380*, 7384*.

**Only a portion of these blocks are within the Coastal Zone. Consult the City Zoning Block Books to determine whether your property is within the Coastal Zone.*

Applicants of projects over tidelands, Lake Merced, the Olympic Country Club, and the Pacific Ocean shore extending 3 miles out to sea are required to apply to the California Coastal Commission for a Coastal Zone Permit.

FEES

Please refer to the [Planning Department Fee Schedule](#) available at **sfplanning.org**. For questions related to the Fee Schedule, you can call the Planning counter at 628.652.7300 or email pic@sfgov.org where planners are able to assist you.

Fees will be determined based on the estimated construction costs. Should the cost of staff time exceed the initial fee paid, an additional fee for time and materials may be billed upon completion of the hearing process or permit approval. Additional fees may also be collected for preparation and recordation of any documents with the San Francisco Assessor-Recorder's office and for monitoring compliance with any conditions of approval.



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SUPPLEMENTAL APPLICATION

Property Information

Project Address:

Block/Lot(s):

APPLICANT'S AFFIDAVIT

Under penalty of perjury the following declarations are made:

- a) The undersigned is the owner or authorized agent of the owner of this property.
- b) The information presented is true and correct to the best of my knowledge.
- c) Other information or applications may be required.
- d) I hereby authorize City and County of San Francisco Planning staff to conduct a site visit of this property as part of the City's review of this application, making all portions of the interior and exterior accessible through completion of construction and in response to the monitoring of any condition of approval.
- e) I attest that personally identifiable information (PII) - i.e. social security numbers, driver's license numbers, bank accounts - have not been provided as part of this application. Furthermore, where supplemental information is required by this application, PII has been redacted prior to submittal to the Planning Department. I understand that any information provided to the Planning Department becomes part of the public record and can be made available to the public for review and/or posted to Department websites.

Signature

Name (Printed)

Date

Relationship to Project
(i.e. Owner, Architect, etc.)

Phone

Email

For Department Use Only

Application received by Planning Department:

By: _____

Date: _____