

City of Pacific Grove
Community Development Department
300 Forest Avenue
Pacific Grove, CA 93950
(831) 648-3190

Report Fee - \$100.00 Account No. 01-4401
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Accepted for submittal by: _____
[CDD Staff person]

**CITY OF PACIFIC GROVE
RESIDENTIAL ZONING RECORDS REPORT**

The undersigned hereby applies for a report pursuant to Chapter 23.78 of the Pacific Grove Municipal Code. Please allow seven to ten working days for completion of the report from the date a complete application and fee are submitted to the Community Development Department. APN, Lot, block and tract information must be completed prior to submission.

Buyer or Transferee:

Seller or Transferor:

Name(s)

Name(s)

Address

Address

City State Zip

City State Zip

Date Submitted: _____

By (X) _____
Signature Owner Agent

PROPERTY BEING SOLD OR TRANSFERRED:

ADDRESS: _____

ASSESSOR'S
PARCEL NO. _____

LOT NO. _____ BLOCK NO. _____ TRACT: _____

Completed report will be:

Picked up:

Name of person to notify

____/____/____ : _____.m
Date notified Time notified

Daytime telephone number

e-mail (for notification purposes only)

Mailed to:

____/____/____
Date mailed

Name

Street Address or Post Office Box Number

City State Zip

The purpose of the Zoning Records Report is to provide certain information to potential property buyers regarding the zoning classification, authorized uses and occupancy of record pertaining to the subject property. The report is based on a review of City maps and records contained in the City's property file. The report includes information concerning legislative acts of record; typically, use permits, variances, historic preservation/demolition applications and architectural approvals. The report does not contain information concerning building permit activity. The City does not inspect the property as part of this report. Property files are available to the public for review during business hours. The City does not guarantee the accuracy of information herein contained.

You will receive four copies of the completed report. Please distribute the copies as follows:

1. After reviewing the completed report the buyer is required to sign the Buyer's Acknowledgment Statement on page five. Please return a complete copy of the original report signed by the buyer to the Community Development Department prior to the close of escrow.
2. One copy is to be retained by buyer.
3. One copy is to be retained by the seller.
4. One copy is for the title company.

LAND USE INFORMATION

Zoning and General Plan designations are subject to change by the City Council through the legislative process.

1. The property located at _____ is located in the _____ Zone District that allows the following permitted uses subject to compliance with site standards and upon obtaining required discretionary permit approvals:

2. General Plan Designation:

3. Use of this property according to City records:

4. Previously approved zoning permits:

5. Restrictions on use or development:

6. The following checked items apply to the subject property:

- The property is located within the coastal zone and is subject to Local Coastal Program/Land Use Plan regulations.
- The property is located within an archaeologically sensitive area. Certain types of projects involving ground disturbance may require preparation of an archaeological report. Please consult the Community Development Department for additional information.
- The residence is listed on the City's Historic Resources Inventory. Please consult the Community Development Department for information regarding permits and approvals required for demolition or exterior modification.
- The property is adjacent to the Municipal Golf Course and is therefore vulnerable to golf ball hazards. Additions and remodels to structures on the property may require the installation of safety glass.
- The current use of the property is nonconforming. Additions, enlargements, and expansions are not permitted. Information regarding nonconforming uses is contained in Chapter 23.68 of the Zoning Ordinance.

7. Architectural Review Board approval may be required for exterior modifications to structures. Please consult the Community Development Department for information.

8. Residential property may not be rented for periods of less than 30 consecutive calendar days.

Jon M. Biggs
Community Development Director

by: _____

Date:

Information contained in this report is considered to be correct as of the date of the report. Zoning regulations are subject to change.

BUYER'S ACKNOWLEDGMENT STATEMENT

I (we), _____
Buyer's Names(s) (please print)

acknowledge receipt of the following documents:

- 1 Residential Zoning Records Report
- 2 Smoke Detector Compliance Statement
- 3 Sewer Cleanout and Housetrap Regulations
- 4 Tree Regulations
- 5 Water Conservation Requirements
- 6 Information regarding starting a business and operation of hotels, motels, apartment houses, and other rental units.

Dated: _____
Signature of Buyer

Signature of Buyer