City of Costa Mesa, Development Services Department
77 Fair Drive, P.O. 1200, Costa Mesa, CA 92628-1200
Phone: (714) 754-5245 Fax: (714) 754-4856, www.costamesaca.gov

APPLICATION FOR MINOR MODIFICATION REQUEST

Minor Mod # **MM -**

(See Title 13, Ch III, Section 13-28(j) Minor Modifications, of Muunicipal Code)

PROPERTY ADDRESS: _____

PROPERTY OWNER: _____ Phone _____

Address _____ Email or Fax # _____

City _____ State _____ Zip Code _____

Property Owner's Signature _____ Date _____

AUTHORIZED AGENT: _____ Phone _____

Address _____ Email or Fax # _____

City _____ State _____ Zip Code _____

Authorized Agent's Signature _____ Date _____

PROJECT DESCRIPTION: *[Provide project description & justification for approval below]*

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CONCEPT PLANS/DRAWINGS ARE ATTACHED: ☐ **YES** ☐ **NO**

OFFICE USE ONLY BELOW

THIS MINOR MODIFICATION REQUEST IS ☐ APPROVED / ☐ DENIED BASED ON THE FOLLOWING FINDINGS:

☐ The improvement ☐ will not be / ☐ will be materially detrimental to the health, safety, and general welfare of person residing or working within the immediate vicinity of the project or to property and improvements within the neighborhood.

☐ The improvement ☐ is / ☐ is not compatible or considered as an enhancement to the architecture and design of the existing and anticipated development in the vicinity. This includes the site planning, land coverage, landscaping, appearance, scale of structures, open space and any other applicable features relative to a compatible and attractive development.

Zone: _____ **Approved by:** _____ **Decision Date:** _____

Appeal of this decision shall be filed within 7 days of the decision date noted above by remittance of the appeal fee and according to the procedures set forth in Title 2, Chapter IX, of the Costa Mesa Municiple Code.

(White – Planning; Canary – Building; Pink – Applicant;Goldenrod – Authorized Agent)