



Application for Port Permit (APP)

425 S. Palos Verdes Street Post Office Box 151 San Pedro, CA 90733-0151 TEL 310-732-3850 DevelopmentPermits@portla.org

For Office Use Only

Application No.: _____

Received: _____

Filed: _____

1. Applicant Information

Applicant¹

Business Name: _____

Contact Person: _____

Title: _____

Email: _____

Phone: _____

Mailing Address: _____

City, State, Zip: _____

Authorized Representative

Business Name: _____

Contact Name: _____

Title: _____

Email: _____

Phone: _____

Mailing Address: _____

City, State, Zip: _____

2. Entitlement Information

Does the applicant have a current real estate entitlement?	Yes	No	
Is the project within the boundary of your existing entitlement?	Yes	No	Not Applicable
Current Entitlement Number: _____	POLA REO: _____		
If seeking new entitlement, what type?			

3. Project Location

Project Location or Address: _____

Assessor Parcel Number(s): _____

4. Project Details

Present Use: _____ Construction Start Date: _____

Proposed Use: _____ Construction Duration: _____

Project Name (if applicable): _____

Does the project include any construction activities (i.e., a development)? Yes No

Description of Project (Please write "See Attached" if submitting separate sheet):

¹ An applicant is a person with a lasting interest in the completed project such as the lessee of a project. An applicant is not someone filing the case on behalf of a client (i.e., usually not the authorized representative).

Lot Area: _____ Open Space Area: _____

Estimated Project Cost: _____ Using Public Funds: Yes No

For the purposes of environmental (CEQA) analysis, is there intent to develop a larger project?:²

Yes No

Is the proposed project water-dependent?: Yes No

Is there any in-water work?: Yes No

Does the project include any new development of the following categories?:

The storage, transmission, and processing of liquefied natural gas and crude oil

Wastewater treatment facilities

Roads or highways which are not principally for internal circulation within the port boundaries

Office and residential buildings not principally devoted to the administration of activities within the port

Hotels, motels, and shopping facilities not principally devoted to the sale of commercial goods utilized for water-oriented purposes

Commercial fishing facilities

Recreational small craft marina related facilities

Oil refineries

Petrochemical production plants

Maximum Height of new structures: _____ Parking Spaces Provided : _____

Indicate square footage of each site surface as it exists, and proposed:

Existing

Proposed

Dirt or unimproved

Crushed base or gravel

Paved

Is a construction laydown area required?: Yes No If yes, indicate size: _____

What is the potential maximum lifespan (functional working life) of the equipment or development?:

5. Project Description Questions

Will any of the following activities occur? If checking yes, please submit a separate written project description and include all details as indicated in the written Project Description instructions.

Demolition or construction of a structure

Will vegetation be removed?

Will there be ground disturbance (potholing, trenching, grading, etc.)

Will grading occur?

Does the project involve new, abandonment or maintenance of pipelines?

Are any new liquid bulk storage tanks proposed?

Will an electrical generator be used?

Will operations include fueling, maintenance or washing of equipment, welding, or storage of metals, brakes engines, oily or greasy parts?

Will the project involve the use, manufacture, treatment, production, or storage of Hazardous Chemicals, Flammable Material, or Hazardous Waste?

² If yes, attach complete project description and general site plan covering the entire project.

6. Job Impacts

Current number of employees at the site: _____
Estimated employees after project completion: _____
Estimated construction jobs: _____
Total Jobs created for this project: _____

7. Required Attachments

Project Location Aerial Map
Site Plan or Plot Plan³
Written Project Description (If yes to any questions in Question 5)
Business References (for new tenants)
Credit References (for new tenants)
Financial Statements for the preceding 2 fiscal years (for new tenants)
Resume of prospective tenant's experience in the industry related to this request (for new tenants)
City of Los Angeles Business License (Business Tax Registration Certificate)
Electronic copies of engineering drawings, calculations, and any other related engineering documents, signed and stamped by a State of California-licensed engineer⁴

8. Additional Materials May Be Required

Additional material may be required to complete a CEQA environmental assessment, Coastal Development Permit, Real Estate Entitlement, or Harbor Engineers Permit reviews.

9. Certification

I hereby certify that the statements furnished herein and in any attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.

(x) Signature of Applicant _____

Printed Name of Applicant _____

Date _____

³ Please see City of Los Angeles Plot Plan Instructions for details. [Plot Plan Instructions.pdf \(lacity.org\)](#)

⁴ Hard copies of the engineering documents may be requested by Port staff during the permitting process.