



HARBOR DEVELOPMENT PERMITS APPLICATION CHECKLIST

- Application:** One (1) copy of completed application with a detailed project description and wet signature (on page 3) from the Applicant or the Authorized Representative. Proof of authorization will be required for the contractor.

- Location Map:** One (1) site location map that accurately depicts the project location.

- Drawings:** One (1) set of engineering drawings, calculations and other related documents (if applicable) signed and stamped by a State of California licensed engineer. Applicants are encouraged to visit www.polb.com/hdp for *POLB Standard Plans Guidelines*.

- Filing fee:** A \$125 filing fee is required for projects estimated to cost less than \$100,000, and \$275 for projects estimated to cost \$100,000. Payable by check or money order to the Port of Long Beach.

- Traffic Control Plan:** One (1) set of traffic control plans. A traffic control plan is required if the project requires temporary roadway closures within the POLB Right-of-Way. For assistance with preparing TCPs, applicants are encouraged to visit www.polb.com/hdp for [*Guidelines for Preparing Traffic Control Plans*](#).

Note: The HDP application package may be emailed to HDPdesk@polb.com, but be advised a hard copy is required before a package is deemed complete. Other documents may be requested during the permit process itself.



The Port of
LONG BEACH

HDP No. _____

Date Received _____

Tel: (562) 283-7102 Fax: (562) 283-7148
HDPdesk@polb.com

APPLICATION

HARBOR DEVELOPMENT PERMIT OR CALIFORNIA ENVIRONMENTAL QUALITY ACT DETERMINATION

1 Applicant _____ Applicant Contact _____

Address/Telephone No. _____ / _____

City/State/Zip Code _____

Legal Interest (Lease #, Assignment #, etc.) _____

2 Property Owner's Name _____

Address _____

3 Project Description (attach if necessary):

4 Project Location:

5 Buildings

	Gross Floor Area (sq.ft.)	No. of Floors	Height of Building	Number of Employees	Parking Spaces
Existing	_____	_____	_____	_____	_____
Proposed	_____	_____	_____	_____	_____

6 Is the project subject to the provisions of the Americans with disabilities Act (ADA)? Yes _____ No _____
If **yes**, furnish an architect's certificate that the project complies with ADA provisions.

7 Estimated project cost of: Materials \$ _____ Labor \$ _____

- 8 Does this project include excavation? Yes No
If **yes**, has Dig-Alert (Underground Service Alert) been notified? Yes No
Approximate amount of excavation: yd³ _____ acres _____
- 9 Does this project create, add, or replace 5,000 square feet or more of impervious area? Yes No
If **yes**:
Does this project include routine maintenance? Yes No
- 10 Does this project involve the installation or removal of underground storage tanks (USTs)? Yes No
If **yes**, furnish a current copy of a Financial Responsibility Certificate.
Will temporary water service be required for this project? Yes No
If **yes**, what will be the purpose and use of temporary water service?
- 11 Will the project result in:
Vehicle or equipment fueling, washing, or maintenance and repair? Yes No
Outdoor loading and unloading of materials, container storage of liquids, or storage of raw materials, products, or by-products? Yes No
- 12 Does the project involve public funds? Yes No
- 13 Area of project site (sq.ft. or acres) _____
- 14 Describe the present use of the site and surrounding area:
- 15 Is this project one phase of a larger planned development that will occur within the next ten years?
Yes No If **yes**, attach a complete project description and plans.

NEW *Sea Level Rise Consideration Section*

- 16** Using the Port Coastal Vulnerability Zone Map (found at the end of this application form), is the proposed project subject to temporary flooding and/or permanent inundation?
Yes No If **yes**, please answer the next three questions
If **no**, please skip to the end of this checklist.
- 17** What is the potential maximum lifespan (functional working life) of the equipment and/or development (i.e., is the life of the asset or project over 15 years)? _____ Years

18 Is there a risk that the asset could be damaged or its maintenance or operation disrupted if flooded?

Yes No

19 Please describe any potential adaptation strategies or infrastructural changes that address sea level rise or flooding impacts on the planning and/or design of this project (e.g., raising structures or utilities off the ground, preventing flooding of underground vaults or utilities, site regrading, enhancing seawalls or shoreline structures, etc.)

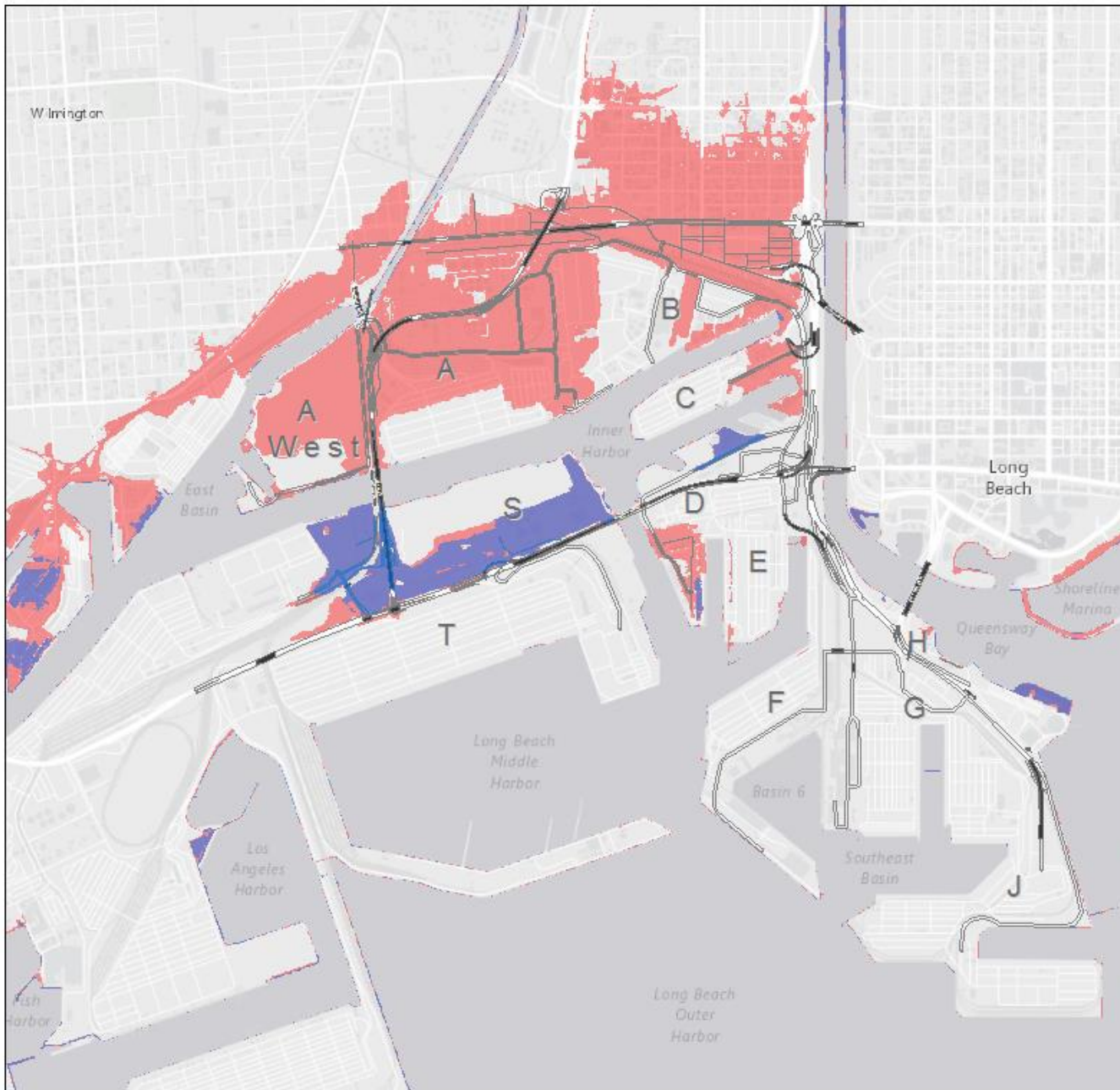
20 I attest to the best of my knowledge that the information supplied in and accompanying this application is true and accurate and that any false or misleading information and disclosure of material facts shall be cause for denial of this application and for revocation of any permit issued in reliance of the information contained herein.

Signature _____ Date _____

Printed Name _____ Title _____

Contact Person/Project Manager _____

Phone _____ Email _____



PORT OF LONG BEACH
Coastal Vulnerability Zone

**36-Inch Sea Level Rise +
100-Year Storm Surge**

■ Coastal Vulnerability Zone
(Temporary Flooding)

36-Inch Sea Level Rise

■ Coastal Vulnerability Zone
(Permanant Inundation)

TRANSPORTATION FEATURES

Bridge

Road Edge

0 0.325 0.65 1.3
1 inch = 0.6 miles Miles

1 inch = 3500 feet Feet
0 1,700 3,400 6,800

AECOM
Projection: California State Plane Zone 5
North American Datum 1983