



Certificate of Compliance

Community Development Department
 Planning Division
 100 Civic Center Drive / P.O. Box 1768 / Newport Beach, CA 92658-8915
 (949)644-3204
www.newportbeachca.gov

Property Owner(s)

Name		
Address	City, State	Zip Code
Email	Phone No.	Fax No.

Applicant(s)

Name		
Address	City, State	Zip Code
Email	Phone No.	Fax No.

Site/Project

Address	Assessor's Parcel No.
---------	-----------------------

Along with the above portion of this form completely filled out, please submit the following:

1. A legible copy of the latest Recorded Grant Deed or Contract of Sale showing current ownership, include the Title Insurance Policy if available.
2. A copy of the latest Tax Bill and Assessor's Map.
3. A copy of any and all documents supporting original creation of the parcel (e.g. Grant Deeds, Contracts of Sale, Records of Survey, Building Permits, or other documents).
4. If the project is improved, include legible copies of:
 - A Plot Plan, fully dimensioned on an 8½" x 11" sheet showing entire parcel, all improvements, and parcel area in square feet.
 - A Building Permit for a Principal Building on the Property.
5. An application fee in the amount of \$385 (\$373 + OC Recorders Fee \$12) payable to the City of Newport Beach. Please note parcels not in compliance with Subdivision or Zoning regulations may incur additional costs.

Do Not Complete Application Below This Line – For Office Use Only

PA No.	Submitted:	Planner	ext.
CO No.	Fee Paid:	Date Mailed	
D No.	Form of Payment: <input type="checkbox"/> Check <input type="checkbox"/> Credit Card	Check No.	Date of OR
Pln Chck No.	Receipt No.	OR No.	
Remarks:			