



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD
ROLLING HILLS, CA 90274
(310) 377-1521
FAX (310) 377-7288

**APPLICATION
OUTDOOR LIGHTING MODIFICATION**

Pursuant to RHCM Section 17.16.190(E)(3)

Applicant(s) Name: _____

Applicant(s) Address: _____

Applicant(s) Phone No. _____

Agent Name: _____

Agent Address: _____

Agent Phone No. _____

REQUEST: After having reviewed the Lighting Ordinance, for which section(s) of the Ordinance you are seeking modification:

Section(s): _____

Reason:

Applicant Signature

Date:

Agent Signature

Date:

FOR STAFF USE ONLY:

Date application received: _____ Modification Case No: _____ Fee: \$_____

INSTRUCTIONS

PROCEDURES AND FEE FOR AN APPLICATION FOR OUTDOOR LIGHTING MODIFICATION

RHCM Section 17.16.190(E)

PROCEDURE FOR MODIFICATION:

1. The applicant shall submit a signed application on a form provided by the City and pay the applicable fee. If an agent represents the applicant both must sign the application.
2. Staff will review the request for modification from the requirements of the ordinance and will schedule an evening visit to the site with the Planning Commission.
3. Notices of the field visit will be mailed a minimum of seven days prior to the visit to the applicant and owners of properties immediately surrounding the property for which a modification is sought.
4. Staff will prepare the notice and address labels.
5. The Planning Commission may make its decision at the meeting of the field trip or continue the meeting to a regular meeting of the Planning Commission.
6. The Planning Commission's decision shall be memorialized by a minute vote and a letter sent with the decision to the property owner.
7. An appeal of the Planning Commission's decision may be made to the City Council upon written request within fifteen days of the adoption of the minute vote and upon payment of a fee of 2/3 of the original fee.
8. The decision of the City Council shall be final.

FEE: **\$750** *Per Resolution No. 1149*
Please make checks payable to the City of Rolling Hills.