

## NOISE VARIANCE APPLICATION CHECKLIST

The following information is required to review and process the Noise Variance Permit Application and **a minimum of 10 days (prior to the project start date) is required for review and processing**. Please read the attached "How to File a Noise Variance Request in the City of Long Beach" for more information. A completed packet may be faxed, mailed, or emailed ([EnvironmentalHealth@longbeach.gov](mailto:EnvironmentalHealth@longbeach.gov)) to our office.

- ☐ **Noise Variance Application**
- ☐ **Sample Public Distribution Letter**
- ☐ **Sample Public Distribution Map and/or List**
- ☐ **Payment: \$283.00**

(for check payment, make payable to the City of Long Beach, Department of Health & Human Services)

**ONCE APPROVED, THE APPLICANT CAN PICK-UP THE VARIANCE**  
**COMPLETION OF THE CHECKLIST/APPLICATION DOES NOT GUARANTEE COMPLIANCE WITH STATE LAW**  
**NOR DOES IT GUARANTEE APPROVAL.**  
**THIS IS SOLELY INTENDED AS A GUIDELINE FOR PROPER APPLICATION SUBMITTAL**

## HOW TO FILE A NOISE VARIANCE REQUEST IN THE CITY OF LONG BEACH

*Pursuant to Chapter 8.80.340 of the Long Beach Municipal Code, the Noise Control Officer is authorized to grant variances for exemption from any provision of the Noise Ordinance.*

### INSTRUCTIONS:

1. Any person seeking a variance shall file an application with the Noise Control Program. A minimum **of ten (10) working days** prior to the commencement of the requested activity will be required to process the variance as stipulated in these guidelines.
2. The application shall contain information, which demonstrates that bringing the source of the sound or activity for which the variance is sought into compliance, would create an unreasonable hardship on the applicant, community, or other persons.
3. A fee of **\$283.00**, as stipulated in the most current City of Long Beach, Department of Health and Human Services Fee Resolution, shall accompany the variance application (this is a non-refundable fee).
4. A separate application is to be filled for each noise source.
5. Notice of application for a variance shall be published per rules established by Noise Control Program, which include (but are not limited to):
  - a. All residents whom the Noise Control Program determines may be adversely affected by the noise shall be notified at a minimum of **72 hours prior** to granting of the variance via a public notification and/or letter\*\*
  - b. A list of residences contacted shall be provided to the Noise Control Program prior to distribution of the notification and/or letter\*\*\*
  - c. Any individual who claims to be adversely affected by the issuance of the variance may file a statement with the Noise Control Program containing information to support his/her claim.
  - d. If at any time the Noise Control Program finds that a sufficient controversy exists regarding an application, a public hearing will be held.
6. In determining whether to grant or deny an application, the Noise Control Program shall balance the hardship on the applicant, the community, and/or other persons affected.
7. Applicants for variances and persons contesting variances may be required to submit such information as the Noise Control Program may reasonably require.
8. A variance is to be granted by permit to the applicant containing all necessary conditions, including (but not limited to) a time limit on the approved project.
9. Noncompliance with any condition of the variance shall terminate the variance.
10. The term of the variance may not exceed three hundred sixty-five days from the date of issuance (1 year). An application for an extension will be treated as an application for a new variance.

***\*\*Public Notification is to be performed at least 72 hours prior to granting of the variance\*\****

***\*\*\*ATTACH A LIST OF RESIDENCES THAT WILL BE CONTACTED AND PROCEDURE FOR NOTIFICATION\*\*\****

## NOISE VARIANCE APPLICATION

## VARIANCE APPLICANT

Operator/DBA: \_\_\_\_\_ Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/State \_\_\_\_\_ Zip code: \_\_\_\_\_

Office # \_\_\_\_\_ Mobile# \_\_\_\_\_ Email: \_\_\_\_\_

## NOISE SOURCE INFORMATION

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Long Beach, CA Zip code: \_\_\_\_\_

## Describe type of work

(attach scope of work/additional sheets as needed): \_\_\_\_\_

Start Date \_\_\_\_\_

End Date \_\_\_\_\_

Start Time \_\_\_\_\_

End Time \_\_\_\_\_

Occurring Day(s): ☐ Sun ☐ Mon ☐ Tues ☐ Wed ☐ Thurs ☐ Fri ☐ Sat

*With the understanding that the requested variance is as described above, and the applicant with all other requirements that may be imposed by the Department of Health and Human Services, the undersigned requests a Noise Variance Permit per Section 8.30.340 of the Long Beach Municipal Code.*

Noise Variance Permit cost: **\$283.00**, made payable to the City of Long Beach (non-refundable)

Printed Name of Applicant \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_

## CONDITIONAL NOISE VARIANCE INFORMATION

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

## FOR OFFICE USE ONLY

☐ Approved ☐ Rejected ☐ Approved w/Conditions (see above) ☐ Payment Received Pymt. Type: \_\_\_\_\_ Received by: \_\_\_\_\_

Approved by Noise Control Officer \_\_\_\_\_

Date \_\_\_\_\_

Complaint Restrictions / Reason for Rejection: \_\_\_\_\_

## «COMPANY LETTERHEAD»

«Date»

To whom it may concern:

The purpose of this letter is to inform residents in the area surrounding «Location» of ongoing construction activity scheduled for «Work\_Timeframe». As part of an ongoing project, «Company\_Name» will have a «Reason\_for\_Variance»

«Company\_Name» is working to comply with Noise Variance procedures as required by the City of Long Beach Health Department's Noise Control Program, including notifying the surrounding neighborhood of the project. All mitigating efforts will be followed to reduce the noise impact to the community. Efforts such as using less noisy equipment and locating equipment as far from residences as possible will be implemented.

If you have any questions or noise concerns, please contact «Company\_Project Manager» at «Company\_Contact Number». Should you have any questions regarding the Noise Variance procedures and/or the Noise Control Program, you may call the City of Long Beach Noise Control Program at (562) 570-4126.

«Company\_Project Manager», Project Manager: «Company\_Contact Number»  
«Company\_Project Superintendent» Project Superintendent: «Company\_Contact Number\_2»

Sincerely,

«Company\_Name»  
«Company\_Address»  
«City», «State» «ZIP\_Code»  
«Phone»  
«Email»

**NOISE VARIANCE APPLICATION**

*Example of Distribution Map & List*



Distribution List				
No. House	Address	City	Post Office	Sub City
1	1000 Ocean Avenue	Long Beach	90801	
2	1001 Ocean Avenue	Long Beach	90801	
3	1002 Ocean Avenue	Long Beach	90801	
4	1003 Ocean Avenue	Long Beach	90801	
5	1004 Ocean Avenue	Long Beach	90801	
6	1005 Ocean Avenue	Long Beach	90801	
7	1006 Ocean Avenue	Long Beach	90801	
8	1007 Ocean Avenue	Long Beach	90801	
9	1008 Ocean Avenue	Long Beach	90801	
10	1009 Ocean Avenue	Long Beach	90801	
11	1010 Ocean Avenue	Long Beach	90801	
12	1011 Ocean Avenue	Long Beach	90801	
13	1012 Ocean Avenue	Long Beach	90801	
14	1013 Ocean Avenue	Long Beach	90801	
15	1014 Ocean Avenue	Long Beach	90801	
16	1015 Ocean Avenue	Long Beach	90801	
17	1016 Ocean Avenue	Long Beach	90801	
18	1017 Ocean Avenue	Long Beach	90801	
19	1018 Ocean Avenue	Long Beach	90801	
20	1019 Ocean Avenue	Long Beach	90801	
21	1020 Ocean Avenue	Long Beach	90801	
22	1021 Ocean Avenue	Long Beach	90801	
23	1022 Ocean Avenue	Long Beach	90801	
24	1023 Ocean Avenue	Long Beach	90801	
25	1024 Ocean Avenue	Long Beach	90801	
26	1025 Ocean Avenue	Long Beach	90801	
27	1026 Ocean Avenue	Long Beach	90801	
28	1027 Ocean Avenue	Long Beach	90801	
29	1028 Ocean Avenue	Long Beach	90801	
30	1029 Ocean Avenue	Long Beach	90801	
31	1030 Ocean Avenue	Long Beach	90801	
32	1031 Ocean Avenue	Long Beach	90801	
33	1032 Ocean Avenue	Long Beach	90801	
34	1033 Ocean Avenue	Long Beach	90801	
35	1034 Ocean Avenue	Long Beach	90801	
36	1035 Ocean Avenue	Long Beach	90801	
37	1036 Ocean Avenue	Long Beach	90801	
38	1037 Ocean Avenue	Long Beach	90801	
39	1038 Ocean Avenue	Long Beach	90801	
40	1039 Ocean Avenue	Long Beach	90801	
41	1040 Ocean Avenue	Long Beach	90801	
42	1041 Ocean Avenue	Long Beach	90801	
43	1042 Ocean Avenue	Long Beach	90801	
44	1043 Ocean Avenue	Long Beach	90801	
45	1044 Ocean Avenue	Long Beach	90801	
46	1045 Ocean Avenue	Long Beach	90801	
47	1046 Ocean Avenue	Long Beach	90801	
48	1047 Ocean Avenue	Long Beach	90801	
49	1048 Ocean Avenue	Long Beach	90801	
50	1049 Ocean Avenue	Long Beach	90801	
51	1050 Ocean Avenue	Long Beach	90801	
52	1051 Ocean Avenue	Long Beach	90801	
53	1052 Ocean Avenue	Long Beach	90801	
54	1053 Ocean Avenue	Long Beach	90801	
55	1054 Ocean Avenue	Long Beach	90801	
56	1055 Ocean Avenue	Long Beach	90801	
57	1056 Ocean Avenue	Long Beach	90801	
58	1057 Ocean Avenue	Long Beach	90801	
59	1058 Ocean Avenue	Long Beach	90801	
60	1059 Ocean Avenue	Long Beach	90801	
61	1060 Ocean Avenue	Long Beach	90801	
62	1061 Ocean Avenue	Long Beach	90801	
63	1062 Ocean Avenue	Long Beach	90801	
64	1063 Ocean Avenue	Long Beach	90801	
65	1064 Ocean Avenue	Long Beach	90801	
66	1065 Ocean Avenue	Long Beach	90801	
67	1066 Ocean Avenue	Long Beach	90801	
68	1067 Ocean Avenue	Long Beach	90801	
69	1068 Ocean Avenue	Long Beach	90801	
70	1069 Ocean Avenue	Long Beach	90801	
71	1070 Ocean Avenue	Long Beach	90801	
72	1071 Ocean Avenue	Long Beach	90801	
73	1072 Ocean Avenue	Long Beach	90801	
74	1073 Ocean Avenue	Long Beach	90801	
75	1074 Ocean Avenue	Long Beach	90801	
76	1075 Ocean Avenue	Long Beach	90801	
77	1076 Ocean Avenue	Long Beach	90801	
78	1077 Ocean Avenue	Long Beach	90801	
79	1078 Ocean Avenue	Long Beach	90801	
80	1079 Ocean Avenue	Long Beach	90801	
81	1080 Ocean Avenue	Long Beach	90801	
82	1081 Ocean Avenue	Long Beach	90801	
83	1082 Ocean Avenue	Long Beach	90801	
84	1083 Ocean Avenue	Long Beach	90801	
85	1084 Ocean Avenue	Long Beach	90801	
86	1085 Ocean Avenue	Long Beach	90801	
87	1086 Ocean Avenue	Long Beach	90801	
88	1087 Ocean Avenue	Long Beach	90801	
89	1088 Ocean Avenue	Long Beach	90801	
90	1089 Ocean Avenue	Long Beach	90801	
91	1090 Ocean Avenue	Long Beach	90801	
92	1091 Ocean Avenue	Long Beach	90801	
93	1092 Ocean Avenue	Long Beach	90801	
94	1093 Ocean Avenue	Long Beach	90801	
95	1094 Ocean Avenue	Long Beach	90801	
96	1095 Ocean Avenue	Long Beach	90801	
97	1096 Ocean Avenue	Long Beach	90801	
98	1097 Ocean Avenue	Long Beach	90801	
99	1098 Ocean Avenue	Long Beach	90801	
100	1099 Ocean Avenue	Long Beach	90801	