

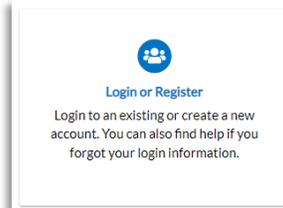


INSTRUCTIONS TO APPLY ONLINE

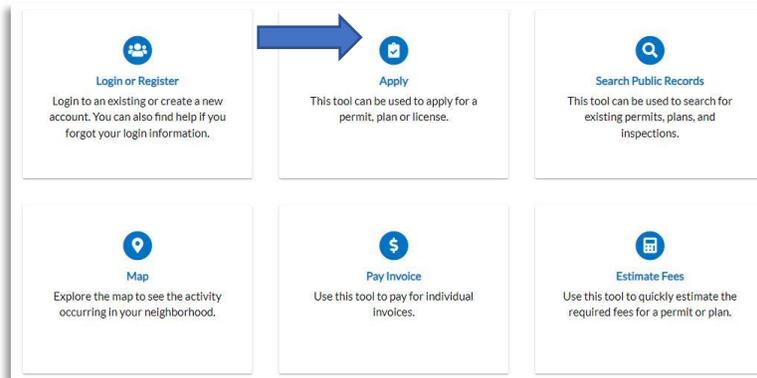
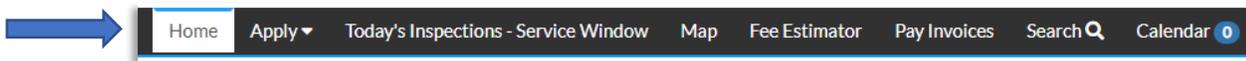
www.newportbeachca.gov/civic

Welcome to CiViC - Newport Beach City Virtual Connect

- Let's start by Logging in or Registering for a new account. On the new CiViC home page, click:



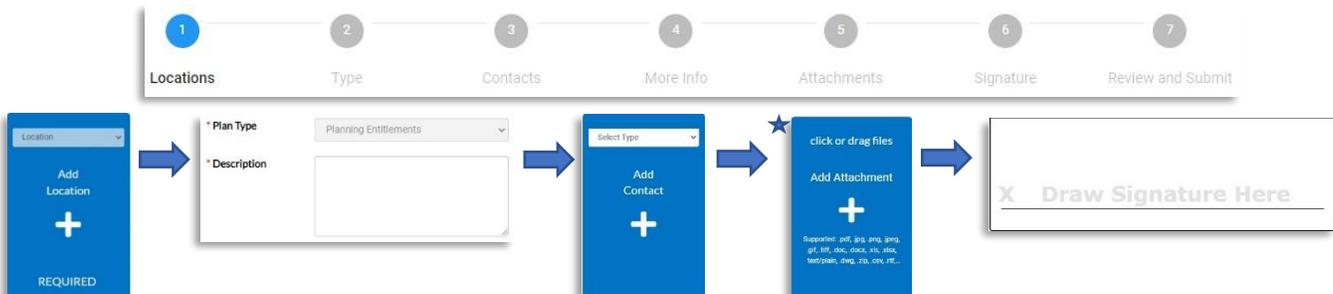
- Once logged in, click on the "Home" tab and click "Apply":



- Once in the Application Assistant page, click on the "Planning Entitlements" (Apply Button)



- Follow the tutorial from there to fill out your location, permit type, contact, more info to select all applications that apply, and attachments:



★ Make sure to upload all supporting documentation and the Planning Permit Application in the Add Attachment tab for the corresponding permit.

- Once you have reviewed and click **Submit**, City staff will be notified. Once Planning Staff confirm receipt of all required submittal documents, we will email an invoice for you to pay and initiate the review timeline.

Thank You