


City of Lompoc Community Development Department – Planning Division	
<b>General Application</b>	

APPLICANT INFORMATION	PROJECT REPRESENTATIVE INFORMATION
_____ Contact Name	_____ Contact Name
_____ Firm Name/Company	_____ Firm Name/Company
_____ Address, City, State, Zip Code	_____ Address, City, State, Zip Code
_____ Telephone                      Fax	_____ Telephone                      Fax
_____ E-mail address	_____ E-mail address

**APPLICANT'S VERIFICATION:**  
 I (We) hereby declare under penalty of perjury under the laws of the State of California that the information in this application and its attachments is true, complete, and correct. For projects requiring Planning Commission approval, a staff report will be provided to the above-noted individuals. All information required on the submittal list must be provided for an application to be deemed complete and all required fees shall be paid. The applicant agrees to defend (with legal counsel of City's selection), indemnify, and hold harmless the City and its agents, attorneys, employees, and officers, from any action, claim, challenge, or proceeding brought against the City or its agents, employees, and officers which arises from or is related to the approval by the City of the project, permit, or other entitlement that is the subject of this application. This indemnification shall include damages awarded against the City, if any, costs of suit, attorney's fees, and other costs and expenses incurred by the City in connection with the action. The City may, but is not required to, participate in the defense of any action, claim, or proceeding.

\_\_\_\_\_  
**SIGNATURE / DATE**

\_\_\_\_\_  
**SIGNATURE / DATE**

SITE INFORMATION	PROPERTY OWNER INFORMATION
_____ Site Address/Location	_____ Name
_____ Assessor's Parcel No(s)	_____ Address
_____ Zoning District	_____ City, State, Zip Code
_____ General Plan Designation	_____ E-mail address / Phone

**PROPERTY OWNER'S CONSENT**  
 I (We) consent to the submission of this application. Signatures of all owners of record holding title to the property are provided below.

\_\_\_\_\_  
**SIGNATURE / DATE**

\_\_\_\_\_  
**SIGNATURE / DATE**

**PLANNING DIVISION REVIEW APPLICATION**

Effective February 5, 2024

Planning Division Received

Date:

Initials:

Application Description	Account No.	Amount	Check Item
<b>Annexation Request</b>	110RGF-462250	AC / Dep 5,000.00	
<b>Annexation Request Special District</b>	110RGF-462250	AC / Dep 6,000.00	
<b>General Plan – Amendment</b>	110RGF-462110	AC / Dep 5,000.00	
<b>Specific Plan or Amendments to SP</b>	110RGF-462800	AC / Dep 5,000.00	
<b>Sphere of Influence Amendment</b>	110RGF-462820	AC / Dep 5,000.00	
<b>Variance</b>	110RGF-462200	AC / Dep 2,500.00	
<b>Zone Change</b>	110RGF-462130	AC / Dep 5,000.00	
<b>Development Review – Architectural Review – Minor</b>	110RGF-462730	1,865.00	
Architectural Review – Major	110RGF-462730	3,340.00	
<b>Design Review (Site Plan / Building Plan)</b>	<b>110RGF-462750</b>	<b>Fee 1,320.00 + AC / Dep 2,000.00</b>	
Deposit Based Development Services	110RGF-462760	AC / Dep TBD	
Development Agreement	110RGF-462760	AC	
Density Bonus	110RGF-462750	825.00	
<b>Environmental Review – Categorical Exemption</b>	<b>110RGF-462770</b>	<b>170.00</b>	
Negative Declaration	110RGF-462770	AC / Dep TBD	
Environmental Impact Report	110RGF-462780	AC / Dep 5,000.00	
<b>Maps and Address Changes – Address Change</b>	110RGF-462990	395.00	
Lot Line Adjustment w/ Certificate of Compliance	110RGF-462810	(1,990+1,830) 3,820.00	
Lot Merger w/ Certificate of Compliance	110RGF-462820	(925+980) 1,905.00	
Street Name Change	110RGF-462990	AC / Dep 2,000.00	
Tentative Parcel Map Review	110RGF-462830	AC / Dep 2,500.00	
Tentative Tract Map Review (Subdivision)	110RGF-462840	AC / Dep 5,000.00	
<b>Permits – Amendments to Existing Permits / COA</b>	110RGF-462720	1,690.00	
Administrative Use Permit for Home Use /Cottage	110RGF-462860	130.00	
Administrative Use Permit for Outdoor Display	110RGF-462860	245.00	
Administrative Use Permit for Nonconforming Status	110RGF-462860	275.00	
Certificate of Appropriateness	110RGF-462740	AC / Dep 1,000.00	
Conditional Use Permit (Land Use)	110RGF-462740	<b>Fee 1,865.00 + AC / Dep 4,000.00</b>	
Designation of Landmark	110RGF-462740	AC / Dep 1,000.00	
Minor Use Permit (Land Use)	110RGF-462740	<b>Fee 565.00 + AC / Dep 2,000.00</b>	
Mobile Vendor Permit	110RGF-462870	320.00	
Modification/Revocation of Permit	110RGF-462720	975.00	
Modification Minor	110RGF-462720	305.00	
Sign Program	110RGF-462890	530.00	
Single Sign Permit	110RGF-462900	160.00	
Temporary Use Permit (Land Use)	110RGF-462870	355.00	
Temporary Use Permit (Land Use) – Annual	110RGF-462870	330.00	
<b>Review – Cultural Resources Overlay Exemption Request</b>	110RGF-462770	135.00	
Estimated Development Fees (non-project)	110RGF-462760	257.80	
Designation of Landmark	110RGF-462740	AC / Dep 1,000.00	
Landscape – Existing Rehabilitation	110RGF-461620	225.00	
Landscape - New	110RGF-461620	345.00	
Parking Lot review – Existing	110RGF-462660	215.00	
Parking Lot review – New	110RGF-462660	505.00	
Pre-Application / Conceptual Review	110RGF-461630	50 % credit to project billing 2,490.00	
Reasonable Accommodation	110RGF-461620	230.00	
Wireless Master Deployment Plan	110RGF-462740	AC / Dep 2,000.00	
<b>Time Extension – Major (Parcel or Subdivision Maps)</b>	110RGF-462920	715.00	
<b>Time Extension – Minor</b>	110RGF-462930	225.00	
<b>Zoning Verification / Rebuild Letter</b>	110RGF-461650	140.00	
<b>Fire Review – Address Change</b>	110RGF-468100	55.00	
<b>Fire Review – TUP/LLA/Lot Merger/Parcel Map</b>	110RGF-468100	220.00	
<b>Fire Review – DR/CUP/MUP/Pre-App/Amend Permit-COA</b>	<b>110RGF-468100</b>	<b>330.00</b>	
<b>Fire Review – Subdivision Maps</b>	110RGF-468100	550.00	
<b>Engineering Review – Subdivisions &amp; Development</b>	<b>110RGF-464030</b>	<b>AC / Dep 1,000.00</b>	
<b>Building Review – Subdivisions &amp; Development</b>	110RGF-469020	AC / Dep 1,000.00	
<b>Other:</b>			

Fee = one (1) time charge, AC = Actual Cost (Time & Materials billed monthly), Dep = Deposit held until project completion  
 This list DOES NOT represent all Planning Division or City fees, a complete fee schedule can be found on the City’s website.

**A complete application includes the following:**

All City forms available at Planning Division or <https://www.cityoflompoc.com/government/departments/economic-community-development/planning-division/planning-applications-forms-and-submittal-checklists>

- Completed “General Application” form
  - Fees paid according to the Master Fee Schedule
  - Engineering Deposit
  - Completed “Jobs Creation Questionnaire” (questions are also in the online portal)
  - Completed “Agreement for Payment of Application Processing Fee” forms for **Planning & Engineering**
  - Completed “Environmental Information Form”
  - A written project description which includes the type of use proposed, hours of operation, and any additional information that will explain the proposed use to staff and Commissioners (please use a separate sheet of paper)
  - California Military Land Use Compatibility Analyst (CMLUCA) Report, as required by SB 1462. Local governments are now required to notify the Military of potential projects and or actions that meet one of the following criteria:
    - Located within 1,000 feet of a military installation;
    - Beneath a low-level flight path;
    - Within special use airspace.
- Please visit <http://cmluca.gis.ca.gov/> to generate your report. The report will advise if your project meets one of the above criteria and if notifying to the Military is required. (Effective 11/05)
- Department of Fish & Wildlife (DFW) Clearance/Fee, as required by SB 1535. The applicant must pay filing fees for a Notice of Determination or Notice of Exemption as determined by City Staff or the DFW under the California Environmental Quality Act (CEQA). **(The applicant should discuss this fee with the project Planner)**
    - Current fees may be found at <https://www.wildlife.ca.gov/Conservation/CEQA/Fees> **AND**
    - **\$50.00 check payable to Santa Barbara County for processing a Notice of Determination (NOD) with DFW fee or a Notice of Exemption (NOE).**
  - A construction schedule, if the project is phased
  - Photographs of the site and the surrounding area
  - One (1) digital copy** (PDF Format) of the architectural site plan, building elevations, landscape plan, engineering site plans, and stormwater requirements. Submitted through the [online portal](#). Include color renderings, elevations, and landscape plans. **The details for each sheet are listed below, and the information listed is required to be included on the plans for the application to be deemed complete for processing.**
  - Legal description of parcel(s)
  - Does your application include a request for Reasonable Accommodation in accordance with Lompoc Municipal Code Chapter 17.536? \_\_ Yes, \_\_\_ No

**Architectural Site Plan:**

- Including the following:
  - Property Lines, Setbacks, Streets, & Easements**
  - General information: scale, legend, scope of work, site statistics: size (in acres & square footage), zoning and general plan designations
  - Property lines and dimensions, setback distances
  - Assessor Parcel Numbers
  - Dimensions of yards, of spaces between buildings, and of spaces between property lines and buildings
  - Dimensions and nature of easements
  - Names of adjacent streets, as well as location, width, and distances from their centerlines

## Uses and Structures

- Existing uses of adjacent properties
- Existing buildings and structures
- Proposed buildings and structures, differentiated from existing buildings and structures
- Number of stories in proposed structure(s)
- Building Occupancy Classifications for existing and proposed structures
- Floor plan of existing/proposed structures and list of square footage for each type of use, with a total for the building.
- Location and composition of existing and proposed walls and fences
- Street furniture (e.g., benches, bollards, playground equipment, shopping cart corrals, vending machines, newspaper racks)

## Parking

- Parking calculations showing the square footage of each use and required parking
- Parking layout showing location of each stall, number of stalls, dimensions of typical stalls, back-up areas and drives, driveway approaches, curb cuts, pedestrian access, utility vehicle access, and handicapped parking
- Location, height, and intensity of light standards
- Location of existing utility poles, existing fire hydrants, and existing water, sewer, electric, gas, and communication lines
- Location of refuse areas, show heights, and type of materials for screening walls

## Building Elevations

- Include the following:
  - All sides of each existing and proposed structure, with height dimensions, are labeled North, South, East, and West
  - Roof-mounted equipment (e.g., satellite antennas, heating/air conditioning units)
  - One color rendering** of each elevation drawing (four sides of the building) **(physical hard copy)**
  - One color board with samples** of all external building materials (8-1/2 x 11) **(physical hard copy)**

## Landscape Plan

- Include the following information. (Landscape plans for all commercial, industrial, multi-family, and multiple single-family projects must be prepared by a licensed **landscape architect**)
  - Location and dimensions of all building footprints and all planter areas
  - Location and dimensions and materials of hardscape areas
  - Proposed materials for planter area borders
  - Location, container size, and types of plant materials to be used. All trees shall be specified by common name, botanical name, size, and quantity
  - Proposed irrigation where required
  - Calculation of total landscaping and parking lot landscaping areas
  - MWELo documentation

**All items below (Pages 3-5) are required by the Engineering Division. Plans shall be stapled and folded separately from the architectural site plan, elevations, and landscape plan required by the Planning Division. Please contact the Engineering Division directly at (805) 875-8280 for any questions regarding these submittal requirements.**

## **Engineering Site Plan**

- Include the following information:

### **General**

- Plan scale shall be not less than one (1) inch equals one hundred (100) feet or as may be necessary to show all details clearly.
- Sheet size shall be 24" x 36".
- When plan consists of more than two (2) sheets, a key sheet shall be included and the particular number of the sheet and total number of sheets comprising the plan shall be stated on each sheet.
- Engineering Site Plan will be separated into two parts: 1) Grading and Drainage Plan; 2) Street and Utility Plan
- A title which shall contain the development name, project number, type of development, and address and/or Assessor's Parcel No. (s) of the project site.
- Name, address and phone number of firm or person preparing the plan
- The boundaries of the property along with the dimensions
- Date, a north arrow, and the plan scale (both written and graphic)

### **Grading & Drainage Plan**

- The existing topography of the site, with the following contour intervals:
  - One (1) foot when the slope of ground is less than five percent (5%), or
  - Two (2) feet when the slope of ground is greater than five percent (5%).
- Contours shall extend one hundred feet (100') beyond the boundary of the development when necessary to determine the adequacy of the proposed development design.
- Contours shall be supplemented by flowline elevations of existing gutters, storm drains, and channels. In level areas where contours are more than 100 feet apart, the contours shall be supplemented by spot elevations not more than 100 feet apart. The average cross slope(s) of the land shall be indicated on lands with a slope greater than 10 percent (10%).
- Show the proposed grading of the development by contours at two-foot (2') intervals where slope of land is less than five percent (<5%) and not less than five-foot (5') intervals where slopes are greater than five percent (>5%). Extend contours at least 100 feet beyond the boundaries of the development.
- The location, size and type of all existing trees over four inches (4") in diameter located on the site, immediately adjacent to the site or within the public right-of-way and the disposition of said trees along with existing and proposed spot elevation around the trees and their drip lines. (Where stands of trees are located, individual trees need not be shown, but the trees may be shown as a group.)
- The location, size and type of all proposed street trees.
- The location and clear identification of all existing and proposed parking spaces, driveways and access.
- Existing improvements and features including, but not limited to the following:**
  - All buildings, fences, tree rows, utility poles, prominent land uses and features with the development, and those within one hundred feet (100') of the proposed development on immediately adjoining land which may affect the design of the proposed development.
  - Existing dams, wells, cesspools, sewers, culverts, drain pipes, underground structures or sand, gravel or other excavations within the development, noting whether they ought to be abandoned or not.
  - The approximate location and direction of flow of all watercourses and natural drainage channels.
  - The widths, location, and identity of all existing easements.
  - The dripline of existing trees with a trunk diameter of six (6) inches or more. Proposed tree

- removal shall be so indicated.
- The location and spot elevations for all existing utility poles, vaults and transformers or pads along with their proposed disposition.
- The location and spot elevations of all proposed utility vaults, transformers and pads.
- The location of all existing structures and buildings located on the site and their proposed disposition.
- The height, type and location of all existing fences-walls and the disposition of said fences-walls.
- The location and depth below finish grade of the wellheads of any abandoned water wells.
- Proposed improvements and features including, but not limited to, the following:**
  - The location of proposed sewers, water lines and underground storm drains.
  - The location, grade, and travel ways and right-of-way widths for all proposed roads and streets (both private and public). The road standard plate(s) shall be provided.
  - The location and radius of all curb returns and cul-de-sacs.
  - The widths, locations, and purpose of all proposed easements.
  - Individual lot lines and the number of each lot.
  - The location, pipe size and approximate grades of proposed storm drains, including drainage inlet locations and sizes and storm drain maintenance holes.
  - The height, type and location of all proposed fences-walls. All retaining walls shall be highlighted.
  - The location of the overland drainage escape path and the inlet-outlet elevations of the basin shall be shown.
  - The location of all proposed drainage swales.
  - The location of proposed parking areas/lots.
  - The location and inlet elevations of any existing drainage facilities located in close proximity of the project site.
  - The approximate locations of areas subject to inundation by storm waters, and the location, with direction of flow, of water courses existing and proposed prominently displayed by graphic means.
- The finished pad and floor elevations for all proposed buildings and structures along with the distances between building structures and property lines shall be shown.
- The top and bottom elevation of any proposed retardation basins along with their capacity.
- The approximate number of cubic yards of earthwork (cut and fill).
- The surfacing material to be used in the parking areas/lots along with spot elevations.
- The top of curb and gutter flowline elevations of the streets and alleys located adjacent to the site.
- The back of sidewalk grades.
- The maximum height of any cut banks.
- The maximum heights of any fill banks.
- If the site is to be graded in phases clearly show the location of the phase lines on the preliminary grading plan and sections to show phased grading.
- All lots shall be sloped to provide for adequate drainage to public street, private street or drainage way. This sloping shall be shown by typical cross-section or elevation on the plan and by indicating spot elevations on existing and proposed lot corners and surrounding lands.
- Flood zone designation as indicated on the latest Flood Insurance Rate Map.

#### **Street & Utility Plan**

- The names of all operators of proposed utility systems (water, sewer, electrical, gas, telephone, and cable TV).
- Existing improvements and features including, but not limited to the following:
  - The location, pavement width, right-of-way width, grade and name of all roads and streets (public and private) within, adjacent to, or affected by the development.
  - The widths, location, and identity of all existing easements.
  - The location and size of all existing sanitary sewers, fire hydrants, water mains and streetlights.

- The approximate slope of sanitary sewers and storm drains shall be indicated.
- The location of existing driveways and access.
- Proposed improvements and features including, but not limited to, the following:**
  - The location, pipe size and approximate grades of proposed sewers, water lines and underground storm drains, including the proposed location of fire hydrants and street lights.
  - The proposed locations of all underground utilities, including how they relate to each individual lot service.
  - The location, grade, and centerline radius, and travel ways and right-of-way widths for all proposed roads and streets (both private and public). The road standard plate(s) shall be provided.
  - The location of proposed driveways and access.
  - The location and radius of all curb returns and cul-de-sacs.
  - The widths, locations, and purpose of all proposed easements.
  - Individual lot lines and the number of each lot.
  - Proposed improvements required to be constructed beyond the boundaries of the development.

***Items below are storm water requirements. Please contact staff directly at (805) 875-8289 for any questions regarding these submittal requirements.***

### **Storm Water Requirements**

As a result of requirements imposed by the Central Coast Regional Water Quality Control Board, the following storm water information must be submitted with your application if your project will create or replace 5,000 square feet or more of impervious space. Impervious space includes, but is not limited to: structures - including eaves, porches and overhangs; walkways, paved and parking areas (on private property and public right-of-way); and any other area which does not infiltrate water. Engineered pervious pavement or walkways, including pavers in sand over gravel, and landscaped areas are not counted as impervious area.

- Concept Storm Water Infiltration Design**  
Describe in writing and show the location and type of Storm Water Control Measures (SCMs) proposed, the estimated volume of each and the Watershed Drainage Areas (WDAs) and method by which drainage will be collected for infiltration in each SCM. This information should be incorporated into the Engineering Site Plan. For Example:

Method(s) proposed to infiltrate 95% of the 85th percentile, 24-hour Storm Event (.75 inch over 95% of the new and replaced impervious area proposed) for projects that will cumulatively result in 5,000 square feet, or more, of new or replaced impervious surface.

- Infiltration basin
- Vault
- Bio-swale
- Rain barrels
- Engineered permeable pavement / pavers
- Other \_\_\_\_\_

See the Storm Water Control Plan at <http://www1.cityoflomoc.com/departments/comdev/StormWater/StormWaterControlPlan.pdf> for detailed instructions on how planned compliance with the storm water infiltration requirements can be calculated.

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**Job Creation Questionnaire**

The City of Lompoc Economic Development Department/Planning Division would appreciate your assistance in providing us with information regarding your proposed business. This information will assist us in assessing the needs of new business in the community.

CITY PROJECT NO: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

PROJECT LOCATION: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

CONTACT E-MAIL: \_\_\_\_\_

CONTACT PHONE NUMBER: \_\_\_\_\_

CONTACT ADDRESS IF DIFFERENT THAN ABOVE: \_\_\_\_\_

Type of business: \_\_\_\_\_

Anticipated date of opening: \_\_\_\_\_

If New Construction:

Size of New Building \_\_\_\_\_ Previous Use on Site: \_\_\_\_\_

If Existing Building:

Size of Tenant Space: \_\_\_\_\_ Previous tenant, if known: \_\_\_\_\_

**ECONOMIC IMPACT (estimated)**

Anticipated Number of Employees: \_\_\_\_\_ full-time \_\_\_\_\_ part-time

Anticipated Wages: \_\_\_\_\_ full-time \_\_\_\_\_ part-time

Anticipated Number of Construction Jobs: \_\_\_\_\_

Capital Investment (estimated): \_\_\_\_\_

Taxable Sales: \_\_\_\_\_

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**Agreement for Payment  
of Application Processing Fees**

1. This document is an agreement is in reference to the processing of Planning Division projects associated with the following property:

PROJECT LOCATION: \_\_\_\_\_

ASSESSOR PARCEL NO: \_\_\_\_\_

2. Applications are not deemed submitted until all required fees have been paid.
3. A security deposit or fixed fee will be collected at the time of project submittal according to the adopted City of Lompoc Master Fee Schedule.
4. Projects requiring a security deposit will receive monthly invoices. The City charges time and materials for staff time and materials, noticing, and other miscellaneous project-related requirements. Staff time is currently between \$121-\$350 per hour for professional staff and \$75-\$120 per hour for support staff.
5. Payment of invoices is due within 30 days of the invoice billing date. Payments not received within 30 days of the invoice billing date shall accrue interest at the rate of 1.5% per month.
6. If payment is not received within 60 days of the invoice billing date, no further action shall be taken on your project. No City department will issue permits, perform plan checks or inspections on the project until the balance of the billed monthly invoices is brought current. All accounts must be current in order for a certificate of occupancy to be issued for the project.
7. Security deposits will be returned to the Person Responsible for Payment at the completion of the project or if the project is withdrawn. I understand that any invoices left outstanding at the completion of the project will be deducted from the security deposit.
8. If the Person Responsible for Payment changes during the course of the project, the new Person Responsible for Payment must complete an Agreement for Payment form. In that case, the undersign remains financially responsible until a new form and deposit are filed with the City.
9. If it is necessary to utilize consultant services, a deposit to cover the cost of consultant services will be requested from the Person Responsible for Payment prior to the execution of the contract with the consultant.

I acknowledge that I am the responsible person or party, and I, the undersigned, agree to pay to the City of Lompoc the costs incurred in processing the applications for the above-referenced project. I agree to pay all such invoices within 30 days of the invoice billing date. I agree to pay all attorney's fees and costs incurred by the City in collecting said fees

**Person Responsible for Payment:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip Code

\_\_\_\_\_  
Telephone no.

\_\_\_\_\_  
Fax no.

\_\_\_\_\_  
E-mail address

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Signature

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**Person Responsible for Payment:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Address City/State/Zip Code

\_\_\_\_\_  
Telephone no. Fax no. E-mail address

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Signature

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**ENVIRONMENTAL INFORMATION FORM**

*Please be advised that the space provided may not be adequate to fully answer the following questions. Additional sheets may be attached with a notation of "see attached" in the space provided.*

**PROJECT NAME**

Project Name: \_\_\_\_\_

Address/Location: \_\_\_\_\_

**APPLICANT**

Printed Name \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip Code \_\_\_\_\_

Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_ E-mail address \_\_\_\_\_

**LANDOWNER**

Printed Name \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip Code \_\_\_\_\_

Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_ E-mail address \_\_\_\_\_

**AGENT**

Printed Name \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip Code \_\_\_\_\_

Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_ E-mail address \_\_\_\_\_

**ENGINEER/ARCHITECT**

Printed Name \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip Code \_\_\_\_\_

Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_ E-mail address \_\_\_\_\_

\*\*\*\*\*

**Staff Use Only**

Project Number(s) \_\_\_\_\_  
Date Received \_\_\_\_\_ Date Complete \_\_\_\_\_

**SITE INFORMATION**

1. Assessor Parcel Numbers(s) \_\_\_\_\_
2. General Plan Designation \_\_\_\_\_
3. Zoning District \_\_\_\_\_
4. Site Area (Acres/Sq. Ft.) Gross \_\_\_\_\_ Net \_\_\_\_\_
5. Located in the Redevelopment Project Area? (Circle) Yes or No.
6. Describe any type of planning, public works, or building review this site has previously received. Include project and permit numbers, where applicable.

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**PROJECT INFORMATION**

7. Describe the proposed project. Please provide complete details of any aspects of the project which are not shown on the site plan. Attach separate page(s) for your description.
8. Provide the following information for the project. If any structures, etc. will be removed as part of the project, please include notation in "Proposed" column.

	Existing	Square Footage Proposed	Total
Building Coverage			
Roads/Parking/Walkways			
Landscaping			
Open Space			
Undeveloped/Other			
Total			

	Existing	Square Footage Proposed	Total
Number of Structures			
Employee/Residents			
Number of Dwellings			
Height of Structures (inc. antennas)			
Number of On-Site Parking Spaces			

9. Provide anticipated construction schedule and phasing (if applicable) for the project.

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10. Provide anticipated hours and days of operation if the project is commercial or industrial.
- \_\_\_\_\_
11. List any other approvals or permits from the City of Lompoc, which will be necessary for this project.
- \_\_\_\_\_
12. Other than approvals by the City of Lompoc, do you need approvals by other agencies for the project? (Circle) Yes or No. If yes, list agency, type of approval needed, and agency representative handling the project.
- \_\_\_\_\_
- \_\_\_\_\_
13. Describe any proposed development plans for remaining portions on the site or contiguous parcels owned by the applicant or property owner.
- \_\_\_\_\_
14. List any similar projects, which are in the planning or construction stages within the Lompoc Valley.
- \_\_\_\_\_

**PHYSICAL INFORMATION**

15. Are there any structures or uses on the property? (Circle) Yes or No  
If yes, list uses and show structures on site plan.
- \_\_\_\_\_
16. Will existing structures/uses be retained? (Circle) Yes or No  
If yes, what will they be used for?
- \_\_\_\_\_
17. Are there any structures on the property which are over 50 years old? (Circle) Yes or No. If yes, will they be retained? (Circle) Yes or No.  
If yes, how will they be used?
- \_\_\_\_\_
18. Describe the surrounding land uses:
- NORTH: \_\_\_\_\_
- SOUTH: \_\_\_\_\_
- EAST: \_\_\_\_\_
- WEST: \_\_\_\_\_
19. Describe any past or present farming on any part of the property (type of crop, number of acres, years grown, use of irrigation).
- \_\_\_\_\_

20. How much grading will occur on the property? How will it affect the existing topography? What is the present degree of slope where the project is to be located? (Give estimated cubic yards of grading, percent of cut/fill, and square footage of graded area.)

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21. Has a soils test been conducted for the site? (Circle) Yes or No. Describe any unstable soil areas (evidence of erosion, landslides, etc.) on the site. How will your project affect or be affected by these areas?

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22. Describe the drainage on the property including any swales, ravines, ponding, or areas within the 100-year flood zone.

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23. Has there ever been any flooding in these areas or on the site in general? (Circle) Yes or No. If yes, describe.

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24. Are there any flood control or drainage structures on or planned for this site? (Circle) Yes or No. If yes, show on site plan and describe how your project would affect and be affected by them.

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25. Describe the existing access to the site and any proposed road improvements, extensions, etc. Show location on site plan.

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26. Does the project front on an existing public street? (Circle) Yes or No.  
If yes, are new driveway openings proposed? (Circle) Yes or No.  
If yes, show location(s) on site plan.

27. Does the project require any private easements for access? (Circle) Yes or No.  
If yes, show location(s) on site plan.

28. Describe the proposed on-site circulation system (ingress, egress, width, type of surface, etc.) and show on site plan.

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29. Describe access for fire trucks.

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30. Are there any existing service improvements on the site (sewer, water, walls, electric, gas, telephone, etc.)? (Circle) Yes or No.  
If yes, show location on site plan.
31. Are there any existing utility easements on the site? (Circle) Yes or No.  
If yes, show location on site plan and describe how your project would affect and be affected by them.
32. Provide estimated water use (commercial, industrial, or institutional projects only).
33. Describe any sources of air emissions, odors, or dust that currently affect the site.
34. Describe any types of air-emissions, odors, or dust that may originate from the construction or operation of the project.
35. Does the project include any drive-thru facilities? (Circle) Yes or No.  
If yes, list number of windows and estimated number of vehicles using drive-thru facility during peak hours.
36. Describe any noise sources that currently affect the site (aircraft, highway traffic, etc.)
37. Describe any types of noise, which may originate from the project (traffic, paging system, etc.)
38. Describe the exterior lighting plan (commercial, industrial, and institutional project only).
39. Describe the existing vegetation on and adjacent to the property.
40. Will your project require the removal of any trees with a diameter greater than six inches measured at four feet above the ground? (Circle) Yes or No.  
If yes, show the type, diameter, height, and location on the site plan.
41. Explain why it is necessary to remove the trees to implement your project.

42. Describe any previous use, storage, or discharge of hazardous materials on the property. Examples of hazardous materials include, but are not limited to fuel, oil, solvents, radioactive substances, pesticides, and herbicides.
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43. Will the project involve the use storage, or discharge of hazardous materials? (Circle) Yes or No. If yes, list all such materials to be used and proposed method of disposal. Show the use, storage, and shipment areas on the site plan.
- 

44. Describe any measures proposed to be used to prevent or reduce nuisance effects, such as noise, dust, odor, smoke, fumes, vibration, glare, traffic congestion, or to prevent danger to life and property.
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**HOUSING INFORMATION**

45. If the project involves the demolition or conversion of any existing housing units, complete the following table:

Type of Unit	Number of Persons / Unit
Total number of person(s) displaced	

46. Are any of the dwelling units proposed for demolition or conversion occupied by handicapped, senior citizens, or families with children? (Circle) Yes or No. If yes, specify.
- 

47. What provisions are being made for the relocation of existing tenants?
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48. If the project involves the construction of new dwelling units, will any of the units be retained for very low to median income households, as part of the City’s policy for encouraging affordable housing under the Housing Element? (Circle) Yes or No. If yes, indicate the location of the proposed affordable units on the site plan.

49. Are you requesting a density bonus? (Circle) Yes or No.



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## Storm Water Post-Construction Evaluation Form

**Complete this SWCP if your project involves new or replaced impervious area<sup>1</sup> (e.g. new or replaced pavement or structures). *If your project involves only interior tenant improvements or a change in use without exterior alteration/construction, this form is not required.***

This form assesses the need for Post –Construction Requirements (PCRs) which have been imposed by the State Water Resources Control Board (SWRCB) and the Central Coast Regional Water Quality Control Board (CCRWQCB) to be incorporated into your proposed project.

**Please provide the following information, to the best of your ability.**

Project Name:	Applicant Name:
Project Location (Address and APN):	<input type="checkbox"/> New Development <input type="checkbox"/> Redevelopment
Brief Project Description:	
...	
<p><b>Part A</b> Please describe and show on plans, the following:</p> <ul style="list-style-type: none"> <li>• Square footage of property or lease area, if a portion of a larger property _____</li> <li>• Square footage and description of existing impervious area<sup>1</sup> _____</li> <li>• Square footage and description of new imperious area <sup>1</sup> _____</li> <li>• Square footage and description of existing impervious area<sup>1</sup> to be removed and replaced with new impervious area<sup>1</sup> _____</li> <li>• Square footage of imperious area<sup>1</sup> that is to be demolished , but not replaced with new impervious area<sup>1</sup> _____</li> </ul> <p><sup>1</sup><i>Impervious area includes, but is not limited to: pavement, walkways, hardscape, structures and overhangs.</i></p>	
<p><b>Use the square footages identified above to calculate C in the following equation:</b></p> <p>The square footage of all new impervious area, *plus* impervious area to be demolished and replaced, *minus* demolished impervious area that is not to be replaced, <b>C</b> equals _____</p> <p>-----</p> <p><i>Note - All Projects shall ensure roofs drain to landscaping.</i></p>	

**Match your project type with the Sections Below and their square footage thresholds:**

**1. Projects in, adjacent to, or discharging directly into General Plan Designated Environmentally Sensitive Areas:**

- If C is greater than or equal to, **2,500** square feet, continue to Part B.

**2. Redevelopment not listed in 1 above, and New Development of gas stations, auto services, restaurants and parking lots:**

- If C is greater than or equal to **5,000** square feet, continue to Part B.

**3. New Development not listed in 1 or 2 above, and Single Family Homes**

- If C is greater than or equal to **10,000** square feet, continue to Part B.

**PART B - Post – Construction Requirements apply to your project.**

**For New Projects –**

- a. You must infiltrate 95% of the 85<sup>th</sup> percentile, 24-hour Storm Event (.75 inch over 95% of the new and replaced impervious area proposed).

***Total Amount Required To Be Infiltrated:***

*[total new impervious area x .95] x .75/12 = \_\_\_\_\_ cubic ft. storage needed.*

**For Redevelopment Projects –**

- a. If the new and replaced impervious area will be less than 50% of the total project impervious area after construction, you must infiltrate .75 inch over 95% of the new and replaced impervious area.

***Total Amount Required To Be Infiltrated:*** *Net Impervious area (new impervious area + replaced impervious area – new pervious area) x .95 x .75/12 = \_\_\_\_\_ cubic ft. storage needed.*

- b. If the new impervious area will be 50% or more of the resulting total project impervious area after construction, you will be required to infiltrate .75 inch over 95% of the total project impervious area (existing and proposed).

***Total Amount Required To Be Infiltrated:*** *Net Impervious area (total impervious area – new pervious area) x .95 x .75/12 = \_\_\_\_\_ cubic ft. storage needed.*

**Please identify method or methods you propose to use to infiltrate the required rainfall below and show the location and area of each method on your site plan.**

- Roof drains to landscape (required)
- Infiltration basin
- Vault
- Bio-swale
- Rain barrels
- Engineered permeable pavement / pavers
- Other \_\_\_\_\_

**Identify each rainfall infiltration method to be included in the proposed project, and the volume of water it will infiltrate, evaporate or re-use.  
For example: Storm Water Underground Vault – 2,600 cubic yards.**

1.	5.
2.	6.
3.	7.
4.	8.

For the full set of Post-construction requirements for Lompoc, see <http://www1.cityoflompoc.com/departments/comdev/StormWater/Hydromodification.pdf>