

CITY OF LOMPOC PLANNING COMMISSION STAFF REPORT



MEETING DATE: September 9, 2015

TO: Members of the Planning Commission

FROM: Lucille T. Breese, AICP, Planning Manager

RE: Development Plan Review – DR 15-12

AGENDA ITEM NO. 4

Planning Commission consideration of a request from Dirk Ishiwata, City of Lompoc Fleet, Parks, Facilities and Communications Superintendent for Planning Commission consideration of a proposal to install an approximately 860 square foot carport for the Charlotte's Web Mobile Children's Library bookmobile and fencing at the Lompoc Library, 501 East North Avenue, in the *Public Facilities (PF)* Zoning District (APN: 087-011-021). This action is exempt pursuant to Section 15303(e) of the California Environmental Quality Act (CEQA).

Scope of Review

The Planning Commission is being asked to consider:

- If the project meets the property development standards for the *Public Facilities (PF)* zone;
- If the proposal is consistent with the Architectural Review Guidelines;
- If the required Findings of Fact in the Resolution can be made; and
- If the Conditions of Approval are appropriate for the project.

The Planning Commission has the authority to approve, conditionally approve, or deny project architecture (Lompoc Municipal Code Section 17.104.030 et seq.).

Planning Commission Action

1. Adopt Resolution No. 817(15), approving Development Plan (DR 15-10), based upon the Findings of Fact in the Resolution and subject to the attached draft Conditions of Approval; or
2. Provide alternative direction.

Site Data

1. Property Owner: City of Lompoc
2. Site Location: 501 East North Avenue
3. Assessor's Parcel Number: 087-011-021
4. Site Zoning: Public Facilities (PF) District
5. General Plan Designation: Community Facility
6. Site Use: Library
7. Surrounding Uses/Zoning: North – Community Facilities/Public Facilities
South – Low Density Residential/7-R-1 Single Family Residential
East – Community Facilities/Public Facilities
West – Low Density Residential/7-R-1 Single Family Residential
8. Parcel Area: 717,485 square feet

Vicinity Map



Background

Charlotte's Web Mobile Children's Library will be a comprehensive youth outreach tool, a branch on wheels, serving the children of the Lompoc Valley. The vehicle will operate on a 5-day schedule each week, with visits to elementary schools in the Lompoc Unified School District, parochial schools, the Village Library, childcare centers, afterschool programs at the Boys and Girls Club, YMCA, etc., and City parks. The vehicle will also visit the 211 South I St. site, donated to the City of Lompoc for use as a children's library; programming is also planned at this site.

Story times will be presented inside the vehicle and outside when weather permits. The vehicle is equipped for viewing films and is lined with bookshelves for browsing the collection of books, DVDs, and age appropriate materials in other formats. The mobile library will house wireless computers loaded with software designed to help children learn, as well as laptops or tablets for homework use within the vehicle. These materials have been purchased through the Benton Trust and other donations and will be funded annually through the Trust and the Lompoc District Library Foundation's endowment.

There are many children who cannot get to the Lompoc Library because of their parents' work schedules, lack of transportation, and other barriers. By bringing the public library to neighborhoods, school sites, parks, etc., the library becomes accessible to children at an age when they are eager to learn and a love of books and learning can be instilled.

Staff gains efficiency with the mobile library stored on the Lompoc Library grounds. Book carts can be loaded and delivered into the main library quickly, saving valuable staff time and saving fuel that would otherwise be used in retrieving the vehicle from a remote location.

The mobile library aligns with the mission of the Lompoc Public Library, as follows:

The Lompoc Library System's mission is to be the learning center of our communities within the Lompoc Valley and the place people turn to for the discovery of ideas, the joy of reading, and the power of information. We deliver high-quality public education for all ages. We advance the economy, enhancing the quality of life.

Charlotte's Web Mobile Children's Library also aligns with the donor's vision:

It is my intention and my hope to create a place for children to experience the joys of lifetime learning through reading." (Letter to City of Lompoc from donor Charlotte Benton, 1996)

The mobile library raises the visibility of the public library in a very positive way, promoting support, and increasing library usage in the community.

A Development Plan was approved for construction of a Children's Library at 211 South I Street however the cost of the project made it infeasible to construct.

In December 2014, the City Council authorized the purchase of a bookmobile to be a Mobile Children's Library. Originally, under a Memorandum of Understanding (MOU signed July 1, 2014), the bookmobile was to be stored on the Lompoc Unified School District site and the carport structure that was purchased by the City was consistent with adjacent structures. Council reconsidered and cancelled the MOU on January 1, 2015. Delivery of the vehicle is scheduled during the month of October 2015.

Proposal

The proposal is to construct an approximately 860 square foot carport with fencing on the Lompoc Library site with fencing similar to the existing fencing on the site bordering the City of Lompoc Water Treatment facility. The carport will be utilized to house the new Bookmobile and protect it from the weather and any vandalism.

The Bookmobile is proposed to be stored on the Library site for ease of operations as described above.

Zoning Ordinance

The zoning for the site is *Public Facilities (PF)*. The purpose of this zone is:

This district is intended to provide for those uses and activities which serve the public and are generally conducted by government agencies or eleemosynary and philanthropic nonprofit organizations.

The Planning Commission is reviewing the structure because Section 17.068.030 Development Plan Required. states:

- A. *No permit shall be issued for the grading of land nor for the construction, erection, or moving of any buildings or structures, nor the use of any land in a P-F District until a development plan has been approved by the Planning Commission.*

Site Plan



The proposed location for the bookmobile carport is located at 501 East North Avenue on the northern portion of the parking area and adjacent to the City Water Treatment facility.

The proposed structure is approximately 18 feet 6 inches in height and is a metal structure. The proposal is to fence the pad with fencing similar to the existing fencing, chain link with wood slats but without the barbed wire. A gate will open onto the parking area as shown above.

The Architectural Review Guidelines do not contain specific requirements for a Public Facilities Zone and due to the age of the surrounding buildings and the functionality of the Water Treatment Plant, this structure with the proposed fencing is similar and compatible. Staff does suggest that a COA be included requiring some basic treatment to the exterior of the carport which extends above the fencing to be consistent with the main library building.

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All proposed buildings or structures should be sensitive to the neighborhood character.

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Multiple buildings on the same site shall be designed to create a strong visual relationship between the buildings with subtle variety in building size and mass.

Planning Commission review of the project will assure conformance with the Zoning Ordinance and Architectural Review Guidelines. Photographs will be available at the Planning Commission Meeting.

Staff Review

A Development Review Board (DRB) meeting was not held for this project but the description and plans were distributed for staff review and draft Conditions of Approval were formulated.

The DRB recommends that the Planning Commission adopt Resolution No. 817(15), approving Development Plan (DR 15-12), based upon the Findings of Fact in the Resolution and subject to the attached draft Conditions of Approval.

Environmental Determination

The project is categorically exempt from review pursuant to Section 15303(e) of the California Environmental Quality Act (CEQA), which exempts accessory structures, including carports and fences. A Notice of Exemption will be filed for the project following the Planning Commission action.

Noticing

On August 28, 2015:

1. Notice of the Public Hearing was published in the Lompoc Record;
2. Notices were mailed to property owners within 300 feet by US mail;
3. Notice was posted on the City website; and
4. The project site was posted by City staff.

Appeal Rights

Any person has the right to appeal the Planning Commission action to the City Council within ten days of the action. Contact a Planning Division staff member for the required appeal form; the fee is \$257.80.

Attachments

1. [Draft Resolution No. 817\(15\) approving DR 15-12 and Conditions of Approval](#)
2. Site Plan and Elevations
(PC only with staff report. Documents available for review in Planning Division)

Staff Report has been reviewed and approved for submission to the Planning Commission			
Teresa Gallavan Economic Development Director / Assistant City Manager	Date	Lucille T. Breese, AICP Planning Manager	Date

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RESOLUTION NO. 817 (15)

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LOMPOC APPROVING A DEVELOPMENT PLAN FOR THE CONSTRUCTION OF A CARPORT AND FENCING AT 501 EAST NORTH AVENUE (DR 14-11)

WHEREAS, a request from Dirk Ishiwata, City of Lompoc Fleet, Parks, Facilities and Communications Superintendent for Planning Commission consideration of a proposal to install an approximately 860 square foot carport and fencing at the Lompoc Library, 401 East North Avenue, in the *Public Facilities (PF)* Zoning District. (APN: 087-011-021), and;

WHEREAS, the matter was considered by the Planning Commission at a duly-noticed public meeting on September 9, 2015;

WHEREAS, at the meeting of September 9, 2015, _____, was present and answered Planning Commissioners' questions and addressed their concerns;

WHEREAS, at the meeting of September 9, 2015, _____ spoke in favor of, _____ spoke in opposition to the project; and

WHEREAS, This action is exempt pursuant to Section 15301 Existing Facilities of the California Environmental Quality Act (CEQA).

NOW, THEREFORE, THE LOMPOC PLANNING COMMISSION RESOLVES AS FOLLOWS:

SECTION 1: After hearing testimony, considering the evidence presented, and due deliberation of the matters presented, the Planning Commission finds that the proposed carport, as conditioned, meets the requirements of the Lompoc Municipal Code and is consistent with the applicable policies and development standards, therefore the Planning Commission finds that:

- A. The proposed use, as conditioned, is consistent with the applicable policies and development standards set forth in Lompoc Municipal Code Chapter 17.
- B. The site for the proposed use is adequate in size and topography to accommodate said use, and all yards, spaces, walls and fences, parking, and landscaping are adequate to properly adjust such use with the land and uses in the vicinity.
- C. The site of the proposed use relates to streets and highways adequate in width and pavement to carry the quantity and kind of traffic generated by the proposed use.

- D. The proposed use will have no adverse effect upon the abutting and surrounding property from the permitted uses thereof.
- E. The proposed use is similar to and within the intent and purpose of the *Public Facilities (PF)* zoning district.
- F. The proposed use is not more obnoxious or detrimental to the public welfare, and is of a comparable nature and of the same class as the uses enumerated in Section 17.048.020 of the Lompoc Municipal Code.
- G. The conditions stated in Exhibit A to this Resolution are necessary to protect the public health, safety, and welfare.

SECTION 2: Based upon the foregoing, the carport and fencing project is approved as proposed on September 9, 2015, subject to the conditions attached as Exhibit A, which are incorporated by reference as if fully set forth herein.

The foregoing Resolution was adopted, on motion by Commissioner _____, seconded by Commissioner _____, at the Planning Commission meeting of September 9, 2015 by the following vote:

AYES:

NOES:

Lucille T. Breese, AICP, Secretary

Ron Fink, Chair

Attachments: [Exhibit A – Conditions of Approval](#)

**CONDITIONS OF APPROVAL
DR 15-12 – Library Bookmobile Carport
501 East North Avenue – APN: 087-011-021**

The following Conditions of Approval apply to the plans for DR 15-12, received by the Planning Division and stamped on August 19, 2015, and reviewed by the Planning Commission on September 9, 2015.

I. PLANNING

Planning - General Conditions

- P1. All applicable provisions of the Lompoc City Code are made a part of these conditions of approval in their entirety, as if fully contained herein.
- P2. In conformity with Sections 17.140.010, 17.152.010, and 17.152.020 of the Lompoc City Zoning Ordinance, the violation of any condition listed herein shall constitute a nuisance and a violation of the Lompoc City Zoning Ordinance and the Lompoc City Code. In conformity with Sections 1.24.010 and 1.24.060 of the Lompoc City Code, a violation of the Lompoc City Code and the Lompoc City Zoning Ordinance is a misdemeanor and shall be punishable as provided by law. In addition to criminal penalties, the City may seek injunctive relief. The applicant agrees to pay for all attorney's fees and costs, including, but not limited to, staff time incurred by the City in obtaining injunctive relief against the applicant as a result of a failure of the applicant to fully perform and adhere to all of the Conditions of Approval.
- P3. The applicant is advised that certain fees and charges will be collected by the City prior to issuance of building permits and/or prior to issuance of certificates of occupancy.
- P4. These conditions of approval shall be noted on the construction drawings filed for any building permits, including the Planning Commission resolution number and the applicant's signed affidavit agreeing to comply with the conditions.
- P5. All revisions made by the Planning Commission and specified in the planning conditions of approval shall be shown on a revised site plan, which shall be reviewed by the Planning Division prior to submittal of construction drawings.
- P6. Minor changes to the site plan, architectural elevations, or landscape plans shall be reviewed by the Economic Development Director/Assistant City Manager (EDD/ACM) and approved if acceptable. Major changes to the site plan, architectural elevations, or landscape plans shall be reviewed by the Planning Commission and approved if acceptable.
- P7. Prior to the installation of any signage or sign related construction the applicant shall obtain all appropriate permits. Approval of these plans with signage indicated does not imply approval of signage.

Planning - Architectural Conditions

- P8. All facades of the carport structure which are visible above the fencing shall be architecturally treated with a treatment that is compatible with the main Library building architecture. Planning staff shall approve treatment proposed with building permit application, if adequate.
- P9. The carport structure shall be a color that is complementary to the main library building.
- P10. The proposed fencing shall be six (6) feet in height, chain link with wood/plastic slats, no barbed wire is permitted.

Planning - Site Plan Conditions

- P11. A detail of the security lighting fixture and location on the structure shall be submitted to the Building Division with the building plans. The lighting plan shall be reviewed and approved by the Engineering and Planning Divisions prior to issuance of any permits for the project.

Planning - Air Quality Conditions

- P12. Dust (PM₁₀) - a dust abatement program shall be prepared by the applicant and submitted if grading plans are required. The program shall be reviewed and approved by the City Engineer, Senior Environmental Coordinator, and Planning Manager prior to issuance of grading permits. The dust abatement program shall include, but is not limited to, the following dust control measures:
 - a. Sprinkle all construction areas with water (recycled when possible) at least twice a day, during excavation and other ground-preparing operations, to reduce fugitive dust emissions.
 - b. Construction sites shall be watered and all equipment cleaned in the morning and evening to reduce particulate and dust emissions.
 - c. Cover stockpiles of sand, soil, and similar materials, or surround them with windbreaks.
 - d. Cover trucks hauling dirt and debris to reduce spillage onto paved surfaces or have adequate freeboard to prevent spillage.
 - e. Post signs that limit vehicle speeds on unpaved roads and over disturbed soils to 10 miles per hour during construction.
 - f. Soil binders shall be spread on construction sites, on unpaved roads, and on parking areas; ground cover shall be re-established through seeding and watering.
 - g. Sweep up dirt and debris spilled onto paved surfaces immediately to reduce resuspension of particulate matter through vehicle movement over those surfaces.

- h. Require the construction contractor to designate a person or persons to oversee the implementation of a comprehensive dust control program and to increase watering, as necessary.
- i. The name and 24/7 contact information for the person responsible for dust control shall be provided to the City prior to issuance of grading permits.
- j. If dust is not controlled on the site, the City shall shut down work on the project until the applicant can provide adequate dust control.
- k. Streets and alleys surrounding the project shall be kept clean and free of dirt.

Planning - Mitigation Monitoring Conditions

P13. Hours of construction shall be limited to:
 Monday through Friday - between the hours of 7:00 a.m. and 6:00 p.m.
 Saturday - between the hours of 9:00 a.m. and 6:00 p.m.
 Sunday - None
 Minor modifications to the hours of construction may be granted by the Planning Manager.

- II. **FIRE** – No General or Project Specific Conditions
- III. **POLICE DEPARTMENT** -- No Project Specific Conditions
- IV. **ENGINEERING** -- No General or Project Specific Conditions
- V. **ELECTRIC**

ELECTRIC - GENERAL CONDITIONS

- EL1. The Developer shall sign a Line Extension Agreement and pay all costs for the City to furnish and install electric power lines/equipment to and within the proposed development. These costs will include all labor, labor overhead, material, material handling charges and equipment/vehicle rentals necessary for the City to extend the City’s electrical distribution system to serve the project. The total estimated cost, as mentioned in the Line Extension Agreement, must be paid prior to the City issuance of building permits.
- EL2. The Developer shall provide a single line diagram showing voltage, phase, load requirements and size of planned switchboard. Three-phase electric services up to 200 Amps shall have 7-jaw meter sockets. Three-phase electric services above 200 Amps shall have 13-jaw meter sockets and provisions for a test switch and current transformers. The main switchboard shall conform to Electric Utility Service Equipment Requirements approved by the City of Lompoc. The developer shall pay the meter installation fee prior to the issuance of the building permit.
- EL3. Electric meters and main disconnect switches shall be located on the exterior of the building or in an enclosure opening only to the exterior of the building. Meter enclosures shall be accessible at all times to electric division personnel. If the enclosure is to be

locked, the lock shall be keyed to Schlage Lock No. C38587.

EL4. The Developer shall provide all necessary trenching and backfilling to Electric specifications. This will include trenching for primary cable, secondary cable, street light wiring and associated vaults and boxes. The Developer shall provide transformer pads as required. The project shall be at final grade prior to trenching for installation of underground electric facilities.

EL5. The Developer shall furnish and install the service wire and conduit from the service panel to the transformer or secondary box. Upon approval of the building inspector, the City will make the final connections to the transformer and energize the service.

EL6. Provide and install one 2-inch conduit, from the pull box in the street easement to the building, in same trench with the electrical service conduit.

ELECTRIC – NO PROJECT SPECIFIC CONDITIONS

VI. SOLID WASTE No General Or Project Specific Conditions

VII. WATER -- No General Or Project Specific Conditions

VIII. WASTEWATER -- No General Or Project Specific Conditions

IX. AVIATION/TRANSPORTATION -- No General Or Project Specific Conditions

X. BUILDING

BUILDING – GENERAL CONDITIONS

B1. The Project shall comply with the requirements of the 2013 California Code of Regulations Title 24 as amended and adopted by the City of Lompoc.

B2. Plans shall be submitted by a California licensed architect and/or engineer when required by the California Architect's Practice Act and by CBC [A]107.3.4.

B3. If required, a Grading Plan complying with City Standards and Appendix J of the CBC will be submitted.

B4. Dimensioned building setbacks and property lines, easements, street centerlines, and dimensions between buildings or other structures, along with all significant site features, shall be shown and identified on plot plans.

B5. All property lines and easements shall be shown and identified on the plot plan. A written statement by the Applicant that such lines and easements are shown is required.

B6. The Title/Cover /first sheet of the plans shall include:

- a. Code Analysis addressing all work
- b. Complete Scope of Work to be performed
- c. Occupancy group(s)
- d. Description of use(s)

- e. Type of construction
- f. Height of the structure(s) and number of stories
- g. Floor area of structure(s), existing and new, broken down by Use or Occupancy Type, with Totals.

B7. See City submittal requirements for other information that may be required in the Construction Documents, including but not limited to: Soils Engineer's Plan Review Letter, Energy Compliance Statements, CALGreen (CGBSC) code compliance forms, CWM Plan (Construction Waste Management Plan), listing of Special Inspections required, Deferred Submittals.

B9. Provide accurate dimensions and square footage calculations on the plans.

BUILDING – No Project Specific Conditions

XI. GRADING -- No General Or Project Specific Conditions

XII. STORM WATER

STORM WATER – PROJECT SPECIFIC CONDITIONS

- S1. Roof drains and gutters shall be directed to landscaping, unless to do so would result in foundation damage or slope instability, as verified by a statement to that effect, stamp and signature, by qualified engineer, on the improvement plans.
- S2. The proposed concrete pad shall be sloped to drain to the landscaped area (west, east or north). The proposed impervious area (concrete pad and roof) shall not drain directly to the existing pavement to the south.
- S3. Provide a completed Storm Water Post-Construction Evaluation Form. This form is available on the City's website - <http://www1.cityoflom poc.com/departments/comdev/pdf/StormWaterPostConstructionEvaluationForm.pdf>

I, Dirk Ishiwata, Fleet, Parks, Facilities and Communications Superintendent, representing the City of Lompoc, do hereby declare under penalty of perjury that I accept all conditions imposed by the Planning Commission in their approval of the project. As the applicant, I agree to comply with these conditions and all other applicable laws and regulations at all times.

By: _____
 Dirk Ishiwata
 Fleet, Parks, Facilities, and Communications Superintendent

_____ Date