

**Ordinance No. 1680(21)**

**An Ordinance of the City Council of the City of Lompoc,  
County of Santa Barbara, State of California,  
Amending Provisions in Title 10 (Vehicles and Traffic)  
and Title 17 (Zoning) of the Lompoc Municipal Code  
Concerning Safe Parking Programs;  
Repeal of Resolution No. 6179(18)**

**WHEREAS**, Lompoc Municipal Code Section 17.708.020(F) defines “Safe Parking Program” as “[a] parking program operated on a property outside of the public right-of-way and managed by a social service provider that provides individuals and families with vehicles a safe place to park overnight while working towards a transition to permanent housing”; and

**WHEREAS**, City Council Resolution No. 6179(18) established regulations for Safe Parking Programs, including the requirement to obtain a “Planning Commission use permit”; and

**WHEREAS**, the Planning Commission considered and recommended adoption of the revisions to the Municipal Code shown in this ordinance, and the repeal of City Council Resolution No. 6179(18), at the Planning Commission meeting held on April 14, 2021, as evidenced in Planning Commission Resolution No. 946(21); and

**WHEREAS**, the City Council desires to revise the regulations applicable to Safe Parking Programs, add those regulations to the Lompoc Municipal Code (LMC), and change the permit requirement so that only an Administrative Use Permit is required to operate a Safe Parking Program.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOMPOC DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1.** Section 10.30.020 of the LMC is hereby amended as follows (new text in underline; deletions in ~~strike through~~):

For the purposes of this chapter the following words or phrases shall be defined as follows:

“Alley” means that roadway defined in Section 110 of the Vehicle Code.

“Overnight” means any time during the period from 10:00 p.m. on one day through 6:00 a.m. of the next day immediately following.

“Park” means to stand or leave standing any vehicle, whether occupied or not, otherwise than temporarily for the purpose of, and while actually engaged in, loading or unloading of passengers or materials.

“Safe Parking Program” means “Safe Parking Program” as defined in Section 17.708.020(F) of this code. ~~a parking program, operated on property located outside of the public right-of-way and managed by a social service provider that provides individuals and families with vehicles a safe place to park overnight while working towards a transition to permanent housing.~~

~~“Self-sufficiency program” means a program designed to assist individuals and families in meeting their basic needs and address any substance dependency and mental health issues so that they do not need to rely on emergency public or private assistance.~~

~~“Social service provider” means an agency or organization licensed or supervised by any federal, state or local health/welfare agency that participates in the federal Homeless Management Information System (HMIS) and has demonstrated experience with the homeless population by assisting individuals and families achieve economic self-sufficiency and self-determination through self-sufficiency programs.~~

“Street” means any public street, road, or highway, as those words are defined in Section 360, 527 or 590 of the California Vehicle Code.

“Use a motor vehicle for any residential purpose” means to stop or park a motor vehicle, if it contains: (i) any occupant sleeping therein overnight; or (ii) bedding or camp paraphernalia arranged for the purpose of, or in such a way as to accommodate any occupant thereof sleeping therein.

**SECTION 2.** Section 10.30.040 of the LMC is hereby amended as follows (new text in underline; deletions in ~~strikethrough~~):

No person shall use a motor vehicle for any residential purpose overnight on any private property, except as provided in Subsection A of Section 10.30.060. ~~unless it is allowed in accordance with Section 17.60.040 of this code.~~

**SECTION 3.** Subsection 10.30.060(A) of the LMC is hereby amended as follows (new text in underline; deletions in ~~strikethrough~~):

A. This chapter is not applicable to persons using their vehicles for residential purposes when the vehicle is parked in a designated overnight parking space as part of a permitted Safe Parking Program. ~~Safe Parking Programs or similar vehicular sheltering programs or the~~

~~expansion of such programs operated on City-owned parking areas or certain private property approved by the City Council in support of transitioning the homeless community of the City into housing.~~

**SECTION 4.** The Safe Parking Program entry in Table 17.208.030.A in the LMC is hereby amended as follows (new text in underline; deletions in ~~strikethrough~~):

Use	Requirement by Zone					Specific Use Regulations
	RA	R-1	R-2	R-3	MH	
Safe Parking Program	<u>CUPAUP</u>	<u>CUPAUP</u>	<u>CUPAUP</u>	<u>CUPAUP</u>	-	<del>LMC 10.30</del> <u>17.404.205</u>

**SECTION 5.** The Safe Parking Program entry in Table 17.212.030.A in the LMC is hereby amended as follows (new text in underline; deletions in ~~strikethrough~~):

Use	Requirement by Zone				Specific Use Regulations
	CC	CB	OTC	PCD	
Safe Parking Program	<u>CUPAUP</u>	<u>CUPAUP</u>	<u>CUPAUP</u>	<u>CUPAUP</u>	<del>LMC 10.30</del> <u>17.404.205</u>

**SECTION 6.** The Safe Parking Program entry in Table 17.216.030.A in the LMC is hereby amended as follows (new text in underline; deletions in ~~strikethrough~~):

Use	Requirement by Zone		Specific Use Regulations
	I	BP	
Safe Parking Program	<u>CUPAUP</u>	<u>CUPAUP</u>	<del>LMC 10.30</del> <u>17.404.205</u>

**SECTION 7.** The Safe Parking Program entry in Table 17.220.030.A in the LMC is hereby amended as follows (new text in underline; deletions in ~~strikethrough~~):

Use	Requirement by Zone			Specific Use Regulations
	MU	PF	OS	
Safe Parking Program	<u>CUPAUP</u>	<u>CUPAUP</u>	<u>AUP</u> :	<del>LMC 10.30</del> <u>17.404.205</u>

**SECTION 8.** The Safe Parking Program entry in Table 17.224.030.A in the LMC is hereby amended as follows (new text in underline; deletions in ~~strikethrough~~):

Use	Requirement by Zone						Specific Use Regulations
	AO	CRO	SO	PD	SEO	HSO	
Safe Parking Program	-	Refer to base zone				<u>CUPAUP</u>	<del>LMC 10.30</del> <u>17.404.205</u>

**SECTION 9.** Section 17.404.205 is hereby added to the Lompoc Municipal Code and shall read as follows:

**17.404.205 Safe Parking Programs**

- A. **Purpose.** This Section establishes criteria and procedures for the consideration and review of Safe Parking Program applications, and standards for the operation of Safe Parking Programs.
- B. **Administrative Use Permit; Development Standards.** Safe Parking Programs require the approval of an Administrative Use Permit consistent with Chapter 17.508, and are only allowed in compliance with Division 2 (Allowed Uses and Development Standards for All Zones). Safe Parking Programs shall conform to all development standards of the zone in which they are located, in addition to the requirements of this Section and any conditions of approval for the Administrative Use Permit.
- C. **Duration of Administrative Use Permit; Time Extension.** Notwithstanding any other provision of Title 17 of this code, Administrative Use Permits for Safe Parking Programs shall only be valid for two years and shall thereafter expire unless extended by the City. Applications for time extensions shall be governed by Section 17.552.070 (Time Extensions), except that (i) Administrative Use Permits for Safe Parking Programs may only be extended for periods of up to two years, after which another time extension shall be required, and (ii) there is no limitation on the number of time extensions that may be granted, notwithstanding Subsection 17.552.070.F.
- D. **Other Licenses and Permits.** Safe Parking Programs shall obtain and maintain in good standing all required licenses, permits, and approvals from City, County, State, and Federal agencies or departments and comply with all applicable Building and Fire Codes.
- E. **Restrictions in Residential Zones.** If located in the RA, R-1, R-2, or R-3 zone, Safe Parking Programs are only allowed on property owned by a public entity or as an accessory use on properties with a primary use of community assembly.
- F. **Application Fee.** Notwithstanding Section 17.504.040 of this code, no application fee shall be required when applying for an Administrative Use Permit for a Safe Parking Program or for an extension of any such permit.

**G. Application Requirements.** In addition to the application requirements in Section 17.504.030, an applicant for a Safe Parking Program Administrative Use Permit shall submit the following information and documentation with its permit application:

1. A site plan indicating the location of trash and recycling facilities, water, restroom facilities, exterior lighting fixtures, location of and distances to surrounding residential properties, location of and distance to nearest public transportation, and location and number of designated overnight parking spaces.
2. Proposed days and hours of operation.
3. A management and operation plan, which shall address, but is not limited to, the following:
  - a. Security;
  - b. Staff training;
  - c. Neighborhood relations, including procedures for addressing complaints in a timely manner;
  - d. A pet policy;
  - e. Participant intake process;
  - f. List of services provided;
  - g. Facility and parking lot maintenance;
  - h. Refuse control;
  - i. Amenities, if any, such as cooking/dining facilities, showers, and laundry facilities; and
  - j. An anti-discrimination policy.
4. Evidence that the applicant is a social service provider, as defined in Section 17.704.020(S), with the experience and qualifications to manage the Safe Parking Program and meet the standards set forth in this Section.
5. Any other information the Director may determine is necessary to ensure compliance with the provisions of this Section.

#### H. **Site Requirements.**

1. **Lighting.** External lighting shall be provided for security purposes. The lighting shall be stationary and directed away from adjacent properties and the public right-of-way consistent with Section 17.304.090 (Performance Standards).
2. **Facilities.** Restroom, water, and trash facilities shall be provided, maintained, and accessible to participants during all hours when program participants are allowed to be on site. Outdoor toilets or other sanitation facilities shall not be visible from the public right-of-way or public property.
3. **Signs.** No signs shall be present on the property relating to its use as a shelter for the homeless.
4. **Setbacks; Location of Parking Spaces.** As a condition of approval of a Safe Parking Program, the Director may require the designated overnight parking spaces to be set back a certain distance from the property line or to be located only on a certain portion of the property in order to protect the health, safety, and welfare of program participants and the public, and to ensure compatibility of the Safe Parking Program with surrounding uses.
5. **Number of Overnight Parking Spaces.** As a condition of approval of a Safe Parking Program, the Director may limit the amount of designated overnight parking spaces to ensure that adequate services and facilities are available for all program participants, in order to protect the health, safety, and welfare of program participants and the public, and to ensure compatibility of the Safe Parking Program with surrounding uses.

#### I. **Safe Parking Program Standards.**

1. **Social Service Provider.** Safe Parking Programs shall be operated and managed by a qualified social service provider, as defined in Section 17.704.020(S).
2. **Case Management and Self-Sufficiency Program.** Program participants must be paired with a case manager and enrolled in a self-sufficiency program, as defined in Section 17.704.020(S), to facilitate the transition to permanent housing. The case manager shall assess the needs of, and arrange, coordinate, and monitor care and services for, each program participant in accordance with the needs of the participant.

3. **Participant Exclusion.** Prospective participants shall be screened for criminal history. Participant exclusion shall be determined by the program manager on a case-by-case basis based on standards set by the program manager in order to ensure the safety of all program participants.
4. **Local Preference.** In selecting program participants, the program manager shall give preference to individuals with proof of residency in Santa Barbara County for a minimum period of six months within the last two years. Evidence of residency may include, but is not limited to, items such as rental agreements, mortgage, utility, hotel, and medical facility bills, paystubs, and intake from homeless service programs.
5. **Authorized Vehicles Only.** The program manager shall ensure that only vehicles registered in the program are parked overnight at the program site during program hours. A parking permit shall be provided to each participant to be displayed in vehicle windows in a form to be approved by the program manager and provided to the Community Development Director.
6. **Participant Information.** At all times, the program manager shall maintain a roster of the names and vehicle license plate numbers of each program participant.
7. **Written Agreement with Participants.** Program participants shall be required to enter into a written agreement with the program manager before using overnight parking spaces and those agreements shall be strictly enforced by the program manager. Copies of such agreements shall be provided to the City upon request. The agreement, at a minimum, shall include the following terms and conditions:
  - a. Only one vehicle is allowed per participant.
  - b. At least one participant per vehicle shall possess a current driver's license, vehicle registration, and insurance for the vehicle that will be parked overnight. The program manager shall keep a copy of all three on record.
  - c. Vehicles parked on site be maintained in good working condition.
  - d. Vehicles may only be occupied by participants and approved registered household members. Guests shall not be allowed.

- e. Participants shall not use or possess any illegal drugs or alcohol either on their person or in their vehicle.
- f. Participants shall not use or possess any weapons or firearms of any kind either on their person or in their vehicle.
- g. No fires of any kind shall be permitted.
- h. No music or other audio may be played that is audible outside participants' vehicles.
- i. No cooking or food preparation shall be performed outside participants' vehicles. Cooking inside vehicles is prohibited unless the vehicle was manufactured with cooking appliances.
- j. Tents, camping tarps, and other shelters or equipment beyond the participant's vehicle are prohibited. Program participants shall not sleep anywhere other than in their vehicles.
- k. Participants shall maintain control of pets. Pets shall be kept on a leash at all times and animal waste shall be picked up immediately and disposed of properly.
- l. Participants shall not dump sewage or other waste fluids or solids, deposit excreta outside a vehicle, or park vehicles that leak fluids (e.g., gasoline, transmission or radiator fluid, or engine oil).

8. **Management and Operation Plan.** The program manager shall strictly comply with the management and operation plan submitted with the permit application and approved by the City.

J. **City's Right to Inspect.** The program manager shall allow City representatives to enter and inspect the program site during business hours to ensure compliance with this Section.

**SECTION 10.** The definitions of "Self-sufficiency program" and "Social service provider" are hereby added to Section 17.704.020(S) of the Lompoc Municipal Code, shall be placed in alphabetical order therein, and shall read as follows:

**Self-sufficiency program.** A program designed to assist individuals and families in meeting their basic needs and address any substance dependency and mental health issues so that they do not need to rely on emergency public or private assistance.



**Social service provider.** An agency or organization licensed or supervised by any federal, state, or local health/welfare agency that participates in the federal Homeless Management Information System (HMIS) and has demonstrated experience with the homeless population by assisting individuals and families achieve economic self-sufficiency and self-determination through self-sufficiency programs.

**SECTION 11.** The definition of “Safe Parking Program” in Section 17.708.020(F) is hereby revised to read as follows (new text in underline; deletions in ~~strikethrough~~):

**Safe Parking Program.** A parking program operated on a property outside of the public right-of-way and managed by a social service provider that provides individuals and families with vehicles a safe place to park overnight while working towards a transition to permanent housing. Also see LMC Section 17.404.205. ~~Chapter 10.30.~~

**SECTION 12. Resolution Repealed.** City Council Resolution No. 6179(18) is hereby repealed in its entirety, effective on the thirty-first day after the adoption of this Ordinance.

**SECTION 13.** Adoption of this ordinance is exempt from environmental review pursuant to Section 15061(b)(3) of the CEQA Guidelines because it can be seen with certainty that there is no possibility that the approval of these code amendments or the repeal of Resolution No. 6179(18) will have a significant effect on the environment.

**SECTION 14. Effective Date.** This Ordinance shall be effective on the thirty-first day after its adoption.

This Ordinance was introduced on May 18, 2021, and duly adopted by the City Council of the City of Lompoc at its duly noticed regular meeting on \_\_\_\_\_, 2021, by the following electronic vote:

AYES: Council Member(s):  
NOES: Council Member(s):  
ABSENT: Council Member(s):

\_\_\_\_\_  
Jenelle Osborne, Mayor  
City of Lompoc

Attest:

\_\_\_\_\_  
Stacey Haddon, City Clerk  
City of Lompoc