

**Amendments to
Existing Permits / Conditions of Approval**



A completed application includes the following:

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

- Completed "General Application" form
- Fees paid according to Master Fee Schedule (Planning ♦ Engineering ♦ Fire)
- \$55.00 Document Imaging Fee
- Engineering and Building Deposits
- Completed "Agreement for Payment of Application Processing Fee" form for **Engineering**
- Completed "Environmental Information Form"
- A written project description which includes type of use proposed, hours of operation and any additional information that will explain proposed use to staff and Commissioners (please use a separate sheet of paper)
- Photographs of site and surrounding area
- Six (6) reduced copies** (11" x 17") of the architectural site plan and elevations
- One (1) digital copy** (PDF Format) of the architectural site plan and elevations
- Legal description of parcel(s)
- Does your application include a request for a Reasonable Accommodation in accordance with Lompoc Municipal Code Chapter 17.536 ? __ Yes ___ No

No Exterior Modifications:

- Fifteen (15) copies** of an architectural site plan (**folded** to a maximum size of 8 ½" x 14") showing the interior layout of the building and the required parking for the use:
 - Sheet size shall not be smaller than 11" x 17", nor larger than 24" x 36"
 - All dimensions shall be drawn to scale. The scale and north arrow shall be shown on all drawings. A vicinity map shall also be provided.
 - Assessor Parcel Numbers(s)
 - Parking layout showing sizes and location of each stall, back-up areas and drives, driveway approaches, curb cuts, pedestrian access, utility vehicle access, and handicapped parking.

Exterior Modifications:

Architectural Site Plan:

- Fifteen (15) copies** of an architectural site plan (24" x 36") **folded** to a maximum size of (8-1/2" x 14") which includes the following:

Property Lines, Setbacks, Streets, & Easements

- 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 square footage
- 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 and Loading

- Parking calculations showing 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
- Loading zones
- 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

- Fifteen (15)** copies of building elevation drawings (24" x 36") **folded** to a maximum size of (8-1/2" x 14") which includes the following:
 - All sides of each existing and proposed structure, with height dimensions
 - Roof-mounted equipment (e.g., satellite antennas, heating/air conditioning units)
 - One color rendering of each elevation drawing (four sides of building)
 - One color board with samples of all external building materials (8-1/2 x 11)

Items below are storm water requirements. Please contact staff directly at (805) 875-8275 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 **Storm Water Post-Construction Evaluation Form** must be submitted with your application if you plan to add or replace any impervious area including, but 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.

- You may download the Storm Water Post-Construction Evaluation Form at**

<http://www1.cityoflompoc.com/departments/comdev/pdf/StormWaterPostConstructionEvaluationForm.pdf>

Show 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. Methods include: Infiltration Basin, Vault, Bio-swale, Rain barrels, Engineered permeable pavement / pavers, Other _____