



REVIEW	
PLANNER	DATE
SS	03.31.22

PLANNING DIVISION PRELIMINARY REVIEW FORM

NOTICE: THIS COMPLETED FORM, APPROVED BY THE PLANNING DIVISION, MUST ACCOMPANY YOUR APPLICATION(S)

1. Please complete the “*Property Information*” portion of this form, and submit with one set of architectural plans.
2. Schedule an appointment with a Planning Division staff member to review the form and the plans. If subsequent review of plans is required, please schedule appointments with the same Planner who performed the initial review.
Note: *City Hall offices are closed every other Friday, please call ahead for schedule.*
3. **Appointments to review forms and plans must be scheduled at least two (2) weeks prior to the filing deadline.** Whenever possible, early appointments are recommended to allow time necessary for corrections.
4. Appointments to review forms and plans may not be scheduled on the application submittal deadline date.
5. Applications not accompanied by this fully approved form will be considered incomplete and will not be accepted.

PROPERTY INFORMATION

PROPERTY ADDRESS:			
LEGAL DESCRIPTION	ZONING	LOT SIZE	CURRENT USE(S)
	P-CF Community Facility Zone	Gross Site Area:	
	C-2 Commercial Zone	Net Site Area:	

PROJECT SCOPE: THE “PROJECT SCOPE”, SHEET G001, ARTICULATES VARIOUS USES INCLUDING “ASSISTED LIVING”, “MEMORY CARE”, “COMMUNITY SERVICES”, “MEDICAL SERVICE SPACE”, A “YOUTH CENTER”, “SURFACE PARKING”, AND “PROGRAMMABLE OPEN SPACE”. ADDITIONALLY THE “PROJECT SCOPE” INCLUDES A FURTHER DESCRIPTION OF PHASE 1: PHASE 1A, RELOCATION OF EXISTING COOLING TOWERS AND GRADING AT NORTH OF SITE; PHASE 1B CONSTRUCTION OF THE PROPOSED BUILDING; PHASE 1C DEMOLITION OF THE EXISTING 514 BUILDING. CONSTRUCTION OF PARKING AND PROGRAMMABLE OPEN SPACE.

PARKING BREAKDOWN/ANALYSIS:
 PROVIDE A SQUARE FOOTAGE BREAKDOWN OF THE EXISTING AND PROPOSED USES. EXISTING AND PROPOSED USES WOULD THEN BE ASSIGNED A PARKING GENERATION RATE THAT IN TURN GENERATES A PARKING DEMAND FOR THE PROJECT. PARKING ANALYSIS WILL NEED TO DEMONSTRATE COMPLIANCE WITH RBMC ARTICLE 5. PARKING REGULATIONS.

NOT A PART: PROVIDE A GENERAL DESCRIPTION OF POTENTIAL FUTURE PHASES – MASTER PLAN BUILDOUT FOR INFORMATIONAL PURPOSES. NOT FOR CONSIDERATION WITH THIS APPLICATION.

- ◆ This preliminary review is intended to aid the applicant and the Planning Division to ensure general completeness of plans and applications submitted.
- ◆ Please note that the following comments are preliminary in nature and do not constitute approval of the plans submitted.
- ◆ Following a detailed review of the final set of plans submitted, additional information and/or modification of plans may be required.

TO BE COMPLETED BY STAFF

PROJECT TYPE:

SFR ADDITION OVER 500sf NEW SFR 2-3 UNIT CONDO 4+UNIT CONDO
COMMERCIAL MIXED-USE Public and Institutional

APPLICATION TYPES:

ADR CONDO ADR NON-CONDO AUP CUP PCDR VARIANCE MODIFICATION
CDP OVERLAP PARKING SUBDIVISION AMENDMENT

Historically Significant Y N **Environmental Assessment** Y N
Coastal Development Permit Y N **LID Required** Y N
Public Art Requirement Y N

FOLLOWING REVIEW OF THE PLANS AND APPLICATIONS SUBMITTED, THIS PROPOSAL IS:

COMPLETE AND APPROVED FOR SUBMISSION AS A FORMAL APPLICATION.

INCOMPLETE: REQUIRED CHANGES AS SPECIFIED IN THE FOLLOWING COMMENTS WILL NEED TO BE MADE AND REVIEWED BY THE PLANNING DIVISION PRIOR TO ACCEPTANCE OF THE APPLICATION. ADDITIONAL REVIEWS SHOULD BE SCHEDULED PRIOR TO FILING, AND SHOULD BE MADE WITH THE PLANNER WHO PERFORMED THE INITIAL REVIEW, WHENEVER POSSIBLE.

PLANNING STAFF MEMBER PERFORMING REVIEW

DATE

ITEM	ACCEPTABLE		N/A	COMMENTS	
	YES	NO			
<p align="center">SITE PLAN REVIEW</p> <p align="center">SURVEY REQUIRED WITH PARTIAL FOOTPRINT OF STRUCTURES AND SETBACK DIMENSIONS FOR ADJACENT PROPERTIES</p>		X		<p>Survey will need to include the footprints of proposed structures on the subject properties. A second sheet with survey information identifying the proposed structures only as the submitted survey shows all existing structures. Existing grades will serve to define proposed height limits. Height is defined in RBMC as follows:</p> <p>(33) “Building height” or “height” shall mean the vertical distance as measured continuously along a line at existing grade bisecting the width of the lot to the highest point of a building or structure, except as provided elsewhere in this chapter (see illustration that follows).</p> <div style="text-align: center;"> <p>ILLUSTRATION OF SECTION 10-2.402 BUILDING HEIGHT (in this example, the height limit is 30 feet)</p> </div> <p>Also, survey needs to provide partial footprints of structures on immediately adjacent properties with setbacks provided and grade elevations on immediately adjacent properties. Additionally heights above grade of immediately adjacent buildings is needed to understand the differences between heights of subject facilities and adjacent facilities.</p> <p>Adjacent lot at the southwest corner of Beryl Street and Flagler Lane needs to be included in survey.</p> <p>Clearly label all property lines of subject and adjacent properties and identify property lines by specific line weight in LEGEND. Confirm contours are 1' contours.</p> <p>Survey references “LAND VACATED BY CITY OF REDONDO BEACH (2010)”. Provide documentation of “vacation”. Identify exact land area of noted “vacation”.</p> <p>Existing spot elevations and proposed spot elevations (adjacent to existing) need to be illustrated on all site plans.</p>	
	LOT SIZE, SHAPE, AND ORIENTATION		X		<p>Will need to confirm the property line boundaries of APN 7502-017-903 as it relates specifically to the area identified as “Vacated by City”.</p> <p>Parcel merger will be required for subject lots, APN 7502-017-902 and APN 7502-017-903 as the project proposes to build over the PL.</p>
	EXISTING GRADES		X		See “survey” notes above. Will need to be reflected on Site Plan in the form of spot elevations. Existing grades and finished grades.
	PROPOSED GRADES		X		See “survey” notes above. Will need to be reflected on Site Plan in the form of spot elevations. Existing grades and finished grades.
	CUBIC YARDS OF GRADING CUT & FILL		X		Large amount of grading appears to be required. Haul routes/plan will need to be provided.
	GRADE RELATIONSHIP TO ADJACENT PROPERTIES		X		This will be considered carefully to ensure compatibility and compliance with “criteria” required pursuant to Planning Commission Design Review and Conditional Use Permit.
	RETAINING WALLS		X		There would appear to be “short runs” with significant grade changes. Will need cross sections to illustrate retaining walls, slopes, ramps, stairs, etc.

EASEMENTS SHOWN		X		Confirm scope of Survey includes any/all easements. Title report needs to be provided.
NORTH ARROW/SCALE	X			
FENCE HEIGHT NOTES		X		Perimeter walls will need to be detailed. Spot elevations on either side. Heights are measured from existing grade elevation.
FENCE FINISHED BOTH SIDES		X		Fencing and wall plans are required.
PHOTOS OF EXISTING PROPERTY LINE FENCES		X		Existing conditions of transitions of subject property and adjacent properties surrounding the subject site are important in establishing baseline for neighborhood.
CORNER CUT-OFF		X	X	TBD by Engineering Division.
REVERSED CORNER LOT			X	
(LOT) EXISTING TREES		X		See redline notes/comments on the plans. Any tree with a diameter greater than 6" should be considered for retention. Specimen trees, thirty-six (36) in box, or larger may be used to replace an existing mature tree that cannot feasibly be saved.
(PUBLIC R.O.W.) EXISTING TREES		X		Coordination with Public Works Department will be required on this matter. Alberto Alejandre, Urban Forestry Manager (Alberto.Alejandre@redondo.org)
PLANTERS		X		Parkway and all streetscape improvements and/or dedications may be required as determined by the Public Works Department.
RAISED PLANTER CURBS NOTES		X		Parkway and all streetscape improvements and/or dedications will be determined by the Public Works Department. Bike lane markings and signage will be required along Prospect frontage. Additional bike facilities may also be required.
19-FT GARAGE OPENING FROM STREET			X	
24-INCH BOX TREE FOR SFR			X	
36-INCH BOX TREE FOR CONDOS			X	

FOR DEPARTMENT USE ONLY

ITEM		ACCEPTABLE		N/A	COMMENTS
		YES	NO		
PROJECTIONS	BAY WINDOWS			X	
	CHIMNEYS			X	
	BALCONIES			X	
	OTHER			X	
OUTDOOR LIVING SPACE (RESIDENTIAL)	DIMENSIONS			X	
	CREDITS			X	
	SQUARE FOOTAGE			X	
ACCESSORY STRUCTURES	HEIGHT		X		1. Required trash enclosure is an accessory structure. Will be required to meet setbacks and comply with Section 10-2.1536 and 10-2.1538 2. "Electric Yard" will be considered "Accessory Structure".
	FLOOR AREA		X		
	SIDE SETBACKS		X		
	REAR SETBACK		X		
FLOOR PLANS	LABELED & DIMENSIONED		X		Floor plans and uses required for all existing and proposed structures in order to calculate required parking.
	MEZZANINE QUALIFICATIONS			X	
	INTERIOR STORAGE DIMENSIONS AND CUBIC FEET			X	
PARKING	DRIVE-THRU CONFIGURATION (STACKING DISTANCE)			X	
	WHEEL GUARDS		X		May be required for some parking spaces. Parking plan will determine.
	LIGHTING		X		Lighting plan will be required.
	PARKING LOT LANDSCAPING		X		Include with Landscaping Plan. Required to comply with City's Landscaping Ordinance and State MWEL0.
	DRIVEWAY AISLE / WIDTH		X		Driveway entrances and drive aisles pavement markings will be determined in coordination with City Traffic Engineer, Planning Division, and Fire Department. Site plan must dimension driveways and drive aisles, and parking spaces.
	NUMBER REQUIRED		X		TBD. Parking analysis required. Existing and proposed uses subject to requirements per RBMC 10-2.1706
	SHARED PARKING		X		TBD. May be required as use times may vary and total parking need may be more than parking spaces required by the RBMC. If overlap/shared parking is required, subject to RBMC 10-2.1706
	GUEST PARKING		X		See above. May be NA. TBD
	STALL DIMENSIONS		X		See RBMC Article 5. Parking Regulations.
	BACK-UP DISTANCE/ TURN AREA		X		"
	STANDARD / COMPACT PARKING		X		"
	PEDESTRIAN PATHWAYS		X		Will need specific details on how pedestrians will safely be accommodated within the project site from parking areas and adjacent public rights of way (Prospect, Flagler, Beryl, Diamond) to the Programmable Open Space and other existing and proposed structures/uses. Additionally, provide safe bicycle access to the Programmable Open Space from planned Diamond Street Bike Path and Prospect and possible Beryl/Flagler.
	GARAGE DOOR HEIGHT & WIDTH		X		See Article 5. Parking Regulations. Will need to demonstrate the proposed parking facilities comply with "non-residential" parking requirements per RBMC 10-2.1706.
OVERHEAD CLEARANCE		X		See Article 5. Parking Regulations. Will need to demonstrate the proposed parking facilities comply with "non-residential" parking requirements per RBMC 10-2.1706.	

OVERHEAD CLEARANCE		X		See Article 5. Parking Regulations. Will need to demonstrate the proposed parking facilities comply with "non-residential" parking requirements per RBMC 10-2.1706.
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FOR DEPARTMENT USE ONLY

ITEM	ACCEPTABLE		N/A	COMMENTS	
	YES	NO			
PARKING (continued)					
	AUTOMATIC DOOR OPENER		X	See Article 5. Parking Regulations. Will need to demonstrate the proposed parking facilities comply with "non-residential" parking requirements per RBMC 10-2.1706.	
	OVER-THE-HOOD STORAGE DIMENSIONS AND CUBIC FEET			X	May be required.
	OPENING 19-FT FROM STREET			X	
	NO PARKING IN FRONT SETBACKS	X			
	ENHANCED PAVING		X		To be determined.
	DRIVEWAYS	CURB CUTS		X	To be determined in coordination with Public Works, Fire Department, and Planning Division. Will need to demonstrate the proposed driveways comply with "non-residential" parking requirements per RBMC 10-2.1706.
WIDTH			X	To be determined in coordination with Public Works, Fire Department, and Planning Division. Will need to demonstrate the proposed driveways comply with "non-residential" parking requirements per RBMC 10-2.1706.	
DECORATIVE MATERIAL			X	To be determined in coordination with Public Works, Fire Department, and Planning Division. Will need to demonstrate the proposed driveways comply with "non-residential" parking requirements per RBMC 10-2.1706.	
COLORED CONCRETE			X	To be determined in coordination with Public Works, Fire Department, and Planning Division. Will need to demonstrate the proposed driveways comply with "non-residential" parking requirements per RBMC 10-2.1706.	
ADA ACCESSIBLE PATH			X	CHECK WITH THE ENGINEERING DIVISION AND BUILDING DIVISION TO VERIFY ADA PATH OF TRAVEL REQUIREMENTS. WILL NEED TO BE INCORPORATE INTO THE SITE PLAN.	
PERCENT OF SLOPE			X	No driveway slopes greater than 15%. Fire Department will require signoff of driveway slopes.	
MECHANICAL EQUIPMENT	FAU		X	Required.	
	WATER HEATER		X	Required.	
	A/C UNIT PLACEMENT & SCREENING		X	Required.	
	ELECTRIC PANEL/ TRANSFORMER		X	Required.	
ROOF PLANS	MECHANICAL EQUIPMENT SCREENING		X	Required.	
	ROOF DECK SIZE & SCREENING			X	
A R C H I T E C T	ELEVATIONS		X	See planning comments on plans.	
	MATERIALS		X	See planning comments on plans.	
	STYLE		X	See planning comments on plans.	
	RELIEF / MASS		X	See planning comments on plans.	
	SCALE		X	See planning comments on plans.	
	FAÇADE ARTICULATION		X	See planning comments on plans.	
	WINDOW PLACEMENT			X	

SUBTERRANEAN QUALIFIES – 4 FEET		X		Need details on adjacent grades along the perimeter of the structure to determine if subterranean levels qualify as basements per the zoning ordinance.
SUBTERRANEAN QUALIFIES – 6 FEET		X		CHECK WITH THE BUILDING DIVISION FOR BUILDING CODE QUALIFICATIONS
BUILDING HEIGHT FROM NATURAL GRADE		X		Need multiple spot elevations of existing and proposed grade surrounding and throughout the footprint of the proposed buildings. May need a base height plan at existing grade with another at maximum height of the building. Planning Commission determines height through the Planning Commission Design Review.
NATURAL GRADE TRACE LINES AT CENTERLINE OF LOT		X		Establishing existing natural grade will be important for establishing compliance with many development standards and in this case in order for the Planning Commission to determine development standards
BUILDING HEIGHT SURVEY NOTE IF OVER 28-FT		X		Will be required.

SETBACKS	FRONT		X	<p>Setbacks shall be determined subject to Planning Commission Design Review.</p> <p>See Planning Comments on Survey Sheet. All property lines are identified. Lot 7502-017-902: Front PL: Beryl Avenue Lot 7502-017-903: Front PL: Prospect Avenue</p>
	SIDE		X	<p>Setbacks shall be determined subject to Planning Commission Design Review.</p> <p>Lot 7502-017-902: Interior Side PL: Western PL Exterior Street Side PL: Flagler Lane PL Lot 7502-017-903: Interior Side PL: North PL from Prospect east to Lot 7502-017-902 Interior Side PL: East PL from Diamond to Lot 7502-017-902 Exterior Street Side PL: Diamond Street PL</p>
	REAR		X	<p>Setbacks shall be determined subject to Planning Commission Design Review.</p> <p>Lot 7502-017-902: Rear PL: Opposite Beryl Avenue Lot 7502-017-903: Rear PL: PL between Lot 7502-017-902 and 903</p>
	SETBACK AVERAGING CALCULATIONS			X
	SPACE BETWEEN BUILDINGS			X

FOR DEPARTMENT USE ONLY

ITEM	ACCEPTABLE		N/A	COMMENTS	
	YES	NO			
	PROJECT CONTEXT INFORMATION	PHOTOS OF SITE & ADJACENT PROPERTIES			X
CROSS SECTIONS OF SITE & ADJACENT PROPERTIES SHOWING HEIGHTS AND DISTANCE			X	Multiple cross sections will be required to clearly understand the project in the context of the varied surrounding properties and multiple elevation changes existing and proposed. Particular emphasis at the frontages of Beryl, Prospect, Flagler, and Diamond. See comments on plan set.	
AERIAL PHOTO OF 300' RADIUS FROM SUBJECT PROPERTY		X			
STRUCTURES AND SETBACK DIMENSIONS FOR ADJACENT PROPERTIES			X	Required. Planning Commission determines setbacks with their review. Need all existing and proposed setbacks.	
COMPOSITE ELEVATION (IF MULTIPLE LOT DEVELOPMENT)			X	Multiple to be required to confirm compatibility with adjacent commercial and residential developed neighborhoods. Planning Division to assist with details. Composite Elevation and other illustrative will be reviewed for compatibility and to confirm compliance with "criteria" pursuant to Section 10-2.2502 Planning Commission Design Review.	
S U P P L E M E N T A L I N F O	LANDSCAPE PLAN		X	Will be required to comply with the State Water Conservation and Landscaping Act... Landscaping plans are required to be stamped by a landscape architect.	
	TRAFFIC AND CIRCULATION ANALYSIS		X	May be required to be provided. FEIR will be reviewed to determine if additional focused study is required.	
	SIGNAGE (EXISTING SIGN PROGRAM)		X	Provide conceptual signage plan. Existing and proposed conceptual signage.	
	COLORS & MATERIALS BOARD		X	Will be required for presentation to the Planning Commission.	
	BUSINESS OPERATION PLAN & PROFILE		X	All existing and proposed uses must be detailed in terms of operations. See plans for additional comments. Programmable open space must all be detailed in terms of public access, possible joint use agreement.	
	APPROVED LID (DRAINAGE)		X	Required prior to formal submittal of applications.	
	COVENANT NECESSARY?		X	X	Programmable open space must all be detailed in terms of public access, possible joint use agreement.
	TELCOM SUPPLEMENTAL APPLICATION			NA	
	PUBLIC ART		X		Required pursuant to Chapter 6 Public Art Requirements. Copy of this Chapter of the RBMC.
	PROVIDE ELECTRONIC VERSIONS OF ALL MATERIALS IN PDF		X		Will be required.
	NEIGHBORHOOD OUTREACH		X		Not required but strongly recommended. The Planning Division can assist with identifying some opportunities for outreach notification.

GENERAL COMMENTS:

See above and attached Planning Division Plan Set "Redlined Plans" for additional planning comments. Please scan the attached "Redlined Plans" and return to the Planning Division.

The Planning Division is working with City Attorney's office on the development of a contract for professional environmental review services in support of the City's reliance on BCHD's CEQA documentation (FEIR that was certified by BCHD).

As the project includes development across an existing property line, compliance with the Subdivision Map Act, zoning setbacks (TBD) and Building Code will require either a Parcel Merger or Tentative Parcel Map. To be determined with the consultation between the City Engineer and the Community Development Department.

Required Entitlements with applications and fees:

1. Pre-Application Fee (credited toward application if project application is submitted): \$695
2. CEQA: The City is the "responsible agency" not the "lead agency" with respect to CEQA as it relates to the project. The City will however rely on the FEIR (certified by BCHD) concerning environmental impacts prior to acting on the required entitlements, PCDR/CUP, and therefore will contract for professional environmental services in support of the review of the relied upon environmental document. The applicant is responsible for the costs associated with the City's environmental review process.
 - a. contract cost
 - i. Contract proposal from City's CEQA Consultant: \$TBD
 - ii. Contract proposal from City's CEQA Attorney: \$TBD
3. Planning Commission Design Review - Non-Residential 50,000 sf and greater:
 - a. \$24,600
4. Conditional Use Permit - All uses except Multi-Family Residential (subject to change if project includes residential units as determined by the City*):
 - a. \$3,055
5. Subdivision - Parcel Merger/Parcel Map:
 - a. \$1,530

Total Application Fees Due at Submittal*: \$29,880

Planning Commission Design Review - Purpose, Criteria, Application, and Contents of Application:

10-2.2502 Planning Commission Design Review.

(a) Purpose. Planning Commission Design Review is established to ensure compatibility, originality, variety, and innovation in the architecture, design, landscaping, and site planning of developments in the community. The provisions of this section will serve to protect property values, prevent the blight and deterioration of neighborhoods, promote sound land use, encourage design excellence, and protect the overall health, safety, and welfare of the City. The Planning Commission shall review:

(b) Criteria. The following criteria shall be used in determining a project's consistency with the intent and purpose of this section:

(1) User impact and needs. The design of the project shall consider the impact and the needs of the user in respect to circulation, parking, traffic, utilities, public services, noise and odor, privacy, private and common open spaces, trash collection, security and crime deterrence, energy consumption, physical barriers, and other design concerns.

(2) Relationship to physical features. The location of buildings and structures shall respect the natural terrain of the site and shall be functionally integrated with any natural features of the landscape to include the preservation of existing trees, where feasible.

(3) Consistency of architectural style. The building or structure shall be harmonious and consistent within the proposed architectural style regarding roofing, materials, windows, doors, openings, textures, colors, and exterior treatment.

(4) Balance and integration with the neighborhood. The overall design shall be integrated and compatible with the neighborhood and shall strive to be in harmony with the scale and bulk of surrounding properties.

(5) **Building design.** The design of buildings and structures shall strive to provide innovation, variety, and creativity in the proposed design solution. All architectural elevations shall be designed to eliminate the appearance of flat façades or boxlike construction:

- a. The front façade shall have vertical and horizontal offsets to add architectural interest to the exterior of the building and where possible, bay windows and similar architectural projections shall be used.
- b. The roof planes of the building, as well as the building shape, shall be varied where feasible, and a visible and significant roof line shall be used to soften the vertical mass.
- c. Harmonious variations in the treatment or use of wall materials shall be integrated into the architectural design.

(6) **Signs.** Signs and sign programs shall meet the criteria established in Sign Regulation Criteria, Section 10-2.1802.

(7) **Consistency with residential design guidelines.** The project shall be consistent with the intent of residential design guidelines adopted by resolution of the City Council.

(8) **Conditions of approval.** The conditions stated in the resolution or design considerations integrated into the project shall be deemed necessary to protect the public health, safety, and general welfare. Such conditions may include, but shall not be limited to:

- a. Changes to the design of buildings and structures;
- b. Additional setbacks, open spaces, and buffers;
- c. Provision of fences and walls;
- d. Street dedications and improvements, including service roads and alleys;
- e. The control of vehicular ingress, egress, and circulation;
- f. Sign requirements or a sign program, consistent with the Sign Regulations Criteria in Section 10-2.1802;
- g. Provision of landscaping and the maintenance thereof;
- h. The regulation of noise, vibration, odor and the like;
- i. Requirements for off-street loading facilities;
- j. Removal of existing billboards on the site, subject to the findings required by Section 10-2.2006(b) (7);
- k. Such other conditions as will make possible the development of the City in an orderly and efficient manner and in conformity with the intent and purposes set forth in this chapter and the General Plan.

(c) **Application.**

(1) The applicant shall file with the Community Development Department a completed application in a form provided by the Community Development Department.

(2) The owner of record of the lot or parcel of property which is to be affected by the application shall file an affidavit authorizing the application on a form provided by the Community Development Department.

(3) Upon the filing of an application, the applicant shall pay a fee, as set forth by resolution of the City Council.

(d) **Contents of application.** In addition to the application and fee, a site plan, floor plan, and elevations of the project drawn to scale and dimensioned shall be submitted which include the following information as applicable:

- (1) Existing topography and proposed grading;
- (2) Existing trees with a trunk diameter of six (6) inches or greater;
- (3) All buildings and structures, and the uses within each room;
- (4) Improvements in the public right-of-way, including location of sidewalk, parkway, curb, gutter, street width to centerline, and dedications;
- (5) Exterior lighting;

- (6) Easements;
- (7) Off-street parking areas, including the stall striping, aisles, and driveways;
- (8) The lot dimensions;
- (9) Setbacks and spaces between buildings;
- (10) Walls, fences, and landscaping and their location, height, and materials;
- (11) Landscaping areas;
- (12) Trash and recycling facilities;
- (13) The architectural elevations of all sides of all structures depicting design, color, materials, textures, ornaments, or other architectural features;
- (14) The location, dimensions, and design of all signs;
- (15) A section of the building as it relates to the existing topography and proposed grading where the slope of the site is greater than four (4) feet;
- (16) Such other data as may be required to demonstrate that the project meets the criteria.

Conditional Use Permit - Purpose, Criteria, Application, and Contents of Application:

10-2.2506 Conditional Use Permits.

(a) **Purpose.** The purpose of a Conditional Use Permit shall be to review certain uses possessing unique characteristics, as listed in Article 2 of this chapter, to insure that the establishment or significant alteration of those uses will not adversely affect surrounding uses and properties nor disrupt the orderly development of the community. The review shall be for the further purpose of stipulating such conditions regulating those uses to assure that the criteria of this section shall be met.

(b) **Criteria.** The following criteria shall be used in determining a project's consistency with the intent and purpose of this section:

(1) The site for the proposed use shall be in conformity with the General Plan and shall be adequate in size and shape to accommodate such use and all setbacks, spaces, walls and fences, parking, loading, landscaping, and other features required by this chapter to adjust such use with the land and uses in the neighborhood.

(2) The site for the proposed use shall have adequate access to a public street or highway of adequate width and pavement to carry the quantity and kind of traffic generated by the proposed use.

(3) The proposed use shall have no adverse effect on abutting property or the permitted use thereof.

(4) The conditions stated in the resolution or design considerations integrated into the project shall be deemed necessary to protect the public health, safety, and general welfare. Such conditions may include, but shall not be limited to:

- a. Additional setbacks, open spaces, and buffers;
- b. Provision of fences and walls;
- c. Street dedications and improvements, including service roads and alleys;
- d. The control of vehicular ingress, egress, and circulation;
- e. Sign requirements or a sign program, consistent with the Sign Regulations Criteria in Section 10-2.1802;
- f. Provision of landscaping and the maintenance thereof;
- g. The regulation of noise, vibration, odor and the like;
- h. Requirements for off-street loading facilities;
- i. A time period within which the proposed use shall be developed;
- j. Hours of permitted operation and similar restrictions;

k. Removal of existing billboards on the site, subject to the findings required by Section 10-2.2006(b) (7); and

1. Such other conditions as will make possible the development of the City in an orderly and efficient manner and in conformity with the intent and purposes set forth in this chapter and the General Plan.

(c) Application.

(1) The applicant shall file with the Planning Division a completed application in a form provided by the Planning Division.

(2) The owner of record of the lot or parcel of property which is to be affected by the application shall file an affidavit authorizing the application on a form provided by the Planning Division.

(3) Upon filing of an application, the applicant shall pay a fee as set forth by resolution of the City Council.

(d) Contents of application. In addition to the application and fee, a site plan, floor plan, and elevations of the project drawn to scale and dimensioned shall be submitted which include the following information as applicable:

(1) Existing topography and proposed grading;

(2) Existing trees with a trunk diameter of six (6) inches or greater;

(3) All buildings and structures, and the uses within each room;

(4) Improvements in the public right-of-way, including location of sidewalk, parkway, curb, gutter, street width to centerline, and dedication;

(5) Exterior lighting;

(6) Easements;

(7) Off-street parking areas, including the stall striping, aisles, and driveways;

(8) The lot dimensions;

(9) Setbacks and spaces between buildings;

(10) Walls, fences, and landscaping and their location, height, and materials;

(11) Landscaping areas;

(12) Trash and recycling facilities;

(13) The architectural elevations of all sides of all structures depicting design, color, materials, textures, ornaments, or other architectural features;

(14) The location, dimensions, and design of all signs;

(15) A section of the building as it relates to the existing topography and proposed grading where the slope of the site is greater than four (4) feet;

(16) Such other data as may be required to demonstrate the criteria have been met.