

CONDITIONAL USE PERMIT

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PURPOSE OF A USE PERMIT

Use permits are required for various types of land uses that need to be evaluated because of their nature or associated impact. Considerations include noise, traffic congestion, effects on adjacent properties, etc. The Zoning Ordinance specifies when a use permit is required.

The Planning Commission reviews use permit applications. Conditions may be imposed on the proposed use to ensure that it will not negatively affect the area.

WHEN DOES A USE PERMIT EXPIRE?

Use permits are generally granted for a one-year period. They are automatically extended if all conditions of approval are met. If conditions of approval are not met, the Planning Commission may revoke the use permit.

A valid use permit applies to the use of the property. It is granted for a specific purpose at a specific address. Therefore, the use permit remains valid for any future owners or operations, as long as the use of the property does not change.



City of Livingston

Planning
Department

City of Livingston
Planning Department
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SUBMITTAL REQUIREMENTS

Six (6) sets of plans (24" x 36"), fifteen (15) sets (11" x 17"), and one (1) set (8 1/2" x 11") must be provided with the initial application. If any revisions are made to the plans, new sets of revised plans will be required. Large sets (24" x 36") shall be folded with the title block visible in the lower right corner.

I. SITE PLAN

The following information must be included on a site plan in order for City staff and the Planning Commission to fully and accurately evaluate the proposal:

The site plan shall include the following:

- A. The lot or parcel involved, showing shape and dimensions.
- B. Abutting streets and names, indicating distance from property line.
- C. North arrow and scale.
- D. The location of proposed new and existing buildings, if any, and their uses and distances to property lines.
- E. All existing and proposed driveways, approaches, barriers, parking spaces and loading areas.
- F. Location of utility lines (power, telephone, sewer, water).
- G. With dotted lines, indicate any proposed additions to an existing structure, if applicable.
- H. Drawings must be to scale.
- I. Show proposed landscaping on the site plan unless a separate landscape/planting plan is included in the application. Provide irrigation plans, plant sizes/species and related information.

- J. Indicate potential phasing limits of the project. Describe the manner of installing and maintaining parking, lighting, landscaping, private grounds, streets, utilities and open space.

II. ELEVATIONS

Elevation drawings must be submitted when new structures are to be constructed.

Elevation drawings shall be included in sufficient scale and detail to provide the Planning Commission with a clear rendition of the appearance of the structure after completion. The elevations must indicate the type of exterior materials (e.g. type of siding, roofing materials) and colors to be used.

III. FLOOR PLANS

Floor plans of all stories with rooms, exterior doors and windows, and seats (for eating establishments) indicated, so that parking and coverage calculations can be made.

IV. OTHER REQUIREMENTS

- A. Signed and initialed application form.
- B. Project Description.
- C. Payment of all City application fees.

V. ENVIRONMENTAL REVIEW

Some use permit applications must undergo environmental review under the California Environmental Quality Act. The preliminary environmental review, if necessary, will be conducted by Planning Department staff. The applicant may be required to submit information concerning traffic, noise, biological factors, etc.

VI. EVALUATION OF PROJECT

Applications are evaluated according to the following criteria:

- A. Conformance with the General Plan for the City of Livingston.
- B. Conformance with the purpose and intent of the Zoning Ordinance.
- C. Compatibility with the surrounding area.
- D. A conditional use permit will not be granted for a use that is unreasonably incompatible with permitted uses in the area considering damage and nuisance from light sources, noise, smoke, odor, dust or vibration, hazard resulting from unusual volume of character or traffic, or congestion of a large number of persons or vehicles.

VII. PROCESS

The application will be first reviewed by City staff. After City staff review, and acceptance of the application as complete, the application will be scheduled for a public hearing before the Planning Commission. The applicant is notified by mail of the date the application is to be heard. The decision of the Planning Commission shall be final unless appealed to the City Council.

For application processing fees and payment of City application fees, please contact the Planning Department at (209) 394-8041, Ext. 112 or 123.