

REQUEST FOR EARLY LAND USE CONSULTATION AND VERIFICATION

The purpose of this form is to aide communication between an applicant or their representative and the City of Santa Maria. The completion of this form is expected to facilitate and help confirm whether a proposed land use may be permitted or conditionally permitted at a particular site. To this end, the proponent of the project is asked to complete this form, in detail, to the best of his or her ability.

Following City of Santa Maria analysis of the information, the Director of Community Development or, in his or her absence, the Planning Division Manager, will endeavor to provide a written determination of whether the use may be permitted or conditionally permitted. In addition, any pertinent information regarding compliance with Building Codes or Fire Codes will be provided.

Every effort will be given to provide a response to a request for Early Land Use Consultation and Verification within 30 days of submittal of the request.

Please note that any information that is not provided on the form may result in a less-than-thorough response from the City of Santa Maria.

TO BE SIGNED BY PERSON COMPLETING THIS FORM.

I certify that the following land use/business description is accurate and that I am authorized to sign this document in behalf of the owner or corporation.

Signature _____ Date _____

Print name _____

Address _____

Phone Number _____

Title _____ or Owner

CONTACT INFORMATION.

Name of Contact Person: _____

Phone No.: _____ Fax No.: _____

E-mail: _____

SITE INFORMATION SHEET

DATE: _____

THIS PAGE IS TO BE FILLED OUT BY THE PERSON(S) REQUESTING INFORMATION

Please provide the following information: [attach, if available: conceptual or detailed site plan(s), floor plan(s), assessor's parcel map(s) to more accurately describe the project].

Please provide the following information as it pertains to the proposed site within the City:

Name of the business: _____

Property address, location: _____ Suite: _____

Assessor's Parcel No.: _____ Property Size: _____

Property Owner: _____

1. What is the current use, or the most recent use, of the property/tenant space?

2. Is the business currently in operation in the City of Santa Maria? YES NO

If 'YES,' what is the address? _____

3. What type of service does the business provide (i.e., bakery, restaurant, tax preparation, widget manufacturing, research and design, etc.)?

4. Describe the method of operation of the business.

(Provide in detail the type of land use/business, the complete operation on the site, days of the week and hours of operation, number of employees employed at this location and their job description, number of employees on each shift, mechanical or office equipment used, materials used including raw materials, materials or chemicals stored on-site, etc.)

5. What finished product(s) is (are) to be sold, manufactured, assembled, and/or stored on the property?

6. Are interior alterations to the building or exterior alterations, additions or site improvements proposed? YES NO

If 'YES,' briefly describe the nature and extent of the alterations, additions and/or improvements.

7. What machines and/or equipment are used on the property that are related to the business?

8. Will there be any outside storage of materials, equipment or vehicles? YES NO

If 'YES,' provide a site plan with dimensions showing where outside storage will occur.

For industrial land uses/businesses, please answer the following questions:

9. What finished product(s) is(are) to be manufactured, assembled, and/or stored on the property?

10. What are the raw materials and products used in the manufacturing, assembling or processing operations?

11. What is the estimated number of truck deliveries per day? _____

Expected delivery hours? _____

Are loading docks to be provided? YES NO

12. Will there be any retail sales and/or any advertising or soliciting directed to the general public? YES NO

If 'YES,' respond to the following questions:

a. Describe the frequency and circumstances, including the relationship to the primary industrial use(s), in which retail sales will occur.

b. What percentage of retail sales is expected as compared to other sales?

- c. Will the general public be solicited to come to the facility in connection with the retail sales?

(NOTE: Section 12-15.03(a)(11) and 12-16.03(f)(1) state that limited retail sales is allowed in the M-1 and CM zoning districts, but only when incidental to and directly related with the primary industrial, manufacturing or wholesaling uses permitted in the zone. These sections also state that retail sales activities shall not attract the general public.)

13. Do you have copies of printed brochures or other printed materials relating to the business and/or product? YES NO

If 'YES,' attach copies of typical advertising.

To be completed by the City of Santa Maria:

Land Use Designation: _____ Zoning District: _____

Does the site have existing land use entitlements (i.e., CUP, PD, TENTATIVE MAP, ETC)?

YES NO

If 'YES', what type of land use entitlements? Provide the project file number and a brief description of the land use entitlement.

Will the proposed land use/business require land use entitlements?

YES NO

If 'YES', what type of land use entitlements? _____

Is adequate parking provided for the land use/business?

TOTAL REQUIRED: _____

NUMBER OF PARKING SPACES PROPOSED: _____

Meets requirement? _____

Is the percentage of office space within the allowable office space as approved by the Planning Commission through the Planned Development Permit/Conditional Use Permit?

OFFICE AREA ALLOWED: _____

OFFICE AREA PROPOSED: _____

Meets requirement? _____