

## **Fees**

Minor—\$155.00

### Major

Actual cost of time and materials charged against an Initial Deposit of \$1184.00

\*Deposit—Deposit accounts are established to secure services. As work is performed on a project, data relative to staff and hours worked is compiled and the applicant is billed. Applicants are billed periodically for services performed and any remaining deposit at project completion is returned.

## **For More Information**

For further information regarding Conditional Use Permits or other land use regulations, please contact the City of Rohnert Park Development Services at (707) 588-2236

We hope you find this brochure a convenient and timely source of information about Rohnert Park land use regulations. Be sure to also visit the City's Website:

[www.rpcity.org](http://www.rpcity.org)

for useful information about other city services and events taking place in Rohnert Park.



## **City of Rohnert Park**

130 Avram Avenue  
Rohnert Park, CA 94928

Phone: 707/588-2236

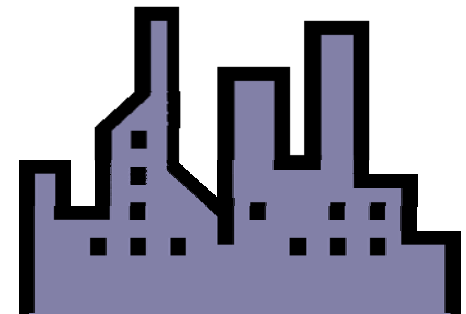
Fax: 707/794-9242

E-mail: [planning@rpcity.org](mailto:planning@rpcity.org)

City of Rohnert Park

# TEMPORARY USE PERMITS

130 Avram Avenue  
Rohnert Park, CA 94928



E-mail: [planning@rpcity.org](mailto:planning@rpcity.org)

# Temporary Use Permits

A temporary use or event may be permitted in all indicated districts only as indicated with approval of a temporary permit. Applicants shall be required to provide City staff with the following items: of their nature, may be suitable only if certain conditions of approval are incorporated into the proposal. In doing so, the City can ensure that such uses will be compatible with surrounding land uses and the general public interest. As an example, a commercial zone generally allows a restaurant as a permitted use; however, live entertainment in the restaurant may require a conditional use permit to ensure that the impacts associated with the entertainment would not negatively affect surrounding land uses.

## Review Process

Applicants are encouraged to meet with Staff prior to submitting a formal conditional use permit to ensure that the impacts associated with the entertainment would not negatively affect surrounding land uses.

This pre-application meeting allows the applicant to discuss the proposal with Staff and to determine whether or not there is a likelihood of the project being approved by the Planning Commission. The meeting also allows the applicant an opportunity to learn of



any initial changes that may be required of the project and to modify the plan accordingly prior to formal submittal of the Conditional Use Permit application.

Once the formal application is submitted, Staff has 30 days in which to determine if all required materials and information has been received. If the application is incomplete, Staff will advise the applicant of the additional items required. If the application is judged complete, the City's Technical Review Committee (TRC) will have the opportunity to review the proposal. Among the items reviewed will be building placement and size, traffic generation, compatibility with adjoining properties, compliance with standards and regulations, and other potential impacts.

An environmental review may also be conducted and appropriate documentation prepared. Staff then provides a written recommendation on the project to the Planning Commission, which considers the application at a public hearing. In accordance with Government Code Section 65091, a notice of public hearing shall be mailed to all property owners within 300 feet of the perimeter of the property. Based on the staff recommendation and input from any other interested parties, the Planning Commission may approve or deny the application at a public hearing, and may impose various conditions of project approval related to design, location, construction, operation, duration, and other compatibility factors.

After the Planning Commission's decision, there is a ten- (10) working day period during which either the applicant or any interested party may file an appeal of the decision. If a Conditional Use Permit is approved and no appeal is filed within ten (10) days, the application may proceed to the building permit stage.

## Submittal Requirements

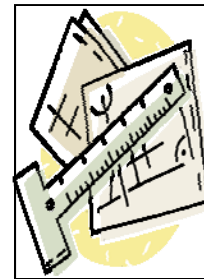
The following items are required for a completed Conditional Use Permit application:

### Application Form:

Available at the Planning Division office located at 130 Avram Avenue, or by accessing the city's website at [www.rpcity.org](http://www.rpcity.org).

### Site Plan:

(12 Copies) - Drawn to scale; indicating the location and configuration of all buildings and proposed uses including setbacks from property lines, parking spaces and circulation, fencing, and other significant site features. The site plan shall also include computations on the number and types of parking spaces provided.



### Elevations: (12 copies) -

Drawn to scale showing all four sides of all buildings and types of materials and color scheme, 1 copy must be colored and a photograph showing the site and surrounding development must be submitted.

### Floor Plan: (12 Copies) -

Of sufficient clarity and scale to indicate the nature and extent of the proposal and to illustrate in detail that it will conform to the provisions of all relevant laws, codes, ordinances, rules and regulations.

**Project Summary**—A complete project summary including a description of all activities proposed for the site.

Depending on the complexity of the application, additional materials may be required.