



TO ALL PERSONS APPLYING FOR A JOINT USE PARKING AGREEMENT

The purpose of a Joint Use Parking Agreement is to insure that adequate parking will be available to accommodate all uses in the Agreement.

The procedure for the processing of a Joint Use Parking Agreement application is as follows:

1. Submit complete application to the Community Development Department on the Thursday six weeks before the scheduled PEC meeting.
2. Secretary will set the date of public hearing before the Commission at a regular meeting and will circulate the required hearing notices.
3. The Commission either approves, approves with conditions, or denies applicant's application.
4. The Commission's decision is final and is subject to appeal to the City Council within twenty (20) calendar days.

THE COMMUNITY DEVELOPMENT DEPARTMENT STAFF WILL BE HAPPY TO ASSIST YOU. SHOULD YOU HAVE ANY QUESTIONS CONCERNING YOUR APPLICATION, PLEASE DO NOT HESITATE TO CONTACT THE DEPARTMENT:

PHONE - (562) 866-9771, EXTENSION 2343

SPECIAL NOTES

You are advised **NOT** to obtain any loans or loan commitments on your property, or to clear the land, or do any work whatsoever that is dependent on final approval of your application. Anything you do before final approval **will be at your own risk.**

Do not assume that your case has been finally approved until you are officially notified of such a decision **in writing** by the City.

Final approval requires favorable action by the Planning Environment Commission. The decision of the Planning Environment Commission is subject to appeal to or by the City Council. A decision of the Planning Environment Commission is final only if no appeal is filed within the prescribed appeal period.

Also, bear in mind that final approval alone may not be enough. **READ** the notice of the decision and the **RESOLUTION** of the Planning Environment Commission on which the decision is based.

It is necessary that you comply with **ALL** the conditions as set forth therein before the final approval takes effect.

COMMUNITY DEVELOPMENT DEPARTMENT
CITY OF LAKEWOOD

CITY OF LAKEWOOD

Joint Use Parking Agreement

APPLICATION INSTRUCTIONS

A COMPLETED APPLICATION MUST INCLUDE:

- 1. **A FILING FEE OF \$775.00**
- 2. **FEE FOR NEGATIVE DECLARATION (IF APPLICABLE) - \$600.00**
 - A \$75.00 check payable to the Registrar-Recorder/County Clerk for posting on the Notice of Intent
 - A \$75.00 check payable to the Registrar-Recorder/County Clerk for posting on the Notice of Determination
- 3. **APPLICATION FORM**
- 4. **PLOT PLAN AND FLOOR PLAN(10 COPIES EACH)**

Plot plans and floor plans (if required) should be drawn to a scale of not less than 1/16" equals one (1) foot. Clearly show all buildings, walls, parking, landscaping and subsurface utilities so located or proposed to be located on the property; the height, size, and shape for each; and distance from all property lines. All plans must be accurately drawn and completely dimensioned. **Required copies must be folded to fit inside a legal size folder. Rolled plans will not be accepted.**
- 5. **PICTURE(S) OF THE SITE AND ANY ADDITIONAL EXHIBITS APPLICANT MAY WISH TO PRESENT.**
- 6. **LIST OF ALL USES ON THE SUBJECT SITE INCLUDING NAMES OF BUSINESSES, DAYS AND HOURS OF OPERATION AND SQUARE FOOTAGE OF EACH TENANT SPACE. INCLUDE THE NUMBER OF SEATS IN EXISTING AND PROPOSED RESTAURANTS.**
- 7. **WRITTEN AUTHORIZATION FROM THE PROPERTY OWNER AT THE SUBJECT PROPERTY (SEE ATTACHED CONSENT FORM).**
- 8. **PROOF OF OWNERSHIP OF THE PROPERTY(IES) INVOLVED. (SUCH AS A COPY OF THE DEED OR TITLE REPORT).**

CITY OF LAKEWOOD

JOINT USE PARKING AGREEMENT

1. APPLICANT _____

ADDRESS _____

TELEPHONE _____ ZIP CODE _____

2. PROPERTY OWNER _____

ADDRESS _____

TELEPHONE _____ ZIP CODE _____

3. ARCHITECT/ENGINEER _____

ADDRESS _____

TELEPHONE _____ ZIP CODE _____

4. SITE ADDRESS _____

5. ZONING _____

6. LEGAL DESCRIPTION _____

(Lot and Tract Number)

7. THE ABOVE DESCRIBED PROPERTY WAS ACQUIRED BY APPLICANT/OWNER

_____ Date

What original deed restrictions, if any, concerning type of improvements permitted were placed on the property involved? Give date said restrictions expire _____

(You may attach a copy of the original printed restrictions in answer to this question after properly underscoring those features governing the type and class of uses permitted thereby.)

CITY OF LAKEWOOD

DEPARTMENT OF COMMUNITY DEVELOPMENT

NOTE: The Code requires that the conditions set forth in the following Sections 1, 2, 3, and 4 below **MUST** be established before a Joint Use Parking Agreement can be granted. (Explain in detail wherein your case conforms to the following requirements.)

1. THE SITE FOR THIS PROPOSED USE IS ADEQUATE IN SIZE AND SHAPE -

EXPLAIN

2. THE SITE HAS SUFFICIENT ACCESS TO STREETS AND HIGHWAYS, AND IS ADEQUATE IN WIDTH AND PAVEMENT TYPE TO CARRY THE QUANTITY AND QUALITY OF TRAFFIC GENERATED BY THE PROPOSED USE – EXPLAIN

3. THE PROPOSED USE WILL NOT BE MATERIALLY DETRIMENTAL, NOR HAVE AN ADVERSE EFFECT UPON ADJACENT USES, BUILDINGS, OR STRUCTURES - EXPLAIN

4. THE PROPOSED USE WILL NOT BE IN CONFLICT WITH THE GENERAL PLAN OR ANY OF ITS ELEMENTS - EXPLAIN

FOR OFFICE USE ONLY

This is to certify that the foregoing application form has been inspected by me. It is thorough and complete and conforms with the provisions of the Lakewood Municipal Code.

_____ \$ _____
Date Filed Agreement No. Fee Paid

Date of Hearing _____

By _____
Community Development Department

APPLICANT'S AFFIDAVIT

STATE OF CALIFORNIA)
CITY OF LAKEWOOD) ss.
COUNTY OF LOS ANGELES)

I am the _____
(state whether owner, lessee, purchaser or agent)

of the property involved in this application. I have familiarized myself with the requirements of the Zoning Ordinance in this matter. The statements and answers are true to my own knowledge and present the argument in behalf of the application, except as to those matters which are therein stated upon my information or belief, and as to those matters I believe to be true.

I certify and declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, at _____

Corporate Name (if any)

Signature

Phone No. _____

PROPERTY OWNER CONSENT FORM

City of Lakewood
Community Development Department
5050 Clark Avenue
Lakewood, CA 90712

I, _____, consent to a Joint Use Parking Agreement between the
property(ies) located at:

and my property located at _____.

Name

Signature

Date