



CONDITIONAL USE PERMIT AND ZONING USE PERMIT

Chapter 9.03

What is a Conditional Use Permit or Zoning Use Permit?

The City of Livermore is divided into zoning districts that govern land use and development of property. In each zoning district some uses are permitted, others are prohibited, and still others are permitted with a Conditional Use Permit (CUP) or a Zoning Use Permit (ZUP).

Chapter 9.03 of the [Livermore Development Code](#) describes the review process for CUPs and ZUPs. This process allows the City to review a proposed use and apply conditions related to design or operation to ensure compatibility with adjacent land uses and consistency with the General Plan and Livermore Development Code.

How do I determine if I need a Conditional Use Permit or Zoning Use Permit?

Check the [Zoning Map](#) or contact the Livermore Permit Center to determine the Zoning District for the property. Then refer to Part 3 of the [Livermore Development Code](#) for the list of permitted uses and conditional uses for that Zoning District.

What kind of conditions might be required?

Conditions vary depending upon the zoning district and the type of proposed use. Examples include hours of operation, maximum number of people allowed in a structure, number of parking spaces needed, landscaping of the property, whether a subsequent review of the project is required, etc. Some uses requiring a CUP or ZUP have specific operating and design standards outlined in Part 6 of the [Livermore Development Code](#).

How long does the process take?

A CUP requires approval by the Planning Commission at a public hearing. The process takes approximately four to eight weeks from the time the Planning Division determines the application is complete.

The ZUP process takes approximately six to eight weeks depending on completeness of the application. The ZUP is subject to staff review and approval following a 15-day notice period, during which an interested person may request a public hearing.

Review and approval may take longer if an incomplete application is submitted, an EIR is required, or an appeal is made during the 15-day appeal period.

What Documents do I Submit?

- A completed General Application form signed by the property owner or property owner's representative
- Application fee : Refer to Planning Fee Sheet
- An Environmental Assessment Form
- Detailed project description including evidence in support of the findings required by LDC Section 9.03.060
- If CUP or ZUP includes any site or building improvements, then refer to the Plan Set Contents Handout (3 copies for staff-level review or 10 copies for Planning Commission review)
 - One 8.5" x 11" reduction of all drawings
- Site photographs
- Electronic submittal that includes all of the information listed above