



CITY OF SAN LUIS OBISPO

Community Development Department
919 Palm Street, San Luis Obispo, California
(805) 781-7170

Application Checklist

Effective: 7-01-2023

Applications for development permits must include, at minimum, the information in this checklist in order to be accepted for processing and evaluation for final action. Additional information may be required following initial review by staff. Applications missing information in this checklist will not be accepted for review.

Tiny Home on Wheels

Application Fee:
Refer to current Comprehensive Fee Schedule

Completed Planning Application Form:

Applications can be obtained from the Community Development Department or by mail, fax, or at:
www.slocity.org/government/departments-directory/community-development

Project Description:

A written project description, including any requested exceptions to the City's Property Development Standards, Section 17.16 in the Zoning Regulations.

Areas Prohibited:

Indicate whether the property has any of the following characteristics:

- Located in a Condominium, Common Interest Development, or Planned Development Project
- Located along or near a Creek or Waterway
- Located on property developed with, or proposed for development with, an Accessory Dwelling Unit

Homeowner Association:

Indicate whether the property is subject to further regulation by a Homeowner's Association or similar body.

American National Standards Institute (ANSI) Certification:

Provide certificate ensuring compliance with ANSI 119.2 or 119.5, and documentation of compliance with exceeding ANSI energy standards per § 17.86.210.E.1.h (insulation with values of R13 for the walls and R19 for the floor and ceiling; or alternative that provides complete insulation).

DMV Registration:

Provide documentation of Vehicle Registration.

Verification of Owner Occupancy:

The operator of the Tiny Home on Wheels must provide verification that the lawfully permitted dwelling unit on the property is the primary residence occupied by the owner of the property for the major portion of the year. Please include a copy of the Homeowner's Property Tax Exemption at the subject property from the County Assessor's Office:

www.slocounty.ca.gov/Departments/Assessor

Please consult with Planning staff for other appropriate documentation, if Tax Exemption form is not available.

Project Plans, at appropriate scale, using U.S. Customary or English Units

- 3 copies at full size (Min. 11" x 17")
- 1 copy at reduced size (8.5" x 11")

Title Page. Provide project statistics on the Title Page, including: the zoning and current uses of the site, total square footage, the area of the site to be covered by structures, density calculations, parking calculations and total area of landscaping excluding setback areas and the total number of new and existing dwelling units listed by number of bedrooms.

A site plan. At a minimum include: building footprints, existing and proposed impervious surfaces, existing and proposed drainage patterns, dimensioned property lines and all building setbacks; location, name and width of adjacent rights-of-way; location and width of all waterways; proposed improvements and demolitions; dimensions of all parking spaces and bays; walls, fences and exterior lights; location of recycling and refuse enclosures; landscaping and outdoor use areas, general footprints of and distance to nearest structures on adjacent property, north arrow and scale.