

## **Curb Cut Guidelines**

### **1. Verify that your address qualifies for a curb cut permit and submit a complete application packet.**

To verify that your address qualifies, please email [encroachmentpermits@oxnard.org](mailto:encroachmentpermits@oxnard.org) or call (805) 385-7925 and request to speak to an encroachment permit technician. A complete application packet must contain the following items::

- A. A completed application that is signed by the owner of the property. An "A" licensed contractor is required for the work that will be completed in the right of way. At the time of permit issuance the contractor must hold a valid City of Oxnard business license and insurance that has been reviewed and approved by risk management. The contractor may contact encroachment permitting staff for instructions on obtaining a business license and insurance approval. If you have received a letter from Code Compliance, please bring it with you when you apply and notify your permit technician that you have a pending code case.
- B. Three copies of the site plan. A sample site plan is included with these guidelines. Please include a product specification sheet for your driveway / parking pad material with your site plan. The driveway / parking pad must be 20' x 24', constructed of a permeable material, and fit completely within your property line. **A construction staking survey may be required to determine the precise location of your property line.**
- C. Proof of registration for two vehicles registered at the address where the curb cut will be taking place. Commercial and recreational vehicles are not allowed.
- D. Wet signed, notarized curb cut covenant. The covenant must be signed by anyone designated as an owner, trustee, or grantee of the property where the curb cut will take place.
- E. Plan check fees. Plan check fees are approximately \$435. They are payable by cash, check, or credit card (Visa or Mastercard only).

2. **Pass garage inspection with Code Compliance.** Code compliance will inspect your garage to verify that it is clear of storage or other items that would prohibit vehicle parking. This step is not required if the garage has been legally converted to an accessory dwelling unit. Once plan check fees have been collected, Code Compliance will contact you to schedule the garage inspection. Please have a garage inspection form available during your inspection.

3. **Obtain building permit for alley facing, motion sensor, 3200 lumen light, if necessary.** This step is not required to be completed if such a light is already existing on your property. If the light is already existing please note it on your site plan. If you need to install a light to satisfy the requirements of this permit, please contact [buildingpermits@oxnard.org](mailto:buildingpermits@oxnard.org) or call (805) 385-7925 for detailed instructions on obtaining a building permit. The alley light must be installed prior to beginning any work in the right of way.

4. **Pay final fees and sign permit.** The contractor is required to sign the permit. Once final signatures have been received from your plan checkers and final fees have been tabulated, a permit technician will notify you that your permit is ready for issuance. All remaining fees will be collected and permit will be issued. They are payable by cash, check, or credit card (Visa or Mastercard only).

**An application, sample site plan, blank covenant, garage inspection form, and relevant City of Oxnard standard plates are included with these guidelines.**

**For more information, please call (805) 385-7925 and ask to speak to an encroachment permit technician or send an email to [encroachmentpermits@oxnard.org](mailto:encroachmentpermits@oxnard.org). You may also visit the Service Center at 214 S C St. during open counter hours. Open counter hours are Monday - Thursday 8am - 12pm and every other Friday from 9am - 12pm. Please call (805) 385-7925 to check our availability.**

**City of Oxnard - Encroachment permit application**      Date: \_\_\_\_\_

Contractor : \_\_\_\_\_ Contractor phone number: \_\_\_\_\_  
 Contractor address: \_\_\_\_\_  
 Contractor email address: \_\_\_\_\_  
 City of Oxnard Business Lic. No. \_\_\_\_\_ CSLB Lic. No. and Classification: \_\_\_\_\_

Sub-contractor: \_\_\_\_\_ Sub-contractor phone number: \_\_\_\_\_  
 Sub-contractor address: \_\_\_\_\_  
 Sub-contractor email address: \_\_\_\_\_  
 City of Oxnard Business Lic. No. \_\_\_\_\_ CSLB Lic. No. and Classification: \_\_\_\_\_

Please provide the business name, physical address, email address, and phone number of all contractors that will be performing work related to this permit request. Continue on a separate page, if necessary. All permittees, contractors, and sub-contractors must have a valid, City of Oxnard business license and insurance that has been approved by City of Oxnard Staff. Insurance review is required every time insurance is renewed.

Contact name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_  
 Contact email: \_\_\_\_\_  
 Location: \_\_\_\_\_  
 Scope: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Provide a separate site plan, application, and traffic control plan for each phase of work.**  
**Our office may separate any requests received into multiple permits as necessary.**

Number of days of traffic control required: \_\_\_\_\_

Number of potholes: \_\_\_\_\_ Dimensions: \_\_\_\_\_ ft. x \_\_\_\_\_ ft.  
 Number of borepits: \_\_\_\_\_ Dimensions: \_\_\_\_\_ ft. x \_\_\_\_\_ ft.  
 Linear feet of boring: \_\_\_\_\_ lf.  
 Trenching or other excavation: \_\_\_\_\_ total sq. ft.  
exclude borepits, potholes, and boring length totals from trenching total or other excavation total

Night work required?    Yes    No

The undersigned hereby proposes to do the work as herein designated and as indicated on the attached work order drawing \_\_\_\_\_ and hereby authorizes the City of Oxnard to enter this information in the underground utilities atlas upon completion of work.

In consideration of the grant of this permit, permittee agrees to save harmless the City of Oxnard, its officers and employees from any loss, cost or expense attendant to or arising out of the performance of the work under this encroachment permit. PERMITTEE AGREES TO NOTIFY THE CITY AT LEAST 24 HOURS IN ADVANCE OF CONSTRUCTION AT THE PHONE NUMBER LISTED ON THEIR PERMIT CARD.

By signing you agree that the above information and any additional information provided with this request is accurate. Signing also indicates a commitment to adhere to the City of Oxnard's policies and procedures during the performance of any work that is permitted.

\_\_\_\_\_   
 Print applicant name and title

\_\_\_\_\_   
 Signature

*This application may be used to request fire flow permits and haul route permits*

## INSTRUCTIONS:

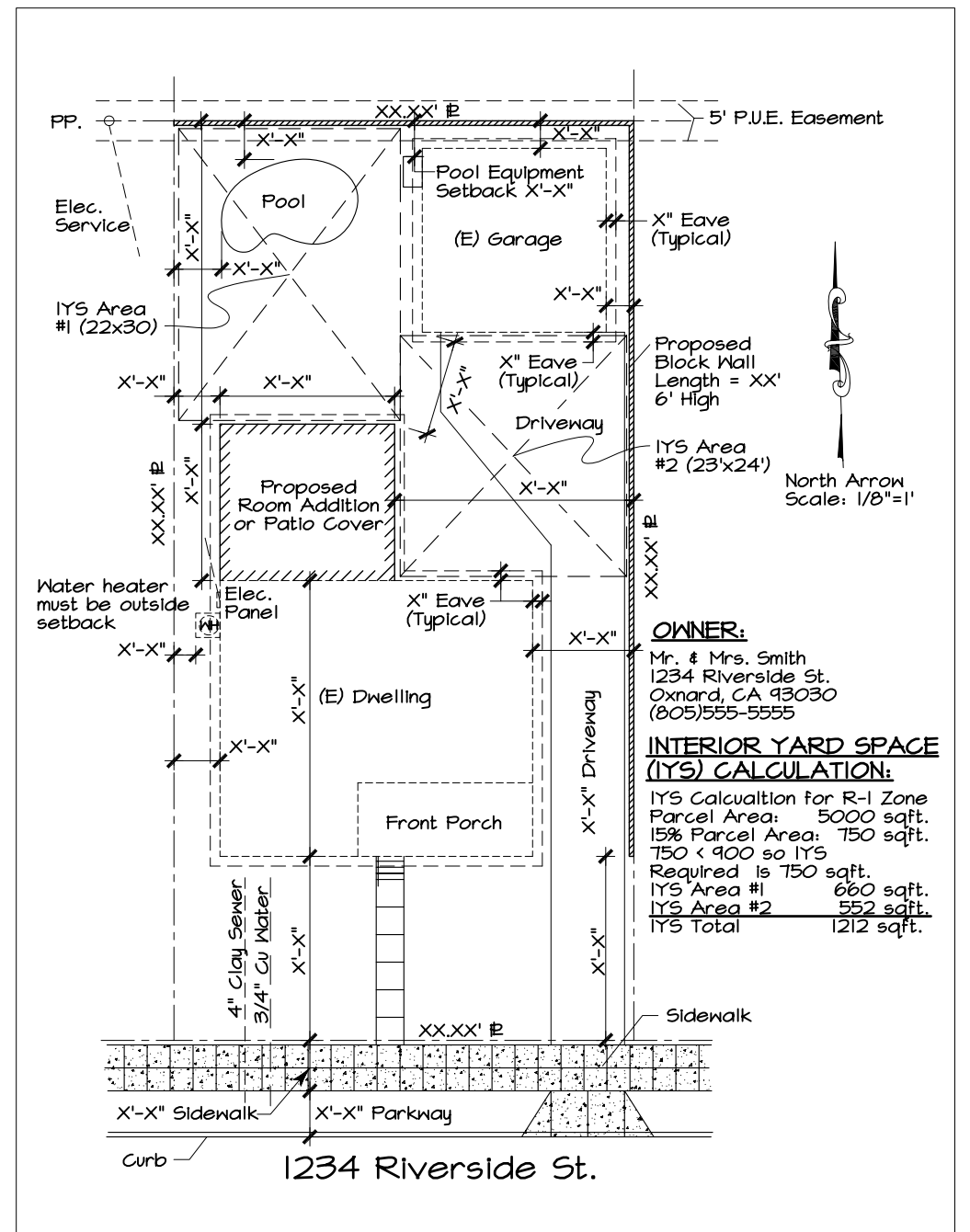
The following information and detail must be shown on the Plot Plan. Please read the information, view the example and prepare a plot plan for your project to accurately and correctly depict the necessary information.

## NOTES:

1. Show the scale of the drawing. Single family dwellings drawn at 1/8" = 1' will typically fit on an 8-1/2" x 11" sheet. The plot plan should be on a sheet of paper large enough to show all required information.
2. Show north arrow on the plot plan.
3. Show all existing and proposed buildings and/or structures on the property. Show the distance from all existing and proposed structures to the property lines and between structures.
4. Show the location of all utility lines (electrical, water, sewer, gas, phone, etc.). Show whether electrical services are above or below ground.
5. Show proposed gas, electrical, water, and sewer improvements, meter locations, conduit or pipe size, number of wires, breaker and wire sizes, and their respective locations for each.
6. Plans and notes shall be legible. (Black ink and 1/8" text height work the best.)
7. Show all streets, sidewalks, parkways, and alleys. Note all addresses.
8. Show the proposed structure and identify the use, i.e. room addition, patio cover, balcony, workshop, pool or spa, block or wood fence, etc.
9. Show location of any easements and label their use.
10. Provide area of the lot and calculate the required interior yard space area. (See "INTERIOR YARD SPACE REQUIREMENTS" on reverse for additional information.)
11. Show and dimension interior yard space areas and provide a calculation of the total area provided.

## QUICK TIP:

Not all projects require all of the above information, and some require additional information based on the proposed scope of work. For your specific project, check with Planning and Building & Engineering staff regarding your project requirements.



## EXAMPLE PLOT/SITE PLAN

DEVELOPMENT SERVICES  
PLANNING DIVISION

Sue Martin 12/29/09  
Planning Manager: Date  
Date: 12/29/09 Sheet 1 of 1

**INTERIOR YARD SPACE** - The area on the lot behind the front setback line which is open from ground to sky and used as private open space except as otherwise permitted in the City Zoning Code.

**INTERIOR YARD SPACE REQUIREMENTS SUMMARY**

ZONE	% of Lot Area	Min. Dimension of Area	Footnotes
R-1	15% of Lot Area need not exceed 900 sq.ft.	10x15 ft. Excluding Front Yard Setback	1, 2, and 3
R-2	30% of Lot Area	15x15 ft. Excluding Front Yard Setback	1, 2, 3, and 5
R-3	30% of Lot Area	15x15 ft. Excluding Front Yard Setback	1, 2, 4 and 5
R-4	15% of Lot Area	15x15 ft. Excluding Front Yard Setback	1, 2, 4 and 5

**FOOTNOTES:**

- Each interior yard space area shall have the minimum dimensions noted above.
- Interior Yard space shall be completely open from ground to sky except for a pergola, or the projections of those items referred to in Sections 16-304, 16-305, 16-306, and 16-307 noted below.
  - CORNICE REQUIREMENTS (Section 16-304)** - Cornices, eaves, belt courses, sills, buttresses or other similar architectural features may extend or project into the required side yard not more than six inches for each one foot of width of such side yard not to exceed 30 inches and may extend or project into the required front or rear yard not more than 30 inches.
  - FIRE ESCAPE (Section 16-305)** - Fire escapes may extend or project into any front, side or rear yard not more than four feet.
  - EXTENSION OF OPEN STAIRWAYS AND BALCONIES (Section 16-306)** - Open, unenclosed stairways, or balconies not covered by a roof or canopy may extend or project into a required rear yard not more than four feet, and such balconies and canopies may extend into a required front yard not more than 30 inches.
  - EXTENSION OF UNCOVERED PORCHES (Section 16-307)** - Uncovered and unenclosed porches, platforms or landing places which do not extend above the level of the first floor of the building may extend into any required front, side or rear yard not more than six feet; provided, however, that an openwork railing, not more than 42 inches in height may be installed or constructed on any such porch, platform or landing place.
- For R-1 and R-2, a roof or balcony overhang not exceeding 30 inches may project into the interior yard space.
- For R-3 and R-4, twenty-five percent of the required interior yard space may be on decks if such decks have a minimum dimension of ten by ten feet and a minimum area of 200 square feet, and are directly accessible from the units served. All decks shall be open to the sky except for allowed roof projections and shall be provided with flooring and railing suitable for outdoor activity.
- For R-2, R-3, and R-4 the interior yard space shall be completely separate from any area required for automobile circulation.



**INTERIOR YARD SPACE REQUIREMENTS**

DEVELOPMENT SERVICES  
PLANNING DIVISION

Sue Martin 12/29/09  
 Planning Manager: Date  
 Date: 12/29/09 Sheet 1 of 1

Recording Requested by and  
When Recorded Return to:

APN \_\_\_\_\_

City of Oxnard  
214 South C Street  
Oxnard, California 93030

No Recording Fee Required In Accordance  
With California Government Code Section 6103

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SPACE ABOVE THIS LINE FOR RECORDING USE

**AGREEMENT CONTAINING COVENANTS AFFECTING REAL PROPERTY**

**THIS AGREEMENT CONTAINING COVENANTS AFFECTING REAL PROPERTY ("Covenants")** is entered into on \_\_\_\_\_, in favor of **THE CITY OF OXNARD**, a public body, corporate and politic ("City"), by \_\_\_\_\_ ("Applicant").

**WHEREAS**, Applicant is the owner of that certain real property in the City of Oxnard, County of Ventura, State of California, ("Property") commonly known as \_\_\_\_\_ (APN \_\_\_\_-0-\_\_\_\_-\_\_\_\_) and more specifically described as Lot \_\_\_\_\_ of Tract \_\_\_\_\_; and

**WHEREAS**, Applicant wishes to obtain a permit to install a curb cut leading from Property to the adjacent City street; and

**WHEREAS**, Resolution 15,634 requires that any garage on the Property be maintained free of obstruction and in such a condition that such garage could be used for the storage of automobiles.

**WHEREAS**, Resolution 15,634 requires certain landscaping and standards be adhered to in addition to limitations on the amount of paving area allowed in the front yard of a property.

**WHEREAS**, Resolution 15,634 prohibits the use of the front yard area for parking of more than two vehicles, and further prohibits the front yard parking area to be utilized for commercial vehicles, recreational vehicles, or to store inoperable or unregistered vehicles.

**WHEREAS**, Resolution 15,634 requires installation and maintenance of a light to illuminate the alley where a property currently has alley access.

**WHEREAS**, Resolution 15,634 requires any new paved area for parking of vehicles

pursuant to a curb cut permit to be permeable paving approved by the Community Development Department.

**NOW, THEREFORE, IN CONSIDERATION OF BEING ISSUED A PERMIT TO INSTALL A CURB CUT FROM THE PROPERTY TO THE CITY STREET, APPLICANT COVENANTS AND AGREES AS FOLLOWS:**

1. Applicant and its successors and assigns shall maintain every two-car garage on the Property free of obstructions and in such a condition that two automobiles can be parked in such garage, unless said garage has been legally converted to an accessory dwelling unit.
2. Applicant and its successors and assigns shall maintain every one-car garage on the Property free of obstructions and in such a condition that one automobile can be parked in such garage, unless said garage has been legally converted to an accessory dwelling unit.
3. Applicant and its successors and assigns shall maintain the property front yard area to meet the Landscape Standards as approved by the Community Development Department at the time the curb cut permit was issued. Any modifications or alterations to front yard area landscaping must be permitted or otherwise approved in writing by the Community Development Department.
4. Applicant and its successors and assigns shall maintain the permeable paving installed as part of the curb cut permit, in accordance with manufacturer recommendations or other relevant industry standards, such that it adequately functions in a permeable manner in perpetuity. The Community Development Department shall be granted sole discretion in determining if a permeable paving installation is functioning in a permeable manner and/or if maintenance is required. The permeable paving material shall not be replaced or altered without a subsequent permit issued and approved by the Community Development Department.
5. Applicant and its successors and assigns shall not increase the amount of paving in the front yard area beyond that approved by the Community Development Department as part of the approved curb cut permit application. Any subsequent modifications or alterations to the front yard paving must be permitted and approved by the Community Development Department.
6. Applicant and its successors and assigns shall not utilize any portion of the front yard area aside from the parking area approved by the curb cut permit, for parking or storing of any vehicles, whether operable or inoperable.
7. Applicant and its successors and assigns shall not utilize any portion of the front yard area to park commercial vehicles, recreational vehicles, or to store inoperable or unregistered vehicles.
8. Applicant and its successors and assigns shall not store or park vehicles in such a manner that a public sidewalk is blocked or obstructed in any manner.
9. To assure compliance with the foregoing, Applicant and its successors and assigns agrees to allow City Code Compliance Personnel to inspect any garage on the Property upon twenty-four hours written notice being delivered to the Applicant, or its successors or

assigns, or resident of the Property who is eighteen years of age or older.

10. Applicant, its successors and assigns, agree to comply with all provisions of City Council Resolution 15,634 and these Covenants as a condition of being granted a curb cut permit. Failure to comply with all provisions of Resolution 15,634 and these Covenants may result in the curb cut permit being revoked and the curb cut being removed at the property owners expense, at the sole discretion of the City of Oxnard Community Development Director.
11. City is deemed the beneficiary of the covenants contained herein, without regard to technical classification and designation. The covenants shall run in favor of City.
12. The provisions contained herein are covenants running with the land and shall bind Applicant and its successors and assigns.
13. Applicant shall perform each and every obligation set forth in these Covenants, and this Agreement respecting the Property. Any violation of these Covenants, and this Agreement shall be deemed a violation of Code and may result in a civil citation under Section 7-52 of the Oxnard City Code, as that section may be amended from time to time.

**IN WITNESS WHEREOF**, Applicant has executed this Agreement.

**(NOTARIZATION REQUIRED)**

**Applicant:**

By: \_\_\_\_\_  
(Signature)

By: \_\_\_\_\_  
(Signature)

Name: \_\_\_\_\_  
(Print Name)

Name: \_\_\_\_\_  
(Print Name)

Title: \_\_\_\_\_

Title: \_\_\_\_\_







## GARAGE INSPECTION REQUEST FORM

DATE:

TO: **BUILDING AND ENGINEERING**

FROM: **CODE COMPLIANCE DIVISION**

SUBJECT: GARAGE PRE-INSPECTION AT: \_\_\_\_\_  
Address

CONTACT INFORMATION: Name: \_\_\_\_\_

Phone: \_\_\_\_\_

The garage at the above address has been inspected for the purpose of motor vehicle storage and is hereby:

- Approved for a driveway subject to obtaining an encroachment permit and meeting all applicable City requirements for alley lighting and pending Green Lawn Ordinance requirements.
- Denied approval

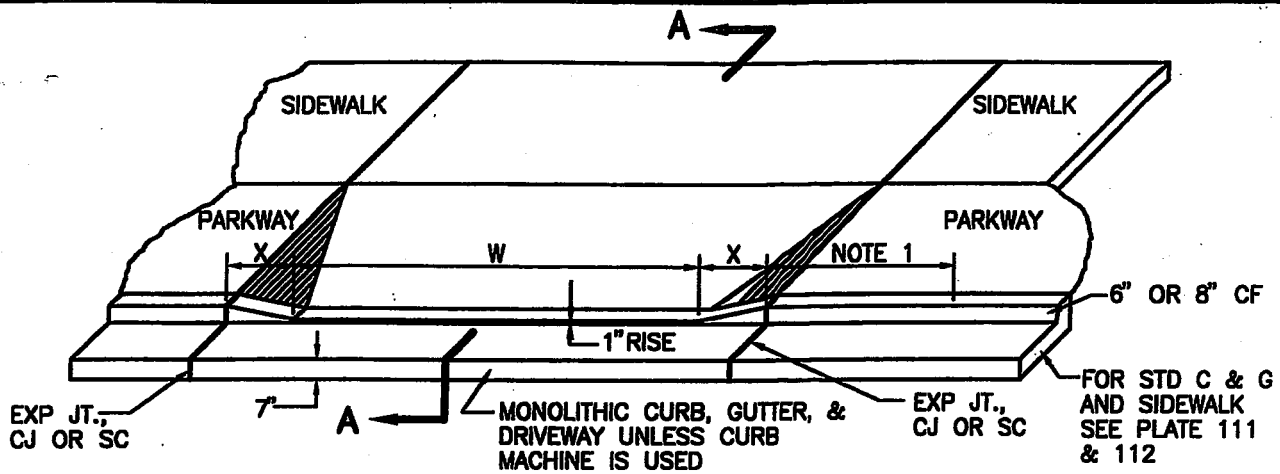
SPECIAL CONDITIONS/COMMENTS:

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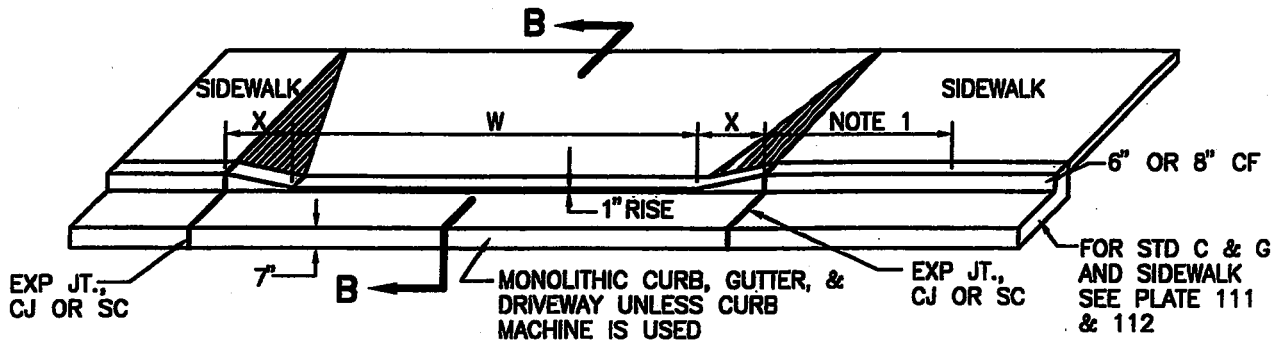
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Please contact the Code Compliance at (805) 385-7940 Ext 9 or visit the City of Oxnard for permit requirements involving flat concrete work on your property or any work in the City right-of-way.

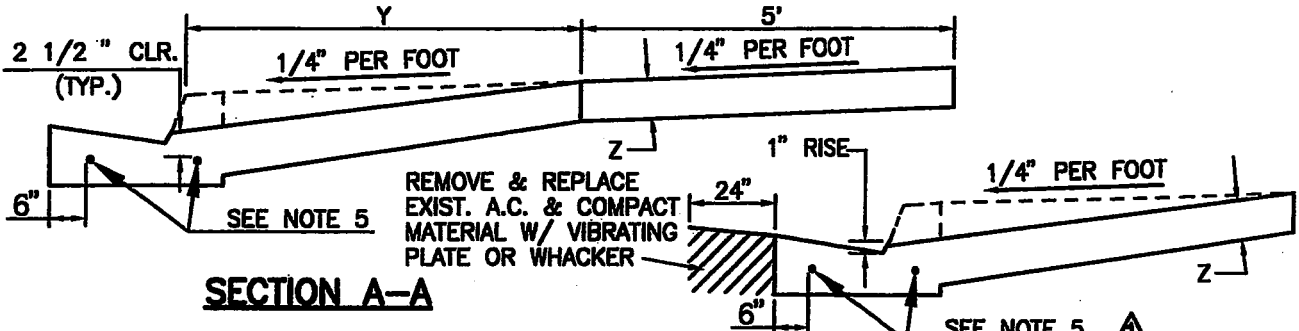
\_\_\_\_\_  
Code Compliance Division  
(805-385-7940)



**SIDEWALK AND CURB NOT ADJACENT**



**SIDEWALK AND CURB ADJACENT**



**SECTION A-A**

**SECTION B-B**

EXP J = EXPANSION JOINT; CJ = COLD JOINT; SC = SAW CUT.

W = SEE PLATE 115 SHEET 2

X = 3' WHEN CURB HEIGHT IS OVER 6" AND 2' WHEN CURB HEIGHT IS 6" OR LESS.

Z = 6" FOR SINGLE FAMILY RESIDENTIAL, 8" FOR MULTI-FAMILY RESIDENTIAL, AND 8" WITH #4 REBAR 12" O.C. BOTH WAYS FOR COMMERCIAL WITH PRIOR APPROVAL ONLY.

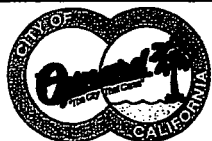
Y = 5' MIN. (IF Y < 5' USE SECTION B-B)

**NOTES:**

1. MUST BE A MINIMUM OF 5' FROM STREET LIGHT, FIRE HYDRANT OR BEGINNING OF CURB RETURN MEASURED FROM END OF "X". MUST BE MINIMUM OF 3' FROM PROPERTY LINE. MUST BE A MINIMUM OF 20' OF FULL CURB BETWEEN DRIVEWAYS ON THE SAME LOT.
2. THE CURB AND GUTTER SHALL BE SAWED AT THE NEAREST SCORE MARK.
3. ALL CONCRETE SHALL BE 520-C-2500 WITH 2LBS OF 3/4" LONG POLYPROPYLENE FIBERS PER CUBIC YARD.
4. ALL DRIVEWAYS SHALL INCLUDE AN A.D.A. COMPLIANT PATHWAY.
5. WHEN DEPRESSED CURB & GUTTER NOT POURED MONOLITHIC WITH DRIVEWAY, INSTALL 2-#4 REBARS FULL LENGTH FROM EXPANSION JOINT TO EXPANSION JOINT.

REV. APPR. BY DATE

DATE  
L. Balderrama 09/10/10



**RESIDENTIAL DRIVEWAYS**

DRAWN: A. ROQUE | CKD.: HUNG LE

Department of Public Works

APPR.

*L. Balderrama*  
L. Balderrama, PE, City Engineer

STANDARD PLAN  
2002

PLATE 115

SHEET 1 OF 2

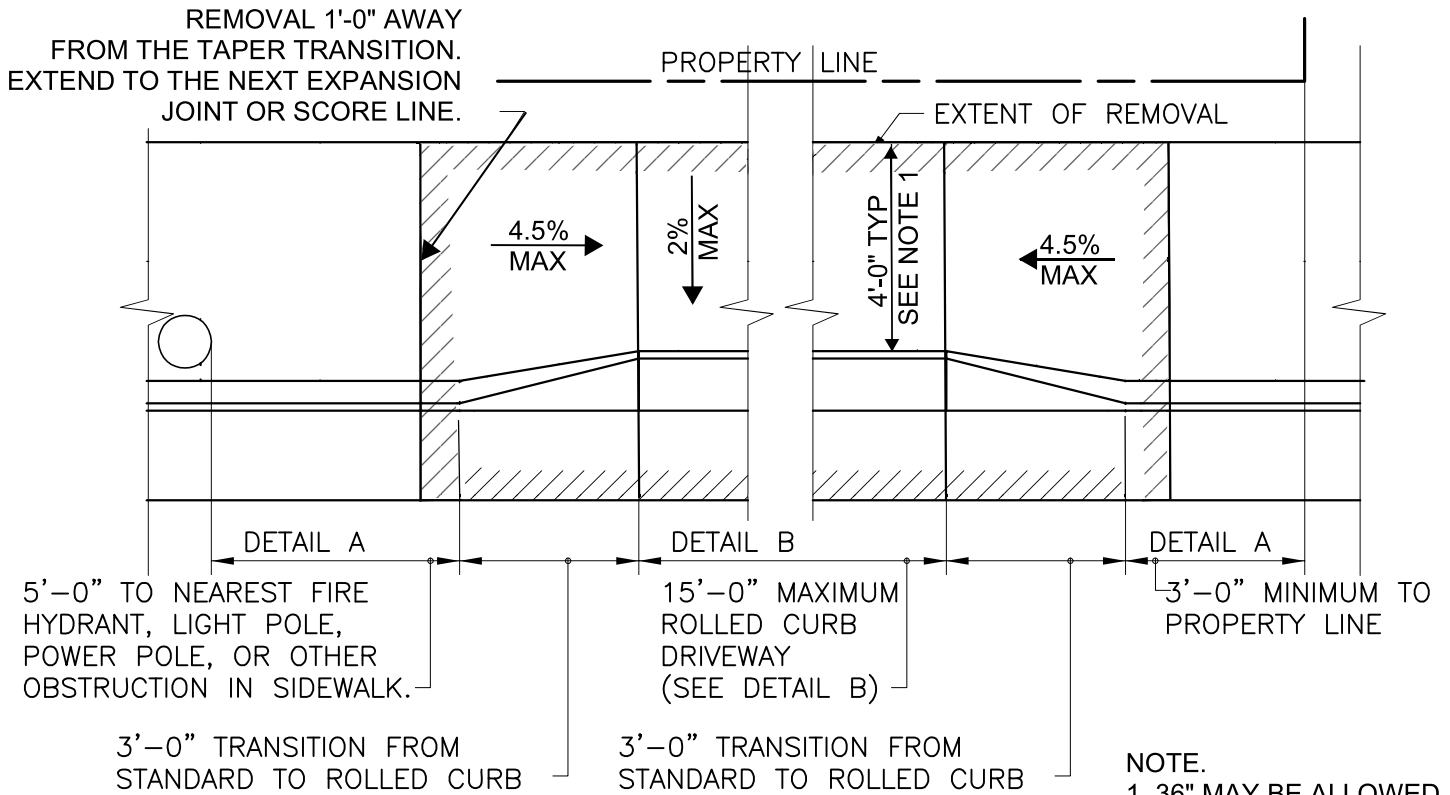
REV.	APPR. BY	DATE

REV.	APPR. BY	DATE

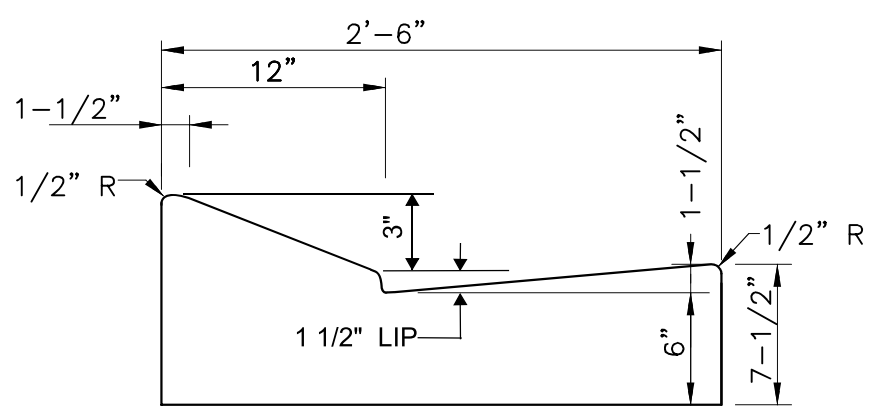
**WIDTH OF DRIVEWAY**

TYPE OF STREET	RESIDENTIAL		COMMERCIAL/ INDUSTRIAL		ARTERIAL	
	MIN	MAX	MIN	MAX	MIN	MAX
TYPE OF DEVELOPMENT	MIN	MAX	MIN	MAX	MIN	MAX
RESIDENTIAL	12	25	---	---	---	---
COMMERCIAL	ONE WAY TRAFFIC	---	18	25	20	30
	TWO WAY TRAFFIC	---	25	36	25	36
INDUSTRIAL PASSENGER CARS	ONE WAY TRAFFIC	---	18	25	20	30
	TWO WAY TRAFFIC	---	25	36	25	36
INDUSTRIAL TRUCKS	---	---	25	45	25	45

	<b>DRIVEWAYS</b>			STANDARD PLAN 2002
	DRAWN: STAFF Department of Public Works	CKD.: STSAFF <i>[Signature]</i>	APPR. <i>[Signature]</i> Granville M. Bowman	PLATE 115 SHEET 2 OF 2

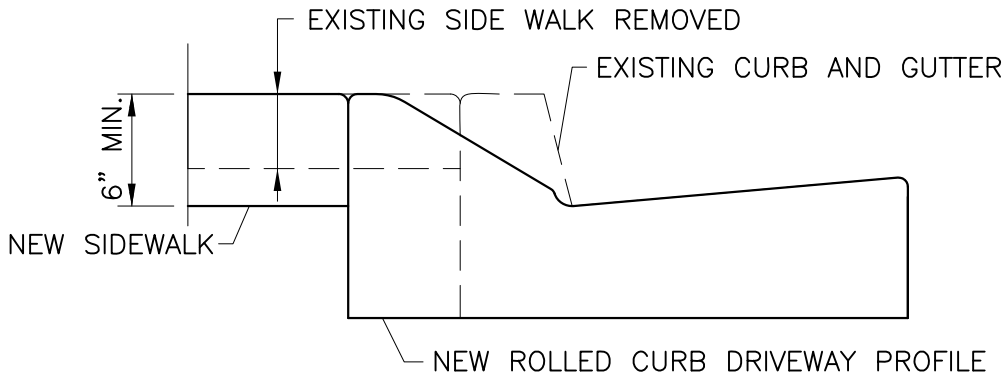


PLAN VIEW  
**EXHIBIT "A"**

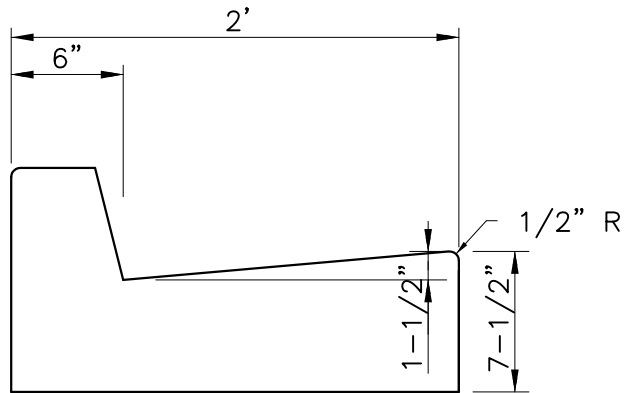


ROLLED CURB DRIVEWAY - DETAIL "B"

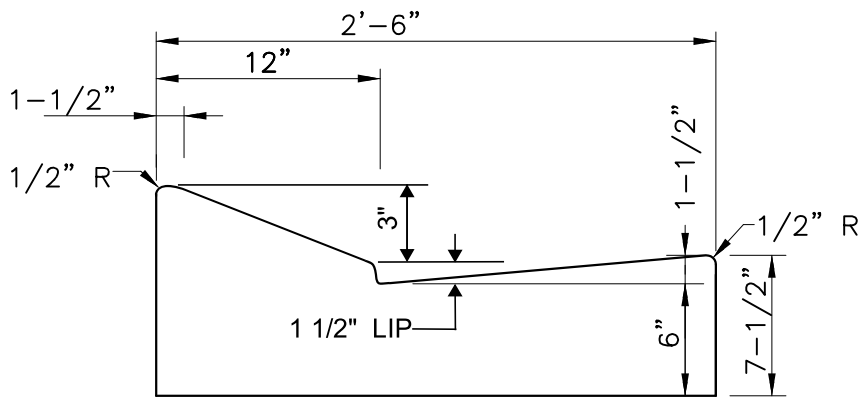
**EXHIBIT "A" DETAILS**



SECTION OF NEW CURB WITH EXISTING CURB OVERLAYED



STANDARD CURB - DETAIL "A"

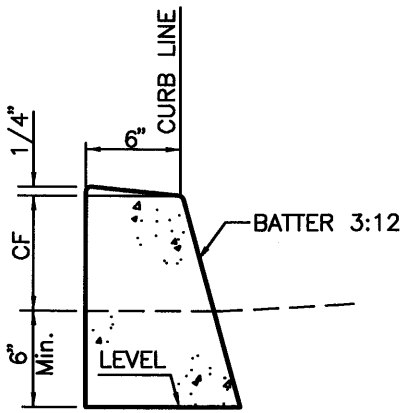


ROLLED CURB DRIVEWAY - DETAIL "B"

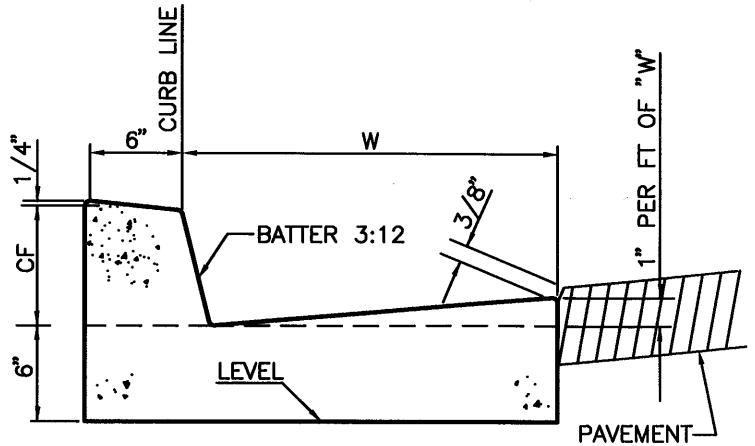
EXHIBIT "A" DETAILS

REV.	APPR. BY	DATE

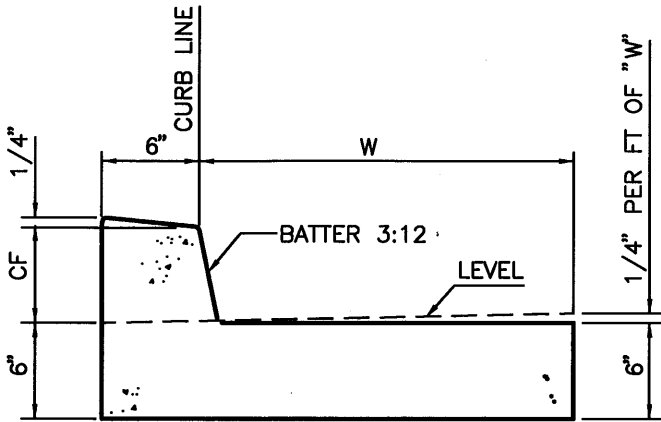
REV.	APPR. BY	DATE
	L. Balderrama	09/10/10



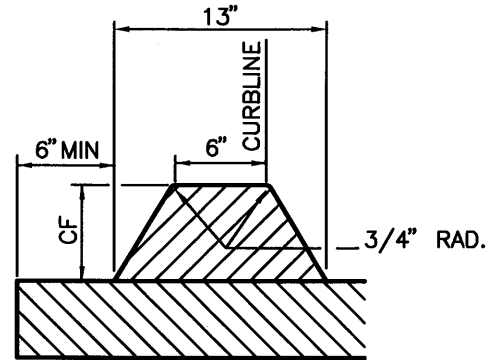
A1-6 (6" CF)  
AND  
A1-8 (8" CF)



A2-6 (6" CF) AND A2-8 (8" CF)



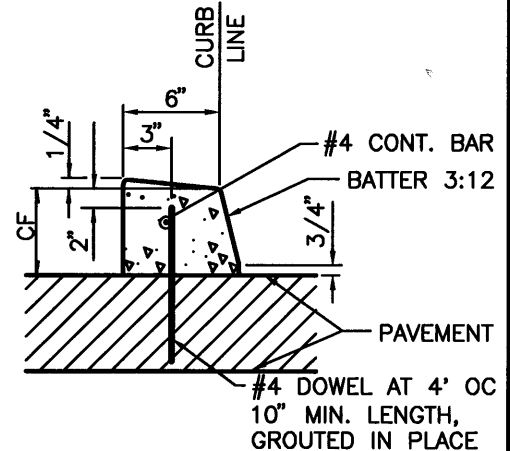
A3-6 (6" CF) AND A3-8 (8" CF)



D1-6 (6" CF)  
AND  
D1-8 (8" CF)

**NOTES:**

1. ALL DIMENSIONS ARE MEASURED IN INCHES.
2. "CF" IS THE LAST NUMBER IN THE DESIGNATION.
3. W=18" FOR 6" C.F. & 24" FOR 8" C.F.
4. TYPES A1, A2, A3, AND C1 ARE CONSTRUCTED OF PORTLAND CEMENT CONCRETE CLASS 520-C-2500 WITH 2LBS OF 3/4" LONG POLYPROPYLENE FIBERS PER CUBIC YARD.
5. TYPE D1 IS CONSTRUCTED OF ASPHALT CONCRETE.
6. TYPE C1 CURB SHALL BE ANCHORED WITH DOWELS AS SHOWN OR WITH AN EPOXY APPROVED BY THE ENGINEER.
7. GRADE SHALL BE MEASURED AT CURB LINE AT TOP OF CURB.
8. ALL EXPOSED CORNERS ON PCC CURBS AND GUTTERS TO BE ROUNDED WITH A 1/2" RADIUS.
9. WHEN SOILS EXPANSION INDEX IS  $\geq 5\%$ , PLACE 4" THICK SAND OR BASE UNDER CONCRETE CURB AND GUTTER EXTENDING 12" BEHIND CURB.
10. ALL CURBS SHALL HAVE A 1" DEEP WEAKENED PLANE JOINT AT 10' INTERVALS. FULL DEPTH EXPANSION JOINTS SHALL BE INSTALLED AT ALL B.C.'S, E.C.'S, D/W'S RECTANGULAR CORNERS AND AT 60' INTERVAL PER PLATE 112.



C1-6 (6" CF)  
AND  
C1-8 (8" CF)



**CONC. CURB, CURB & GUTTER, A.C. BERM**

DRAWN: A. ROQUE CKD.: HUNG LE

Department of Public Works

APPR. *L. Balderrama*  
L. Balderrama, PE, City Engineer

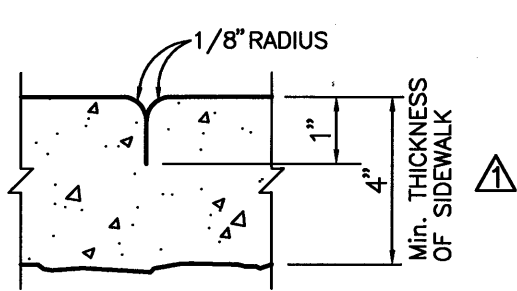
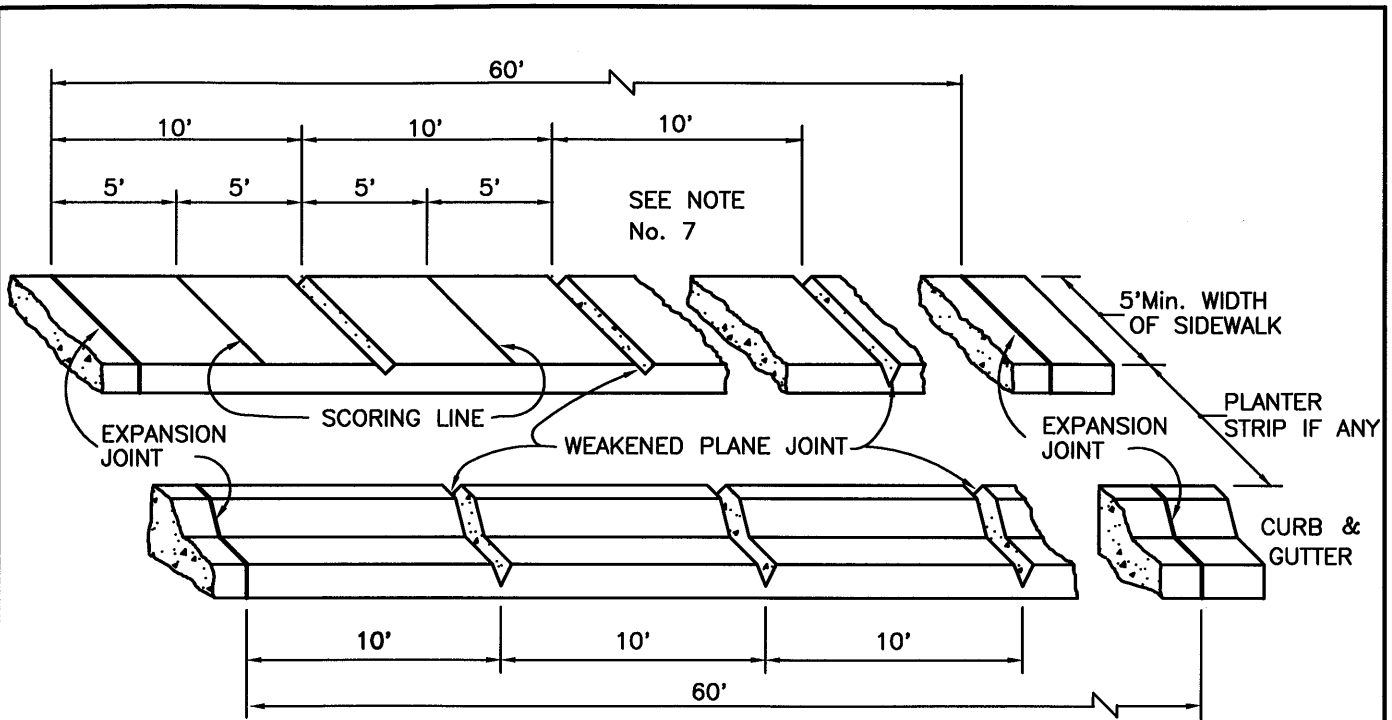
STANDARD PLAN  
2002

PLATE 111

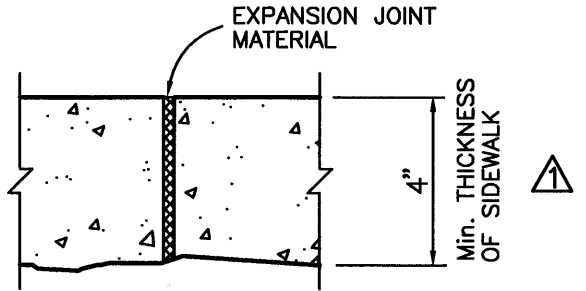
SHEET 1 OF 1

REV.	APPR. BY	DATE

REV.	APPR. BY	DATE
	L. Balderrama	09/10/10



**WEAKENED-PLANE JOINT**



**EXPANSION JOINT**

**NOTES:**

1. CONCRETE FOR SIDEWALK SHALL BE 520-C-2500 WITH 2LBS OF 3/4" LONG POLYPROPYLENE FIBERS PER CUBIC YARD, WITH 4" MAX. SLUMP. SELF HAUL NOT PERMITTED.
2. CONCRETE SIDEWALK SHALL HAVE A MIN. WIDTH OF 5' AND MIN. THICKNESS OF 4".
3. EXPANSION JOINTS SHALL BE MADE AT B.C. AND E.C. OF ALL RETURNS, AT THE OUTER EDGES OF DRIVEWAYS INCLUDING "X" DISTANCES, AND AT UNIFORM INTERVALS AS SHOWN ON PLATE 113 OR AS DIRECTED BY INSPECTOR.
4. WEAKENED PLANE JOINT, ONE INCH DEEP, SHALL BE CONSTRUCTED AT EQUAL SPACING BETWEEN EXPANSION JOINTS IN WALKS AND GUTTERS.
5. WEAKENED PLANE JOINTS IN THE CURB AND GUTTER SHALL ALIGN WITH CORRESPONDING JOINTS IN THE WALK.
6. LONGITUDINAL SCORING LINES WILL BE REQUIRED IN WALKS 10 FEET OR WIDER.
7. WEAKENED PLANE JOINTS IN SIDEWALK SHALL BE CONSTRUCTED WITH DEEP GROOVING TOOL. MINIMUM 1" DEEP.
8. WHEN SOILS EXPANSION INDEX IS  $\geq 5\%$ , PLACE 4" THICK SAND OR BASE UNDER CONCRETE CURB AND GUTTER EXTENDING 12" BEHIND CURB AND UNDER SIDEWALK.
9. WEED KILLER SHALL BE APPLIED AT ALL COLD JOINTS AND STOP 6' SHORT OF TREE DRIP LINE.



**CONCRETE SIDEWALK (WEAKENED PLANE JOINTS, EXPANSION JOINTS, AND SCORING LINES-TYPICAL SPACING)**

DRAWN: STAFF CKD.: STAFF

Department of Public Works

APPR. *L. Balderrama*  
L. Balderrama, PE, City Engineer

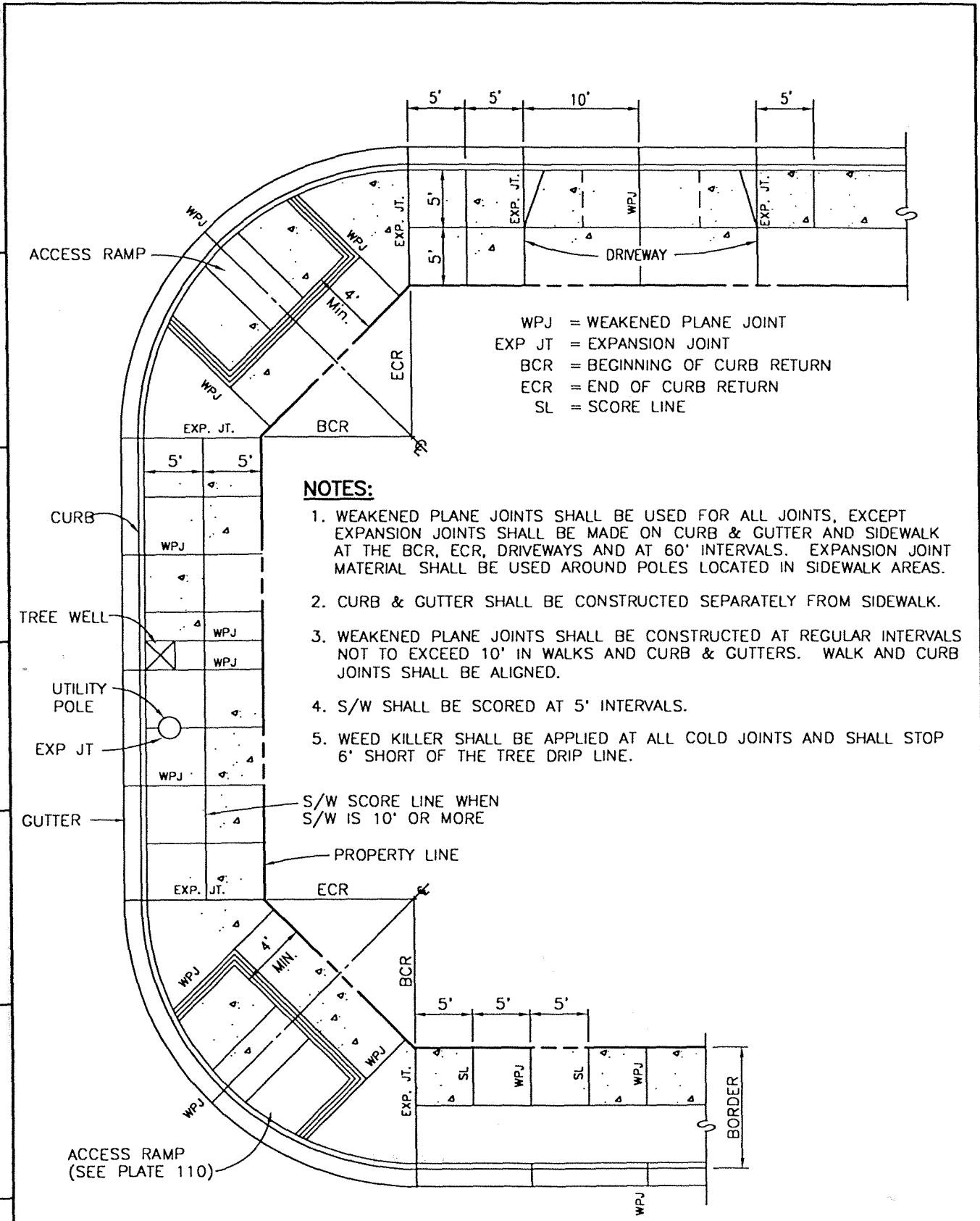
STANDARD PLAN 2002

PLATE 112

SHEET 1 OF 1

REV.	APPR. BY	DATE

REV.	APPR. BY	DATE



	<b>CITY OF OXNARD</b>		<b>CURB AND SIDEWALK JOINTS</b>		STANDARD PLAN 2002
		DRAWN: STAFF	CKD.: STAFF <i>42</i>	APPR. <i>Granville M. Bowman</i> Granville M. Bowman	<b>PLATE 113</b> SHEET 1 OF 1



CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. 15,634

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD ADOPTING  
A CITY-WIDE RESIDENTIAL CURB CUT PROGRAM

WHEREAS, in 1992 and 2006 the City enacted policies concerning curb cuts; and

WHEREAS, in 2007, the City adopted a pilot curb cut program to allow curb cuts in specific areas of the City (Bartolo Square North, Bartolo Square South, and Hill Street); and

WHEREAS, the City Council wishes to adopt a City-wide residential curb cut program as a means to help address the numerous requests for curb cuts due to limited on-street parking for single family homes and duplexes that meet specific requirements; and

WHEREAS, this new program policy is to enhance the parking availability in residential areas by allowing curb cuts while minimizing impacts to the existing on-street parking inventories; and

WHEREAS, for every new curb cut installed, there is an anticipated loss of at least one on-street parking spot; and

WHEREAS, in order to meet the purpose of the new residential curb cut program, property owners must ensure that the new curb cut will allow two registered vehicles to be parked off the street; and

WHEREAS, properties with existing garages shall demonstrate, as one of the conditions of the curb cut permit, that any two-car garage on the property is maintained free of obstructions and in such a condition that two automobiles could be parked and that any one-car garage on the property is maintained free of obstructions and in such a condition that an automobile could be parked in such garage. This requirement would not be applicable to garages legally converted into Accessory Dwelling Units; and

WHEREAS, this residential curb cut program shall be reviewed within two years after its adoption or after the issuance of 200 permits, whichever occurs first, to determine the benefits and impacts of this program and whether changes or modifications to the program are needed.

NOW, THEREFORE, the City Council of the City of Oxnard resolves:

SECTION 1. The City Council hereby adopts the City-wide Residential Curb Cut Program attached hereto as Exhibit A and incorporated herein by this reference. Any prior curb cut programs and policies are hereby repealed.

PASSED AND ADOPTED THIS 20 day of September, 2022, by the following vote:

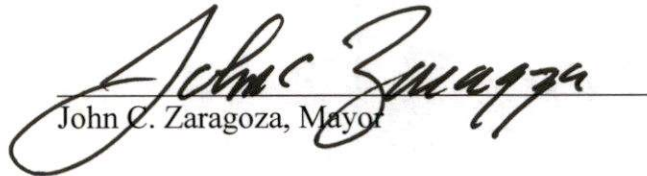
AYES: Councilmembers Lopez, MacDonald, Madrigal, Perello, Teran and Zaragoza

NOES: None.

ABSENT: Councilmember Basua

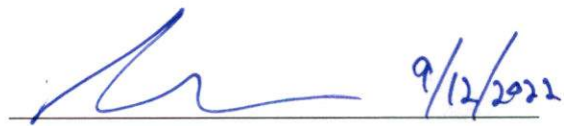
ABSTAIN: None.

ATTEST:

  
John C. Zaragoza, Mayor

  
Rose Chaparro, City Clerk

APPROVED AS TO FORM:

  
Stephen M. Fischer, City Attorney

## EXHIBIT A

### CITY-WIDE RESIDENTIAL CURB CUT PROGRAM

This City-wide Residential Curb Cut Program (the "Program") is adopted as a means to enhance the parking availability in residential areas by allowing curb cuts while minimizing impacts to the existing on-street parking inventories. This Program will be reviewed within two years from its adoption or after the issuance of 200 permits, whichever occurs first, to determine the benefits and impacts of this program and whether changes to the Program are needed.

The conditions of the Program are as follows:

1. The curb cut must be requested by the property owner and be located on the front yard of the residential property. For residential properties that have multiple street frontages, the front yard shall be determined by the Community Development Director or designee.
2. Only one front yard curb cut will be allowed per residential property.
3. The curb cut is to serve a single family or duplex residence and is not to be utilized to park commercial vehicles, recreational vehicles, or to store inoperable or unregistered vehicles in the front yard area.
4. The curb cut must be approved and permitted by the Community Development Department Director or designee.
5. The curb cut must meet current City of Oxnard Standard Plates or other design standards approved by the Community Development Department.
6. The curb cut must be inspected by the Community Development Department to ensure the curb cut installation meets City standards and that the other program requirements have been met.
7. The curb cut is on a residential street that is not a Primary, Secondary, or Local Arterial as designated by the 2030 General Plan or future General Plans as approved by the City Council.
8. The curb cut is not located within the Henry T. Oxnard Historic District.
9. The curb cut does not create a traffic or pedestrian safety issue as determined by the City Traffic Engineer.
10. The curb cut does not interfere or conflict with any existing easements or utilities.
11. The property owner must demonstrate that two registered vehicles currently parked on the street will be parked on the property. The minimum parking area for two cars shall be 20 feet in depth x 24 feet wide. Tandem parking may be considered on a case by case basis if the 20 feet

x 24 feet front parking area is not feasible. Under unique circumstances, where the City determines these standards are not feasible for a given property, the Community Development Director may consider a modification of these standards.

12. The area of the front yard on residential properties available for vehicle parking shall be limited to that necessary to park no more than two vehicles.

13. After the proposed curb cut, the property meets the front yard Landscape Standards, as approved by the Community Development Department, and still be able to park two vehicles on site with the following specific conditions:

- a. No more than 50% of the applicant's front yard area may be paved, permeable or otherwise. However, where the required parking area exceeds 50% of the existing front yard, only the remaining front yard area shall be required to be landscaped.
- b. Existing paved yards must reduce the amount of existing paving to 50% or less of the front yard area. However, paving may exceed 50%, if necessary to provide the required parking area.
- c. All open areas shall be landscaped with some combination of trees, shrubs, organic and inorganic ground cover, or lawn. Inorganic ground cover, such as decomposed granite, crushed rock, gravel, river rock, and/or boulders, shall not exceed 75% of the landscaped front yard. Lawn shall not exceed 75% of the landscaped front yard, and a drought tolerant variety of grass must be specified. The City reserves the right to modify plans in quantity and quality of landscaping at its discretion.
- d. Per the Landscape Standards, one tree is required at the front of each residence, however, during the City Council declared drought emergencies, the installation of the single tree may be postponed until the end of the declaration.

14. An applicant's garage must be able to fully function as a garage (e.g. a two car garage must be able to park two cars). The City will perform an inspection of the garage prior to issuance of the curb cut permit to verify that it is clear of storage or other items that would prohibit vehicle parking. This requirement does not apply to garages that have been legally converted to Accessory Dwelling Units.

15. If applicable, properties with garages shall execute a covenant running with the land, on a form approved by the City Attorney, requiring the ongoing maintenance of any such garage for vehicle parking at all times.

16. Curb cuts installed without permits shall be brought into compliance with City standards as part of the Program's permitting process.

17. The width of the curb cut shall be limited to 15 feet maximum/12 feet minimum with a three foot transition on each side. Construction shall comply with City standards including disabled access requirements.

18. New on-site parking pad shall be constructed of a permeable material as approved by the Community Development Department.

19. Curb cuts shall be located to maximize on-street parking in front of the residential property no closer than three feet from a property line and a minimum of five feet from light poles, fire hydrants or other obstructions. Curb cuts shall be located so that where feasible, at least one vehicle may park between successive curb cuts.

20. For properties with alley access, the property owner shall install and maintain in good working order a light providing illumination equivalent to 3200 lumens (typically 2-100 watt incandescent equivalent LED bulbs) projected towards the the alley but located specifically on the permitted property, to the rear of the property. Such light shall be approved and permitted by the Community Development Department and controlled by a motion sensor or photo-cell. (Note: An electrical permit is required for the installation of any new electrical facilities. This permit can be issued simultaneously with the curb cut permit but the work must be completed prior to beginning construction of the curb cut.)

21. The curb cut must be installed by a Class A licensed contractor with an encroachment permit issued by the Community Development Department. The curb cut must meet City Standard Plate 115 for properties with a parkway.

22. Parking pad depth shall be a minimum of 20 feet encompassed entirely on the applicant's private property so that no part of a parked vehicle extends into the right-of-way and/or over the Americans with Disability Act (ADA) path of travel and/or sidewalk.

23. As part of the permitting process, the property owner shall execute a Covenant running with the land allowing follow-up garage inspections as required by the City's Code Compliance Division. Garage inspection will include an inspection of the alley lighting requirement.