

AGENCY: Community Development

MEETING DATE: June 23, 2021

PREPARED BY: Heather Gurewitz

PRESENTED BY: Heather Gurewitz

AGENDA ITEM SUMMARY REPORT

APPLICATION NO.: Use Permit 2-21 (UP 2-21)

OWNER: Patricia Moore

APPLICANT: Patricia Moore

AGENT: N/A

PROJECT: Change of Use from Commercial Use to Single Family Residential

LOCATION: 237 E. Alder St.

APN: 008-155-07

LOT SIZE: 0.16 Acres

ZONING: Commercial Business District (CBD)

ENVIRONMENTAL DETERMINATION:

Exempt from CEQA – Class 3 Conversion of a small structure under 15303(a). The structure is existing, there will be no construction and the use will be a single-family residence, therefore it is exempt from CEQA and there are no applicable exceptions to the exemption.

SURROUNDING LAND USES:

NORTH: Multi-Family Residential (CBD)
EAST: Single-Family Residential (RVH)
SOUTH: Single Family Residential (CBD)
WEST: Grocery Store (CBD)

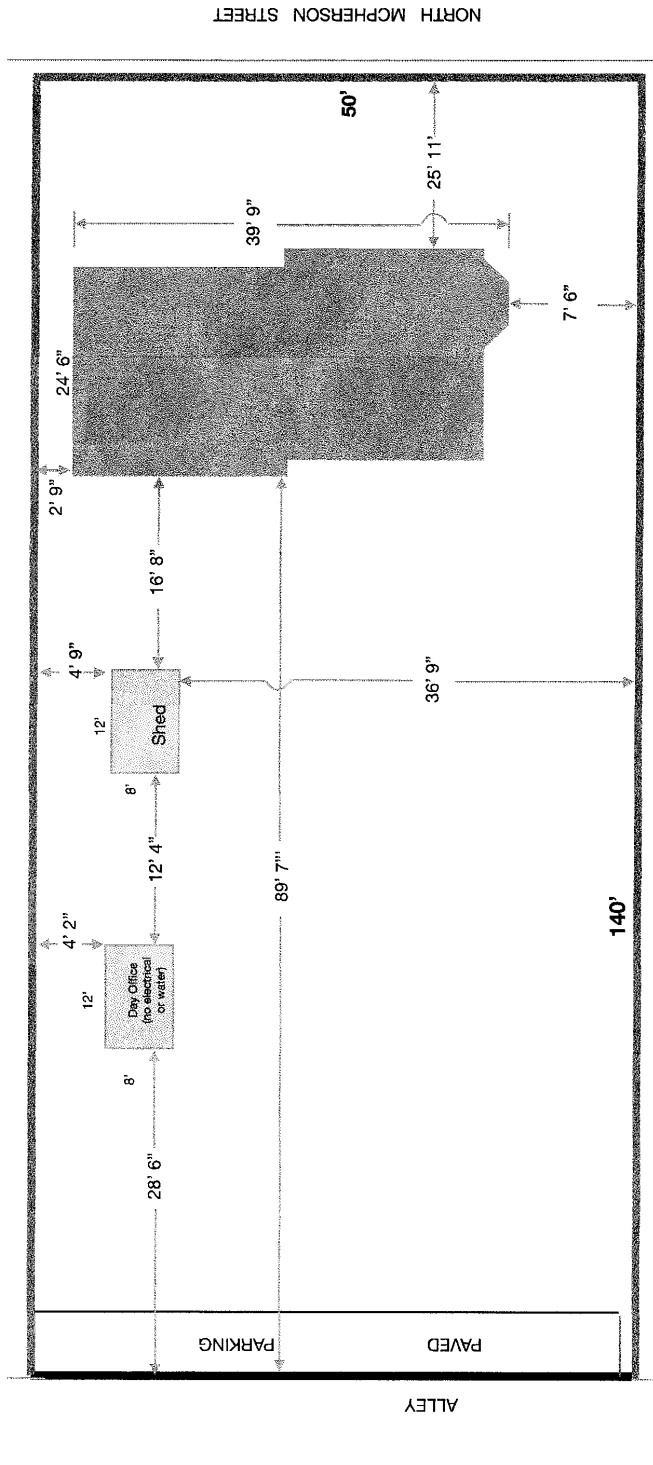
APPEALABLE PROJECT: **Can be appealed to City Council**

BACKGROUND

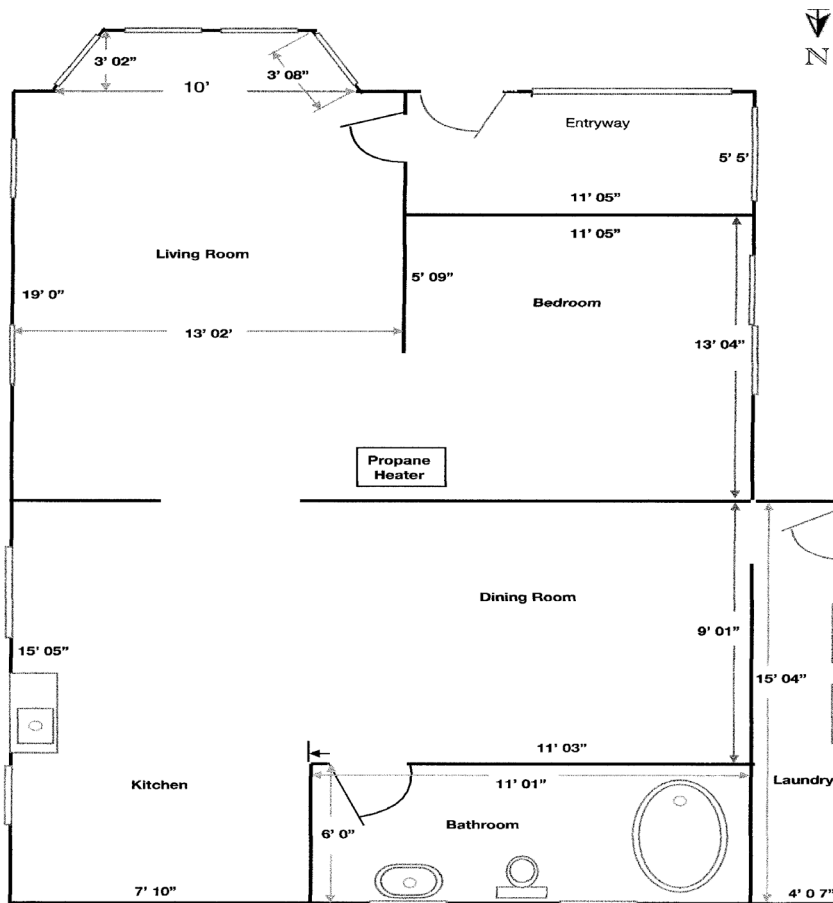
The structure located at 237 E. Alder St. is approximately 1,200 Square Feet. It has a bedroom, bathroom, living room, kitchen, and dining room. Construction of the building pre-dates city building files, but there are files showing building repair as early as 1978. The current owner purchased the building to use the front as a gallery for artwork with the back used as a living space. She has since closed the gallery and is currently using the whole building as a house.

PROJECT DESCRIPTION

The applicant is requesting a change of use for 237 E. Alder St. from Commercial to Single-Family Residential. The existing site plan includes the main structure and two accessory structures, a shed and an office:



The drawing below shows a “not-to-scale” floor plan of the existing structure which includes a bathroom, bedroom, kitchen, etc.:



DRAWING NOT TO SCALE

Photo images of the structure are below as part of the visual analysis for conformance with Citywide Design Guidelines.

INLAND GENERAL PLAN CONSISTENCY ANALYSIS

This project is consistent with the City of Fort Bragg Inland General Plan Policy LU-6.1 Preserve Neighborhoods states *“Preserve and enhance the character of the City’s existing residential neighborhoods.”*

While this project is in the Central Business District, there are single family homes to the east and the south and a multi-family residential structure to the north. Therefore, allowing this structure to return to the original use of a single residential dwelling is consistent with preserving the City’s existing residential neighborhoods.

This project is also consistent with the following goals, policies, and programs of the Fort Bragg 2019 Housing Element of the Inland and Coastal General Plan:

Goal H-1 states, *“Provide a range of housing, including single-family homes, townhouses, apartments, and other housing types to meet the housing needs of all economic segments of the community”* and Program H-1.7.8 Workforce Housing in Mixed-Use Zoning states, *“Continue to allow workforce housing in all zoning districts that allow mixed-use development.”*

This is a small residential structure that could reasonably be considered potential affordable workforce housing. It is in the CBD which does allow for mixed-use development on upper floors. Therefore, this project is consistent with Goal H-1 and Program H-1.7.8.

Goal H-5 states, *“Conserve and improve the existing housing supply to provide adequate, safe, and decent housing for all Fort Bragg residents.”* And Program H-5.2.2 Single-Family Homes states, *“Continue to allow the reuse of existing single-family residences, in commercial zones, as single-family residences...”*

This structure was a single-family residence and still has the architectural features of a residence. It is surrounded by other residential units on three sides and is located in a commercial district. It is therefore consistent with Goal H-5 and Program H-5.2.2 because the proposed use is a single-family residence in the commercial zone.

FINDING: Based on the project’s consistency with the above applicable policies and programs, the structure located at 237 E. Alder St. is consistent with the City of Fort Bragg’s Inland General Plan and the 2019 Housing Element.

INLAND LAND USE DEVELOPMENT CODE CONFORMANCE ANALYSIS

This project, located at 237 E. Alder St. is located in the Central Business District. The Inland Land Use and Development Code 18.22.020(c) Purposes of Commercial Zoning Districts states:

“The CBD zoning district is applied to the core of the downtown which is the civic, cultural, and commercial center of the City. The CBD zone is intended to accommodate retail stores, government and professional offices, theaters, and other similar and related uses in the context of pedestrian-oriented development. The maximum allowable residential density within the CBD zone for the residential component of a mixed use project is 40 dwelling units per acre; the maximum floor area ratio (FAR) is 2.0. The CBD zoning district implements and is consistent with the CBD land use designation of the General Plan.”

Development Feature	CBD Requirement	Project
Maximum Density	40 Units Per Acre	6.25 units per acre
Front Setback (Alder St.)*	None allowed	4 Ft.
Side interior setback	None Required	0 Ft
Side street setback (McPherson)	15 Ft (abutting residential zone)	21 Ft
Rear(alley) setback	5 ft	80 Ft.

Fencing	42" or less in a traffic safety visibility area.	Fencing is less than 42"
Landscaping	42" or less in a traffic safety visibility area.	Landscaping does not inhibit visibility from the alley or the corner of Alder and McPherson
Parking	Minimum 2 spaces, maximum four spaces	There are at least two off street parking spaces in the alley.

*The requirement for no setback for the front of building applies to commercial buildings and is intended to preserve the look of the downtown. However, this building faces Alder St. and the setback is extremely minimal and the placement of the fence creates a visual barrier that provides consistency with the no setback on the main street.

Section 18.22.030 - Commercial District Land Uses and Permit Requirements provides Table 2-6 Allowed Land Uses and Permit Requirements for Commercial Zoning Districts. This table allows a single residential unit with a Use Permit "only for existing structures that have the appearance of a single residential dwelling unit, per the Citywide Design Guidelines."

Staff analyzed the structure to determine if it meets the above criteria by comparing the structure with residential architectural guidelines in the Citywide Design Guidelines. Section 1.4 Single-Family Infill Development Design Guidelines Section states the primary design principle as, "*The Design of infill housing in the City of Fort Bragg should complement the existing character, scale, and pattern of the neighborhood in which it is built.*"

The diagram below shows the neighboring residential structures, and how 237 E. Alder complements the existing character, scale, and pattern of the neighborhood.



Additionally, the structure at 237 E. Alder St. was built as a residential unit, and its character has been preserved by maintaining the following characteristics that meet the residential architectural design guidelines in subsections 1.35 and 1.44:

- Matches the design of neighboring properties.
- Height and scale of the structure are similar to neighboring properties.
- Integration of varied textures, openings, recesses, and design accents
- Roof overhangs
- Incorporated front porch
- Sidewalk facing front door

These are demonstrated in the following visual images:

Front of house on Alder St.:



Side view from McPherson:



Rear-View Parking and fencing:



FINDING: Based on the above analysis, the structure at 237 E. Alder Street has the architectural design features of a single residential dwelling unit per the Citywide Design Guidelines.

FINDING: Based on the above analysis and the finding that the structure has the appearance and features of a house, it is consistent with Section 18.22.030 Table 2-6 of the Inland Land Use Development Code.

The review and analysis of this project finds that the project is:

1. Consistent with the General Plan based on the above analysis.
2. The use is allowable with a Use Permit in the Central Business District and complies with all applicable provisions of the Inland Land Use Development Code and Municipal Code.
3. Based on the above analysis, the design, location, size, and operating characteristics of the proposed single family residential structure is compatible with the existing and future land uses in the area because it is mostly surrounded by other residential structures.
4. Based on the above analysis, the site is physically suitable in terms of the design, location, shape, size, operating characteristics, and the provision of public and emergency vehicles to ensure that the type, density, and intensity of use being proposed because it is a pre-existing historic use and consistent with the neighborhood and would therefore not endanger, jeopardize, or otherwise constitute a hazard to the public interest, health, safety, convenience, or welfare, or be materially injurious to the improvements, persons, property, or uses in the vicinity and zoning district in which it is located.
5. Based on the above analysis the project complies with all required findings by 18.22.030.

ENVIRONMENTAL DETERMINATION

Staff reviewed the project to determine if it was subject to a CEQA analysis. Staff determined that the project is exempt from CEQA under 15303(a) of the California Environmental Quality Act Guidelines Exemptions because the project falls under the category of a Class 3 conversion of a small structure. The structure is existing, there will be no construction and it will be turned into a single-family residence and therefore exempt. The project was reviewed for exceptions and it did not meet any of the criteria for an exception to the exemption.

POSSIBLE ACTIONS

1. Adopt Resolution to Approve Use Permit 2-21 to allow a change of use from commercial office space to residential.
2. Add special conditions and approve with special conditions.
3. Deny project.

RECOMMENDED ACTION

Receive Report, Hold Public Hearing, and consider adopting a Resolution to Approve Use Permit 2-21 for to change the primary use of 237 E. Alder St. to Single-Family Residential.

ATTACHMENTS

- 1. Application, Site Plan, and Floor Plan**
- 2. Resolution to Approve UP 2-21**