

AGENCY: Community Development

MEETING DATE: March 10, 2021

PREPARED BY: Heather Gurewitz

PRESENTED BY: Heather Gurewitz

AGENDA ITEM SUMMARY REPORT

APPLICATION NO.: Use Permit 1-21 (UP 1-21)

OWNER: Phoebe Graubard

APPLICANT: Phoebe Graubard

AGENT: N/A

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

LOCATION: 594 S. Franklin St.

APN: 018-020-34

LOT SIZE: 0.17 Acres

ZONING: Commercial General (CG)

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: Single Family Residential
EAST: High Density Residential
SOUTH: Single Family Residential (and Grocery Store)
WEST: Single Family Residential

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

BACKGROUND

The structure located at 594 S. Franklin St. is approximately 720 Square Feet. It has a studio bedroom, bathroom, living room, and dining room. The City of Fort Bragg's Planning and Building records indicate that the structure located at 594 S. Franklin St. had a change of use from residential to commercial in 2002. It has been consistently used as a legal office since 2008.

PROJECT DESCRIPTION

The applicant proposes to change the use of 594 S. Franklin St. from a commercial office space back to a single-family residence. This will not require any exterior construction and it will only require minor interior modifications to return to functioning as a single-family residence.

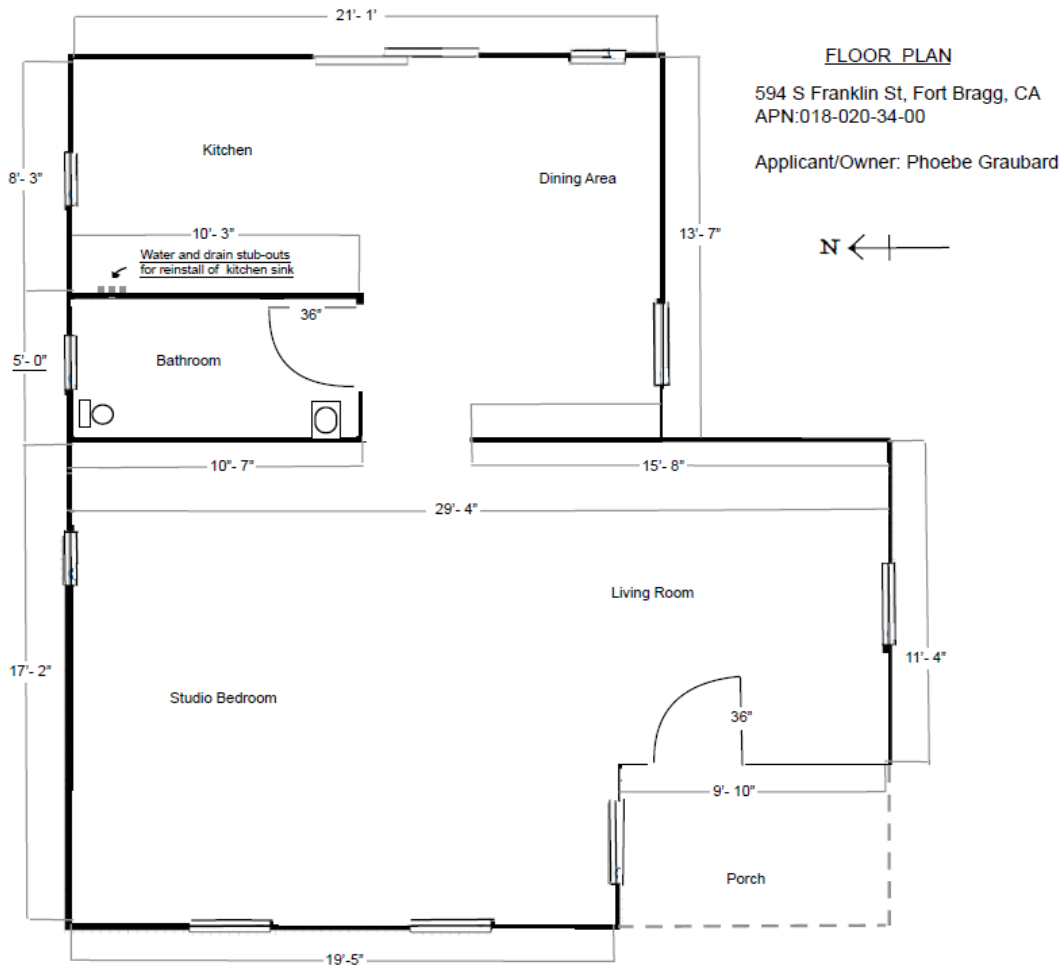
Front View



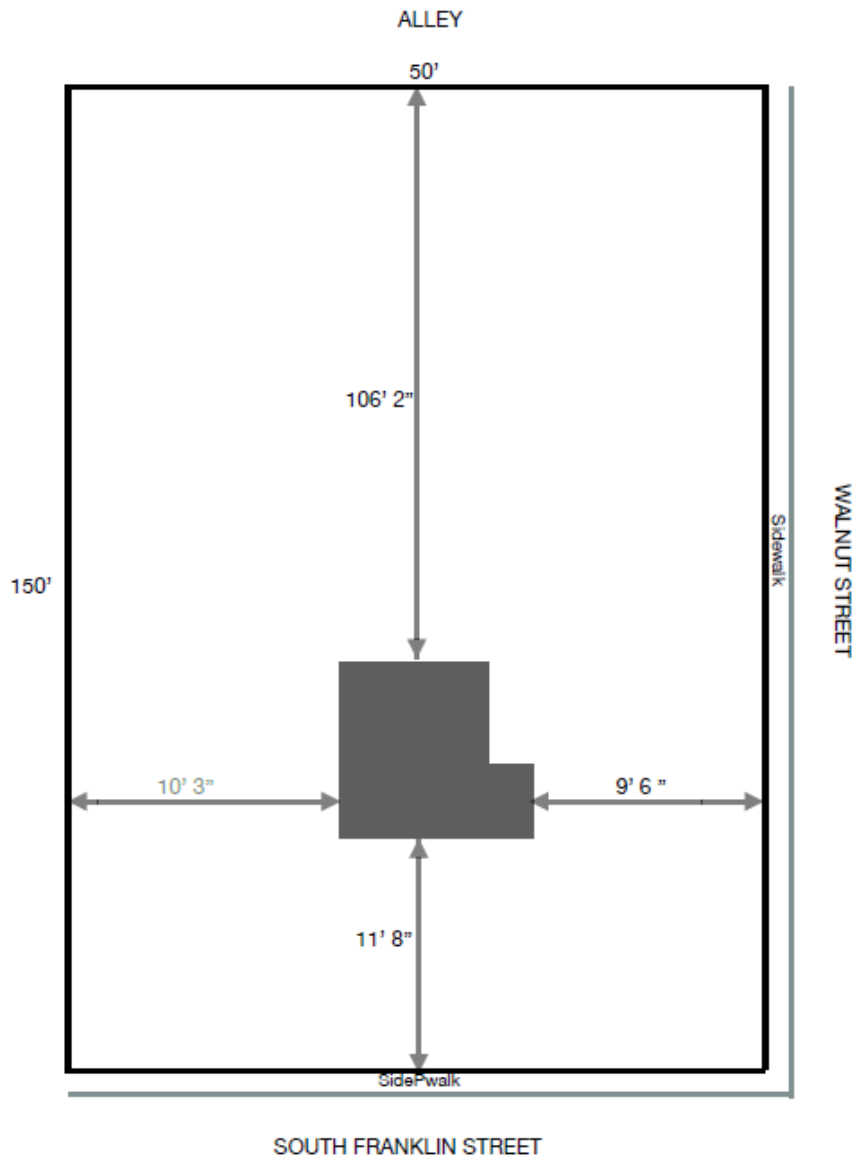
Side View



Existing Floor Plan



Site Plan



CONSISTENCY WITH PLANNING POLICIES

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 Commercial General Zone, it is surrounded by residential single-family homes and Very High Residential. 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 (less than 800 sq ft) residence, it is reasonable to consider this potential affordable workforce housing and is consistent with Goal H-1 and Program H-1.7.8.

Goal H-2 states, *“Expand affordable housing opportunities for persons with special housing needs such as the elderly, the disabled, households with very low to moderate incomes, and first time home buyers.”*

Building plans for this structure indicate that it has both a wheelchair accessible ramp and an ADA accessible bathroom, which is consistent with the housing goal to expand affordable housing opportunities for disabled persons and the elderly.

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 and is 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: The structure located at 594 S. Franklin St. is consistent with the City of Fort Bragg’s Inland General Plan and the 2019 Housing Element.

STANDARDS FOR SPECIFIC LAND USES

This project, located at 594 South Franklin St. is located in the Commercial General Zone. The Inland Land Use and Development Code 18.22.020 Purposes of Commercial Zoning Districts states:

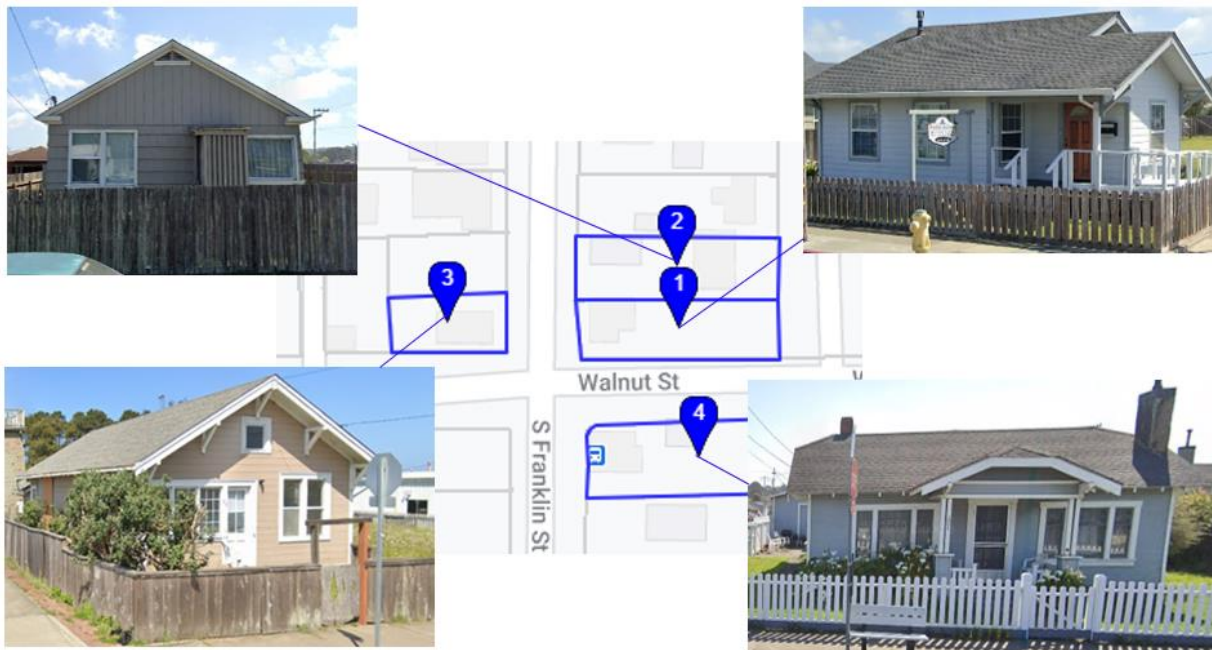
“The CG zoning district is applied to areas of the City that are appropriate for less compact and intensive commercial uses than those accommodated within the CBD zone. Allowable land uses are typically more auto-oriented than pedestrian-oriented, and may include automotive and service-related uses, a wide range of retail stores, including those selling large products (appliances, home furnishings, building materials, etc.). The maximum allowable residential density within the CG district for the residential component of a mixed use project is 24 dwelling units per acre; the

maximum floor area ratio (FAR) is 0.40. The CG zoning district implements and is consistent with the CG land use designation of the General Plan.”

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 shows that 594 S. Franklin (#1) complements the existing character, scale, and pattern of the neighborhood.



Additionally, the structure at 594 S. Franklin 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

FINDING: The structure at 594 S. Franklin Street has the architectural design features of a single residential dwelling unit per the Citywide Design Guidelines.

FINDING: The structure at 594 S. Franklin St. is consistent with Section 18.22.030 of the Inland General plan.

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. Approve Use Permit 1-21 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 adopt a Resolution to Approve Use Permit 1-21 for Changing the Use of 594 S. Franklin St. to Single-Family Residential.

ATTACHMENTS

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