

MEETING DATE

July 23, 2003

6:00 p.m.

PLANNING COMMISSION

DEPARTMENT

Community Development

AGENDA ITEM SUMMARY REPORT

APPLICATION NO.: Scenic Corridor and Site and Architectural Review Number 13-03 (SCR/SA 13-03) / Use Permit Number 9-03 (USP 9-03)

OWNER/APPLICANT: Mendocino Coast Hospitality Center (Hospitality House)
P.O. Box 2168
Fort Bragg, CA 95437

REQUEST: Scenic Corridor and Site and Architectural Review and Use Permit to authorize a 1,164 square foot addition to the main shelter structure, relocation/reconstruction of an existing alley house to meet setbacks; addition of a 432 square foot second floor to the alley house; and establishment of a parking area accessed off of the alley to the west.
The shelter is presently authorized to provide 24 beds. No additional beds or intensification of use are requested.

LOCATION: 237 North McPherson Street

**ASSESSOR'S
PARCEL NUMBER:** 008-155-11

ZONING: CBD (Central Business District)
SC (Scenic Corridor)

**GENERAL PLAN
LAND USE DESIGNATION:** CBD (Central Business District)

**ENVIRONMENTAL
DETERMINATION:** This project has been determined to be exempt from further environmental review per Section 15301 – Class 1 of the CEQA Guidelines, "Existing Facilities".

SURROUNDING LAND USES:

NORTH:	Ford Street Project Transitional Housing
EAST:	Paul Bunyan Thrift Store
SOUTH:	Single Family Residential
WEST:	Purity Market

PAST APPLICATIONS

SA 3-87. 237 North McPherson, Site and Architectural Review to allow for the conversion of a vacant single family residence and second unit into a temporary shelter for the homeless. Approved.

VAR 5-88. 237 North McPherson, Variance request to waive the three on-site parking spaces required with SA 3-87. Approved.

BACKGROUND

The Mendocino Coast Hospitality Center (MCHC) is the only year-round emergency shelter in Mendocino County and has been in operation at 237 North McPherson since 1987. Clients of the shelter are limited to a maximum stay of three days unless they are entering a drug/alcohol treatment program in which case the stay can be extended to a maximum of 30 days to facilitate placement in a halfway house or long term treatment program. From February 2002 until February 2003, MCHC provided over 6,000 bed nights to patrons and served nearly 12,000 meals.

PROJECT DESCRIPTION

The Mendocino Coast Hospitality Center is requesting approval of a Use Permit and Scenic Corridor/Site and Architectural Review to authorize a number of improvements to their existing facilities including: an addition and renovation to the main house; relocation/reconstruction and addition to the smaller alley "family" unit; and establishment of a four space parking area and trash enclosure adjacent to the alley.

The addition to the main structure is requested to provide a larger and more functional kitchen, dining area, and laundry room. The addition to the alley "family" unit is requested to safely house families who utilize the MCHC. One of the second story bedrooms in the main structure currently serves as shelter for families. The room is proposed to be moved to the rear alley structure reserving the main house for shelter for single users and couples.

Addition and Renovation of the Main Structure. A 12' by 40' addition is proposed on the first floor of the main house to additional storage area, a larger kitchen and dining room and a handicap accessible bathroom. A 9' by 6' addition would also be added to an existing storage area on the southeast portion of the building. One bedroom would be removed from the first floor in the process. The second floor of the structure would have approximately 618 square

feet of space added to provide a new bedroom, enlarged bathroom, and new access stairs. New skylights would be added in two bedrooms and in each of the bathrooms.

The entire structure would have a new foundation installed and would be painted and sided to match the existing structure materials. A fire sprinkler and alarm system would be installed in the structure to comply with the State Fire Code.

Relocation/Reconstruction of the alley "family" unit. The existing alley "family" unit would be relocated, if possible, or a new structure would be constructed setback 24' from the alley, 5' from the south property line and 14' from the north property line. It would be approximately 25' tall at roof peak. The existing alley structure is one story and provides a one bedroom, one bathroom unit used exclusively for families. The proposed unit would be two stories with a one bedroom, one bathroom unit with family room/kitchen each measuring 18' by 24' on each floor. The second story unit would be accessed via a stairway on the north side. An 18' by 6' storage area would be provided on the south side of the structure. A fire sprinkler and alarm system would be installed in the structure to comply with the State Fire Code.

Parking area and trash enclosure. Four parking spaces would be provided along the alley frontage of the parcel. One of the spaces would be a designated handicap accessible parking space. A wood trash enclosure would be provided on the north side of the parking area to screen the on-site dumpster from public view.

Phasing. The project would be phased with the improvements to be performed as funding becomes available. The anticipated timeline for completion is 3 to 4 years. The initial improvements would entail the installation of a foundation under the main house occurring immediately with the addition and interior renovations to the main house occurring next year. The alley house and parking lot improvements are anticipated to occur in the third or fourth year depending on funding options and availability.

CONSISTENCY WITH PLANNING POLICIES

LAND USE. The project site is designated as Central Business District in the Fort Bragg General Plan and is within the Central Business District zoning district. Emergency shelters are considered quasi-public uses relative to the Fort Bragg Municipal Code and require a Use Permit. MCHC received a Site and Architectural Review to conduct the emergency shelter use at the site in 1987 and have authorization for a total of 24 beds. A Use Permit was not required at that time.

MCHC has not requested authorization to increase services or beds at the shelter. The application states that they are pursuing the requested improvements to create a space which is more useable, efficient, and pleasant for the patrons. The project, as proposed, would provide one additional bedroom on the site in the second floor addition to the alley "family" unit. The additional unit would operate as a family unit. Any intensification of use at the site would be required to be carefully evaluated for potential impacts to the adjacent properties and surrounding neighborhood. To ensure that MCHC does not exceed the 24 bed allowance at the site staff recommends a condition which specifically enumerates the 24 bed limit at the site

and a condition which would require an inspection of the entire facility prior to occupancy of the new/renovated alley "family" units.

The General Plan Housing Element contains language which supports the provision of emergency housing within the City. The Housing Element indicates that a recent increase in the amount of homeless persons within the City and County is due to local people being "unable to afford housing rather than as a result of an influx of homeless persons from other areas", however, no official counts of the homeless exist. All of the local transition and emergency shelter providers report that supply regularly exceeds demand. The following specific goals in the Housing Element apply to this project:

Policy H-3.10 Emergency and Transitional Housing: Allow emergency and transitional shelter within the City as a permitted use in the General Commercial (C-2) zone in accordance with Government Code Section 65583. Establish flexible parking requirements and apply Uniform Housing Code (UHC) space and occupancy standards pursuant to Health and Safety Code Section 50807.

Program H-3.10.3 Inter-Agency Cooperation: Work with private, County, and State agencies to provide emergency housing for the homeless.

There are no required setbacks within the CBD zone and the maximum height allowed for structures is 35 feet (subject to design review). The existing main building and the proposed second floor of the alley "family" unit are proposed to be approximately 24 feet tall at roof peak and are well within the limitation.

AESTHETICS. The project is located within the City's designated Scenic Corridor and requires Site and Architectural Review. The purpose of the regulations, in part, is to improve the standard of development, ensure that buildings are proportionate to and compatible with surrounding structures and properties, do not unnecessarily block views, and that new development retain the architectural style of the local neighborhood.

The proposed improvements would utilize siding, window casings, and window placements which are compatible with the architectural style of the building. The structures themselves are in scale with surrounding development, in that, many of the structures in the neighborhood are two-story and of relatively similar bulk and height.

The provision of a trash enclosure at the rear of the property adjacent to the alley is an improvement over existing conditions and the location and configuration of the enclosure would allow relative easy access for garbage hauling personnel.

PARKING. Currently, the site contains no on-site parking due to a variance approved for the site in 1989 by VAR 5-88. The approval of the variance cited that many of the users of the facility do not own automobiles but, rather, arrive on foot. When discussing the possible addition(s) with MCHC staff, City staff recommended the provision of some parking on the site due to the heavy use of on-street parking in the general vicinity and the fact that some users do arrive by vehicle, as do many of the MCHC volunteers. Four on-site parking spaces are proposed along the alley in conjunction with this project. As a variance was permitted for the project in 1987, there are no specific on-site parking requirements.

The Fort Bragg Municipal Code advocates the use of alley-accessed parking areas in the CBD and the size and configuration of the parking spaces complies with the minimum standards found in the code.

RECOMMENDATION

Staff recommends approval of SCR/SA 13-03 and USP 9-03 based on the findings and conditions cited below:

FINDINGS

1. The project, as conditioned, is compatible with surrounding existing development and reasonably foreseeable future development.
2. The City is not authorizing an increase in the intensity of use at the site, as such, the project would not have a greater impact on the surrounding neighborhood than at present.
3. The project would aid in fulfilling the City's goals of providing adequate emergency shelter within the City.
4. The provision of four parking spaces at the rear of the parcel is warranted as the on-street parking availability is very constrained in the vicinity of the site.
5. As conditioned, the project is in conformance with the provisions of Title 17 of the Fort Bragg Municipal Code.
6. For the purposes of environmental determination, the project has been found to be exempt from environmental review pursuant to Section 15301 of the CEQA Guidelines.

SPECIAL CONDITIONS

1. The total number of emergency shelter beds at the Mendocino Coast Hospitality Center shall not exceed 24. A Use Permit amendment shall be required prior to any increase in the number of beds at the site.
2. Prior to occupancy of the new/renovated alley "family" structure, Community Development Department Staff shall conduct an inspection of the entire facility to ensure that no more than 24 beds are at the site.

STANDARD CONDITIONS

1. This action shall become final on the 10th day following the decision unless an appeal to the City Council is filed pursuant to FBMC 18.78.010.
2. The use and occupancy of the premises shall be established and maintained in conformance with the requirements of this permit and all applicable provisions of Title 18 of the Fort Bragg Municipal Code.
3. The application, along with supplemental exhibits and related material, shall be considered elements of this permit, and compliance therewith is mandatory, unless an amendment has been approved by the City.

4. This permit shall be subject to the securing of all necessary permits for the proposed development from City, County, State and Federal agencies having jurisdiction. All plans submitted with required permit applications shall be consistent with this approval.
5. The applicant shall secure all required building permits for the proposed project as required by the Building Department.
6. This permit shall be subject to revocation or modification upon a finding of any one (1) or more of the following:
 - (a) That such permit was obtained or extended by fraud.
 - (b) That one or more of the conditions upon which such permit was granted have been violated.
 - (c) That the use for which the permit was granted is so conducted as to be detrimental to the public health, welfare or safety or as to be a nuisance.
 - (d) A final judgment of a court of competent jurisdiction has declared one (1) or more conditions to be void or ineffective, or has enjoined or otherwise prohibited the enforcement or operation of one (1) or more conditions.
7. This permit is issued without a legal determination having been made upon the number, size or shape of parcels encompassed within the permit described boundaries. Should, at any time, a legal determination be made that the number, size or shape of parcels within the permit described boundaries are different than that which is legally required by this permit, this permit shall become null and void.

ATTACHMENTS

1. Site Location Map
2. Site Plan (Existing)
3. Floor Plan (Existing)
4. Site Plan (Proposed)
5. Floor Plan (Proposed Main House)
6. Floor Plan (Proposed Alley Unit Renovations)
7. Elevations (Main House)
8. Elevations (Alley Unit)
9. Site Photos