

**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**

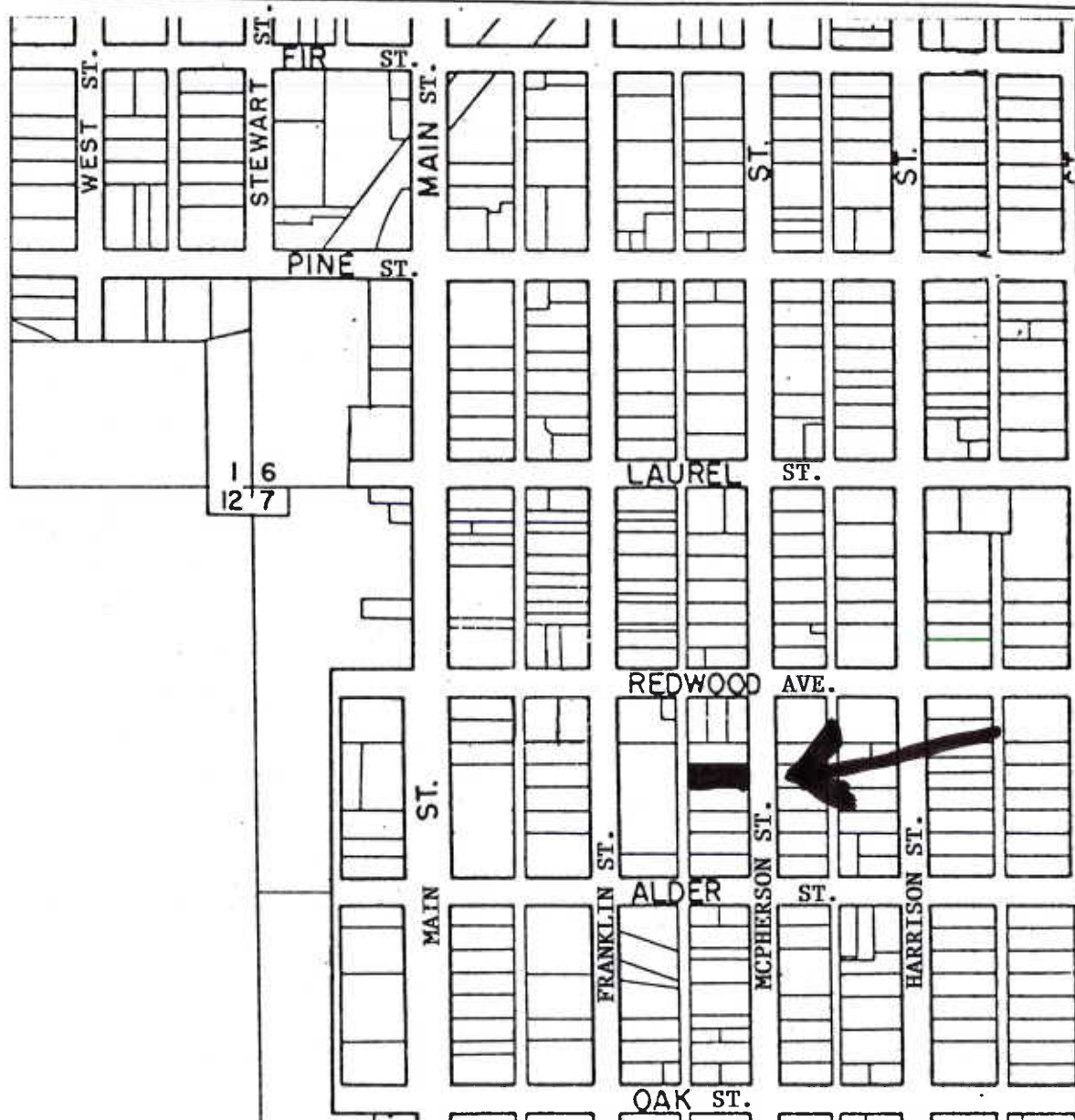
1. This action shall become final on the 10<sup>th</sup> day following the decision unless an appeal to the City Council is filed pursuant to FBMC 18.78.010.
2. The use and occupancy of the premises shall be established and maintained in conformance with the requirements of this permit and all applicable 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**

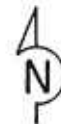
1. Site Location Map
2. Site Plan (Existing)
3. Floor Plan (Existing)
4. Site Plan (Proposed)
5. Floor Plan (Proposed Main House)
6. Floor Plan (Proposed Alley Unit Renovations)
7. Elevations (Main House)
8. Elevations (Alley Unit)
9. Site Photos





scale: 1"=400'

## SITE LOCATION



Name of Applicant Hospitality House  
 Location of Project 237 North McPherson St. AP# 008-155-11  
 Project Number SA/SCR 13-03 & USP 9-03  
 Type of Application Scenic Corridor/Site & Architectural Review  
Use Permit  
 Hearing Date July 23, 2003, at 6:00 p.m.  
 Hearing Location Town Hall, 363 North Main Street



### 1/2" = 1'-0"

## GUEST HOUSE FLOOR PLAN

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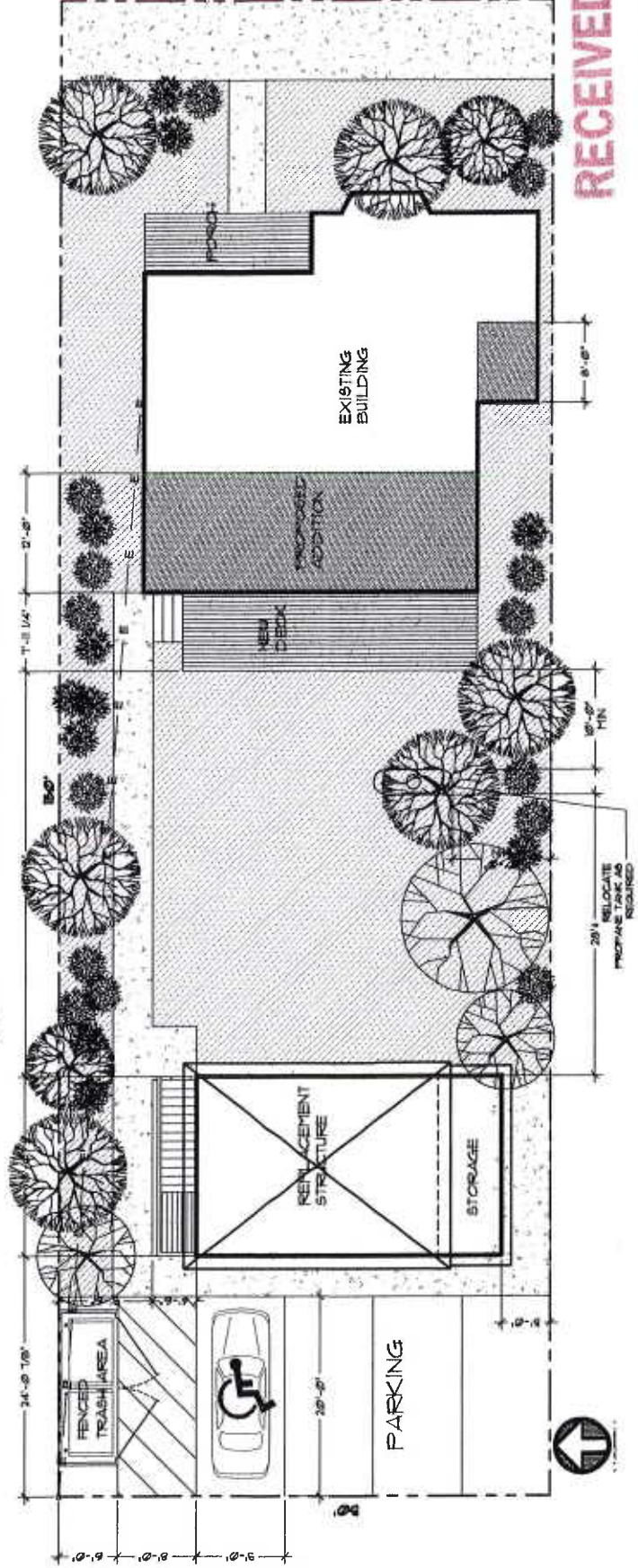
MAY 27 2003  
CITY OF FORT BRAGG  
PLANNING DEPT.





MAY 27 2003

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McPHERSON STREET

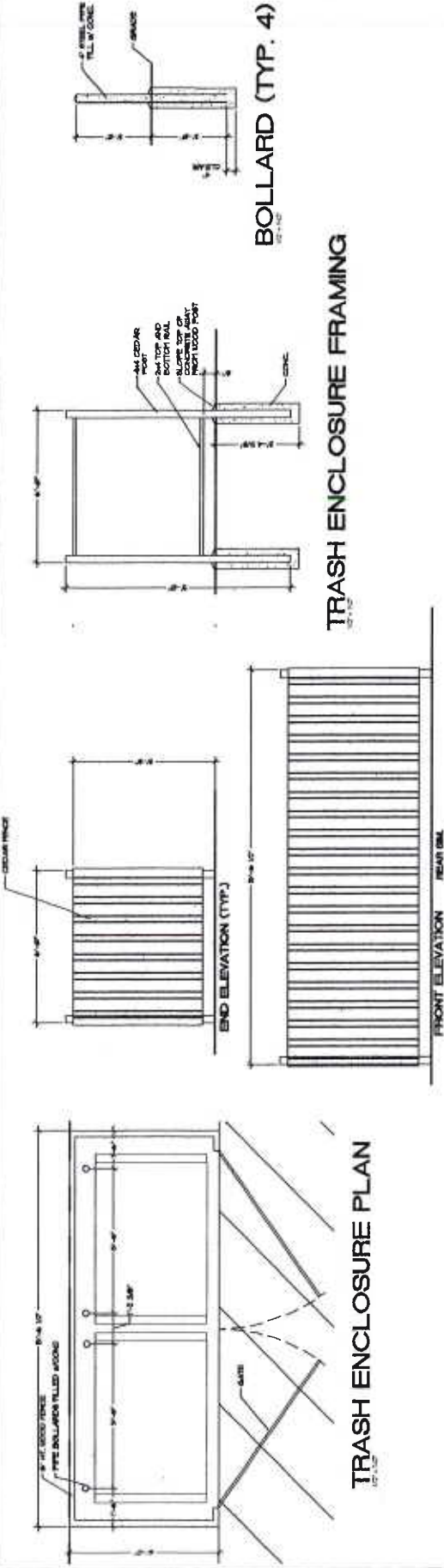
TRASH ENCLOSURE ELEVATION

FRONT ELEVATION REAR ELEV

BOLLARD (TYP. 4)

TRASH ENCLOSURE FRAMING

TRASH ENCLOSURE PLAN

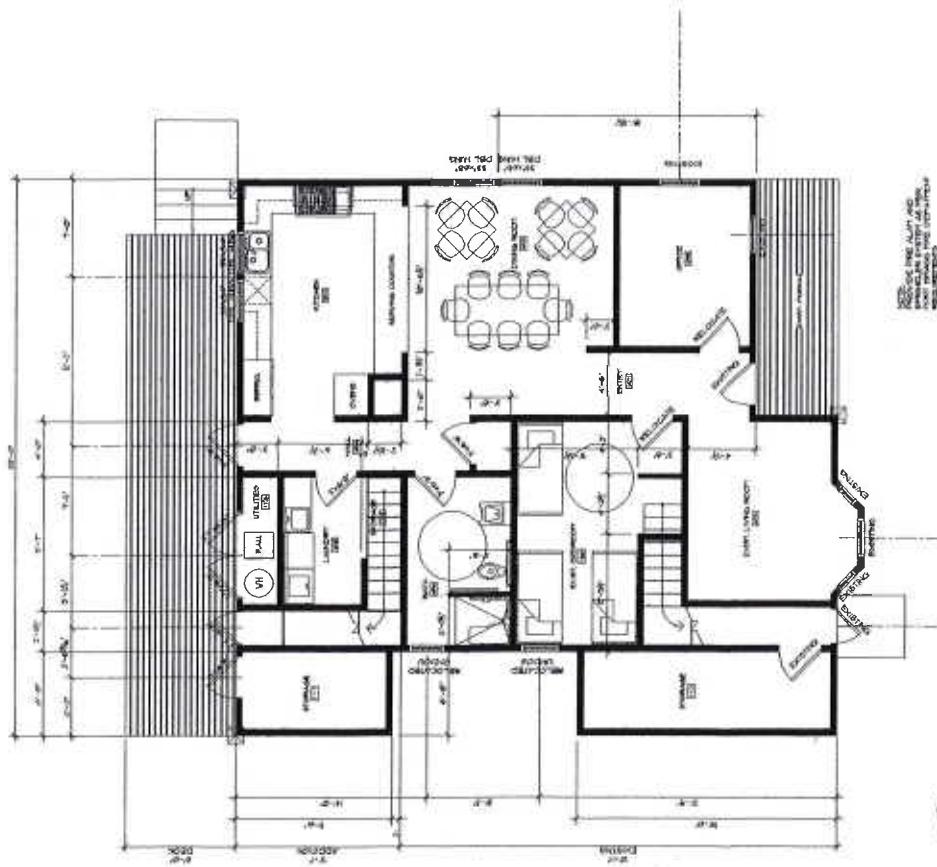


Remodel and Addition To  
HOSPITALITY CENTER  
207 McPherson St  
Fort Bragg, California 95407

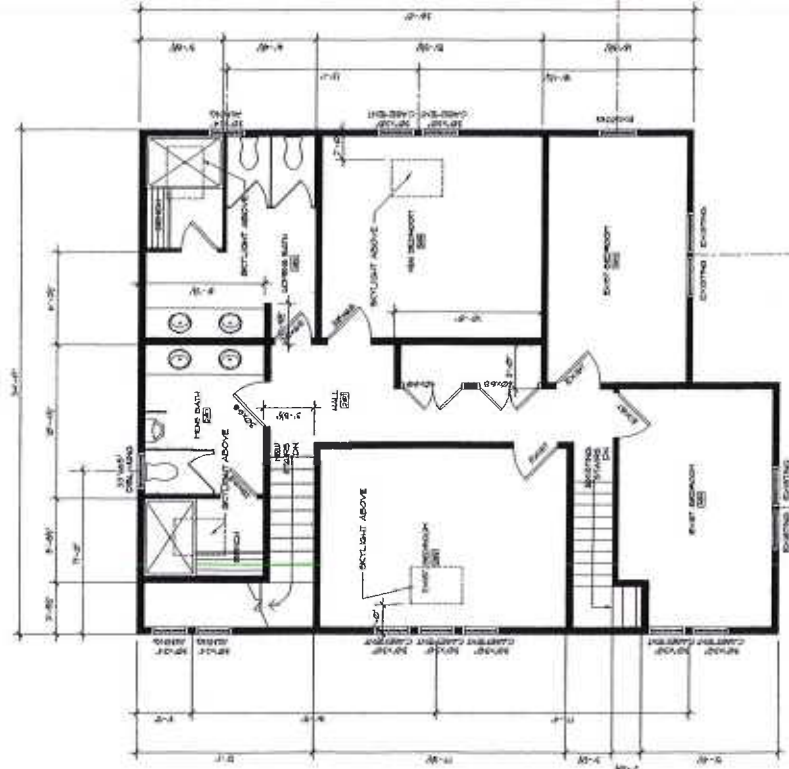
SITE PLAN

LEGEND: 1. EXISTING 2. PROPOSED 3. REMOVED 4. FUTURE 5. OTHER





FIRST FLOOR PLAN



SECOND FLOOR PLAN

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 PLANNING DEPT.





FLOOR PLAN

Remodel and Addition To  
HOSPITALITY CENTER  
Mendocino Coast  
237  
Fort L. McPherson St  
Fort L. McPherson St  
95437

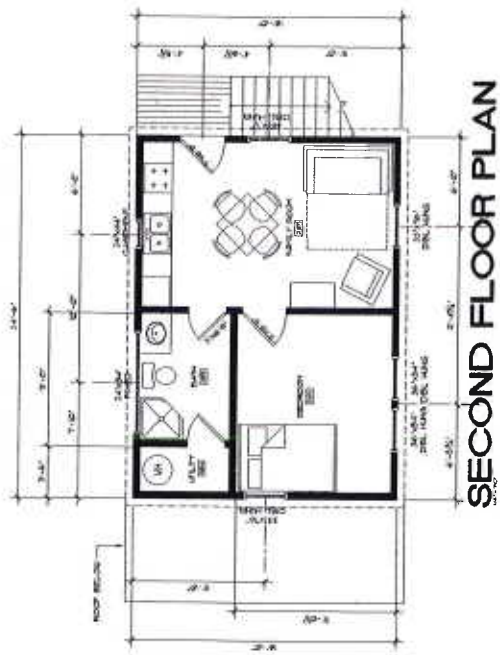
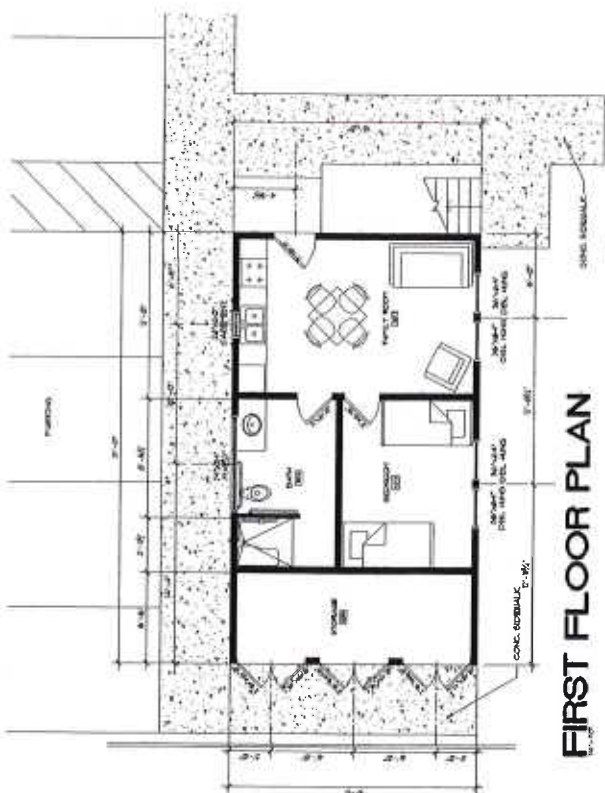
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| NO. 1 | NO. 2 | NO. 3 | NO. 4 | NO. 5 | NO. 6 | NO. 7 | NO. 8 | NO. 9 | NO. 10 | NO. 11 | NO. 12 | NO. 13 | NO. 14 | NO. 15 | NO. 16 | NO. 17 | NO. 18 | NO. 19 | NO. 20 | NO. 21 | NO. 22 | NO. 23 | NO. 24 | NO. 25 | NO. 26 | NO. 27 | NO. 28 | NO. 29 | NO. 30 | NO. 31 | NO. 32 | NO. 33 | NO. 34 | NO. 35 | NO. 36 | NO. 37 | NO. 38 | NO. 39 | NO. 40 | NO. 41 | NO. 42 | NO. 43 | NO. 44 | NO. 45 | NO. 46 | NO. 47 | NO. 48 | NO. 49 | NO. 50 | NO. 51 | NO. 52 | NO. 53 | NO. 54 | NO. 55 | NO. 56 | NO. 57 | NO. 58 | NO. 59 | NO. 60 | NO. 61 | NO. 62 | NO. 63 | NO. 64 | NO. 65 | NO. 66 | NO. 67 | NO. 68 | NO. 69 | NO. 70 | NO. 71 | NO. 72 | NO. 73 | NO. 74 | NO. 75 | NO. 76 | NO. 77 | NO. 78 | NO. 79 | NO. 80 | NO. 81 | NO. 82 | NO. 83 | NO. 84 | NO. 85 | NO. 86 | NO. 87 | NO. 88 | NO. 89 | NO. 90 | NO. 91 | NO. 92 | NO. 93 | NO. 94 | NO. 95 | NO. 96 | NO. 97 | NO. 98 | NO. 99 | NO. 100 |
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A2.2

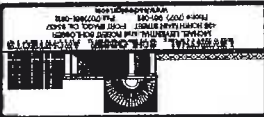
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PLANNING DEPT.



ATTACHMENT 6  
Floor Plan  
(Proposed Alley Unit Renovations)



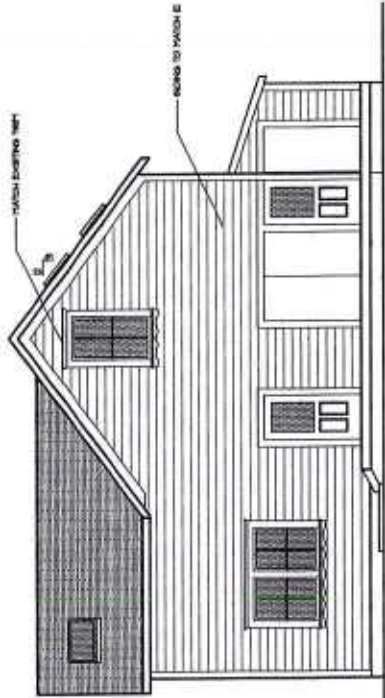
ELEVATIONS

Mendocino Coast  
Hospital and Addition To  
2315 McPherson St  
Fort Bragg, California 95437

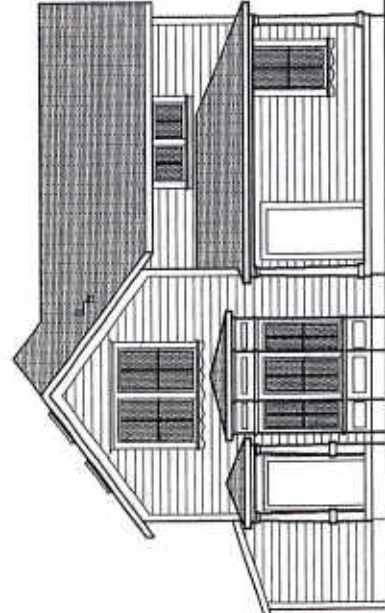
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| DATE  | 10/1/02      |
| BY    | W. J. J.     |
| SCALE | 1/4" = 1'-0" |
| HEET  | 1 OF 1       |

|       |              |
|-------|--------------|
| DATE  | 10/1/02      |
| BY    | W. J. J.     |
| SCALE | 1/4" = 1'-0" |
| HEET  | 1 OF 1       |

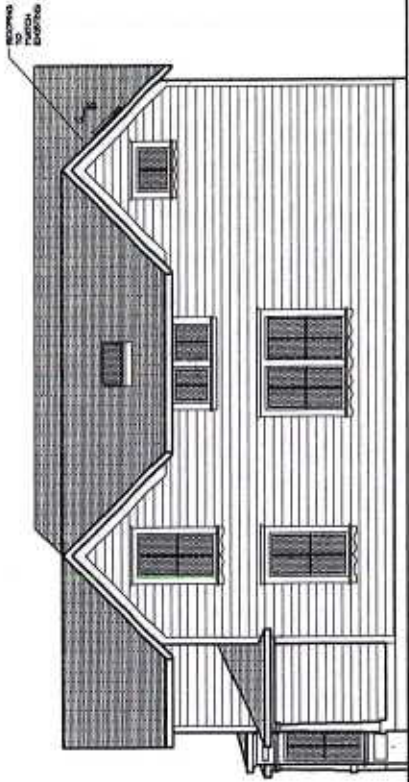
A3.1



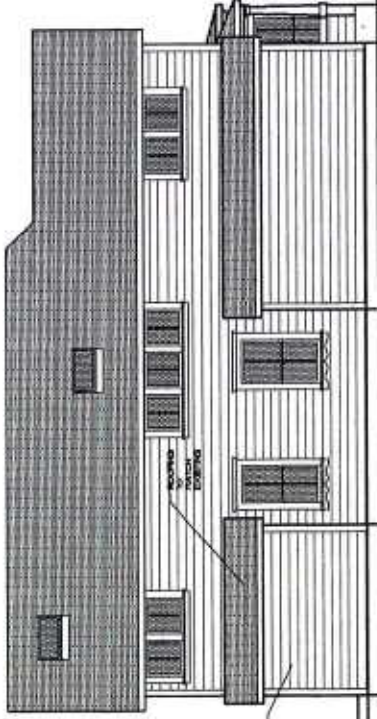
WEST



EAST



NORTH



SOUTH

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PLANNING DEPT.

ATTACHMENT 7  
Elevations  
(Main House)

ELEVATIONS

# ELEVATIONS





Photo taken from Franklin Street looking west at the main building at 237 North McPherson Street.



Photo of the front of the alley "family" unit taken looking west from the back of the main building on site.



Photograph of the rear of the alley "family" unit taken looking northeast.



Photograph of the existing kitchen facilities in the main house.





Photograph of the existing dining room in the main house.



Photograph of a typical bedroom layout in the main house.



# Section 106 Review Form

for

The State of California Office of Historic Preservation

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**Name of Project:** Hospitality House Rehabilitation/Addition  
(04-STBG-1897)

**Lead Agency:** City of Fort Bragg Community Development Department  
416 North Franklin Street  
Fort Bragg, CA 95437

**Contact Person:** Linda Ruffing, Community Development Director or Jason  
Dose, City Planner.

**Project Location:** 237 North McPherson Street, APN 008-155-11  
(See Attached Map)

**Project Description:** The City of Fort Bragg will use \$420,000 to assist the Mendocino Coast Hospitality Center to perform necessary upgrades to their existing emergency shelter. The upgrades include: installation of fire safety exits, fire alarms, fire sprinklers, ADA compliant restroom facilities, upgrade of the electrical and plumbing system to meet current codes, reroof of the existing structure, and addition of approximately 1,165 square feet of space to provide expanded kitchen facilities, a laundry room, storage space, and restroom facilities on the second floor.

The proposed addition to the structure would utilize siding, window casings, and window placement which are compatible with the architectural style of the building.

**Prior Action:** On July 23, 2003, the City of Fort Bragg approved a Scenic Corridor and Site and Architectural Review and Use Permit to authorize the rehabilitation of and the addition to the Mendocino Coast Hospitality Center.

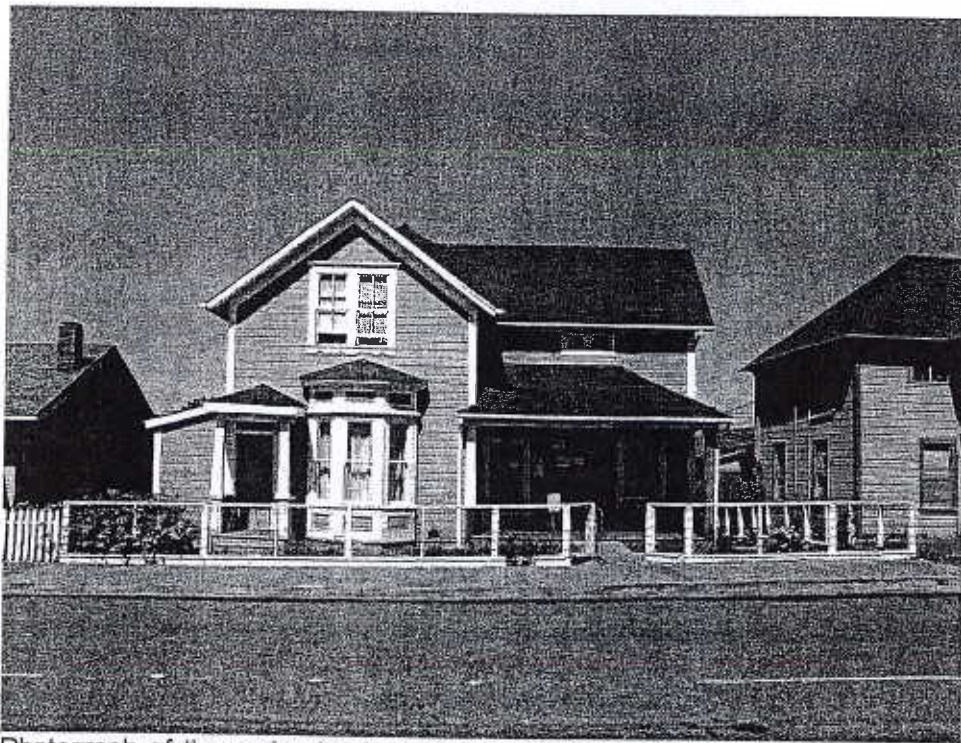
**Is the property/project subject to review pursuant to Section 106 of the National Historic Preservation Act? Please explain.**

Yes, adequate information must be provided to the State of California Office of Historic Preservation to determine the location (if any) and proximity of any historic properties/structures and the potential impact the proposed project could have on said

properties. To the extent that impacts to historic properties/structures is likely, appropriate mitigation would be incorporated into the project to not adversely impact the resource in question.

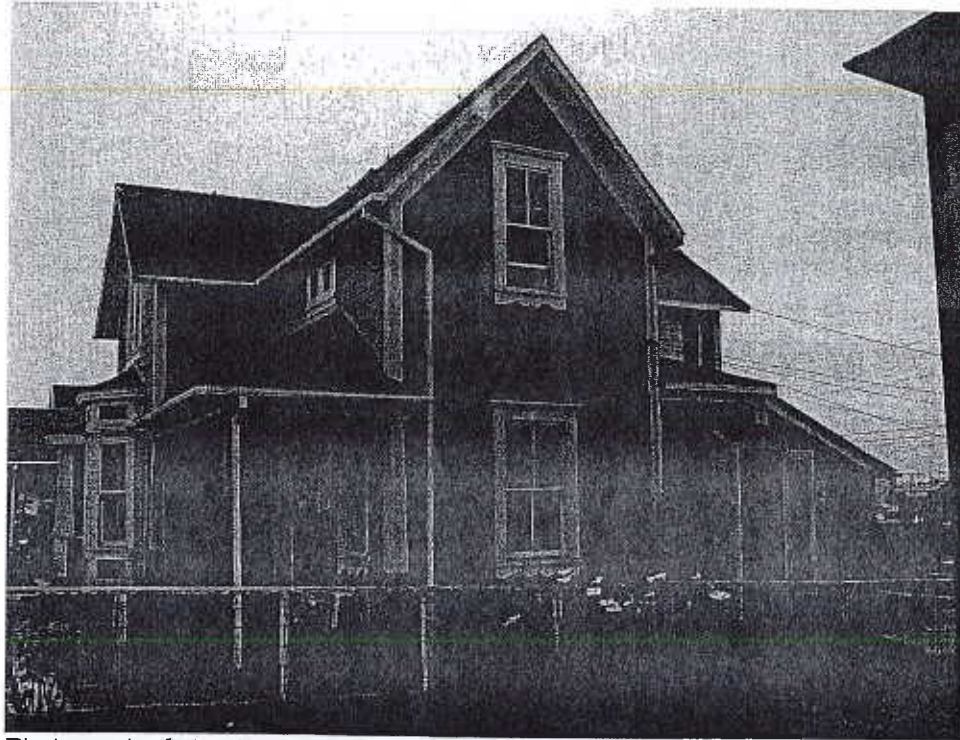
**Describe the area of potential effects based on the nature of the project.**

The existing (main) structure at the site is over 100 years old as evidenced by its appearance on the Sanborn Fire Insurance Map, dated 1909, for the Fort Bragg area. The site contains one outbuilding, currently used for residential purposes, which would not be impacted by this grant activity. The area immediately surrounding the project site is typified by a mixture of residential and commercial uses and structures. The following photographs catalogue the structure in question as well as the surrounding properties:



Photograph of the main structure at the site to be renovated/added to at 237 North McPherson Street. Photograph taken from McPherson Street looking west.



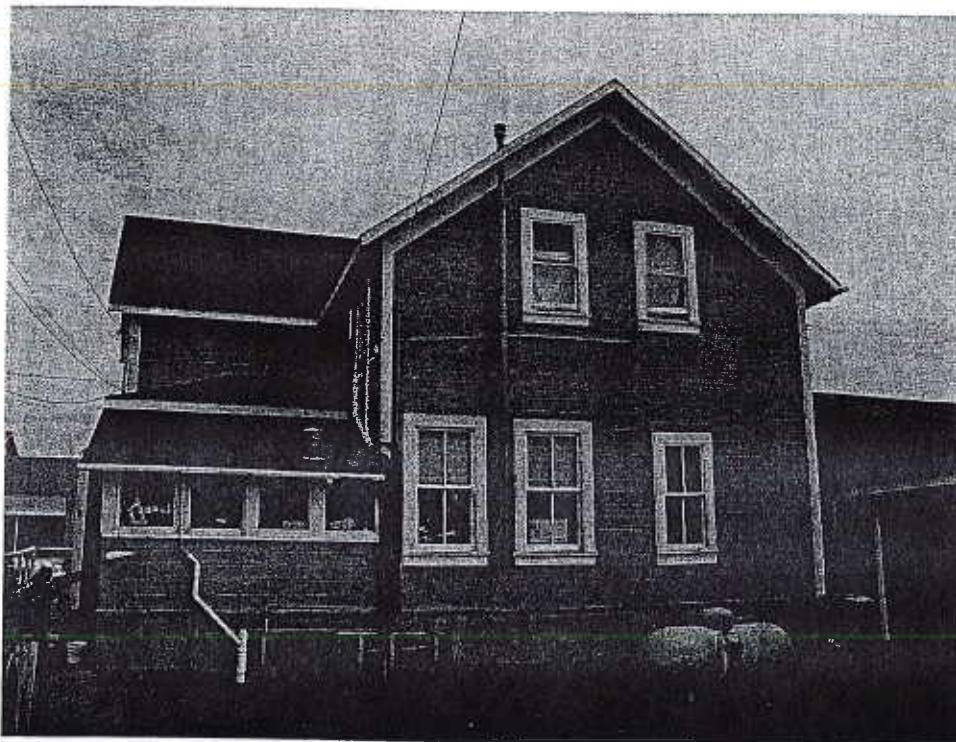


Photograph of structure taken from adjacent property looking south.

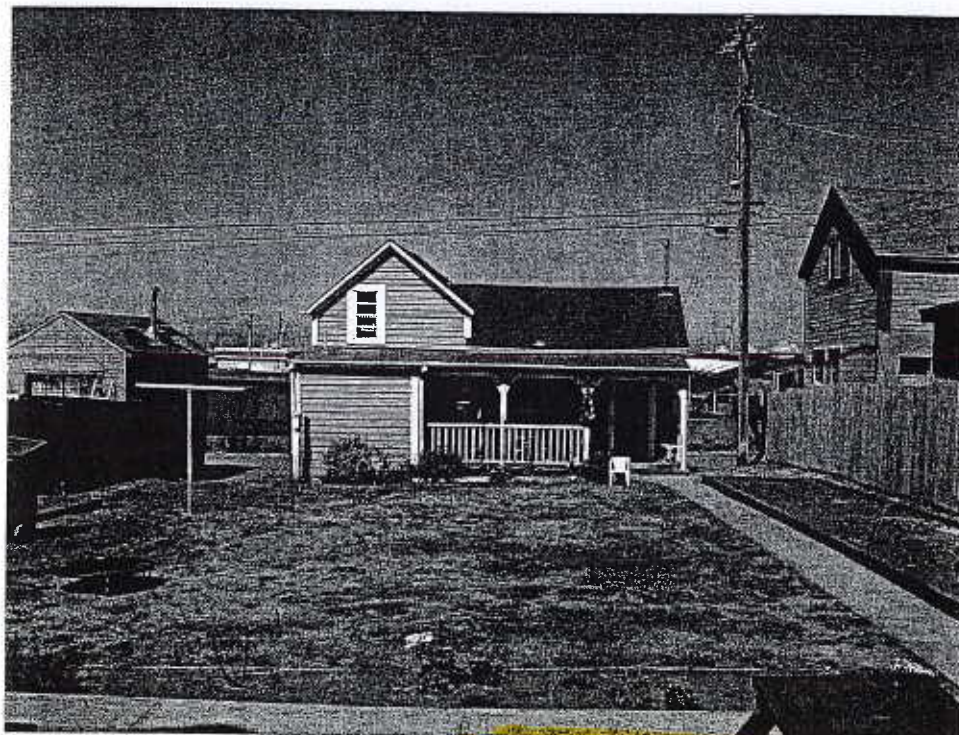


Photograph of structure taken from adjacent property looking west/northwest.



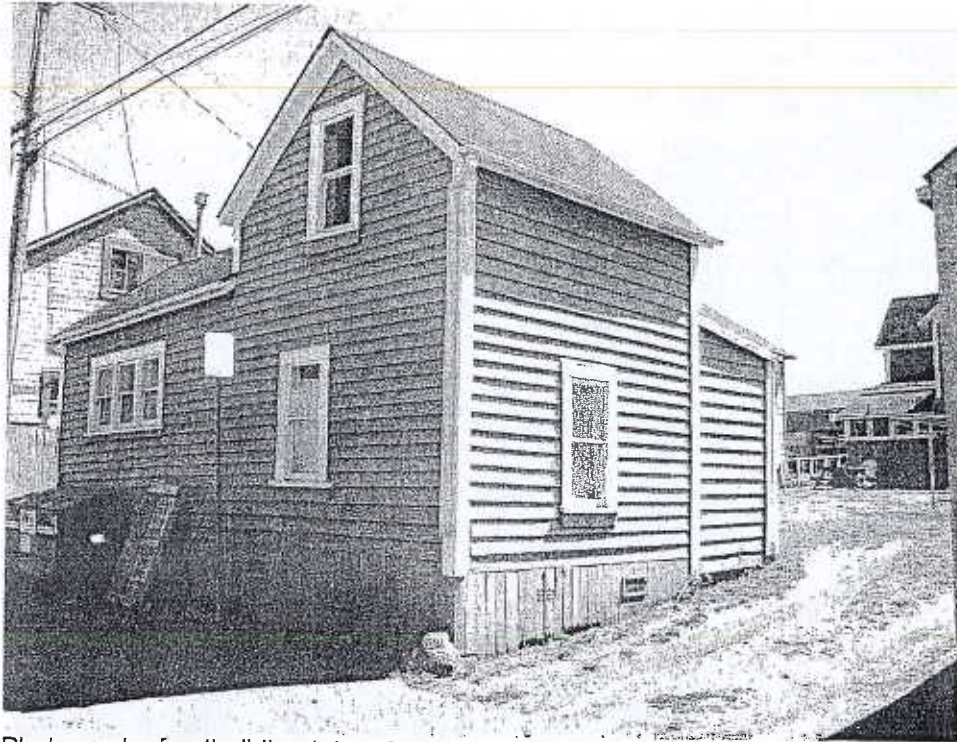


Photograph of structure taken looking east (from property).



Photograph of outbuilding on property. This structure would not be impacted by the grant activity.



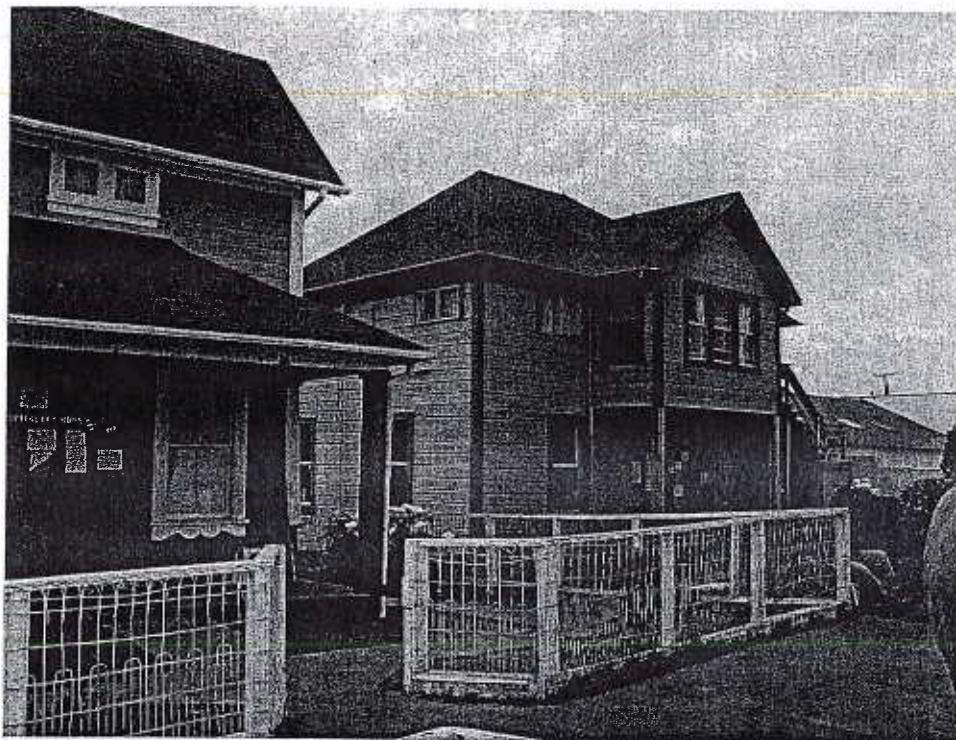


Photograph of outbuilding taken from alley to the west of the property.



Photograph of structures located directly south of 237 North McPherson Street.



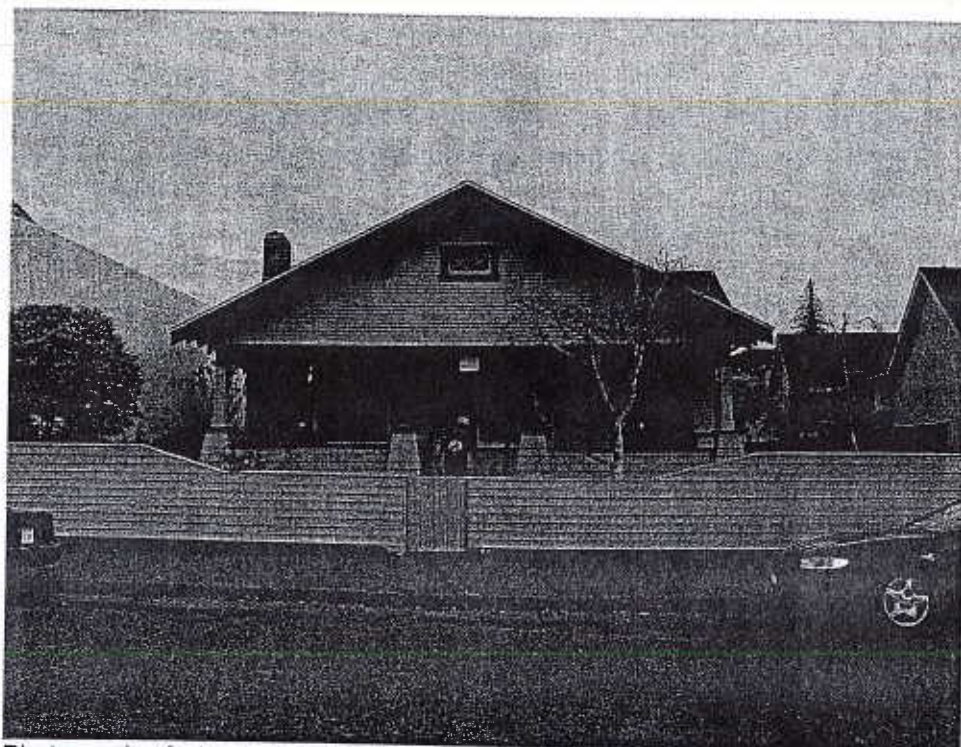


Photograph of structure located directly north of 237 North McPherson Street

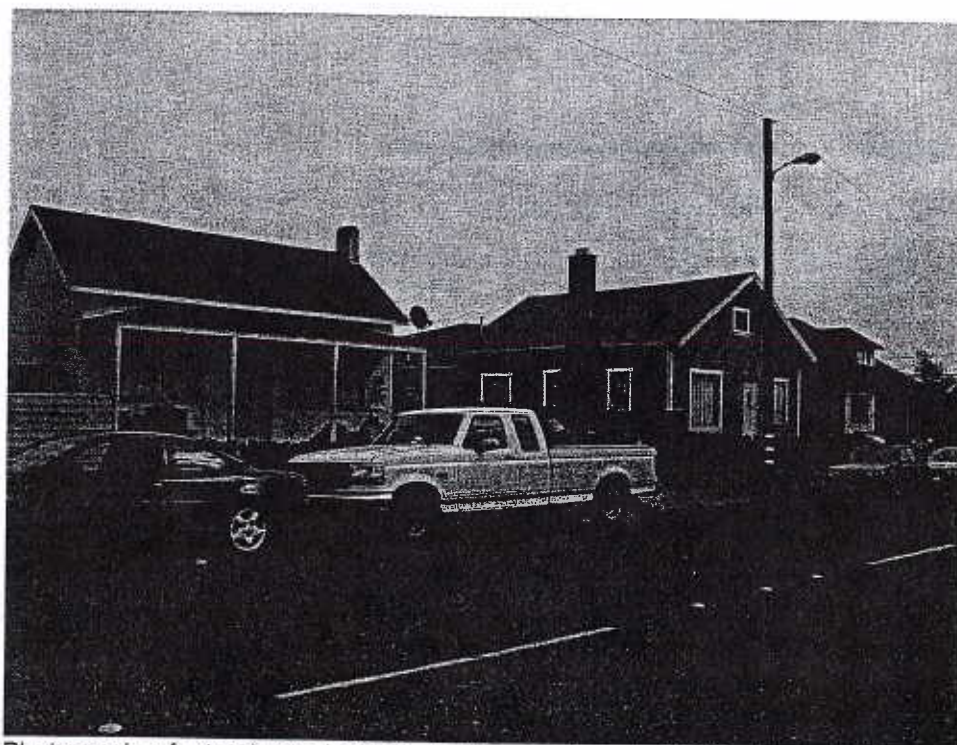


Photograph of structure located northeast of 237 North McPherson Street.





Photograph of structure located to the east (across the street) from 237 North McPherson Street.

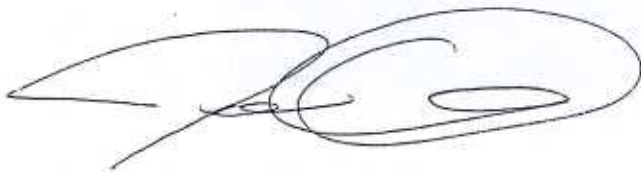


Photograph of structures located to the southeast of 237 North McPherson Street.

The proposed amendments to the structure would include the addition of several windows on the south side of the structure as well as a modest addition to the west/northwest portion of the structure. The addition is designed to utilize an identical roof pitch in relation the original portions of the structure as well as utilize identical window casings/spacing/trim. The addition would be sided to match the existing structure and the entire existing structure as well as the addition would be painted. The structure would not be considerably enlarged and would remain in scale with the adjacent structures in the neighborhood.

It is City staff's opinion that the project would not have an impact on any historic properties on site or in the vicinity of the project and, therefore, is not subject to additional review pursuant to Section 106 of the National Historic Preservation Act and its implementing regulations found at 36 CFR Part 800. We look forward to any additional information you have regarding this project. If you have any questions regarding this letter, please contact myself or Linda Ruffing at (707)961-2823.

Sincerely,

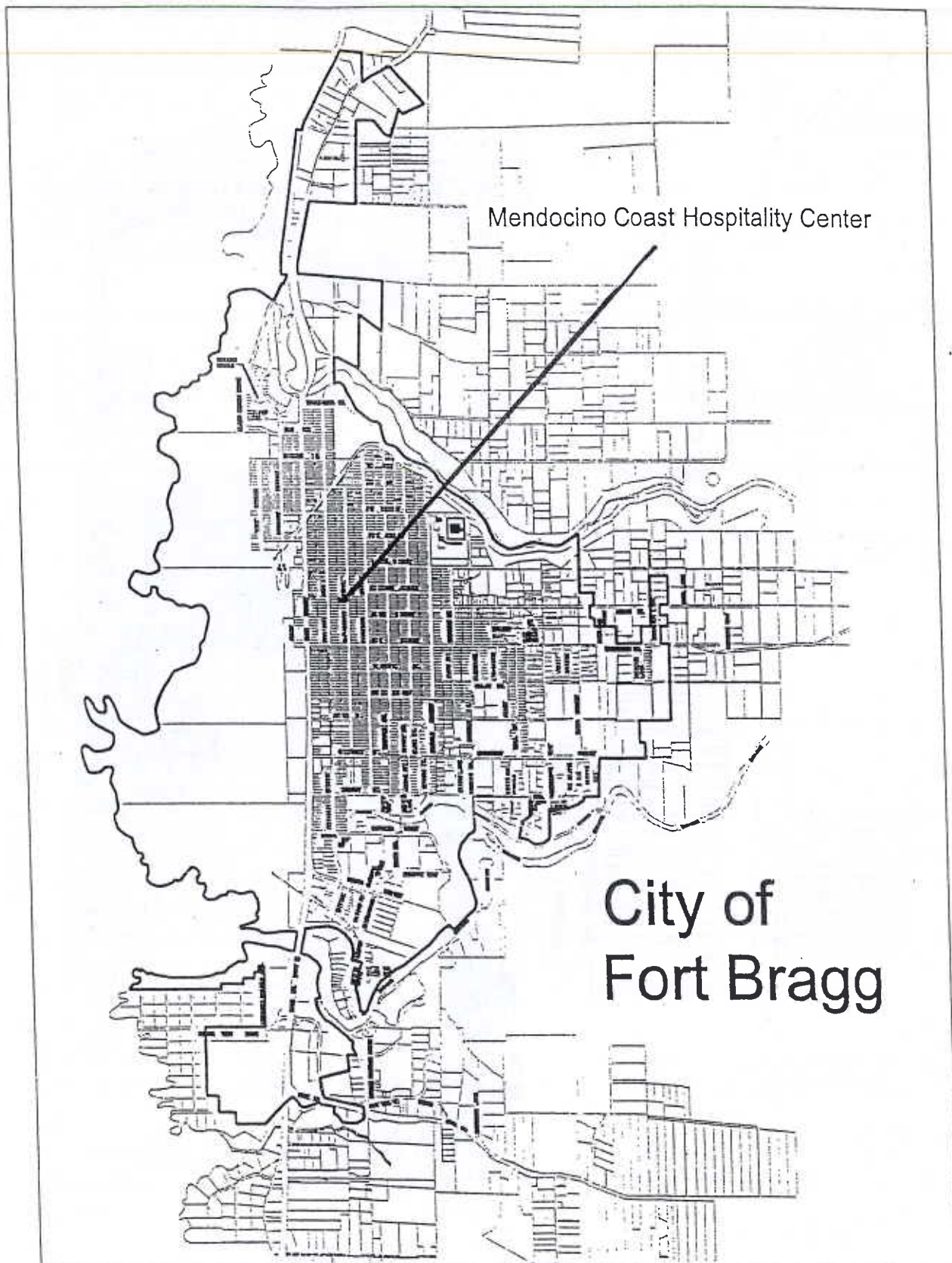
A handwritten signature in black ink, appearing to read 'Jason Dose', with a large, stylized loop at the end.

Jason Dose  
Planner

Attachments: Site location map and improvement drawings.

cc. Linda Ruffing, Community Development Director  
Andy Whiteman, City Manager  
Public Information File

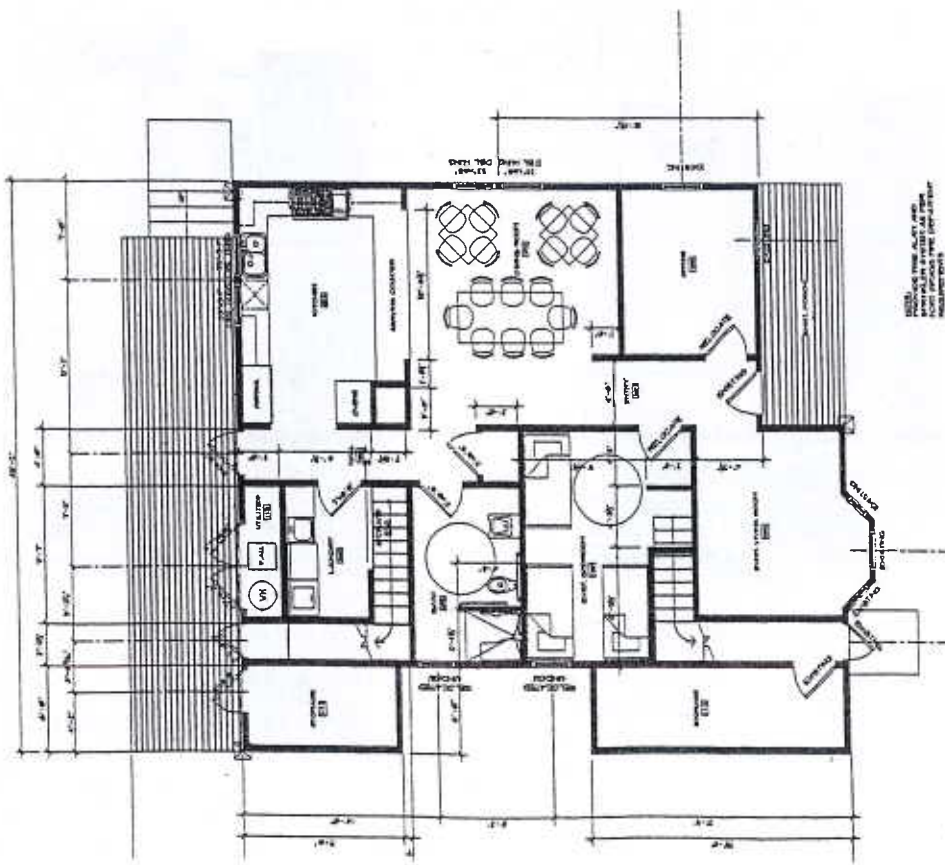




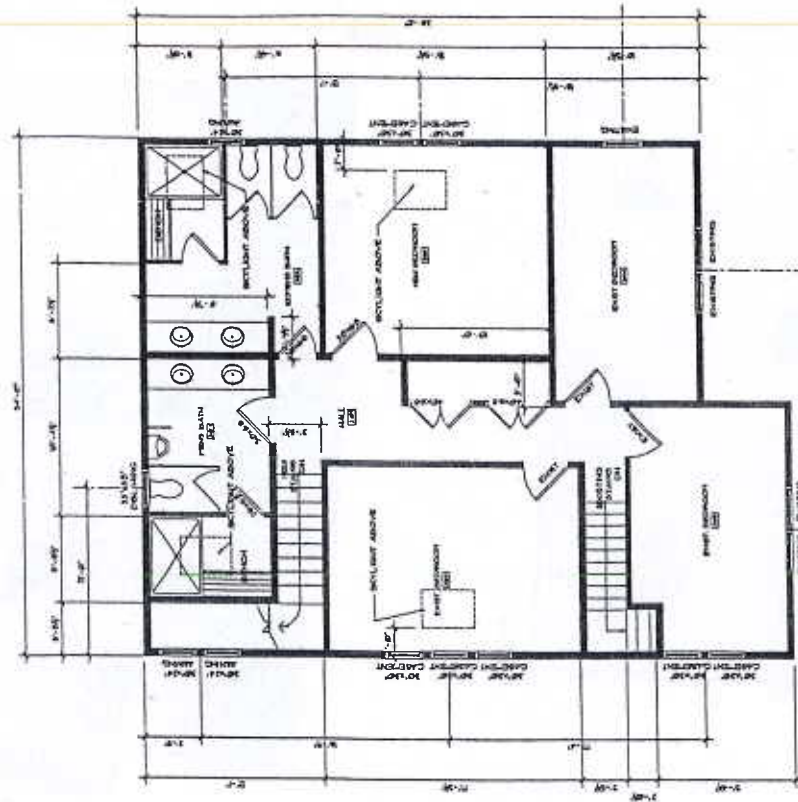
Mendocino Coast Hospitality Center

City of  
Fort Bragg

Mendocino Coast Hospitality  
Center Location Map



## SECOND FLOOR PLAN



五、

MAY 27 2003

CITY OF FORT BRAGG  
PLANNING DEPT.

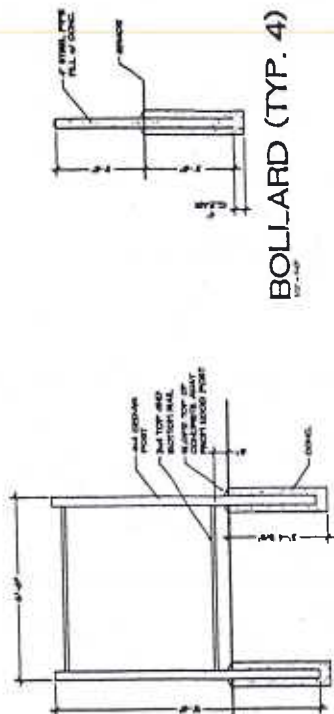


**McPHERSON STREET**

卷之六

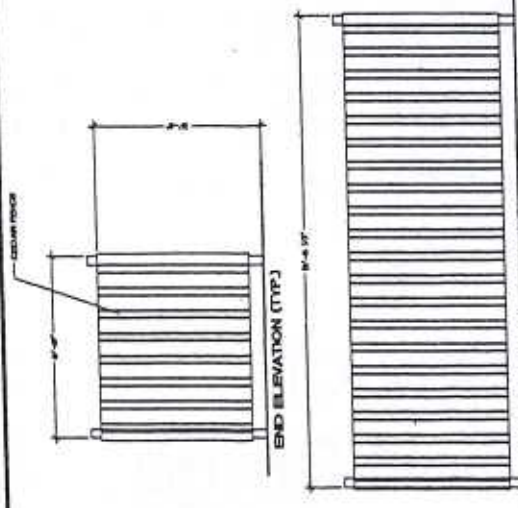
MAY 27 2003

CITY OF FORT BRAGG  
PLANNING DEPT.



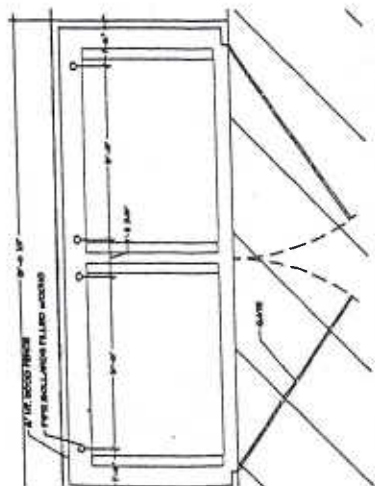
BOLLARD (TYP. 4)

TRASH ENCLOSURE FRAMING

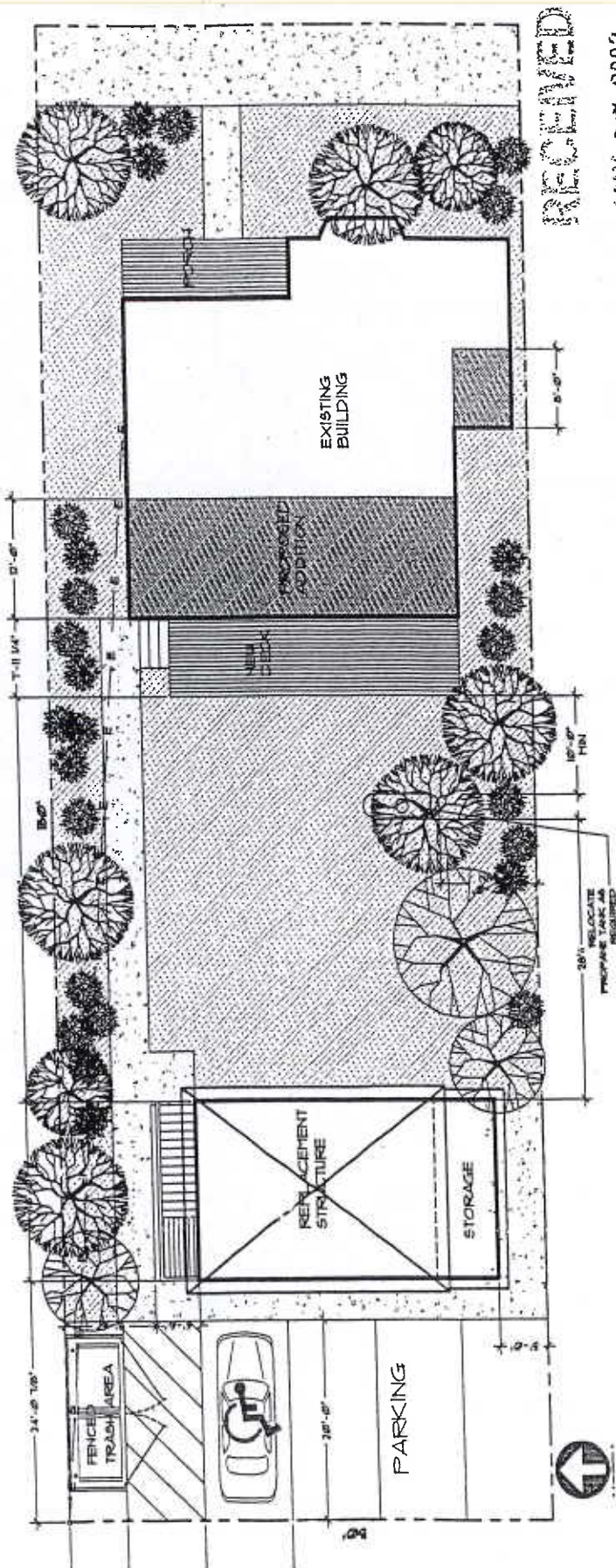


FRONT ELEVATION      REAR ELEVATION

**TRASH ENCLOSURE ELEVATION**



TRASH ENCLOSURE PLAN







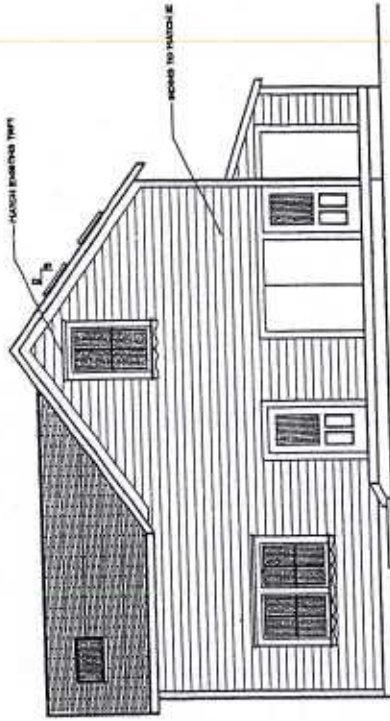
ELEVATIONS

Remodel and Addition To  
HOSPITALITY CENTER  
1100 California St  
Berkeley, California 94704

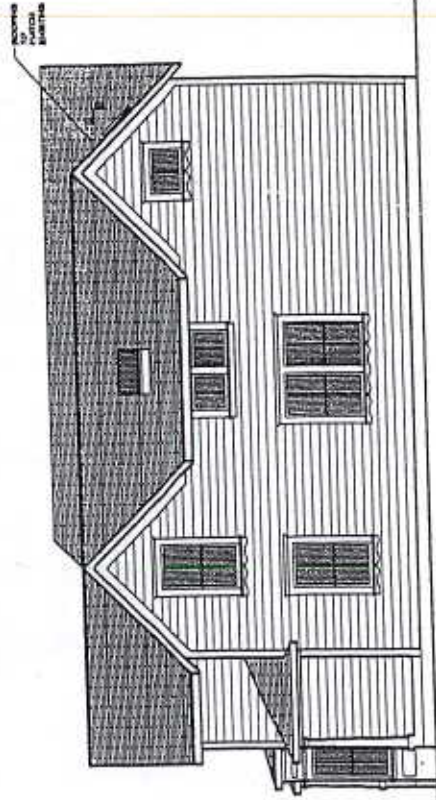
|          |         |
|----------|---------|
| DATE     | 10/1/02 |
| BY       | EDWARDS |
| REVISION |         |
| 1        | 10/1/02 |
| 2        |         |
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|          |         |
|----------|---------|
| DATE     | 10/1/02 |
| BY       | EDWARDS |
| REVISION |         |
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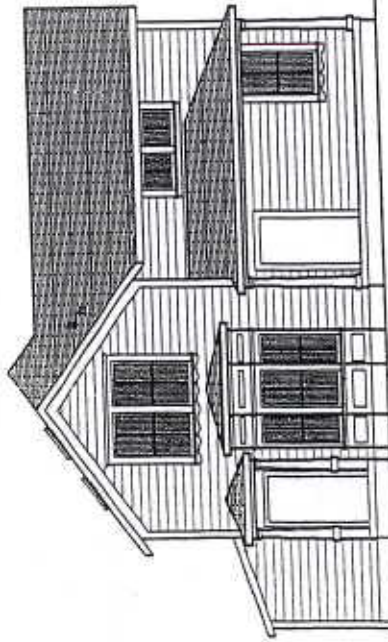
A3.1



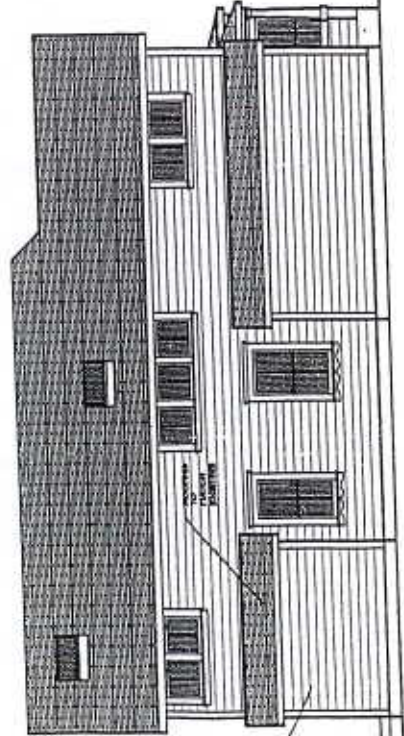
WEST



NORTH



EAST



SOUTH

2000 10/1/02

MAY 27 2003

CITY OF FORT BRAGG  
PLANNING DEPT.

ELEVATIONS





## CITY OF FORT BRAGG

*Incorporated August 5, 1889*  
416 N. Franklin St.  
Fort Bragg, CA 95437  
FAX 707-961-2802

### PERMIT STATUS NOTIFICATION

This document provides notification of the decision as indicated below. If you have any questions, please contact the Community Development Department at City Hall.

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>APPLICATION NO(S):</b>         | SCR/SA 13-03 & USP 9-03                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>OWNER/APPLICANT:</b>           | Mendocino Coast Hospitality Center<br>(Hospitality House)                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>ASSESSOR PARCEL NUMBER:</b>    | 008-155-11                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>STREET ADDRESS OF PROJECT:</b> | 237 North McPherson Street                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>PROJECT DESCRIPTION:</b>       | Scenic Corridor and Site and Architectural Review and Use Permit to authorize a 1,164 square foot addition to the main building, 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 emergency shelter is presently authorized to provide 24 beds. No additional beds or intensification of use are requested. |

---

**DATE OF ACTION:** July 23, 2003

**ACTION BY:** XX Fort Bragg Planning Commission  
     Fort Bragg City Council

**ACTION TAKEN:** XX Approved  
     Denied

---

**LOCAL APPEAL PROCESS AND FEE SCHEDULE:** Decisions of the Planning Commission shall be final unless appealed to the City Council in writing within 10 days thereafter with a filing fee of \$600 to be filed with the City Clerk. If you challenge the above case in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice or in written correspondence delivered to the Community Development Department at, or prior to, the public hearing.

This project is: XX Not appealable to the Coastal Commission.

— Appealable to Coastal Commission pursuant to Public Resources Code Section 30603. An aggrieved person may appeal this decision to the Coastal Commission within ten working days of Commission receipt of this notice. Appeals must be in writing to the appropriate Coastal Commission District office.

**NOTIFICATION MAILED TO:**

Mendocino Coast Hospitality Center  
PO Box 2168  
Fort Bragg CA 95437-2168

Bill Gibson  
PO Box 230  
Mendocino CA 95460-0230

Bob Schlosser  
435 North Main Street  
Fort Bragg CA 95437

**DATE OF MAILING:**

July 25, 2003

cc: Permit File  
City Clerk  
City Manager  
Fort Bragg Fire Department



## **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 11<sup>th</sup> day following the decision unless an appeal to the City Council is filed pursuant to FPMC 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.





## CITY OF FORT BRAGG

*Incorporated August 5, 1889*

416 N. Franklin St.

Fort Bragg, CA 95437

Phone: (707) 961-2823

Fax: (707) 961-2802

ci.fort-bragg.ca.us

May 8, 2006

Bill Gibson  
Mendocino Coast Hospitality House  
237 North Main Street  
Fort Bragg, CA 95437

**Subject: Zoning Designation of Hospitality House**

Dear Mr. Gibson:

In response to a request by the Mendocino Coast Hospitality Center on May 5, 2006, City staff completed a review of the zoning history of the property located at 237 North McPherson Street. Our office has concluded that a new construction and/or rehabilitation of an emergency homeless shelter with 24 beds is an acceptable use based on the zoning and General Plan and is only subject to approval of planning application (Use Permit and Site & Architecture Review) by the Planning Commission. On July 23, 2003, permits USP 9-03 and SCR/SA 13-03 were issued by the City for this facility.

The property is zoned Central Business District per the Land Use & Development Code and General Plan. City records show that the first structure on the property was built in the 1890's.

If you have any questions, please contact the Community Development Department at (707) 961-2823.

Sincerely,

Jason Dose  
Community Development Director

Attachment

ATTACHMENT 12  
**ZONING, GENERAL PLAN DESIGNATION AND/OR  
CONDITIONAL USE PERMIT (CUP)**

- a. Check all supporting documentation that apply and are available and submit a copy behind this page. If documentation provided references a code, section, regulation, ordinance and/or definition that is not explained within the text of the document, attach copies of referenced material.

- ☒ Letter from local Planning Department to evidence Permissive Zoning (see sample)
- ☒ Conditional Use Permit (CUP), and/or
- ☒ Current Zoning Request Status from local Planning Department.

b. Land use description:

- 1) Current Zoning Designation:  
(attach documentation,  
i.e., letter from local Planning Authority)

Central Business District

- 2) Current General Plan Designation:  
(attach documentation,  
i.e., letter from local Planning Authority)

Central Business District

- 3) If current zoning and general plan designation do not permit use for emergency shelter and/or transitional housing:

- (a) When will proposed facility be accommodated: \_\_\_\_\_

Month / Day / Year

- (b) How will proposed facility be accommodated:  
(attach documentation to verify current stage in local planning process)

- ☐ Rezoning
- ☐ General Plan Amendment
- ☐ Zoning Variance
- ☐ Conditional Use Permit (CUP)
- ☐ Other: \_\_\_\_\_



Received by: [Signature]

Date: 7/3/03

Fort Bragg Advocate News

## CITY OF FORT BRAGG

*Incorporated August 5, 1889*  
416 N. Franklin St.  
Fort Bragg, CA 95437  
FAX 707-961-2802

### NOTICE OF PUBLIC HEARING

**NOTICE IS HEREBY GIVEN** that the Fort Bragg Planning Commission will conduct a public hearing at a regularly scheduled meeting to be held at 6:00 p.m., or as soon thereafter as the matter may be heard on **JULY 23, 2003**, at Town Hall, at the corner of Main and Laurel Streets (363 North Main Street), Fort Bragg, California. The public hearing will concern the following item:

|                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| File Number:     | SA/SCR 13-03 & USP 9-03                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Owner/Applicant: | Hospitality House                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Location:        | 237 North McPherson Street, (APN 008-155-11)                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Description:     | Scenic Corridor/Site and Architectural Review and Use Permit to authorize the following modifications to an existing emergency shelter: An 1,164 square foot addition to the main house; relocation of the alley house to meet setbacks; addition of a 432 square foot second floor to the alley house; and establishment of parking along the alley. The shelter is presently authorized to provide 24 beds. No additional beds or intensification of use are requested. |

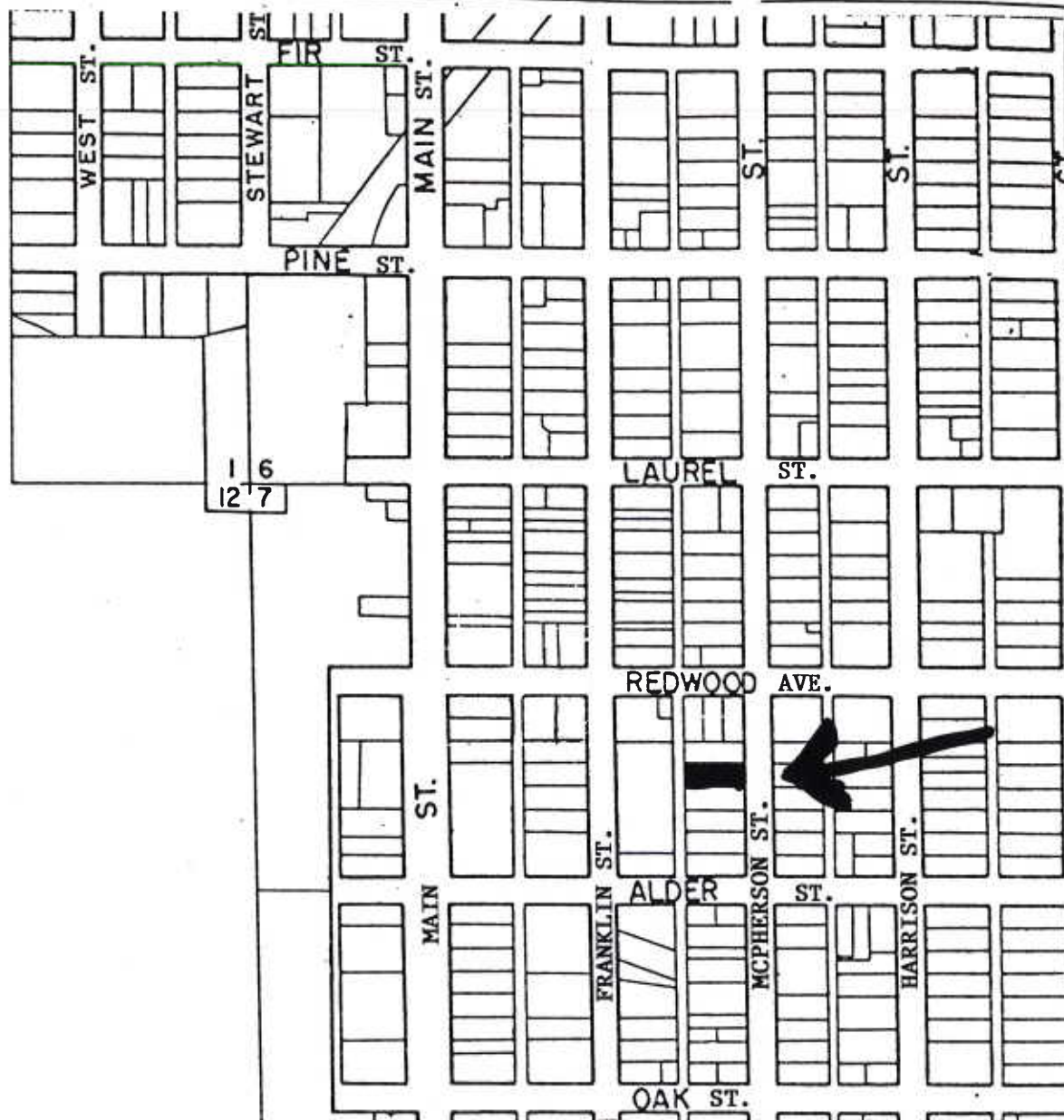
The hearing will be opened for public participation. All interested persons are invited to appear at that time to present their comments. Written communications must be received no later than the meeting date. At the conclusion of the public hearing, the Planning Commission will consider a decision on the above permit(s).

[Signature: Nancy DeMartino]

Nancy DeMartino  
Administrative Secretary

PUBLISHING DATE: July 10, 2003





scale: 1"=400'

## SITE LOCATION



Name of Applicant Hospitality House

Location of Project 237 North McPherson St. AP# 008-155-11

Project Number SA/SCR 13-03 & USP 9-03

Type of Application Scenic Corridor/Site & Architectural Review Use Permit

Hearing Date July 23, 2003, at 6:00 p.m.

Hearing Location Town Hall, 363 North Main Street

# PUBLIC HEARING



## City of Fort Bragg

Incorporated August 5, 1889

416 N. Franklin St.  
Fort Bragg, Ca 95437  
707 961-2825

### NOTICE OF PUBLIC HEARING

**NOTICE IS HEREBY GIVEN** that the Fort Bragg Planning Commission will conduct a public hearing at a regularly scheduled meeting to be held at 6:00 p.m., or as soon thereafter as the matter may be heard on **JULY 23, 2003**, at Town Hall, at the corner of Main and Laurel Streets (363 North Main Street), Fort Bragg, California. The public hearing will concern the following item:

File Number: SA/SCR 13-03 & USP 9-03

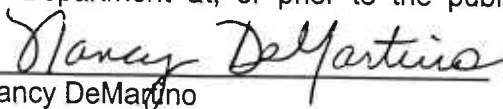
Owner/Applicant: Hospitality House

Location: 237 North McPherson Street, (APN 008-155-11)

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

The hearing will be opened for public participation. All interested persons are invited to appear at that time to present their comments. Written communications must be received no later than the meeting date. At the conclusion of the public hearing, the Planning Commission will consider a decision on the above permit(s).

Local appeal process and fee schedule: Decisions of the Planning Commission shall be final unless appealed to the City Council in writing within 10 days thereafter with a filing fee of \$600 to be filed with the City Clerk. If you challenge the above case in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice or in written correspondence delivered to the Community Development Department at, or prior to the public hearing.

  
Nancy DeMartino  
Administrative Secretary

POSTING/MAILING DATE: July 10, 2003

STATE OF CALIFORNIA )  
                                  )ss.

COUNTY OF MENDOCINO)

I declare, under penalty of perjury, that I am employed by the City of Fort Bragg in the Community Development Department; and that I posted this Notice in the City Hall Notice case on July 10, 2003.

s/ Nancy DeMartino

Nancy DeMartino, Administrative Secretary  
ADMINISTRATION/ENGINEERING  
(707) 961-2823

FINANCE/WATER WORKS  
(707) 961-2825

ECONOMIC/COMMUNITY DEVELOPMENT  
(707) 961-2828

**AFFIDAVIT OF POSTING**

I, Nancy DeMartino  
authorized representative of the City  
of Fort Bragg, posted copies of this  
notice on the following locations  
within the City of Fort Bragg, on  
(day) Thursday  
(date) 7-10-03

1. 237 N McPherson
2. \_\_\_\_\_
3. \_\_\_\_\_
4. Library (if required) \_\_\_\_\_

I declare, under penalty of perjury,  
that the foregoing is true and correct.





Reply-To: "Toni Clark" <tawny@mcn.org>  
From: "Toni Clark" <tawny@mcn.org>  
To: "Bill Gibson" <GBZN@mcn.org>  
Subject: I hope this is O.K.  
Date: Sat, 29 Mar 2003 14:17:25 -0800  
X-Priority: 3

## MENDOCINO COAST HOSPITALITY CENTER

### MISSION STATEMENT

The Mendocino Coast Hospitality Center (Hospitality House) is a faith based organization that draws its sense of mission from the universal belief of all-major religions that to minister to the needs of the poor, the hungry, and the homeless, is society's obligation.

Hospitality House Board 2003

[PRESIDENT] Bill Gibson [3yrs.],[VICE-PRESIDENT/ acting TREASURER] D'ARCY CHISHOLM [2yrs.], [SECRETARY] Toni Clark [2 yrs.], [GRANT ADVISOR] David McCorkle [ 9 mo.][GRANT WRITER] David Youssouppoff [3 yrs.], KATHLEEN CAMERON [new], Gary Johnson [new], Marion Waldman [10 yrs]

[Program Manager:] Barbara DurigAn

[House Manager:] Anita partridge

[BOOKKEEPER:] Meadows Tax Service

The Board of Directors meets once a month on the second Monday of the month. The board members are involved in many aspects of the House like, fund raising, open house organizing, and writing thank you to donors, grant writing, procuring needs for the house, and prepares meals from time to time.

The House was incorporated on June 24, 1986 and opened for operation in Nov. of 1987. The house was paid off in Feb. 2003 The House was established for anyone needing temporary shelter and food.

Sixteen years later we provide the following services:

**SERVICES:** Shelter, Meals, Laundry, Showers, Non Resident Shower Message, Mail Center, And Referrals.

**BEDS.** # 6,766 bed nights from Feb. 2002-Feb. 2003. [22 plus 3 emergency rollaway beds]

**Meal:** #11,979 served from Feb.2002-Feb-2003

### **FACILITY:**

Downstairs: Kitchen, Living Room, Dinning Room, Bath Room, Office, Laundry Room,

Mangers Bedroom, Assistants Bedroom,

Upstairs: Men's Room [6 beds], Women's Room [5 beds] Family bedroom [3 beds] Women's Bathroom, Men's bathroom.

Family House: Living Room /Kitchen, Bedroom [3 beds] Living Room has a hide-a- bed.

**Referrals:** M.C.H.C. is the first step of the continuum of care plan for the homeless in the area. All clients are referred to the Coast Community Center if they are looking for services and housing. Benefit counseling, Mental Health and substance Abuse Referral, Life Skills Classes, Link to SHP, Transitional and shelter Plus Care Housing Program at the Coast Community Center, EDD, Job Alliance, adop [Alcohol and Drug Programs] etc. NO COUNSELING IS DONE ON SITE ONLY REFERRALS.

The M.C.H.C. is the only year round emergency shelter in Mendocino County. The staff participates in weekly case conferencing to ensure that clients are not receiving duplicate services.

**CLIENTS:** All clients are responsible for making their bed and keeping their area clean and neat daily. Clients are given designated tasks to do each day, assist with meals, cleaning, yard work, etc.

**FEES:** No fees are charged to any client. Mental Health and General Assistance reserves several beds for clients, which the county pays for directly. Even if the Mental Health or General Assistance is terminated, they would not be asked to leave.

**Service Limits:** Three [3] days for clients seeking temporary shelter. Thirty [30] days for client who enter a program. We do a case-by-case evaluation.

**Budget:** [2001 - \$62,750.00] [2002 - \$56,710.00] [ 2003 - \$73,767.00]

The main criteria to success are that the client does not return to the house. The client becomes self-sufficient, and graduate to the SHP or other housing program. The first step to success is the client addressing their issues and needs and acting upon them.

## FAX COVER SHEET

**Beckman's S & S Printing**

329 E. Redwood Avenue

Fort Bragg, CA 95437

707-964-5416

Fax: 707-964-6352

|                                                                                                      |                                               |
|------------------------------------------------------------------------------------------------------|-----------------------------------------------|
| SEND TO <i>City</i><br>Company name<br><i>Beckman's S &amp; S Printing</i><br>Attention <i>Jason</i> | From <i>Bill Gibson</i><br>Date <i>7-1-03</i> |
| Office location<br><i>Fort Bragg</i>                                                                 | Office location                               |
| Fax number<br><i>707 964-2802</i>                                                                    | Phone number<br><i>964-1150</i>               |

## COMMENTS

RECEIVED  
JUL -2 2003  
CITY OF FORT BRAGG  
PLANNING DEPT.



RECU145A



# **BUSINESS LICENSE CERTIFICATE**

## **CITY OF FORT BRAGG**

TRANSFERRAB

The Licensee named herein having paid the City of Fort Bragg all fees required, license is hereby granted said Licensee to transact the business herein set forth, for the period stated, in conformity with the Provisions of Municipal Code Title 5. This License is issued without verification that the licensee is subject to or exempt from licensing by the State of California.

PLEASE POST IN  
CONSPICUOUS PL

For Period 1/01/2003 To 12/31/2003

Loc: 237 N MCPHERSON ST  
FORT BRAGG

CA 95437

Business/License No. 1654

MENDOCINO COAST HOSPITALITY  
CENTER/WILLIAM GIBSON-PRES  
P.O. BOX 2168  
FORT BRAGG

CA 95437

Type of Business  
SERVICE

TWENTY-FOUR BED SHELTER  
FOR THE HOMELESS

CAPITAL

JUN 27 2003

## Monthly Statistics from Hospitality House

May 2003

Single Men 15

Single Women 8

**Total Singles 23**

Families

Single Parent 1

Both Parents 1

Adults 3

Children 4

**Total families 2**

**Couples no children 1**

**Total couples 1**

**Total Bed nights 568**

**Food Meals**

Breakfast and dinner 782

Non guest meals 152

Lunches 25

Total 959

**Expense: food 1123.71**

\* this total includes non food items

Food bank 35.00

Food total 1158.71

total

price per meal .83

RECEIVED

JUN 27 2003

CITY OF FORT BRAGG  
PLANNING DEPT.

## **Other Services**

Showers 14

Laundry 11

## **Ethnic background**

White 21

Black 2

Hispanic

Native Am. 3

Hawaiian

## **Issues**

D/A 12

Mental Health 1

Dual 5

## **Volunteer hours 60**

Prepared by Barbara Durigan

Director/ Program Manager



Order No. 164900  
Escrow No.  
Loan No.

WHEN RECORDED MAIL TO:  
MENDOCINO COAST HOSPITALITY  
CENTER  
Post Office Box 2168  
Fort Bragg, CA 95437

8793

RECORDED AT REQUEST OF  
FIRST AMERICAN TITLE COMPANY  
BOOK 1624 PAGE 647  
MAY 21 11 30 AM '87

OFFICIAL RECORDS  
MENDOCINO COUNTY CALIF  
HARSHA A. YOUNG  
RECORDER

1.00  
28

MAIL TAX STATEMENTS TO:

Same as Above

|                                     |        |
|-------------------------------------|--------|
| \$10.00                             | PAID   |
| <input checked="" type="checkbox"/> | FICU   |
| <input checked="" type="checkbox"/> | FILED  |
| <input type="checkbox"/>            | Exempt |

DOCUMENTARY TRANSFER TAX \$ 66.00

..... Computed on the consideration or value of property conveyed; OR  
..... Computed on the consideration or value less liens or encumbrances  
remaining at date of sale

Signature of Declarant or Agent determining tax - Firm Name  
FIRST AMERICAN TITLE COMPANY

## GRANT DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

BANK OF AMERICA NATIONAL TRUST AND SAVINGS ASSOCIATION, a National Banking Association

hereby GRANT(S) to  
MENDOCINO COAST HOSPITALITY CENTER, a California non-profit Corporation

the real property in the City of Fort Bragg  
County of Mendocino

, State of California, described as

SEE EXHIBIT "A" ATTACHED HERETO

Dated May 12, 1987

STATE OF CALIFORNIA  
COUNTY OF \_\_\_\_\_  
On \_\_\_\_\_  
before me, the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_  
\_\_\_\_\_

personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same.

WITNESS my hand and official seal.

Signature \_\_\_\_\_

BANK OF AMERICA NATIONAL TRUST AND SAVINGS  
ASSOCIATION, a National Banking Association

BY: *[Signature]* JAMES M. P. DODD  
JAMES M. P. DODD

BY: *[Signature]* JAMES M. P. DODD  
JAMES M. P. DODD

(This area for official notarial seal)

MAIL TAX STATEMENTS AS DIRECTED ABOVE

1002 (6/82)

OF CALIFORNIA } S.S.  
Y OF San Francisco

May 11, 1987 before me, the undersigned, a notary public in and for said  
San Francisco County, appeared James L. Lusk  
personally known to me or proved to me on the basis of satisfactory evidence to be the  
son(s) who executed the within instrument as a(n) Joint and several  
trust. Life Period of Bank of America National Trust and Savings  
Association, the Association that executed the within instrument and acknowledged to me  
it such association executed the same.

ness my hand and official seal

Marilyn H. Noah  
Notary Public in and for said County and State

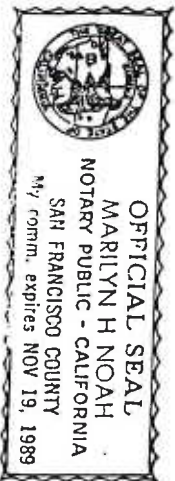


EXHIBIT "A"  
DESCRIPTION

ORDER NO. MEN 164900

THE LAND HEREIN REFERRED TO IS SITUATED IN THE STATE OF  
CALIFORNIA, COUNTY OF MENDOCINO, AND IS DESCRIBED AS FOLLOWS:

ALL THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF FORT BRAGG  
MORE PARTICULARLY DESCRIBED AS FOLLOWS:

STARTING FROM THE CORNER TO SECTIONS 1 AND 12, TOWNSHIP 18 NORTH,  
RANGE 18 WEST, AND SECTIONS 6 AND 7, TOWNSHIP 18 NORTH, RANGE 17  
WEST, MOUNT DIABLO BASE AND MERIDIAN, AND RUNNING THENCE EAST  
1140 FEET; THENCE SOUTH 610 FEET TO THE POINT OF BEGINNING;  
THENCE ON THE EXTERIOR BOUNDARIES OF SUCH LOT OR PARCEL OF LAND,  
WEST 140 FEET; THENCE SOUTH 50 FEET; THENCE EAST 140 FEET; THENCE  
NORTH 50 FEET TO THE POINT OF BEGINNING .

BEING LOT 13 IN BLOCK 20.

A.P.N. 8-155-11  
COMMONLY KNOWN AS 237 N. MCPHERSON STREET, FORT BRAGG, CALIFORNIA

\* \* \* \* \*

# Hospitality House

APN 008-152-18-00

GAYLE BOWMAN

PO BOX 518

FORT BRAGG CA 95437

APN 008-153-15-00

DENNIS BALASSI

PO BOX 2343

FORT BRAGG CA 95437

APN 008-153-16-00

MATHEW V. HUBER

PO BOX 877

FORT BRAGG CA 95437

APN 008-153-17-00

WILLIAM C. & TRUDY M. MORGAN

32775 PARKVIEW DR

FORT BRAGG CA 95437

APN 008-153-18-00

OLGA M. AFONSO

125 E REDWOOD AVE

FORT BRAGG CA 95437

APN 008-153-19-00

WILLIS E. & CAROLE L. FANJOY

PO BOX 2505

FORT BRAGG CA 95437

APN 008-153-20-00

OLGA M. AFONSO

125 E REDWOOD AVE

FORT BRAGG CA 95437

APN 008-153-25-00

MARGARET M. FERRARI

117 RED TOP RD

SUISUN CITY CA 94585

APN 008-154-07-00

STEPHEN K. DENKIN

1338 ROSS ST

PETALUMA CA 94954

APN 008-154-08-00

VERONICA E. MCINTYRE

830 ENCINO DR

MORGAN HILL CA 95037

APN 008-154-09-00

MATHEW V. HUBER

PO BOX 877

FORT BRAGG CA 95437

APN 008-154-10-00

ARDYTHE FENWICK

145 BRANDON WAY

FORT BRAGG CA 95437

APN 008-154-11-00

ROZANN CHEEK

PO BOX 701

CLEARLAKE PARK CA 95424

APN 008-154-14-00

L. N. SPRING

225 REDWOOD AVE

FORT BRAGG CA 95437

APN 008-154-15-00

KATHRYN K. LYNCH

321 N MCPHERSON ST

FORT BRAGG CA 95437

APN 008-154-16-00

ELAINE J. ROCK

10280 BROOKS RD

WINDSOR CA 95492

APN 008-154-23-00

LARRY SPRING

225 E REDWOOD AVE

FORT BRAGG CA 95437

APN 008-154-24-00

LARRY SPRING

225 REDWOOD AVE

FORT BRAGG CA 95437

APN 008-155-02-00

DONALD BAXTER & CHERYL LYN BOOTH

26801 N HWY 1

FORT BRAGG CA 95437

APN 008-155-07-00

KJELDSSEN DANA P

PO BOX 2285

FORT BRAGG CA 95437

APN 008-155-08-00

CHARLES T. & SANDRA K. BUCKERFIELD

6683 BROOK FALLS CIRCLE

STOCKTON CA 95219

APN 008-155-09-00

CHRIS & LAURIE BROWNE

PO BOX 815

REDWOOD VALLEY CA 95470

APN 008-155-10-00

JERRY L. WHITEHEAD

401 WALL ST

FORT BRAGG CA 95437

APN 008-155-11-00

MENDOCINO COAST HOSPITALITY CENTER

PO BOX 2168

FORT BRAGG CA 95437

APN 008-155-12-00

PAULA JEAN HALE

1416 TAMMY WAY

SANTA ROSA CA 95401

APN 008-155-13-00

RALPH D. SMITH

224 E REDWOOD AVE

FORT BRAGG CA 95437

APN 008-155-14-00

DAVID & ANNE TURNER

234 E REDWOOD AVE

FORT BRAGG CA 95437

APN 008-155-15-00

MARGARET S. FOX

PO BOX 730

MENDOCINO CA 95460

APN 008-155-16-00

RAYMOND G. & LORRAINE J. CHOY

242 N FRANKLIN ST

FORT BRAGG CA 95437

APN 008-155-17-00

KIRK NORTON

21250 S PETALUMA AVE

FORT BRAGG CA 95437

mail  
returned  
7-9-03



|                                                                                                   |                                                                                                |                                                                                                   |
|---------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| APN 008-155-18-00<br>ANITA JOHNSTON<br>22700 NO HIGHWAY 1<br>FORT BRAGG CA 95437                  | APN 008-155-19-00<br>RAYMOND G. & LORRAINE J. CHOY<br>242 N FRANKLIN ST<br>FORT BRAGG CA 95437 | APN 008-162-22-00<br>DAVID C. & DANA K. FIGUEIREDO<br>2779 FICKLE HILL RD<br>ARCATA CA 95521      |
| APN 008-164-11-00<br>GWEN MATSON<br>248 E ALDER ST<br>FORT BRAGG CA 95437                         | APN 008-164-12-00<br>GWEN MATSON<br>248 E ALDER ST<br>FORT BRAGG CA 95437                      | APN 008-164-13-00<br>GENE A. & DIANNA S. MERTLE<br>190 EBBING WAY<br>FORT BRAGG CA 95437          |
| APN 008-164-14-00<br>MARGARET D. VEENSTRA<br>147 N MCPHERSON ST<br>FORT BRAGG CA 95437            | APN 008-164-27-00<br>LENA PAOLINELLI<br>320 N HARRISON ST<br>FORT BRAGG CA 95437               | APN 008-164-29-00<br>JEAN KATHERINE CAIN<br>143 1/2 N MCPHERSON ST<br>FORT BRAGG CA 95437         |
| APN 008-164-38-00<br>MARGARET M. FRATIS<br>136 N FRANKLIN ST<br>FORT BRAGG CA 95437               | APN 008-164-39-00<br>GEORGE A. & LYNDIA J. PYEATT<br>30600 HWY 20<br>FORT BRAGG CA 95437       | APN 008-181-06-00<br>SANDRA LEE FERREIRA<br>320 N MCPHERSON ST<br>FORT BRAGG CA 95437             |
| APN 008-181-08-00<br>SANDRA OGLE<br>320 N MCPHERSON ST<br>FORT BRAGG CA 95437                     | APN 008-181-11-00<br>HSUEH MEI GABARA<br>331 E REDWOOD AVE<br>FORT BRAGG CA 95437              | APN 008-181-18-00<br>JANE R. GRAHAM<br>PO BOX 1440<br>MENDOCINO CA 95460                          |
| APN 008-182-03-00<br>CHARLES BRENT ANDERSON<br>PO BOX 53<br>FORT BRAGG CA 95437                   | APN 008-182-04-00<br>DEWEY C. & TRUDIE SPRAGUE<br>32800 NAMELESS LN<br>FORT BRAGG CA 95437     | APN 008-182-05-00<br>RUBEN J. & ROSE MARIA QUINONEZ<br>19700 NOYO ACRES DR<br>FORT BRAGG CA 95437 |
| APN 008-182-06-00<br>RUBEN J. & ROSE MARIA QUINONEZ<br>19700 NOYO ACRES DR<br>FORT BRAGG CA 95437 | APN 008-182-07-00<br>MANUEL C. ORNELAS<br>200 N MCPHERSON ST<br>FORT BRAGG CA 95437            | APN 008-182-08-00<br>LUIS RAUL & MARIA DEJESUS ESPINOZA<br>315 ALDER AVE<br>FORT BRAGG CA 95437   |
| APN 008-182-10-00<br>HECTOR F. MAGANA<br>PO BOX 285<br>FORT BRAGG CA 95437                        | APN 008-182-12-00<br>AGAPITO & MONICA GONZALEZ<br>211 N HARRISON ST<br>FORT BRAGG CA 95437     | APN 008-182-13-00<br>R. LYLE & YVONNE DAVIS<br>110 LONNE WAY<br>FORT BRAGG CA 95437               |
| APN 008-182-14-00<br>THOMAS M. & SHIRLEY A. HUNT<br>227 N HARRISON ST<br>FORT BRAGG CA 95437      | APN 008-182-17-00<br>HENRY OUTTEN<br>29200 HWY 20<br>FORT BRAGG CA 95437                       | APN 008-182-18-00<br>VICKI NORRIS<br>26261 OMAR DR<br>FORT BRAGG CA 95437                         |
| APN 008-182-19-00<br>DEWEY C. & TRUDIE SPRAGUE<br>32800 NAMELESS LN<br>FORT BRAGG CA 95437        | APN 008-182-21-00<br>ROBERT JASON PINOLI<br>233 N HARRISON ST<br>FORT BRAGG CA 95437           | APN 008-182-22-00<br>MARGARET S. FOX<br>PO BOX 730<br>MENDOCINO CA 95460                          |

APN 008-182-23-00

MARGARET S. FOX

PO BOX 730

MENDOCINO CA 95460

APN 008-191-01-00

ROBERT C. & PHYLLIS L. ORR

PO BOX 2845

FORT BRAGG CA 95437

APN 008-191-02-00

PATRICIA L. FREY

32583 ODOM LN

FORT BRAGG CA 95437

APN 008-191-16-00

ELLEN R. MATTIUZZO

32100 SIMPSON LN

FORT BRAGG CA 95437

APN 008-191-17-00

SUSAN M. MALLIN

330 E ALDER ST

FORT BRAGG CA 95437

Snyder exempt

# Hospitality House

008-15  
008-18  
008-16  
008-19

008-152-18 ✓

008-155-02 ✓

06/19

008-191-01 ✓

008-154-07 ✓

07 ✓

02 ✓

08 ✓

08 ✓

16 ✓

09 ✓

09 ✓

17 ✓

10 ✓

10 ✓

11 ✓

11 ✓

008-181-06 ✓

14 ✓

12 ✓

08 ✓

15 ✓

13 ✓

11 ✓

16 ✓

14 ✓

18 ✓

23 ✓

15 ✓

24 ✓

16 ✓

008-164-03 <sup>NSN</sup>

17 ✓

11 ✓

008-153-19 ✓

18 ✓

12 ✓

20 ✓

15 ✓

008-182-03 ✓

21 ✓

22 ✓

13 ✓

16 ✓

04 ✓

23 ✓

<sup>NSN</sup> 26

17 ✓

05 ✓

29 ✓

18 ✓

06 ✓

27 ✓

25 ✓

07 ✓

38 ✓

08 ✓

39 ✓

008-162-20 / 22 ✓

10 ✓

12 ✓

13 ✓

14 ✓

17 ✓

18 ✓

19 ✓





## **Project Review Team Agenda Item**

**Date:** April 10, 2003

**Routed To:** Michael Mason, Senior Building Inspector  
Steve Wells, Fire Inspector  
Dave Goble, Director of Public Works  
Jason Dose, Associate Planner  
Russ Thomas, Police Chief

**Application No:** SA/SCR #13-03 and USP #9-03

**Applicant(s):** Hospitality House

**Project Address:** 237 North McPherson Street

**Project Description:** Scenic Corridor / Site and Architectural Review and Use Permit to authorize an addition to both the first and second story of the existing main house, moving the existing alley unit to meet setbacks, addition of a second floor to the alley unit, and parking along the alley.

This item has been scheduled for discussion at the Project Review Team meeting on **Monday April 14, 2003 at 9:30 a.m.** If you are unable to attend the meeting, please forward your comments to either Jason Dose or Nancy DeMartino at the City of Fort Bragg Community Development Department.

**Attachment:** Site Plan, Floor Plans, Elevations.

cc. Linda Ruffing, Community Development Director  
Connie Jackson, City Manager



## **Project Review Team Agenda Item**

**Date:** June 6, 2003

**Routed To:** Michael Mason, Senior Building Inspector  
Steve Wells, Fire Inspector  
Dave Goble, Director of Public Works  
Jason Dose, Associate Planner  
Russ Thomas, Police Chief

**Application No:** SA/SCR #13-03 and USP #9-03

**Applicant(s):** Hospitality House

**Project Address:** 237 North McPherson Street

**Project Description:** Scenic Corridor / Site and Architectural Review and Use Permit to authorize an addition to both the first and second story of the existing main house, moving the existing alley unit to meet setbacks, addition of a second floor to the alley unit, and parking along the alley.

This project has been before the Project Review Team once before. At that meeting, the PRT identified concerns related to parking (specifically handicap parking), fire code (alarms and sprinklers), and the need for an existing site/floor plan to conduct a more meaningful review. The attached plans are in response to the identified concerns.

This item has been scheduled for discussion at the Project Review Team meeting on **Friday June 13, 2003 at 9:30 a.m.** If you are unable to attend the meeting, please forward your comments to either Jason Dose or Nancy DeMartino at the City of Fort Bragg Community Development Department.

**Attachments: Site Plans, Floor Plans, Elevations.**

cc. Linda Ruffing, Community Development Director  
Connie Jackson, City Manager

# FORT BRAGG FIRE PROTECTION AUTHORITY

---

141 N. Main Street  
Fort Bragg, California 95437  
(707) 961-2831  
Fax (707) 961-2821



STEVE ORSI  
Fire Chief

## PROJECT REVIEW TEAM ITEM

**DATE:** April 14, 2003

**APPLICANT:** Hospitality House

**PROJECT ADDRESS:** 237 N. McPherson Street

**APPLICATION #:** SA/SCR #13-03 and USP #9-03

**REVIEWED BY:** Steve Wells

### COMMENTS:

Due to the use of this facility, the following items apply based upon occupancy number and type:

1. Second means of egress from second floors.
2. Fire alarm system.
3. Fire sprinkler systems
4. Construction type and location on lot.

*Note: Items identified at Project Review do not necessarily represent a comprehensive list of requirements. Additional requirements (extinguishers, etc.) will be identified through plan reviews.*



# FORT BRAGG FIRE PROTECTION AUTHORITY

---

141 N. Main Street  
Fort Bragg, California 95437  
(707) 961-2831  
Fax (707) 961-2821



STEVE ORSI  
Fire Chief

## PROJECT REVIEW TEAM ITEM

**DATE:** June 13, 2003

**APPLICANT:** Hospitality House

**PROJECT ADDRESS:** 237 N. McPherson Street, Fort Bragg

**APPLICATION #:** SA/SCR # 13-03 and USP # 9-03

**REVIEWED BY:** Steve Wells

### COMMENTS:

Due to the use of these buildings, the following items apply, based upon occupancy classifications:

- 1) Second means of egress from second story floors.
- 2) Fire alarm system
- 3) Fire sprinkler system.

*Note: Items identified at Project Review do not necessarily represent a comprehensive list of requirements. Additional requirements (extinguishers, etc.) will be identified through plan reviews.*



## **Project Review Team Agenda Item**

**Date:** June 6, 2003

**Routed To:** Michael Mason, Senior Building Inspector  
Steve Wells, Fire Inspector  
Dave Goble, Director of Public Works  
Jason Dose, Associate Planner  
Russ Thomas, Police Chief

**Application No:** SA/SCR #13-03 and USP #9-03

**Applicant(s):** Hospitality House

**Project Address:** 237 North McPherson Street

**Project Description:** Scenic Corridor / Site and Architectural Review and Use Permit to authorize an addition to both the first and second story of the existing main house, moving the existing alley unit to meet setbacks, addition of a second floor to the alley unit, and parking along the alley.

This project has been before the Project Review Team once before. At that meeting, the PRT identified concerns related to parking (specifically handicap parking), fire code (alarms and sprinklers), and the need for an existing site/floor plan to conduct a more meaningful review. The attached plans are in response to the identified concerns.

This item has been scheduled for discussion at the Project Review Team meeting on **Friday June 13, 2003 at 9:30 a.m.** If you are unable to attend the meeting, please forward your comments to either Jason Dose or Nancy DeMartino at the City of Fort Bragg Community Development Department.

**Attachments: Site Plans, Floor Plans, Elevations.**

cc. Linda Ruffing, Community Development Director  
Connie Jackson, City Manager



## CITY OF FORT BRAGG

*Incorporated August 5, 1889*  
416 N. Franklin St.  
Fort Bragg, CA 95437  
FAX 707-961-2802

April 16, 2003

Hospitality House  
Attention: Bill Gibson  
P.O. Box 238  
Mendocino, CA 95460

Subject: Use Permit and Site and Architectural Review to authorize additions to the main structure and alley unit located at 237 North McPherson Street.

Dear Mr. Gibson:

The City of Fort Bragg has completed a preliminary review of the application for Use Permit and Site and Architectural Review submitted on April 9, 2003 to authorize an addition to the main structure and alley unit and construction of a four space parking lot accessed off of the alley at 237 North McPherson Street. Some items have been identified which need to be provided and/or clarified in order for staff to continue processing your project. The items are as follows:

1. An existing site plan and existing floor plans of both structures on site are required so that staff can fully evaluate the project. The plans are required to be fully dimensioned and also show all window and door openings.
2. Please provide an accurate, dimensioned proposed floor plan for both structures. The floor plans are required to be fully dimensioned and also show all window and door openings.
3. The parking area along the alley is required to provide a van accessible designated handicap parking space (i.e. 9' wide parking space with an 8' wide unloading zone located on the passenger side). This may require the relocation of the proposed fenced trash area.
4. Please provide details and elevation views of the proposed fenced trash area.
5. Please indicate the paint and roofing materials to be utilized on the structures and provide samples.
6. The Fort Bragg Fire Department has indicated that a fire alarm and fire sprinkler system would be required in conjunction with this project. Please make the appropriate notations on the project plans.



Once the above mentioned materials have been provided and/or addressed, staff will continue with the processing of your application. Please resubmit 10 sets of full sized plans and one set of reproducible plans (8 ½" by 11" to 11" by 17" okay).

Should you have any questions regarding this, feel free to contact me at (707)961-2827.

Sincerely,

A handwritten signature in dark ink, appearing to read "Jason Dose", with a stylized, flowing script.

Jason Dose  
Associate Planner

cc. Linda Ruffing, Community Development Director  
Connie Jackson, City Manager  
Bob Schlosser, 435 North Main Street, Fort Bragg

CITY OF FORT BRAGG  
COMMUNITY DEVELOPMENT DEPARTMENT  
416 North Franklin Street  
Fort Bragg, CA 95437  
Tel: (707) 961-2827  
Fax: (707) 961-2802  
http://ci.fort-bragg.ca.us



Case No(s) \_\_\_\_\_  
Date Filed 4/9/03  
Fee 750.00  
Receipt No. 3006  
Received by [Signature]

Office Use Only - March 2003

CITY OF FORT BRAGG

## PLANNING APPLICATION FORM

SA/SCR 13.03  
USP 09.03

Please complete this application thoroughly and accurately, and attach the required exhibits as indicated in the **Application and Filing Requirements** checklist. An incomplete application will not be accepted for processing.

### APPLICANT

Name: HOSPITALITY HOUSE

Mailing

Address: 237 N. McPHERSON

City: FT. BRAGG

State: CA

Zip Code: 95437

Phone: 961-1150 or 997-6619

### PROPERTY OWNER

Name: ~~Bob Schlosser~~

Mailing

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

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

### AGENT

Name: Bob Schlosser & Bill Gibson

Mailing

Address: 495 N. MAIN P.O. Box 230 Mendocino, CA 95460

City: FT. BRAGG

State: CA

Zip Code: 95452

Phone: 961-0911

STREET ADDRESS OF PROJECT 237 N. McPHERSON

ASSESSOR'S PARCEL NUMBER(S) 008-155-11

PROPERTY SIZE \_\_\_\_\_ Square Feet or \_\_\_\_\_ Acres

### TYPE OF APPLICATION (Check all applicable boxes)

☒ Design Review (Site and Architectural Review and/or Scenic Corridor Review)

☒ Use Permit

☐ Coastal Development Permit

☐ Variance

☐ Permit Amendment (list permits) \_\_\_\_\_

☐ Subdivision (no. of parcels) \_\_\_\_\_

☐ Lot Line Adjustment

☐ Certificate of Compliance

☐ General Plan Amendment

☐ Local Coastal Program Amendment

☐ Rezoning

☐ Annexation

☐ Preapplication Conference

### PROJECT DESCRIPTION

Briefly describe project as shown on proposed plans \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## CERTIFICATION

I hereby certify that I have read this completed application and that, to the best of my knowledge, the information in this application and all attachments is complete and accurate. I understand that failure to provide requested information or misstatements submitted in support of the application shall be grounds for either refusing to accept the application, for denying the permit, for suspending or revoking a permit issued on the basis of such misrepresentations, or for seeking of such further relief as may seem proper to the City.

William M. Gibson  
Signature of Applicant/Agent

4-  
Date

William M. Gibson  
Signature of Property Owner

4-9-03  
Date

## INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

ORDINANCE No. 771, adopted by the Fort Bragg City Council on September 26, 1994, requires applicants for discretionary land use approvals to sign the following Indemnification Agreement. Failure to sign this agreement will result in the application being considered incomplete and withheld from further processing.

As part of this application, the applicant agrees to defend, indemnify, release and hold harmless the City of Fort Bragg, its agents, officers, attorneys, employees, boards and commissions, as more particularly set forth in Fort Bragg Municipal Code Chapter 18.77, from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attach, set aside, void or annul the approval of this application or adoption of the environmental document which accompanies it. The indemnification shall include, but not be limited to, damages, costs, expenses, attorney fees or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent, passive or active negligence on the part of the City, its agents, officers, attorneys, employees, boards and commissions.

William M. Gibson  
Signature of Applicant

4-9-03  
Date

## SITE VIEW AUTHORIZATION

I hereby grant permission for City staff and hearing bodies to enter upon and site view the premises for which this application is made in order to obtain information necessary for the preparation of required reports and render its decision.

William M. Gibson  
Property Owner/Authorized Agent

4-9-03  
Date

NOTE: If signed by agent, **owner** must sign "Authorization of Agent" below.

## DECLARATION OF POSTING

At the time the application is submitted for filing, the applicant must complete and post the "Notice of Pending Permit" form at a conspicuous place, easily read by the public and as close as possible to the project site. If the applicant fails to post the completed notice form and sign the Declaration of Posting, the Community Development Department cannot process the application.

I hereby certify that I or my authorized representative posted the "Notice of Pending Permit" form in a conspicuous place, easily seen by the public and as close as possible to the project site for:

\_\_\_\_\_  
(Describe location where notice is posted)

William M. Gibson  
Property Owner/Authorized Agent

4-9-03  
Date

NOTE: If signed by agent, **owner** must sign "Authorization of Agent" below.

## AUTHORIZATION OF AGENT

I hereby authorize Bob Sapp Jussore to act as my representative and to bind me in all matters concerning this application.

William M. Gibson  
Property Owner

4-9-03  
Date



**Property Detail****Mendocino, CA Marsha Wharff, Assessor**

Parcel # (APN): 008-155-11-00 Use Description: RESIDENTIAL

Parcel Status: ACTIVE

Owner Name: MENDOCINO COAST HOSPITALITY CENTER

Mailing Address: PO BOX 2168, FORT BRAGG CA 95437

Situs Address: 237 N MCPHERSON ST, FORT BRAGG CA

Legal Description:

**ASSESSMENT**

|                       |                       |               |
|-----------------------|-----------------------|---------------|
| Total Value: \$80,628 | Use Code: 000300BS    | Zoning:       |
| Land Value: \$39,664  | Tax Rate Area: 001015 |               |
| Impr Value: \$39,664  | Year Assd: 2002       | Improve Type: |
| Other Value: \$1,300  | Property Tax:         | Price/SqFt:   |
| % Improved: 50%       | Delinquent Yr:        |               |
| Exempt Amt: \$80,628  | Exempt Codes:         |               |

**SALES HISTORY**Sale 1Sale 2Sale 3Transfer

Recording Date: 05/01/1987

Recorded Doc #: 8799

Recorded Doc Type:

Transfer Amount: \$60,000

Sale 1 Seller (Grantor):

1st Trst Dd Amt: Code1: 2nd Trst Dd Amt: Code2:

**PROPERTY CHARACTERISTICS**

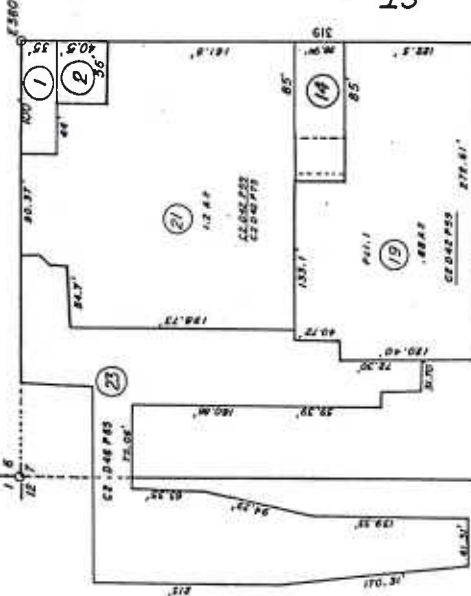
|                 |               |                  |
|-----------------|---------------|------------------|
| Lot Acres:      | Year Built:   | Fireplace:       |
| Lot SqFt:       | Effective Yr: | A/C:             |
| Bldg/Liv Area:  |               | Heating:         |
| Units:          | Total Rooms:  | Pool:            |
| Buildings:      | Bedrooms:     | Flooring:        |
| Stories:        | Baths (Full): | Park Type:       |
| Style:          | Baths (Half): | Spaces:          |
| Construct:      | Bsmt SqFt:    | Site Inflnce:    |
| Quality:        | Garage SqFt:  |                  |
| Building Class: |               | Timber Preserve: |
| Condition:      |               | Ag Preserve:     |
| Other:          |               |                  |

Other Rooms:

1-015

Bks. 16,17,20,21,22 Fort Bragg

LAUREL AVE.

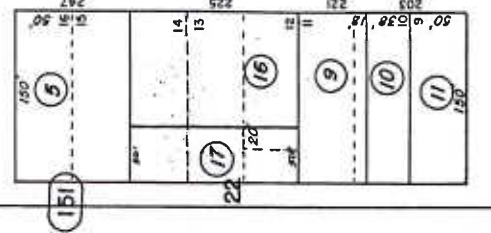


ST

02

REDWOOD

AVE.

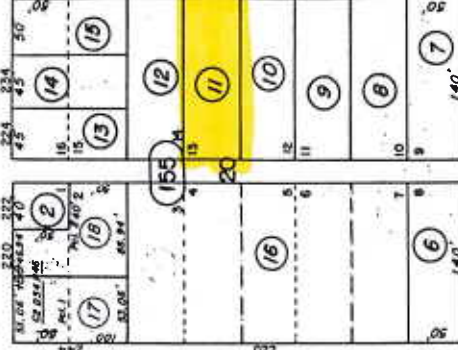


MAIN

22

FRANKLIN

McPHERSON



ALDER

AVE.

16

Assessor's Map  
NOTE: This map was prepared for  
assessment purposes only. No liability  
is assumed for any errors or  
omissions.

County of Mendocino, Calif.  
March, 1950

