

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.

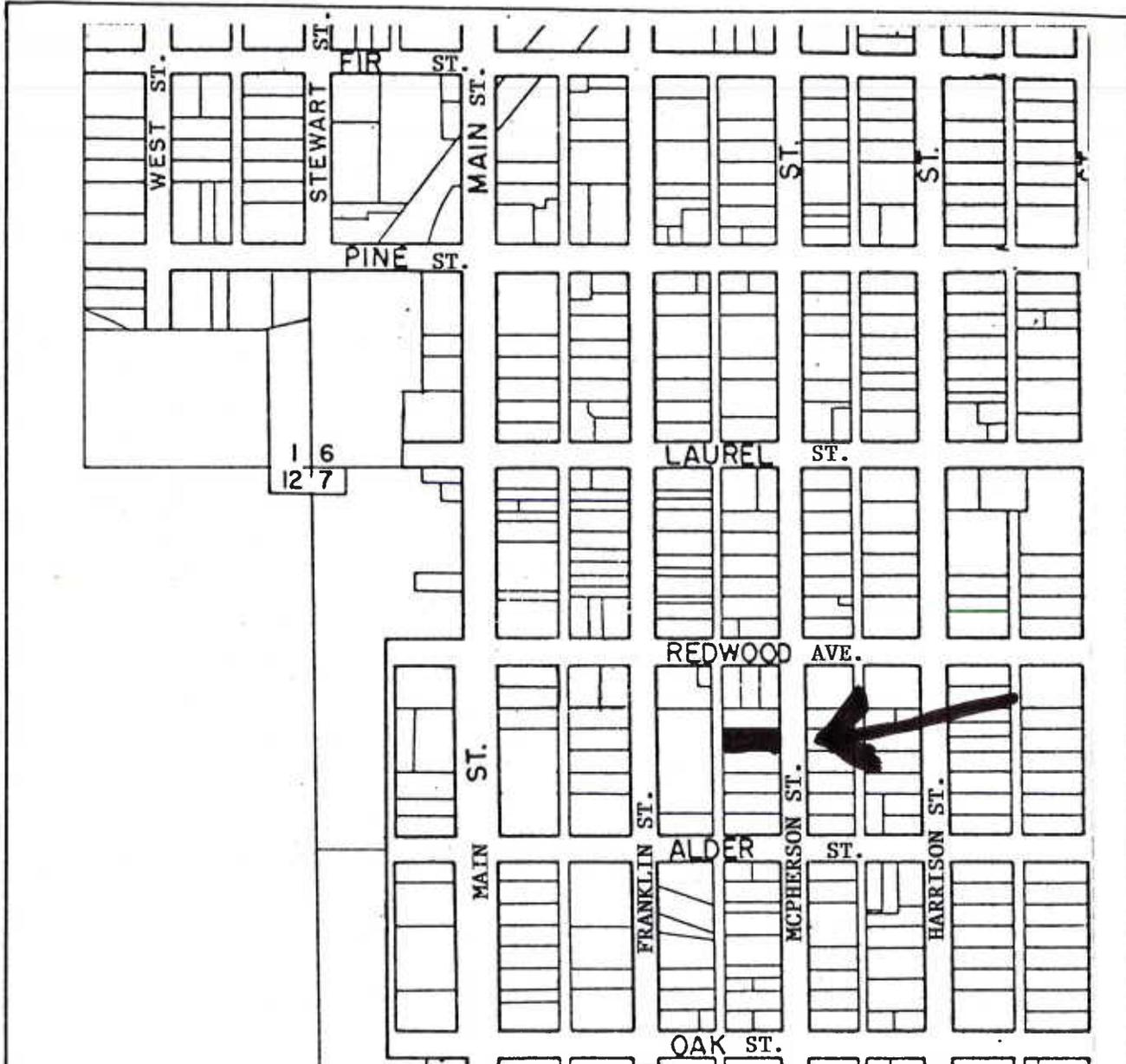
STANDARD CONDITIONS

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



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



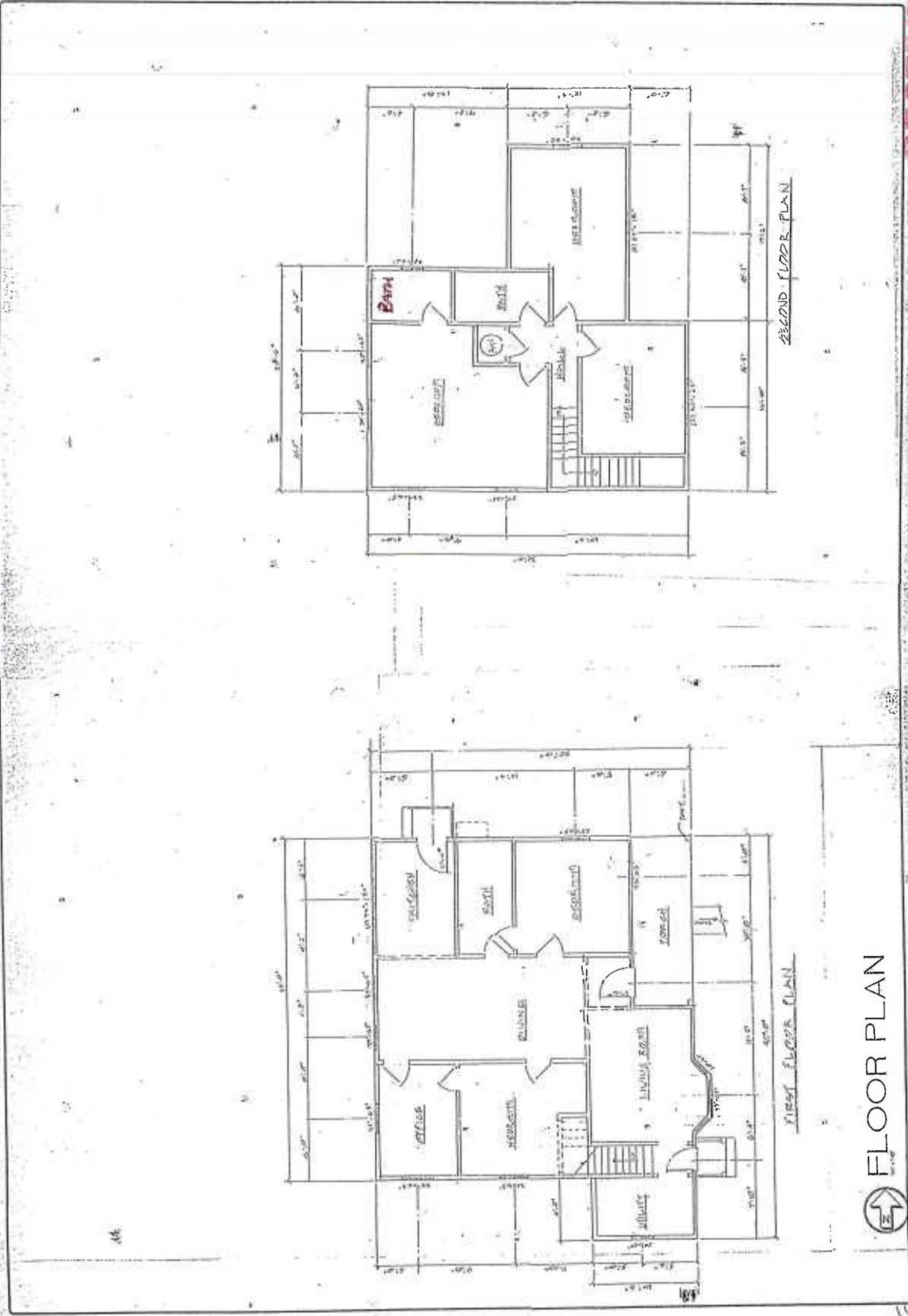
FLOOR PL
AS BUIL

HOSPITALITY CENTER

Model and Address To
Coast
237 North Mophaer St
Fort Worth, Texas 76102

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REV.	
DATE	
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REV.	

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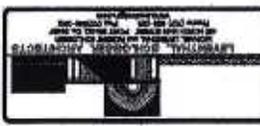
FLOOR PLAN



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MAY 27 2003

CITY OF FORT BRAGG
PLANNING DEPT

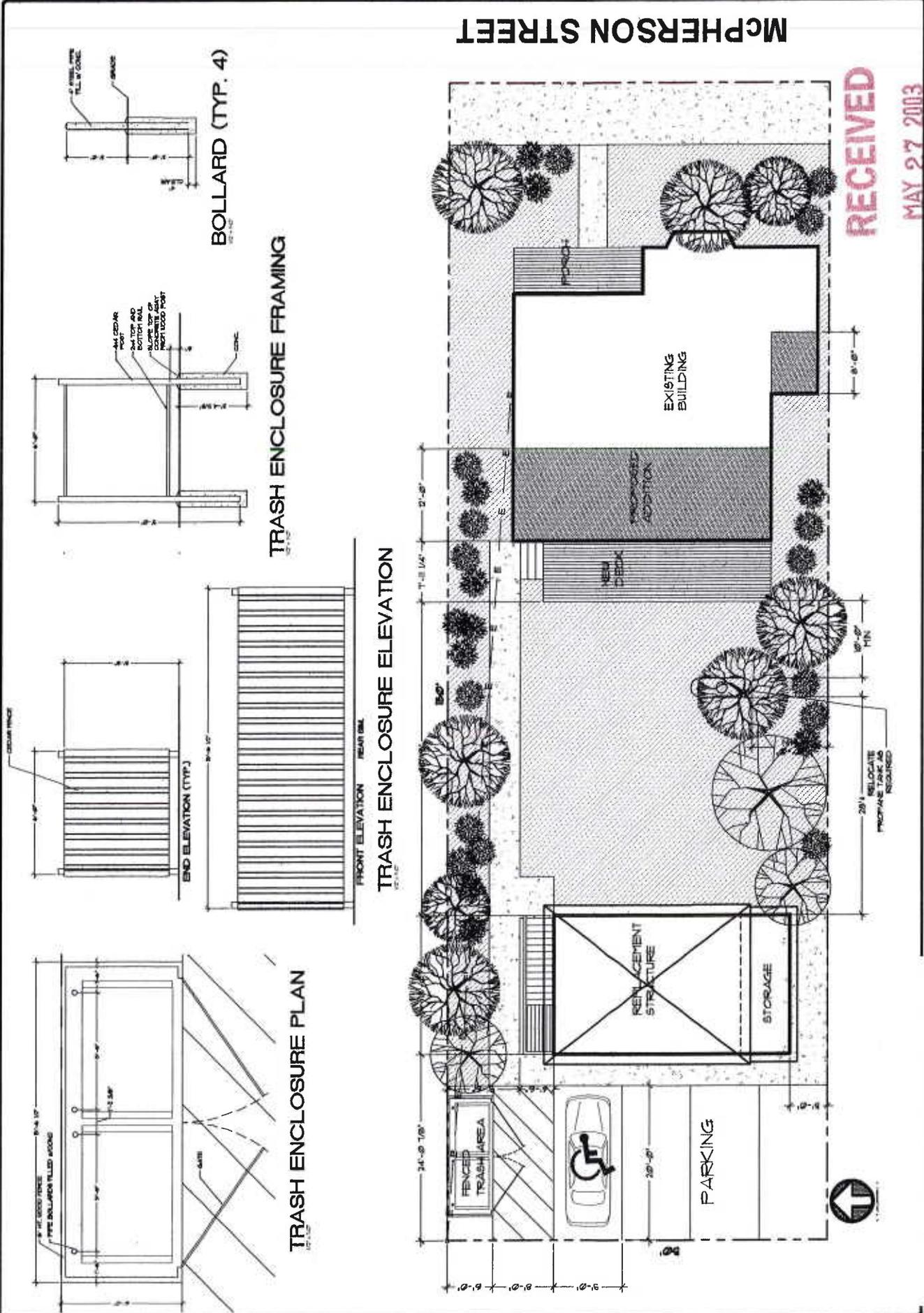


SITE PLAN

Mendocino Coast
HOSPITALITY CENTER
Remodel and Addition To
237 McPherson St
Forty, California 95437

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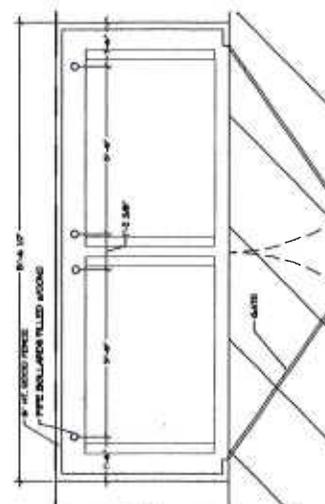
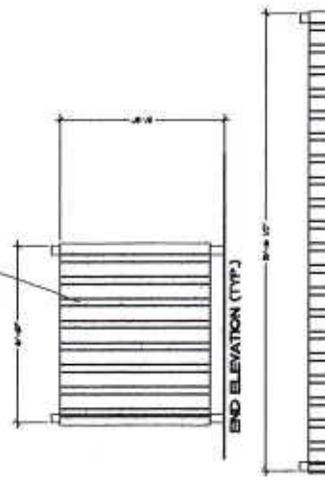
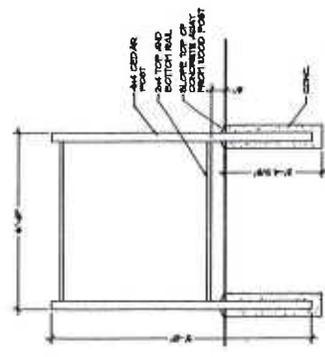
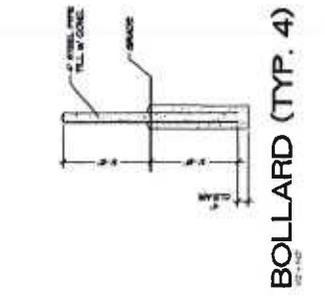
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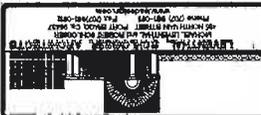


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CITY OF FORT BRAGG
PLANNING DEPT.

ATTACHMENT 4
Site Plan (Proposed)



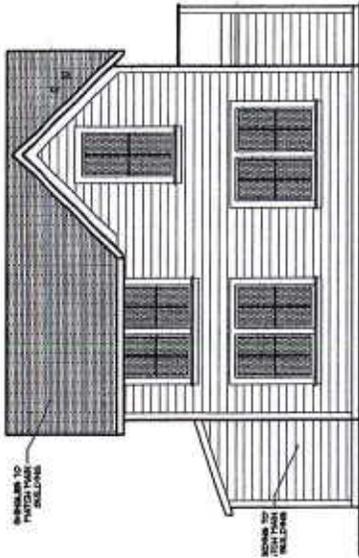


ELEVATIONS

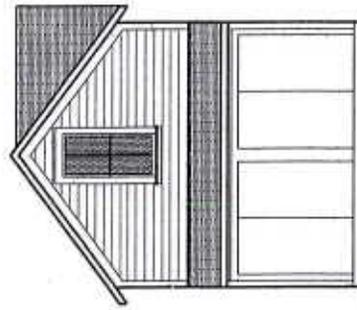
Mendocino Coast Hospital Center
237 W. McPherson St
Fort Bragg, California 95437

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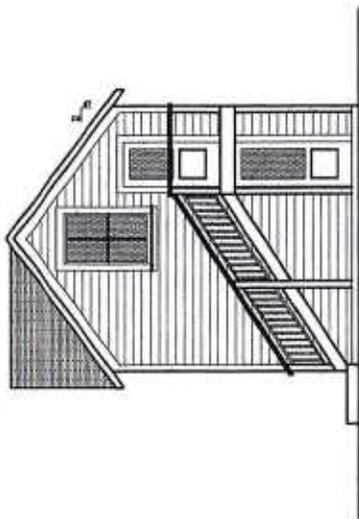
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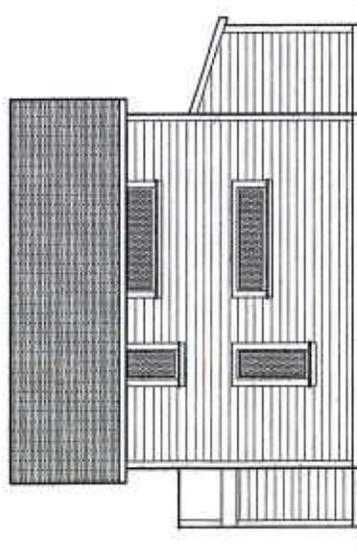
EAST ELEVATION



SOUTH ELEVATION



NORTH ELEVATION



WEST ELEVATION

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MAY 27 2003

CITY OF FORT BRAGG
PLANNING DEPT.

ATTACHMENT 8
Elevations
(Alley Unit)

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

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.

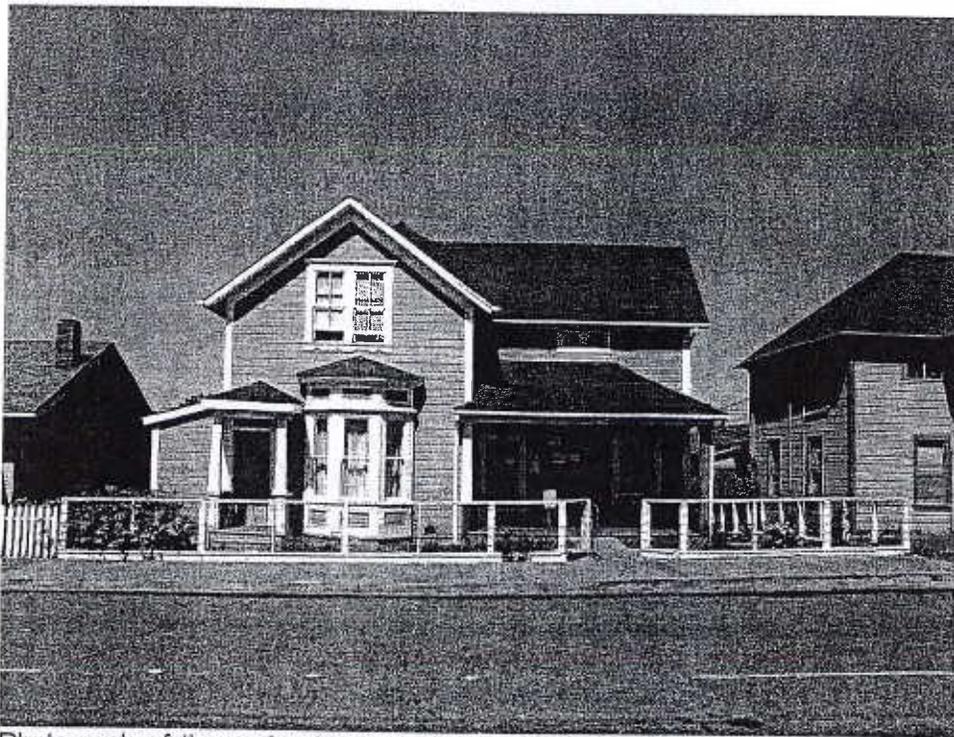
Is the property/project subject to review pursuant to Section 106 of the National Historic Preservation Act? Please explain.

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

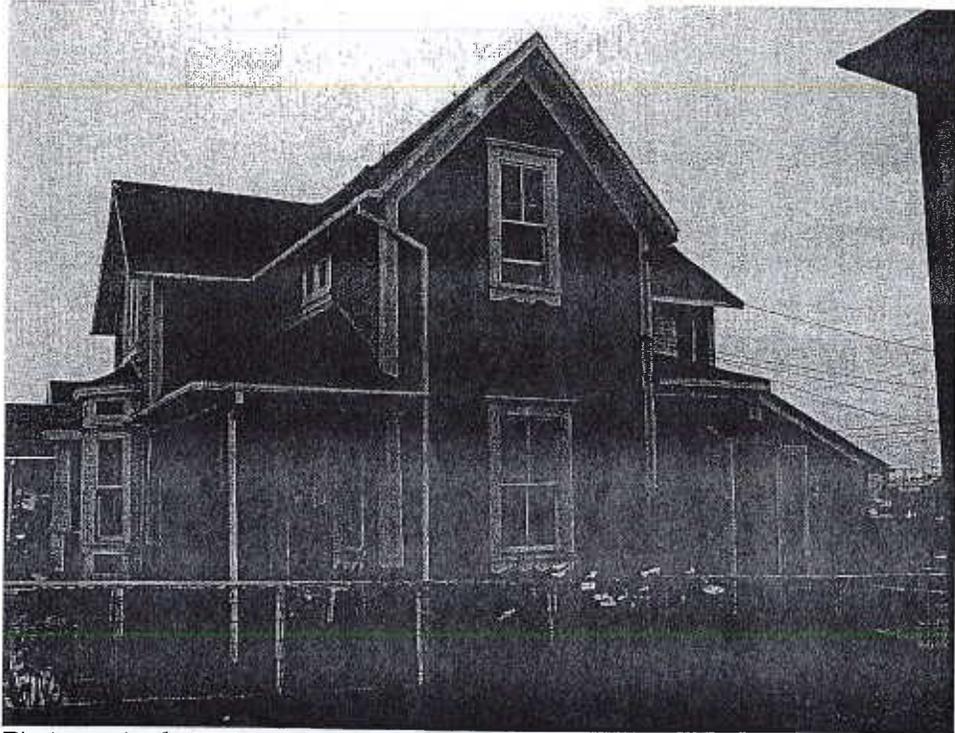
properties. To the extent that impacts to historic properties/structures is likely, appropriate mitigation would be incorporated into the project to not adversely impact the resource in question.

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

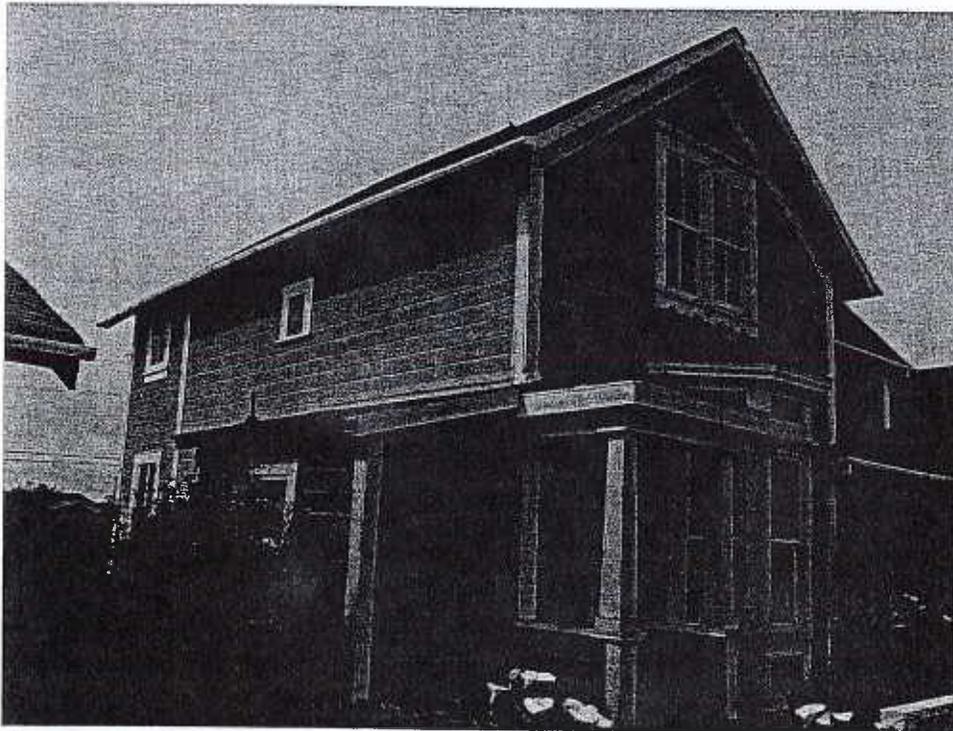
The existing (main) structure at the site is over 100 years old as evidenced by its appearance on the Sanborn Fire Insurance Map, dated 1909, for the Fort Bragg area. The site contains one outbuilding, currently used for residential purposes, which would not be impacted by this grant activity. The area 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:



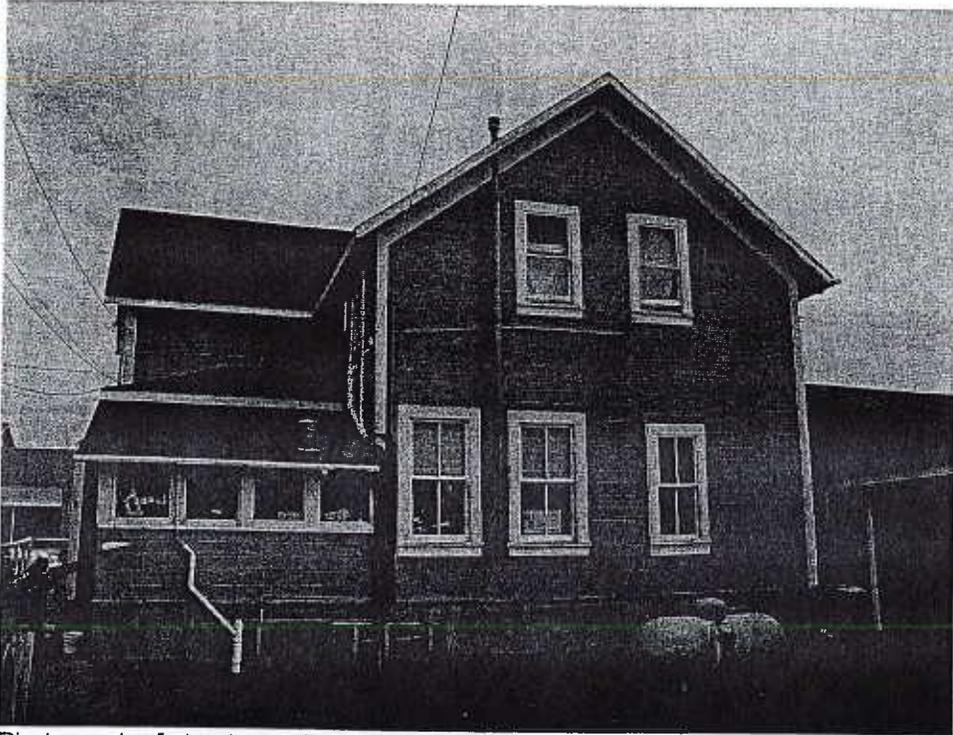
Photograph of the main structure at the site to be renovated/added to at 237 North McPherson Street. Photograph taken from McPherson Street looking west.



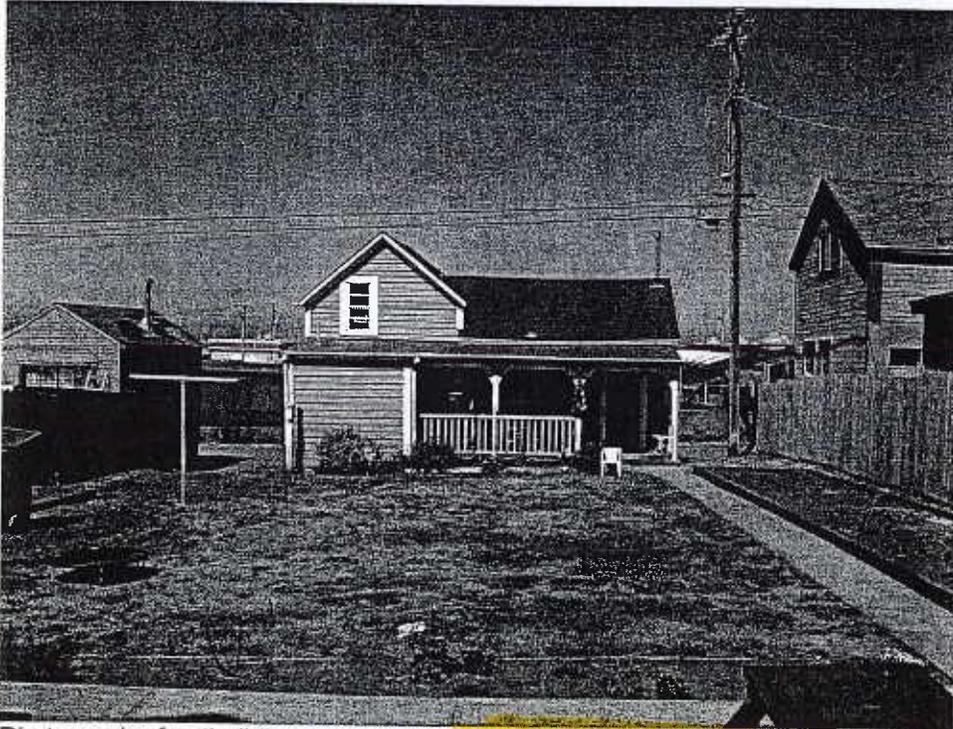
Photograph of structure taken from adjacent property looking south.



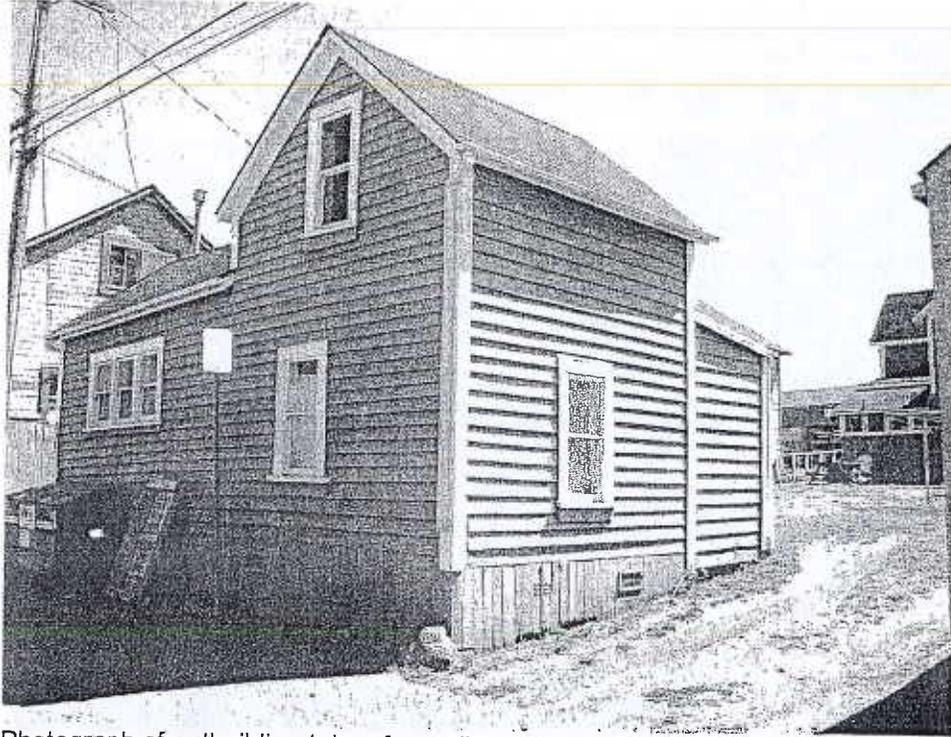
Photograph of structure taken from adjacent property looking west/northwest.



Photograph of structure taken looking east (from property).



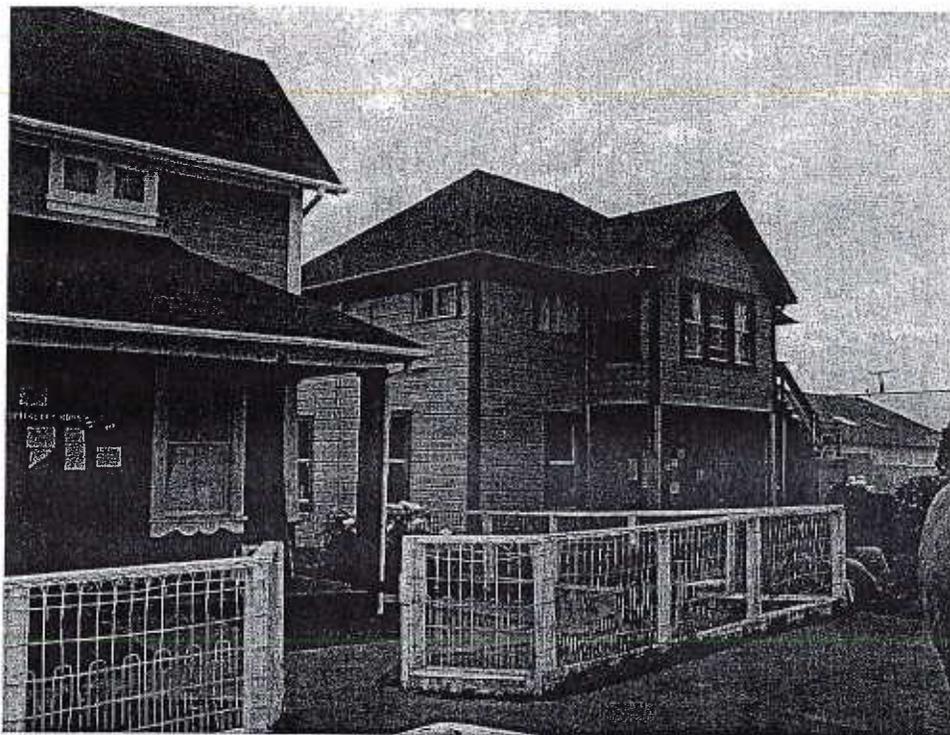
Photograph of outbuilding on property. This structure would not be impacted by the grant activity.



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



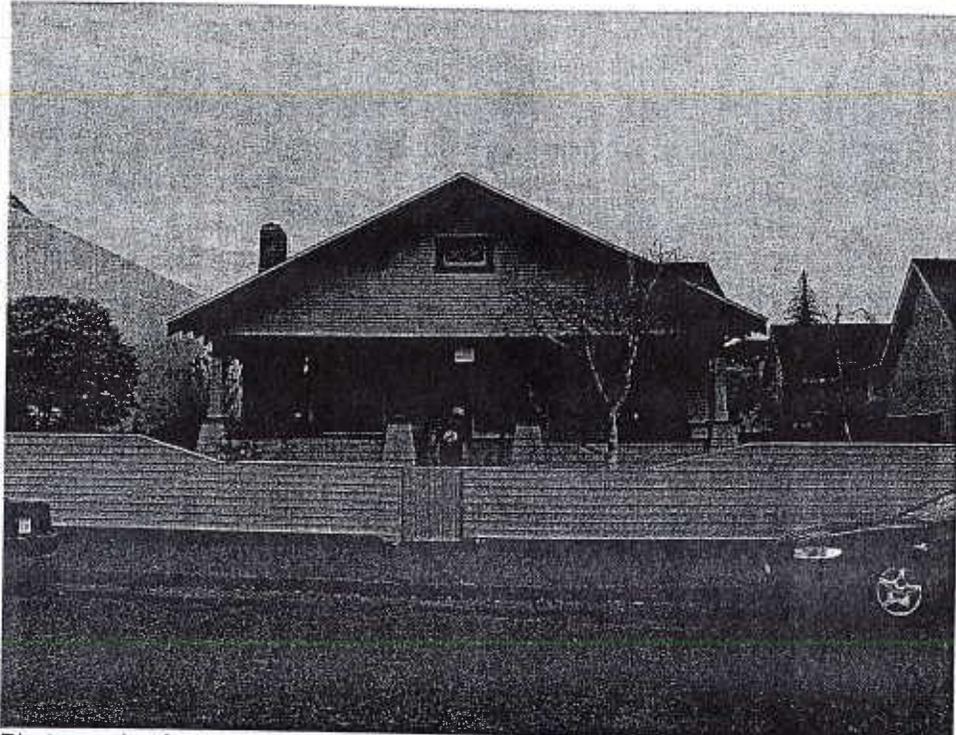
Photograph of structures located directly south of 237 North McPherson Street.



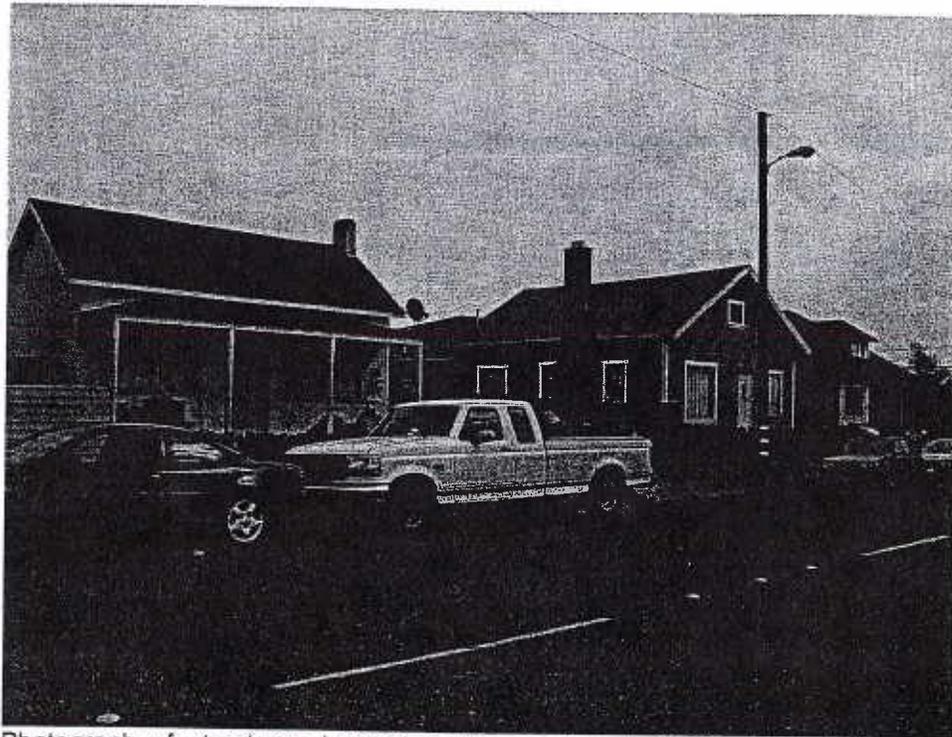
Photograph of structure located directly north of 237 North McPherson Street



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.

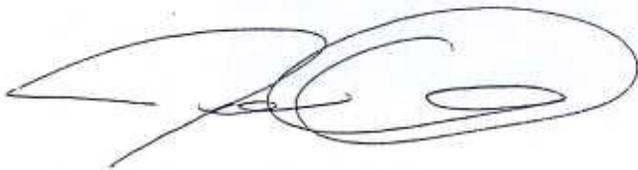


Photograph of structures located to the southeast of 237 North McPherson Street.

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.

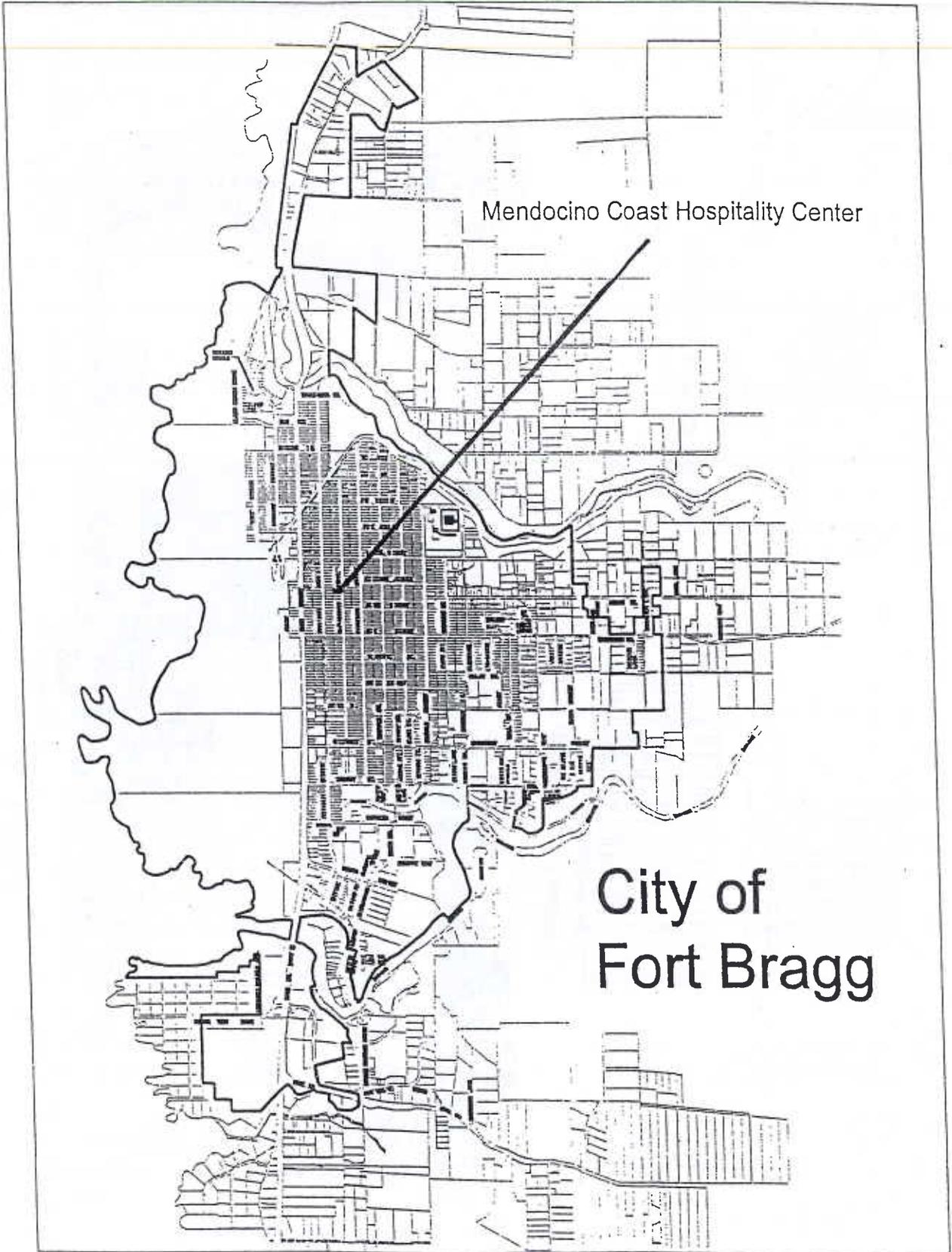
Sincerely,

A handwritten signature in black ink, appearing to read 'Jason Dose', written over a light blue circular stamp or watermark.

Jason Dose
Planner

Attachments: Site location map and improvement drawings.

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



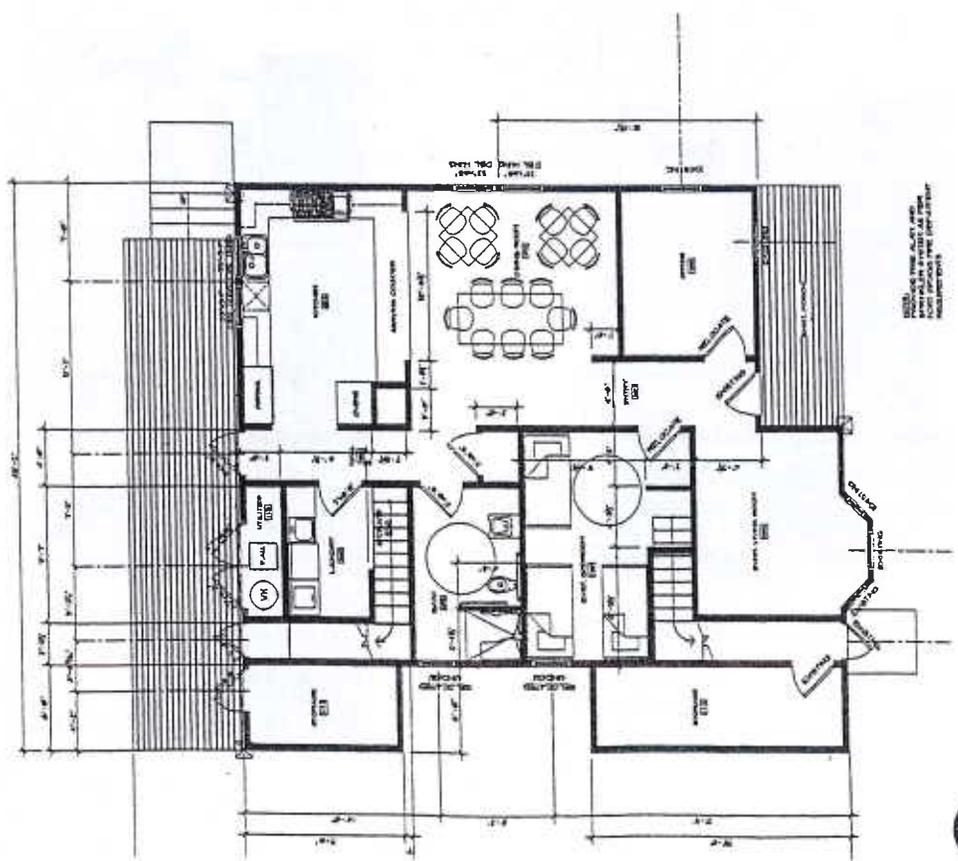
Mendocino Coast Hospitality Center

City of
Fort Bragg

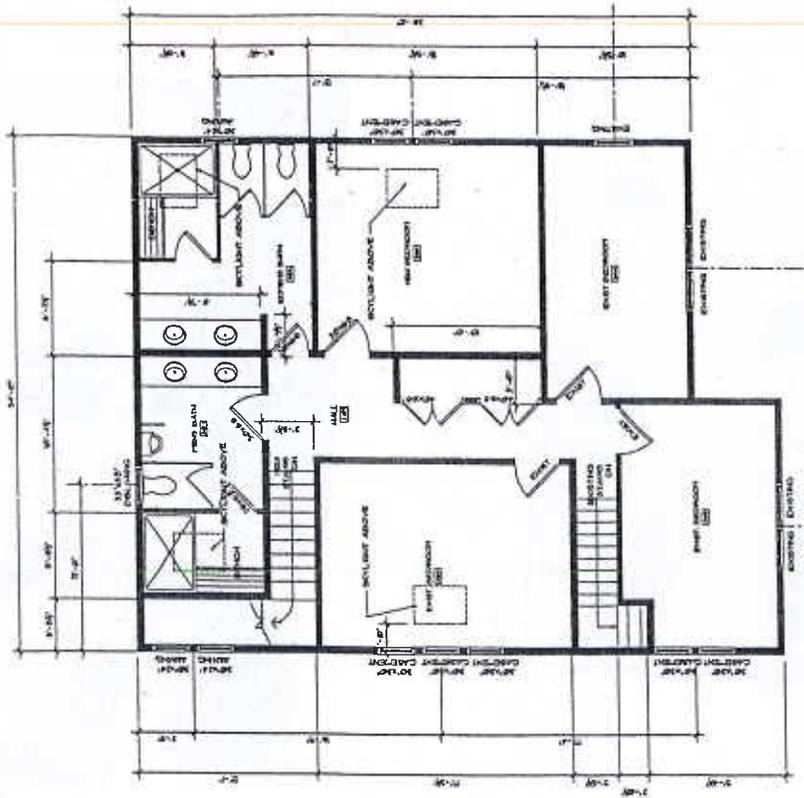
Mendocino Coast Hospitality
Center Location Map

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NO. 3	DATE
NO. 4	BY
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FIRST FLOOR PLAN

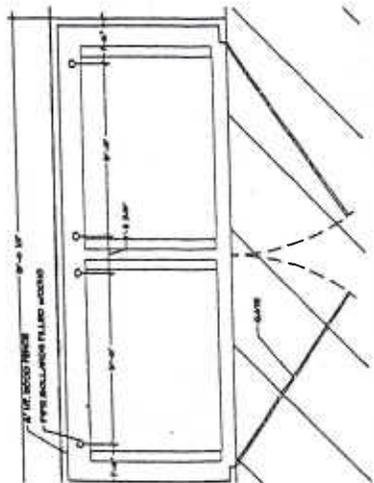


SECOND FLOOR PLAN

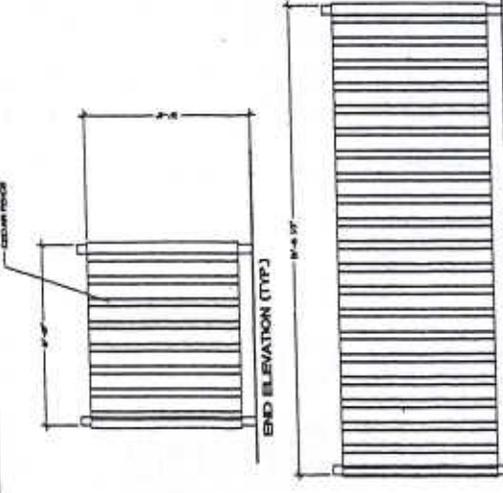
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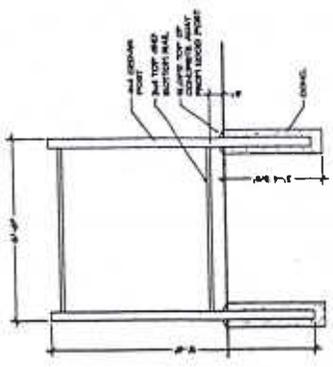
CITY OF FORT BRAGG
 PLANNING DEPT.



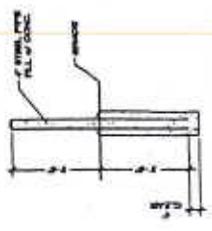
TRASH ENCLOSURE PLAN



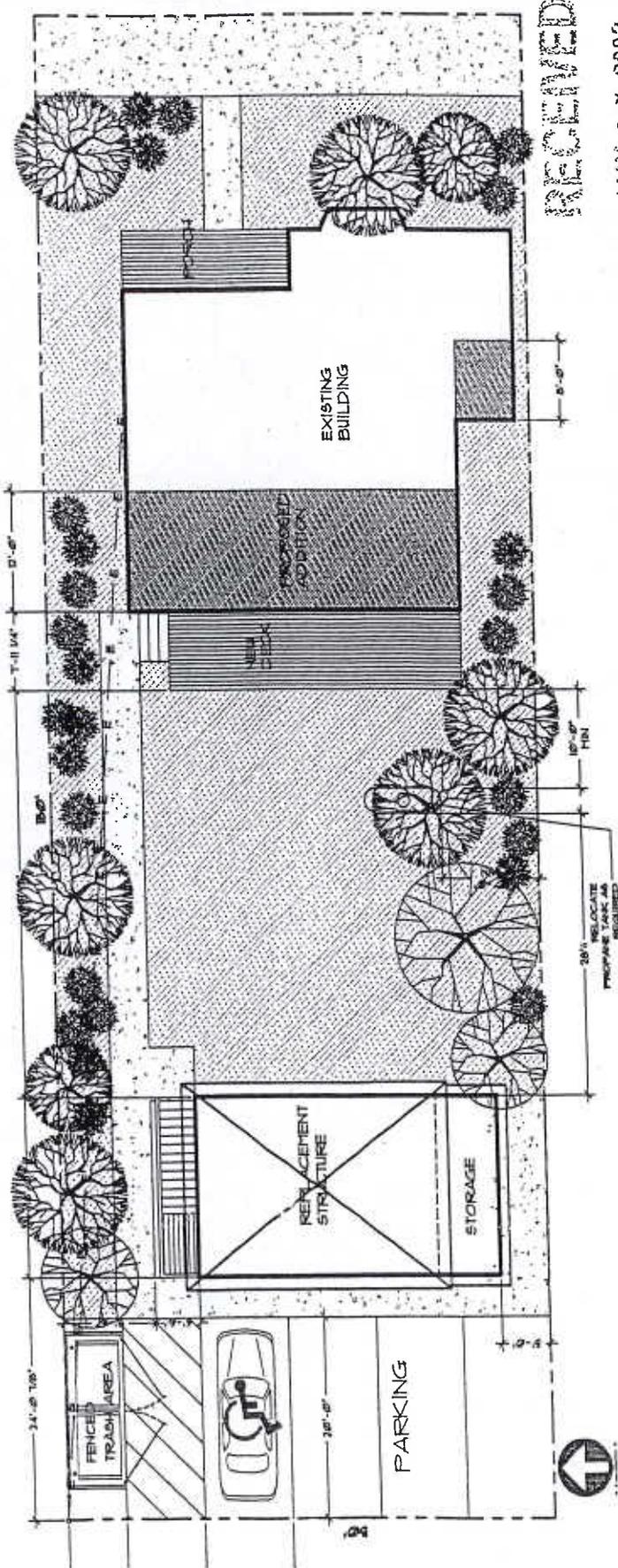
FRONT ELEVATION REAR WALL
TRASH ENCLOSURE ELEVATION



TRASH ENCLOSURE FRAMING



BOLLARD (TYP. 4)



RECALLED

MAY 27 2003

CITY OF FORT BRAGG
PLANNING DEPT.

SITE PLAN

INTERNATIONAL ENGINEERS, ARCHITECTS
1000 N. GARDEN ST., SUITE 100
FORT BRAGG, CALIFORNIA 95437
TEL: (707) 462-1111 FAX: (707) 462-1112

Remodel and Addition To
Hendricks Court
Hospitality Center
107
10 McPherson St
Fort Bragg, California 95437

DATE	
BY	
CHKD	
APP'D	
REV	

A1.2



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.

APPLICATION NO(S): SCR/SA 13-03 & USP 9-03

OWNER/APPLICANT: Mendocino Coast Hospitality Center
(Hospitality House)

ASSESSOR PARCEL NUMBER: 008-155-11

STREET ADDRESS OF PROJECT: 237 North McPherson Street

PROJECT DESCRIPTION: 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: Fort Bragg Planning Commission
 Fort Bragg City Council

ACTION TAKEN: 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 11th 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,

A handwritten signature in black ink, appearing to read "Jason Dose", is written over a horizontal line.

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)

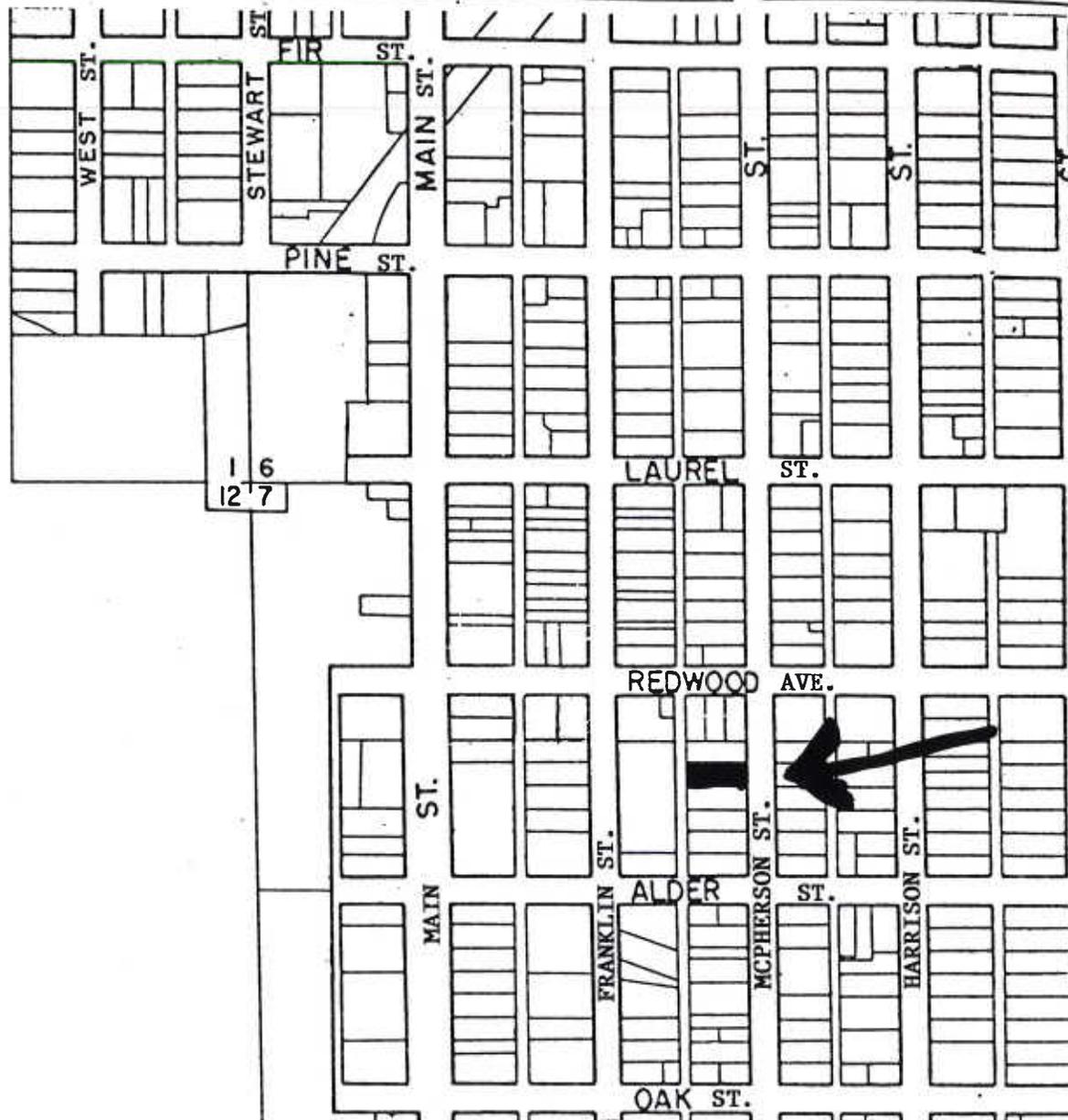
Description: Scenic Corridor/Site and Architectural Review and Use Permit to authorize the following modifications to an existing emergency shelter: An 1,164 square foot addition to the main house; relocation of the alley house to meet setbacks; addition of a 432 square foot second floor to the alley 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

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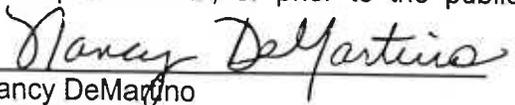
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Location: 237 North McPherson Street, (APN 008-155-11)

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

COMMENTS

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

REAJ145A



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
Esrow No.
Loan No.

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

8799

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. TOUNG
RECORDER

1.00
28

MAIL TAX STATEMENTS TO:

Same as Above

\$10.00	PAID
<input checked="" type="checkbox"/>	FCU FILED
	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

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

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 _____

BY: *Shirley J. Jones*
DORIS W. JONES

BY: *Colby Kelly*
F. H. 29 DEB KRAEPP

(This area for official notarial seal)

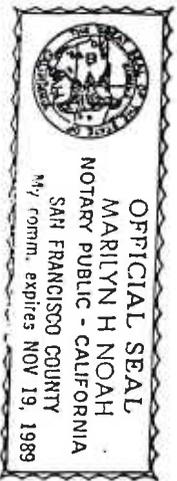
MAIL TAX STATEMENTS AS DIRECTED ABOVE

OF CALIFORNIA } S.S.
Y OF San Francisco

May 17, 1987 before me, the undersigned, a notary public in and for said
San Francisco County, appeared Walter Andrew Alexander, Jr. & Family
sonally 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 Trust Beneficiary
Trust. Walter Andrew Alexander, Jr. 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



IR
ST
AMERICA

ORDER NO. MEN 164900

EXHIBIT "A"
DESCRIPTION

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 008-153-17-00

WILLIAM C. & TRUDY M. MORGAN
32775 PARKVIEW DR
FORT BRAGG CA 95437

APN 008-153-20-00

OLGA M. AFONSO
125 E REDWOOD AVE
FORT BRAGG CA 95437

APN 008-154-08-00

VERONICA E. MCINTYRE
830 ENCINO DR
MORGAN HILL CA 95037

APN 008-154-11-00

ROZANN CHEEK
PO BOX 701
CLEARLAKE PARK CA 95424

APN 008-154-16-00

ELAINE J. ROCK
10280 BROOKS RD
WINDSOR CA 95492

APN 008-155-02-00

DONALD BAXTER & CHERYL LYN BOOTH
26801 N HWY 1
FORT BRAGG CA 95437

APN 008-155-09-00

CHRIS & LAURIE BROWNE
PO BOX 815
REDWOOD VALLEY CA 95470

APN 008-155-12-00

PAULA JEAN HALE
1416 TAMMY WAY
SANTA ROSA CA 95401

*mail
returned
7-9-03*

APN 008-155-15-00

MARGARET S. FOX
PO BOX 730
MENDOCINO CA 95460

APN 008-153-15-00

DENNIS BALASSI
PO BOX 2343
FORT BRAGG CA 95437

APN 008-153-18-00

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 008-154-09-00

MATHEW V. HUBER
PO BOX 877
FORT BRAGG CA 95437

APN 008-154-14-00

L. N. SPRING
225 REDWOOD AVE
FORT BRAGG CA 95437

APN 008-154-23-00

LARRY SPRING
225 E REDWOOD AVE
FORT BRAGG CA 95437

APN 008-155-07-00

KJELDEN DANA P
PO BOX 2285
FORT BRAGG CA 95437

APN 008-155-10-00

JERRY L. WHITEHEAD
401 WALL ST
FORT BRAGG CA 95437

APN 008-155-13-00

RALPH D. SMITH
224 E REDWOOD AVE
FORT BRAGG CA 95437

APN 008-155-16-00

RAYMOND G. & LORRAINE J. CHOY
242 N FRANKLIN ST
FORT BRAGG CA 95437

APN 008-153-16-00

MATHEW V. HUBER
PO BOX 877
FORT BRAGG CA 95437

APN 008-153-19-00

WILLIS E. & CAROLE L. FANJOY
PO BOX 2505
FORT BRAGG CA 95437

APN 008-154-07-00

STEPHEN K. DENKIN
1338 ROSS ST
PETALUMA CA 94954

APN 008-154-10-00

ARDYTHE FENWICK
145 BRANDON WAY
FORT BRAGG CA 95437

APN 008-154-15-00

KATHRYN K. LYNCH
321 N MCPHERSON ST
FORT BRAGG CA 95437

APN 008-154-24-00

LARRY SPRING
225 REDWOOD AVE
FORT BRAGG CA 95437

APN 008-155-08-00

CHARLES T. & SANDRAK BUCKERFIELD
6683 BROOK FALLS CIRCLE
STOCKTON CA 95219

APN 008-155-11-00

MENDOCINO COAST HOSPITALITY CENTER
PO BOX 2168
FORT BRAGG CA 95437

APN 008-155-14-00

DAVID & ANNE TURNER
234 E REDWOOD AVE
FORT BRAGG CA 95437

APN 008-155-17-00

KIRK NORTON
21250 S PETALUMA AVE
FORT BRAGG CA 95437

APN 008-155-18-00
ANITA JOHNSTON
22700 NO HIGHWAY 1
FORT BRAGG CA 95437

APN 008-155-19-00
RAYMOND G. & LORRAINE J. CHOY
242 N FRANKLIN ST
FORT BRAGG CA 95437

APN 008-162-22-00
DAVID C. & DANA K. FIGUEIREDO
2779 FICKLE HILL RD
ARCATA CA 95521

APN 008-164-11-00
GWEN MATSON
248 E ALDER ST
FORT BRAGG CA 95437

APN 008-164-12-00
GWEN MATSON
248 E ALDER ST
FORT BRAGG CA 95437

APN 008-164-13-00
GENE A. & DIANNA S. MERTLE
190 EBBING WAY
FORT BRAGG CA 95437

APN 008-164-14-00
MARGARET D. VEENSTRA
147 N MCPHERSON ST
FORT BRAGG CA 95437

APN 008-164-27-00
LENA PAOLINELLI
320 N HARRISON ST
FORT BRAGG CA 95437

APN 008-164-29-00
JEAN KATHERINE CAIN
143 1/2 N MCPHERSON ST
FORT BRAGG CA 95437

APN 008-164-38-00
MARGARET M. FRATIS
136 N FRANKLIN ST
FORT BRAGG CA 95437

APN 008-164-39-00
GEORGE A. & LYNDIA J. PYEATT
30600 HWY 20
FORT BRAGG CA 95437

APN 008-181-06-00
SANDRA LEE FERREIRA
320 N MCPHERSON ST
FORT BRAGG CA 95437

APN 008-181-08-00
SANDRA OGLE
320 N MCPHERSON ST
FORT BRAGG CA 95437

APN 008-181-11-00
HSUEH MEI GABARA
331 E REDWOOD AVE
FORT BRAGG CA 95437

APN 008-181-18-00
JANE R. GRAHAM
PO BOX 1440
MENDOCINO CA 95460

APN 008-182-03-00
CHARLES BRENT ANDERSON
PO BOX 53
FORT BRAGG CA 95437

APN 008-182-04-00
DEWEY C. & TRUDIE SPRAGUE
32800 NAMELESS LN
FORT BRAGG CA 95437

APN 008-182-05-00
RUBEN J. & ROSE MARIA QUINONEZ
19700 NOYO ACRES DR
FORT BRAGG CA 95437

APN 008-182-06-00
RUBEN J. & ROSE MARIA QUINONEZ
19700 NOYO ACRES DR
FORT BRAGG CA 95437

APN 008-182-07-00
MANUEL C. ORNELAS
200 N MCPHERSON ST
FORT BRAGG CA 95437

APN 008-182-08-00
LUIS RAUL & MARIA DEJESUS ESPINOZA
315 ALDER AVE
FORT BRAGG CA 95437

APN 008-182-10-00
HECTOR F. MAGANA
PO BOX 285
FORT BRAGG CA 95437

APN 008-182-12-00
AGAPITO & MONICA GONZALEZ
211 N HARRISON ST
FORT BRAGG CA 95437

APN 008-182-13-00
R. LYLE & YVONNE DAVIS
110 LONNE WAY
FORT BRAGG CA 95437

APN 008-182-14-00
THOMAS M. & SHIRLEY A. HUNT
227 N HARRISON ST
FORT BRAGG CA 95437

APN 008-182-17-00
HENRY OUTTEN
29200 HWY 20
FORT BRAGG CA 95437

APN 008-182-18-00
VICKI NORRIS
26261 OMAR DR
FORT BRAGG CA 95437

APN 008-182-19-00
DEWEY C. & TRUDIE SPRAGUE
32800 NAMELESS LN
FORT BRAGG CA 95437

APN 008-182-21-00
ROBERT JASON PINOLI
233 N HARRISON ST
FORT BRAGG CA 95437

APN 008-182-22-00
MARGARET S. FOX
PO BOX 730
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 ^{NSN}

17 ✓

11 ✓

008-153-19 ✓

18 ✓

12 ✓

20 ✓

15 ✓

008-182-03 ✓

21 ✓

22 ✓

13 ✓

16 ✓

04 ✓

23 ✓

^{NSN} 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

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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", written over a light blue horizontal line.

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 _____

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: 95460 Phone: 961-1150 or 961-6619

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)

- | | |
|---|--|
| <input checked="" type="checkbox"/> Design Review (Site and Architectural Review and/or Scenic Corridor Review) | <input type="checkbox"/> Lot Line Adjustment |
| <input checked="" type="checkbox"/> Use Permit | <input type="checkbox"/> Certificate of Compliance |
| <input type="checkbox"/> Coastal Development Permit | <input type="checkbox"/> General Plan Amendment |
| <input type="checkbox"/> Variance | <input type="checkbox"/> Local Coastal Program Amendment |
| <input type="checkbox"/> Permit Amendment (list permits) _____ | <input type="checkbox"/> Rezoning |
| <input type="checkbox"/> Subdivision (no. of parcels) _____ | <input type="checkbox"/> Annexation |
| | <input type="checkbox"/> 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. Hilson 4- William M. Hilson 4-9-03
Signature of Applicant/Agent Date Signature of Property Owner 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. Hilson 4-9-03
Signature of Applicant 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. Hilson 4-9-03
Property Owner/Authorized Agent 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. Hilson 4-9-03
Property Owner/Authorized Agent 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. Hilson 4-9-03
Property Owner 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 HISTORYSale 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:

