



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Meeting Agenda Planning Commission

Wednesday, April 10, 2024

6:00 PM

Town Hall, 363 N.Main Street
and Via Video Conference

MEETING CALLED TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PLANNING COMMISSIONERS PLEASE TAKE NOTICE

Planning Commissioners are reminded that pursuant to the Council policy regarding use of electronic devices during public meetings adopted on November 28, 2022, all cell phones are to be turned off and there shall be no electronic communications during the meeting. All e-communications such as texts or emails from members of the public received during a meeting are to be forwarded to the City Clerk after the meeting is adjourned.

ZOOM WEBINAR INVITATION

This meeting is being presented in a hybrid format, both in person at Town Hall and via Zoom.

When: Apr 10, 2024 06:00 PM Pacific Time (US and Canada)

Topic: Planning Commission

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/87286064154?pwd=oAwkkBll6VVLS57hs8Tu6AWn89SXfA.SJl4Ea8NW6lfbc2l>

Passcode: 280037

Or One tap mobile :

*+16694449171,,87286064154#,,, *280037# US*

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 669 444 9171 US

Webinar ID: 872 8606 4154

Passcode: 280037

International numbers available: <https://us06web.zoom.us/j/87286064154?pwd=oAwkkBll6VVLS57hs8Tu6AWn89SXfA.SJl4Ea8NW6lfbc2l>

To speak during public comment portions of the agenda via zoom, please join the meeting and use the raise hand feature when the Chair or Acting Chair calls for public comment on the item you wish to address.

1. PUBLIC COMMENTS ON: (1) NON-AGENDA & (2) CONSENT CALENDAR ITEMS

MANNER OF ADDRESSING THE COMMISSION: All remarks and questions shall be addressed to the Planning Commission; no discussion or action will be taken pursuant to the Brown Act. No person shall speak without being recognized by the Chair or Acting Chair. Public comments are restricted to three (3) minutes per speaker.

TIME ALLOTMENT FOR PUBLIC COMMENT ON NON-AGENDA ITEMS: Thirty (30) minutes shall be allotted to receiving public comments. If necessary, the Chair or Acting Chair may allot an additional 30 minutes to public comments after Conduct of Business to allow those who have not yet spoken to do so. Any citizen, after being recognized by the Chair or Acting Chair, may speak on any topic that may be a proper subject for discussion before the Planning Commission for such period of time as the Chair or Acting Chair may determine is appropriate under the circumstances of the particular meeting, including number of persons wishing to speak or the complexity of a particular topic. Time limitations shall be set without regard to a speaker's point of view or the content of the speech, as long as the speaker's comments are not disruptive of the meeting.

BROWN ACT REQUIREMENTS: The Brown Act does not allow action or discussion on items not on the agenda (subject to narrow exceptions). This will limit the Commissioners' response to questions and requests made during this comment period.

WRITTEN PUBLIC COMMENTS: Written public comments received after agenda publication are forwarded to the Commissioners as soon as possible after receipt and are available for inspection at City Hall, 416 N. Franklin Street, Fort Bragg, during normal business hours. All comments will become a permanent part of the agenda packet on the day after the meeting or as soon thereafter as possible, except comments that are in an unrecognized file type or too large to be uploaded to the City's agenda software application. Public comments may be emailed to CDD@fortbragg.com.

2. STAFF COMMENTS

3. MATTERS FROM COMMISSIONERS

4. CONSENT CALENDAR

All items under the Consent Calendar will be acted upon in one motion unless a Commissioner requests that an individual item be taken up under Conduct of Business.

- 4A. [24-686](#)** Approve Minutes of the December 13, 2023 Planning Commission Meeting

Attachments: [12132023 PC Minutes](#)

- 4B. [24-689](#)** Approve Minutes of the January 10, 2024 Planning Commission Meeting

Attachments: [01102024 PC Minutes](#)

5. DISCLOSURE OF EX PARTE COMMUNICATIONS ON AGENDA ITEMS

6. PUBLIC HEARINGS

- 6A. [24-614](#) Receive a Report, Continue a Public Hearing, and Consider Approval of Coastal Development Permit 2-23 (CDP 2-23), Design Review 3-24 (DR 3-24), Sign Permit 2-24 (SP 2-24), and Variance 1-24 (VAR 1-24), proposing to remodel an existing 1,536 SF convenience store with an addition of 447 SF into a 1,809 SF convenience store; install 660 SF of new landscaped area; replace and expand an existing gas station canopy; replace gas dispensing units; and replace existing canopy signs and monument sign face located at 105 South Main Street.

Attachments: [Eel River Staff Report 4.10.2024](#)

[Attachment 1 - Existing Site Plan for 105 S Main St Gas Station](#)

[Attachment 2 - Proposed Site Plan for 105 S Main St Gas Station](#)

[Attachment 3 - Landscaping Plan for 105 S Main St Gas Station](#)

[Attachment 4 - Canopy Elevation for 105 S Main St Gas Station](#)

[Attachment 5 - Proposed Floor Plan 105 S Main St Gas Station](#)

[Attachment 6 - Proposed Elevations for 105 S Main St Gas Station](#)

[Attachment 7 - 3D Elevations for 105 S Main St Gas Station](#)

[Attachment 8 - Lighting Plan for 105 S Main St Gas Station](#)

[Attachment 9 - Existing Building Elevations & Floor Plan](#)

[Attachment 10 - Trash Enclosure and Details](#)

[Attachment 11 - PC Resolution](#)

[Public Hearing Notice 105 S. Main](#)

[Newspaper Public Hearing Notice 105 S. Main](#)

[Public Comment 24-614](#)

- 6B. [24-678](#)** Receive a Report, Continue a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Amend Chapter 18.42.175 - "Tiny Homes", of Division 18 of the Fort Bragg Municipal Code to Modify Regulations and Standards for Tiny Homes; Approve Mitigated Negative Declaration

Receive a Report, Continue a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Submit an LCP Amendment Application to the Coastal Commission to Amend Chapter 17.42.175 - "Tiny Homes", of Division 17 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes; Approve Mitigated Negative Declaration

Attachments: [Tiny Homes Staff Report 4-10-2024](#)

[Attachment 1 - Tiny Home Ordinance ILUDC 4-10-2024](#)

[Attachment 2 - Tiny Home Ordinance CLUDC 4-10-2024](#)

[Attachment 3 - Tiny Home Consistency Analysis 10-31-2023](#)

[Attachment 4 - Track Changes New Compared with Existing Ordinance](#)

[Attachment 5 - Appendix Q of the UBC - Tiny Houses](#)

- 6C. [24-679](#)** Receive a Report, Continue a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Repeal Chapter 18.42.110 "Mobile Home Parks" of Division 18 of the Fort Bragg Municipal Code and Replace it with Chapter 18.42.110 "Tiny Home Communities" to Establish Standards for Tiny Home Communities; Approve Mitigated Negative Declaration.

Receive a Report, Continue a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Submit an LCP Amendment Application to the Coastal Commission to Repeal Chapter 17.42.110 "Mobile Home Parks" of Division 17 of the Fort Bragg Municipal Code and Replace it with Chapter 17.42.110 "Tiny Home Communities" to Establish Standards for Tiny Home Communities; Statutory Exemption.

Attachments: [Tiny Home Communities Staff Report 4-10-2024](#)

[Attachment 1 - Photo Illustrations](#)

[Attachment 2 - Tiny Home Community ILUDC 4-10-2024](#)

[Attachment 3 - Tiny Home Community CLUDC 4-10-2024](#)

[Attachment 4 - Consistency Analysis 10-31-2023](#)

7. CONDUCT OF BUSINESS

ADJOURNMENT

The adjournment time for all Planning Commission meetings is no later than 9:00 p.m. If the Commission is still in session at 9:00 p.m., the Commission may continue the meeting upon majority vote.

STATE OF CALIFORNIA)
)ss.
COUNTY OF MENDOCINO)

I declare, under penalty of perjury, that I am employed by the City of Fort Bragg and that I caused this agenda to be posted in the City Hall notice case on April 5, 2024.

Maria Flynn
Administrative Assistant, Community Development Department

NOTICE TO THE PUBLIC

Materials related to an item on this agenda submitted to the Commission after distribution of the agenda packet are available for public inspection in the Community Development Department at 416 North Franklin Street, Fort Bragg, California, during normal business hours. Such documents are also available on the City's website at www.fortbragg.com subject to staff's ability to post the documents before the meeting.

ADA NOTICE AND HEARING IMPAIRED PROVISIONS:

It is the policy of the City of Fort Bragg to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities.

If you need assistance to ensure your full participation, please contact the City Clerk at (707) 961-2823. Notification 48 hours in advance of any need for assistance will enable the City to make reasonable arrangements to ensure accessibility.

This notice is in compliance with the Americans with Disabilities Act (28 CFR, 35.102-35.104 ADA Title II).



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Text File

File Number: 24-686

Agenda Date: 4/10/2024

Version: 1

Status: Business

In Control: Planning Commission

File Type: Minutes

Agenda Number: 4A.

Approve Minutes of the December 13, 2023 Planning Commission Meeting



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Meeting Minutes Planning Commission

Wednesday, December 13, 2023

6:00 PM

Town Hall, 363 N. Main Street and
Via Video Conference

MEETING CALLED TO ORDER

Chair Logan called the meeting to order at 6:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present 5 - Chair Jeremy Logan, Vice Chair Scott Deitz, Commissioner Jary Stavely,
Commissioner Richard Neils, and Commissioner David Jensen

1. PUBLIC COMMENTS ON: (1) NON-AGENDA & (2) CONSENT CALENDAR ITEMS

- (1) Non-Agenda: Jay McMartin-Rosenquist
- (2) Consent Calendar: None.

2. STAFF COMMENTS

Community Development Director Cherry commented that the City Council adopted the Planning Commissions recommendations regarding zoning amendments ILUDC 1-23, LCP 1-23, ILUDC 2-23 and LCP 2-23.

3. MATTERS FROM COMMISSIONERS

None.

4. CONSENT CALENDAR

Commissioner Jensen requested item 4B. be pulled for minor edits. A motion was made by Vice Chair Deitz, seconded by Commissioner Jensen, to approve the Consent Calendar, excepting item 4B. The motion carried by the following vote:

Aye: 5 - Chair Logan, Vice Chair Deitz, Commissioner Stavely, Commissioner Neils and Commissioner Jensen

4A. [23-343](#) Approve Minutes of the May 10, 2023 Planning Commission Meeting

These Minutes were approved on the Consent Calendar.

ITEMS REMOVED FROM THE CONSENT CALENDAR

4B. [23-358](#) Approve Minutes of the May 17, 2023 Planning Commission Special Meeting

Commissioner Jensen requested minor edits be made to provide greater clarity to what occurred during the Matters from Commissioners portion of the meeting.

A motion was made by Vice Chair Deitz, seconded by Commissioner Neils, that the Minutes of the May 17, 2023 Planning Commission meeting be approved as amended. The motion carried by the following vote:

Aye: 5 - Chair Logan, Vice Chair Deitz, Commissioner Stavelly, Commissioner Neils and Commissioner Jensen

5. DISCLOSURE OF EX PARTE COMMUNICATIONS ON AGENDA ITEMS

None.

6. PUBLIC HEARINGS

None.

7. CONDUCT OF BUSINESS**7A. [23-424](#)** Receive Update and Conduct Study Session on Draft Downtown Parking Strategy Framework

Assistant Planner Peters and Consultant Weber presented the report.

Public Comments: Acheya Wachtel, Eric Poos, Tess Albin-Smith, Shelley Greene, Chris Hart, Jay McMartin-Rosenquist, Paul Clark.

Discussion: Commissioners, consultant Weber, and staff discussed vehicle accidents in the CBD, parking minimums, in-lieu fees, parking enforcement, vacant lots as potential future parking spaces, use of public transit/trolleys, tourist use vs. local use of parking, ADA parking, timed parking zones, bicycle parking, in-street dining areas, and pedestrian use of streets/Complete Streets.

Public Comments: Eric Miller, Eric Poos, Acheya Wachtel, Jay McMartin-Rosenquist, Paul Clark, Michelle Braga, Jacob Patterson, Shelley Green.

Chair Logan called a recess at 8:15 P.M.

Chair Logan reconvened the meeting at 8:20 P.M.

7B. [23-467](#) Discussion on Mobile Vending Units On-Street Locations in Commercial Districts

Director Cherry presented the memo and requested guidance from Planning Commissioners on placement of Mobile Vending Units in Commercial Districts.

Public Comments: Loren Hammer, Susan Winding, Acheya Wachtel, Patrick Broderick, Chris Hart, Michelle Braga, Mark Wagner, Paul Clark, Jay McMartin-Rosenquist, Jacob Patterson

Discussion: Commissioners discussed various locations in the Commercial Zoning Districts, agreeing that no vending should occur on the 300 block of N. Franklin St. Commissioners prefer Mobile Vending locations at the 200 block of E. Laurel and fronting vacant lots.

ADJOURNMENT

Chair Logan adjourned the meeting at 9:48 P.M.

Jeremy Logan, Chair

Maria Flynn
Administrative Assistant, Community Development

IMAGED (_____)



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Text File

File Number: 24-689

Agenda Date: 4/10/2024

Version: 1

Status: Public Hearing

In Control: Planning Commission

File Type: Minutes

Agenda Number: 4B.

Approve Minutes of the January 10, 2024 Planning Commission Meeting



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Meeting Minutes Planning Commission

Wednesday, January 10, 2024

6:00 PM

Town Hall, 363 N.Main Street and
Via Video Conference

MEETING CALLED TO ORDER

Vice Chair Deitz called the meeting to order at 6:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present 4 - Vice Chair Scott Deitz, Commissioner Jary Stavely, Commissioner Richard Neils,
and Commissioner David Jensen
Absent 1 - Chair Jeremy Logan

1. PUBLIC COMMENTS ON: (1) NON-AGENDA & (2) CONSENT CALENDAR ITEMS

(1) Non-Agenda: Jacob Patterson
(2) Consent Calendar: None.

2. DISCLOSURE OF EX PARTE COMMUNICATIONS ON AGENDA ITEMS

None.

3. CONDUCT OF BUSINESS

3A. [23-477](#) Receive report and provide direction whether to amend the City of Fort Bragg
Planning Commission 2023 Bylaws and adopt a 2024 Planning Commission Meeting
Schedule

Community Development Director Cherry presented the memo and the proposed 2024 Meeting
Schedule. Commissioners asked clarifying questions regarding noticing timelines of Special
Meetings and Community Development Department staff workload.

Public Comment: Jacob Patterson

Discussion: Commissioners directed staff to follow the order of the agenda per Planning
Commission Bylaws section II.E for all future meetings. Commissioners also directed staff to
agendize the selection of Planning Commission Chair and Vice Chair at the next meeting.
Commissioners directed staff to regularly report on activities in the Community Development
Department. Vice Chair Deitz noted that April 10, 2024 was not included in the resolution and
should be amended in the Bylaws.

**A motion was made by Commissioner Stavely, seconded by Commissioner
Jensen, that the Planning Resolution be adopted as amended. The motion carried
by the following vote:**

Aye: 4 - Vice Chair Deitz, Commissioner Stavely, Commissioner Neils and Commissioner Jensen

Absent: 1 - Chair Logan

Enactment No: RES PC01-2024

- 3B.** [23-486](#) Provide Direction to Staff Regarding Design of the North Wing of Fort Bragg Fire Department, Located at 141-153 N Main Street (APN 008-161-12)

Derek Long of Whitchurch Engineering presented examples of three different types of buildings in the City of Fort Bragg and requested input from Commissioners regarding rooflines and finishes for the remodel of the Fire Station. Commissioners indicated preference for a more utilitarian, less embellished facade for the building. Commissioner Neils asked a clarifying question about roof pitch. Commissioners agreed that the primary concern should be long term maintenance at the lowest possible cost.

Public Comment: Jacob Patterson

4. PUBLIC HEARINGS

- 4A.** [23-460](#) Adopt a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Establish Regulations and Standards for Outdoor Dining by Amending Division 18 of the Fort Bragg Municipal Code and its Subchapter 18.42.165 Restaurants; and Adopt a Resolution of the Fort Bragg Planning Commission Recommending that the City Council File with the Coastal Commission an LCP Amendment Application to Establish Regulations and Standards for Coastal Area Outdoor Dining and Amend Division 17 Article 4 of the Fort Bragg Municipal Code and its Subchapter 17.42.190 - Restaurants; and Mitigated Negative Declaration and Statutory Exemption

Vice Chair Deitz opened the Public Hearing at 6:40 P.M.

Consultant Marie Jones presented the report. Commissioners asked clarifying questions regarding impact fees and potential inequity, water use, greenhouse gases and Title 24 energy calculations, coordination with the County Department of Environmental Health.

Public Comment: Jacob Patterson, Eric Poos, Jay McMartin-Rosenquist.

Vice Chair Deitz closed the Public Comment at 7:10 P.M.

Discussion: Commissioners discussed parking, the process for permitting, odor and noise impacts on neighbors, safety of structures in long term, and regulating cooking outside.

Vice Chair Deitz called a recess at 7:59 P.M.

Vice Chair Deitz reconvened the meeting at 8:06 P.M.

A motion was made by Commissioner Neils, seconded by Commissioner Jensen, that the Planning Resolution be continued to a date certain, January 31, 2024.

The motion carried by the following vote:

Aye: 4 - Vice Chair Deitz, Commissioner Stavely, Commissioner Neils and Commissioner Jensen

Absent: 1 - Chair Logan

Enactment No:

4B. [23-475](#)

Adopt a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Submit an LCP Amendment Application to the Coastal Commission to Amend Chapter 17.71.090 - Planned Development Permit of Division 17 of the Fort Bragg Municipal Code to Allow Planned Unit Development Permits on Parcels of One Acre or More; and Adopt a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Amend Chapter 18.71.090 - Planned Development Permit of Division 18 of the Fort Bragg Municipal Code to Allow Planned Unit Development Permits on Parcels of One Acre or More; and Mitigated Negative Declaration and Statutory Exemption

Vice Chair Deitz opened the Public Hearing at 8:09 P.M.

Consultant Marie Jones presented the report. Commissioners asked clarifying questions regarding the quantity of vacant parcels in the Coastal Zone vs. the Inland Zone.

Public Comment: None.

Vice Chair Deitz closed the Public Comment at 8:18 P.M.

Discussion: There was no discussion but Consultant Jones noted that section B.1. of the CLUDC resolution was amended.

A motion was made by Commissioner Stavely, seconded by Commissioner Neils, that the Planning Resolution be adopted. The motion carried by the following vote:

Aye: 4 - Vice Chair Deitz, Commissioner Stavely, Commissioner Neils and Commissioner Jensen

Absent: 1 - Chair Logan

Enactment No: RES PC02-2024 / RES PC03-2024

A motion was made by Commissioner Neils, seconded by Vice Chair Deitz, that the Planning Resolution be adopted. The motion carried by the following vote:

Aye: 4 - Vice Chair Deitz, Commissioner Stavely, Commissioner Neils and Commissioner Jensen

Absent: 1 - Chair Logan

Enactment No: RES PC02-2024 / RES PC03-2024

5. CONSENT CALENDAR

Approval of the Consent Calendar

These minutes were approved on the Consent Calendar

Aye: 4 - Vice Chair Deitz, Commissioner Stavely, Commissioner Neils and Commissioner Jensen

Absent: 1 - Chair Logan

5A. [23-481](#)

Approve the Minutes of the September 13, 2023 Planning Commission Meeting

- 5B. [23-484](#) Approve the Minutes of the October 11, 2023 Planning Commission Meeting

6. MATTERS FROM COMMISSIONERS

Commissioners asked staff when they can expect follow up on the Parking Study that was brought to the Commission on December 13, 2023. They also asked for an update on Wiggly Giggly Playground.

7. STAFF COMMENTS

Director Cherry thanked Commissioners for their discussion and consideration of zoning amendments, noted that staff will bring forward the number of building and planning permit applications in process and give updates on anticipated public hearings and productivity. Director Cherry also answered Commissioners question regarding the status of the Grocery Outlet permits.

ADJOURNMENT

Vice Chair Deitz adjourned the meeting at 8:30 P.M.



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Text File

File Number: 24-614

Agenda Date: 4/10/2024

Version: 1

Status: Public Hearing

In Control: Planning Commission

File Type: Planning Staff Report

Agenda Number: 6A.

Receive a Report, Continue a Public Hearing, and Consider Approval of Coastal Development Permit 2-23 (CDP 2-23), Design Review 3-24 (DR 3-24), Sign Permit 2-24 (SP 2-24), and Variance 1-24 (VAR 1-24), proposing to remodel an existing 1,536 SF convenience store with an addition of 447 SF into a 1,809 SF convenience store; install 660 SF of new landscaped area; replace and expand an existing gas station canopy; replace gas dispensing units; and replace existing canopy signs and monument sign face located at 105 South Main Street.

AGENCY: Planning Commission

MEETING DATE: April 10, 2024

PREPARED BY: MJC

PRESENTED BY: Marie Jones

AGENDA ITEM SUMMARY REPORT

APPLICATION NO.: Design Review 3-24 (DR 3-24); Variance 1-24 (VAR 1-24); Coastal Development Permit (CDP 3-23); Sign Permit (SP 2-24)

APPLICANT/AGENT: Ghulam Ansari

OWNER: Ghulam Ansari

REQUEST: A project to 1) remodel an existing 1,536 SF convenience store with an addition of 447 SF into a 1,809 SF convenience store; 2) install 660 SF of new landscaped area; 3) replace and expand an existing gas station canopy; 4) replace gas dispensing units; and 5) replace existing canopy signs and monument sign face located at 105 South Main Street.

LOCATION: 105 South Main Street. This property is in the Coastal Zone.

ASSESSOR'S PARCEL NO.: 008-161-10

ENVIRONMENTAL DETERMINATION: Categorically Exempt from CEQA under Section 15303 Class C (3) – New Small Commercial Structures of less than 2,500 SF including on-premise signs.

SURROUNDING LAND USES:

NORTH:	Oak Street, Auto Repair Shop
EAST:	Main Street, Vacant Lot/Redwood Liquors
SOUTH:	Mendo Mill Home Center & Lumber Co.
WEST:	Mendo Mill Home Center & Lumber Co.

APPEALABLE PROJECT: ☒ Can be appealed to City Council

RECOMMENDED ACTION

Receive Report, Hold a Public Hearing, Deliberate and Adopt a Resolution of the Fort Bragg Planning Commission Approving Design Review 3-24 (DR 3-24), Variance 1-24 (VAR 1-24) Coastal Development Permit (CDP 3-23), Sign Permit 2-24 (SP 2-24) to 1) remodel an existing 1,536 SF convenience store with an addition of 447 SF into a 1,809 SF convenience store; 2) install 660 SF of new landscaped area; 3) replace and expand an existing gas station canopy; 4) replace gas dispensing units; 5) replace existing canopy signs and monument sign face located at 105 South Main Street.

ALTERNATIVE ACTIONS

1. Receive report, hold a public hearing, deliberate and provide direction to prepare a resolution for denial.
2. Receive report, hold a public hearing, continue the public hearing and request additional information.

PROJECT BACKGROUND

In 2022 a code enforcement letter was sent to the former property owner regarding the gas station canopy, which was damaged in a windstorm (see photo below). The property has since been acquired by a new owner, who wishes to substantially remodel the convenience store, replace the gas station canopy with a larger canopy, and rebrand the gas station.

Figure 1: Photo illustrating damaged canopy.



PROJECT HISTORY

1. The applicant submitted an application on May 22, 2023.
2. MJC was given the project in August of 2023 and MJC reviewed the project plans noted issues that would need to be changed and sent a correction notice to the applicant.
3. On December 7, 2023, the applicant sent revised project plans to the City based on the correction letter.
4. In January of 2024, MJC reviewed the project plans and sent an email requesting further revisions for compliance with the code, specifically to relocate the building addition so it would not be in the south setback, identify a location for additional required parking, and install landscaping around the sign and along the west border of the parking lot. Public works also reviewed the project at this time and provided a comment letter on January 30, 2024.

5. In February the applicant submitted revised plans to comply with various requirements of the code.
6. In February and March of 2024, MJC prepared and finalized this permit analysis and resolution.

LAND USE ANALYSIS

The project site is in the Heavy Industrial zoning district, which allows service stations with a Use Permit. However, as the gas station is an existing use, a Use Permit is not required.

DEVELOPMENT STANDARDS

The project includes the replacement of the existing gas station canopy and expansion and remodel of the convenience store. The new convenience store would replace an existing building of 1,536 SF with a new building of 1,809 SF.

Building Setbacks and Height Limits. The remodeled and expanded building would comply with all setback and height limitations. The chart below includes setback requirements and the setbacks of the existing and remodeled building.

Standard	Standard	Existing Building	Proposed Remodel
Front Setback	30'	60'	58'
Side –Street Side (North)	30'	60'	67'
Side – interior (South)	10'	20'	10'
Rear	0'	0'	6'
Height	40'	16' 8"	20' 4"

The setbacks and height limits for the Campoy are analyzed later as part of request for a variance.

Parking. Table 3-7 of the CLUDC stipulates the quantity of parking spaces required for each land use. Service Stations require “one space for each 300 square feet of floor area, plus three spaces for each storage bay.” The proposed 1,809 SF convenience store therefore requires six parking spaces. The CLUDC also requires that one of the six spaces be an ADA space. The initial site plan preserved the existing five parking spaces at the service station, which was inconsistent with CLUDC requirements. However, the applicant resubmitted the site plan with six regular parking spaces and one ADA space. The Code also requires a five-foot landscaping strip between the parking spaces and the building. Therefore, MJC recommends Special Condition 1.

Special Condition 1: the applicant shall install a five-foot wide landscaping strip between the convenience store and the three parking spaces on the south side of the project and a five-foot wide landscaping strip between the parking stalls north of the store and the property line, prior to final of the building permit.

As conditioned parking complies with the requirements of the CLUDC.

LANDSCAPING STANDARDS. The existing landscaping at the project site is minimal and does not comply with current landscaping standards. The applicant has submitted a new

landscaping plan (see Attachment 3). The new landscaping plan includes a mix of native and non-native shrubs and forbs. It does not include any trees. Additionally, this project may require the installation of a backflow device. The backflow device must be landscaped so that it is screened from public view. This requirement is also addressed in Special Condition 2.

Special Condition 2. Prior to the final approval of the building permit, the applicant shall install at least two trees in the proposed landscaping strip between the Mendo Mill warehouse and parking area on the northwest side of the project. Additionally, the applicant shall replace the Japanese Boxwood and Dietes Bicolor Fortnight Lily with a California native species. If a backflow device is required, it shall be screened from view by native shrubs and vegetation.

Fencing. The proposed project does not include fencing.

Utilities. The applicants will have to pay capacity fees for the expanded footprint and kitchen use.

Lighting. The applicant is proposing to change parking lot lighting by adding one free standing pole light fixture on the northwest corner of the site, by replacing three light fixtures on the building façade and by adding eight lighting fixtures to the under part of the canopy. However, the applicant's submitted lighting fixtures are not night-sky compliant. The code requires night-sky compliant downward facing and shielded lights. Therefore, the Planning Commission should adopt Special Condition 3 to address this issue:

Special Condition 3. Prior to the final of the Building Permit, the applicant shall provide specifications for all exterior lighting which shall be night-sky compliant, downward facing and shielded so that light does not enter the apartment windows or cast outside the limits of the property.

VARIANCE ANALYSIS

Canopy Height and Setbacks. The existing 960 SF canopy does not comply with the required minimum 30-foot front setback from the highway. The proposed 1,920 SF canopy would also not comply with the minimum 30-foot front setback (see table below).

Standard	Standard	Existing Canopy	Proposed Canopy
Front Setback	30'	4.5'	4.5'
Side –Street Side (North)	30'	62'	68'
Side – interior (South)	10'	51'	40'
Rear	0'	41'	45'
Height	40'	18' 6"	18' 6"

The proposed canopy does not qualify for any setback exemptions of Section 17.30.100.

Expansion of a Non-Conforming Use Exemption. The canopy is a legal non-

conforming structure, as such the City could allow it to be expanded only if that expansion would comply with the current 30-foot setback requirement, per section 17.90.030B1a below.

- B. Nonconforming structure.** A nonconforming structure may continue to be used in the following manner:
- 1. Changes to, or expansion of a structure.** A nonconforming structure may be changed or expanded as follows.
 - a. Nonresidential or multi-family structure.** A nonconforming structure may be enlarged, expanded, reconstructed, or relocated, with Minor Use Permit approval, if the changes comply with all applicable provisions of this Development Code; provided, the review authority first finds that the additional work is compatible with neighboring uses and would not adversely impact neighboring properties.

Thus, to enlarge the structure, the applicant would either have to ask for a change of the zoning to Highway Commercial (a one-year LCP amendment process) or apply for and receive a Variance. MJC discussed the pros and cons of both approaches with the applicant and the applicant decided to request the approval of a front setback Variance to increase the size of this non-conforming structure. A Variance analysis is included below for the Planning Commission's consideration.

VARIANCE ANALYSIS. Section 18.71.070 sets the standards and identifies the required findings for the Planning Commission to determine if a Variance is warranted for this project. As noted in section 18.71.070 the purpose of a Variance is to:

“Provide a process for City consideration of requests to waive or modify certain standards of this Development Code when, because of special circumstances applicable to the property, including location, shape, size, surroundings, topography, or other physical features, the strict application of the development standards otherwise applicable to the property denies the property owner privileges enjoyed by other property owners in the vicinity and in the same zoning district.”

Further a Variance **“may be granted to waive or modify any requirement of this Development Code except: allowed land uses; residential density; specific prohibitions (for example, prohibited signs), or procedural requirements.”**

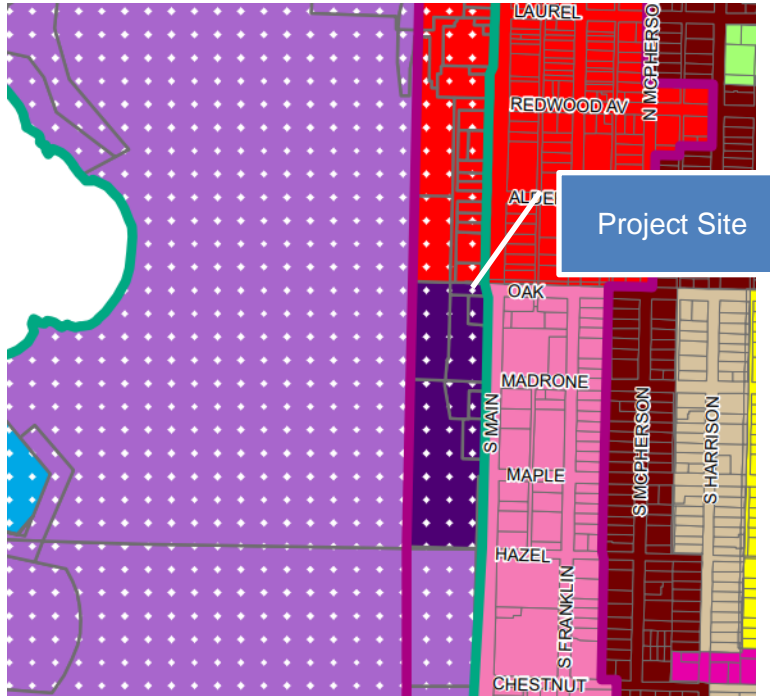
To grant a Variance the Planning Commission must make all three of the following findings (in bold):

- a. There are special circumstances applicable to the property, including size, shape, topography, location, or surroundings, so that the strict application of this Development Code deprives the property of privileges enjoyed by other property in the vicinity and within the same zoning district;**

This property has special circumstances regarding its location. The project site is part of a small group of properties that are located within a Heavy Industrial zoning district within the commercial core of Fort Bragg. This zoning appears to be a legacy related to the operation of the Georgia-Pacific lumber mill, see figure 1 below. Certainly, the City would likely not welcome heavy industrial businesses in this location and the 30' setback is intended to reduce the impact of heavy industrial businesses on Main Street and the commercial corridor. In fact, none of the businesses located within this zoning district are heavy industrial uses. All businesses are retail oriented and include: a

visitor information center, an accountant, a building materials and hardware store and this gas station. Thus, The Planning Commission can fund that “there are special circumstances applicable to the property, includinglocation and surroundings.”

Figure 2: Zoning map illustrating that Heavy Industrial zoning is anomalous in this location.



Additionally, none of the properties located within this zoning district comply with the 30-foot front setback requirement as illustrated in the table below:

Business Name	Existing Front Set Back	Compliance with 30-foot minimum setback?
Mendo Mill	3 feet	no
K McKee and Company	6 feet	no
Chamber of Commerce	11 feet	no

Thus, the Planning Commission can find that “the strict application of this Development Code” (namely requiring that this property comply with the 30-foot setback) would “deprive the property of privileges enjoyed by other property in the vicinity and within the same zoning district.” Indeed, the application of the 30-foot setback would deny the applicant the ability to have a new canopy, and thus would deprive the applicant the ability to operate a gas station.

- b. The approval of the Variance or Administrative Variance includes conditions of approval as necessary to ensure that the adjustment granted does not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and within the same zoning district; and

This project does not require any additional conditions of approval as all other properties in the district also benefit from the “special privilege” of having a significant non-conforming setback from Highway 1.

- c. The Variance or Administrative Variance is consistent with the General Plan, any applicable specific plan, and the Local Coastal Program. In addition to any other findings and/or conditions regarding the granting of a Variance or an Administrative Variance, the City shall only grant a Variance or Administrative Variance if the City determines that the means of accommodating the Variance or Administrative Variance: (1) will not have an adverse effect on coastal resources, (2) will ensure adequate services will be provided to serve the proposed development, and (3) will not displace Coastal Act priority uses. If the City determines that the means for accommodating a Variance or Administrative Variance will have an adverse effect on coastal resources, will not ensure adequate services will be provided to serve the proposed development, or will displace Coastal Act priority uses, the City shall deny the Variance or Administrative Variance.

As analyzed below, the project will not have an adverse effect on coastal resources. Additionally, per the Department of Public Works, this site is adequately served by water sewer, PG&E and the roadway system. As an existing gas station this project does provide a visitor serving use, which is a Coastal Act priority use.

FORMULA BUSINESS

The proposed project is not a formula business, so formula business regulations do not apply to this project. The applicant has not yet negotiated a franchise agreement with a gas company although he intends to do so. Nevertheless, even when the applicant does secure a franchise agreement the proposed project would not qualify as a formula business. Section 18.46.050 Exemptions of the formula business regulations exempts building of less than 2,000 SF from compliance with the formula business regulations. The proposed convenience store would be 1,983 SF. The project would also not qualify as a formula business under the City’s ILUDC definitions section which defines a Formal Business as follows:

Formula Business. A commercial establishment which, along with 10 or more other business locations outside of Fort Bragg, regardless of ownership or location at the time that the application is deemed complete, is required by contractual or other arrangement to maintain at least 2 of the following standardized features: an array of merchandise/menu, decor, uniforms, facade, color scheme, exterior signage including a trademark or service mark as signage.

A franchise gas station would only have one standard feature, namely exterior signage with a trademark/name.

COASTAL DEVELOPMENT PERMIT

This project is in the Coastal Zone, and it is not exempt from requiring a Coastal Development Permit (CDP) because it “is located between the sea and the first public road paralleling the sea” (see CLUDC Section 17.71.040(B)(4)).

This project has the potential to impact two types of coastal resources, namely

archaeological resources and visual resources, which are analyzed below.

- The project site is fully developed/paved and so it cannot have an impact on biological or botanical resources as there are none located on the site.
- Coastal access is limited from this site by development (Mendo Mill) and fencing (Mil Site) to the west therefore the project will not impact coastal access.

Visual Impacts. The project will not impact views to the ocean. As illustrated in the photos below, views to the sea are already fully blocked by the adjacent buildings (Mendo Mill warehouse, the Shop and Dry Shed 4).

Figure 3 Photo Illustrating that the view to the west is blocked by the Mendo Mill warehouse.



Figure 4 Photo Illustrating that the view to the Northwest is blocked by the adjacent vehicle repair shop and Dry Shed 4.



Archaeological Resources. The project site is fully paved and so a pre-construction archaeological survey is not possible. There is a chance that the ground disturbance associated with installing the new canopy columns and gas dispensers will result in the disturbance of the ground and could impact cultural resources. Standard condition 6 will minimize potential impacts to cultural resources.

Stormwater Analysis. The Department of Public Works reviewed the project and recommends the following Special Condition be included to ensure conformance with

Section 17.64 Stormwater Runoff Pollution Control.

Special Condition 4: All construction, including but not limited to; installation of concrete, overlay, site improvements, and drainage, shall be performed in conformance with Municipal Code Section 17.64 Stormwater Runoff Pollution Control. Applicant shall complete “Construction Site Storm Water Runoff Control Applicant Checklist and “Small Construction Site Storm Water Erosion and Sediment Control Plan Template” forms prior to issuance of the building permit. The applicant shall abide by all “during-construction” site measures as delineated on the forms, and no sediment will be allowed to drain or blow offsite.

DESIGN REVIEW

The project involves significant exterior remodels and expansion of an existing structure, which requires a Design Review Permit per Section 17.71.050 of the CLUDC. As conditioned below, the proposed project would meet the Design Review criteria.

17.71.050(E). Project Review Criteria. The review authority shall evaluate each application to ensure that the project:

1. Complies with the purpose and requirements of this Section;

The proposed design, as conditioned below, is consistent with the purpose and requirements of Design Review.

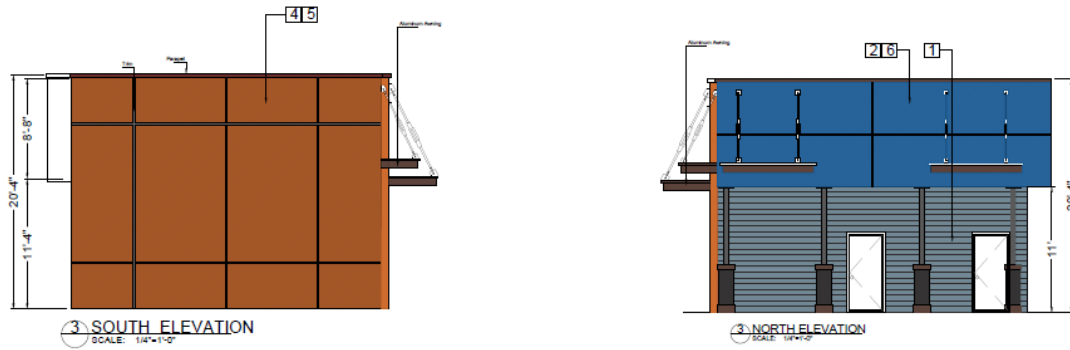
2. Provides architectural design, building massing, and scale appropriate to and compatible with the site surroundings and the community.

This finding can be made. The proposed exterior remodel would consist of an architectural look the combines false fronts, awnings, changes of materials, and changes of plane. The overall look is modern with a historic nod. The new structure would have better design quality than the existing building and would provide an upgrade to the architectural character of the buildings in the immediate site surroundings.

Figure 5 East Elevation – Facing Highway 1



Figure 6 South Elevation adjacent to Mendo Mill & North Elevation facing Oak St.



The surrounding land uses are primarily retail and services with utilitarian design, as follows:

Figure 7 Mendo Mill – This retail warehouse has a very 1970s utilitarian design.



Figure 8 The Shop



Figure 9 CVS – This building has a typical 1990s shopping mall look.



Figure 10 Shopping Mall. – This flat roofed 1960 modernist building is very representative of its era.



Figure 11 PG&E Building – This is the newest building in the immediate area. Built in the 2000s it includes many architectural details and harkens back to a historic look. It is in the Central Business District zoning which requires considerably more architectural detail than other zoning districts.



3. **Provides attractive and desirable site layout and design, including building arrangement, exterior appearance and setbacks, drainage, fences and walls, grading, landscaping, lighting, signs, etc.**

This finding can be made as described in detail below:

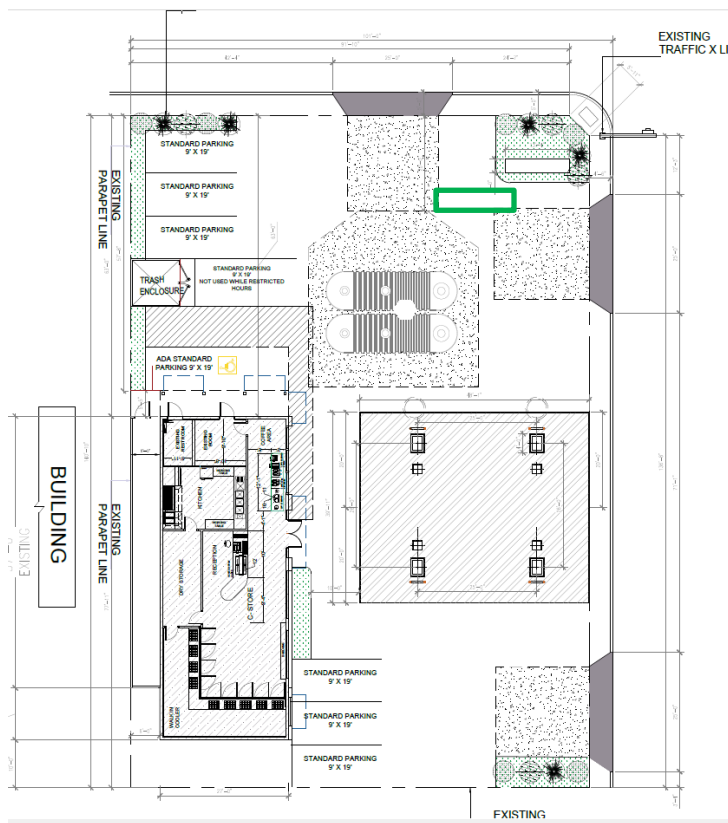
- **Site Layout and Design.** The proposed project provides a desirable payout for a gas station, including locating the convenience store at the back of the property and providing a large canopy to cover vehicles in rainy weather.
- **Exterior Appearance.** The exterior appearance will be a significant improvement on the appearance of the existing structure and those in the surrounding area. As noted in the analysis below the building exceeds design guideline requirements for buildings in heavy industrial zoning districts.
- **Setbacks.** With approval of the requested variance all proposed development would meet the Highway Heavy Industrial (IH) zoning district setback requirements, as described earlier in this analysis.
- **Drainage.** The project site is currently covered completely with impervious surfaces. The proposed project will reduce drainage from the site as the project would include new landscaped areas.
- **Fences, walls, lighting, or landscaping.** No fences or walls are proposed for the

project. the project site plan includes new landscaping which would be attractive. As conditioned both the landscaping and lighting would improve the site's attractiveness.

4. Provides efficient and safe public access, circulation, and parking.

This finding can be made. The re-submitted site plan includes seven parking spaces at the service station which are located conveniently to the convenience store and bathrooms. No changes to circulation or access are proposed and the circulation program is appropriate for a corner gas station.

Figure 12: Site Plan



5. Provides appropriate open space and landscaping, including the use of water efficient landscaping.

The applicant is proposing to add 600 SF of new landscaping which will help to beautify the property. Proposed new landscaping on the corner of Main and Oak Streets will soften this highly visible corner of Fort Bragg. Likewise, new landscaping located both in front of the new building and in front of the adjacent neighboring buildings will also help to beautify the location.

6. Is consistent with the General Plan, any applicable specific plan, and the certified Local Coastal Program if located in the Coastal Zone.

This finding can be made. The project is consistent with the CLUDC, and the Coastal General Plan policies related to commercial development and the purposes of the Heavy Industrial land use designation.

The purpose of the Heavy Industrial (IH) zoning district is as follows:

This designation is intended for a range of heavy industrial uses including manufacturing, assembly and processing, and the storage and distribution of raw materials, aggregate plants, and related heavy industrial uses which are generally incompatible with and require locations removed from residential and visitor serving uses.

As previously noted, the parcel zoning is related to the operation of the former Lumber Mill. At some point the City could consider more appropriate zoning for this entire strip as either General Commercial or Visitor Serving. However, rezoning the property is beyond the scope of this permit application. There are no General Plan policies that apply to this project.

7. Complies and is consistent with the City's Design Guidelines.

This finding can be made as follows:

Building Design. The project complies with all mandatory standards for industrial buildings, even though this building does not qualify as a large building (most requirements apply only to large buildings in industrial zoning districts), as follows:

- The building facade is “broken up with expansion joints, reveals, and changes in texture, color and materials.”
- The building incorporates “varying building heights and changes in color, texture, and material on the front street Façade”.
- Street side façade includes “changes in color, texture, and material to add interest to the building elevation and reduce visual mass.”
- The building façade would be stucco which is among the encouraged building materials in the Citywide Design Guidelines.
- Additional landscaping is provided.

The project also complies with the following additional standards as follows:

- The primary building entry is “readily identifiable and well defined through the use of columns, roof structures”, awnings and color.
- The proposed dumpster enclosure incorporates “architectural screening elements compatible with the design of building.”

No walls or fences are proposed.

SIGN PERMIT & SIGN DESIGN REVIEW

The applicant has noted that while they are in negotiations with Valero to operate a Valero franchise at this location, the applicant may ultimately operate a franchise of a different gas company. If the applicant contracts with a different gas company, the Planning Commission should provide direction whether that Sign Permit review should happen at the Planning Commission as a conduct of business item or if you would prefer to delegate that to the Community Development Director.

MJC recommends Special Condition 5 to provide clarity on this issue.

Special Condition 5: For all future changes to the sign design, permit review shall be completed by the Director of Community Development.

The approval of a Sign Permit shall require the Planning Commission to first establish a basis for the findings listed in CLUDC Section 18.38.030.D. The applicant proposes to install three new signs, as follows: two 12 SF signs on the canopy and reuse of the existing monument sign at the corner of Main and Oak Streets. Table 3-12 of the CLUDC outlines sign standards and allows a maximum sign area of 100 SF regardless of building frontage. This building site has a total of 145 feet of frontage on Main Street and 100 feet of secondary frontage on Oak Street which qualifies for the maximum 100 SF of signage.

Height. The canopy signs meet all requirements regarding height as they are below the roof line of the canopy.

The existing monument sign is of non-conforming height at 12 feet. A new, non-conforming sign may be approved to replace an existing, non-conforming sign with Planning Commission approval per Section 17.38.090(B) of the Coastal Land Use and Development Code (CLUDC). The CLUDC requires a maximum height for freestanding signs of six (6) feet above normal grade in commercial zoning districts. However, an exception is allowable per Section 17.38.090(B), Non-Conforming Signs of the CLUDC as follows:

B. Exceptions. An administrative exception to the requirements of Subsection A may be granted by the Commission, provided that the Commission shall make the following findings:

1. The new proposed sign is significantly more conforming in height and/or area than the existing sign.
2. By approving the new sign, the exception will eliminate the existing nonconforming sign.
3. The non-conforming sign shall be brought into conformance with the sign ordinance within five years of the application date.

The existing freestanding sign is approximately 12 feet in height and built with wood beams reflecting the timber culture of the area. The applicant has not proposed new a new sign face for this monument sign because the applicant is still uncertain about the final franchise that they will use.

Sign Design, Height and Size. A new freestanding sign would utilize the existing wood beams and a new sign cabinet would be installed. The sign height should be reduced in height from 12 feet to 10 feet to conform with the requirements for a non-conforming monument sign.

The Planning Commission can pre-approve the proposed sign height change as a reduction in non-conforming status so long as the following specific findings can be made, per Section 17.38.090(B) of the Coastal Land Use and Development Code.

1. The new proposed sign is significantly more conforming in height and/or area than the existing sign.
2. By approving the new sign, the exception will eliminate the existing nonconforming sign.
3. The non-conforming sign shall be brought into conformance with the sign ordinance within five years of the application date.

These findings can be made as a new sign would be non-conforming in height, but it would be more conforming than the existing sign, and the non-conforming sign will be brought into conformance with the sign ordinance within five years of the application date. Alternatively, the Planning Commission could deny the exception to the height limitation requirement or require a different height. Alternatively, the Planning Commission could adopt Special Condition 6 to define the final height of the Monument Sign.

Special Condition 6. The Monument Sign shall be limited to 10 feet in height, and the sign permit copy for the Monument Sign shall be reviewed by the Community Development Director.

The proposed locations for signs conform with requirements. The proposed monument sign would be located in the same location as the current monument sign, which does not conform with the minimum 20-foot setback from the curb for the traffic safety visibility area but is a pre-existing non-conforming sign.

The proposed canopy signage complies with the Citywide Design Guideline sign standards as described below:

1. The canopy signs have been “designed to relate to the architectural features of the building on which they are located”.
2. The proposed canopy signs “coordinate with the building design, materials, color, size, and placement” as illustrated in the visual simulation below. The blue color on the canopy matches the blue color of the store entrance and the grey color of the canopy also matches the store entrance. Only the brown and yellow colors do not match. The planning commission can require the applicants to change the building color but not the yellow color as it is part of Valero’s official trademark. MJC recommends leaving the colors as proposed.



The proposed signage also complies with sign legibility preferred standards with regards to:

- Providing a brief message
- Avoiding faddish and bizarre typefaces
- Using significant contrast.
- Using easy to read lettering styles.

Sign Placement. The project complies with the Citywide Design Guideline sign placement mandatory standards as described below:

1. The project's canopy signs do "not project above the edge of the rooflines" or "obstruct windows and/or doorways"
2. The location and extent of the signs will "not obstruct scenic views."

Sign Color. The project does not comply with the Citywide Design Guideline sign color mandatory standard which prohibits "Bright Day-Glo (fluorescent) colors" as the yellow slash could be considered a day glo or fluorescent color. However, City's cannot regulate trademarks and this color appears to be part of the trademark for Valero. The sign does comply with one of the preferred standards of "three or fewer colors."

Sign Illumination. The proposed canopy sign would not be internally illuminated. The proposed monument sign would be internally illuminated. Design guidelines for internally illuminated signs require the following:

"Monument signs may be internally illuminated; however, the sign copy shall be the only portion of the sign face that is illuminated. The sign background or field shall be opaque with a non-gloss, non-reflective finish."

Therefore, Special Condition 7 is recommended.

Special Condition 7. When the applicant submits a sign permit for the face of the monument sign it shall include internal illumination only of the sign copy and logo.

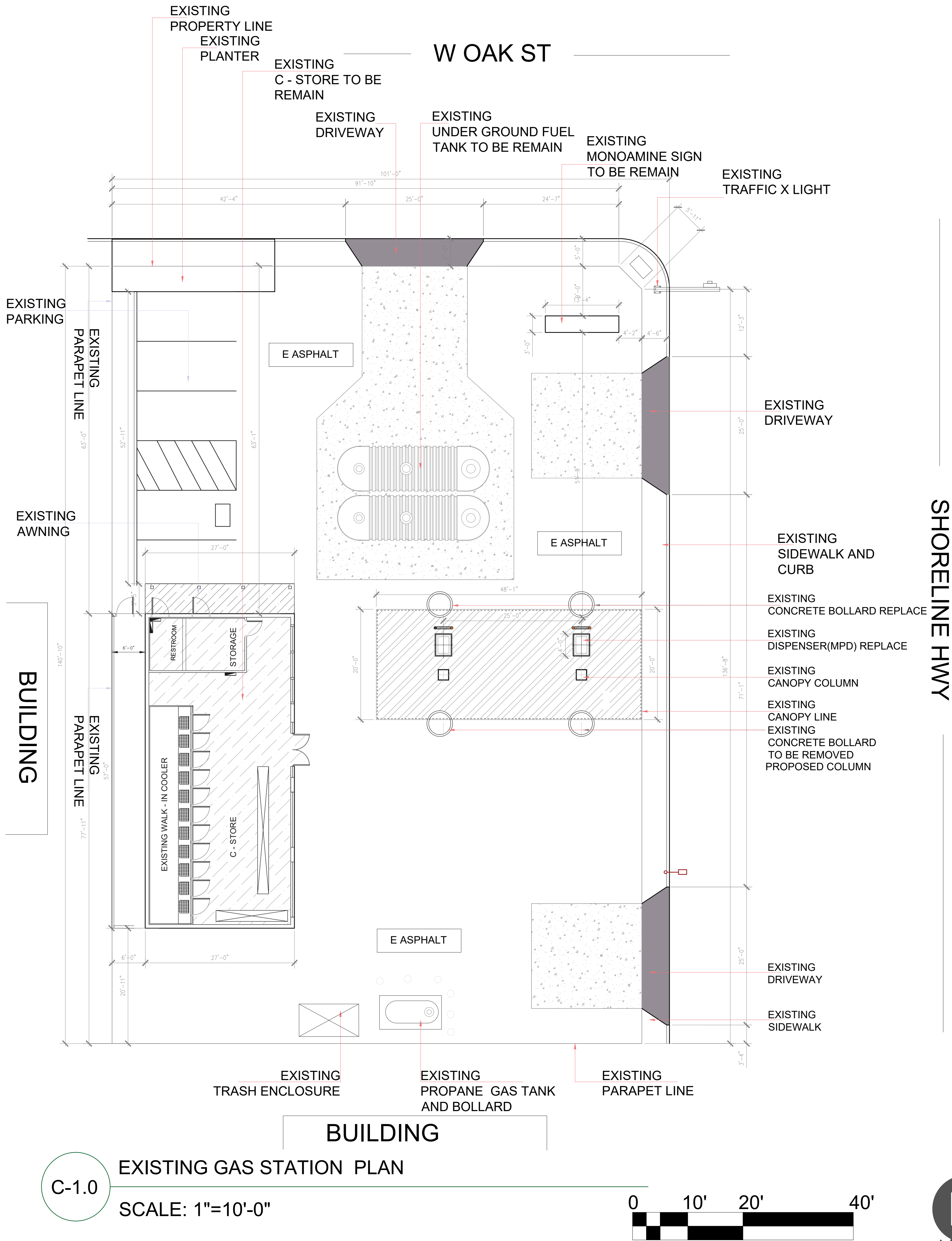
Monument Sign. The monument sign complies with the other requirements of the Design Guidelines, as follows:

- It is "placed perpendicular to the street."
- It is "placed so that sight lines at entry driveways, pedestrian throughways, and circulation aisles are not blocked."
- It provides "architectural elements on the sides and top to frame the sign pane(s)."
- It incorporates materials and colors are "compatible with materials and colors of the development the sign serves."
- It is in "scale with its adjacent building."
- It "incorporates landscaping at the Sign Base."

As conditioned, the proposed remodeled service station addition, landscaping and signage is consistent with the City's Design Guidelines.

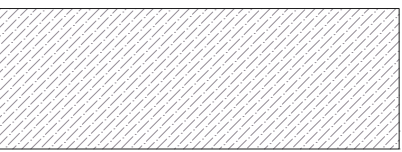
ATTACHMENTS

1. Existing Conditions Site Plan
2. Proposed Site Plan
3. Landscaping Plan
4. Canopy & Signage Elevations
5. Proposed Floor Plan
6. Proposed Building Elevations
7. 3D Rendering
8. Lighting Plan
9. Existing Building Elevations & Floor Plan
10. Trash Enclosure
11. Resolution

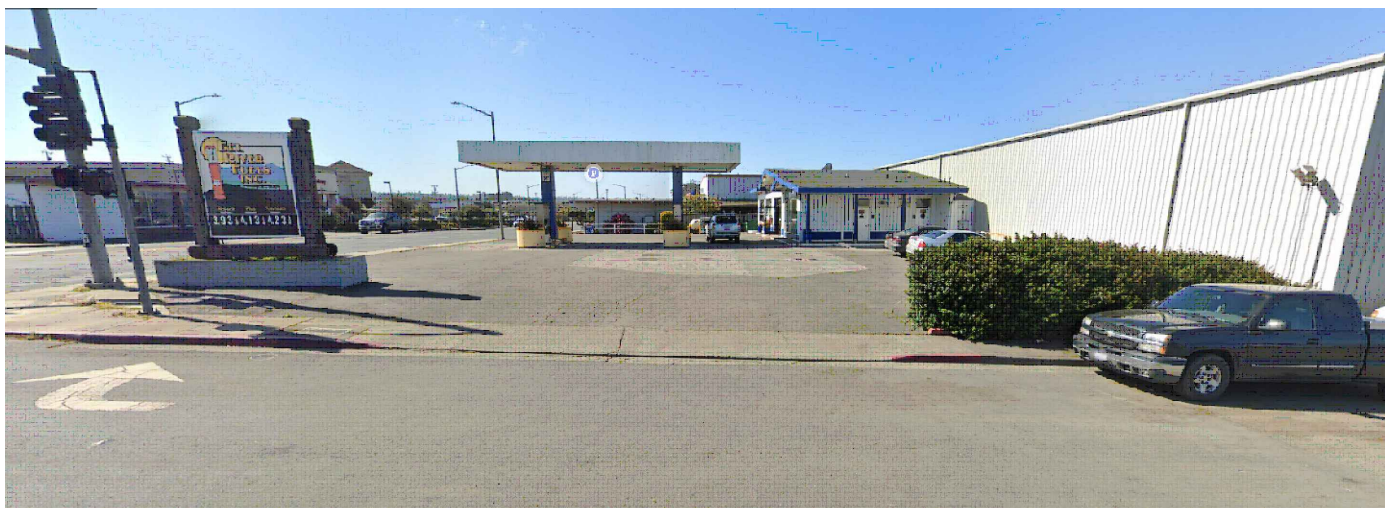
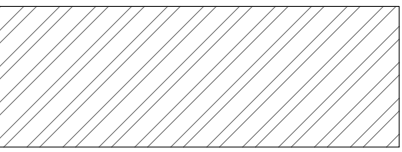


LEGEND:

1- EXISTING C -STORE BUILDING



2- EXISTING GAS STATION CANOPY



EXISTING SITE PICTURE



EXISTING SITE PICTURE



VICINITY MAP



PROJECT DIRECTOR:

FARAH CHAUDHARY
PHONE: +1 (916) 793-4048
Farah@theboulevard.us

PROJECT MANAGER:

M HAMAYOON BAHEZ
+1 (916) 477-9102
hamayoon@theboulevard.us



ARCHITECT OF RECORD :



4080 TRUXEL ROAD, SUITE 100,
SACRAMENTO, CA. US 95834
Website:- <https://theboulevard.us>
Call:- +1(916) 330-4200
FAX NO:-1(916) 914-2215
Email:- info@theboulevard.us

PROJECT:

105 S MAIN ST, FORT
BRAGG, CA 95437-4207

Assessor Parcel # 008-161-10-00

REVISIONS:

CURRENT ISSUE DATE:

02-05-24

ISSUED FOR :

CONTROL NO.:

DRAWN BY: BOULEVARD

CHECKED:

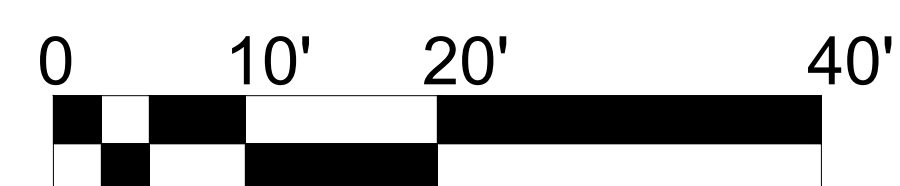
APPROVED:

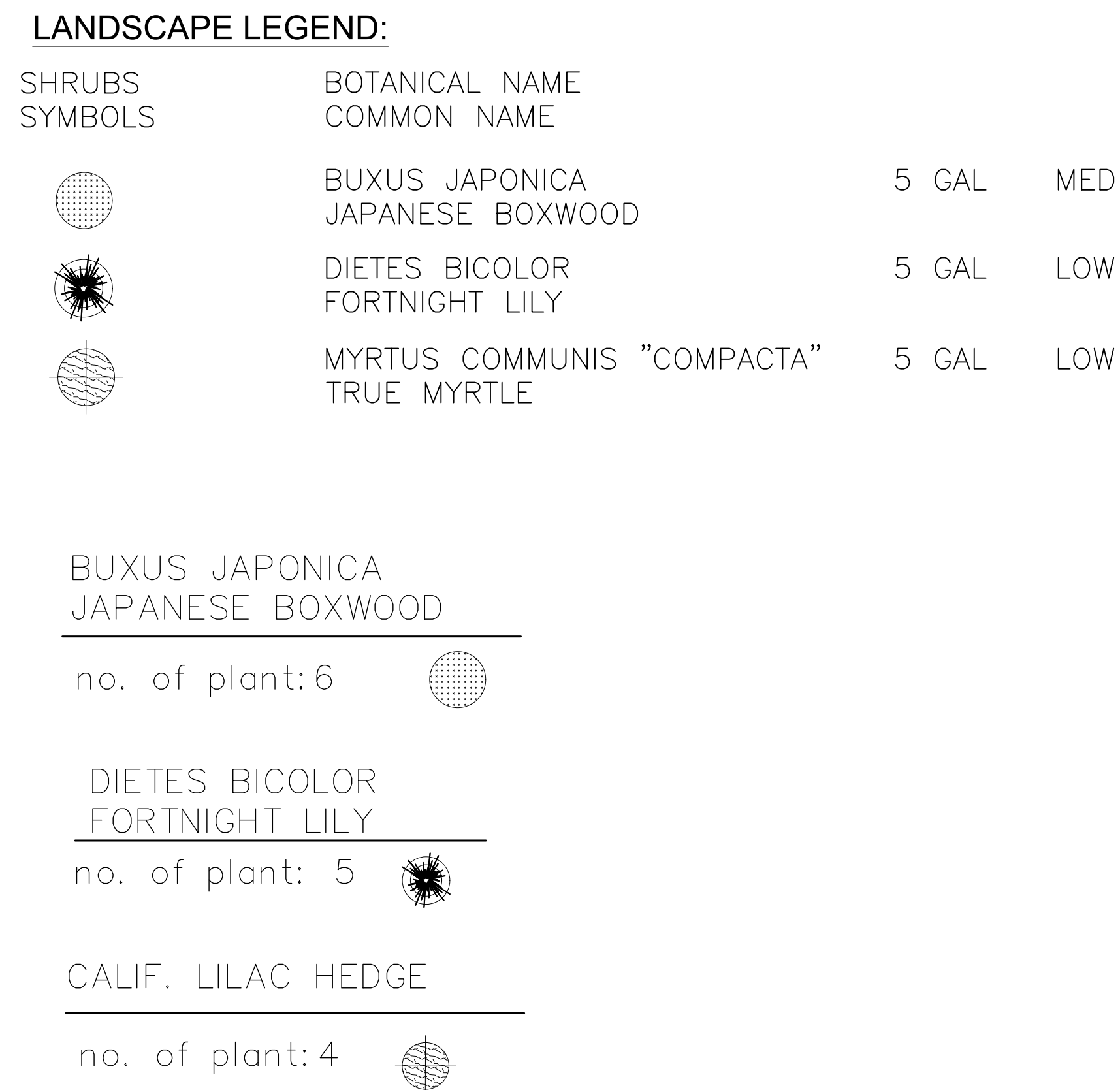
SHEET TITLE

EXISTING SITE PLAN

SHEET #

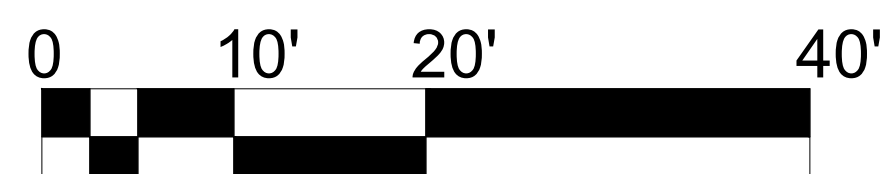
C-1.0

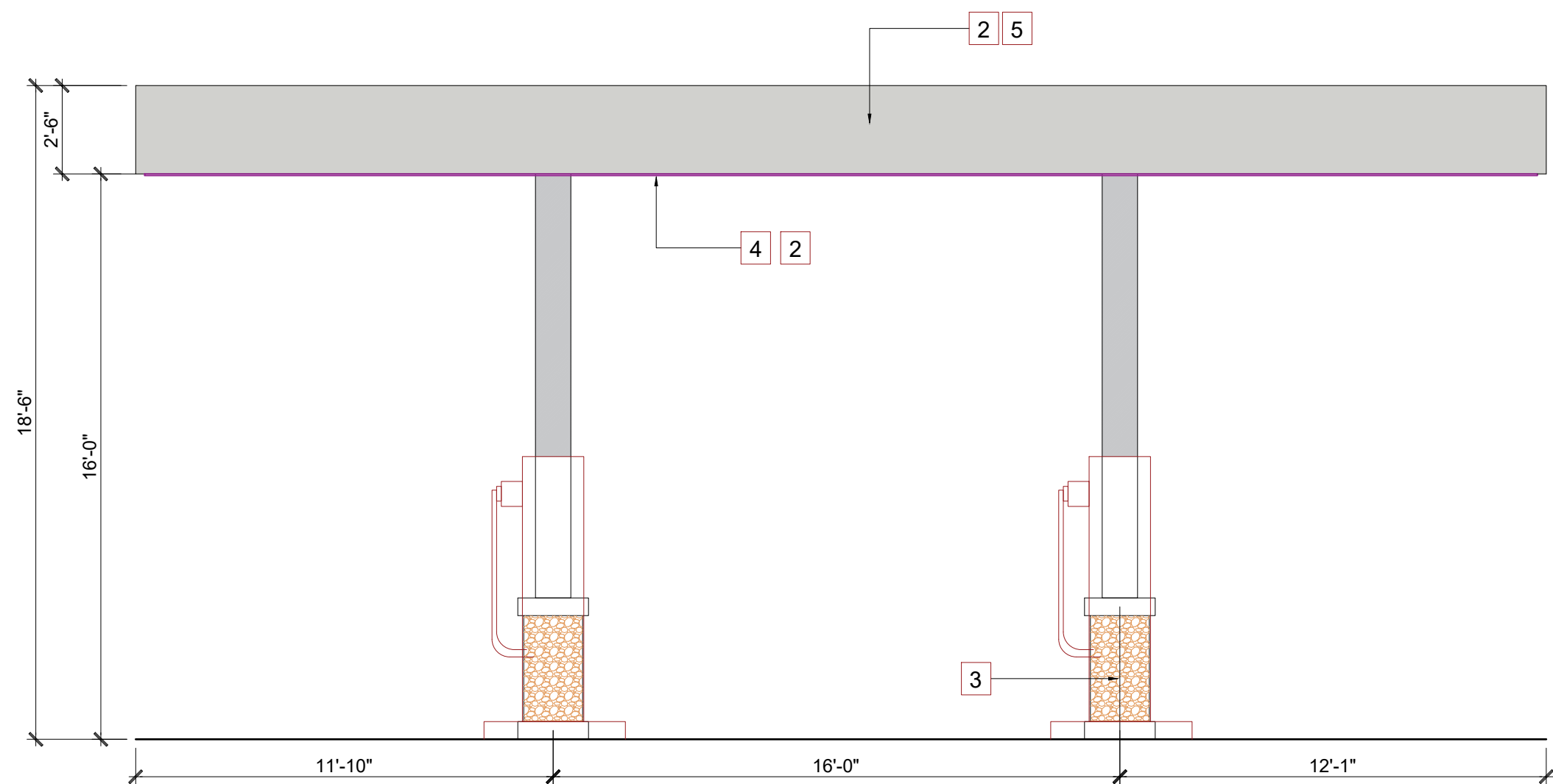




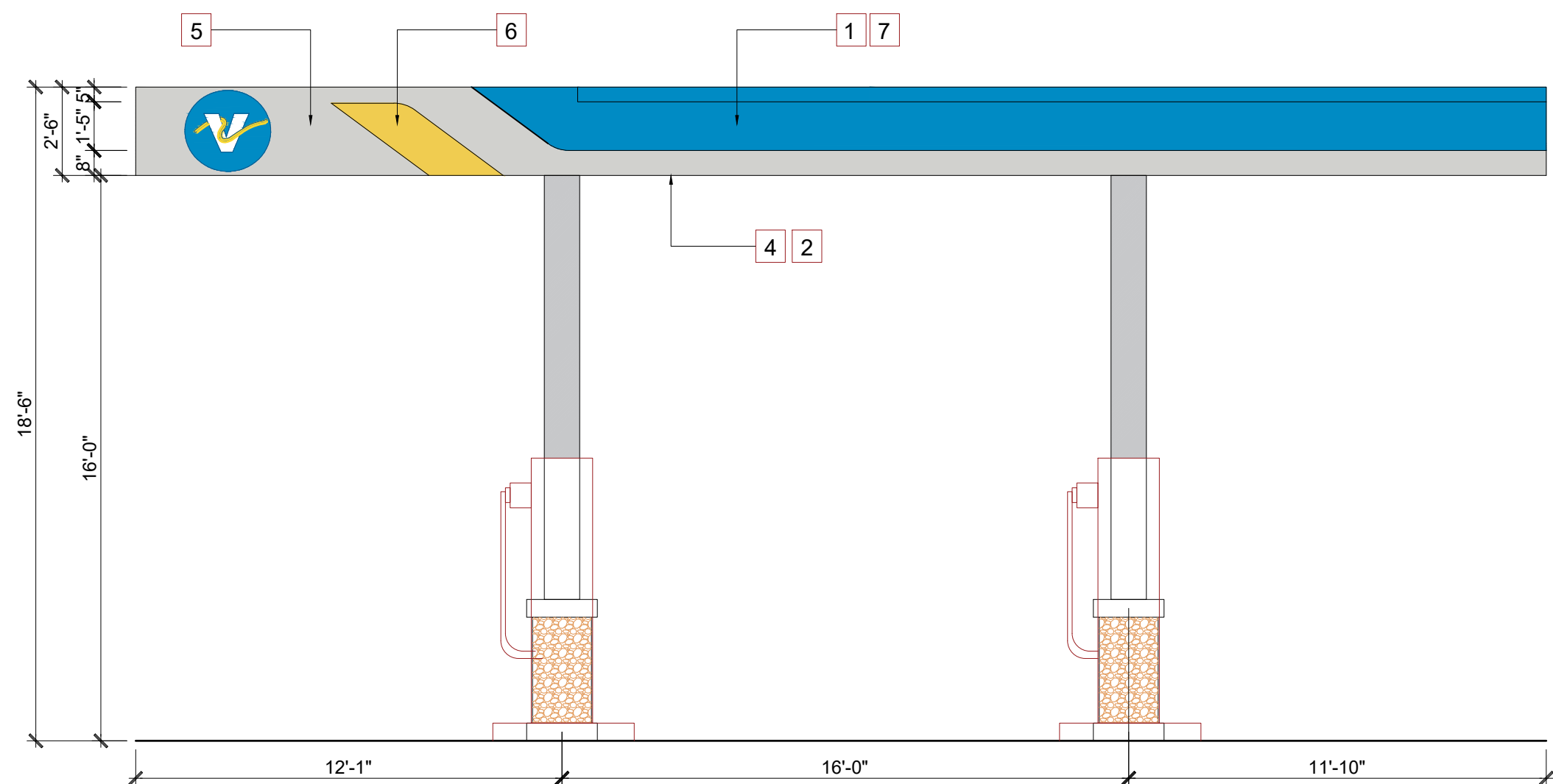
TOTAL LANDSCAPE AREA PROVIDED: 660 SF

L-1.0 PROPOSED LANDSCAPE PLAN
SCALE: 3/32"=1'-0"

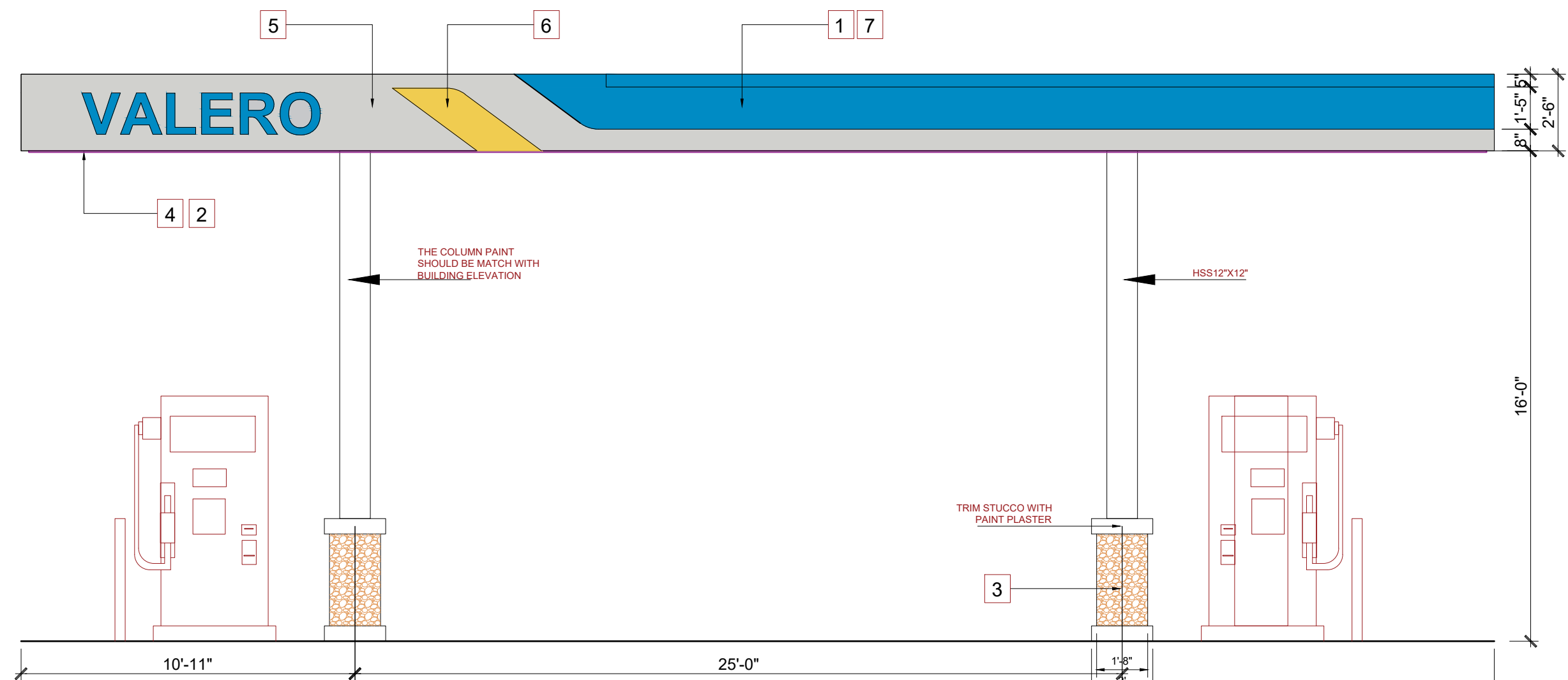




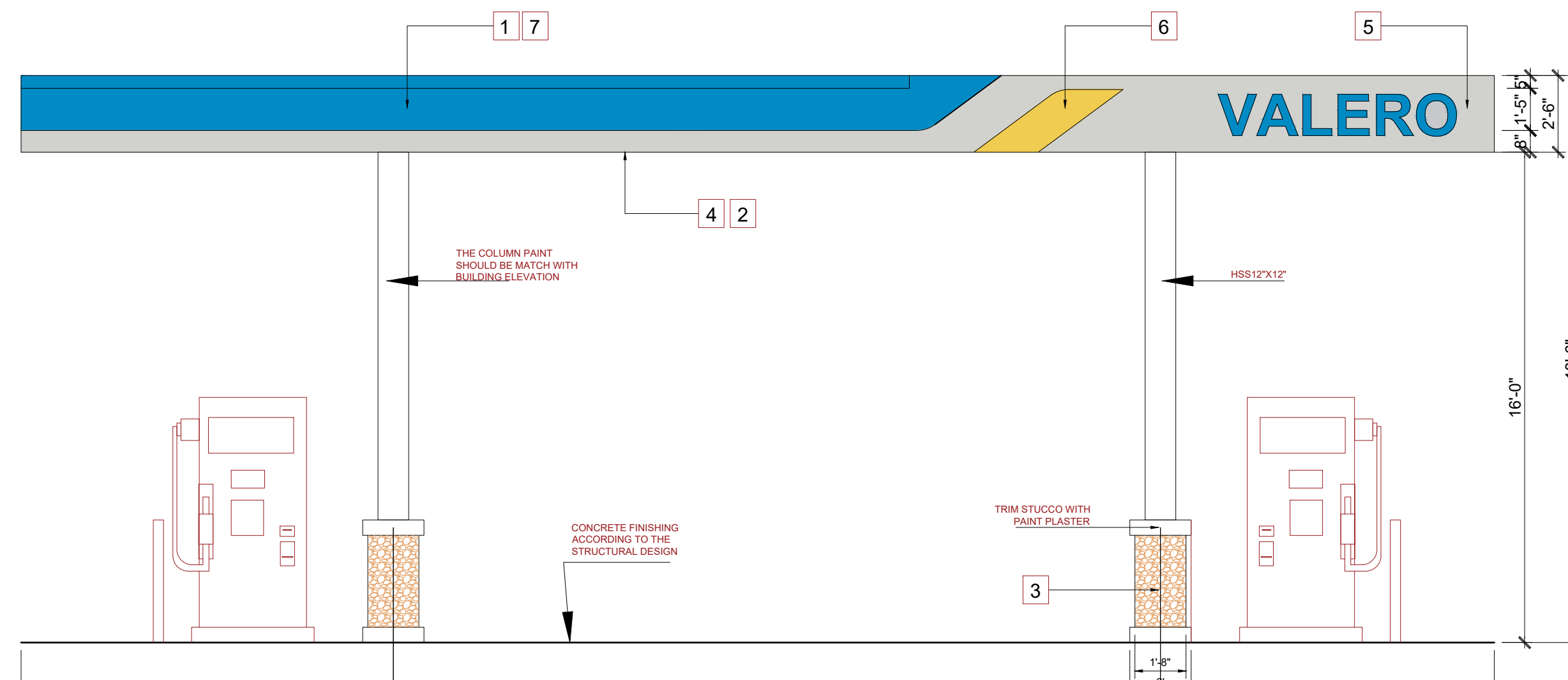
A-1.1 WEST ELEVATION OF GAS STATION
SCALE: 1/4"=1'-0"



A-1.1 EAST ELEVATION OF GAS STATION
SCALE: 1/4"=1'-0"



A-1.1 NORTH ELEVATION OF GAS STATION
SCALE: 1/4"=1'-0"



A-1.1 SOUTH ELEVATION OF GAS STATION
SCALE: 1/4"=1'-0"

FINISHES FOR ELEVATION FOR THE CANOPY
NOTE:
All fasteners are made of corrosion-free steel or stainless steel material.
Our ACM panels employ a concealed-clip fastening system, which provides for a smooth and clean unobstructed surface look.
Corrugated and extruded aluminum panel systems are installed with either hidden clips or exterior fasteners, which provide architectural accent.

1 Aluminum Composite Material

2 LPOLIC 6
Program Metallic aluminum composite material finishes present you with a full array of unique and eye catching metallic colors.

3 ELDORADO STONE: STACKED STONE - KORYAK RIDGE
FAUX STONE VENEER (INDOOR/OUTDOOR WALL)

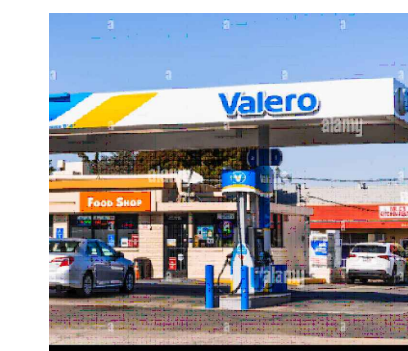
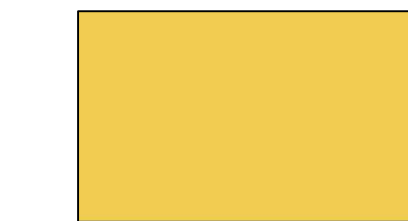
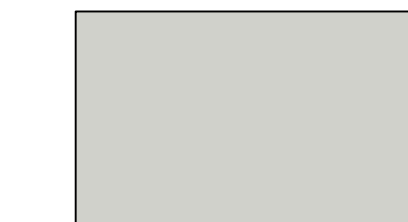
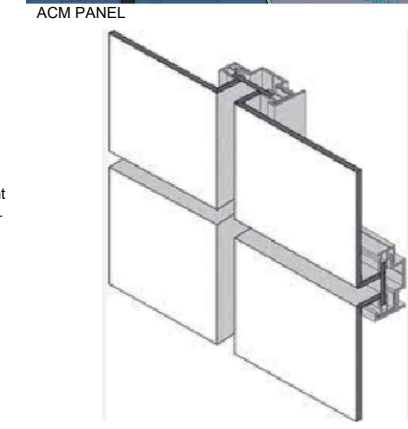
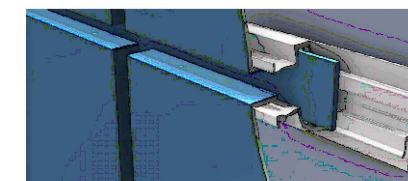
4 Metal Ceiling Aluminum Perforated False Ceiling

5 HALATION PPL02-15 INTERIOR/EXTERIOR
PAINT & PRIMER COLOR SAMPLE

6 RADIANT SUN P310-6 INTERIOR/EXTERIOR
PAINT & PRIMER COLOR SAMPLE

7 CELEBRATION BLUE MQ4-57 INTERIOR/EXTERIOR
PAINT & PRIMER COLOR SAMPLE

VALERO



PROJECT DIRECTOR:

FARAH CHAUDHARY
PHONE: +1 (916) 793-4048
Farah@theboulevard.us

PROJECT MANAGER:

M HAMAYOON BAHEZ
+1 (916) 477-0102
hamayoon@theboulevard.us



ARCHITECT OF RECORD :

BOULEVARD
Construction

4080 TRUXEL ROAD, SUITE 100,
SACRAMENTO, CA. US 95834
Website:- <https://theboulevard.us>
Call:- +1(916) 330-4200
FAX NO.1(916) 914-2215
Email:- info@theboulevard.us

PROJECT:

105 S MAIN ST.FORT
BRAGG, CA 95437-4207

Assessor Parcel # 008-161-10-00

REVISIONS:	DATE:	DESCRIPTION	BY:	

CURRENT ISSUE DATE:

02-05-24

ISSUED FOR :

CONTROL NO.:

DRAWN BY: BOULEVARD

CHECKED:

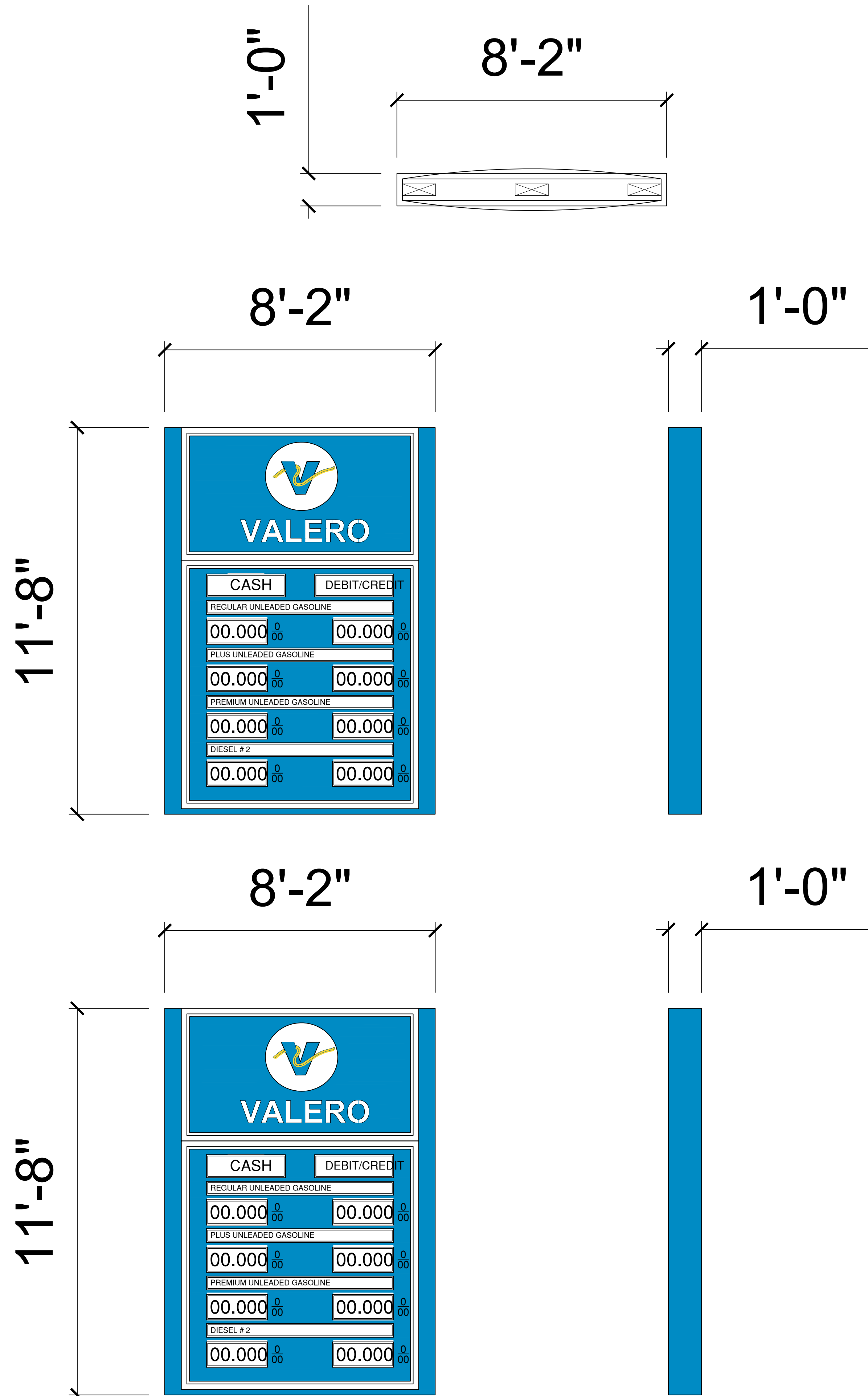
APPROVED:

SHEET TITLE

GAS STATION ELEVATIONS

SHEET #

A-1.1




GAS STATION CANOPY

MODEL	GSY 0005
LIGHTSOURCE	LED
TYPE	GAS STATION EQUIPMENT
LIGHT POWER	110V
COLOR	see sheet 1.1
CONFIGURATION	STANDARD
TOTAL SIZE	40X48 FT
WIND RESSISTANCE	12 LEVEL
MATERIAL	STEEL ALUMINUM PLATE 8 CHARACTER LED , ACRYLIC PLATE, LUMINOUS CHARACTER

Product Details
Customization and installation technology for gas station tower signs

The gas station logo design refers to the independent logo that expresses the corporate image. It embodies the image, culture and spirit of the company. It usually also indicates the current oil price at the time, with guiding and introducing functions. The production materials are mainly made of stainless steel and led lights. , paint, acrylic, steel pipe, etc., the specific process depends on the design drawings.

CANOPY SIGN :						
NO.	SIGN FOR	NAME OF SIGN AND MARK		SIZE	NUMBERS	SQUARE FEET
A1	CANOPY SIGN	VALERO		1'-4"X7'-9"	2	20.6 SF
			1.5'DIA		1	9.4 SF
MONUMENT SIGN :						28 SF
A2	MONUMENT SIGN			11'-8"X8'-2"	1	95 SF
						95 SF
				TOTAL		123 SF



PROJECT DIRECTOR:
FARAH CHAUDHARY
PHONE:+1 (916) 793-4048
Farah@theboulevard.us
PROJECT MANAGER:
M HAMAYOON BAHEZ
+1 (916) 477-0102
hamayoon@theboulevard.us


ARCHITECT OF RECORD :
BOULEVARD
Construction
4080 TRUXEL ROAD, SUITE 100,
SACRAMENTO, CA, US 95834
Website:- <https://theboulevard.us>
Call:- +1(916) 330-4200
FAX NO:1(916) 914-2215
Email:- Info@theboulevard.us

PROJECT:
105 S MAIN ST,FORT
BRAGG, CA 95437-4207
Assessor Parcel # 008-161-10-00

REVISIONS:	DATE:	DESCRIPTION	BY:				

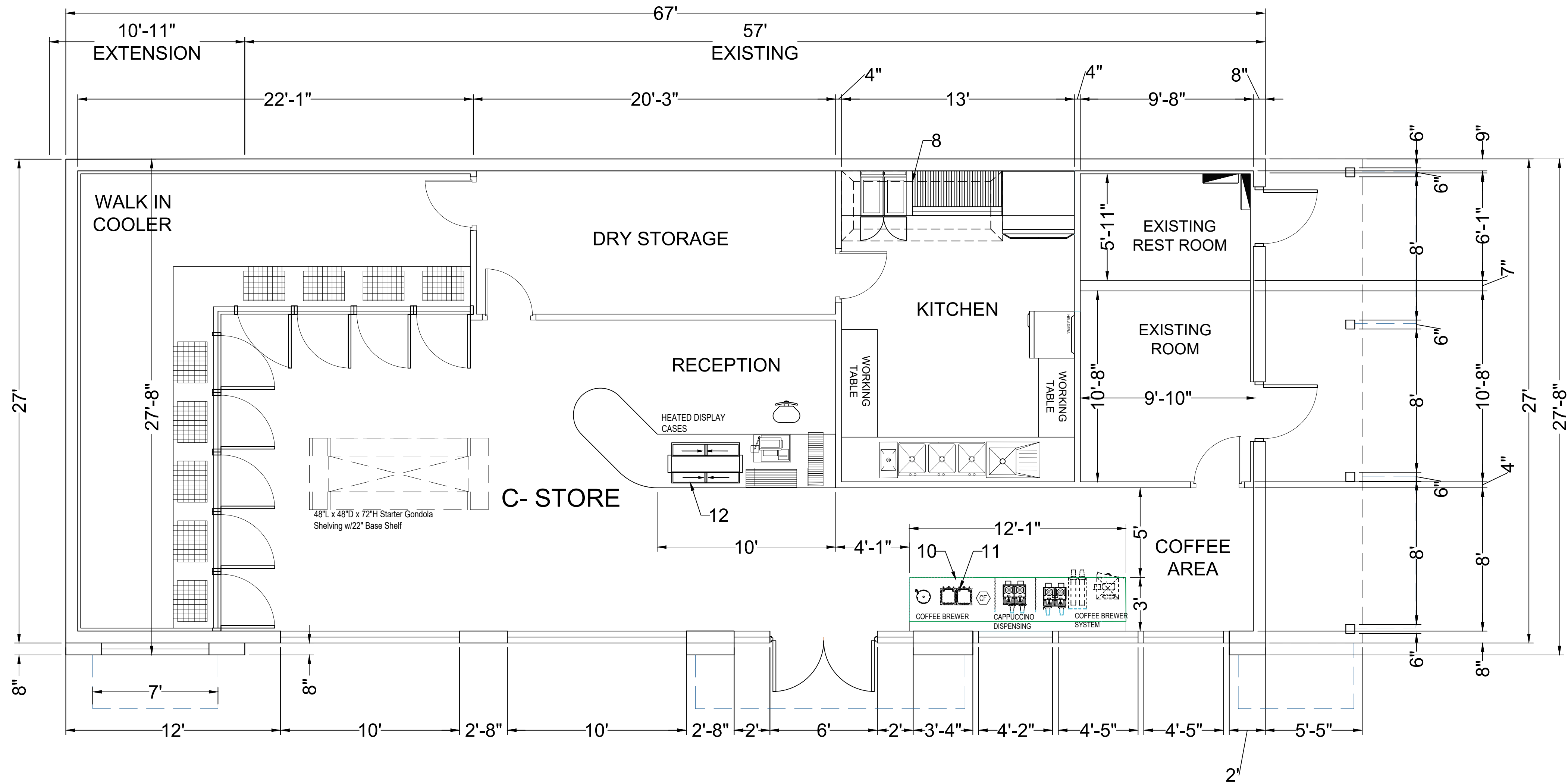
CURRENT ISSUE DATE:
02-05-24
ISSUED FOR :
CONTROL NO*:

DRAWN BY: **BOULEVARD**
CHECKED:
APPROVED:

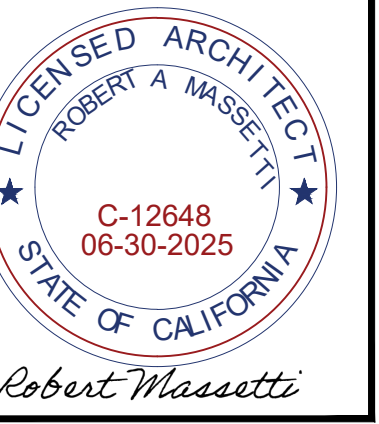
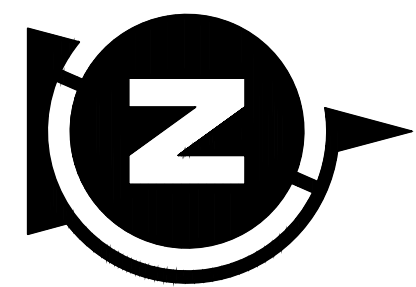
SHEET TITLE
SIGNAGE PLAN

SHEET #

C-3.0



1 PROPOSED FLOOR PLAN
SCALE: 1/4"=1'-0"



PROJECT DIRECTOR:
FARAH CHAUDHARY
PHONE: +1 (916) 793-4048
Farah@theboulevard.us
PROJECT MANAGER:
M HAMAYOON BAEZ
+1 (916) 477-0102
hamayoon@theboulevard.us
INFINITY
ON ENGINEERING CONSTRUCTION & DESIGN

ARCHITECT OF RECORD :
BOULEVARD
Construction
4080 TRUXEL ROAD, SUITE 100,
SACRAMENTO, CA. US 95834
Website: - https://theboulevard.us
Call: - +1(916) 330-4200
FAX NO: 1(916) 914-2215
Email: - info@theboulevard.us

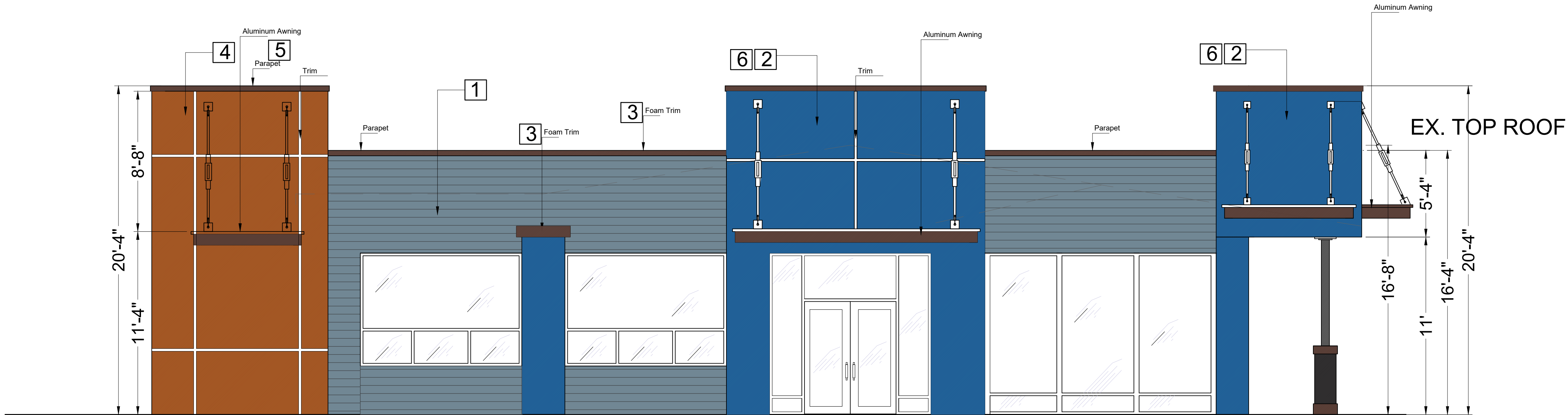
PROJECT:
105 S MAIN ST, FORT
BRAGG, CA 95437-4207
Assessor Parcel # 008-161-10-00

REVISIONS:		DESCRIPTION	BY:
DATE:			

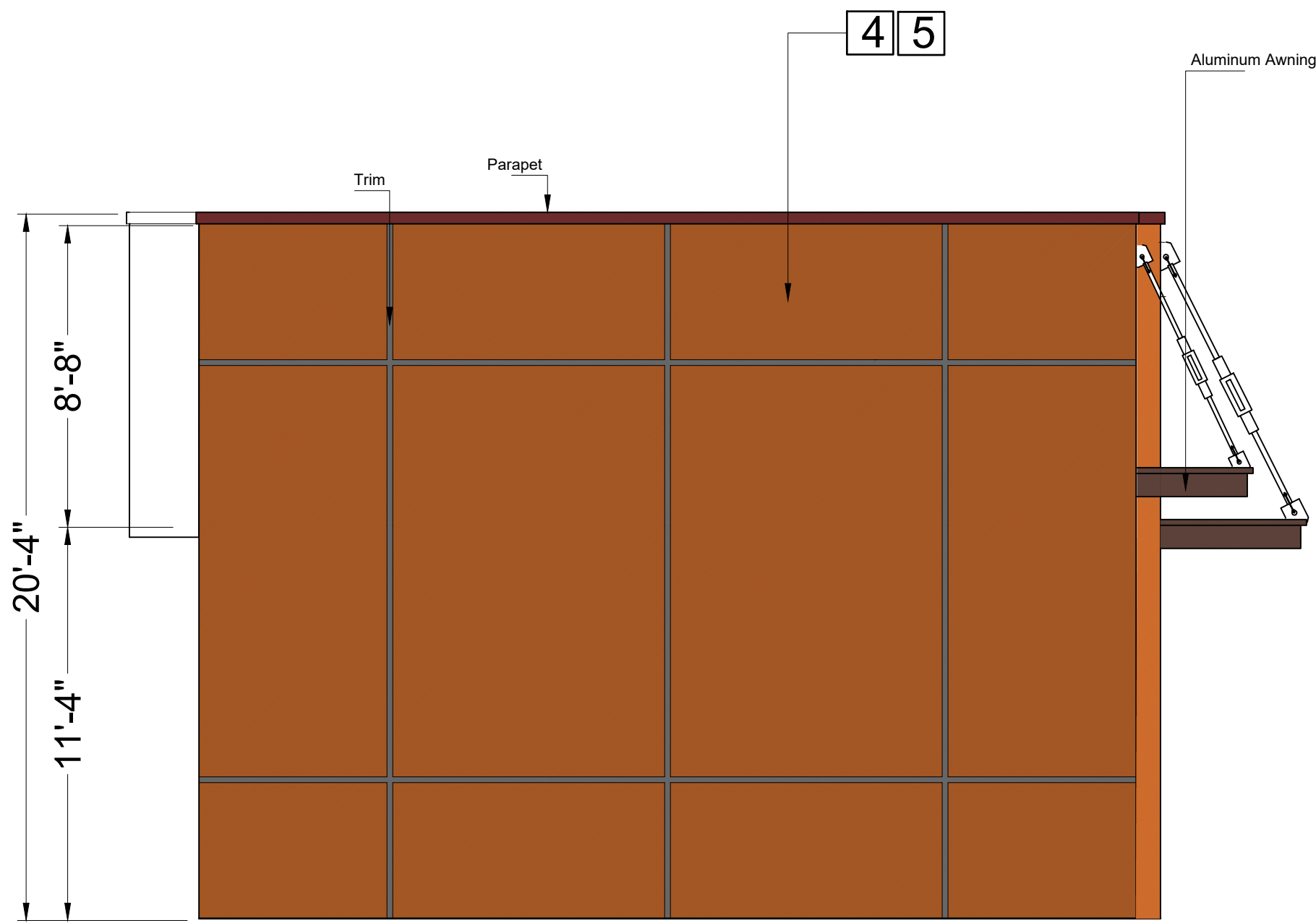
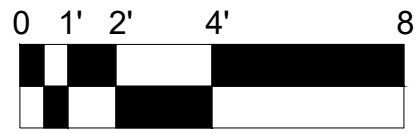
CURRENT ISSUE DATE:
02-05-24
ISSUED FOR :
CONTROL NO.:

DRAWN BY: BOULEVARD
CHECKED:
APPROVED:
SHEET TITLE
PROPOSED FLOOR PLAN

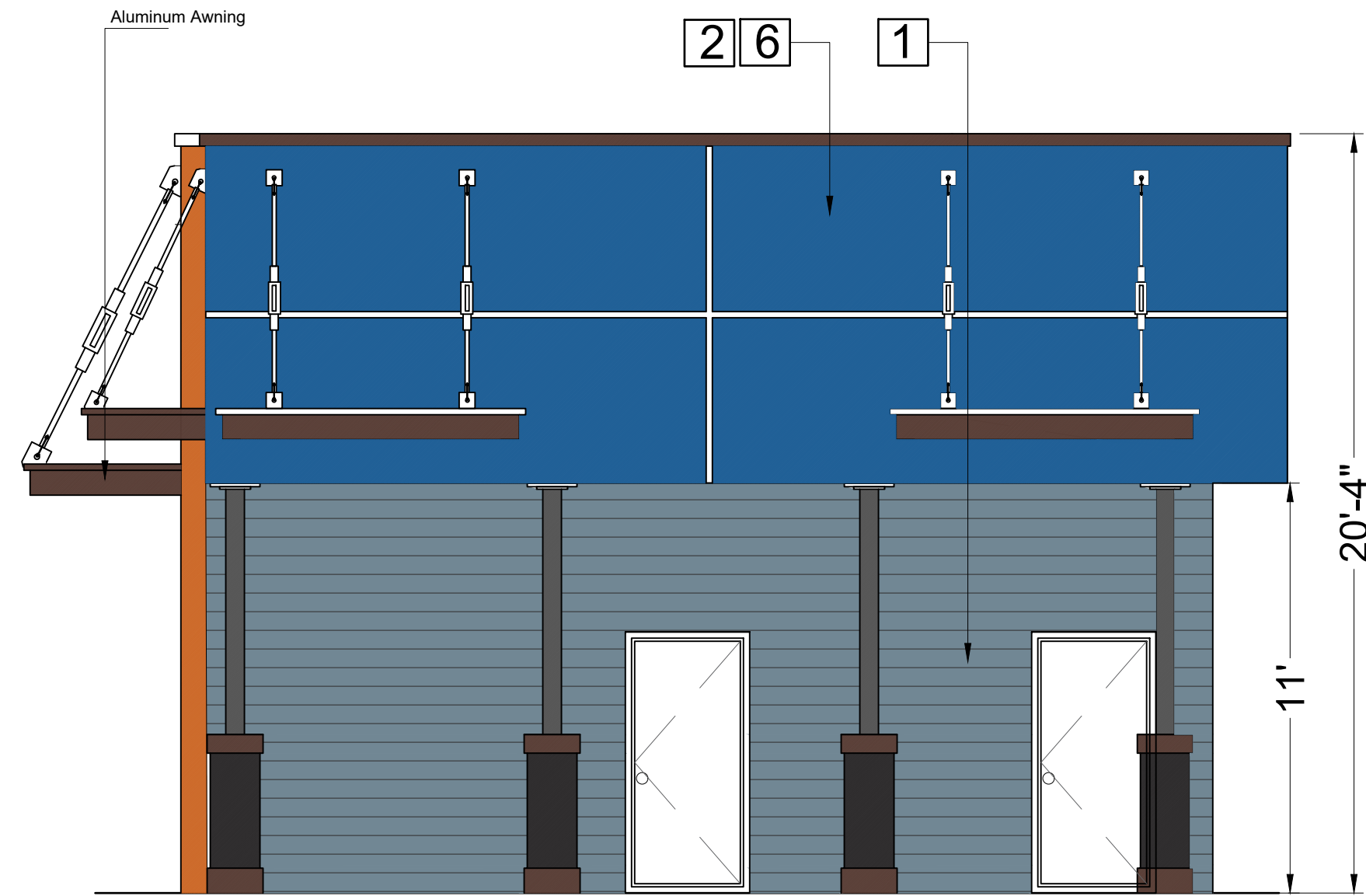
SHEET #
A-4.0



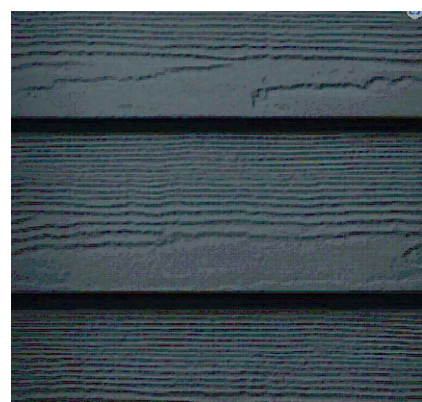
1 EAST ELEVATION
SCALE: 1/4"=1'-0"



3 SOUTH ELEVATION
SCALE: 1/4"=1'-0"

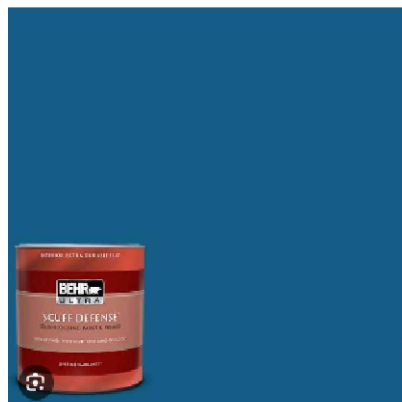


3 NORTH ELEVATION
SCALE: 1/4"=1'-0"



Fiber Cement Cedar Mill Siding
7.25"x144" Evening Blue 1pc

1 FOR COLOR LAP SIDING



#PPU15-03 Dark Cobalt Blue
Extra Durable Flat Interior Paint
& Primer

2 FOR COLOR



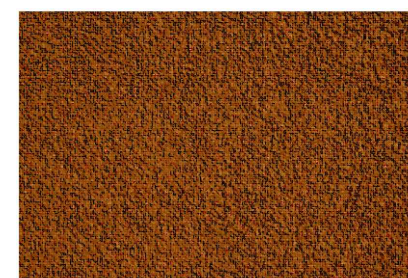
Behr Dark Walnut (PPF-51) HEX code

3 FOR COLOR



#S-H-260 Tiger Stripe Satin Enamel
Interior Stain-Blocking Paint and Primer

4



Free high resolution close up photo
of a golden brown colored stucco
wall. Stucco is a cement or plaster
based wall covering that is very
popular in buildings throughout the
United States.

5 FOR STUCCO



BLUE STONE WALL TEXTURE
STUCCO

6 FOR STUCCO



PROJECT DIRECTOR:
FARAH CHAUDHARY
PHONE: +1 (916) 793-4048
Farah@theboulevard.us
PROJECT MANAGER:
M HAMAYOON BAHEZ
+1 (916) 477-0102
hamayoon@theboulevard.us
Infinity
CONSTRUCTION & DESIGN

ARCHITECT OF RECORD :
BOULEVARD
Construction
4080 TRUXEL ROAD, SUITE 100,
SACRAMENTO, CA, US 95834
Website - https://theboulevard.us
Call:- +1(916) 330-4200
FAX NO: +1(916) 914-2215
Email:- info@theboulevard.us

PROJECT:
105 S MAIN ST, FORT
BRAGG, CA 95437-4207
Assessor Parcel # 008-161-10-00

DATE	DESCRIPTION	BY

CURRENT ISSUE DATE:

02-05-24

ISSUED FOR :

CONTROL NO.:

DRAWN BY: BOULEVARD

CHECKED:

APPROVED:

SHEET TITLE

PROPOSED ELEVATIONS

SHEET #

A-5.0



PROJECT DIRECTOR:
FARAH CHAUDHARY
PHONE: +1 (916) 793-4048
Farah@theboulevard.us

PROJECT MANAGER:
M HAMAYOON BAHEZ
+1 (916) 477-0102
hamayoon@theboulevard.us

Infinity
CONSTRUCTION & DESIGN

ARCHITECT OF RECORD :
BOULEVARD
Construction

4080 TRUXEL ROAD, SUITE 100,
SACRAMENTO, CA. US 95834
Website:- <https://theboulevard.us>
Call:- +1(916) 330-4200
FAX NO:1(916) 914-2215
Email:- info@theboulevard.us

PROJECT:
105 S MAIN ST,FORT
BRAGG, CA 95437-4207

Assessor Parcel # 008-161-10-00

REVISIONS:		DATE:	DESCRIPTION	BY:

CURRENT ISSUE DATE:
02-05-24

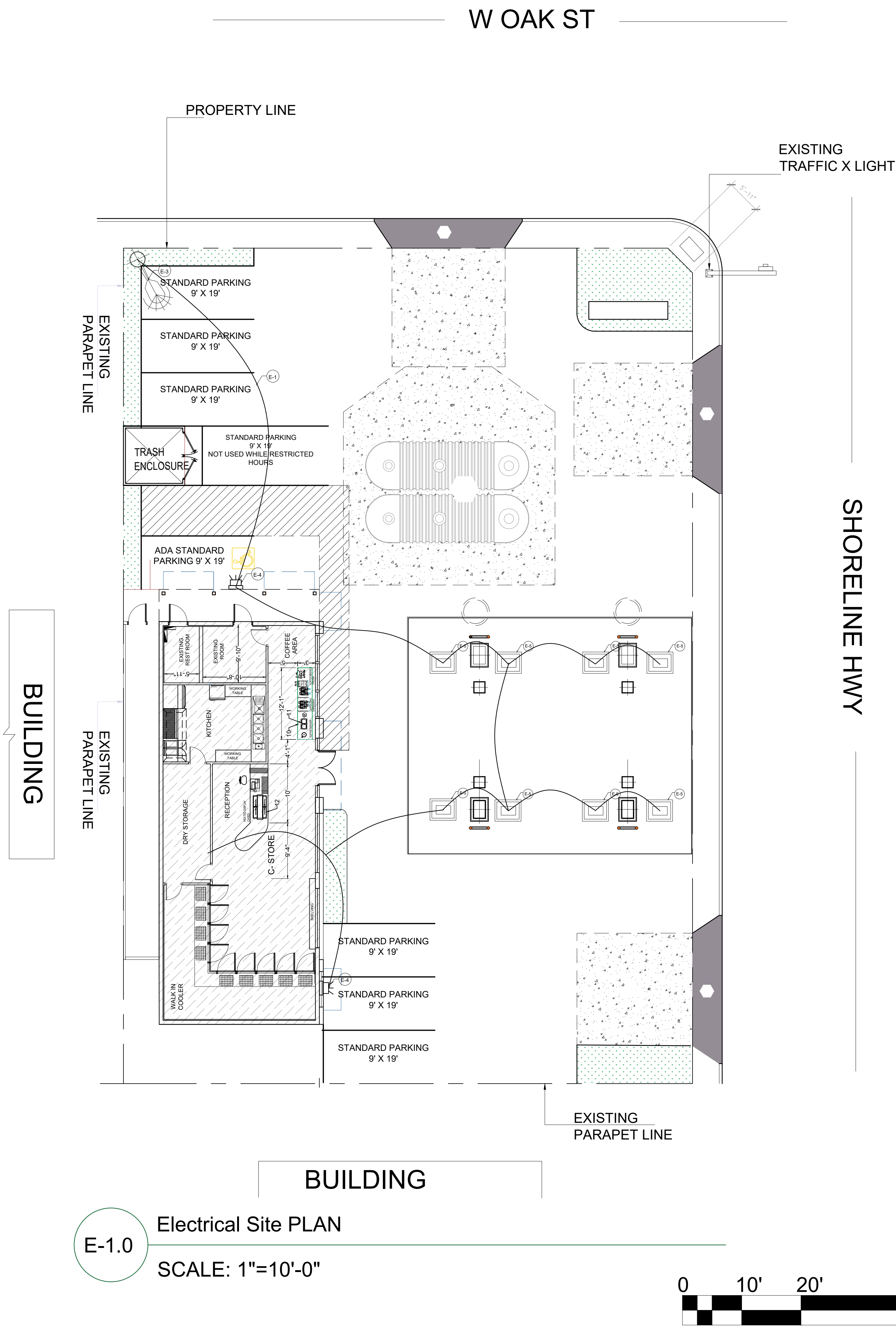
ISSUED FOR :

CONTROL NO*:

DRAWN BY: BOULEVARD
CHECKED:
APPROVED:

SHEET TITLE
RENDER

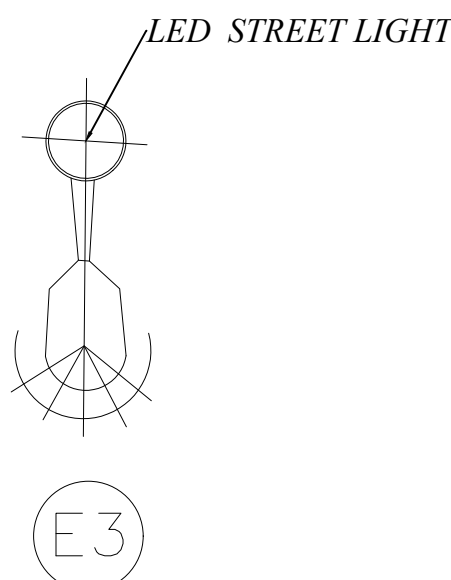
SHEET #
A-6.0



E-1.0 Electrical Site PLAN
SCALE: 1"=10'-0"

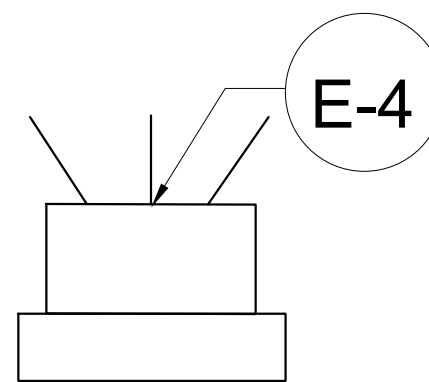
LEGEND USE IN DRWAING

- 1- ELECTRICAL POWER CABLE FOR LIGHTS
- 2- ELECTRICAL PANEL BOARD
- 3- POLE LIGHT FIXTURE



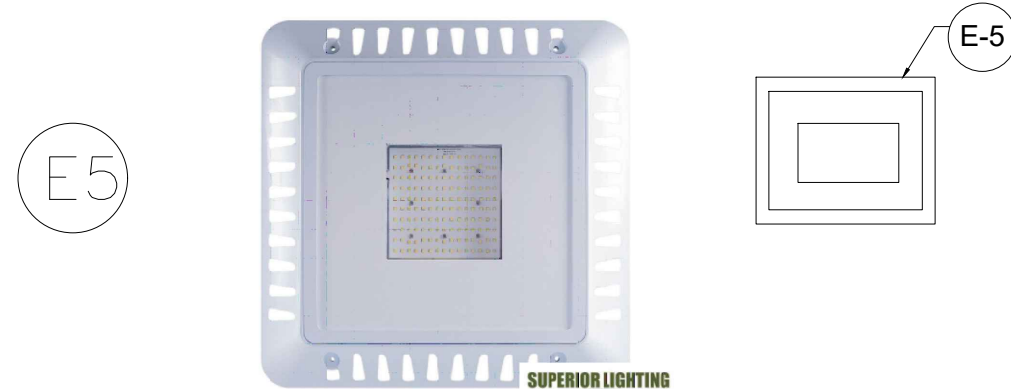
20,250 Lumens – 150 Watt –
5000 Kelvin – LED Parking Lot
Fixture

- 4- WALL LIGHT FIXTURE

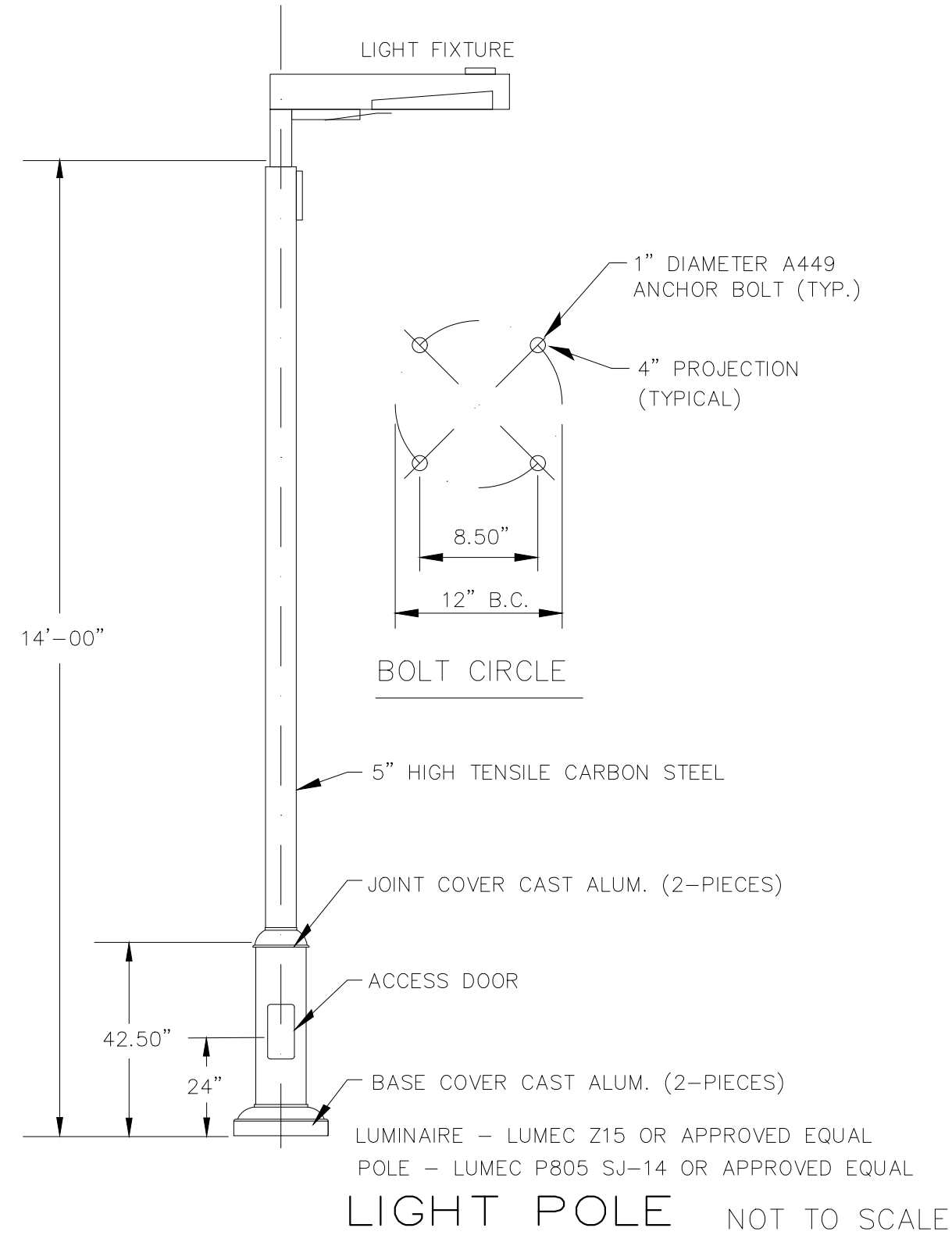
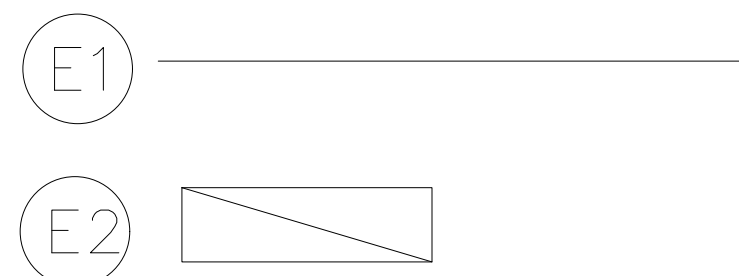


Dimension: 5.8in(L)x8.6in(H)x3.09in(D),
Lumen :2500 Watt:15 W warm light 3000K,IP65
waterproof.

- 5- CANOPY LIGHT FIXTURE



TECHNICAL SPECIFICATIONS:
Voltage: 120–277V AC
Wattage: 100 Watts
Size: 15–3/4" x 15–3/4" x 4–1/2"
Architectural UV resistant powder coat finish
Beam:120o Type V distribution
Lumens: 10,000L
IP65 Wet Location
Color Temperature(CCT): 5,000K Daylight
Operating Temp: –30oC to +50oC
Operating Humidity: 20% to 90% RH



PROJECT DIRECTOR:
FARAH CHAUDHARY
PHONE: +1 (916) 793-4048
Farah@theboulevard.us
PROJECT MANAGER:
M HAMAYOON BAHEZ
+1 (916) 477-0102
hamayoon@theboulevard.us
Infinity
Construction

ARCHITECT OF RECORD :
BOULEVARD
Construction
4080 TRUXEL ROAD, SUITE 100,
SACRAMENTO, CA. US 95834
Website: - https://theboulevard.us
Call: - +1(916) 330-4200
FAX NO: (916) 914-2215
Email: - info@theboulevard.us

PROJECT:
105 S MAIN ST, FORT
BRAGG, CA 95437-4207
Assessor Parcel # 008-161-10-00

REVISIONS:	DATE:	DESCRIPTION	BY:




CURRENT ISSUE DATE:
02-05-24
ISSUED FOR :
CONTROL NO*:

DRAWN BY: **BOULEVARD**
CHECKED:
APPROVED:

SHEET TITLE:
STREET LIGHT PLAN

SHEET #
E-1.0



CALLOUT	SYMBOL	LAMP	DESCRIPTION	BALLAST	MOUNTING	MODEL	VOLTS	NOTE	QUANTITY	TOTAL LUMENS
CANOPY LIGHT		(1) 100W ,	TG-CP3808S100W(4000K)	ELECTRONIC	CEILING	TG PHOTOELECTRIC TECHNOLOGY CO LTD,	120V 1P 2W		8	11176
POLE LIGHT		(1) 150W ,	LED	ELECTRONIC	POLE	MESTER LED LTD, MAL05150W27V50KDSQT3	120V 1P 2W		1	21000
WALL LIGHT		(1) 15W 90 white LEDs, one LED board	Surface mounted, cast aluminum housing, formed white enamelaluminum reflector, clear linear prismatic lens with frosted side sections.	ELECTRONIC	WALL	Topaz Lighting Corp, F-WPC/20W/CTS/BZ-96 ~ 4000K Setting	120V 1P 2W	One HB-LPG020G-52 LED Driver	2	2500

<i>GENERAL PHOTOMETRIC SCHEDULE</i>	
AVERAGE FOOT-CANDLES	7.54
MAXIMUM FOOT-CANDLES	31.7
MINIMUM FOOT-CANDLES	0.0
MINIMUM TO MAXIMUM FC RATIO	0.00
MAXIMUM TO MINIMUM FC RATIO	31.75 / 0.00
AVERAGE TO MINIMUM FC RATIO	7.54 / 0.00



PROJECT DIRECTOR:

FARAH CHAUDHARY
PHONE: +1 (916) 793-4048
Farah@theboulevard.us

PROJECT MANAGER:

M HAMAYOON BAHEZ

+1 (916) 477-0102

hamayoon@theboule



ARCHITECT OF RECORD :



4080 TRUXEL ROAD, SUITE 100
SACRAMENTO. CA. US 95834
Website:- <https://theboulevard.us>
Call:- +1(916) 330-4200
FAX NO:1(916) 914-2215
Email:- Info@theboulevard.us

PROJECT:

105 S MAIN ST,FORT
BRAGG, CA 95437-4207

Assessor Parcel # 008-161-10-00

REVISIONS:		
DATE:	DESCRIPTION	BY:

CURRENT ISSUE DATE:

02-05-24

ISSUED FOR :

CONTROL NO":

DRAWN BY: BOULEVARD

CHECKED:

APPROVED

SHEET TITLE

PHOTOMETRIC PLAN

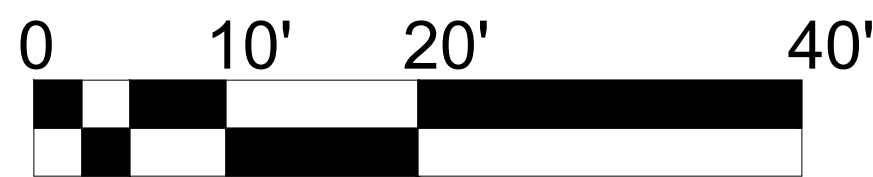
SHEET #

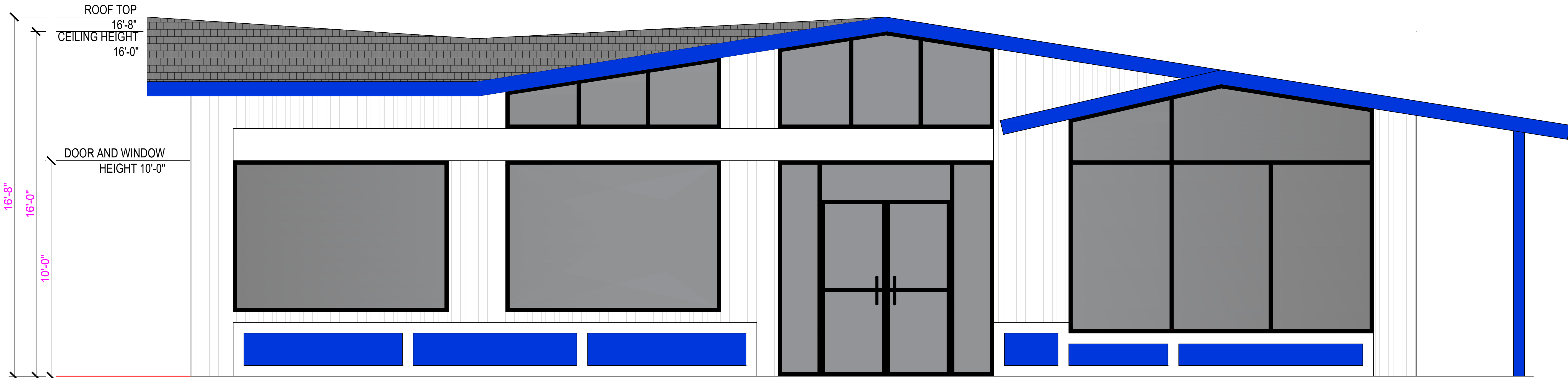
E-2.0

E-2.0

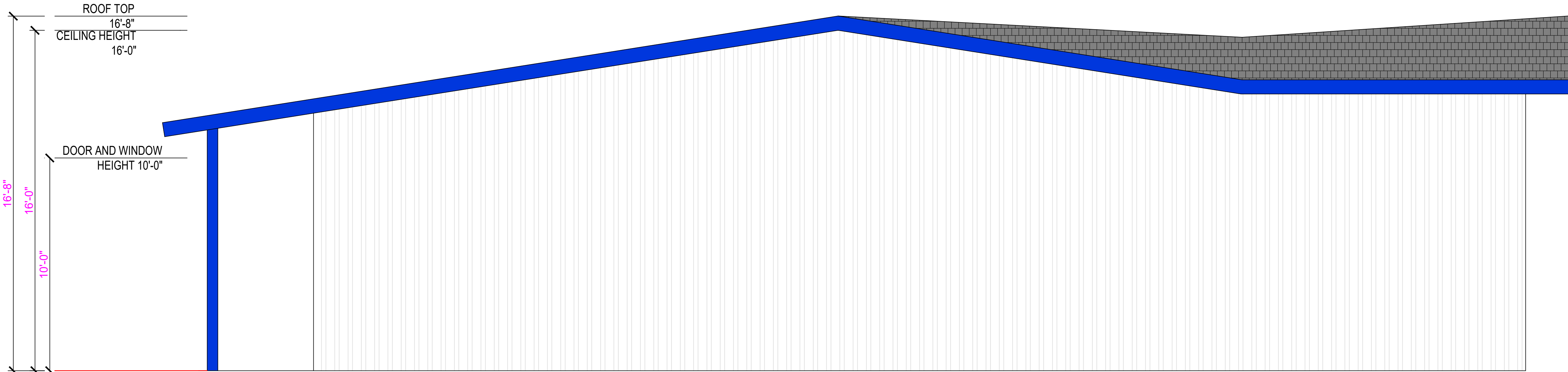
PHOTOMETRIC PLAN

SCALE: 1"=10'-0"

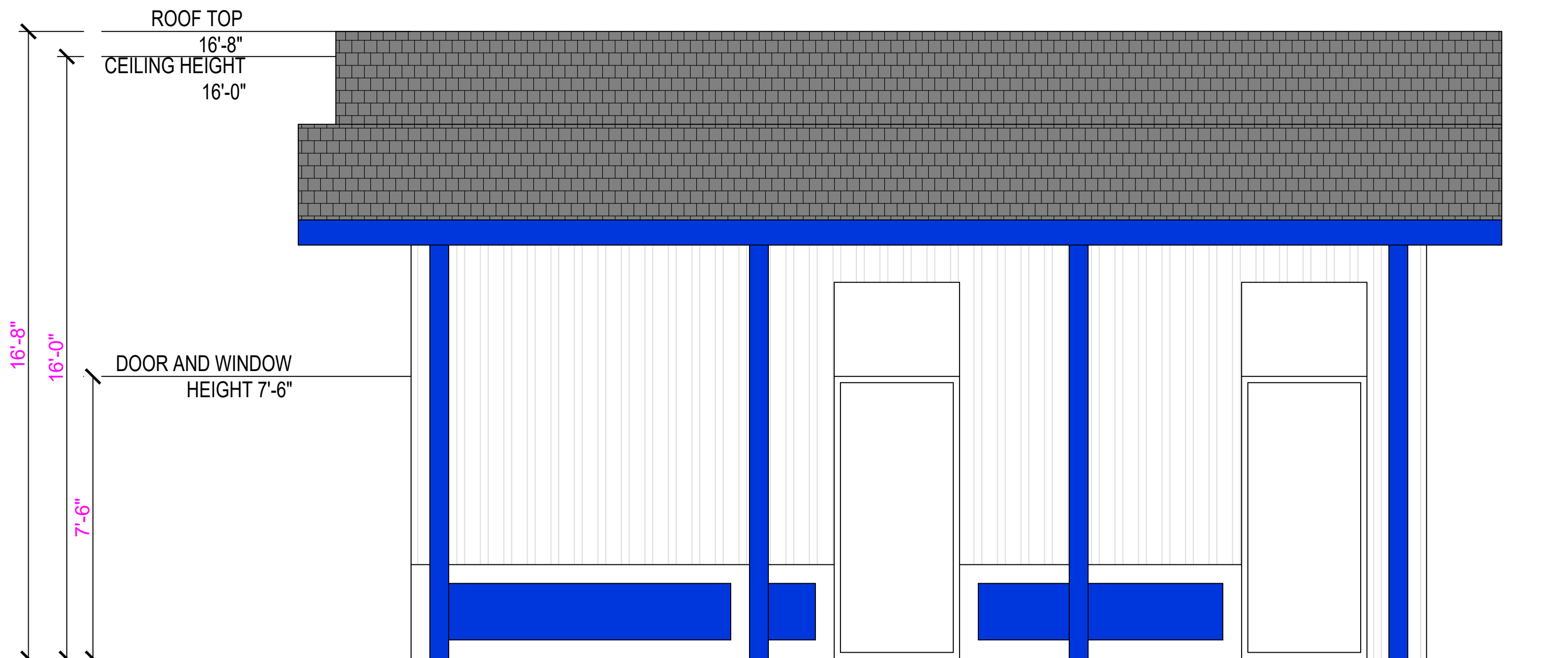




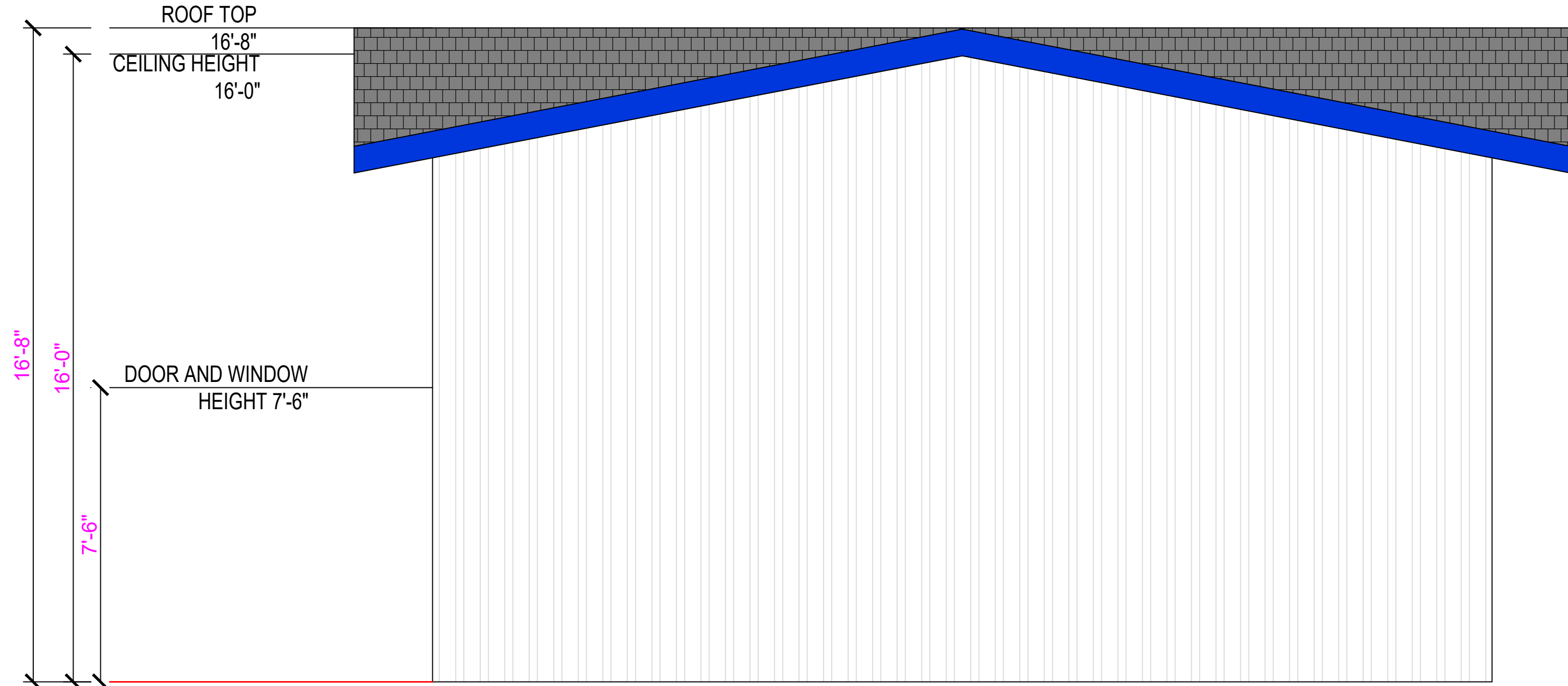
1 EAST ELEVATION
A-3.0 SCALE: 3/8"=1'-0"



2 WEST ELEVATION
A-3.0 SCALE: 3/8"=1'-0"



3 SOUTH ELEVATION
A-3.0 SCALE: 3/8"=1'-0"



4 NORTH ELEVATION
A-3.0 SCALE: 3/8"=1'-0"



PROJECT DIRECTOR:
FARAH CHAUDHARY
PHONE: +1 (916) 793-4048
Farah@theboulevard.us
PROJECT MANAGER:
M HAMAYOON BAHEZ
+1 (916) 477-0102
hamayoon@theboulevard.us
INFINITY
CONSTRUCTION & DESIGN

ARCHITECT OF RECORD :
BOULEVARD
Construction
4080 TRUXEL ROAD, SUITE 100,
SACRAMENTO, CA. US 95834
Website: - https://theboulevard.us
Call: - +1(916) 330-4200
FAX NO: 1(916) 914-2215
Email: - Info@theboulevard.us

PROJECT:
105 S MAIN ST, FORT
BRAGG, CA 95437-4207
Assessor Parcel # 008-161-10-00

REVISIONS:	DATE:	DESCRIPTION	BY:

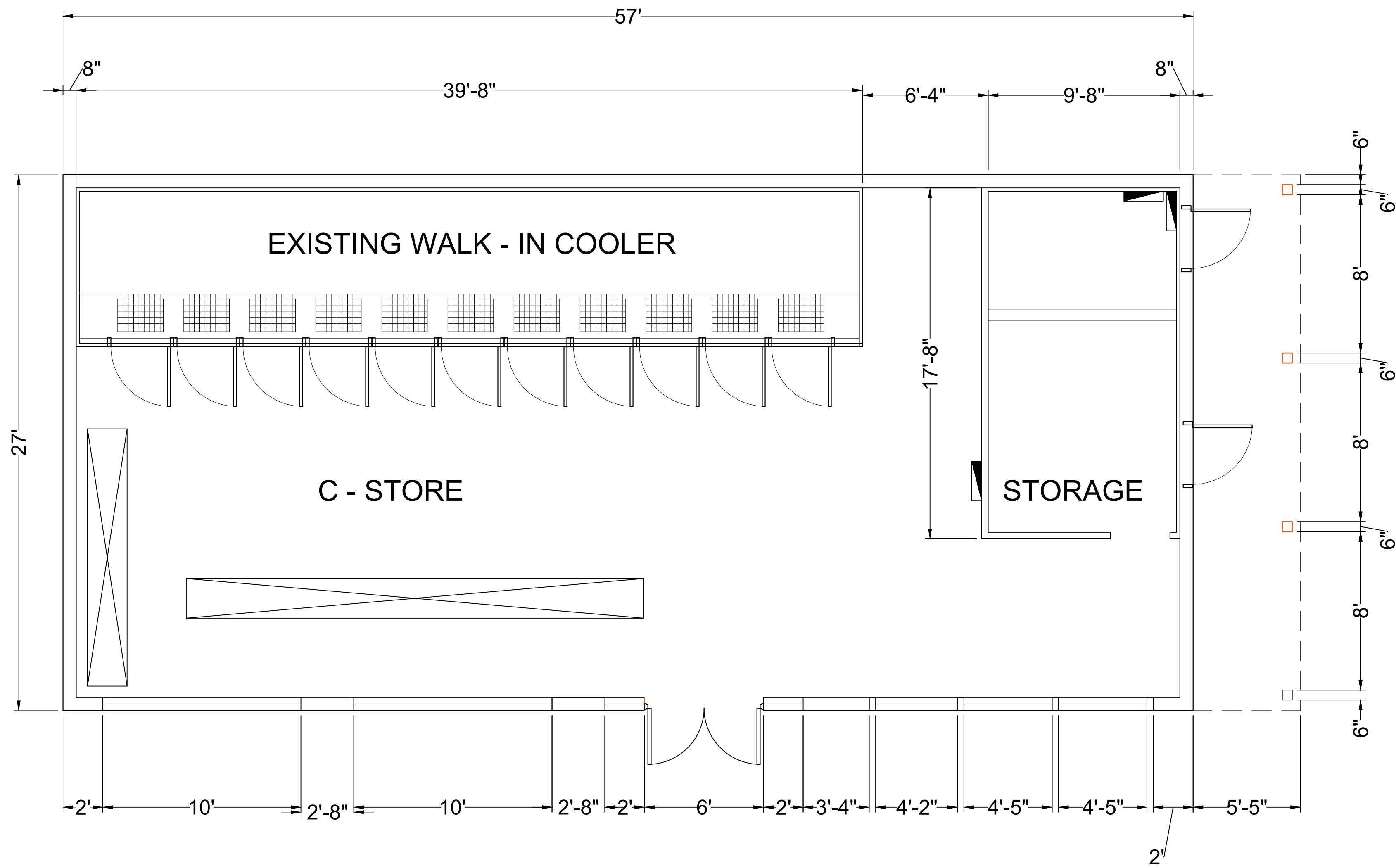
CURRENT ISSUE DATE:
02-05-24
ISSUED FOR :
CONTROL NO.:

DRAWN BY: BOULEVARD
CHECKED:
APPROVED:

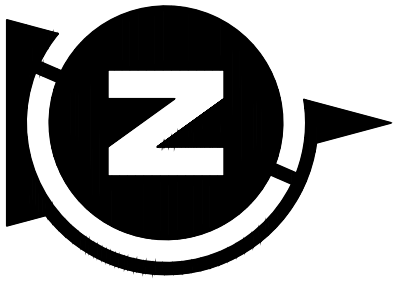
SHEET TITLE
EXISTING ELEVATIONS

SHEET #

A-3.0



1 EXISTING FLOOR PLAN
A-1.0 SCALE: 1/4"=1'-0"



PROJECT DIRECTOR:
FARAH CHAUDHARY
PHONE: +1 (916) 793-4048
Farah@theboulevard.us
PROJECT MANAGER:
M HAMAYOON BAHEZ
+1 (916) 477-0102
hamayoon@theboulevard.us
INFINITY
AN ARCHITECTURE & DESIGN FIRM

ARCHITECT OF RECORD :
BOULEVARD
Construction
4080 TRUXEL ROAD, SUITE 100,
SACRAMENTO, CA, US 95834
Website: https://theboulevard.us
Call: +1(916) 330-4200
FAX NO: (916) 914-2215
Email: Info@theboulevard.us

PROJECT:
105 S MAIN ST, FORT
BRAGG, CA 95437-4207
Assessor Parcel # 008-161-10-00

REVISIONS:		DATE:	DESCRIPTION	BY:

CURRENT ISSUE DATE:
02-05-24
ISSUED FOR :
CONTROL NO*:

DRAWN BY: BOULEVARD
CHECKED:
APPROVED:

SHEET TITLE
EXISTING FLOOR PLAN

SHEET #
A-2.0

18 GA. CLEANED, PRIMED & PAINTED METAL GATE. (BOX RIB) BUILDING COLOR #7

INCLUDE SIGNAGE INSIDE AND/OR ON THE BINS PROHIBITING THE DISPOSAL OF LIQUIDS AND HAZARDOUS MATERIALS THEREIN.

18 GA. CLEANED, PRIMED & PAINTED METAL GATE. (BOX RIB)

MATCH WITH BUILDING COLOR

WALL FTG. BEYOND (SEE SECTION "A")

6" THK. P.C.C. PAD W/ 6"x6"-1.4X1.4 W.W.F. ON 6" AGG. BASE & 12" WIDE FTG. AROUND PERIMETER OF SLAB

5"X 5"X 1/4" T.S. EMBEDDED 12" INTO FOOTING.

SIDE ELEVATIONS

WALL FTG. BEYOND (SEE SECTION "A")

6" THK. P.C.C. PAD W/ 6"x6"-1.4X1.4 W.W.F. ON 6" AGG. BASE & 12" WIDE FTG. AROUND PERIMETER OF SLAB

5"X 5"X 1/4" T.S. EMBEDDED 12" INTO FOOTING.

REAR ELEVATION

FRONT ELEVATION

1/2"DIA. X 8" BARREL BOLT LOCK (ONE GATE)

1 1/2"X 1 1/2"X 3/16" METAL ANGLE DIAGONAL BRACE

1" X 18 GA. METAL DECK

3"X 4"X 1/4" METAL ANGLE FRAME 4 SIDES EA. GATE

2 PAIR McKINNEY T4B3781 HINGES EA. GATE WELDED TO GATE & POST

GROUT SOLID W/ CONCRETE

8"X 8"X 16" C.M.U. WALL MATCH WITH BUILDING COLOR

#5 VERT. BAR @ 48" O.C.

#5 HORIZ. BARS @ TOP & MID HGT.

5"X 5"X 1/4" T.S. W/ 5"X 5"X 1/4" CAP PLATE EMBEDDED 12" INTO FOOTING

JAMB DETAIL

8"X 8"X 16" SPLIT-FACE C.M.U. INTEGRATED COLOR T MATCH BUILDING COLOR

PAVEMENT SURFACE AS SPECIFIED

(2) #5 BARS CONT. TOP & BOTTOM

SECTION "A"

#5 HORIZ. BAR @ TOP (TYP.) TIE TO #5 VERT. BARS

#4 BARS @ 16" O.C. CONT. THRU WALL & INTO FTG. W/ 3" HOOK.

#4 HORIZ. BAR @ 24" O.C. TIE TO #5 VERT. BAR (TYP.)

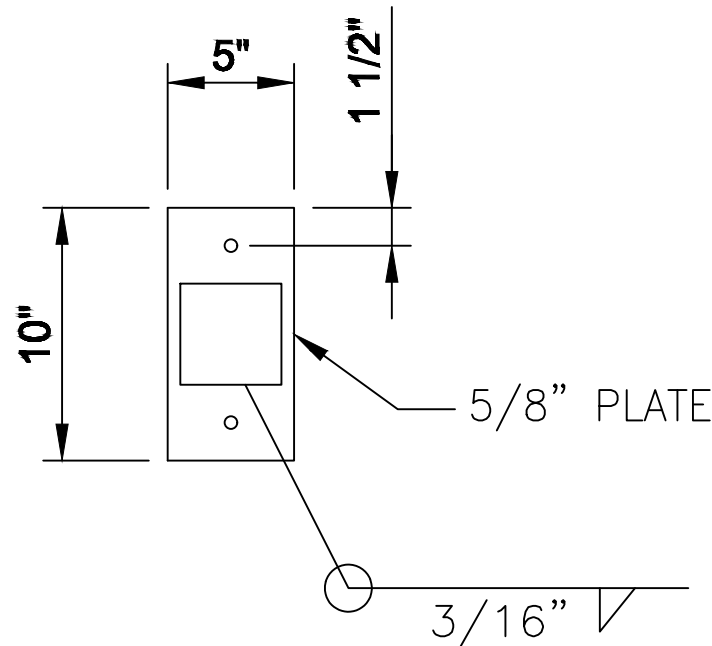
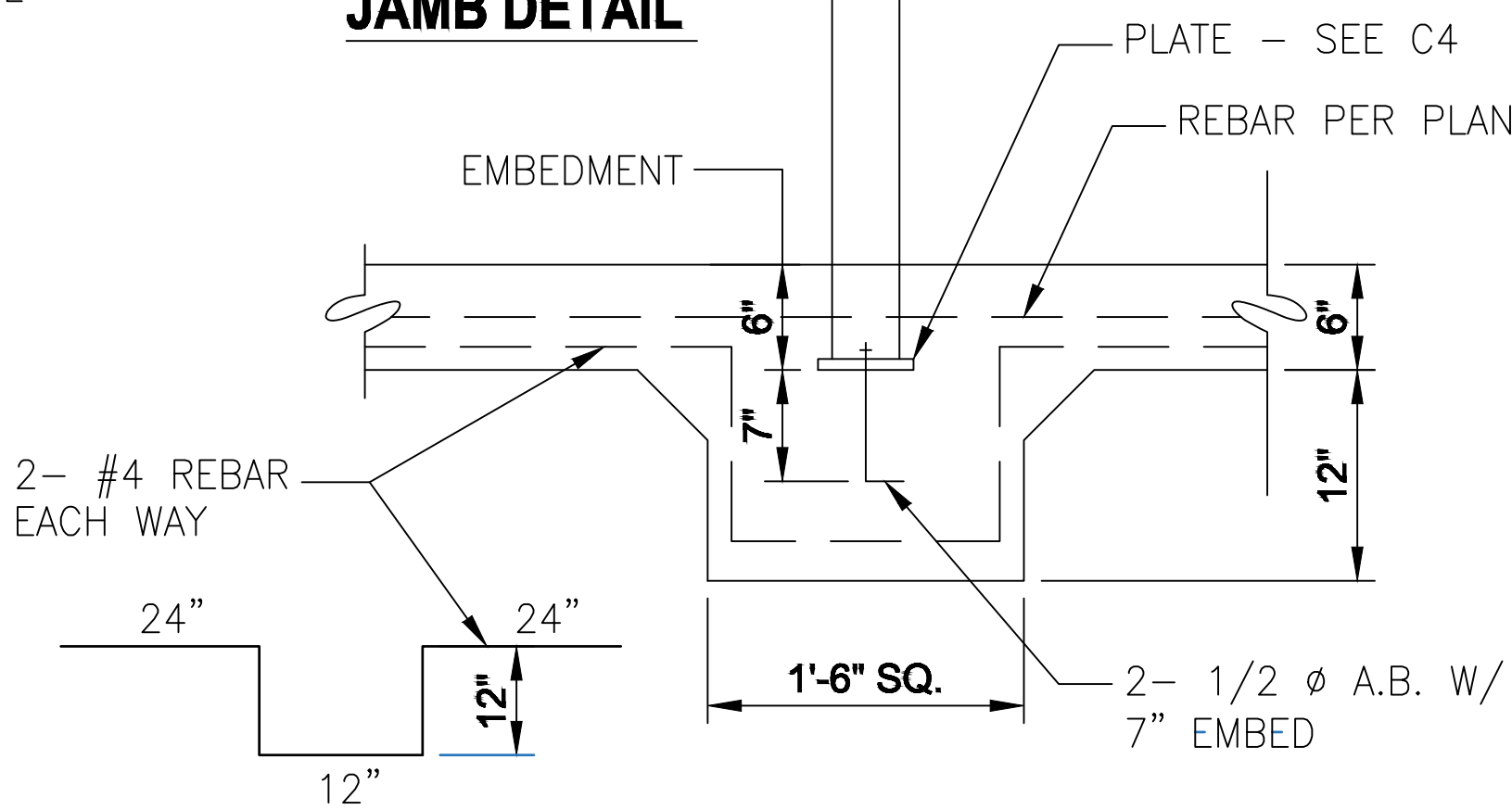
6" THK. P.C.C. SLAB ON 6" AGG. BASE W/ #4XCONT. E.W. @ 4'-0" O.C.

NOTE: FOOTINGS SHALL EXTEND 18" MINIMUM BELOW ADJACENT FINISH GRADE/SURFACE OR BELOW FROST DEPTHS PER LOCAL CODES SEE SOILS REPORT FOR ANY ADDITIONAL DESIGN CRITERIA.

CONC. FOOTING

TRASH ENCLOSURE

TRASH ENCLOSURE - PLAN



PROJECT DIRECTOR:

FARAH CHAUDHARY
PHONE: +1 (916) 793-4048
Farah@theboulevard.us

PROJECT MANAGER:

M HAMAYOON BAHEZ
+1 (916) 477-0102
hamayoon@theboulevard.us



ARCHITECT OF RECORD :



4080 TRUXEL ROAD, SUITE 100,
SACRAMENTO, CA. US 95834
Website:- <https://theboulevard.us>
Call:- +1(916) 330-4200
FAX NO:-1(916) 914-2215
Email:- info@theboulevard.us

PROJECT:

105 S MAIN ST,FORT
BRAGG, CA 95437-4207

Assessor Parcel #

008-161-10-00

REVISIONS:	DATE:	DESCRIPTION	BY:

CURRENT ISSUE DATE:

02-05-24

ISSUED FOR :

CONTROL NO.:

DRAWN BY: BOULEVARD

CHECKED:

APPROVED:

SHEET TITLE

TRASH ENCLOSURE
DETAIL

SHEET #

C-4.0

RESOLUTION NO. PC -2024

RESOLUTION OF THE FORT BRAGG PLANNING COMMISSION APPROVING THE DESIGN REVIEW 3-24 (DR 3-24); VARIANCE 1-24 (VAR 1-24); COASTAL DEVELOPMENT PERMIT (CDP 3-23); SIGN PERMIT (SP 2-24) FOR A GAS STATION REMODEL AT 105 SOUTH MAIN STREET.

WHEREAS, Ghulam Ansaru (“Applicant”), submitted an applicant for: Design Review 3-24 (DR 3-24); Variance 1-24 (VAR 1-24); Coastal Development Permit (CDP 3-23); Sign Permit (SP 2-24) to remodel an existing gas station and convenience store at 105 South Main Street.

WHEREAS, the proposed project includes the following: 1) remodel of an existing 1,536 SF convenience store with an addition of 447 SF into a 1,809 SF convenience store; 2) installation of 660 SF of new landscaped area; 3) replacing and expanding an existing gas station canopy; 4) replacing gas dispensing units; and 5) replacing existing canopy signs and monument sign face located at 105 South Main Street.

WHEREAS, 105 South Main Street, Fort Bragg, California (Assessor Parcel Number: 008-161-10) is in the heavy Industrial (HI) zone, Coastal Zone and no changes to the site’s current zoning designation are proposed under the Project; and

WHEREAS, the Project is subject to the Fort Bragg Coastal General Plan and Coastal Land Use and Development Code (CLUDC); and

WHEREAS, the Planning Commission held a public meeting on March 27, 2024, to consider the Project, accept public testimony and consider making a recommendation to City Council; and

WHEREAS, pursuant to the California Environmental Quality Act (“CEQA”) pursuant to Section 15303 of the CEQA Guidelines the project is exempt from CEQA as a new small commercial structure; and

NOW, THEREFORE, BE IT RESOLVED that the City of Fort Bragg Planning Commission, based on the entirety of the record before it, which includes without limitation, CEQA, Public Resources Code §21000, et seq. and the CEQA Guidelines, 14 California Code of Regulations §15000, et seq.; the Fort Bragg Coastal General Plan; the Fort Bragg Coastal Land Use and Development Code; the Project applications; all site plans, and all reports and public testimony submitted as part of the Planning Commission meeting of March 27, 2024 and Planning Commission deliberations; and any other evidence (within the meaning of Public Resources Code §21080(e) and §21082.2), the Planning Commission of the City of Fort Bragg hereby find as follows, *per the analysis incorporated herein by reference to the project staff report, dated April 10, 2024*:

A. General Findings

1. The foregoing recitals are true and correct and made a part of this Resolution;
2. The documents and other material constituting the record for these proceedings are located at the Community Development Department;
3. The proposed project is consistent with the purpose and intent of the zoning

district, as well as all other provisions of the Coastal General Plan, Coastal Land Use and Development Code (ILUDC) and the Fort Bragg Municipal Code in general.

NOW, THEREFORE, BE IT RESOLVED that the Fort Bragg Planning Commission makes the following required findings and determinations for Coastal Development Permit 3-23 to allow for the gas station remodel at 105 S Main Street *per analysis incorporated herein by reference to the project staff report, dated April 10, 2024.*

1. Feasible mitigation measures and/or alternatives have been incorporated to substantially lessen any significant adverse effects of the development on the environment.
2. The proposed use is consistent with the purposes of the zone in which the site is located.
3. The proposed development is in conformance with the City of Fort Bragg's Coastal General Plan.
4. The proposed location of the use and conditions under which it may be operated or maintained will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.
5. Services, including but not limited to, water supply, sewage disposal, solid waste, and public roadway capacity have been considered and are adequate to serve the proposed development.

NOW, THEREFORE, BE IT Further RESOLVED that the Fort Bragg Planning Commission makes the following required findings and determinations for the Design Review Permit 2-22, *per the project analysis incorporated herein by reference to the project staff report, dated April 10, 2024:*

1. Complies with the purpose and requirements of this Section (Design Review in the CLUDC)
2. Provides architectural design, building massing, and scale appropriate to and compatible with the site surroundings and the community.
3. Provides attractive and desirable site layout and design, including building arrangement, exterior appearance and setbacks, drainage, fences and walls, grading, landscaping, lighting, signs, etc.
4. Provides efficient and safe public access, circulation, and parking.
5. Provides appropriate open space and landscaping, including the use of water efficient landscaping.
6. Is consistent with the Coastal General Plan, and applicable specific plan, and the certified Local Coastal Program.
7. Complies and is consistent with the City's Design Guidelines.

NOW, THEREFORE, BE IT Further RESOLVED that the Fort Bragg Planning Commission makes the following required findings and determinations for the Variance Permit 1-24, *per the project analysis incorporated herein by reference to the project staff report, dated April 10, 2024:*

1. There are special circumstances applicable to the property, including size, shape, topography, location, or surroundings, so that the strict application of this Development Code deprives the property of privileges enjoyed by other property in the vicinity and within the same zoning district;
2. The approval of the Variance or Administrative Variance includes conditions of approval as necessary to ensure that the adjustment granted does not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and within the same zoning district; and
3. The Variance or Administrative Variance is consistent with the General Plan, any applicable specific plan, and the Local Coastal Program. In addition to any other findings and/or conditions regarding the granting of a Variance or an Administrative Variance, the City shall only grant a Variance or Administrative Variance if the City determines that the means of accommodating the Variance or Administrative Variance: (1) will not have an adverse effect on coastal resources, (2) will ensure adequate services will be provided to serve the proposed development, and (3) will not displace Coastal Act priority uses. If the City determines that the means for accommodating a Variance or Administrative Variance will have an adverse effect on coastal resources, will not ensure adequate services will be provided to serve the proposed development, or will displace Coastal Act priority uses, the City shall deny the Variance or Administrative Variance.

NOW, THEREFORE, BE IT Further RESOLVED that the Fort Bragg Planning Commission makes the following findings and determinations regarding the Sign Review Permit 2-24 for this project *per the analysis incorporated herein by reference to the project staff report, dated April 10, 2024:*

1. The proposed signs do not exceed the standards of Sections 17.38.070 (Zoning District Sign Standards) and 17.38.080 (Standards for Specific Sign Types), and are of the minimum size and height necessary to enable pedestrians and motorists to readily identify the facility or site from a sufficient distance to safely and conveniently access the facility or site;
2. That the placement of the sign on the site is appropriate for the height and area of a freestanding or projecting sign;
3. That a flush or projecting sign relates to the architectural design of the structure. Signs that cover windows, or that spill over natural boundaries, and/or cover architectural features shall be discouraged;
4. The proposed signs do not unreasonably block the sight lines of existing signs on adjacent properties;
5. The placement and size of the sign will not impair pedestrian or vehicular safety;
6. The design, height, location, and size of the signs are visually complementary and compatible with the scale, and architectural style of the primary structures on the site, any prominent natural features on the site, and structures and prominent natural features on adjacent properties on the same street; and
7. The proposed signs are in substantial conformance with the design criteria in Subsection 17.38.060.F (Design criteria for signs).

BE IT FURTHER RESOLVED that the Fort Bragg Planning Commission does hereby approve Design Review 3-24 (DR 3-24); Variance 1-24 (VAR 1-24); Coastal Development Permit (CDP 3-23); Sign Permit (SP 2-24) to allow the remodel of an existing gas station subject to the following standard and special conditions:

SPECIAL CONDITIONS

1. The applicant shall install a five-foot wide landscaping strip between the convenience store and the three parking spaces on the south side of the project and a five-foot wide landscaping strip between the parking stalls north of the store and the property line, prior to final of the building permit. Special Condition 2: The applicant shall construct new sidewalk along parcel boundaries with South Street, S. Franklin Street, and N. Harbor Drive frontages, as required by City standards prior to final of the Building Permit.
2. Prior to the final approval of the building permit, the applicant shall install at least two trees in the proposed landscaping strip between the Mendo Mill warehouse and parking area on the northwest side of the project. Additionally, the applicant shall replace the Japanese Boxwood and Dietes Bicolor Fortnight Lily with a California native species. If a backflow device is required, it shall be screened from view by native shrubs and vegetation.
3. Prior to the final of the Building Permit, the applicant shall provide specifications for all exterior lighting which shall be night-sky compliant, downward facing and shielded so that light does not enter the apartment windows or cast outside the limits of the property.
4. All construction, including but not limited to; installation of concrete, overlay, site improvements, and drainage, shall be performed in conformance with Municipal Code Section 17.64 Stormwater Runoff Pollution Control. Applicant shall complete "Construction Site Storm Water Runoff Control Applicant Checklist and "Small Construction Site Storm Water Erosion and Sediment Control Plan Template" forms prior to issuance of the building permit. Applicant shall abide by all "during-construction" site measures as delineated on the forms, and no sediment will be allowed to drain or blow offsite.
5. For all future changes to the sign design, permit review shall be completed by the Director of Community Development.
6. The Monument Sign shall be limited to 10 feet in height, and the Sign Permit copy for the Monument Sign shall be reviewed by the Community Development Director.
7. When the applicant submits a sign permit for the face of the monument sign it shall include internal illumination only of the sign copy and logo.

STANDARD CONDITIONS

1. This action shall become final on the 11th day following the City Council decision.
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 the CLUDC.

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 the required permit applications shall be consistent with this approval. All construction shall be consistent with all Building, Fire, and Health code considerations as well as other applicable agency codes.
5. The applicant shall secure all required building permits for the proposed project as required by the Mendocino County Building Department.
6. If any person excavating or otherwise disturbing the earth discovers any archaeological site during project construction, the following actions shall be taken: 1) cease and desist from all further excavation and disturbances within 25 feet of the discovery; 2) notify the Fort Bragg Community Development Department within 24 hours of the discovery; and 3) retain a professional archaeologist to determine appropriate action in consultation with stakeholders such as Native American groups that have ties to the area.
7. This permit shall be subject to revocation or modification upon a finding of any one 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 or more conditions to be void or ineffective, or has enjoined or otherwise prohibited the enforcement or operation of one or more conditions.
8. Unless a condition of approval or other provision of the Coastal Land Use and Development Code establishes a different time limit, any permit or approval not exercised within 24 months of approval shall expire and become void, except where an extension of time is approved in compliance with CLUDC Subsection 17.76.070(B).

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon its passage and adoption.

The above and foregoing Resolution was introduced by _____ seconded by _____, and passed and adopted at a regular meeting of the Planning Commission of the City of Fort Bragg held on the 10th day of April, 2024, by the following vote:

**AYES:
NOES:
ABSENT:
ABSTAIN:
RECUSE:**

Scott Deitz, Chair

ATTEST:

**Maria Flynn, Administrative Assistant
Community Development Department**



CITY OF FORT BRAGG

Incorporated August 5, 1889

416 N. Franklin Street, Fort Bragg, CA 95437

Phone: (707) 961-2827

www.FortBragg.com

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Fort Bragg Planning Commission will conduct a public hearing at a special meeting on Wednesday, March 27, 2024 at 6:00 PM or as soon thereafter as the matter may be heard 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 NO.: Coastal Development Permit (CDP 2-23), Design Review 2-24 (DR 2-24), Variance 1-24 (VAR 1-24), Sign Permit (SP 2-24)

FILING DATE: May 22, 2023

APPLICANT: Ghulam Ansari

LOCATION: 105 S. Main St and **APN:** 008-161-10

LOT SIZE: 14.374 SF 0.330 acres

ZONING: Heavy Industrial (IH) Coastal

PROJECT DESCRIPTION: A project to 1) remodel an existing 1,536 SF convenience store with an addition of 447 SF into a 1,809 SF convenience store; 2) install 660 SF of new landscaped area; 3) replace and expand an existing gas station canopy; 4) replace gas dispensing units; and 5) replace existing canopy signs and monument sign face located at 105 South Main Street.

ENVIRONMENTAL DETERMINATION: Categorically Exempt from CEQA under Section 15303 Class C (3) – New Small Commercial Structures of less than 2,500 SF including on-premise signs.

Public Comment regarding this Public Hearing may be made in any of the following ways: (1) Emailed to the Community Development Department, at cdd@fortbragg.com (2) Written comments delivered to City Hall, 416 N. Franklin Street before 2:00 PM on the day of the meeting; or (3) Verbal comments made during the meeting, either in person at Town Hall or virtually using Zoom if a Zoom link is provided at the time of agenda publication.

Staff reports and other documents that will be considered by Planning Commissioners will be made available for review 72 hours prior to the Planning Commission meeting, on the City's website: <https://cityfortbragg.legistar.com/Calendar.aspx>, and in person by appointment. To obtain application materials or for more information, please contact Community Development Department staff via email at cdd@fortbragg.com. At the conclusion of the public hearing, the Planning Commission will consider a decision on the above matter.

Government Code Section 65009 Notice: "If you challenge the Planning Commission's recommendation to amend various sections of the City's zoning code, 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 commission conducting the hearing at, or prior to, the public hearing."

John Smith, Acting Community Development Director

POSTING/MAILING ON OR BEFORE: March 17, 2024

PUBLICATION DATE: March 14, 2024

[illegible]

I declare, under penalty of perjury, that I am employed by the City of Fort Bragg in the Community Development Department; and that I caused this notice to be posted in the City Hall Notice case on or before March 17, 2024.

Maria Flynn, Administrative Assistant
Community Development Department

cc: Property owners within 300' radius/ Residents within 100' radius
Planning Commission
Owner/Applicant/Agent
Sherwood Valley Band of Pomo
North Coast District of the California Coastal Commission
'Notify Me' Subscriber Lists

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that at it's meeting on March 27, 2024 the Fort Bragg Planning Commission continued the following public hearing to Wednesday, April 10, 2024 at 6:00 PM or as soon thereafter as the matter may be heard 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 NO.: Coastal Development Permit (CDP 2-23), Design Review 2-24 (DR 2-24), Variance 1-24 (VAR 1-24), Sign Permit (SP 2-24)

FILING DATE: May 22, 2023

APPLICANT: Ghulam Ansari

LOCATION: 105 S. Main St and APN: 008-161-10

LOT SIZE: 14.374 SF 0.330 acres

ZONING: Heavy Industrial (IH) Coastal

PROJECT DESCRIPTION: A project to 1) remodel an existing 1,536 SF convenience store with an addition of 447 SF into a 1,809 SF convenience store; 2) install 660 SF of new landscaped area; 3) replace and expand an existing gas station canopy; 4) replace gas dispensing units; and 5) replace existing canopy signs and monument sign face located at 105 South Main Street.

ENVIRONMENTAL DETERMINATION: Categorically Exempt from CEQA under Section 15303 Class C (3) – New Small Commercial Structures of less than 2,500 SF including on-premise signs.

Public Comment regarding this Public Hearing may be made in any of the following ways: (1) Emailed to the Community Development Department, at cdd@fortbragg.com (2) Written comments delivered to City Hall, 416 N. Franklin Street before 2:00 PM on the day of the meeting; or (3) Verbal comments made during the meeting, either in person at Town Hall or virtually using Zoom if a Zoom link is provided at the time of agenda publication.

Staff reports and other documents that will be considered by Planning Commissioners will be made available for review 72 hours prior to the Planning Commission meeting, on the City's website: <https://cityfortbragg.legistar.com/Calendar.aspx>, and in person by appointment. To obtain application materials or for more information, please contact Community Development Department staff via email at cdd@fortbragg.com. At the conclusion of the public hearing, the Planning Commission will consider a decision on the above matter.

Appeal process and fee schedule: Decisions of the Planning Commission shall be final unless appealed to the City Council in writing within ten (10) days thereafter with a filing fee of \$1,000 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.

John Smith, Acting Community Development Director

Public comment regarding Item 6a Planning Commission 4-10-24

Receive a Report, Continue a Public Hearing, and Consider Approval of Coastal Development Permit 2-23 (CDP 2-23), Design Review 3-24 (DR 3-24), Sign Permit 2-24 (SP 2-24), and Variance 1-24 (VAR 1-24), proposing to remodel an existing 1,536 SF convenience store with an addition of 447 SF into a 1,809 SF convenience store; install 660 SF of new landscaped area; replace and expand an existing gas station canopy; replace gas dispensing units; and replace existing canopy signs and monument sign face located at 105 South Main Street.

Commissioners,

My comments are in regards to item 6a on your agenda for the 4-10 meeting.

It is obvious that the former owner of this gas station had no interest in dealing with the gas station anymore as you had to send a code enforcement letter. I agree that this gas station could use a face lift, but do not agree with the extensive changes. I am glad that I am given a chance to comment on this project as I did not realize the extent of this project when it was before you on March 27.

Reading the staff report it was at first unclear to me who MJC is. It would help to spell out the acronym for the public. I assume it stands for Marie Jones, Consulting.

Where is the letter from Public Works? It would help the public to be able to read that.

I understand that it took a long time for this project to even come before the Planning Commission, but question why it will be possibly voted on when so many issues are still not settled.

Unfortunately the proposed site plan is not clear and contains many typos. #'s are in different fonts and sizes, some are not visible, bollard to be remain, awning misspelled, etc.

It seems that the new owner needs to still plant trees, possibly install a backflow device, and install night-sky compliant lighting that is downward facing, and shielded. I understand the need for a Variance, but would appreciate that the City would start the 1 year LCP process so that others who want to change their properties would not need a Variance. In addition it seems premature to me to vote on a project before the owner has secured a franchise agreement with a gas company. What if the particular company insists on using their color scheme? What if the exterior signage including a trademark or service mark does not fit in (not aesthetically pleasing)? It seems that many towns are being forced to accept very bright (day glow) signs on the already illuminated canopies, monument signs, and taller signs that are placed above 6ft (CLUDC code). The City recently approved a taller sign for the gas station at the corner of Main Street & N. Harbor Drive. The City also approved the color scheme for the gas station at Main Street and Elm Street. By doing that Fort Bragg loses its charm and becomes a town like any other US town. The eco tourists that came here do not come to see Fort Bragg turn into any other US town. It is mentioned in the staff report that the brown color of the canopy signs does not match the other structures. Why does MJC recommends leaving the colors as proposed? Even if we only see a sliver of the ocean between buildings to allow the many bright non matching colors next to the ocean does not seem to be aesthetically pleasing. Neither is it aesthetically pleasing to have the height of a new convenience store instead of 16ft. 8 in. be 20ft, 4 in tall.

What if more and more people have electric cars and we do not need gas stations anymore? Has the Commission demonstrated a need for a bigger gas station, and a bigger convenience store with kitchen?

Don't we have enough stores, restaurants, and food trucks already? These places offer junk food. We do not need more of them. It looks as if instead of 2 pumps there will be 4 pumps.

Considering the increasingly worrisome climate situation worldwide and the sordid role of fossil fuel corporations we need to rethink the way we do business in our County. Are you aware of the County's Climate Crisis Policy? We know that by 2035 California will ban the sale and registration of new internal combustion engine autos & light truck vehicles.

Was the climate emergency and the need to phase out fossil fuels considered? Why do we not prepare for a time (2045) when 100% of the energy needs to be Clean Energy (SB 100)? Are you aware that Mendocino County already has 2 times the amount of gas stations per county resident than Sonoma and Humboldt have according to the California Energy Commission data? Sonoma County successfully lobbied for the enactment of a prohibition of new gas stations. Prohibiting the construction of new gas stations requires simple changes to a jurisdiction's zoning regulations. Benefits of enacting such a prohibition include the avoidance of new, potentially toxic hazardous waste sites, and a renewed focus on alternative transportation options that avoid the use of fossil fuels.

The Energy issue was not addressed in this project. Constructing the new gas pump stations would result in a significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy, or wasteful use of energy resources, during project construction and/or operation. To at least place a charging station for electric vehicles would help counteract the wasteful, inefficient, or unnecessary consumption of energy, or wasteful use of energy resources. Why were no EV charging stations considered?

Are you aware that the Mendocino Grassroots Institute (GRI) launched a campaign to prohibit the construction of new fossil fuel stations in Mendocino County. GRI has also been in touch with our Supervisors Gjerde and Haschak who created a subcommittee to look into this. Mendocino County also adopted on June 27, 2006 a Precautionary Principle Policy.

Will you require that the new owner hires a compliance consultant to ensure that they properly maintain underground storage tanks, leak detection equipment, spill control measures, and other methods to ensure health and safety?

Why is it that the Director of the Community Development would potentially be tasked to have the final say about the sign design, and the Monument Sign versus the Planning Commission with the help of the public?

Why would a non-conforming sign be tolerated for 5 years?

It is my belief that this project will be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity. Please consider it carefully and at least insist on having a project ready proposal that addresses some of the above mentioned issues.

The Notice of Public Hearing mentions that this project can be appealed to the City Council. There is no mention of a possibility to appeal it to the Coastal Commission.

Sincerely, Annemarie Weibel
4-8-2024



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Text File

File Number: 24-678

Agenda Date: 4/10/2024

Version: 1

Status: Public Hearing

In Control: Planning Commission

File Type: Planning Staff Report

Agenda Number: 6B.

Receive a Report, Continue a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Amend Chapter 18.42.175 - "Tiny Homes", of Division 18 of the Fort Bragg Municipal Code to Modify Regulations and Standards for Tiny Homes; Approve Mitigated Negative Declaration

Receive a Report, Continue a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Submit an LCP Amendment Application to the Coastal Commission to Amend Chapter 17.42.175 - "Tiny Homes", of Division 17 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes; Approve Mitigated Negative Declaration



Tiny Homes

Amendments to the CLUDC and
ILUDC, City of Fort Bragg

Marie Jones Consulting April 10, 2024

PROJECT INFORMATION

APPLICATION #:	Tiny Homes ILUDC Amendment (ILUDC 4-23) and LCP Amendment (LCP 4-23)
APPLICANT:	City of Fort Bragg
PROJECT:	Provide Recommendation to City Council Regarding Proposed Amendments to the Inland and Coastal Land Use and Development Codes to 1) Amend the Tiny Homes Ordinance in the ILUDC, and 2) Prepare a Tiny Homes LCP amendment for the Local Coastal Program.
LOCATION:	Residential and commercial zoning districts in the Coastal Zone and the Inland Area.
APN:	Various
LOT SIZE:	Various
ZONING:	RS, (Suburban Residential), RL (Low Density Residential). RM (Medium Density Residential), RH (High Density Residential); RVH (Very High Density Residential), CN (Neighborhood Commercial), CG (General Commercial).
ENVIRONMENTAL DETERMINATION:	A CEQA document will be prepared for this project.
APPROVALS:	<p>This project constitutes a change to the City of Fort Bragg Local Coastal Program and the City's Inland Land Use and Development Code.</p> <ul style="list-style-type: none">• The Planning Commission may adopt a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Amend Chapter 18.42.175 "Tiny Homes", of Division 18 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes.• The Planning Commission may Adopt a Resolution of the Fort Bragg Planning Commission Recommending that the City Council approve an LCP Amendment to the Coastal Commission to Amend Chapter 17.42.175 "Tiny Homes", of Division 17 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes.

PROJECT BACKGROUND

The Planning Commission held a public hearing on March 27, 2024 and all changes to this staff report and ordinances from the direction provided by the Planning Commission are noted in purple font.

In 2019, the City of Fort Bragg amended the Housing Element of the General Plan for conformance with State housing law. The 2019 Housing Element includes the following non-mandatory program regarding Tiny Homes.

Program H-1.3.5 Allow Tiny Homes as Second Units. Consider revising the zoning ordinance so that people can park mobile residencies (residences built under the vehicle code) as a second unit, so long as the residence looks like a house (e.g., external siding that is compatible with the residential neighborhood, skirted if the wheels would otherwise be visible from the public right of way, etc.).

On April 22, 2022, the City Council adopted Ordinance 980 establishing a Tiny Home Ordinance, but the ordinance was subsequently found to have some conflicts with State law, specifically: by allowing up to three tiny homes on a lot, it conflicts with state regulations regarding Mobilehome parks as any parcel with two or more mobile homes is considered a Mobilehome park by the State. Additionally, the proposed ordinance revision would regulate both Tiny Homes and Park Model RVs as equivalent housing types subject to the same requirements, which have been updated as well.



Tiny Home



Park Model RV

The Community Development Committee heard this item on May 17, 2023. The CDC did not provide recommendations regarding the proposed revised Tiny Home Ordinance.

On March 27, 2024, the Planning Commission held a public hearing and provided the direction regarding the Tiny Home Ordinance. The table below provides a brief description of both the direction and how it was implemented in the revised ordinance.

Recommendation	Implementation
1. Allowable Zoning Districts: Allow a Tiny Home as a permitted use in the CN and CG zoning districts on a parcel with a single-family home or duplex. Allow a Tiny Home on the CH zoning district with a Use Permit on a parcel with a single-family home or duplex. Don't allow Tiny Homes in the CBD or the CO zoning districts.	Implemented as directed in the Use Tables.
2. Revise section 17.42.174 C1 to allow a Tiny Home before or after construction of the primary unit. Allow a Tiny Home as an alternative to an ADU for a multifamily project.	Implemented as suggested. Additionally, language was added to clarify that if a Tiny Home was built prior to the primary unit it should be located on the back half of the property. MJC also determined that additional clarity was required to define if Tiny Homes and PMRVs should be allowed as an alternative to the two detached ADUs that are allowed as part of ADU law with regard to multi-family projects. C1b was added to clarify that Tiny Homes could be substituted for the two allowable detached ADUs in a multi-family project.
3. Revise Section 17.42.174C2c to change the rear and side setbacks for a Tiny Home to 4 feet. Revise Section 17.42.175C2i to allow a Tiny Home in addition to an ADU. Require a minimum setback of ten feet between a Tiny Home and any other structure on a parcel.	Implemented as requested.
4. Complete additional research to determine if it is possible to require a fire inspection prior to occupancy of the Tiny Home.	MJC reached out to the Fire Marshal who confirmed that he can inspect a Tiny Home to ensure that it has a smoke detector and a fire extinguisher. C1f was added to the ordinance.
5. Confirm with the Building Department the requirement for conformance with Appendix Q to put a Tiny Home on a foundation.	MJC confirmed that to install a Tiny Home on a foundation it must comply with the Appendix Q of the UBC, which is included as Attachment 5 to this staff report.
6. Revise section 17.42.1743b. to delete b requirements regarding roof pitch.	This section has been deleted.
7. Request that City Council consider either not changing Capacity Fees for Tiny Homes or to require a prorated capacity fee based on the square feet of the Tiny Home.	This has been included in the staff report and resolution that will go forward to City Council.

Additionally, MJC provided clarification under C23a that a paved pad is only required if the unit is not on a permanent foundation.

PROJECT DESCRIPTION

This section summarizes various changes to the CLUDC and the ILUDC for the Planning Commission and City Council's consideration. This amendment is voluntary as it is not required by the State, therefore the City Council has total decision-making authority as to if or how to amend the zoning codes to allow Tiny Homes and Park Model RVs on residential zoned parcels and possibly commercial zoned parcels.

Policy Considerations for Tiny Homes

Please review the attached ordinances and consider providing a recommendation to City Council on the following key policy points and changes to the existing ordinance.

Section	Proposed change and discussion
B. Definitions.	Refines the Tiny Home definitions to clarify that: 1) Tiny Homes must comply with relevant vehicle code standards and 2) Park Model RV's are also included in the Tiny Home regulations.
C1. Limitations on Location.	Clarify if a Tiny Home should be an accessory use to a primary residence in any zoning ordinance. The existing ordinance would appear to allow Tiny Homes on parcels with primary residences in both residential and commercial zoning districts. As written, the 2022 ordinance would allow Tiny Homes in a commercial zoning district with a pre-existing residential home. The Planning Commission should clarify if: <ol style="list-style-type: none"> The City should allow a Tiny Home as an accessory residential use in commercial zoning districts and/or high-density residential zoning districts or only in low density zoning districts Please review the use tables and provide a recommendation on these questions.
C2b. Location.	Please provide a recommendation if Tiny Homes should comply with existing setback requirements (5 feet at the side and 10 feet at the back property line) or with the more generous setback requirements of ADUs and Urban Unit Development (4 feet). Please provide a recommendation if you agree that Tiny Homes should be placed to the side or behind a Primary Residential Unit, but not in front of one.
C2d. Number of Units Allowed.	The existing ordinance allows up to three Tiny Homes per residential parcel. However, the State considers any parcel with two or more mobile homes or Tiny Homes as a Mobilehome park, and as such they are required to conform with State Mobilehome park regulations. Therefore, if two or more Tiny Homes are allowed on a residential lot it would have to comply with the City's requirements in the proposed Tiny Home Community ordinance. <ul style="list-style-type: none"> MJC recommends that the Tiny Home ordinance be modified to allow only one Tiny Home on a parcel with a primary residential unit. MJC further recommends that a Tiny Home not be allowed on a parcel that already has a detached ADU. Please provide direction if you agree with this approach.

C2e. Foundation.	This section clarifies that a Tiny Home may <u>not</u> be placed on a permanent foundation unless it complies with Appendix Q of the UBC which includes specific standards for Tiny Homes (see https://up.codes/viewer/california/irc-2018/chapter/Q/tiny-houses#Q to review UBC code for Tiny Homes).
C. Design Standards.	This section clarifies preferred materials and utility connection requirements. Please provide a recommendation regarding the listed design standards and/or if you want any additional standards.
D. Parking.	This section adds parking requirements for the Coastal Zone.
E. Sensitive Habitats	This section adds resource protection requirements for the Coastal Zone.

RECOMMENDED ACTION

1. Adopt a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Amend Chapter 18.42.175 "Tiny Homes", of Division 18 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes.
2. Adopt a Resolution of the Fort Bragg Planning Commission Recommending that the City Council approve an LCP Amendment to the Coastal Commission to Amend Chapter 17.42.175 "Tiny Homes", of Division 17 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes.

ALTERNATIVE ACTION(S)

Provide alternative direction to staff and the consultant.

ENVIRONMENTAL ANALYSIS

- **ILUDC Amendment.** The proposed project is subject to CEQA and an MND has been prepared and is presented to the Council for approval concurrent with this item.
- **CLUDC Amendment.** The proposed amendment to the Coastal Land Use and Development Code is part of the City's Local Coastal Program and will be submitted to the California Coastal Commission for certification. Therefore, the proposed project is statutorily exempt from further environmental review under CEQA Guidelines 15265 Adoption of Coastal Plans and Programs.

Fiscal Impact

No impact. The proposed ordinance does not propose to eliminate capacity fees for tiny homes.

Greenhouse Gas Emissions Impact

Greenhouse gas emissions would be reduced as residential density is added to the City as it reduces the miles traveled for residents to access services, jobs and community activities.

Consistency

The consistency of the proposed ordinance amendments with the Coastal General Plan and Inland General Plan has been analyzed in Attachments 3 of this report.

Implementation/Timeframes

This effort includes two amendments, which are processed differently as the CLUDC amendment will be a Local Coastal Program application to the Coastal Commission which will be approved by the Coastal Commission, while the ILUDC amendment will be approved as an ordinance by the City Council. While the two amendments are similar, they are not identical, as Tiny Home Communities in the Coastal Zone would be subject to the Coastal Development Permit process.

- October– Prepared and circulated CEQA document.
- March – Recommendation from Planning Commission.
- April – First reading of the ordinance by City Council.
- May – Second reading of the ordinance and adoption by City Council.
- June – Ordinance goes into effect.

NOTIFICATION

1. “Notify Me” subscriber lists: Fort Bragg Downtown Businesses; and Economic Development Planning.

ATTACHMENTS

1. Resolution of the Fort Bragg Planning Commission Recommending that the City Council Amend Chapter 18.42.175 “Tiny Homes”, of Division 18 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes.
2. Resolution of the Fort Bragg Planning Commission Recommending that the City Council Amend Chapter 17.42.175 “Tiny Homes”, of Division 17 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes.
3. Tiny Home General Plan Consistency Analysis
4. Track Changes Compare of the Original and Revised Ordinance
5. Appendix Q of the UBC

RESOLUTION NO. PC -2024

Resolution of the Fort Bragg Planning Commission Recommending that the City Council Amend Chapter 18.42.175 “Tiny Homes”, of Division 18 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes.

WHEREAS, California Constitution Article XI, Section 7, enables the City of Fort Bragg (the “City”) to enact local planning and land use regulations; and

WHEREAS the authority to adopt and enforce zoning regulations is an exercise of the City’s police power to protect the public health, safety, and welfare; and

WHEREAS the City of Fort Bragg (“City”) adopted a General Plan in 2002 which established policies for all lands within Fort Bragg city limits; and

WHEREAS, the City of Fort Bragg (“City”) adopted an Inland General Plan and certified an Environmental Impact Report Addendum (“EIR Addendum”) for the Inland General Plan on December 2, 2012; and

WHEREAS, the City of Fort Bragg (“City”) adopted an Inland Land Use and Development Code and Negative Declaration on February 10, 2014; and

WHEREAS, the adoption of an Inland Land Use and Development Code is necessary to: 1) provide a regulatory framework for implementation of the Inland General Plan; 2) to implement new state planning and land use requirements; and 3) update zoning regulations in accordance with City Council policy direction; and

WHEREAS the City desires to ensure that residential development occurs in an orderly manner, in accordance with the goals and objectives of the General Plan and reasonable land use planning principles; and

WHEREAS, In 2019, the City of Fort Bragg amended the Housing Element of the General Plan for conformance with State Housing Law. The 2019 Housing Element includes the following non-mandatory program regarding Tiny Homes. *Program H-1.3.5 Allow Tiny Homes as Second Units. Consider revising the zoning ordinance so that people can park mobile residencies (residences built under the vehicle code) as a second unit, so long as the residence looks like a house (e.g., external siding that is compatible with the residential neighborhood, skirted if the wheels would otherwise be visible from the public right of way, etc.); and*

WHEREAS, On April 22, 2022, the City Council adopted Ordinance 980 establishing a Tiny Home Ordinance, but the ordinance was subsequently found to have some conflicts with State law; and

WHEREAS, on May 17 of 2023, the Community Development Committee received a Tiny Home presentation from Marie Jones Consulting and discussed this item without providing recommendations regarding ordinance revisions; and

WHEREAS, pursuant to the California Environmental Quality Act (“CEQA”) pursuant to Section 15074 of the CEQA Guidelines, a Mitigated Native Declaration (MND) was prepared and circulated for public comment for the zoning amendment; and

WHEREAS the Planning Commission held a duly noticed public hearing on March 27, 2024, to consider the zoning amendment, accept public testimony and **provided direction to the consultant to revise the resolution and ordinance language, and**

WHEREAS, the Planning Commission continued the Public Hearing to April 10, 2024, to review and consider the final resolutions and ordinance language; and

NOW, THEREFORE, BE IT RESOLVED that the City of Fort Bragg Planning Commission, based on the entirety of the record before it, which includes without limitation, CEQA, Public Resources Code §21000, et seq. and the CEQA Guidelines, 14 California Code of Regulations §15000, et seq.; the Fort Bragg Inland General Plan; the Fort Bragg Inland Land Use and Development Code; the Project application; all reports and public testimony submitted as part of the Planning Commission meeting of December 13, 2023 and Planning Commission deliberations; and any other evidence (within the meaning of Public Resources Code §21080(e) and §21082.2), the Planning Commission of the City of Fort Bragg does hereby make the following findings and determinations:

SECTION 1: INLAND LAND USE AND DEVELOPMENT CODE AMENDMENT FINDINGS

Pursuant to Fort Bragg Municipal Code Section 18.94.060, the Planning Commission recommends that the City Council make the following findings for adoption of the proposed amendments to the Fort Bragg Inland Land Use and Development Code:

- a. The proposed amendment is consistent with the General Plan and any applicable specific plan; and

The proposed amendment is consistent with the following applicable General Plan policies: Policy LU-6.1, Policy PF-1.2, Policy PF-2.1, Policy C-9.2, Program H-1.3.5, Program H-2.3.2, Policy H-1.6, Program H-3.2

- b. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City.

The proposed amendment is in the public interest to permit alternative opportunities for housing, which will provide for better convenience and welfare for the residents of the City of Fort Bragg as it will result in additional housing. The proposed amendment requires conformance with applicable building and vehicle codes which will ensure healthy and safe housing.

- c. The proposed amendment is internally consistent with other applicable provisions of this Development Code.

The proposed amendment is consistent with ILUDC standards for setbacks, parking, height, lot coverage, and density limits as illustrated in the attached consistency analysis.

SECTION 2: GENERAL FINDINGS:

- a. The foregoing recitals are true and correct and made a part of this Resolution; and

- b. The documents and other material constituting the record for these proceedings are located in the Community Development Department.

BE IT FURTHER RESOLVED that the Fort Bragg Planning Commission does hereby recommend that the City Council amend Chapter 18.42.175 “Tiny Homes”, of Division 18 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes.

BE IT FURTHER RESOLVED that the Fort Bragg Planning Commission does hereby recommend that the City Council update the Fee Schedule to either exempt Tiny Homes from the payment of capacity fees or that it requires the payment of capacity fees for Tiny Homes on a per square foot prorated share.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon its passage and adoption.

The above and foregoing Resolution was introduced by _____ seconded by _____, and passed and adopted at a regular meeting of the Planning Commission of the City of Fort Bragg held on the 10th day of April 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSE:

Scott Deitz, Chair

ATTEST:

**Maria Flynn, Administrative Assistant
Community Development Department**

Attachment 2 - Draft Ordinance

Amends Title 18.21.030 & 18.21.050 Land Use Tables as follows:

Amends 18.21.030(B) Table 2-1 Allowable Land Uses and Permit Requirements for Residential Zoning Districts:

TABLE 2-1 Allowed Land Uses and Permit Requirements for Residential Zoning Districts	P	Permitted Use, Zoning Clearance required					
	MUP	Minor Use Permit required (see Section 18.71.060)					
	UP	Use Permit required (see Section 18.71.060)					
	S	Permit requirement set by Specific Use Regulations					
	—	Use not allowed					
LAND USE (1)	PERMIT REQUIRED BY DISTRICT						Specific Use Regulations
	RR	RS	RL	RM	RH	RVH	
RESIDENTIAL USES							
Tiny Home	P	P	P	P	P	P	18.42.175

Amends 18.22.030(C) Table 2-6 Allowable Land Uses and Permit Requirements for Commercial Zoning Districts:

TABLE 2-6 Allowed Land Uses and Permit Requirements for Commercial Zoning Districts	P	Permitted Use, Zoning Clearance required				
	MUP	Minor Use Permit required (see Section 18.71.060)				
	UP	Use Permit required (see Section 18.71.060)				
	S	Permit requirement set by Specific Use Regulations				
	—	Use not allowed				
LAND USE (1)	PERMIT REQUIRED BY DISTRICT					Specific Use Regulations
	CN	CO	CBD	CG	CH	
RESIDENTIAL USES						
Primary Residential Unit	P(3)	--	P(4)	P(4)	—	
Tiny Home	P(6)	-	-	P(6)	UP (6)	18.42.175

(6) Use permitted only on parcels with existing single residential unit or existing/proposed multifamily development, and only in compliance with § 18.42.175.

18.42.175 Tiny Homes & Model Park RVs

A. **Applicability.** Where allowed by Article 2 (Zoning Districts and Allowable Land Uses), Tiny Homes and Park Model RVs shall comply with the standards of this section.

B. **Definitions.**

Tiny Home. A Tiny Home is a small towable residential unit (on wheels) that is not on a permanent foundation, and that meets the design and construction criteria listed in C below. Tiny homes shall meet either the provisions of ANSI 119.5 or NFPA 1192. It shall be the burden of the applicant to show compliance with these standards. Tiny homes shall be licensed and registered with the California Department of Motor Vehicles and may only be transported upon the public highway with permit issued pursuant to Vehicle Code Section 35780.

Park Model RV (PMRV). As defined in Health and Safety Code Section 18009.3, a Park Model RV is a trailer designed for human habitation that meets the following requirements:

1. It contains 400 square feet or less of gross floor area, excluding loft area space if that loft area space meets the requirements of subdivision (b) and Section 18033; and
2. It may not exceed 14 feet in width at the maximum horizontal projection; and
3. It is built upon a single chassis; and
4. It may only be transported upon public highways with a permit issued pursuant to Section 35780 of the Vehicle Code. Park Model RVs shall be licensed and registered with the California Department of Motor Vehicles.

A Park Model RV is not a self-propelled recreational vehicle.

C. **Tiny Home and Park Model RV Standards.** Tiny Homes and Park Model RVs shall be subject to all of the following additional criteria:

1. **Limitations on Location & Timing**

- a. A Tiny home or Park Model RV is allowed as an accessory residential use to a Primary Residential Unit and may be constructed/installed before, during or after the Primary Residential Unit.
 - i. If installed prior to the primary residential unit, the Tiny Home or PMRV must be installed in the back half of the parcel.
 - ii. If installed concurrently or after the primary residential unit, the Tiny Home or PMRV must be installed behind or to the side of the primary residential unit.
- b. Tiny homes and Park Model RVs are permitted in Multifamily Residential Zoning Districts as a type of detached ADU under Section 18.42.170 or as part of a Tiny Home Community under Section 18.42.110.

2. **Development Standards.** Tiny Homes and Park Model RVs (Unit) shall conform with the following requirements:

- a. **Height.** The unit shall have a maximum height of 13' 6" to comply with Department of Motor Vehicles (DMV) towing requirements.
- b. **Setbacks.** A unit shall comply with front and street side setbacks but may have a 4+ foot setback from the inside or rear parcel lines. The unit must be located a minimum distance of 10 feet from all other structures.

- c. **Size.** Units shall be at least 150 square feet in compliance with the California Health & Safety Code, but no more than 400 square feet.
 - d. **Number of Units Allowed.** Units are allowed on a parcel in the following configurations:
 - i. On a parcel with an existing primary unit, a maximum of one Tiny home or Park Model RV unit is permitted. *One tiny home or Park Model RV is permitted in addition to one detached ADU on the property. Neither is permitted if there are four or more residential units on a low density residentially zoned parcel.*
 - ii. Tiny homes and Park Model RVs are permitted in Tiny Home Communities, and the maximum allowed is determined by Section 18.42.110.
 - e. **Permanent Foundation.** Tiny Homes may be placed on a temporary or permanent foundation only if the Tiny Home has been constructed in compliance with the Appendix Q Tiny Houses of the UBC. Park Model RVs may be placed on a permanent foundation.
 - f. **Fire Inspection.** *Prior to occupancy, each Tiny home and Park Model RV shall be inspected by the Fire Marshal to ensure adequacy of the smoke alarm and fire extinguisher.*
3. **Design Standards.** A Tiny Home and Park Model RV shall maintain a residential appearance through the following design standards.
- a. **Skirting.** The undercarriage (wheels, axles, tongue and hitch) shall be hidden from view with a solid wood, metal or concrete apron when parked.
 - b. **Paved Pad.** A paved parking pad shall be required, *unless that Tiny Home or Park Model RV are placed on a permanent foundation (per C2e above),* and include bumper guards, curbs, or other installations adequate to prevent movement of the unit. Alternative paving methods may be permitted at the discretion of the Community Development Director.
 - c. **Mechanical Equipment.** Mechanical equipment shall be incorporated into the structure and not be located on the roof (except for solar panels).
 - d. **Materials.** Materials for the exterior wall covering shall include wood, hardipanel or equivalent material as determined by the Community Development Director.
 - e. **Windows.** Windows shall be double pane glass or better, labeled for building use, and be trimmed out.
 - f. **Utility Connections.** The unit shall be connected to City water and sewer utilities through dedicated pipes. The unit shall be connected to electrical power in compliance with the Building Code.
4. **Ownership.** Ownership of the Tiny Home or Park Model RV is not required.
5. **Short Term Rentals.** Tiny Homes and Park Model RV shall not be used as short-term rentals of less than 30 days.
- D. **Parking Requirements.**
- 1. **Parking Exemption.** No parking is required for a Tiny Home or Park Model RV.
 - 2. **Replacement Parking Exemption.** No replacement parking space(s) are required for the primary unit, when a garage, carport, or covered parking structure is demolished in conjunction with the construction of a Tiny Home.

RESOLUTION NO. PC -2024

A Resolution of the Fort Bragg Planning Commission Recommending that the City Council approve an LCP Amendment to the Coastal Commission to Amend Chapter 17.42.175 “Tiny Homes”, of Division 17 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes.

WHEREAS, California Constitution Article XI, Section 7, enables the City of Fort Bragg (the “City”) to enact local planning and land use regulations; and

WHEREAS the authority to adopt and enforce zoning regulations is an exercise of the City’s police power to protect the public health, safety, and welfare; and

WHEREAS the City of Fort Bragg (“City”) adopted a General Plan in 2002 which established policies for all lands within Fort Bragg city limits; and

WHEREAS, the City adopted a Coastal General Plan (“Coastal GP”) as the Land Use Plan portion of the Local Coastal Program on May 12, 2008 which established policies for all land within the Fort Bragg Coastal Zone; and

WHEREAS, in August 2008 the California Coastal Commission certified the City’s Local Coastal Program (LCP) which includes the Coastal GP as the Land Use Plan; and

WHEREAS, The City Council adopted Resolution 3162-2008 on May 12, 2008 adopting the Coastal General Plan; and

WHEREAS, the City adopted a Coastal Land Use and Development Code in 2008 as the implementing portion of the Local Coastal Program on May 12, 2008, which established all land use regulations for the Coastal Zone; and

WHEREAS, the Coastal General Plan includes policies to: (1) advance the orderly growth and development of the City’s Coastal Zone; (2) protect coastal resources; (3) incorporate sustainability into the development process so that Fort Bragg’s coastal resources and amenities are preserved for future generations; (4) respond to current environmental and infrastructure constraints; (5) protect the public health, safety and welfare; and (6) promote fiscally responsible development; and

WHEREAS, the availability of housing is a substantial concern for individuals of all demographics, ages, and economic backgrounds in communities throughout the State of California; and

WHEREAS the City desires to ensure that residential development occurs in an orderly manner, in accordance with the goals and objectives of the General Plan and reasonable land use planning principles; and

WHEREAS, In 2019, the City of Fort Bragg amended the Housing Element of the General Plan for conformance with State Housing Law. The 2019 Housing Element includes the following non-mandatory program regarding Tiny Homes. *Program H-1.3.5 Allow Tiny Homes as Second Units. Consider revising the zoning ordinance so that people can park mobile residencies (residences built under the vehicle code) as a second unit, so long as the residence looks like a house (e.g., external siding that is compatible with the residential neighborhood, skirted if the wheels would otherwise be visible from the public right of way, etc.); and*

WHEREAS, The project is exempt from CEQA, as a zoning amendment to implement the provisions of Sections 65852.1 and Section 66411.7 of the Government Code is exempt from CEQA by those code sections; and

WHEREAS, the “activities and approvals by a local government necessary for the preparation and adoption of a local coastal program or long range development plan” pursuant to the California Coastal Act are statutorily exempt from compliance with CEQA, and this statutory exemption “shifts the burden of CEQA compliance from the local agency to the California Coastal Commission (CEQA Guidelines § 15265 (c)); and

WHEREAS, On April 22, 2022, the City Council adopted Ordinance 980 establishing a Tiny Home Ordinance, but the ordinance was subsequently found to have some conflicts with State law; and

WHEREAS, on May 17 of 2023, the Community Development Committee received a Tiny Home presentation from Marie Jones Consulting and discussed this item without providing recommendations regarding ordinance revisions; and

WHEREAS the Planning Commission held a duly noticed public hearing on March 27, 2024, to consider the zoning amendment, accept public testimony and *provided direction to the consultant to revise the resolution and ordinance language and the Planning Commission continued the Public Hearing to April 10, 2024 to review and consider the final resolutions and ordinance language;* and

NOW, THEREFORE, BE IT RESOLVED that the City of Fort Bragg Planning Commission, based on the entirety of the record before it, which includes without limitation, CEQA, Public Resources Code §21000, et seq. and the CEQA Guidelines, 14 California Code of Regulations §15000, et seq.; the Fort Bragg Coastal General Plan; the Fort Bragg Coastal Land Use and Development Code; the Project application; all reports and public testimony submitted as part of the Planning Commission meeting of March 27, 2024 and Planning Commission deliberations; and any other evidence (within the meaning of Public Resources Code §21080(e) and §21082.2), the Planning Commission of the City of Fort Bragg does hereby make the following findings and determinations:

SECTION 1: COASTAL LAND USE AND DEVELOPMENT CODE AMENDMENT FINDINGS

Pursuant to Fort Bragg Municipal Code Section 17.94.060, the Planning Commission recommends that the City Council make the following findings for adoption of the proposed amendments to the Fort Bragg Coastal Land Use and Development Code:

- a. The proposed amendment is consistent with the General Plan and any applicable specific plan; and

The proposed amendment is consistent with the following applicable General Plan policies: Policy LU-10.2, Policy LU-10.4, Policy LU-10.6, Policy LU-5.7, Policy LU-10.1, Policy PF-1.2, Policy PF-2.1, Policy CD-1.1, CD-2.5, Program H-1.3.5, Program H-2.3.2, Policy H-1.6, Program H-3.2

- b. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City.

The proposed amendment is in the public interest to permit alternative opportunities for housing, which will provide for better convenience and welfare for the residents of the City of Fort Bragg as it will result in additional housing. The proposed amendment requires conformance with applicable building and vehicle codes which will ensure healthy and safe housing.

- c. The proposed amendment is internally consistent with other applicable provisions of this Development Code.

The proposed amendment is consistent with ILUDC standards for setbacks, parking, height, lot coverage, and density limits as illustrated in the attached consistency analysis.

SECTION 2: GENERAL FINDINGS:

- a. The foregoing recitals are true and correct and made a part of this Resolution; and
- b. The documents and other material constituting the record for these proceedings are located in the Community Development Department.

BE IT FURTHER RESOLVED that the Fort Bragg Planning Commission does hereby recommend that the City Council approve an LCP Amendment to the Coastal Commission to Amend Chapter 17.42.175 “Tiny Homes”, of Division 17 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes.

BE IT FURTHER RESOLVED that the Fort Bragg Planning Commission does hereby recommend that the City Council update the Fee Schedule to either exempt Tiny Homes from the payment of capacity fees or that it requires the payment of capacity fees for Tiny Homes on a per square foot prorated share.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon its passage and adoption.

The above and foregoing Resolution was introduced by _____ seconded by _____, and passed and adopted at a regular meeting of the Planning Commission of the City of Fort Bragg held on the 10th day of April 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSE:

Scott Deitz, Chair

ATTEST:

**Maria Flynn, Administrative Assistant
Community Development Department**

Attachment 2 - Draft Ordinance

Amends Title 17.21.030 & 17.21.050 Land Use Tables as follows:

Amends 17.21.030(B) Table 2-1 Allowable Land Uses and Permit Requirements for Residential Zoning Districts:

TABLE 2-1 Allowed Land Uses and Permit Requirements for Residential Zoning Districts	P Permitted Use, Zoning Clearance required MUP Minor Use Permit required (see Section 17.71.060) UP Use Permit required (see Section 17.71.060) S Permit requirement set by Specific Use Regulations — Use not allowed						
	PERMIT REQUIRED BY DISTRICT						Specific Use Regulations
LAND USE (1)	RR	RS	RL	RM	RH	RVH	
RESIDENTIAL USES							
Tiny Home	P	P	P	P	P	P	17.42.175

Amend 17.22.030(C) Table 2-6 Allowable Land Uses and Permit Requirements for Commercial Zoning Districts:

TABLE 2-6 Allowed Land Uses and Permit Requirements for Commercial Zoning Districts	P Permitted Use, Zoning Clearance required MUP Minor Use Permit required (see Section 17.71.060) UP Use Permit required (see Section 17.71.060) S Permit requirement set by Specific Use Regulations — Use not allowed					
	PERMIT REQUIRED BY DISTRICT					Specific Use Regulations
LAND USE (1)	CN	CO	CBD	CG	CH	
RESIDENTIAL USES						
Primary Residential Unit	P(3)	--	P(4)	P(4)	--	
Tiny Home	P(6)	—	—	P(6)	UP(6)	17.42.175

(6) Use permitted only on parcels with existing single residential unit or existing/proposed multifamily development, and only in compliance with § 17.42.175.

17.42.175 Tiny Homes & Model Park RVs

- A. **Applicability.** Where allowed by Article 2 (Zoning Districts and Allowable Land Uses), Tiny Homes and Park Model RVs shall obtain an administrative Coastal Development Permit and comply with the standards of this section and

B. **Definitions.**

A Tiny Home. A Tiny Home is a small towable residential unit (on wheels) that is not on a permanent foundation, and that meets the design and construction criteria listed in C below. Tiny homes shall meet either the provisions of ANSI 119.5 or NFPA 1192. It shall be the burden of the applicant to show compliance with these standards. Tiny homes shall be licensed and registered with the California Department of Motor Vehicles and may only be transported upon the public highway with permit issued pursuant to Vehicle Code Section 35780.

Park Model RV. As defined in Health and Safety Code Section 18009.3, a Park Model RV is a trailer designed for human habitation that meets the following requirements:

1. It contains 400 square feet or less of gross floor area, excluding loft area space if that loft area space meets the requirements of subdivision (b) and Section 18033; and
2. It may not exceed 14 feet in width at the maximum horizontal projection; and
3. It is built upon a single chassis; and
4. It may only be transported upon public highways with a permit issued pursuant to Section 35780 of the Vehicle Code. Park Model RVs shall be licensed and registered with the California Department of Motor Vehicles.

A Park Model RV is not a self-propelled recreational vehicle.

- C. **Tiny Home and Park Model RV Standards.** Tiny Homes and Park Model RVs shall be subject to all of the following additional criteria:

1. **Limitations on Location, Timing & Permit Requirements**

- a. **Accessory to a Primary Residence.** A Tiny home or Park Model RV is allowed as an accessory residential use to a Primary Residential Unit and may be constructed/installed before, during or after the Primary Residential Unit.
 - i. If installed prior to the primary residential unit, the Tiny Home or PMRV must be installed in the back half of the parcel.
 - ii. If installed concurrently or after the primary residential unit, the Tiny Home or PMRV must be installed behind or to the side of the primary residential unit.
- b. **As an ADU Equivalent in Multifamily.** Tiny homes and Park Model RVs are permitted in Multifamily Residential Zoning Districts as a type of detached ADU under Section 18.42.170 or as part of a Tiny Home Community under Section 18.42.110.
- c. **Permit Requirements.** A Tiny Home shall be subject to a Coastal Development Permit if it is located on a permanent foundation or if site improvements are required to establish it.

2. **Development Standards.** Tiny Homes and Park Model RVs (Unit) shall conform with the following requirements:

- a. **Height.** The unit shall have a maximum height of 13' 6" to comply with Department of Motor Vehicles (DMV) towing requirements.

- b. **Setbacks.** A unit shall comply with front and street side setbacks but may have a 4+ foot setback from the inside or rear parcel lines. The unit must be located a minimum distance of 10 feet from all other structures.
 - c. **Size.** Units shall be at least 150 square feet in compliance with the California Health & Safety Code, but no more than 400 square feet.
 - d. **Number of Units Allowed.** Units are allowed on a parcel in the following configurations:
 - i. On a parcel with an existing primary unit, a maximum of one Tiny home or Park Model RV unit is permitted. *One tiny home or Park Model RV is permitted in addition to one detached ADU on the property. Neither is permitted if there are four or more residential units on a low density residentially zoned parcel.*
 - ii. Tiny homes and Park Model RVs are permitted in Tiny Home Communities, and the maximum allowed is determined by Section 17.42.110.
 - e. **Foundation.** Tiny Homes shall not be placed on a temporary or permanent foundation unless the Tiny Home has been constructed in compliance with the Appendix Q Tiny Houses of the UBC. Park Model RVs may be placed on a permanent foundation.
 - f. **Fire Inspection.** *Prior to occupancy, each Tiny home and Park Model RV shall be inspected by the Fire Marshal to ensure adequacy of the smoke alarm and fire extinguisher.*
3. **Design Standards.** A Tiny Home and Park Model RV shall maintain a residential appearance through the following design standards.
- a. **Skirting.** The undercarriage (wheels, axles, tongue and hitch) shall be hidden from view with a solid wood, metal or concrete apron when parked.
 - b. **Paved Pad.** A paved parking pad shall be required, *unless that Tiny Home or Park Model RV are placed on a permanent foundation (per C2e above),* and include bumper guards, curbs, or other installations adequate to prevent movement of the unit. Alternative paving methods may be permitted at the discretion of the Community Development Director.
 - c. **Mechanical Equipment.** Mechanical equipment shall be incorporated into the structure and not be located on the roof (except for solar panels).
 - d. **Materials.** Materials for the exterior wall covering shall include wood, hardipanel or equivalent material as determined by the Community Development Director.
 - e. **Windows.** Windows shall be double pane glass or better, labeled for building use, and be trimmed out.
 - f. **Utility Connections.** The unit shall be connected to City water and sewer utilities through dedicated pipes. The unit shall be connected to electrical power in compliance with the Building Code.
4. **Ownership.** Ownership of the Tiny Home or Park Model RV is not required.
5. **Short Term Rentals.** Tiny Homes and Park Model RV shall not be used as short-term rentals of less than 30 days.

D. Parking Requirements.

1. **Parking Exemptions & Requirements:** No parking is required unless the Tiny Home is located in a neighborhood which provides public parking and public access to the coast. In Fort Bragg this includes all residential parcels that directly abut Glass Beach Drive. All other parcels are not required to provide parking.

2. Replacement Parking Exemption. No replacement parking space(s) are required for the primary unit, when a garage, carport, or covered parking structure is demolished in conjunction with the construction of a Tiny Home.

E. Tiny Homes and Park Model RV's Proposed for Sensitive Habitats, Scenic Areas, and areas subject to Sea Level Rise.

1. Visual Resources. Tiny Homes and Park Model RVs shall be reviewed for impacts to visually resources in visually sensitive areas as designated in Map CD-1 of the Coastal General Plan.
2. Sensitive Habitat. Tiny Homes and Park Model RVs shall be reviewed for impacts to sensitive habitats in areas as designated in Map OS-1 of the Coastal General Plan.
3. Areas Sensitive to Sea Level Rise. Tiny Homes and Park Model RVs that are proposed for areas that are vulnerable to sea level rise and other coastal hazards shall meet all LCP requirements for new development to be safe from such hazards, but that also addresses the need for future sea level rise adaptations including future removal and risk disclosure.

ATTACHMENT 3 - CONSISTENCY ANALYSIS

This attachment analyzes each Tiny Home code amendment's consistency with their respective Inland or Coastal General Plan policies and the regulations in the City of Fort Bragg Inland Land Use and Development Code (ILUDC) and Coastal Land Use and Development Code (CLUDC).

1. COASTAL GENERAL PLAN & CLUDC CONSISTENCY ANALYSIS

The CLUDC 17.95.060(B) states that an amendment to the Development Code may be approved if the following findings are made:

1. The proposed amendment is consistent with the Coastal General Plan and any applicable specific plan; and
2. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City.
3. The proposed amendment is internally consistent with other applicable provisions of this Development Code.

As analyzed below, the Accessory Dwelling Unit code amendments are consistent with relevant policies of the City's Coastal General Plan and CLUDC.

Coastal Land Use Element

The proposed amendment to the CLUDC is **consistent** with the following Coastal General Plan Policies in the Land Use Element.

Policy	Analysis
Policy LU-10.2: Locating New Development. New residential, commercial, or industrial development, except as otherwise provided in the LCP, shall be located within, contiguous with, or in close proximity to, existing developed areas able to accommodate it or, where such areas are not able to accommodate it, in other areas with adequate public services and where it will not have significant adverse effects, either individually or cumulatively, on coastal resources.	The Tiny Home ordinance will result in increased infill development by allowing a Tiny Home on a lot with a primary residence in a residential zoning district.

Policy	Analysis
Policy LU-5.7: Adequate parking should be provided to serve coastal access and recreation uses to the extent feasible. Existing parking areas serving recreational uses shall not be displaced unless a comparable replacement area is provided.	The proposed amendment requires off-street parking for Tiny Homes in neighborhoods that provide coastal recreational access.
Policy LU-10.1: Preserve Neighborhoods: Preserve and enhance the character of the City's existing residential neighborhoods.	As proposed the amendment would allow Tiny Homes to be placed behind or to the side of the primary residential unit and would not impact the character of existing neighborhoods.
Policy LU-10.4: Ensure Adequate Services and Infrastructure for New Development. Development shall only be approved when it has been demonstrated that the development will be served with adequate water and wastewater treatment. Lack of adequate services to serve the proposed development shall be grounds for denial of the development.	A Tiny Home would only be permitted on parcels that are already served by infrastructure and services. The City recently upgraded its Sewer Treatment Facility and has plans to develop additional water storage which together ensure adequate sewer and water services throughout Fort Bragg.
Policy LU-10.6: Protect Special Communities. New Development shall, where appropriate, protect special communities and neighborhoods which, because of their unique characteristics, are popular visitor destination points for recreational uses.	In the proposed CLUDC amendment, an applicant for a Tiny Home must provide onsite parking where visitor-serving parking is constrained.

There are no other applicable policies in the land use element.

Coastal Public Facilities Element

Relevant policies in the Public Facilities Element are analyzed below:

Policy PF-1.1: All new development proposals shall be reviewed and conditioned to ensure that adequate public services and infrastructure can be provided to the development without substantially reducing the services provided to existing residents and businesses
Analysis: The City of Fort Bragg continues to rely on three surface water sources: Waterfall Gulch (tributary to Hare Creek), Newman Gulch (tributary to Noyo River), and the Noyo River (intake is at Madsen Hole). The water treatment plant was originally constructed in the 1950's, and upgraded in the 1980's, and has a capacity of

2.2 million gallons per day (MGD). While the water supply has not changed, the City has made significant progress in amplifying storage capacity:

- It added an additional 1.5 million gallon finished water storage tank and the Summers Lane Reservoir with a raw water capacity of 14.7 million gallons, creating a total water storage capacity of 22.6 million gallons.
- It installed a desalination batch plant to allow effective use of water from the Noyo during low flow conditions.
- It purchased the “golf course” property with plans to build new water storage capacity on the site.

While there is more than sufficient capacity, the City is also exploring long term sustainable water strategies that include “purple pipe” transmission of treated recycled wastewater and desalinization. The City’s potable water system has sufficient capacity to support future development that could occur as a result of the proposed code revision while still accommodating other planned growth in the City.

The City’s Water Treatment Plant (WWTP) provides sewage treatment and disposal through the Fort Bragg Municipal Improvement District No. 1 (MID). The MID is somewhat larger than the City as it includes part of the Sphere of Influence. The Wastewater Treatment Plant (WWTP) was constructed in 1971 and underwent a substantial upgrade in 2020. It has a secondary treatment level capacity of 0.8 million gallons per day (MGD) for average dry weather flow (ADWF) and 4.9 MGD Peak Hydraulic Flow. The WWTF also has sufficient capacity to handle additional wastewater that may result from development of housing related to the proposed code revisions.

Policy PF-2.1 Development Pays Its Share: Require that new development pay its share of capital improvements and the cost of public services to maintain adequate levels of service

Analysis: The ordinance provides no exemption from paying capacity fees for Tiny Homes.

There are no other coastal policies applicable to the proposed CLUDC updates.

Coastal Conservation, Open Space, Energy, and Parks Element

The proposed amendment would be consistent with the policies of the Conservation Element as a CDP is required if a proposed tiny home would be located in an area that has the potential to impact Environmentally Sensitive Habitat, Wetlands, visual resources or on other Coastal Act resources as illustrated in the Maps of the Coastal General Plan.

Coastal Circulation Element

The proposed amendment to the CLUDC is **consistent** with the following General Plan policy:

Policy	Analysis
Policy C-9.2: Require Sidewalks. Require a sidewalk on both sides of all collector and arterial streets and on at least one side of local streets as a condition of approval for new development.	There are a small number of single-family residential units that do not currently have sidewalks, and they would be required to add sidewalks as part of the Tiny Home permitting process.

There are no other applicable coastal circulation policies that would affect the CLUDC's consistency with the CGP.

Coastal Community Design, Safety, and Noise Elements

The proposed project is in conformance with any goals, policies, and programs in this element and does not conflict with anything in the element.

Policy	Analysis
Policy CD-1.1: Visual Resources. Permitted development shall be designed and sited to protect views to and along the ocean and scenic coastal areas, to minimize the alteration of natural landforms, to be visually compatible with the character of surrounding areas, and, where feasible, to restore and enhance scenic views in visually degraded areas.	As amended, a Tiny Home would require a CDP, which would necessitate a visual analysis if visual resources would be impacted by a proposed project.
Policy CD-2.5: Scenic Views and Resource Areas. Ensure that development does not adversely impact scenic views and resources as seen from a road and other public rights-of-way.	

Coastal Housing Element

The City's Housing Element was updated in 2019 and adopted by the City Council for both Inland and Coastal Fort Bragg, however the 2019 Housing Element has not been certified by Coastal Commission as part of the Local Coastal Program. Nevertheless, this consistency review for the amendments to the CLUDC uses the goals, policies, and programs from the 2019 Housing Element as it has been updated per State Law. The last certified Housing Element (2008) in the Coastal General Plan does not include most State mandated goals, policies and programs.

The proposed amendments to the CLUDC **are consistent** with the following applicable policies of the 2019 Housing Element:

Policy	Analysis
Program H-1.3.5 Allow Tiny Homes as Second Units. Consider revising the zoning ordinance so that people can park mobile residences (residences built under the vehicle code) as a second unit, so long as the residence looks like a house (e.g., external siding that is compatible with the residential neighborhood, skirted if the wheels would otherwise be visible from the public right of way, etc.	The proposed CLUDC amendment will allow a Tiny Home on any parcel where there is an existing primary residential unit, and would only be permitted on a parcel without a detached 2 nd unit.
Program H-1.3.2 No Development Impact Fees for Secondary Units: Continue to refrain from charging Capacity Fees for second units.	The proposed CLUDC amendment does not refrain from charging capacity fees for Tiny Homes, as they are not ADUs.
Policy H-1.6 Infill Housing: Encourage housing development on existing infill sites in order to efficiently utilize existing infrastructure.	The proposed code will allow the development of a Tiny Home on parcels that are developed for residential uses.
Policy H-3.2 Improve Accessibility to Housing: Make it easier to develop housing for seniors and persons with disabilities.	The proposed zoning code amendment would result in small units for rent, which would increase affordability for seniors and people with some disabilities.

The proposed amendment does not conflict with any goals, policies, or programs of the 2019 Housing Element.

CONSISTENCY WITH EXISTING CLUDC SITE PLANNING AND PROJECT DESIGN STANDARDS

The proposed amendment of the CLUDC is consistent with coastal site planning and project design standards for setbacks, height limits, lot coverage, density limits and other regulations of the CLUDC.

COASTAL RESOURCES ANALYSIS

All Tiny Home projects will require an administrative Coastal Development Permit. The Coastal Commission's staff has reviewed a draft of the ordinance and found it to be compatible with the Coastal Act, with suggested modifications.

2. INLAND GENERAL PLAN & ILUDC CONSISTENCY ANALYSIS

ILUDC Section 18.95.060(B) requires that the following findings be made for the amendments to the Inland Land Use and Development Code:

1. The proposed amendment is consistent with the Inland General Plan and any applicable specific plan.
2. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City.
3. The proposed amendment is internally consistent with other applicable provisions of this Development Code.

The amendment is consistent with relevant policies of the City's Inland General Plan as analyzed below.

Inland Land Use Element

The proposed amendment to the ILUDC is consistent with the following General Plan Policies in the Land Use Element.

Policy	Analysis
Policy LU-6.1: Preserve Neighborhoods: Preserve and enhance the character of the City's existing residential neighborhoods.	The Tiny Home ordinance will result in increased development by allowing a Tiny Home on a lot with a primary unit.

There are no other applicable policies in the land use element.

Inland Public Facilities Element

Relevant policies in the Public Facilities Element are analyzed below:

Relevant policies in the Public Facilities Element are analyzed below:

Policy PF-1.1: All new development proposals shall be reviewed and conditioned to ensure that adequate public services and infrastructure can be provided to the development without substantially reducing the services provided to existing residents and businesses
<p>Analysis: The City of Fort Bragg continues to rely on three surface water sources: Waterfall Gulch (tributary to Hare Creek), Newman Gulch (tributary to Noyo River), and the Noyo River (intake is at Madsen Hole). The water treatment plant was originally constructed in the 1950's, and upgraded in the 1980's, and has a capacity of 2.2 million gallons per day (MGD). While the water supply has not changed, the City has made significant progress in amplifying storage capacity:</p> <ul style="list-style-type: none"> • It added an additional 1.5 million gallon finished water storage tank and the Summers Lane Reservoir with a raw water capacity of 14.7 million gallons, creating a total water storage capacity of 22.6 million gallons. • It installed a desalination batch plant to allow effective use of water from the Noyo during low flow conditions. • It purchased the "gulf course" property with plans to build new water storage capacity on the site.

While there is more than sufficient capacity, the City is also exploring long term sustainable water strategies that include “purple pipe” transmission of treated recycled wastewater and desalinization. The City’s potable water system has sufficient capacity to support future development that could occur as a result of the proposed code revision while still accommodating other planned growth in the City.

The City’s Water Treatment Plant (WWTP) provides sewage treatment and disposal through the Fort Bragg Municipal Improvement District No. 1 (MID). The MID is somewhat larger than the City as it includes part of the Sphere of Influence. The Wastewater Treatment Plant (WWTP) was constructed in 1971 and underwent a substantial upgrade in 2020. It has a secondary treatment level capacity of 0.8 million gallons per day (MGD) for average dry weather flow (ADWF) and 4.9 MGD Peak Hydraulic Flow. The WWTF also has sufficient capacity to handle additional wastewater that may result from development of housing related to the proposed code revisions

Policy PF-2.1 Development Pays Its Share: Require that new development pay its share of capital improvements and the cost of public services to maintain adequate levels of service

Analysis: The ordinance provides no exemption from paying capacity fees for Tiny Homes.

There are no other Public Facilities Policies applicable to the proposed ILUDC update.

Inland Conservation, Open Space, Energy, and Parks Element

The proposed amendment is consistent with the policies of Inland Element 4.

Inland Circulation Element

The proposed amendment to the ILUDC is consistent with the following General Plan circulation policy:

Policy	Analysis
Policy C-9.2: Require Sidewalks. Require a sidewalk on both sides of all collector and arterial streets and on at least one side of local streets as a condition of approval for new development.	There are a small number of single-family residential units that do not currently have sidewalks, and they would be required to add sidewalks as part of the Tiny Home permitting process.

There are no other applicable circulation policies that would affect the amendment’s consistency with the Inland General Plan.

Inland Community Design, Safety, and Noise Elements

The proposed project is in conformance with any goals, policies, and programs in this element and does not conflict with anything in the element.

Inland Housing Element 2019

The City's Housing Element was updated in 2019 and adopted by the City Council. The proposed amendments to the ILUDC are consistent with 2019 Housing Element, including the following relevant policies:

Policy	Analysis
Program H-1.3.5 Allow Tiny Homes as Second Units. Consider revising the zoning ordinance so that people can park mobile residencies (residences built under the vehicle code) as a second unit, so long as the residence looks like a house (e.g., external siding that is compatible with the residential neighborhood, skirted if the wheels would otherwise be visible from the public right of way, etc.	The proposed ILUDC amendment will allow a Tiny Home on any parcel where there is an existing primary residential unit.
Program H-1.3.2 No Development Impact Fees for Secondary Units: Continue to refrain from charging Capacity Fees for second units.	The proposed ILUDC amendment does not refrain from charging capacity fees for Tiny Homes. However, this policy applies to ADUs.
Policy H-1.6 Infill Housing: Encourage housing development on existing infill sites in order to efficiently utilize existing infrastructure.	The proposed code will allow the development of a Tiny Homes on parcels with a primary residential unit.
Policy H-3.2 Improve Accessibility to Housing: Make it easier to develop housing for seniors and persons with disabilities.	The proposed zoning code amendment would result in small units for rent, which would increase affordability for seniors and people with some disabilities.

The proposed project does not conflict with any goals, policies, or programs of the 2019 Housing Element.

CONSISTENCY WITH ILUDC SITE PLANNING AND PROJECT DESIGN STANDARDS

The proposed amendment of the ILUDC is consistent with coastal site planning and project design standards for setbacks, height limits, lot coverage, density limits and other regulations of the ILUDC.

17.42.175 Tiny Homes & Model Park RVs

8.42.175 – Tiny Homes

A. ~~A.~~ **Applicability.** ~~Where allowed by Article 2-2 (Zoning Districts and Allowable Land Uses), Tiny Homes and Park Model RVs shall obtain an administrative Coastal Development Permit and comply with the standards of this section and Section.~~

B. ~~B.~~ **Definitions.**

~~A Tiny Home~~ **tiny home** is a small towable residential unit that is not on a permanent foundation, and that meets the design and construction criteria listed in C below. subsection (C) of this Section. Tiny homes shall meet either the provisions of ANSI 119.5 or NFPA 1192. It shall be the burden of the applicant to show compliance with these standards. Tiny homes shall be licensed and registered with the California Department of Motor Vehicles.

Park Model RV. As defined in Health and Safety Code Section 18009.3, a Park Model RV is a trailer designed for human habitation that meets the following requirements:

1. It contains 400 square feet or less of gross floor area, excluding loft area space if that loft area space meets the requirements of subdivision (b) and Section 18033; and
2. It may not exceed 14 feet in width at the maximum horizontal projection; and
3. It is built upon a single chassis; and
4. It may only be transported upon public highways with a permit issued pursuant to Section 35780 of the Vehicle Code. Park Model RVs shall be licensed and registered with the California Department of Motor Vehicles.

A Park Model RV is not a self-propelled recreational vehicle.

C. **Tiny Home and Park Model RV** ~~C.~~ **Standards.** ~~Tiny Homes and Park Model RVs shall be allowed as a type of accessory dwelling unit subject to all of the following additional criteria:~~

1. Limitations ~~1.~~ **Limitation on location.**

- ~~a.~~ **a.** ~~Tiny homes and Park Model RV are allowed as accessory residential use to a Primary Residential Unit. on any residentially zoned parcel (RR, RS, RL, RM, RH, and/or RVH).~~

2. Development Standards. ~~Tiny Homes and Park Model RVs (Unit) standards. A tiny home shall conform with the following requirements:~~

- ~~a.~~ **a.** **Height.** ~~The unit A tiny home shall have a maximum height of 13' 6" 13 feet six inches to comply with Department of Motor Vehicles (DMV) towing requirements.~~
- ~~b.~~ **b.** **Location.** ~~A unit A tiny home shall comply with standard front setbacks for the zoning district; tiny homes shall be located toward the side or rear of the primary unit and comply with all property, and maintain four-foot side and rear setbacks.~~
- ~~c.~~ **c.** **Size.** ~~Units The minimum square footage of a tiny home shall be at least 150 square feet in compliance to comply with the California Health and Safety Code, but no more than. The maximum size shall be 400 square feet.~~

- d. ~~d.~~—Number of Units Allowed.** ~~Units units-allowed.~~ Tiny homes are allowed on a parcel in the following configurations:
- ~~i. i.~~—On a parcel with an existing primary unit, a maximum of one Tiny home or Park Model RV unit is permitted. ~~Neither is permitted if there is a detached ADU on the property.~~
 - ~~ii. ii.~~—Tiny homes are permitted in mobile home parks, and the maximum allowed ~~is~~ shall be determined by Section 17.42.110 in the use permit process.
- e. Foundation.** Tiny Homes shall not be placed on a temporary or permanent foundation unless the Tiny Home has been constructed in compliance with the Appendix Q Tiny Houses of the UBC. Park Model RVs may be placed on a permanent foundation.
- ~~e.—Parking.~~** ~~No additional parking is required for a tiny home.~~
- 3. ~~3.~~—Design Standards.** ~~A Tiny Home and Park Model RV standards.~~ A tiny home shall maintain a residential appearance through the following design standards.:
- ~~a. a.~~—Skirting.—The undercarriage (wheels, axles, tongue and hitch) shall be hidden from view with a solid wood, metal or concrete apron when parked.**
 - ~~b. b.~~—Roof Pitch. ~~pitch.~~** Roofs shall have a minimum of a 3:12 for greater than 50% of the roof area.
 - ~~c. c.~~—Foundation or ~~Pad. pad.~~** A paved parking pad shall be required and include bumper guards, curbs, or other installations adequate to prevent movement of the unit. Alternative paving methods may be permitted at the discretion of the Community Development Director.
 - ~~d. d.~~—Mechanical ~~Equipment. equipment.~~** Mechanical equipment shall be incorporated into the structure and not be located on the roof (except for solar panels). ~~Generators are prohibited except in emergencies.~~
 - ~~e. e.~~—Materials.**—Materials for the exterior wall covering shall include wood, ~~hardipanel~~ HardiePanel or equivalent material as determined by the Community Development Director. ~~Single piece composite laminates, or interlocked metal sheathing, are prohibited.~~
 - ~~f. f.~~—Windows.**—Windows shall be double pane glass or better, labeled for building use, and be trimmed out.
 - ~~g. g.~~—Utility ~~Connections.~~** ~~The unit connections.~~ A tiny home shall be connected to City water and sewer utilities through dedicated pipes. The unitA tiny home may use on or off-grid electricity. All tiny homes shall be connected to electrical power in compliance with the Building Code. have a GFI shutoff breaker.
- 4. Ownership.** Ownership of the Tiny Home or Park Model RV is not required.
- 5. ~~4.~~—Short Term Rentals.** ~~Tiny Homes and Park Model RV-term rentals.~~ Tiny homes shall not be used as short-term rentals of less than 30 days. as defined by § 18.42.190, Vacation Rental Units.
- 5.—Applicable codes:**

~~a. Tiny homes shall meet either the provisions of ANSI 119.5 or NFPA 1192. It shall be the burden of the applicant to show compliance with these standards.~~

~~b. Tiny homes shall be licensed and registered with the California Department of Motor Vehicles.~~

D. Parking Requirements.

1. Parking Exemptions & Requirements: No parking is required unless the Tiny Home is located in a neighborhood which provides public parking and public access to the coast. In Fort Bragg this includes all residential parcels that directly abut Glass Beach Drive. All other parcels are not required to provide parking.
2. Replacement Parking Exemption. No replacement parking space(s) are required for the primary unit, when a garage, carport, or covered parking structure is demolished in conjunction with the construction of a Tiny Home.

E. Tiny Homes and Park Model RV's Proposed for Sensitive Habitats, Scenic Areas, and areas subject to Sea Level Rise.

1. Visual Resources. Tiny Homes and Park Model RVs shall be reviewed for impacts to visually resources in visually sensitive areas as designated in Map CD-1 of the Coastal General Plan.
2. Sensitive Habitat. Tiny Homes and Park Model RVs shall be reviewed for impacts to sensitive habitats in areas as designated in Map OS-1 of the Coastal General Plan.

Areas Sensitive to Sea Level Rise. Tiny Homes and Park Model RVs that are proposed for areas that are vulnerable to sea level rise and other coastal hazards shall meet all LCP requirements for new development to be safe from such hazards, but that also addresses the need for future sea level rise adaptations including future removal and risk disclosure.

6. Fire inspection. Tiny homes shall require a yearly inspection by the Fire Marshal.

(Ord. 980, § 3, passed 04-25-2022)

3.

Attachment 5

Appendix Q Tiny Houses

User note:

About this appendix: Appendix Q relaxes various requirements in the body of the code as they apply to houses that are 400 square feet in area or less. Attention is specifically paid to features such as compact stairs, including stair handrails and headroom, ladders, reduced ceiling heights in lofts and guard and emergency escape and rescue opening requirements at lofts.

Section AQ101 General

AQ101.1 Scope

This appendix shall be applicable to *tiny houses* used as single dwelling units. *Tiny houses* shall comply with this code except as otherwise stated in this appendix.

Section AQ102 Definitions

AQ102.1 General

The following words and terms shall, for the purposes of this appendix, have the meanings shown herein. Refer to Chapter 2 of this code for general definitions.

EGRESS ROOF ACCESS WINDOW. A skylight or roof window designed and installed to satisfy the emergency escape and rescue opening requirements of Section R310.2.

LANDING PLATFORM. A landing provided as the top step of a stairway accessing a loft.

LOFT. A floor level located more than 30 inches (762 mm) above the main floor, open to the main floor on one or more sides with a ceiling height of less than 6 feet 8 inches (2032 mm) and used as a living or sleeping space.

TINY HOUSE. A dwelling that is 400 square feet (37 m²) or less in floor area excluding lofts.

Section AQ103 Ceiling Height

AQ103.1 Minimum Ceiling Height

Habitable space and hallways in tiny houses shall have a ceiling height of not less than 6 feet 8 inches (2032 mm). Bathrooms, toilet rooms and kitchens shall have a ceiling height of not less than 6 feet 4 inches (1930 mm). Obstructions including, but not limited to, beams, girders, ducts and lighting, shall not extend below these minimum ceiling heights.

Exception: Ceiling heights in lofts are permitted to be less than 6 feet 8 inches (2032 mm).

Section AQ104 Lofts

AQ104.1 Minimum Loft Area and Dimensions

Lofts used as a sleeping or living space shall meet the minimum area and dimension requirements of Sections AQ104.1.1 through AQ104.1.3.

AQ104.1.1 Minimum Area

Lofts shall have a floor area of not less than 35 square feet (3.25 m²).

AQ104.1.2 Minimum Dimensions

Lofts shall be not less than 5 feet (1524 mm) in any horizontal dimension.

AQ104.1.3 Height Effect on Loft Area

Portions of a loft with a sloped ceiling measuring less than 3 feet (914 mm) from the finished floor to the finished ceiling shall not be considered as contributing to the minimum required area for the loft.

Exception: Under gable roofs with a minimum slope of 6 units vertical in 12 units horizontal (50-percent slope), portions of a loft with a sloped ceiling measuring less than 16 inches (406 mm) from the finished floor to the finished ceiling shall not be considered as contributing to the minimum required area for the loft.

AQ104.2 Loft Access

The access to and primary egress from lofts shall be of any type described in Sections AQ104.2.1 through AQ104.2.4.

AQ104.2.1 Stairways

Stairways accessing lofts shall comply with this code or with Sections AQ104.2.1.1 through AQ104.2.1.5.

AQ104.2.1.1 Width

Stairways accessing a loft shall not be less than 17 inches (432 mm) in clear width at or above the handrail. The width below the handrail shall be not less than 20 inches (508 mm).

AQ104.2.1.2 Headroom

The headroom in stairways accessing a loft shall be not less than 6 feet 2 inches (1880 mm), as measured vertically, from a sloped line connecting the tread or landing platform nosings in the middle of their width.

AQ104.2.1.3 Treads and Risers

Risers for stairs accessing a loft shall be not less than 7 inches (178 mm) and not more than 12 inches (305 mm) in height. Tread depth and riser height shall be calculated in accordance with one of the following formulas:

1. The tread depth shall be 20 inches (508 mm) minus four-thirds of the riser height.

2. The riser height shall be 15 inches (381 mm) minus three-fourths of the tread depth.

AQ104.2.1.4 Landing Platforms

The top tread and riser of stairways accessing lofts shall be constructed as a landing platform where the loft ceiling height is less than 6 feet 2 inches (1880 mm) where the stairway meets the loft. The landing platform shall be 18 inches to 22 inches (457 to 559 mm) in depth measured from the nosing of the landing platform to the edge of the loft, and 16 to 18 inches (406 to 457 mm) in height measured from the landing platform to the loft floor.

AQ104.2.1.5 Handrails

Handrails shall comply with Section R311.7.8.

AQ104.2.1.6 Stairway Guards

Guards at open sides of stairways shall comply with Section R312.1.

AQ104.2.2 Ladders

Ladders accessing lofts shall comply with Sections AQ104.2.1 and AQ104.2.2.

AQ104.2.2.1 Size and Capacity

Ladders accessing lofts shall have a rung width of not less than 12 inches (305 mm), and 10-inch (254 mm) to 14-inch (356 mm) spacing between rungs. Ladders shall be capable of supporting a 200-pound (75 kg) load on any rung. Rung spacing shall be uniform within $\frac{3}{8}$ inch (9.5 mm).

AQ104.2.2.2 Incline

Ladders shall be installed at 70 to 80 degrees from horizontal.

AQ104.2.3 Alternating Tread Devices

Alternating tread devices accessing lofts shall comply with Sections R311.7.11.1 and R311.7.11.2. The clear width at and below the handrails shall be not less than 20 inches (508 mm).

AQ104.2.4 Ships Ladders

Ship's ladders accessing lofts shall comply with Sections R311.7.12.1 and R311.7.12.2. The clear width at and below handrails shall be not less than 20 inches (508 mm).

AQ104.2.5 Loft Guards

Loft guards shall be located along the open side of lofts. Loft guards shall be not less than 36 inches (914 mm) in height or one-half of the clear height to the ceiling, whichever is less.

Section AQ105 Emergency Escape and Rescue Openings

AQ105.1 General

Tiny houses shall meet the requirements of Section R310 for emergency escape and rescue openings.

Exception: *Egress roof access windows* in *lofts* used as sleeping rooms shall be deemed to meet the requirements of Section R310 where installed such that the bottom of the opening is not more than 44 inches (1118 mm) above the *loft* floor, provided the egress roof access window complies with the minimum opening area requirements of Section R310.2.1.



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Text File

File Number: 24-679

Agenda Date: 4/10/2024

Version: 1

Status: Public Hearing

In Control: Planning Commission

File Type: Planning Staff Report

Agenda Number: 6C.

Receive a Report, Continue a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Repeal Chapter 18.42.110 "Mobile Home Parks" of Division 18 of the Fort Bragg Municipal Code and Replace it with Chapter 18.42.110 "Tiny Home Communities" to Establish Standards for Tiny Home Communities; Approve Mitigated Negative Declaration.

Receive a Report, Continue a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Submit an LCP Amendment Application to the Coastal Commission to Repeal Chapter 17.42.110 "Mobile Home Parks" of Division 17 of the Fort Bragg Municipal Code and Replace it with Chapter 17.42.110 "Tiny Home Communities" to Establish Standards for Tiny Home Communities; Statutory Exemption.



Tiny Home Communities

Amendments to the CLUDC and
ILUDC, City of Fort Bragg

Marie Jones Consulting April 10, 2024

PROJECT INFORMATION

APPLICATION #:	ILUDC Amendment (ILUDC 5-23) and LCP Amendment (LCP 5-23) –Tiny Home Communities & Planned Development Permit
APPLICANT:	City of Fort Bragg
PROJECT:	Provide Policy Direction Regarding a Proposed Amendment to the Inland and Coastal Land Use and Development Codes to: 1) Repeal and Replace the Mobile Home Ordinance with a Tiny Home Communities Ordinance in the ILUDC; and 2) Prepare a Tiny Home Communities LCP amendment for the Local Coastal Program to Repeal and Replace the Mobile Home Ordinance with a Tiny Home Communities Ordinance in the Coastal Zone.
LOCATION:	Residential and Commercial Zoning Districts in the Coastal Zone and the Inland Area.
APN:	Various
LOT SIZE:	Greater than 0.25 acres
ZONING:	Coastal and Inland: Low Density (RL), Medium Density (RM), High Density (RH) and Very High-Density (RVH) Residential Zoning Districts, and possibly, General Commercial (CG), Highway Visitor Commercial (CH), Neighborhood Commercial (CN), and Commercial Office (CO) Zoning Districts.
ENVIRONMENTAL DETERMINATION:	An MND has been prepared and adopted for this project.
APPROVALS:	<p>This project constitutes a change to the City of Fort Bragg Local Coastal Program and the City's Inland Land Use and Development Code.</p> <ul style="list-style-type: none">• The Planning Commission will provide a recommendation to the City Council who will make the legislative decision on the amendments.• The City Council will hold a hearing and consider the Planning Commission recommendation and consider: 1) adopting an Ordinance for the Inland LUDC; and 2) directing staff to submit the Coastal LUDC amendment to the California Coastal Commission for consideration and possible Certification.

PROJECT BACKGROUND

The Planning Commission held a public hearing on March 27th and all changes to this staff report and ordinances from the direction provided by the Planning Commission are noted in purple font.

Tiny Home Communities. In 2019, the City of Fort Bragg amended the Housing Element of the General Plan for conformance with State housing law. That Housing Element amendment the following new non-mandatory program regarding Tiny Home Communities.

Program H-1.7.10: Tiny Home Community. Consider adopting new zoning regulations to allow for small home subdivisions, with small individual parcel ownership, in all residential zoning districts. Consider changing the minimum lot size and minimum parcel dimensions of the LUDC to accommodate tiny home communities as part of a planned unit development.

The proposed attached zoning amendments would partially implement these programs; however, it may not be advisable to do a Tiny Home Community through a subdivision process (see discussion below).

The City's Mobile Home Park ordinance (Attachment 5) is outdated and limiting because it requires a parcel of 3 acres or more. Additionally, mobile homes themselves have changed significantly such that Park Model RVs and Tiny Homes are similar in look and design, hence it does not make sense to have two separate ordinances to address these very similar mobile living units. MJC recommends creating one ordinance to address both Tiny Home and Park Model RVs in communities. MJC recommends the term Tiny Home Community to refer to communities that include a mix of Tiny Homes and Park Model RVs, because it has a more pedestrian friendly and walkable community design connotation.

PROJECT DESCRIPTION

This section summarizes various changes to the CLUDC and the ILUDC for the Planning Commission and City Council's consideration. These amendments are voluntary as they are not required by the State. However, the State does mandate how Mobile Home Parks are regulated and those laws must be considered while developing regulations for a Tiny Home Community, as it is a type of Mobile Home Park. However, the City Council does have decision-making leeway regarding most aspects of this zoning amendment. Please review the attached ordinances and consider providing direction on the following key policy points.

The Planning Commission held a public hearing on March 27th and provided the following direction regarding the Tiny Home Communities Ordinance, where were implemented as noted.

Direction	Implementation
1. Allow Tiny Home Communities with a Use Permit and Design Review in RL, RM, RH and RVH, CN, CO, CG and CH zoning districts.	See use tables.
2. Include a reference in the ordinance that all Tiny Home Community projects are also subject to HCD regulations. Clarify that a manager's unit is only required, if it is required by HCD.	See A1 and A2a
3. Allow Tiny Home Communities on any size parcel.	See A3b
4. Eliminate the Tiny Home orientation requirement in 18.42.110A4a	This was modified rather than eliminated as it is important to ensure that the backside of a tiny home is not facing the street. See modified language of A4a.
5. Clarify that Tiny Homes may be owned by a single entity, a cooperative or in a condominium type ownership.	See A5.
6. Additionally, MJC recommends that the Planning Commission consider modifying the type of units allowed to include 25% of units as site-built stick frame and/or manufactured units.	See A2a.

The attached resolutions have been revised to reflect this direction.

Policy Considerations for Tiny Home Communities & Mobile Home Parks

Please review Attachments 1 through 3 while you consider the following key policy questions.

1. Permissible Home Types in Tiny Home Communities. What types of “mobile Homes” should be permissible in a Tiny Home Community?

- **Recreation Vehicles (RVs)** are driven for transportation and do not look like a home. The look of a Tiny Home Community with many RVs will inevitably grate on some people’s aesthetic sense. While it is possible to allow such vehicles in a Tiny Home Community, this approach would only be acceptable if the RVs are located behind fencing. The proposed ordinance excludes RVs from Tiny Home Communities.



RV

- **Park Model RVs.** Park Model RVs look like small narrow homes but are on a wheelbase and can be moved from one park to the next. Park Model RVs are generally constructed in a manufacturing assembly line and are limited to 9 feet in width (see definitions).

Park Model



- **Tiny Homes.** Tiny homes are custom designed and built and tend to include more “interesting” architectural details than Park Model RVs. The City’s Tiny Home Ordinance requires that they look like a house. They can also be towed from location to location.



Tiny Home

- **Small Manufactured Housing.** These units are towed to one location and taken off their wheelbase and placed on a permanent foundation. They are difficult to move from one location to another. Small, manufactured housing is currently regulated under our multi-family housing ordinance. MJC recommends that manufactured housing be limited to 500 or 600 SF and to 25% of all units in a Tiny Home Community. Please provide direction regarding preferred limits for manufactured housing.

Manufactured Home



- **Managers Unit.** MJC recommends that a manager’s unit be required for a Tiny Home Community, in order to ensure effective property management. The Manager’s unit could be a regular primary unit.

2. Zoning Districts. Which zoning districts are suitable for Tiny Home Communities?

- Tiny Home Communities make sense in the RM, RH and RVH zoning districts as these districts allow sufficient residential densities to allow from 5 to 8 units on a quarter acre parcel.

- Tiny Home Communities could make sense for Low Density (RL) zoning as the City could allow up to three tiny home units on a typical residential parcel of 7,500 SF. Please note that the State considers any parcel with two or more mobile homes or tiny homes as a mobile home park, with all the associated legal obligations. Alternatively, the Planning Commission can recommend that the ordinance prohibit Tiny Home Communities in low density residential zoning districts.
 - The Planning Commission should provide a recommendation regarding if Tiny Home Communities should be permitted in commercial districts. Currently both the ILUDC and the CLUDC do not allow mobile home parks in commercial districts though both do allow multifamily housing with a Use Permit.
 - MJC does not recommend Tiny Home Communities within the Central Business District as they would conflict with General Plan policies regarding the character of downtown.
3. **Subdivision or one parcel.** Should a Tiny Home Community be developed as a subdivision where each owner also owns the land or like a trailer park where each owner owns their unit and pays ground rent for a space in the community that is owned by another entity?
- MJC recommends that the City regulate Tiny Home Communities as a single site rather than allowing a subdivision with each tiny homeowner owning their parcel. Most people who live in tiny homes have limited incomes. Requiring one parcel under one ownership would also allow for more cohesive design and management of the community.
 - Additionally, allowing a subdivision for a number of Tiny Homes would require the City to either change the subdivision standards or use the Planned Unit Development (PUD) process which is not appropriate for Tiny Home Communities because the PUD process requires exceptional design and allows for exceptions to the zoning ordinance only for exceptional design.
 - The attached draft ordinance assumes that these developments would be under one ownership, however the Planning Commission should provide a different recommendation.
4. **Permitting Requirements.** MJC recommends that a Use Permit, Design Review Permit and Coastal Development Permit be required for a Tiny Home Community of any size.
5. **Allowable Uses.** Please review and provide comments about the proposed list of accessory uses that are allowed, but not required, in a Tiny Home Community (see A2. Allowable Uses).
6. **Tiny Home Community Size.** Currently the City of Fort Bragg allows Mobile Home parks on parcels of three acres or more. This regulation has the practical effect of prohibiting mobile home parks within the City as there are few vacant parcels of this size. Table 1 illustrates the maximum housing density for each zoning district and various parcel sizes given zoning densities and ADU law (which allows up to two ADUs in each multifamily development).

MJC recommends a minimum Tiny Home Community size of a quarter-acre parcel (10,890 SF). This would result in communities of 5 to 8 units, which is sufficient to serve the space needs for a unit, associated parking, and required open space. Alternatively, a half-acre parcel size allows more flexibility and open space in a Tiny Home Community and a larger minimum

lot size of 1,556 SF. Please remember that these “lot” sizes are based on maximum build out and most developments in Fort Bragg are not built at maximum density.

Table 1: Tiny Home Community - Size Limits

Zoning District	RL	RM	RH	RVH	CG, CN, CG, CO
Maximum Units Per Acre	6	12	15	24	24
One Acre Size limit (43,560 SF)					
Number of units*	3	14	17	26	26
"Parcel Size"	14,520	3,630	2,562	1,675	1,675
Half Acre Parcel Size (21,780 SF)					
Number of units*	3	8	9.5	14	14
"Parcel Size"	7,260	2,723	2,293	1,556	1,556
Quarter Acre Size (10,890 SF)					
Number of units*	3	5	5.75	8	8
"Parcel Size"	3,630	2,178	1,894	1,361	1,361

* Assumes Maximum Density + 2 ADUs, per State Law

Marie Jones Consulting, 2023

7. **Tiny Home Individual Lot size.** The ordinance does not include a specific recommendation for “lot size” but instead requires that the “lot” for each unit is sufficient to accommodate the unit, required internal setbacks and open space. This allows for more design flexibility and all proposed site plans would be reviewed and approved by the Planning Commission as part of the Design Review and Use Permit process. Additionally one minimum “lot” size would not offer the flexibility needed to accommodate tiny homes and small manufactured homes that could vary in size from 120 SF to 600 SF.
8. **Allowable Uses.** The draft ordinance includes a narrower set of accessory uses than is enumerated in the mobile home park ordinance. MJC recommends limiting some accessory uses to reduce the overall clutter and visual impacts for these communities. See 18.42.110A.3. Allowable Uses.
9. **Site Layout and Tiny Home Orientation.** MJC recommends adding a section on site layout and Tiny Home orientation to ensure that these Tiny Home Communities are well designed. (see A4). Please provide any recommended changes or additions to the community layout and design section which include requirements regarding home orientation, setbacks, minimum unit lot size, required and recommended accessory structures, landscaping and paths, parking locations and amounts, internal streets, solid waste enclosures, utilities, fencing and signage. MJC recommends allowing fencing as part of Design Review, if deemed necessary, rather than requiring fencing like the current Mobile Home ordinance. Many of these communities are cute and should be integrated into the community without visual barriers.

10. **Capacity Fees.** The City Council could consider waiving the Capacity Fee for Tiny Home Communities. The ordinance does not include a fee waiver. Minimally, the Capacity Fee for a Tiny Home would be proportional to its size.

RECOMMENDED ACTION

Provide direction regarding the proposed zoning amendment adding a Tiny Home Communities ordinance.

Environmental Analysis

- **ILUDC Amendment.** The proposed project is subject to CEQA and an MND was prepared for the Planning Commission and City Council to consider concurrently with the proposed ILUDC zoning amendment.
- **CLUDC Amendment.** The proposed amendment to the Coastal Land Use and Development Code is part of the City's Local Coastal Program and will be submitted to the California Coastal Commission for certification. Therefore, the proposed project is statutorily exempt from further environmental review under CEQA Guidelines 15265 Adoption of Coastal Plans and Programs.

Fiscal Impact

No impact.

Greenhouse Gas Emissions Impact

Greenhouse gas emissions would be reduced as residential density is added to the City, because it reduces the miles traveled for residents to access services, jobs and community activities.

Consistency

The consistency of the proposed ordinances has been analyzed in Attachment 4, and both ordinances are consistent with their respective General Plan and zoning ordinance.

Implementation/Timeframes

This effort includes two amendments, which are processed differently as the CLUDC amendment will be a Local Coastal Program application to the Coastal Commission which will be approved by the Coastal Commission, while the ILUDC amendment will be approved as an ordinance by the City Council. While the two amendments are similar, they are not identical, as Tiny Home Communities in the Coastal Zone would be subject to the Coastal Development Permit process.

Inland LUDC Zoning Code Amendment	Potential Timeline
Planning Commission Public Hearing and Recommendation to City Council	March 2024

City Council – Public Hearing and 1st Reading of Ordinance	April 2024
City Council – 2 nd Reading of Ordinance	May 2024
Ordinance become effective	June 2024

Coastal LUDC Zoning Code Amendment	Potential Timeline
Planning Commission Public Hearing and Recommendation to City Council	March 2024
City Council – Public Hearing and Adoption of Resolution Transmitting Zoning Amendment to Coastal Commission	April 2024
Coastal Commission Review and Friendly Modifications Due	Sept 2024
City Council acceptance of Friendly Modifications	Oct 2024

NOTIFICATION

1. “Notify Me” subscriber lists: Fort Bragg Downtown Businesses; and Economic Development Planning.

ATTACHMENTS

1. Photo Illustrations of Tiny Home Communities.
2. Resolution of the Fort Bragg Planning Commission Recommending that the City Council to Repeal Chapter 18.42.110 “Mobile Home Parks” of Division 18 of the Fort Bragg Municipal Code and Replace it with Chapter 18.42.110 “Tiny Home Communities” to Establish Standards for Tiny Home Communities.
3. Resolution of the Fort Bragg Planning Commission Recommending that the City Council approve an LCP Amendment to the Coastal Commission to Repeal Chapter 17.42.110 “Mobile Home Parks” of Division 17 of the Fort Bragg Municipal Code and Replace it with Chapter 17.42.110 “Tiny Home Communities” to Establish Standards for Tiny Home Communities.
4. General Plan/Land Use Code Consistency Analysis
5. Existing Mobile Home Ordinance

Attachment 1 Visuals – Tiny Home Communities







RESOLUTION NO. PC -2024

Resolution of the Fort Bragg Planning Commission Recommending that the City Council to Repeal Chapter 18.42.110 “Mobile Home Parks” of Division 18 of the Fort Bragg Municipal Code and Replace it with Chapter 18.42.110 “Tiny Home Communities” to Establish Standards for Tiny Home Communities.

WHEREAS, California Constitution Article XI, Section 7, enables the City of Fort Bragg (the “City”) to enact local planning and land use regulations; and

WHEREAS the authority to adopt and enforce zoning regulations is an exercise of the City’s police power to protect the public health, safety, and welfare; and

WHEREAS the City of Fort Bragg (“City”) adopted a General Plan in 2002 which established policies for all lands within Fort Bragg city limits; and

WHEREAS, the City of Fort Bragg (“City”) adopted an Inland General Plan and certified an Environmental Impact Report Addendum (“EIR Addendum”) for the Inland General Plan on December 2, 2012; and

WHEREAS, the City of Fort Bragg (“City”) adopted an Inland Land Use and Development Code and Negative Declaration on February 10, 2014; and

WHEREAS, the adoption of an Inland Land Use and Development Code is necessary to: 1) provide a regulatory framework for implementation of the Inland General Plan; 2) to implement new state planning and land use requirements; and 3) update zoning regulations in accordance with City Council policy direction; and

WHEREAS the City desires to ensure that residential development occurs in an orderly manner, in accordance with the goals and objectives of the General Plan and reasonable land use planning principles; and

WHEREAS, In 2019, the City of Fort Bragg amended the Housing Element of the General Plan for conformance with State Housing Law. The 2019 Housing Element includes the following non-mandatory program regarding Tiny Home Communities. *Program H-1.7.10: Tiny Home Community. Consider adopting new zoning regulations to allow for small home subdivisions, with small individual parcel ownership, in all residential zoning districts. Consider changing the minimum lot size and minimum parcel dimensions of the LUDC to accommodate tiny home communities as part of a planned unit development, and*

WHEREAS, pursuant to the California Environmental Quality Act (“CEQA”) pursuant to Section 15074 of the CEQA Guidelines, a Mitigated Native Declaration (MND) was prepared and circulated for public comment for the zoning amendment; and

WHEREAS the Planning Commission held a duly noticed public hearing on March 27, 2024, to consider the zoning amendment, accept public testimony and **provided direction to the consultant to revise the resolution and ordinance language; and**

WHEREAS, the Planning Commission continued the Public Hearing to April 10, 2024, to review and consider the final resolutions and ordinance language; and

NOW, THEREFORE, BE IT RESOLVED that the City of Fort Bragg Planning Commission, based on the entirety of the record before it, which includes without

limitation, CEQA, Public Resources Code §21000, et seq. and the CEQA Guidelines, 14 California Code of Regulations §15000, et seq.; the Fort Bragg Inland General Plan; the Fort Bragg Inland Land Use and Development Code; the Project application; all reports and public testimony submitted as part of the Planning Commission meeting of December 13, 2023 and Planning Commission deliberations; and any other evidence (within the meaning of Public Resources Code §21080(e) and §21082.2), the Planning Commission of the City of Fort Bragg does hereby make the following findings and determinations:

SECTION 1: INLAND LAND USE AND DEVELOPMENT CODE AMENDMENT FINDINGS

Pursuant to Fort Bragg Municipal Code Section 18.94.060, the Planning Commission recommends that the City Council make the following findings for adoption of the proposed amendments to the Fort Bragg Inland Land Use and Development Code:

- a. The proposed amendment is consistent with the General Plan and any applicable specific plan; and

The proposed amendment is consistent with the following applicable General Plan policies: Policy LU-6.1, Policy PF-1.2, Policy PF-2.1, Policy CD-1.2, Policy H-1.6, Program H-1.7.10, Policy H-2.9, Program H-4.1.2

- b. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City.

The proposed amendment is in the public interest to permit alternative opportunities for housing, which will provide for better convenience and welfare for the residents of the City of Fort Bragg as it will result in additional housing. The proposed amendment requires conformance with applicable building and vehicle codes which will ensure healthy and safe housing.

- c. The proposed amendment is internally consistent with other applicable provisions of this Development Code.

The proposed amendment is consistent with ILUDC standards for setbacks, parking, height, lot coverage, and density limits as illustrated in the attached consistency analysis.

SECTION 2: GENERAL FINDINGS:

- a. The foregoing recitals are true and correct and made a part of this Resolution; and
- b. The documents and other material constituting the record for these proceedings are located in the Community Development Department.

BE IT FURTHER RESOLVED that the Fort Bragg Planning Commission does hereby recommend that the City Council amend Chapter 18.42.110 “Tiny Home Communities”, of Division 18 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon its passage and adoption.

The above and foregoing Resolution was introduced by _____ seconded by _____, and passed and adopted at a regular meeting of the Planning Commission of the City of Fort Bragg held on the 10th day of April 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSE:

Scott Deitz, Chair

ATTEST:

**Maria Flynn, Administrative Assistant
Community Development Department**

Attachment 1: ILUDC Amendment

Amends 18.21.030(B) Table 2-1 Allowable Land Uses and Permit Requirements for Residential Zoning Districts:

TABLE 2-1 Allowed Land Uses and Permit Requirements for Residential Zoning Districts	Permitted Use, Zoning Clearance required						
	P	Minor Use Permit required (see Section 18.71.060)					
	MUP	Use Permit required (see Section 18.71.060)					
	UP	Permit requirement set by Specific Use Regulations					
	S	Use not allowed					
LAND USE (1)	RR	PERMIT REQUIRED BY DISTRICT					Specific Use Regulations
		RS	RL	RM	RH	RVH	
RESIDENTIAL USES							
Mobile home park	UP	UP	UP	UP	UP	UP	18.42.110
Tiny Home/ Manufactured Home Community	-	-	UP	UP	UP	UP	18.42.110

Amends 18.21.030(B) Table 2-6 Allowable Land Uses and Permit Requirements for Commercial Zoning Districts:

TABLE 2-6 Allowed Land Uses and Permit Requirements for Commercial Zoning Districts	Permitted Use, Zoning Clearance required					
	P	Minor Use Permit required (see Section 17.71.060)				
	MUP	Use Permit required (see Section 17.71.060)				
	UP	Permit requirement set by Specific Use Regulations				
	S	Use not allowed				
LAND USE (1)	CN	PERMIT REQUIRED BY DISTRICT				Specific Use Regulations
		CO	CBD	CG	CH	

Tiny Home/ Manufactured Home Community	UP	UP	-	UP	UP	18.42.115
--	----	----	---	----	----	-----------

18.42.110 - Tiny Home / Manufactured Home Communities

This Section provides requirements and development standards for the development of **communities with Tiny Homes, Park Model RVs and/or Manufactured Homes**. The City intends that these communities be designed and landscaped to be compatible with adjacent residential and other uses. These standards are intended to provide a means of achieving a stable community in character with the surrounding area.

Definitions

Lot Space. The space dedicated to each individual unit and its associated storage space, open space and internal setbacks. This area is rented to a tenant; it is not a separate legal space under the subdivision map act.

Manufactured Home. A small, manufactured home that complies with Title 24, Code of Federal Regulations, Chapter XX, Part 3280 and is a self-contained residential living unit, built off-site and placed on a permanent foundation.

Park Model RV. Must comply with the [Ansi Standard 119.5](#) and all of the following requirements, as defined in [Health and Safety Code Section 18009.3](#):

1. Contain 400 square feet or less of gross floor area, excluding loft area space if that loft area space meets the requirements of subdivision (b) and Section 18033.
2. May not exceed 14 feet in width at the maximum horizontal projection.
3. Built upon a single chassis.
4. May only be transported upon public highways with a permit issued pursuant to Section 35780 of the Vehicle Code. Park Model RVs shall be licensed and registered with the California Department of Motor Vehicles.
5. Is not a self-propelled recreational vehicle.

Tiny Home. A tiny home is a small towable residential unit that meets the design and construction criteria listed in 18.42.175. Tiny homes shall meet the provisions of [ANSI 119.5](#) or [Appendix Q of the UBC](#) (or a comparable updated standard). It shall be the burden of the applicant to show compliance with one of these standards. Tiny homes shall be licensed and registered with the California Department of Motor Vehicles.

Tiny Home Community. Is any area or tract of land where two or more lots are rented or leased or held out for rent or lease to accommodate **Tiny Homes, Park Model RVs and/or Manufactured Homes**.

A. Community Standards. Each community shall comply with the following requirements:

1. Permit Requirements. Each Community shall be subject to Design Review in addition to the Use Permit approval required by § [18.21.030](#) (Residential Zoning District Allowable Land Uses and Permit Requirements). **Tiny Home Communities are subject to compliance with Mobile Home Park regulations as required by the Department of Housing and Community Development (Mobilehome Parks Act Section 18200 – 18712).**

2. Allowable Uses.

- a. **Unit Type.** Tiny Home Communities may be composed of any mix of Tiny Homes and Park Model RVs and may include up to 25% of units as Small Manufactured Homes **and/or small site-built homes of less than 600 SF**. A management office/residence **may be required per HCD regulations**.

- b. **Accessory Uses.** Use Permit approval for a Tiny Home Community may authorize accessory uses that are incidental to the planned residential use, exist for the sole purpose of service to the residents, are typically found in multifamily developments, and do not alter the character of the residential use.
 - 1. Residential accessory uses are limited to awnings, fences, garages (maximum size 400 SF), and storage sheds (maximum size 120 SF).
 - 2. Laundry facility, community room, community kitchen, recreational facilities, common open space, playground, clubhouse, and similar uses.
 - 3. A Tiny Home Community may contain accessory retail and service uses for park residents as authorized by Use Permit approval, and in compliance with § 18.42.020 (Accessory Retail and Service Uses).
3. **Standards.** This Section identifies standards for Tiny Home Community development, recognizing the dual need for moderately priced housing, and standards that will adequately protect residents of the communities and the City as a whole.
- a. **Phased Development.** Development may be in phases, so long as each phase complies with the minimum standards of this Section, and all “lots/spaces” in a phase are developed/ improved and authorized by a permit for occupancy in compliance with Health and Safety Code Section 18505.
 - b. **Project Size.** Tiny home communities may be located on any size parcel.
 - c. **Density.** Tiny Home Communities are subject to zoning district density limitations.
4. **Community Layout and Design.** A Tiny Home Community shall comply with the following requirements:
- a. **Orientation.** Tiny Homes that are adjacent to a street shall be oriented to the Street with either the front door or the side of the Tiny Home. Other units may be oriented around a central courtyard, promenade, or community garden.
 - b. **Street Setbacks & Landscaping.** All street side setback areas shall be landscaped and continually maintained, in compliance with Chapter 18.34 (Landscaping Standards).
 - c. **Individual Unit “Lot Space” Size.** The individual “lot space” for each unit within the Tiny Home Community shall include adequate space for the unit, internal setbacks, open space, and accessory storage as follows:
 - I. **Unit.** Between 150 to 400 SF of dedicated space depending on the size of the Tiny Home unit.
 - II. **Dedicated Open Space.** Each Tiny Home shall have at least 100 SF of dedicated open space in the form of a patio, lawn or landscaped area.
 - III. **Required accessory structures.** Each Tiny Home will be provided with 100 Cubic Feet of storage space, which may be consolidated into one or more central storage buildings or located at individual tiny home sites.
 - IV. **Internal Setbacks.** Each Tiny Home shall maintain a minimum setback of 10 feet from other units.
 - d. **Recommended Community Facilities.** Tiny Home Communities that include one or more of the following (shared open space, playground, community center, laundry facility, and/or community garden) are preferred.
 - e. **Landscaping & Paths.** Each Tiny Home Community shall include a network of landscaped walking paths that connect units to each other and to parking areas and sidewalks; and landscaping shall be provided in compliance with Chapter 18.34 (Landscaping Standards).
 - f. **Parking.** Parking shall be provided at the rate of one parking space per Tiny Home or Park Model RV. Parking should be consolidated in parking lots at the rear or side of the property, where feasible. Additionally, street parking may be utilized to meet up to 25% of the parking requirement with Use Permit approval.
 - g. **Internal Streets.** Internal streets are discouraged but shall comply with City street standards where provided, except where superseded by a standard required by State law.

- h. **Solid Waste.** Adequate solid waste and recyclable materials storage enclosures shall be provided in compliance with § 18.30.110.
- i. **Utilities.** All utility distribution facilities (including cable television, communication and electric lines and boxes) within a Tiny Home Community shall be placed underground. The developer is responsible for complying with the requirements of this Subsection and shall make the necessary arrangements with the utility companies for the installation of the required facilities. Each Tiny Home shall have a separate water meter.
- j. **Fencing.** A fence, solid masonry wall, or other decorative landscape screening is required to hide utilities (propane tanks, trash enclosures, etc.) from public view from a public right of way. Other fencing may be required by the review authority as part of the Design Review and Use Permit approval for the facility.
- k. **Signs.** A Tiny Home Community may have up to two externally illuminated identification signs not exceeding 6 feet in height or 24 square feet in area. The signs shall be integrated into the Tiny Home Community landscaping, at a location specified in the Use Permit approval.

5. Ownership. A Community may be owned by a single entity, a cooperative of residents or through condominium ownership.

B. Standards for individual Units.

- 1. **Tiny Home Standards.** Individual Tiny Homes located within a Tiny Home Community shall comply with the standards for Tiny Homes enumerated in 18.42.175 of this development code.
- 2. **Park Model RV Standards.** Park Model RVs shall comply with the individual standards enumerated in 18.42.175 of this development code.
- 3. **Travel trailers.** A self-propelled travel trailer, camper, motor coach, motor home, trailer coach, or any similar vehicle shall not be allowed within a Tiny Home Community.

RESOLUTION NO. PC -2024

A Resolution of the Fort Bragg Planning Commission Recommending that the City Council approve an LCP Amendment to the Coastal Commission to Repeal Chapter 17.42.110 “Mobile Home Parks” of Division 17 of the Fort Bragg Municipal Code and Replace it with Chapter 17.42.110 “Tiny Home Communities” to Establish Standards for Tiny Home Communities.

WHEREAS, California Constitution Article XI, Section 7, enables the City of Fort Bragg (the “City”) to enact local planning and land use regulations; and

WHEREAS the authority to adopt and enforce zoning regulations is an exercise of the City’s police power to protect the public health, safety, and welfare; and

WHEREAS the City of Fort Bragg (“City”) adopted a General Plan in 2002 which established policies for all lands within Fort Bragg city limits; and

WHEREAS, the City adopted a Coastal General Plan (“Coastal GP”) as the Land Use Plan portion of the Local Coastal Program on May 12, 2008 which established policies for all land within the Fort Bragg Coastal Zone; and

WHEREAS, in August 2008 the California Coastal Commission certified the City’s Local Coastal Program (LCP) which includes the Coastal GP as the Land Use Plan; and

WHEREAS, The City Council adopted Resolution 3162-2008 on May 12, 2008 adopting the Coastal General Plan; and

WHEREAS, the City adopted a Coastal Land Use and Development Code in 2008 as the implementing portion of the Local Coastal Program on May 12, 2008, which established all land use regulations for the Coastal Zone; and

WHEREAS, the Coastal General Plan includes policies to: (1) advance the orderly growth and development of the City’s Coastal Zone; (2) protect coastal resources; (3) incorporate sustainability into the development process so that Fort Bragg’s coastal resources and amenities are preserved for future generations; (4) respond to current environmental and infrastructure constraints; (5) protect the public health, safety and welfare; and (6) promote fiscally responsible development; and

WHEREAS the City desires to ensure that residential development occurs in an orderly manner, in accordance with the goals and objectives of the General Plan and reasonable land use planning principles; and

WHEREAS, In 2019, the City of Fort Bragg amended the Housing Element of the General Plan for conformance with State Housing Law. The 2019 Housing Element includes the following non-mandatory program regarding Tiny Home Communities. *Program H-1.7.10: Tiny Home Community. Consider adopting new zoning regulations to allow for small home subdivisions, with small individual parcel ownership, in all residential zoning districts. Consider changing the minimum lot size and minimum parcel dimensions of the LUDC to accommodate tiny home communities as part of a planned unit development, and*

WHEREAS, The project is exempt from CEQA, as a zoning amendment to

implement the provisions of Sections 65852.1 and Section 66411.7 of the Government Code is exempt from CEQA by those code sections; and

WHEREAS, the “activities and approvals by a local government necessary for the preparation and adoption of a local coastal program or long range development plan” pursuant to the California Coastal Act are statutorily exempt from compliance with CEQA, and this statutory exemption “shifts the burden of CEQA compliance from the local agency to the California Coastal Commission (CEQA Guidelines § 15265 (c)); and

WHEREAS the Planning Commission held a duly noticed public hearing on March 27, 2024, to consider the zoning amendment, accept public testimony and **provided direction to the consultant to revise the resolution and ordinance language, and**

WHEREAS, the Planning Commission continued the Public Hearing to April 10, 2024, to review and consider the final resolutions and ordinance language; and

NOW, THEREFORE, BE IT RESOLVED that the City of Fort Bragg Planning Commission, based on the entirety of the record before it, which includes without limitation, CEQA, Public Resources Code §21000, et seq. and the CEQA Guidelines, 14 California Code of Regulations §15000, et seq.; the Fort Bragg Coastal General Plan; the Fort Bragg Coastal Land Use and Development Code; the Project application; all reports and public testimony submitted as part of the Planning Commission meeting of December 13, 2023 and Planning Commission deliberations; and any other evidence (within the meaning of Public Resources Code §21080(e) and §21082.2), the Planning Commission of the City of Fort Bragg does hereby make the following findings and determinations:

SECTION 1: COASTAL LAND USE AND DEVELOPMENT CODE AMENDMENT FINDINGS

Pursuant to Fort Bragg Municipal Code Section 17.94.060, the Planning Commission recommends that the City Council make the following findings for adoption of the proposed amendments to the Fort Bragg Coastal Land Use and Development Code:

- a. The proposed amendment is consistent with the General Plan and any applicable specific plan; and Policy LU-10.2, Policy LU-10.4, Policy LU-10.6, Policy LU-5.7, Policy LU-10.1, Policy PF-1.2, Policy PF-2.1, Policy CD-1.1, CD-2.4, CD-2.5, Policy H-1.6, Program -H-1.7.10, Program H-2.9, Program H-4.1.2
- b. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City.

The proposed amendment is in the public interest to permit alternative opportunities for housing, which will provide for better convenience and welfare for the residents of the City of Fort Bragg as it will result in additional housing. The proposed amendment requires conformance with applicable building and vehicle codes which will ensure healthy and safe housing.

- c. The proposed amendment is internally consistent with other applicable provisions of this Development Code.

The proposed amendment is consistent with CLUDC standards for setbacks, parking, height, lot coverage, and density limits as illustrated in the attached consistency analysis.

SECTION 2: GENERAL FINDINGS:

- a. The foregoing recitals are true and correct and made a part of this Resolution; and
- b. The documents and other material constituting the record for these proceedings are located in the Community Development Department.

BE IT FURTHER RESOLVED that the Fort Bragg Planning Commission does hereby recommend that the City Council amend Chapter 17.42.110 “Tiny Home Communities”, of Division 17 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon its passage and adoption.

The above and foregoing Resolution was introduced by _____ seconded by _____, and passed and adopted at a regular meeting of the Planning Commission of the City of Fort Bragg held on the 10th day of April 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSE:

Scott Deitz, Chair

ATTEST:

**Maria Flynn, Administrative Assistant
Community Development Department**

Attachment 1: CLUDC Amendment

Amends 17.21.030(B) Table 2-1 Allowable Land Uses and Permit Requirements for Residential Zoning Districts:

TABLE 2-1 Allowed Land Uses and Permit Requirements for Residential Zoning Districts	Permitted Use, Zoning Clearance required						
	P	Minor Use Permit required (see Section 17.71.060)					
	MUP	Use Permit required (see Section 17.71.060)					
	UP	Permit requirement set by Specific Use Regulations					
	S	Use not allowed					
LAND USE (1)	RR	PERMIT REQUIRED BY DISTRICT					Specific Use Regulations
		RS	RL	RM	RH	RVH	
RESIDENTIAL USES							
Mobile home park	UP	UP	UP	UP	UP	UP	17.42.110
Tiny Home / Manufactured Home Community	-	-	UP	UP	UP	UP	17.42.110

Amends 17.21.030(B) Table 2-6 Allowable Land Uses and Permit Requirements for Commercial Zoning Districts:

TABLE 2-6 Allowed Land Uses and Permit Requirements for Commercial Zoning Districts	Permitted Use, Zoning Clearance required					
	P	Minor Use Permit required (see Section 17.71.060)				
	MUP	Use Permit required (see Section 17.71.060)				
	UP	Permit requirement set by Specific Use Regulations				
	S	Use not allowed				
LAND USE (1)	CN	PERMIT REQUIRED BY DISTRICT				Specific Use Regulations
		CO	CBD	CG	CH	

Tiny Home / Manufactured Home Community	UP	UP	-	UP	UP	17.42.115
---	----	----	---	----	----	-----------

17.42.110 - Tiny Home / Manufactured Home Communities

Purpose. This Section provides requirements and development standards for the development of communities with Tiny Homes, Park Model RVs and/or Manufactured Homes. The City intends that these communities be designed and landscaped to be compatible with adjacent residential and other uses. These standards are intended to provide a means of achieving a stable community in character with the surrounding area.

Definitions

Lot Space. The space dedicated to each unit and its associated storage space, open space and internal setbacks. This area is rented to a tenant; it is not a separate legal space under the subdivision map act.

Manufactured Home. A small, manufactured home that complies with Title 24, Code of Federal Regulations, Chapter XX, Part 3280 and is a self-contained residential living unit, built off-site and placed on a permanent foundation.

Park Model RV. Must comply with the [Ansi Standard 119.5](#) and all of the following requirements, as defined in [Health and Safety Code Section 18009.3](#):

1. Contain 400 square feet or less of gross floor area, excluding loft area space if that loft area space meets the requirements of subdivision (b) and Section 18033.
2. May not exceed 14 feet in width at the maximum horizontal projection.
3. Built upon a single chassis.
4. May only be transported upon public highways with a permit issued pursuant to Section 35780 of the Vehicle Code. Park Model RVs shall be licensed and registered with the California Department of Motor Vehicles.
5. Is not a self-propelled recreational vehicle.

Tiny Home. A tiny home is a small towable residential unit that meets the design and construction criteria listed in 17.42.175. Tiny homes shall meet the provisions of [ANSI 119.5](#) or [Appendix Q of the UBC](#) (or a comparable updated standard). It shall be the burden of the applicant to show compliance with one of these standards. Tiny homes shall be licensed and registered with the California Department of Motor Vehicles.

Tiny Home Community. Is any area or tract of land where two or more lots are rented or leased or held out for rent or lease to accommodate Tiny Homes, Park Model RVs and/or Manufactured Homes.

A. Community Standards. Each community shall comply with the following requirements:

1. Permit Requirements. Each Community shall be subject to Design Review in addition to the Use Permit approval required by § [17.21.030](#) (Residential Zoning District Allowable Land Uses and Permit Requirements). A Coastal Development Permit is required for all Tiny Home Communities located in the Coastal Zone. Tiny Home Communities are subject to compliance with Mobile Home Park regulations as required by the Department of Housing and Community Development (Mobilehome Parks Act Section 18200 – 18712).

2. Allowable Uses.

- a. **Unit Type.** Tiny Home Communities may be composed of any mix of Tiny Homes and Park Model RVs and may include up to 25% of units as Small Manufactured Homes and/or small site-built homes of less than 600 SF. A management office/residence may be required per HCD regulations.

- b. **Accessory Uses.** Use Permit approval for a Tiny Home Community may authorize accessory uses that are incidental to the planned residential use, exist for the sole purpose of service to the residents, are typically found in multifamily developments, and do not alter the character of the residential use.
 - 1. Residential accessory uses are limited to awnings, fences, garages (maximum size 400 SF), and storage sheds (maximum size 120 SF).
 - 2. Laundry facility, community room, community kitchen, recreational facilities, common open space, playground, clubhouse, and similar uses.
 - 3. A Tiny Home Community may contain accessory retail and service uses for park residents as authorized by Use Permit approval, and in compliance with § 17.42.020 (Accessory Retail and Service Uses).
- 3. Standards.** This Section identifies standards for Tiny Home Community development, recognizing the dual need for moderately priced housing, and standards that will adequately protect residents of the communities and the City as a whole.
- a. **Phased Development.** Development may be in phases, so long as each phase complies with the minimum standards of this Section, and all “lots/spaces” in a phase are developed/ improved and authorized by a permit for occupancy in compliance with Health and Safety Code Section 18505.
 - b. **Project Size.** Tiny home communities may be located on any size parcel.
 - c. **Density.** Tiny Home Communities are subject to zoning district density limitations.
- 4. Community Layout and Design.** A Tiny Home Community shall comply with the following requirements:
- a. **Orientation.** Tiny Homes that are adjacent to a street shall be oriented to the Street with either the front door or the side of the Tiny Home. Other units may be oriented around a central courtyard, promenade, or community garden.
 - b. **Street Setbacks & Landscaping.** All street side setback areas shall be landscaped and continually maintained, in compliance with Chapter 17.34 (Landscaping Standards).
 - c. **Individual Unit “Lot Space” Size.** The individual “lot space” for each unit within the Tiny Home Community shall include adequate space for the unit, internal setbacks, open space, and accessory storage as follows:
 - I. **Unit.** Between 150 to 400 SF of dedicated space depending on the size of the Tiny Home unit.
 - II. **Dedicated Open Space.** Each Tiny Home shall have at least 100 SF of dedicated open space in the form of a patio, lawn or landscaped area.
 - III. **Required accessory structures.** Each Tiny Home will be provided with 100 Cubic Feet of storage space, which may be consolidated into one or more central storage buildings or located at individual tiny home sites.
 - IV. **Internal Setbacks.** Each Tiny Home shall maintain a minimum setback of 10 feet from other units.
 - d. **Recommended Community Facilities.** Tiny Home Communities that include one or more of the following: shared open space, a community center, laundry facility, or a shared community garden are preferred.
 - e. **Landscaping & Paths.** Each Tiny homes community shall include a network of landscaped walking paths that connect units to each other and to parking areas and sidewalks; and landscaping shall be provided in compliance with Chapter 17.34 (Landscaping Standards).
 - f. **Parking.** Parking shall be provided at the rate of one parking space for each Tiny Home or Park Model RV. Parking should be consolidated in parking lots at the rear or side of the property, where feasible. Additionally, street parking may be utilized to meet up to 25% of the parking requirement through Minor Use Permit approval.
 - g. **Internal Streets.** Internal streets are discouraged but shall comply with City street standards where provided, except where superseded by a standard required by State law.

- h. **Solid Waste.** Adequate solid waste and recyclable materials storage enclosures shall be provided in compliance with § 17.30.110.
- i. **Utilities.** All utility distribution facilities (including cable television, communication and electric lines and boxes) within a Tiny Home Community shall be placed underground. The developer is responsible for complying with the requirements of this Subsection and shall make the necessary arrangements with the utility companies for the installation of the required facilities. Each Tiny Home shall have a separate water meter.
- j. **Fencing.** A fence, solid masonry wall, or other decorative landscape screening is required to hide utilities (propane tanks, trash enclosures, etc.) from public view from a public right of way. Other fencing may be required by the review authority as part of the Design Review and Use Permit approval for the facility.
- k. **Signs.** A Tiny Home Community may have up to two externally illuminated identification signs not exceeding 6 feet in height or 24 square feet in area. The signs shall be integrated into the Tiny Home Community landscaping, at a location specified in the Use Permit approval.

5. Ownership. A Community may be owned by a single entity, a cooperative of residents or through condominium ownership.

B. Standards for individual Units.

- 1. **Tiny Home Standards.** Individual Tiny Homes located within a Tiny Home Community shall comply with the standards for Tiny Homes enumerated in 17.42.175 of this development code.
- 2. **Park Model RV Standards.** Park Model RVs shall comply with the individual standards enumerated in 17.42.175 of this development code.
- 3. **Travel trailers.** A self-propelled travel trailer, camper, motor coach, motor home, trailer coach, or any similar vehicle shall not be allowed within a mobile home park.

ATTACHMENT 4: GENERAL PLAN/LUDC - CONSISTENCY ANALYSIS

This attachment analyzes both the ILUDC and CLUDC amendments consistency with the respective General Plan and zoning code.

1. Coastal General Plan & CLUDC Consistency Analysis

Required Findings

The CLUDC 17.95.060(B) requires that the following findings be made for the amendments to the Coastal Land Use and Development Code:

1. The proposed amendment is consistent with the Coastal General Plan and any applicable specific plan.
2. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City.
3. The proposed amendment is internally consistent with other applicable provisions of this Development Code.

The amendment is consistent with relevant policies of the City's Coastal General Plan as analyzed below.

Land Use Element

The proposed amendment to the CLUDC is **consistent** with the following Coastal General Plan Policies in the Land Use Element.

Policy	Analysis
Policy LU-10.2: Locating New Development. New residential, commercial, or industrial development, except as otherwise provided in the LCP, shall be located within, contiguous with, or in close proximity to, existing developed areas able to accommodate it or, where such areas are not able to accommodate it, in other areas with adequate public services and where it will not have significant adverse effects, either individually or cumulatively, on coastal resources.	Allowing Tiny Home Communities will increase infill development within the City. The proposed ordinance includes safeguards for protection of Coastal Resources and a Coastal Development Permit would be required to ensure protection of coastal resources.
Policy LU-10.4: Ensure Adequate Services and Infrastructure for New Development. Development shall only be approved when it has been demonstrated that the development will be served with adequate water and wastewater treatment. Lack of adequate	The City recently upgraded its Sewer Treatment Facility and has acquired property to develop additional water storage which together will ensure adequate sewer and water services throughout Fort Bragg. Additionally, The City anticipates only one or

services to serve the proposed development shall be grounds for denial of the development.	two Tiny Home Communities in the next 20 years, which would easily be served by existing infrastructure.
Policy LU-10.6: Protect Special Communities. New Development shall, where appropriate, protect special communities and neighborhoods which, because of their unique characteristics, are popular visitor destination points for recreational uses.	In the proposed CLUDC amendment, an applicant for a Tiny Home Community would not be permissible in the Central Business District.
Policy LU-5.7: Adequate parking should be provided to serve coastal access and recreation uses to the extent feasible. Existing parking areas serving recreational uses shall not be displaced unless a comparable replacement area is provided.	The proposed amendment requires off-street parking for Tiny Home Communities.
Policy LU-10.1: Preserve Neighborhoods: Preserve and enhance the character of the City's existing residential neighborhoods.	The Tiny Home Community amendment includes sufficient regulatory guidelines to help Fort Bragg preserve and enhance the character of the City's existing residential neighborhoods.

There are no other applicable policies in the land use element.

Public Facilities Element

The proposed amendment to the CLUDC is consistent with the following Coastal General Plan Policies in the Public Facilities Element.

Policy PF-1.1: All new development proposals shall be reviewed and conditioned to ensure that adequate public services and infrastructure can be provided to the development without substantially reducing the services provided to existing residents and businesses.
<p>Analysis: The City of Fort Bragg continues to rely on three surface water sources: Waterfall Gulch (tributary to Hare Creek), Newman Gulch (tributary to Noyo River), and the Noyo River (intake is at Madsen Hole). The water treatment plant was originally constructed in the 1950's, and upgraded in the 1980's, and has a capacity of 2.2 million gallons per day (MGD). While the water supply has not changed, the City has made significant progress in amplifying storage capacity:</p> <ul style="list-style-type: none"> • It added an additional 1.5 million gallon finished water storage tank and the Summers Lane Reservoir with a raw water capacity of 14.7 million gallons, creating a total water storage capacity to 22.6 million gallons. • It installed a desalination batch plant to allow effective use of water from the Noyo during low flow conditions. • It purchased the "golf course" property with plans to build new water storage capacity on the site. <p>While there is more than sufficient capacity, the City is also exploring long term sustainable water strategies that include "purple pipe" transmission of treated recycled wastewater and desalinization. The City's potable water system has sufficient capacity to support future</p>

development that could occur as a result of the proposed code revision while still accommodating other planned growth in the City.

The City's Water Treatment Plant (WWTP) provides sewage treatment and disposal through the Fort Bragg Municipal Improvement District No. 1 (MID). The MID is somewhat larger than the City as it includes part of the Sphere of Influence. The Wastewater Treatment Plant (WWTP) was constructed in 1971 and underwent a substantial upgrade in 2020. It has a secondary treatment level capacity of 0.8 million gallons per day (MGD) for average dry weather flow (ADWF) and 4.9 MGD Peak Hydraulic Flow. The WWTF also has sufficient capacity to handle additional wastewater that may result from development of housing related to the proposed code revisions. Additionally, The City anticipates few Tiny Home Communities which would be served by existing infrastructure.

Policy PF-2.1 Development Pays Its Share: Require that new development pay its share of capital improvements and the cost of public services to maintain adequate levels of service.

Analysis: The ordinance would require capacity fees for housing in Tiny Home Community.

There are no other policies that are applicable to the proposed CLUDC updates.

Conservation, Open Space, Energy, and Parks Element

The proposed amendment would be consistent with the policies of the Conservation Element as a CDP is required if the project is located in an area that has the potential to have impacts on Environmentally Sensitive Habitat, Wetlands, visual resources or on other Coastal Act resources as illustrated in the Maps of the Coastal General Plan.

Circulation Element

The proposed amendment is consistent the policies of this element and does not conflict with anything in the element.

Community Design, Safety, and Noise Elements

The proposed amendment is consistent with the policies of this element and does not conflict with anything in the element.

Policy	Analysis
Policy CD-1.1: Visual Resources: Permitted development shall be designed and sited to protect views to and along the ocean and scenic coastal areas, to minimize the alteration of natural landforms, to be visually compatible with the character of surrounding areas, and, where feasible, to restore and enhance scenic views in visually degraded areas.	Tiny Home Communities would be required to apply for a CDP which would necessitate a visual analysis if visual resources would be impacted by a proposed project.
Policy CD-2.4 Discourage Sameness and Repetitive Residential Designs.	Tiny Home Communities would allow people to select or build their own tiny home and would therefore not result in sameness or repetitive design. Additionally, a tiny home

	community would be a new pocket neighborhood design for Fort Bragg which would increase diversity of residential design.
Policy CD-2.5 Scenic Views and Resource Areas: Ensure that development does not adversely impact scenic views and resources as seen from a road and other public rights-of-way.	Tiny Home Communities would be required to apply for a CDP which would necessitate a visual analysis, if visual resources would be impacted by a proposed project and thorough that process compliance with this policy is required.

Housing Element

The City's Housing Element was updated in 2019 and adopted by the City Council for both Inland and Coastal Fort Bragg, however the 2019 Housing Element has not been certified by Coastal Commission as part of the Local Coastal Program. Nevertheless, this consistency review for the amendments to the CLUDC uses the goals, policies, and programs from the 2019 Housing Element as it has been updated per State Law. The last certified Housing Element (2008) in the Coastal General Plan does not include most State mandated goals, policies and programs.

The proposed amendments to the CLUDC **are consistent** with the following applicable policies of the 2019 Housing Element:

Policy	Analysis
Policy H-1.6 Infill Housing: Encourage housing development on existing infill sites in order to efficiently utilize existing infrastructure.	The proposed zoning code amendment will allow Tiny Home Community on a variety of parcel sizes, which could result in infill development of one or more of the few remaining undeveloped parcels in the Coastal Zone.
Program H-1.7.10: Tiny Home Community. Consider adopting new zoning regulations to allow for small home subdivisions, with small individual parcel ownership, in all residential zoning districts. Consider changing the minimum lot size and minimum parcel dimensions of the LUDC to accommodate tiny home communities as part of a planned unit development.	The proposed ordinance would establish a mechanism to allow Tiny Home Communities.
Policy H-2.9 First Time Home Buyers: Encourage affordable housing for first time home buyers.	The proposed zoning code amendment would allow low-income people to purchase a home for the first time, as Tiny Homes and Park Model RVs cost a fraction of the typical house.
Program H-4.1.2 Reduce Capacity Fees for Smaller Units: Consider charging water and sewer capacity fees based on the size of the unit (either square feet or number of	The ordinance does not wave capacity fees for Tiny Homes; however, such fees would be prorated based on size.

bedrooms) in order to ensure that each unit pays its fair share for capacity costs.	
---	--

The proposed project does not conflict with any goals, policies, or programs of the 2019 Housing Element.

CONSISTENCY WITH CLUDC SITE PLANNING AND PROJECT DESIGN STANDARDS

The Proposed Amendment is consistent with all CLUDC standards, including the following highlights.

- **Density.** Tiny home communities would be required to comply with minimum and maximum density requirements.
- **Lot Coverage:** As density would remain the same and Tiny homes are much smaller than conventional homes, lot coverage ratios for constructed Tiny Home Communities would be considerably lower than existing requirements. Regardless all communities would still comply with existing Lot Coverage Requirements.
- **Set Backs & High Limits:** The Ordinance complies with existing setback. Tiny Homes are required by State law to have much lower heights (per the vehicle code) than the City's zoning Ordinance.
- **Parking:** The Ordinance requires one parking space/unit, which is consistent with the parking regulations for multi-family parking in Chapter 3.

COASTAL RESOURCES ANALYSIS

All Tiny Home Communities are required to obtain a Coastal Development Permit and make specific findings that Coastal Act resources will not be impacted.

2. General Plan & ILUDC Consistency Analysis

Required Findings

The ILUDC 18.95.060(B) requires that the following findings be made for the amendments to the Inland Land Use and Development Code:

4. The proposed amendment is consistent with the Inland General Plan and any applicable specific plan.
5. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City.
6. The proposed amendment is internally consistent with other applicable provisions of this Development Code.

The amendment is consistent with relevant policies of the City's General Plan and the ILUDC as analyzed below.

Land Use Element

The proposed amendment to the ILUDC is **consistent** with the following General Plan Policy in the Land Use Element.

Policy	Analysis
Policy LU-6.1: Preserve Neighborhoods: Preserve and enhance the character of the City's existing residential neighborhoods.	The Tiny Home Community amendment includes sufficient regulatory guidelines to help Fort Bragg preserve and enhance the character of the City's existing residential neighborhoods.

There are no other applicable policies in the land use element.

Public Facilities Element

The proposed amendment to the CLUDC is consistent with the following Coastal General Plan Policies in the Public Facilities Element.

Policy PF-1.2: All new development proposals shall be reviewed and conditioned to ensure that adequate public services and infrastructure can be provided to the development without substantially reducing the services provided to existing residents and businesses.
Analysis: The City of Fort Bragg continues to rely on three surface water sources: Waterfall Gulch (tributary to Hare Creek), Newman Gulch (tributary to Noyo River), and the Noyo River (intake is at Madsen Hole). The water treatment plant was originally constructed in the 1950's, and upgraded in the 1980's, and has a capacity of 2.2 million gallons per day (MGD). While the water supply has not changed, the City has made significant progress in amplifying storage capacity: <ul style="list-style-type: none">• It added an additional 1.5 million gallon finished water storage tank and the Summers Lane Reservoir with a raw water capacity of 14.7 million gallons, creating a total water storage capacity to 22.6 million gallons.

- It installed a desalination batch plant to allow effective use of water from the Noyo during low flow conditions.
- It purchased the “golf course” property with plans to build new water storage capacity on the site.

While there is more than sufficient capacity, the City is also exploring long-term sustainable water strategies that include “purple pipe” transmission of treated recycled waste water and desalinization. The City’s potable water system has sufficient capacity to support future development that could occur as a result of the proposed code revision while still accommodating other planned growth in the City.

The City’s Water Treatment Plant (WWTP) provides sewage treatment and disposal through the Fort Bragg Municipal Improvement District No. 1 (MID). The MID is somewhat larger than the City as it includes part of the Sphere of Influence. The Wastewater Treatment Plant (WWTP) was constructed in 1971 and underwent a substantial upgrade in 2020. It has a secondary treatment level capacity of 0.8 million gallons per day (MGD) for average dry weather flow (ADWF) and 4.9 MGD Peak Hydraulic Flow. The WWTF also has sufficient capacity to handle additional wastewater that may result from development of housing related to the proposed code revisions.

Additionally, The City anticipates few new Tiny Home Communities, which would be served by existing infrastructure.

Policy PF-2.1 Development Pays Its Share: Require that new development pay its share of capital improvements and the cost of public services to maintain adequate levels of service.

Analysis: The ordinance would require capacity fees for housing in Tiny Home Community.

There are no other policies that are applicable to the proposed CLUDC updates.

Conservation, Open Space, Energy, and Parks Element

The proposed amendment would be consistent with the policies of the Conservation Element.

Circulation Element

The proposed amendment is consistent with the policies of this element and does not conflict with anything in the element.

Community Design, Safety, and Noise Elements

The proposed amendment is consistent with the policies of this element and does not conflict with anything in the element.

Policy	Analysis
Policy CD-1.2 Discourage Sameness and Repetitive Residential Designs.	Tiny Home Communities would allow people to select or build their own tiny home and would therefore not result in sameness or repetitive design. Additionally, a tiny home community would be an entirely new pocket neighborhood design for Fort Bragg which would increase diversity of residential design

Housing Element

The City's Housing Element was updated in 2019 and adopted by the City Council. The proposed amendments to the ILUDC **are consistent** with 2019 Housing Element, including the following relevant policies:

Policy	Analysis
Policy H-1.6 Infill Housing: Encourage housing development on existing infill sites in order to efficiently utilize existing infrastructure.	The proposed zoning code amendment will allow Tiny Home Community on a variety of parcel sizes, which could result in infill development of one or more of the few remaining undeveloped parcels in the Coastal Zone.
Program H-1.7.10: Tiny Home Community. Consider adopting new zoning regulations to allow for small home subdivisions, with small individual parcel ownership, in all residential zoning districts. Consider changing the minimum lot size and minimum parcel dimensions of the LUDC to accommodate tiny home communities as part of a planned unit development.	The proposed ordinance would establish a mechanism to allow Tiny Home Communities.
Policy H-2.9 First Time Home Buyers: Encourage affordable housing for first time home buyers.	The proposed zoning code amendment would allow low-income people to purchase a home for the first time, as Tiny Homes and Park Model RVs cost a fraction of the typical house.
Program H-4.1.2 Reduce Capacity Fees for Smaller Units: Consider charging water and sewer capacity fees based on the size of the unit (either square feet or number of bedrooms) in order to ensure that each unit pays its fair share for capacity costs.	The ordinance does not waive capacity fees for Tiny Homes; however, such fees would be prorated based on size.

The proposed project does not conflict with any policies of the 2019 Housing Element.

Consistency with CLUDC Site Planning and Project Design Standards

The Proposed Amendment is consistent with all ILUDC standards, including the following highlights.

- **Density.** Tiny home communities would be required to comply with minimum and maximum density requirements.
- **Lot Coverage:** As density would remain the same and Tiny homes are much smaller than conventional homes, lot coverage ratios for constructed Tiny Home Communities would

be considerably lower than existing requirements. Regardless all communities would still comply with existing Lot Coverage Requirements.

- **Set Backs & High Limits:** The Ordinance complies with existing setback. Tiny Homes are required by State law to have much lower heights (per the vehicle code) than the City's zoning Ordinance.
- **Parking:** The Ordinance requires one parking space/unit, which is consistent with the parking regulations for multi-family parking in Chapter 3.