

3535 West Commonwealth Avenue

Appeal of Planning Commission Approval of a
CUP for Human Service Agency



City Council

January 21, 2020

Project Location



Site Summary

Zone: Commercial
Manufacturing (C-M)

General Plan: Industrial

Site Size: 0.77 acres

Building: 21,000 square feet

Parking: 25 parking spaces

**Subject
Property**

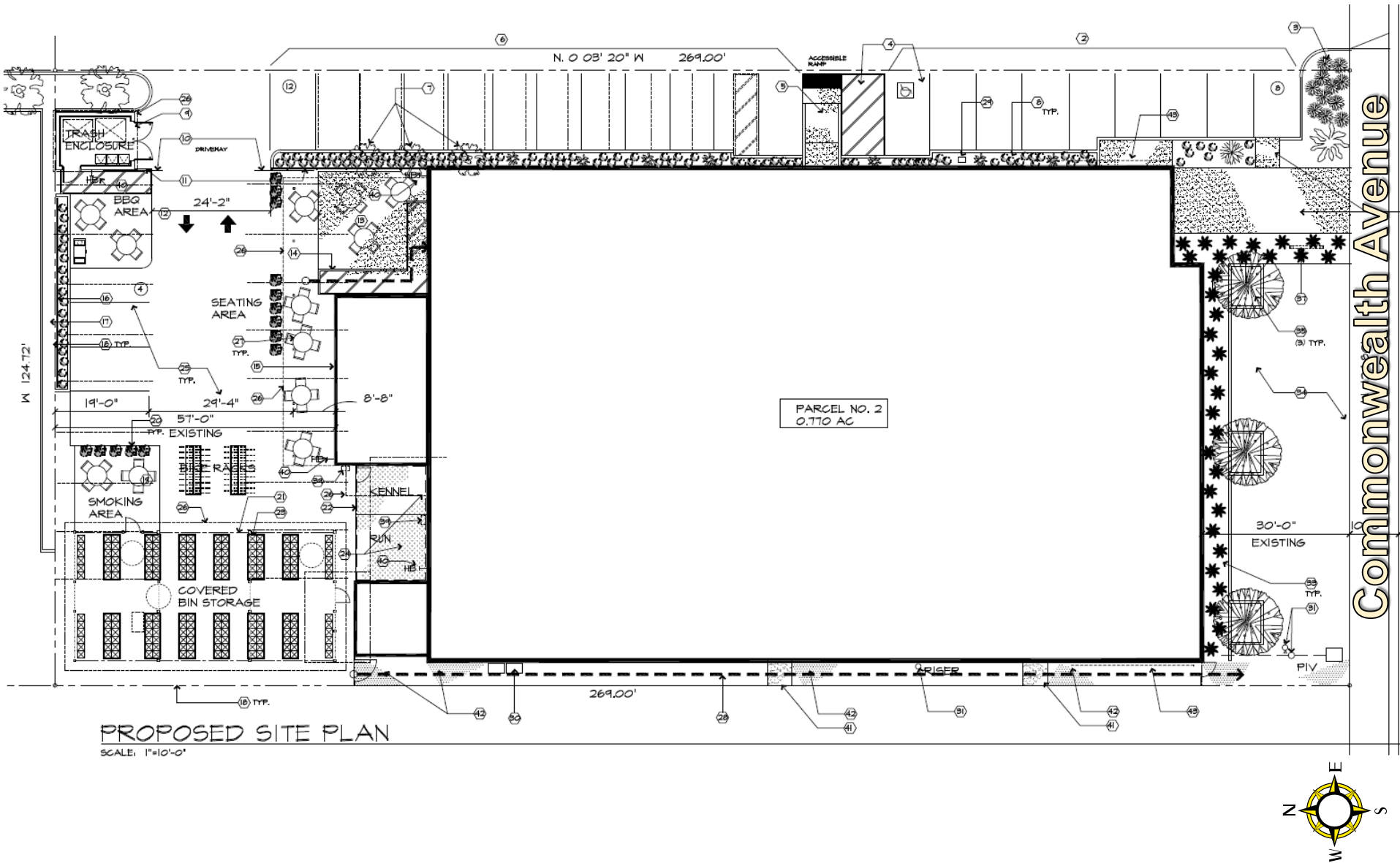
Commonwealth Avenue



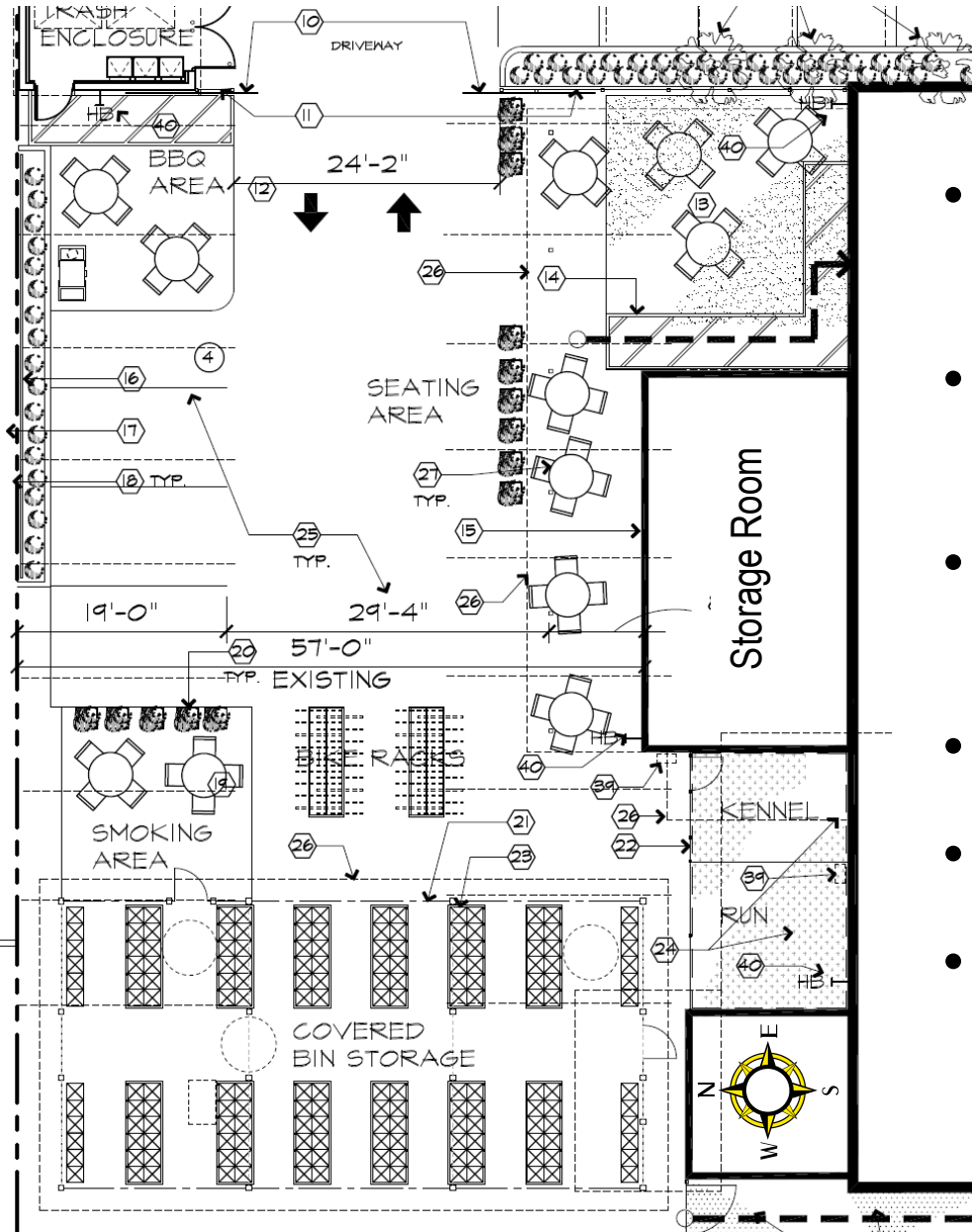
Project Description

- Renovate an existing industrial building to be used as a Human Service Agency
 - 60-beds for recuperative care
 - 90-beds for navigation center
 - Wrap-around services
- Conditional Use Permit for a Human Service Agency in the Commercial Manufacturing (C-M) zone

Site Plan



Site Plan – Rear Courtyard Area

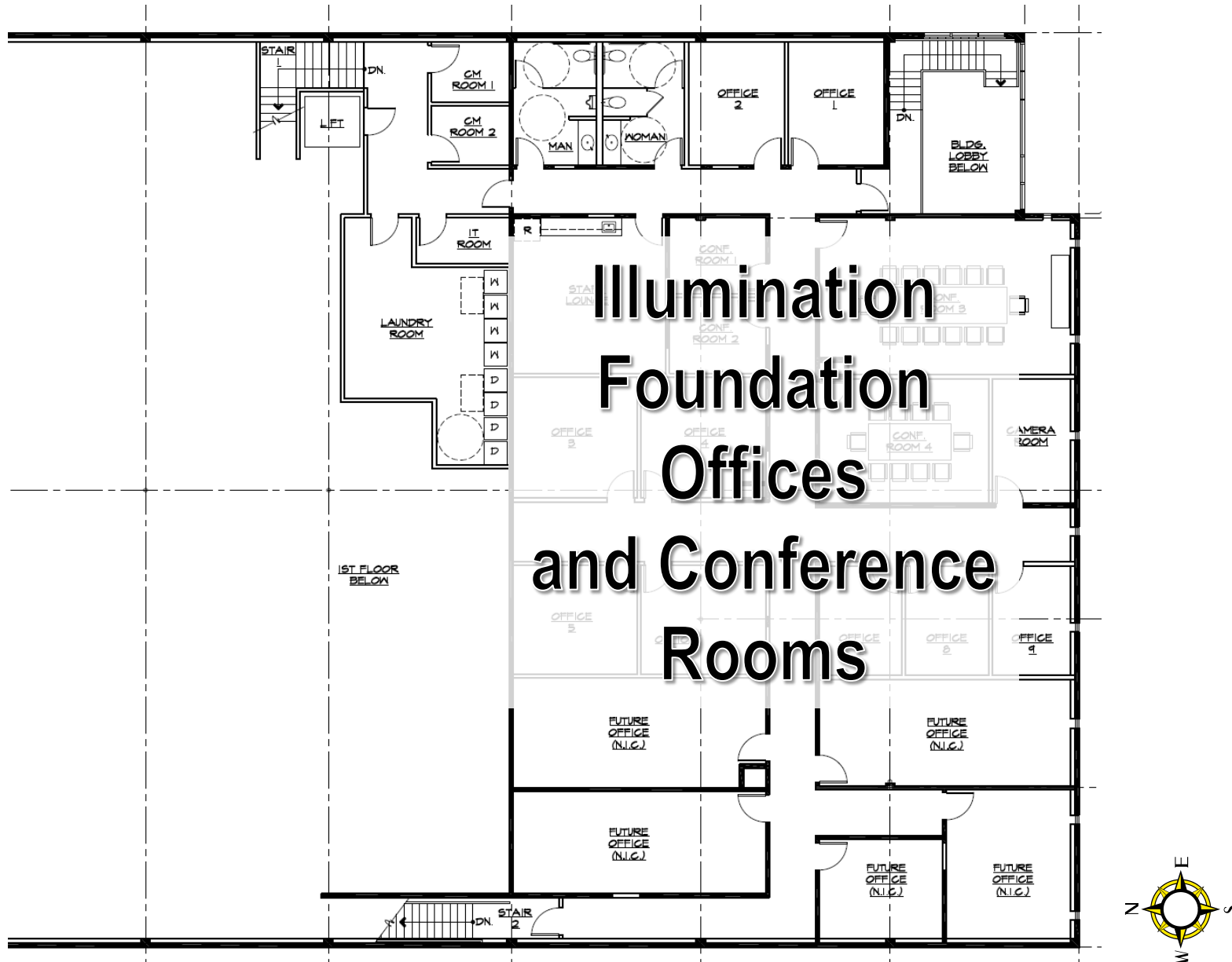


- Split-face block trash enclosure
- Wood and steel clad fence and gate
- Multiple outdoor seating areas (BBQ area)
- Bike racks
- Gated dog kennel and run
- Gated/covered storage lockers

Floor Plan – 1st Floor



Floor Plan – 2nd Floor



Elevations



Operations Plan

Facility Staffing				
Role/Position	Shift Hours			Total Staff
	7:00am to 3:00pm	3:00pm to 11:00pm	11:00pm to 7:00am	
Manager	1			1
Associate Manager		1		1
Medical Coordinator (LVN)	2	2	1	5
Case Manager (CM)*	3	3		6
SUD Counselor*	1	1		2
Behavioral Health Therapist* (BH)	1			1
Site Assistant / Driver	4	4	2	10
Security Guard	2	2	3	7
Total Staff by Shift	14	13	6	33

*CM, SUD, and BH staff hours are 7:00am - 7:00pm

- Parking Management Plan for 25 parking spaces
- 24-hour onsite staff and security
- Security Cameras for interior / exterior of the building
- Emergency plans provided

Land Use Compatibility Analysis

- Use is conditionally permitted in the C-M zone
- Staff recommended 41 conditions of approval including:
 - No walk-up clients, referral only from service providers
 - Designed to have all activities occur from the rear of the building inside fence/gated area
 - Front entrance limited to facility staff and visitors only
 - No exterior signage beyond building address
 - Crime Prevention Through Environmental Design (CPTED) analysis
 - Parking Management Plan
 - Actions to prevent loitering or trash by clients or staff
 - Minimum of (2) public outreach meetings per calendar year

Planning Commission Action

- Planning Commission hearing held on December 11, 2019
- Planning Commission voted to approve the Conditional Use Permit (4-1)
- Commission amended and added the following conditions of approval:

Added/Amended Conditions of Approval:

1. Expanded notification requirements for public outreach and engagement forums with residents, businesses and the city.
2. Agreement with nearby property owner or business for use of a minimum of 14 parking spaces to serve as overflow parking for facility staff or guests.
3. The applicant shall meet with the Executive Director, or their designee, from the Kiddie Learning Academy at 3516 West Commonwealth Avenue once a month for the first six-months following issuance of Temporary Certificate of Occupancy.

Recommended Action

Adopt Resolution No. 2020-XX denying the appeal and upholding the determination on this request by the Planning Commission

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