

# City of San Luis Obispo

Community Development Department • 919 Palm Street, San Luis Obispo, CA 93401-3218

June 28, 2010

Linda Van Fleet  
Community Action Partners SLO  
County of SLO – General Services  
1087 Santa Rosa Street  
San Luis Obispo, CA 93408

**SUBJECT: 3451 and 3511 S. Higuera Street – U 108-09  
Use Permit for a homeless shelter in the C-S zone**

Dear Ms. Van Fleet:

The Planning Commission, at its meeting of June 23, 2010, approved your request, based on the findings and subject to the conditions, as noted in the attached resolution.

The decision of the Planning Commission is final unless appealed to the City Council within 10 days of the action. Any person aggrieved by a decision of the Commission may file an appeal with the City Clerk. Appeal forms are available in the City Clerk's office, or on the City's website ([www.slocity.org](http://www.slocity.org)). The fee for filing an appeal is \$250 and must accompany the appeal documentation.

If you have any questions, please contact Phil Dunsmore at 781-7522.

Sincerely,

Doug Davidson, AICP  
Deputy Director of Community Development  
Development Review

Attachment: Resolution #PC-5548-10

cc: County of SLO Assessor's Office



**RESOLUTION NO. PC-5548-10**

**A RESOLUTION OF THE SAN LUIS OBISPO PLANNING COMMISSION  
APPROVING A USE PERMIT TO ALLOW A HOMELESS SERVICES  
CENTER IN THE COMMERCIAL SERVICE DISTRICT  
AT 3451 AND 3511 SOUTH HIGUERA STREET  
U 108-09**

WHEREAS, the Planning Commission of the City of San Luis Obispo conducted a public hearing in the Council Chamber of City Hall, 990 Palm Street, San Luis Obispo, California, on June 23, 2010, for the purpose of considering application U 108-09, a request to allow a Homeless Services Center at 3451 and 3511 S. Higuera Street; and

WHEREAS, notices of said public hearing were made at the time and in the manner required by law; and

WHEREAS, the Planning Commission has duly considered all evidence, including the testimony of the applicant, interested parties, and the evaluation and recommendations by staff, presented at said hearing.

NOW, THEREFORE, BE IT RESOLVED by the Planning Commission of the City of San Luis Obispo as follows:

**Section 1. Findings.** Based upon all the evidence, the Commission makes the following findings in support of the project approval that includes a homeless services center as described in Attachment A, description of the proposed use.

1. The proposed project is consistent with the General Plan Land Use Element policy 5.16, because it allows the establishment of a necessary homeless services center within close proximity to other social services.
2. The proposed project is consistent with the General Plan Housing Element policy 1.1 since it will fill an unmet need of assisting those who are unable to find shelter on their own.
3. The proposed project is consistent with the General Plan Housing Element policy 8.1 and 8.9 since it will facilitate the development of a facility that will assist the homeless population while implementing the document "A 10-year plan to end homelessness."
4. The conceptual project design complies with all applicable provisions of the Zoning Regulations as described within the property development standards for the Service-Commercial zone.
5. The site is adequate for the project in terms of size, configuration, topography, and other applicable features, and has appropriate access to public transit, and public streets with adequate capacity to accommodate the quantity and type of traffic expected to be generated by the use.

6. As conditioned, the establishment, maintenance, or operation of the proposed project will not, in the circumstances of this particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity of the proposed use, or detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City.
7. The project to establish the homeless services land use and construct a new building is exempt from CEQA in accordance with section 15332 of the CEQA guidelines.

**Section 3. Action.** The Planning Commission does hereby approve application U 108-09, allowing a homeless services center at the property of 3451 and 3511 S. Higuera Street subject to the following conditions:

1. The project shall be forwarded to the Architectural Review Commission to review the project design for consistency with the Community Design Guidelines. Specific attention shall be given to the compatibility between the building design and adjacent commercial uses. Entries and outdoor use areas shall be oriented away from commercial uses on adjacent properties.
2. A detailed security plan identifying security staff, monitoring devices, and security provisions for surrounding vicinity shall be submitted in conjunction with the Architectural Review application.
3. Building design submitted to the ARC shall include details of interior floor plans identifying use areas for proposed spaces and including the following:
  - a. Outdoor use area/passive recreation
  - b. Accommodations for sleeping, showering, and laundry as described in the project description
  - c. An area for intake and waiting
  - d. Offices and staff areas
  - e. If proposed, pet kennels are to be designed with a semi-outdoor area protected from noise interference to adjacent land uses or on-site sleeping areas. Pet kennels shall not be designed to accommodate more than 15 animals. Kennels shall include a management plan for cleaning and other maintenance.
  - f. Childcare facilities (if proposed)
4. A minimum of 20 on-site bicycle parking spaces shall be required on site, 5 of which shall be designed as long-term bicycle parking spaces that are covered. The Architectural Review Commission should consider the possible need for parking to accommodate bicycles with trailers or oversized racks.
5. A minimum of 50 vehicle parking spaces shall be required.
6. Project shall be in substantial compliance with project description (Exhibit A). Minor changes to the description may be approved by the Community Development Director;


substantial modifications (10% or more increase in floor area or occupancy, or substantial changes to the operation plan) shall require modification of the use permit.

7. Project shall comply with conditions required by the Airport Land Use Commission regarding tree placement, window placement, and space planning and shall return to the ALUC to review final building design elements prior to review by the ARC.
8. This use permit shall be valid for 3 years following architectural approval unless the use has been established, the building has been substantially constructed, or a time extension has been granted.
9. A neighborhood relations plan shall be submitted for approval to the Community Development Director and shall include provisions for regular neighborhood meetings, posted 24-hour contact information, and a commitment to submit a yearly report to the Community Development Director detailing actions taken to resolve any issues that arose during the year, including any parking concerns.

On motion by Commissioner Stevenson, seconded by Commissioner Draze, and on the following roll call vote to wit:

AYES: Commrs. Stevenson, Draze, Singewald, Whittlesey, Multari, Boswell, and Meyer  
NOES: None  
REFRAIN: None  
ABSENT: None

The foregoing resolution was passed and adopted this 23<sup>rd</sup> day of June, 2010.

  
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Doug Davidson, Secretary  
Planning Commission

City of San Luis Obispo  
Planning Commission Use Permit Application  
Community Action Partnership of San Luis Obispo County  
Homeless Campus Application

Description of the Proposed Use

**Type of Proposed Activities**

The SLO Homeless Services Campus will incorporate activities currently being conducted at the existing Prado Day Center Services site and the Maxine Lewis Memorial Shelter (MLM). The Campus will operate 24-hours per day, seven days a week. The facility will be configured in such a way to allow for a central courtyard that will provide clients with outside active and passive space – this courtyard will be in the center of an inward focused building which have minimal impact on the surrounding neighborhood.

**Day Services:**

- Breakfast and Lunch will be provided by volunteer groups or prepared on-site in the commercial kitchen. Meals will be served in the dining room, which will also serve as a multi-use room during all other times.
- Case management activities (includes assistance in accessing community resources, housing, employment assistance and training) will be conducted in a multi-purpose room/library equipped with computers, telephones, mailroom, information/resource area and lounge.
- Children's activities will be conducted in a separate children's classroom and a separate outdoor children's play area.
- Community meetings, as scheduled, will be held in the community room and would be open to outside groups.
- Clients would have use of laundry facilities located on-site (2 commercial/4 standard washers and 2 commercial/4 standard dryers).
- Partner agency activities will occur in separate offices (5 minimum). Examples would include mental health counseling, drug/alcohol out-patient activities and medical examinations.
- Clients would have day-use storage for their belongings, enabling them to safely store their belongings should they need to go to job interviews and community appointments.

**Overnight Shelter Services:**

- Dinner will be provided by volunteer groups or prepared on-site in the commercial kitchen.
- Separate showers will be available for clients to use.
- Male dormitories for up to 116 beds (58 bolted bunk beds), bathroom with 10 urinals, 6 + 2 HC toilets, 10 sinks
- Female dormitories for up to 20 beds (10 bolted bunk beds), bathroom with 4 toilets, 2 HC toilets, 6 sinks

- Separate family dormitories with up to 40 beds (20 bolted bunk beds), 4 bathrooms, separate kitchen area, quiet area.
- Separate family bedrooms for up to 24 beds.
  - 4 – one-bedroom units (2 beds/room) = 8 beds + 1 – shared bathroom (1 + 1 HC toilet, 4 sinks)
  - 4 – two-bedroom units (2 beds/room) = 16 beds + 2 – shared bathrooms (1 + 1 HC toilets, 4 sinks)

The Campus would have a minimum number of 13 full-time equivalent staff and 10 volunteers.

Outdoor Area:

A total of 60 auto and 20 bicycle parking spaces will be available during business hours. A small pet kennel area will allow clients to bring their pets on-campus, a major reason why many individuals do not come to the shelter and are instead sleeping outdoors throughout the community.

Security/Client Removal:

Though CAPSLO is fortunate to provide the comprehensive day and night services at Prado Day Center (day services), MLM (night services) and by partnering with the Interfaith Coalition for the Homeless (ICH) Overflow (women and children night services at designated churches in SLO City), these facilities are spread throughout the city. The distance between facilities along with the limited space of each structure has been a barrier for our clients as they travel daily from one source of assistance to the other, often times turned away due to lack of space. **Having all services located on one site will enable clients to remain on-campus instead of traveling across town and placing additional burdens on the local neighborhoods. An increase in the number of beds available will address the issue of clients being turned away due to lack of space.** During the month of April, 90 clients were turned away from the Shelter due to lack of space. These individuals most likely spent the night somewhere outdoors in the community. With the additional space available at the Campus this issue will be resolved.

Currently both Prado Day Center and the MLM Shelter operate on a “behavioral based” approach - unless clients are behaving inappropriately or are clearly intoxicated they will be allowed to remain on-campus. Should a client not be willing to leave the premises without incident, the police are contacted. During the month of April, a total of 6,540 individuals accessed services through Prado Day Center, MLM and the Church overflow. Of those, only 41 individuals were asked to leave the premises - .006%. The vast majority of individuals – 38 for the entire month – left without incident. Only 3 individuals out of 6,540 displayed behavior requiring police escort (.0005%).

CAPSLO has an excellent relationship with SLO Police and staff has been in discussion with Chief Linden to have a designated space at the Campus for officers. This would allow for a more consistent presence throughout the day.

A security system, which will include cameras installed in common areas and outside the building, as well as trained staff who will monitor the perimeter, will help to ensure safety and security of the immediate area.