



City of El Cajon

Planning Commission Agenda

Tuesday, December 1, 2020 Meeting

7:00 PM

PAUL CIRCO, Chair
ANTHONY SOTTILE, Vice Chair
HUMBERT CABRERA
DARRIN MROZ
REBECCA POLLACK-RUDE

Meeting Location: City Council Chambers, 200 Civic Center Way, El Cajon, CA

www.cityofelcajon.us/your-government/departments/community-development/planning-division

Please note that, pursuant to the Governor of the State of California Governor's Executive Order N-29-20, and in the interest of the public health and safety, members of the Planning Commission and Staff may attend the meeting telephonically. Further, Orders from the San Diego County Health Officer prevent persons other than City officials and essential employees to be physically present.

In accordance with the Executive Order, and in compliance with the County Health Officer's Orders, the public may view the meeting and participate via the online meeting platform, Zoom Webinar. You may access the virtual meeting via the link below or log in to Zoom.us and use the meeting ID number below. You can also use the phone number listed below to call in and listen to the meeting. You do not need a computer to access the meeting via phone.

Meeting Link	https://zoom.us/j/92895990899
Webinar ID	928 9599 0899
Phone Audio Option:	1 669 900 6833

If you need assistance connecting via Zoom to the meeting, please refer to the instructions provided at zoom.us. Video tutorials on how to connect to Zoom are provided at the following link: <https://support.zoom.us/hc/en-us>.

To submit comments on an item on this agenda, or a Public Comment, please e-mail the comments with Planning Commission in the subject line to planning@cityofelcajon.us before 5 p.m. on Tuesday, December 1, 2020, or you may submit written comments during your participation in the Zoom meeting. Comments will be accepted up to the conclusion of the public hearing of each item. Comments will be limited to 300 words and will be entered into the official Commission Meeting Record.

The Planning Commission will endeavor to include all comments prior to taking actions. Should technical difficulties arise, they will be resolved as soon as possible.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CHAIRPERSON'S WELCOME

PUBLIC COMMENT

Decisions and Appeals - A decision of the Planning Commission is not final until the appeal period expires 10 days from the date of transmittal of the Commission's resolution to the City Clerk. The appeal period for the items on this Agenda will end on Monday, December 14, 2020 at 5:00 p.m., except that Agenda items which are forwarded to City Council for final action need not be appealed.

This is the opportunity for the public to address the Commission on any item of business within the jurisdiction of the Commission that is not on the agenda. Under state law no action can be taken on items brought forward under Public Comment except to refer the item to staff for administrative action or to place it on a future agenda. Non-agenda public comments must be submitted before the end of public comment during the meeting.

CONSENT

Agenda Item:	1
	Planning Commission minutes of October 20, 2020

PUBLIC HEARINGS

Agenda Item:	2
Project Name:	Neighborhood Healthcare Non-profit Service Center
Request:	Community service organization – navigation and support center
CEQA Recommendation:	EXEMPT
STAFF RECOMMENDATION:	APPROVE
Project Number(s):	Conditional Use Permit (CUP) No. 2020-0008
Location:	470 North Mollison Avenue
Applicant:	Mike DeLeon, Neighborhood Healthcare; 760-520-8601
Project Planner:	Spencer Hayes, shayes@cityofelcajon.us, 619-441-1656
City Council Hearing Required?	No
Recommended Actions:	<ol style="list-style-type: none"> 1. Conduct the public hearing; and 2. MOVE to adopt the next resolutions in order approving the proposed CEQA exemption and CUP No. 2020-0008, subject to conditions.

Agenda Item:	3
Project Name:	Business & Economic Development Post-COVID
Request:	Informational Item
CEQA Recommendation:	EXEMPT
STAFF RECOMMENDATION:	PROVIDE INPUT
Project Number(s):	N/A
Location:	Citywide
Applicant:	Community Development Department
Project Planner:	Melissa Devine; mdevine@cityofelcajon.us; 619-441-1773
City Council Hearing Required?	No
Recommended Actions:	<ol style="list-style-type: none"> 1. Provide feedback on recommendations

Decisions and Appeals - A decision of the Planning Commission is not final until the appeal period expires 10 days from the date of transmittal of the Commission's resolution to the City Clerk. The appeal period for the items on this Agenda will end on Monday, December 14, 2020 at 5:00 p.m., except that Agenda items which are forwarded to City Council for final action need not be appealed.

Agenda Item:	4
Project Name:	Workshop on the Housing Element Update
Request:	Informational Report
CEQA Recommendation:	Not Subject to CEQA
STAFF RECOMMENDATION:	Informational Only
Project Number(s):	General Plan and Housing Element
Location:	Citywide
Applicant:	City of El Cajon
Project Planner:	Melissa Devine, 619-441-1773, mdevine@cityofelcajon.us
City Council Hearing Required?	No
Recommended Actions:	<ol style="list-style-type: none"> 1. Receive staff presentation; and 2. Provide staff with feedback

4. OTHER ITEMS FOR CONSIDERATION

Review and concurrence of proposed 2021 Planning Commission meeting schedule

5. STAFF COMMUNICATIONS

a. Project Updates

6. COMMISSIONER REPORTS/COMMENTS

7. ADJOURNMENT

This Planning Commission meeting is adjourned to January 5, 2021 at 7 p.m.

Decisions and Appeals - A decision of the Planning Commission is not final until the appeal period expires 10 days from the date of transmittal of the Commission's resolution to the City Clerk. The appeal period for the items on this Agenda will end on Monday, December 14, 2020 at 5:00 p.m., except that Agenda items which are forwarded to City Council for final action need not be appealed.



MINUTES PLANNING COMMISSION MEETING OCTOBER 20, 2020

The meeting of the El Cajon Planning Commission was called to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE.

COMMISSIONERS PRESENT: Paul CIRCO (Chair) / *(via virtual platform)*
Humbert CABRERA *(via virtual platform)*
Darrin MROZ *(via virtual platform)*
Rebecca POLLACK-RUDE *(via virtual platform)*
Anthony SOTTILE (Vice Chair) *(via virtual platform)*

COMMISSIONERS ABSENT: None

STAFF PRESENT: Melissa DEVINE, Planning Manager / *(via virtual platform)*
Morgan FOLEY, City Attorney / *(via virtual platform)*
Alfonso CAMACHO, Assistant Planner / *(via virtual platform)*
Ron Luis Valles, Administrative Secretary / *(via virtual platform)*

Chairman CIRCO explained the procedures of the virtual meeting, which is in compliance with the State of California Governor's Executive Order, and the County of San Diego's Health Officer's Orders.

PUBLIC COMMENT:

No email comments received before the meeting or online comments during the meeting.

CONSENT CALENDAR:

Agenda Item:	1
	Planning Commission minutes of October 6, 2020

Motion was made by SOTTILE, seconded by MROZ, to approve the October 6, 2020 minutes; carried 5-0.

PUBLIC HEARING ITEM:

Agenda Item:	2
Project Name:	Cordell Storage Containers
Request:	Allow four (4) prefabricated storage containers
CEQA Recommendation:	EXEMPT
STAFF RECOMMENDATION:	APPROVE
Project Number(s):	Conditional Use Permit (CUP) No. 2020-0006
Location:	1935 Cordell Court
Applicant:	Kirk Nelson, Design Intervention, Inc.; 949-376-5357
Project Planner:	Alfonso Camacho; acamacho@cityofelcajon.us; 619-441-1782
City Council Hearing Required?	No
Recommended Actions:	<ol style="list-style-type: none">1. Conduct the public hearing; and2. MOVE to adopt the next resolutions in order APPROVING the CEQA exemption and CUP No. 2020-0006, subject to conditions.

CAMACHO summarized the staff report through a PowerPoint presentation. Staff recommended that the Planning Commission adopt the resolutions approving the project.

The public hearing was opened. No public comments were received prior to or during the meeting.

No one spoke in favor or opposition.

Motion was made by CIRCO, seconded by SOTTILE, to close the public hearing; carried 5-0.

Motion was made by SOTTILE, seconded by CABRERA, to adopt the resolutions APPROVING the CEQA Exemption, and Conditional Use Permit No. 2020-0006, subject to conditions; carried 5-0.

The appeal period of this item ends at 5 p.m., Monday, November 2, 2020.

PUBLIC HEARING ITEM:

Agenda Item:	3
Project Name:	ECTLC Battery Storage
Request:	(6) Energy Storage Batteries with Screening
CEQA Recommendation:	EXEMPT
STAFF RECOMMENDATION:	APPROVE
Project Number(s):	Conditional Use Permit (CUP) No. 2020-0004
Location:	1523 – 1527 East Main Street

Applicant:	James Beach, EnerSmart Storage, LLC james@enersmartstorage.com , 619-333-6613	
Project Planner:	Alfonso Camacho; acamacho@cityofelcajon.us; 619-441-1782	
City Council Hearing Required?	No	
Recommended Actions:	3. Conduct the public hearing; and 4. MOVE to adopt the next resolutions in order APPROVING the CEQA exemption and CUP No. 2020-0004, subject to conditions.	

[CABRERA noted that he wanted to recuse himself from the next item. FOLEY asked if he received financial payments, CABRERA replied no but noted that he volunteers with the ECTLIC and did not want a negative impression. It was recommended that he abstain from this item. CABRERA's microphone was muted and video turned off during this item.]

CAMACHO summarized the staff report through a PowerPoint presentation. Staff recommended that the Planning Commission adopt the resolutions approving the project.

The public hearing was opened. No public comments were received prior to the meeting.

MROZ noted that there was an explosion of lithium ion battery several years in Arizona and was wondering about materials.

CIRCO recommended having color or mural on the screening wall around the battery components

Mr. James BEACH, the applicant, spoke in favor of the project and responded to MROZ and informed that the batteries are lithium iron and not ion. They will monitor and have quick emergency response conditions in place. He noted they support the idea of having a mural.

Mr. Mark LA MAGANA, the applicant's representative spoke in favor.

Mr. William FISCHBECK, a board member at the East County Transitional Living Center, spoke in favor of project.

In an online comment, John GIBSON thanked the Commission and noted that this project will benefit the ECTLIC.

Motion was made by CIRCO, seconded by MROZ, to close the public hearing; carried 4-0 (CABRERA, abstained).

Commissioners favored the project and liked the mural idea.

Motion was made by CIRCO, seconded by MROZ, to adopt the resolutions APPROVING the CEQA Exemption, and Conditional Use Permit No. 2020-0004, subject to conditions; carried 4-0 (CABRERA, abstained).

The appeal period of this item ends at 5 p.m., Monday, November 2, 2020.

OTHER ITEMS FOR CONSIDERATION:

DEVINE noted that the Planning Commission and staff was honored with a National Planning Month proclamation at the City Council meeting.

ADJOURNMENT:

Motion was made by CIRCO, seconded by SOTTILE, to adjourn the meeting of the El Cajon Planning Commission at 7:41 p.m. this 20th day of October 2020 until 7:00 p.m., Tuesday, November 3, 2020; carried 5-0.

Paul CIRCO, Chair

ATTEST:

Melissa DEVINE, Secretary



City of El Cajon

Community Development Department
Planning Division
PLANNING COMMISSION AGENDA REPORT

Agenda Item:	2
Project Name:	Neighborhood Healthcare Non-Profit Service Center
Request:	Community service organization – navigation and support center
CEQA Recommendation:	Exempt
STAFF RECOMMENDATION:	APPROVE
Project Number(s):	Conditional Use Permit No. 2020-0008 (CUP-2020-0008)
Location:	470 North Mollison Avenue
Applicant:	Mike DeLeon, Neighborhood Healthcare; 760-520-8601
Project Planner:	Spencer Hayes, shayes@cityofelcajon.us, 619-441-1656
City Council Hearing Required?	No
Recommended Actions:	<ol style="list-style-type: none"> 1. Conduct the public hearing; and 2. MOVE to adopt the next resolutions in order approving proposed CEQA exemption and CUP-2020-0008, subject to conditions.

PROJECT DESCRIPTION

The application proposes a community non-profit service and service navigation center. The subject property is located on the southwest corner of the intersection of East Madison and North Mollison Avenues and is addressed as 470 North Mollison Avenue. Proposed services range from enrollment assistance in government and medical programs to senior services, job training, food security and food pantry services, housing assistance, translation services (Arabic, Spanish, Russian, Chaldean), and community meeting space. Some of the services would be offered in partnership with Interfaith Community Services (Interfaith), and a dedicated Interfaith office space is shown in the project plans. Aside from minor tenant improvements, no new development is proposed.

BACKGROUND

General Plan:	MR (Medium Density Residential)
Specific Plan:	Specific Plan (SP) No. 513
Zone:	RM-2200 (Residential, Multi-family, 2,200 square foot)
Other City Plan(s):	CUP No. 116
Regional and State Plan(s):	N/A
Notable State Law(s):	N/A

Project Site & Constraints

The project site is approximately 77,000 square feet – 1.77 acres. The site includes a 12,504 square foot structure, 110 parking spaces, and approximately 7,400 square feet of landscaped area. The site is accessed from both East Madison and North Mollison Avenues and shares interconnecting access for parking with the Neighborhood Healthcare medical clinic to the north.

Surrounding Context

Properties surrounding the subject site are developed and zoned as follows:

Direction	Zones	Land Uses
North	O-P	Neighborhood Healthcare Clinic
South	RM-2200	Key Largo Apartments
East	RM-2200	The Terraces Apartments
West	RS-6	Cajon Valley Middle School Park

General Plan

The land use designation of the subject property is MR (Medium Density Residential) according to the General Plan Land Use Map. The MR designation is intended to accommodate residential density between 18 and 20 units per acre.

Municipal Code/Zoning Code

The zone for the subject site is RM-2200 (Residential, Multi-family, 2,200 square feet). The Residential Land Use Table in the El Cajon Municipal Code identifies various non-residential uses which may be considered in residential zones. Examples of non-residential uses include religious facilities, government building and service facilities, day care facilities, and non-profit service organizations devoted to serving the general public, as requested. Non-profit service organizations may be permitted upon the approval of a CUP.

Conditional Use Permit No. 116

In 1961, CUP No. 116 authorized development of a religious facility at the subject site. The church building was expanded as recently as 1978, however the site has remained largely unchanged since that time.

Specific Plan No. 513

The subject property and the adjacent property to the north—addressed as 855 East Madison Avenue and operated as a medical clinic by Neighborhood Healthcare—are governed by SP No. 513. The SP was approved by the El Cajon City Council in 2008 in conjunction with an expansion of the medical clinic; the expansion called for additional parking which could not be realized onsite. SP No. 513 authorizes 16 offsite parking spaces, which are provided on the subject property in perpetuity.

DISCUSSION

The proposal includes a community service organization and service navigation center operating from a former church building. Based on the project description (attached), a main focus of the center is to assist community members in navigating various governmental programs and enrollment processes. Examples of service navigation include: Cal Fresh enrollment, Medicare & MediCal enrollment, and housing assistance. Another key focus is placed on social services such as job counseling & job training (through partnership with Interfaith), translations services, safe meeting space for victims of domestic violence, and a senior peer program. In addition, some office space is reserved for administration and participant scheduling. Finally, the food pantry and food security services represent the only proposed form of direct aid from this site.

Parking

Pursuant to the parking standards in section 17.185.190 of the Zoning Code, general office uses require one (1) space per 250 square feet of gross floor area up to 10,000 square feet, plus one (1) space per 300 square feet for the next 15,000 square feet. Therefore, the parking requirement for this project is 48.

In addition to the 48 spaces required for the use as a community service center, the project site must also include 16 offsite parking spaces pursuant to SP No. 513, as discussed above. A total of 64 spaces must be available on the project site.

Project plans show a total of 110 parking spaces, exceeding the minimum Zoning Code and Specific Plan requirements. Conditions of approval require that an updated parking calculation be provided on plans prior to issuance of a change of occupancy building permit. In addition, conditions require that the 16 offsite parking spaces for use by the adjacent clinic be clearly identified near the interconnecting access gate between the two properties.

Performance Standards & Compatibility

All developments within the City are subject to the performance standards contained in Chapter 17.130 of the Zoning Code. Most applicable are the standards for property upkeep and noise. Noise standards include daytime, evening, and nighttime noise thresholds to ensure compatibility with the adjacent residential uses. Effects from noise are not anticipated during the normal operation of an indoor office or indoor community meeting room. Property upkeep standards ensure the exterior landscape areas and parking lot are maintained in a sanitary conditions, free of trash and debris.

Additionally, ongoing conditions of approval will ensure compatibility with surrounding uses. For example, staff acknowledges that public street parking is sometimes limited along East Madison Avenue near the intersection at North Mollison Avenue; proposed conditions state that the center's staff and patrons shall be directed to park onsite. Further, proposed conditions prohibit loitering and patrons queuing outdoors; all business shall be conducted indoors.

Exceptions to these requirements can be considered on a temporary basis, with prior Planning approval, during the ongoing public health crisis.

Police Recommendation

After reviewing the proposed plans and project description, the El Cajon Police Department has determined that the change in use will not have an impact on criminal activity, police department service, or public safety.

FINDINGS

Pursuant to ECMC section 17.50.060, the Planning Commission shall consider the following findings in order to make a determination:

- A. *The proposed use is consistent with applicable goals, policies, and programs of the general plan, and with any applicable specific plan;*

The proposed non-profit service and service navigation center is consistent with multiple goals and policies of the General Plan; Policy 5-8.1 calls for supportive services and facilities for persons with special needs, including the elderly, disabled, at-risk youth, people with substance abuse, and people living with AIDS/HIV; Policy 5-10.3 calls for City support of job training and placement services for the unemployed and underemployed; and, Goal 5-12 highlights the need for community services and facilities to serve those of lower and moderate income. Further, the proposed project is consistent with Specific Plan No. 513 since it preserves 16 required offsite parking spaces for the adjacent healthcare clinic to the north.

- B. *The proposed site plan and building design are consistent with all applicable use and development standards.*

No new development is proposed and Conditional Use Permit No. 116 permitted the existing site configuration. Development standards for parking are met because the proposed use has a lower parking requirement than the former religious facility use.

- C. *The proposed use will be operated in a manner that is compatible with existing and planned land uses in the vicinity of the proposed use.*

Performance standards and ongoing conditions of approval – such as requirements for staff and patrons parking onsite and for indoors operations only – will ensure the service center is compatible with existing uses and does not become a nuisance to surrounding residences.

- D. *The proposed use and project design will not be detrimental to the public health, safety, and general welfare, including but not limited to matters of noise, smoke, dust, fumes, vibration, odors, and hazards or excessive concentrations of traffic.*

A change of occupancy building permit shall be obtained to ensure the project is not detrimental to public health or safety. Effects from smoke, dust, fumes, vibration,

odors, or other hazards are not anticipated with the normal operation of a community service center. If the establishment does become a nuisance, the CUP serves as a mechanism of accountability and may be revoked.

E. *The proposed use is in the best interest of public convenience and necessity.*

The proposed non-profit community service organization would serve newcomer families, renters, job seekers, seniors and many others in El Cajon.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

The proposed project is exempt from the provisions of the California Environmental Quality Act (CEQA) according to section 15301 of the CEQA Guidelines. Section 15301 provides an exemption for the conversion of existing facilities involving the permitting of existing private structures with negligible or no expansion of use beyond that existing use. The project includes the conversion of an existing religious facility to a non-profit community service organization. No modifications outside minor tenant improvements are proposed. Therefore, sections 15301 is an appropriate exemption for the proposed project.

PUBLIC NOTICE & INPUT

A notice of application was mailed on October 21, 2020, to property owners and occupants within a 300-foot radius of the site informing them of this permit application. Subsequently, a notice of this public hearing was mailed on November 12, 2020, to all property owners within 300 feet of the project site and to anyone who requested such notice in writing, in compliance with Government Code sections 65090, 65091, and 65092, as applicable. Additionally, as a public service, the notice was posted in the kiosk at City Hall and on the City's website under "Public Hearings/Public Notices." The notice was also mailed to the two public libraries in the City of El Cajon, located at 201 East Douglas Avenue and 576 Garfield Avenue. No public comments have been received for this permit application.

RECOMMENDATION


The proposed community service organization is ideally located to serve the El Cajon valley. The center would assist in the navigation of complex enrollment processes and provide other needed social services. Staff's recommendation is that the Planning Commission approve CUP-2020-0008 subject to conditions.

PREPARED BY:



Spencer Hayes
ASSOCIATE PLANNER

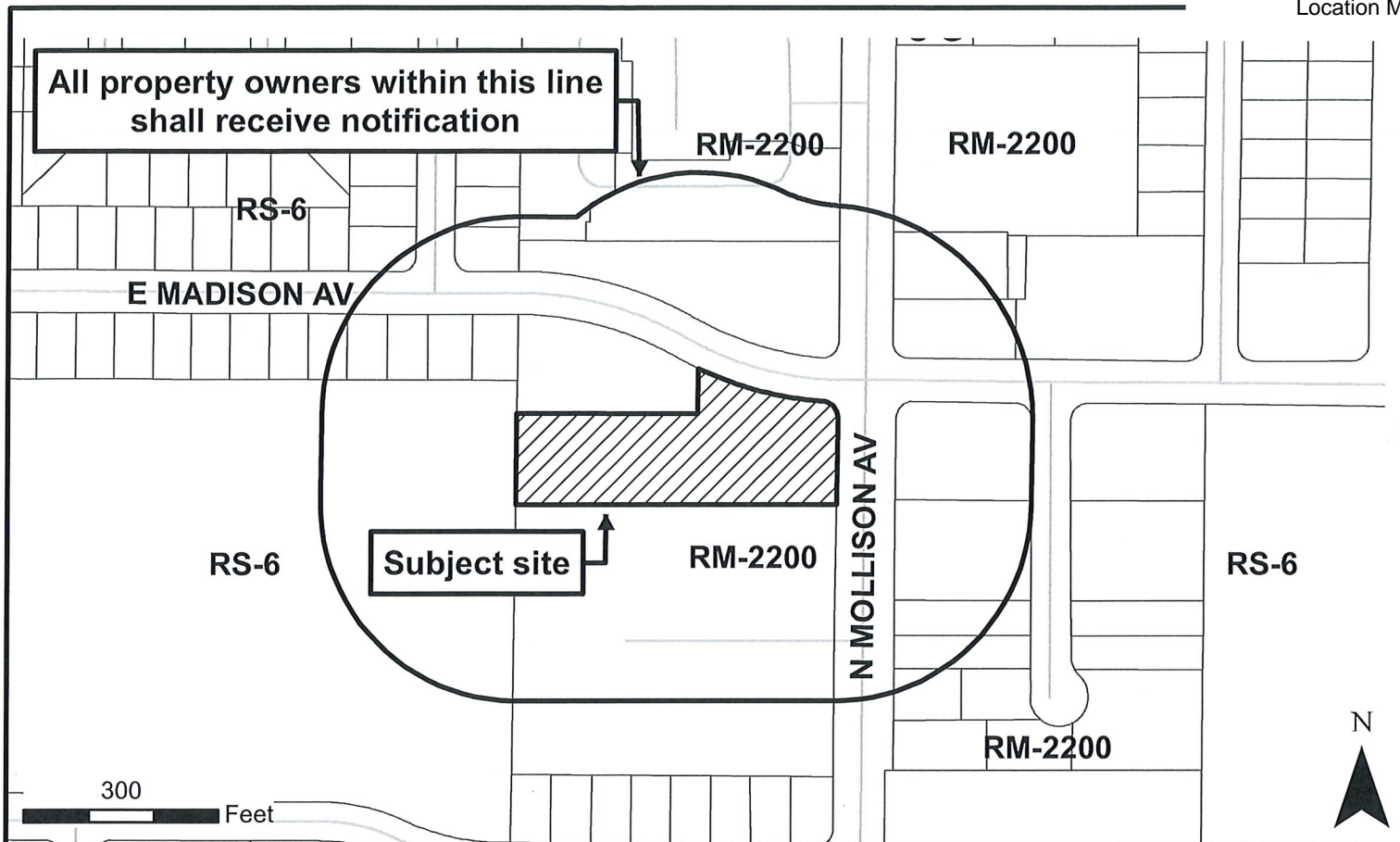
APPROVED BY:



Anthony Shute
DIRECTOR OF
COMMUNITY
DEVELOPMENT

ATTACHMENTS

1. Public Hearing Notice/Location Map
2. Proposed Resolution of APPROVAL for CEQA Exemption for CUP-2020-0008
3. Proposed Resolution of APPROVAL for CUP-2020-0008
4. Aerial Image of Subject Site
5. Application and Disclosure Statement
6. Applicant Project Description
7. Project Site Plan & Floor Plan



**NOTICE OF PROPOSED
CONDITIONAL USE PERMIT
NON-PROFIT COMMUNITY SERVICE ORGANIZATION**

NOTICE IS HEREBY GIVEN that the El Cajon Planning Commission will hold a public hearing at **7:00 p.m., Tuesday, December 1, 2020**, in the City Council Chambers, 200 Civic Center Way, El Cajon, CA, to consider:

CONDITIONAL USE PERMIT NO 2020-0008, as submitted by Karl Higgins of Higgins & Associates, Inc., requesting to permit a non-profit community service organization with services ranging from enrollment in government and medical programs, to senior citizen services, job training, and food security and food pantry services. Limited modification to the existing building is proposed. The subject property is located on the southwest corner of the intersection of East Madison Avenue and North Mollison Avenue and is addressed as 470 North Mollison Avenue. This project is exempt from the California Environmental Quality Act (CEQA).

The public is invited to attend and participate in this public hearing. The agenda report for this project will be available 72 hours prior to the Planning Commission meeting at <http://www.cityofelcajon.us/your-government/calendar-meetings-list>. Please contact Planning at 619-441-1742 if a paper copy of the agenda is needed.

Due to the highly contagious nature of the Covid-19 virus, the Planning Commission may attend the meeting telephonically. The City has provided alternative means to observe the meeting through participation in the online meeting. Meeting details will be available in the meeting agenda 72 hours in advance of the meeting.

Members of the public who wish to send comments on this item, or a Public Comment, are asked to follow the directions in the agenda to provide comments. Comments will be received up to the vote or conclusion of each item. The Planning Commission will endeavor to include all comments prior to taking action and will announce when the comment period for an item will conclude, prior to taking any action or concluding the discussion on the item.

If you challenge the matter 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, or prior to, the public hearing. The City of El Cajon encourages the participation of disabled individuals in the services, activities, and programs provided by the City. Individuals with disabilities who require reasonable accommodation in order to participate in the public hearing should contact Planning at 619-441-1742. More information about planning and zoning in El Cajon is available at <http://www.cityofelcajon.us/your-government/departments/community-development/planning-division>.

If you have any questions, or wish any additional information, please contact **Spencer Hayes** at 619-441-1656 or via email at shayes@cityofelcajon.us and reference "CUP-2020-0008" in the subject line.

PROPOSED PLANNING COMMISSION RESOLUTION

A RESOLUTION APPROVING CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) EXEMPTIONS 15301 (EXISTING FACILITIES) FOR CONDITIONAL USE PERMIT NO. 2020-0008 FOR A NON-PROFIT COMMUNITY SERVICE CENTER IN THE RESIDENTIAL MULTI-FAMILY, 2,200 SQUARE FOOT (RM-2200) ZONE, APN: 488-061-17, GENERAL PLAN DESIGNATION: MEDIUM DENSITY RESIDENTIAL (MR)

WHEREAS, the El Cajon Planning Commission duly advertised and held a public hearing on December 1, 2020, to consider Conditional Use Permit No. 2020-0008 (CUP-2020-0008), as submitted by Mike DeLeon of Neighborhood Healthcare, requesting approval of a non-profit community service organization in the Residential, Multi-family, 2,200 square foot (RM-2200) zone, on the southwest corner of the intersection of East Madison and North Mollison Avenues, and addressed as 470 North Mollison Avenue; and

WHEREAS, in accordance with CEQA Guidelines section 15061(b)(2), the Planning Commission reviewed and considered the information contained in the project staff report; and

WHEREAS, it is proposed that the project is exempt from the provisions of the California Environmental Quality Act (CEQA) according to section 15301 of the CEQA Guidelines. Section 15301 provides an exemption for the conversion of existing facilities involving the permitting of existing private structures with negligible or no expansion of use beyond that existing use. The project includes the conversion of an existing religious facility to a non-profit community service organization. No modifications outside minor tenant improvements are proposed. Therefore, section 15301 is an appropriate exemption for the proposed project, as the record of proceedings contains evidence to support the determination that the Class 1 & 2 Categorical Exemption applies; and

WHEREAS, no evidence was presented in proceedings that any of the conditions exist to provide exceptions to categorical exemptions as described in CEQA Guidelines section 15300.2, exist; and

NOW, THEREFORE, BE IT RESOLVED by the El Cajon Planning Commission as follows:

Section 1. That the foregoing recitals are true and correct, and are findings of fact of the El Cajon Planning Commission in regard to the proposed exemption for the non-profit community service and service navigation center.

Section 2. That based upon said findings of fact, the El Cajon Planning Commission hereby APPROVES the proposed CEQA exemption for Neighborhood Health's non-profit community service center.

[The remainder of this page intentionally left blank.]

Proposed Planning Commission Resolution

PASSED AND ADOPTED by the El Cajon Planning Commission at a regular meeting held December 1, 2020, by the following vote:

AYES:
NOES:
ABSTAIN:

Paul CIRCO, Chairperson

ATTEST:

Melissa DEVINE, Secretary

PROPOSED PLANNING COMMISSION RESOLUTION

A RESOLUTION APPROVING CONDITIONAL USE PERMIT NO. 2020-0008 FOR A NON-PROFIT COMMUNITY SERVICE CENTER IN THE RESIDENTIAL MULTI-FAMILY, 2,200 SQUARE FOOT (RM-2200) ZONE, APN: 488-061-17, GENERAL PLAN DESIGNATION: MEDIUM DENSITY RESIDENTIAL (MR)

WHEREAS, the El Cajon Planning Commission duly advertised and held a public hearing on December 1, 2020, to consider Conditional Use Permit No. 2020-0008 (CUP-2020-0008), as submitted by Mike DeLeon of Neighborhood Healthcare, requesting approval of a non-profit community service organization in the Residential, Multi-family, 2,200 square foot (RM-2200) zone, on the southwest corner of the intersection of East Madison and North Mollison Avenues, and addressed as 470 North Mollison Avenue; and

WHEREAS, the evidence presented to the Planning Commission at the public hearing includes the following:

- A. The proposed non-profit service and service navigation center is consistent with multiple goals and policies of the General Plan; Policy 5-8.1 calls for supportive services and facilities for persons with special needs, including the elderly, disabled, at-risk youth, people with substance abuse, and people living with AIDS/HIV; Policy 5-10.3 calls for City support of job training and placement services for the unemployed and underemployed; and, Goal 5-12 highlights the need for community services and facilities to serve those of lower and moderate income. Further, the proposed project is consistent with Specific Plan No. 513 since it preserves 16 required offsite parking spaces for the adjacent healthcare clinic to the north;
- B. No new development is proposed and Conditional Use Permit No. 116 permitted the existing site configuration. Development standards for parking are met because the proposed use has a lower parking requirement than the former religious facility use;
- C. Performance standards and ongoing conditions of approval—such as requirements for staff and patrons parking onsite and for indoors operations only—will ensure the service center is compatible with existing uses and does not become a nuisance to surrounding residences;
- D. A change of occupancy building permit shall be obtained to ensure the project is not detrimental to public health or safety. Effects from smoke, dust, fumes, vibration, odors, or other hazards are not anticipated with the normal operation of a community service center. If the establishment does become a nuisance, the CUP serves as a mechanism of accountability and may be revoked;

- E. The proposed non-profit community service organization would serve newcomer families, renters, job seekers, seniors and many others in El Cajon.

NOW, THEREFORE, BE IT RESOLVED that based upon said findings of fact, the El Cajon Planning Commission hereby APPROVES Conditional Use Permit No. 2020-0008 for a non-profit community service and service navigation center, on the above described property subject to the following conditions:

Planning

1. Prior to the issuance of a building permit and prior to operation of a community service center, the applicant shall submit a one-page revised digital site plan with the following modification:
 - a. Clearly identify 16 parking spaces for use by the adjacent medical clinic near the interconnecting access gate.
 - b. Pursuant Zoning Code section 17.185.190, provide a revised parking calculation utilizing the general office parking ratio of one (1) space per 250 square feet of gross floor area up to 10,000 square feet, plus one (1) space per 300 square feet for the next 15,000 square feet.
 - c. Include the 16 offsite parking spaces in the revised parking calculation.
 - d. The following are ongoing conditions of approval for CUP-2020-0008 and shall be included on the revised site plan:
 - i. This approval is for a non-profit community service center.
 - ii. Organization staff and community members/clients shall be directed to park onsite.
 - iii. No person shall intentionally loiter or stand at the community center site who is not actively seeking or engaging with the offered services and/or community meeting spaces.
 - iv. Property ownership, management, and community center staff shall actively ensure that all services are conducted indoors and that patron queuing does not extend into pedestrian paths and drive aisles. Exceptions to this requirement may be permitted on a temporary basis and with prior Planning approval.
 - v. The development shall operate in compliance with the performance standards listed in section 17.115.130 of the Zoning Code.

Building and Fire Safety

2. A building permit showing compliance with applicable Building and Fire Codes is required for this project.

3. This project must comply with Title 24 disabled access regulations.

General

4. The existence of this conditional use permit shall be recorded with the County Recorder.
5. The community service center shall be operated in substantial conformance with conditions as presented in the Planning Commission staff report titled Conditional Use Permit No. 2020-0008, dated December 1, 2020, except as modified by this resolution. Operation of the use in violation of the conditions of approval is grounds for revocation.
6. If this permit is not legally exercised within one year of project approval, and a written request for an extension of time has not been received and subsequently approved by the Planning Secretary within the same time period, this conditional use permit shall be considered null and void pursuant to El Cajon Zoning Code section 17.35.010.
7. The Planning Commission may at any time during the life of this use permit, after holding a properly noticed public hearing, and after considering testimony as to the operation of the approved use, revoke the permit, or modify the permit with any additional conditions as it deems necessary, to ensure that the approved use continues to be compatible with surrounding properties and continues to be operated in a manner that is in the best interest of public convenience and necessity and will not be contrary to the public health, safety or welfare. At such hearing the applicant may appear and object under applicable law to any potential revocation or modification of the conditions of approval.
8. If this Conditional Use Permit is revoked, any subsequent use of the property must comply with the currently adopted El Cajon Zoning Code.

[The remainder of this page intentionally left blank.]

Proposed Planning Commission Resolution

PASSED AND ADOPTED by the El Cajon City Planning Commission at a regular meeting held December 1, 2020, by the following vote:

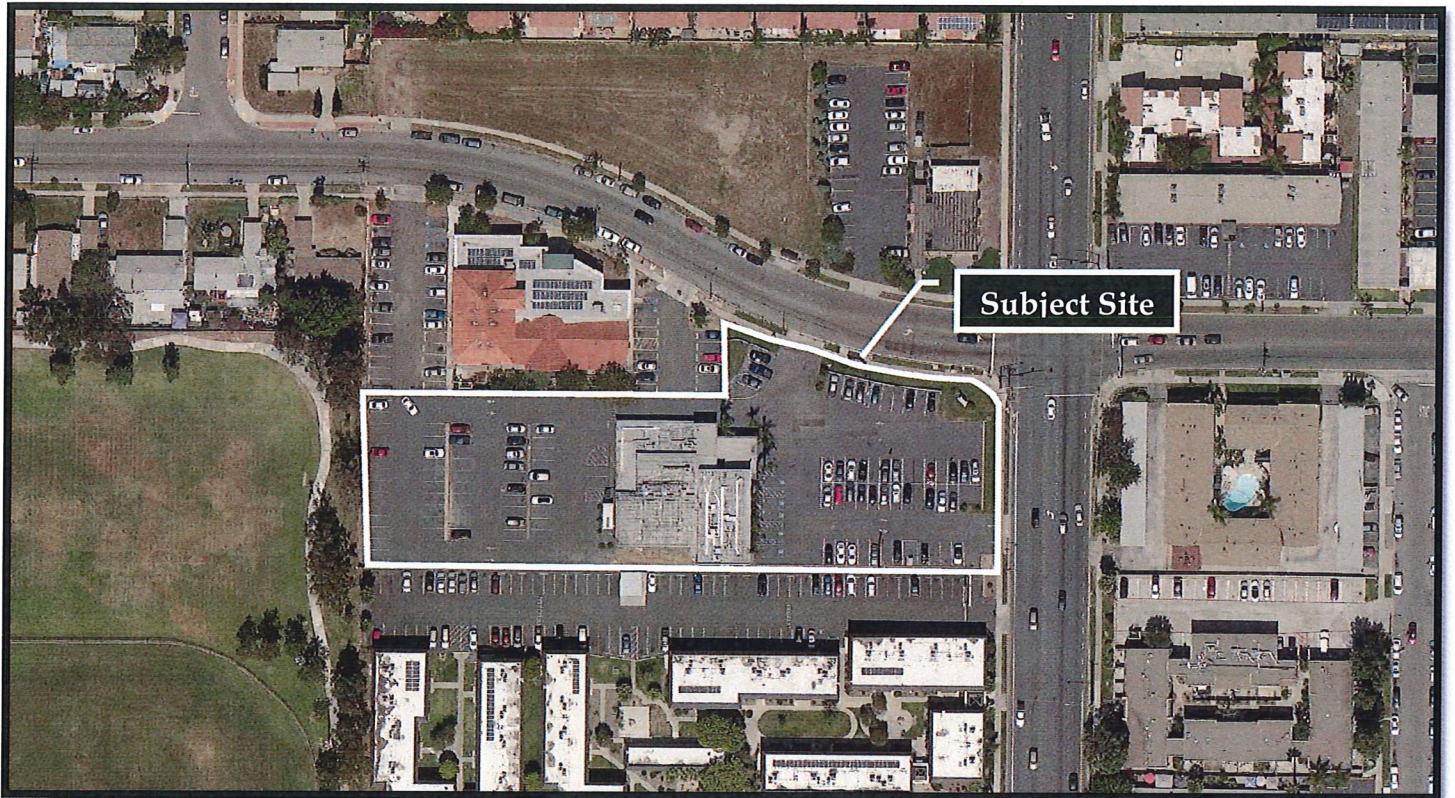
AYES:
NOES:
ABSENT:

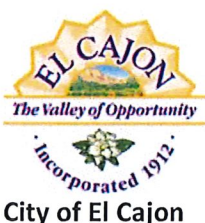
Paul CIRCO, Chairperson

ATTEST:

Melissa DEVINE, Secretary

Aerial Image
470 North Mollison Avenue





Project Assistance Center
PLANNING PERMIT APPLICATION

Type of Planning Permit(s) Requested:

<input type="checkbox"/> AZP Administrative Zoning Permit	<input checked="" type="checkbox"/> CUP Conditional Use Permit	<input type="checkbox"/> LLA Lot Line Adjustment	<input type="checkbox"/> MA Minor Amendment
<input type="checkbox"/> MUP Minor Use Permit	<input type="checkbox"/> PRD Planned Residential Development	<input type="checkbox"/> PUD Planned Unit Development	<input type="checkbox"/> SDP Site Development Plan Permit
<input type="checkbox"/> SP Specific Plan	<input type="checkbox"/> SCR Substantial Conformance Review	<input type="checkbox"/> TPM Tentative Parcel Map	<input type="checkbox"/> TSM Tentative Subdivision Map
<input type="checkbox"/> VAR Variance	<input type="checkbox"/> ZR Zone Reclassification	<input type="checkbox"/> Other: _____	

Project Location

Parcel Number (APN): 488-061-17

Address: 470 N. Mollison, El Cajon

Nearest Intersection: Madison Ave.

Project Description (or attach separate narrative)

See attached.

Project Screening Questions

Existing use?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	If yes, please describe: Parking/Church/Office
Modification of use?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Parking/Admin
New development or addition?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	
Existing Structures?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Age of the structures: 1987

Demolition or substantial modification proposed to site improvements or structures?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<u>None</u>
Tenant improvements proposed?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<u>No</u>
Existing vegetation or trees on site proposed for removal?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<u>No</u>
Proposed grading?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	<u>Proposed quantities of cut and/or fill. None</u>

Applicant Information (the individual or entity proposing to carry out the project; not for consultants)

Company Name: Neighborhood Healthcare

Contact Name: Mike DeLeon, Facilities Director

Mailing Address: 2180 Chablis Ct., #107, Escondido CA 92029

Phone: 760-520-8601 Email: mike.deleon@nhcare.org

Interest in Property: ☒ Own ☐ Lease ☐ Option

Project Representative Information (if different than applicant; consultant information here)

Company Name: Higgins and Associates Inc.

Contact Name: Karl Higgins License: N/A

Mailing Address: 1247 Firecrest Way, Fallbrook CA 92028

Phone: 619-888-5525 Email: karlhiggins1955@charter.net

Property Owner Information (if different than applicant)

Company Name: Same as Applicant

Contact Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Hazardous Waste and Substances Statement

Section 65962.5(f) of the State of California Government Code requires that before the City of El Cajon accepts as complete an application for any discretionary project, the applicant submit a signed statement indicating whether or not the project site is identified on the State of California Hazardous Waste and Substances Sites List. This list identifies known sites that have been subject to releases of hazardous

chemicals, and is available at <http://www.calepa.ca.gov/sitecleanup/corteselist/>. Check the appropriate box and if applicable, provide the necessary information:

The development project and any alternatives proposed in this application:

☒ is/are NOT contained on the lists compiled pursuant to Government Code Section 65962.5.

☐ is/are contained on the lists compiled pursuant to Government Code Section 65962.5.

If yes, provide Regulatory Identification Number: _____ Date of List: _____

Authorization

Applicant Signature¹: Karl Higgins Digitally signed by Karl Higgins
Date: 2020.07.24 05:56:01 -0700 Date: July 22, 2020

Property Owner
Signature²: See attached for Dr. Rakesh Patel, CEO Digital signature Date: July 22, 2020

1. **Applicant's Signature:** I certify that I have read this application and state that the above information is correct, and that I am the property owner, authorized agent of the property owner, or other person having a legal right, interest, or entitlement to the use of the property that is the subject of this application. I understand that the applicant is responsible for knowing and complying with the governing policies and regulations applicable to the proposed development or permit. The City is not liable for any damages or loss resulting from the actual or alleged failure to inform the applicant of any applicable laws or regulations, including before or during final inspections. City approval of a permit application, including all related plans and documents, is not a grant of approval to violate any applicable policy or regulation, nor does it constitute a waiver by the City to pursue any remedy, which may be available to enforce and correct violations of the applicable policies and regulations. I authorize representatives of the City to enter the subject property for inspection purposes.
2. **Property Owner's Signature:** If not the same as the applicant, property owner must also sign. A signed, expressed letter of consent to this application may be provided separately instead of signing this application form. By signing, property owner acknowledges and consents to all authorizations, requirements, conditions and notices described in this application. Notice of Restriction: property owner further acknowledges and consents to a Notice of Restriction being recorded on the title to their property related to approval of the requested permit. A Notice of Restriction runs with the land and binds any successors in interest.

Pre-application Conference

The purpose of a pre-application conference is to provide you an opportunity to review your project with City staff in a preliminary form to finalize submittal requirements and receive a cursory identification of potential issues. **A pre-application is required unless waived by staff.**

Conference date: _____

Application Submittal

To submit your application, **it must be done by appointment** scheduled in advance for all Level 3, 4, & 5 project reviews, unless waived by staff. It is recommended for projects that will subsequently meet the criteria for a Level 1-C review through Level 2.

Appointment date: Electronic submission per COVID 19

chemicals, and is available at <http://www.calepa.ca.gov/sitecleanup/corteselist/>. Check the appropriate box and if applicable, provide the necessary information:

The development project and any alternatives proposed in this application:

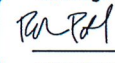
- ☒ is/are NOT contained on the lists compiled pursuant to Government Code Section 65962.5.
☐ is/are contained on the lists compiled pursuant to Government Code Section 65962.5.

If yes, provide Regulatory Identification Number: _____ Date of List: _____

Authorization

Applicant Signature¹: _____ Date: July 22, 2020

Property Owner
Signature²:

DocuSigned by:

 FC4DB6E6A60640F...

Date: July 22, 2020

1. **Applicant's Signature:** I certify that I have read this application and state that the above information is correct, and that I am the property owner, authorized agent of the property owner, or other person having a legal right, interest, or entitlement to the use of the property that is the subject of this application. I understand that the applicant is responsible for knowing and complying with the governing policies and regulations applicable to the proposed development or permit. The City is not liable for any damages or loss resulting from the actual or alleged failure to inform the applicant of any applicable laws or regulations, including before or during final inspections. City approval of a permit application, including all related plans and documents, is not a grant of approval to violate any applicable policy or regulation, nor does it constitute a waiver by the City to pursue any remedy, which may be available to enforce and correct violations of the applicable policies and regulations. I authorize representatives of the City to enter the subject property for inspection purposes.
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Appointment date: Electronic submission per COVID 19



Project Assistance Center
Planning Group
DISCLOSURE STATEMENT

Disclosure Statement

This statement is intended to identify and avoid potential conflicts of interest that may exist between the project proponents and the decision makers; including City staff, Planning Commissioners, and City Council members.

The following information must be disclosed:

1. List the names and addresses of all persons having a financial interest in the application.

Neighborhood Healthcare	1540 E. Valley Parkway
	Escondido, CA 92027

List the names and address of all persons having any ownership interest in the property involved.

Neighborhood Healthcare	1540 E. Valley Parkway
	Escondido, CA 92027

2. If any person identified pursuant to (1) above is a corporation or partnership, list the names and addresses of all individuals owning more than 10% of the shares in the corporation or owning any partnership interest in the partnership.

The corporation is a non profit public service organization

3. If any person identified pursuant to (1) above is a trust, list the name and address of any person serving as trustee or beneficiary or trustor of the trust.

n/a

4. Have you or your agents transacted more than \$500.00 worth of business with any member of City staff, Boards, Commissions, Committees and Council within the past 12 months or \$1,000.00 with the spouse of any such person? Yes _____ No x _____

If yes, please indicate person(s), dates, and amounts of such transactions or gifts.

"Person" is defined as "Any individual, proprietorship, firm, partnership, joint venture, syndicate, business trust, company, corporation, association, committee, and any other organization or group of persons acting in concert." Gov't Code §82047.

DocuSigned by:

Rakesh Patel

11/25/2020 | 11:12 AM PST

Dr. Rakesh Patel, M.D. CEO

FC4DB6E6A60640F...
Signature of applicant / date

Print or type name of applicant

NOTE: Attach appropriate names on additional pages as necessary.

Updated Project Description—470 N. Mollison Ave., El Cajon

Neighborhood Healthcare is a non-profit healthcare service organization dedicated to serving the general public in El Cajon. Neighborhood has a clinic at 855 E. Madison Ave. That location serves approximately 50,000 patient visits annually. Neighborhood has been in El Cajon since 1994.

Adjacent to Neighborhood's clinic is 470 N. Mollison, the site of a former church which Neighborhood leased as an overflow parking lot. An electric gate, owned by Neighborhood, separates the western church parking lot from Neighborhood's western parking lot as well. Neighborhood purchased the church parcel in July of 2020.

The APN is 488-061-17. The parcel is 1.77 acres and is zoned RM2200. The general plan land use category is residential, multi-family. The parcel currently has a CUP-#116 overlaid for church use. Neighborhood, as a non-profit healthcare service organization dedicated to serving the general public, intends to file an application requesting a new Minor CUP for parking and use of the existing offices, but will not provide medical services in that location. Neighborhood will provide the following social services to the public in concert with a partnership with Interfaith Community Services for some program elements.

- Cal Fresh enrollment
- Medicaid/MediCal enrollment assistance Medicare
- Housing assistance
- Transportation assistance/vouchers/rideshare
- Senior services/Senior Peer Program
- Employment counseling w/partner Interfaith that would include specimen collections
- Job skills training w/partner Interfaith
- Job Shadowing w/local students
- Food Pantry Assistance and Prepaid gift cards for grocery stores
- Safe haven meeting space for DV victims
- Foreign language translation services, Arabic, Spanish, Russian, Chaldean
- Call center for confirmation of appointments
- Breakroom

- Conference Room
- Medical record transcription
- Covered California enrollment
- SDG&E discount enrollment
- 211 support
- Community food pantry

Neighborhood has no plans to change the building other than interior TIs or parking lot restriping unless there are code update issues.

Geographically, to the north of the parcel is multi-family residential, some commercial fronting Mollison Ave., and Interstate 8. To the east is additional multi-family residential and some commercial fronting Madison Ave. To the south is multi-family residential. To the west, and immediately adjacent to the subject parcel is Neighborhood Healthcare. Farther west is El Cajon City Park and Cajon Valley Middle School.

Topographically, the site is flat. The parcel is 100% developed with a 6,584 sq. ft single story church building and attached 5,840sq ft two story classroom building. The church and classroom buildings are a combination of painted CMUs and colored stucco over wood frame. The parking lot contains 5 ADA spaces, an ADA Path of Travel and 110 total parking spaces divided into an east and west parking lot separated by the church and classroom buildings. No light standards are visible in the parking lots. Eight large palm trees are adjacent to the north and east edge of the church and classroom buildings. A painted attached wooden trellis is present along the southwest portion of the church building. Building setbacks are landscaped along the parcel frontage of Madison Ave. and Mollison Ave. There is a fire hydrant and covered bus stop for MTS Route 864 at the SW intersection of Madison and Mollison. Utilities are onsite serving the current buildings. A trash bin pad is located on the west parking lot without an enclosure, gates or a roof. Six-foot metal fencing is present on the west, south and some northerly portions of the subject parcel. There are no fences abutting street frontage along Madison or Mollison.

Point of Contact—Karl Higgins, Project Applicant for Neighborhood Healthcare
619-888-5525; karlhiggins1955@charter.net

V1 kh 6/22/2020

V2 kh 7/22/2020

V3 kh 9/2/2020

KEY NOTES: #

1. MASONRY CMU WALL ±3FT HIGH
2. MASONRY CMU WALL ±6FT HIGH
3. HEAVY-DUTY CHAINLINK FENCE WEST EDGE OF WEST LOT ABUTTING ATHLETIC FIELDS
4. PARKING LANDSCAPE STRIP (±3FT WIDE), TRASH AREA.
5. TRASH AREA.
6. BLACK METAL FENCE, ±6FT. HIGH.
7. BLACK METAL ACCESS GATE MANUAL ±6FT. CROSS ACCESS BETWEEN LOTS.
8. OUTDOOR SITTING AREA (COVERED).
9. FIXED STD.CHAINLINK FENCE. NO ACCESS BETWEEN LOTS.
10. CARPORT CANOPY WITH PV. SOLAR PANELS.

11. BUS STOP.
12. TRASH BIN.
13. FIRE HYDRANT.
14. MONUMENT SIGN.
15. STD. 9X18FT. PARKING STALL.
16. TRANSFORMER, AND BOLLARDS
17. EMPLOYEES' OUTDOOR SEATING AREA.
18. CROSS ACCESS.
19. LANDSCAPE.
20. PATH OF TRAVEL.
21. CURB RAMP.
22. TRAFFIC LIGHT POLE WITH PEDESTRIAN CROSSING CONTROLS.

23. MAIN ACCESS ENTRY.
24. FIRE DEPARTMENT CONNECTION.
25. WATER METER.
26. "NO PARKING" SIGN.
27. TELEPHONE POLE.
28. LIGHT POLE.
29. POWER POLE.
30. LIGHT FIXTURE MOUNTED ON BUILDING
31. "NO 2HR PARKING" SIGN.
32. LIGHT CONTROL PANEL.
33. GAS METER.

BLDG. AREAS:

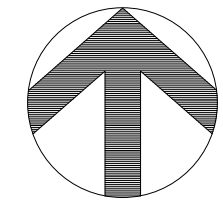
855 E. MADISON
CLINIC 9,198 S.F.
LOT=0.84 AC.
LANDSCAPE= 5,662.52 S.F.
COVERAGE= 9198SF.=25.14%

470 N. MOLLISON AVE.
CHURCH 12,504 S.F.
LOT= 1.77 AC.
LANDSCAPE= 7441.32 S.F.
COVERAGE= 12,504SF=16.21%

PARKING RATIOS:

CLINIC: 42 STALLS / 9,198 SF = 1.14 STALLS/250 SF
(MIN. PER TABLE 17.185.190 = 1/250 SF)

CHURCH: 110 STALLS / 12,504 SF = 1.76 STALLS/200 SF
(MIN. PER TABLE 17.185.190 = 1/200 SF)



MOUR GROUP
ENGINEERING + DESIGN

6593 RIVERDALE ST. SAN DIEGO CA. 92120
PH. +01 619-727-4800

OFFICE/
PROFESSIONAL USE

RESIDENCIAL USE (MULTI-FAMILY)

OWNER:
NE2001 NEIGHBORHOOD
HEALTHCARE
855 E. MADISON AVE.
EL CAJON, CA 92020

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DATE: JULY 14, 2020

PROJECT NUMBER:

DRAWN: AB

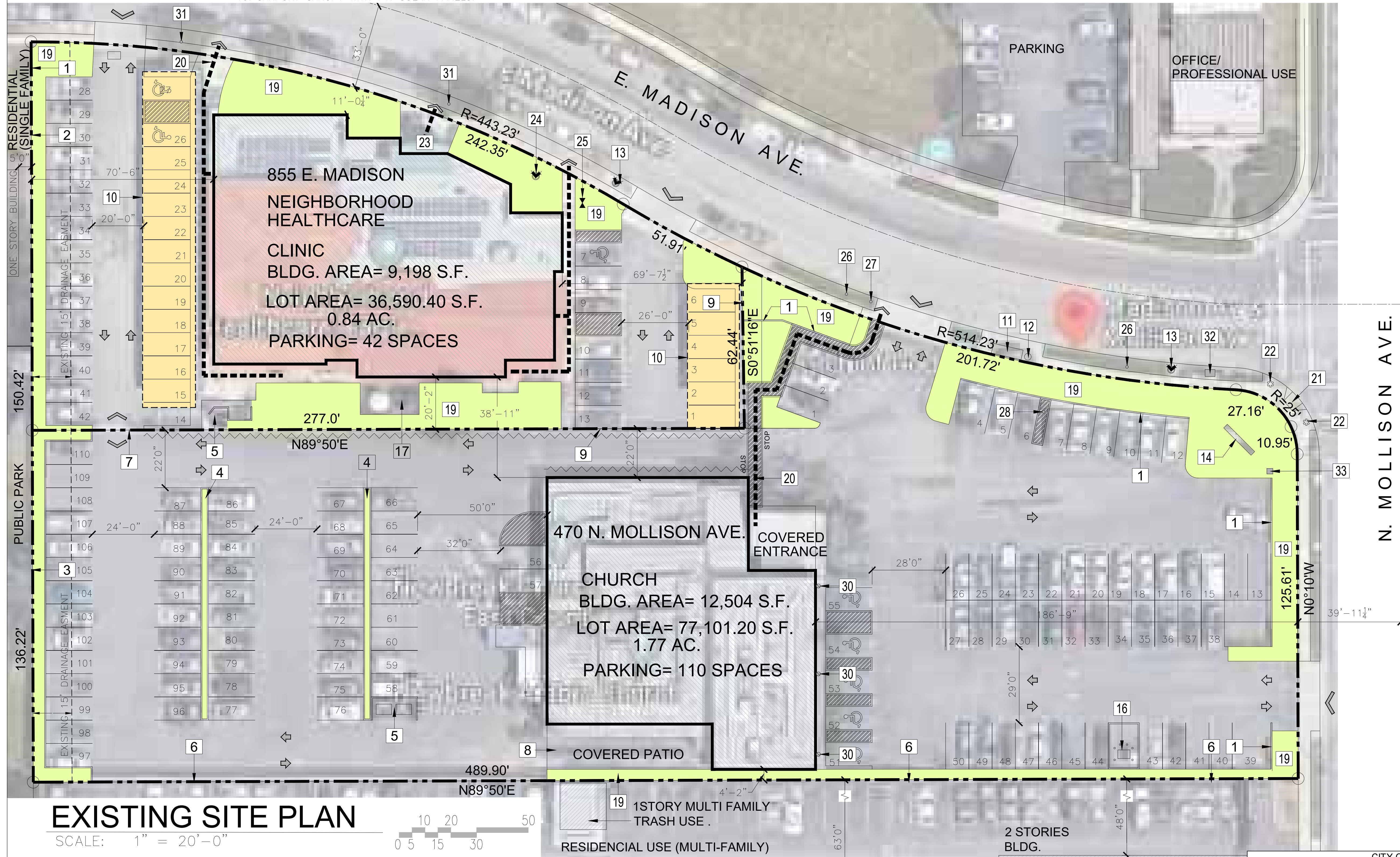
SCALE AS SHOWN

SHEET TITLE:

**SITE PLAN
EXISTING**

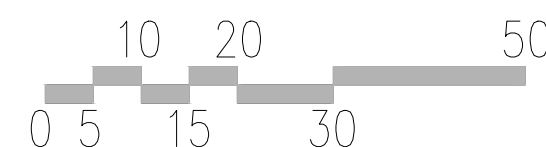
SHEET #

AS001

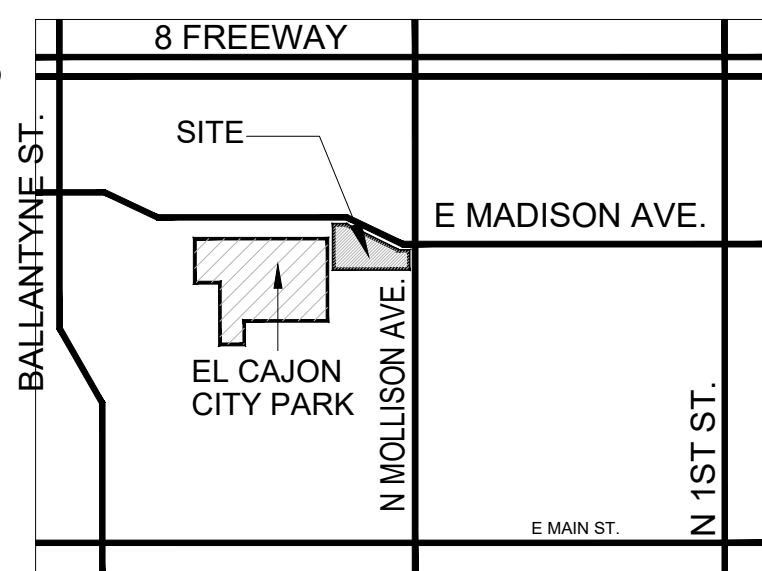


EXISTING SITE PLAN

SCALE: 1" = 20'-0"

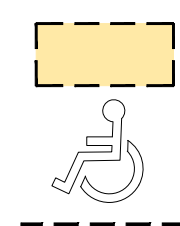


VICINITY MAP



LEGEND

- LANDSCAPE AREA.
- SAFETY STRIPING.
- BUILDING STRUCTURE.



- COVERED AREA.
- ACCESSIBLE PARKING STALL.
- ACCESSIBLE PATH OF TRAVEL.

- FIRE LANE.
- # PARKING COUNT (ROW)
- PROPERTY LINE

CITY OF EL CAJON

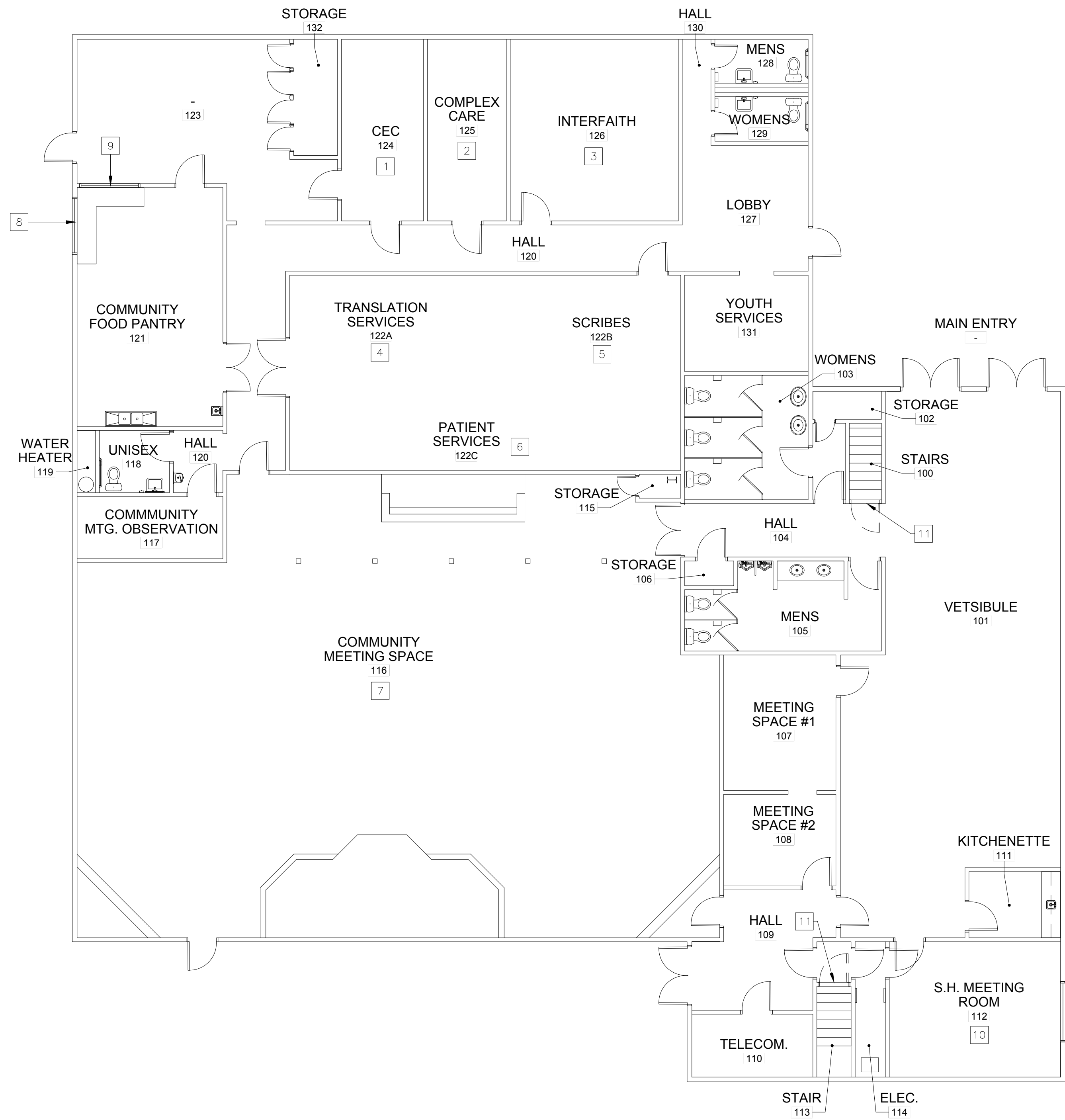
PERMIT NO. _____

APPLICANT: _____
ASSESSOR PARCEL NO(S): _____
REQUEST: _____

PC RESOLUTION No. _____
CC RESOLUTION No. _____
ORDINANCE No. _____

APPROVED BY: _____

DATE: _____



1 FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"

5 10 15 20

FLOOR PLAN KEYNOTES:

- 1 CERTIFIED ENROLLMENT COUNSELORS (CEC'S) – CAL FRESH, MEDI-CAL, COVERED CALIFORNIA, SDG&E DISCOUNT AND MEDICAID ENROLLMENT AND RENEWAL SERVICES
- 2 COMPLEX CARE RESOURCE SPECIALIST – OUTREACH FOR HEALTH HOME PROGRAM, HIGH TOUCH SOCIAL DETERMINANTS OF HEALTH
- 3 INTERFAITH – HOUSING ASSISTANCE, TRANSPORTATION ASSISTANCE (VOUCHERS/RIDESHARE), SENIOR SERVICES / SENIOR PEER PROGRAM COMMUNITY FOOD PANTRY ASSISTANCE FOR FOOD INSECURITIES, GROCERY STORE GIFT CARDS
- 4 TRANSLATION SERVICES – FOREIGN LANGUAGE SPEAKING TRANSLATORS FOR REMOTE INTERPRETATION SERVICES (ARABIC, SPANISH, RUSSIAN, CHALDEAN)
- 5 MEDICAL TRANSCRIPTION/SCRIBES – EMPLOYEES THAT LISTEN TO PATIENT AND PROVIDER COMMUNICATIONS DURING EACH VISIT, AND TRANSCRIBING DETAILS AND FOLLOW UP INTO THE ELECTRONIC HEALTH RECORD PROGRESS NOTE SECTION
- 6 PATIENT SERVICES REPRESENTATIVE/CALL CENTER –EMPLOYEES THAT CONFIRM AND MAKE APPOINTMENTS, AS WELL AS CHECK PATIENT ELIGIBILITY FOR SERVICES
- 7 COMMUNITY MEETING SPACE, CONFERENCE ROOM AND INDIVIDUAL MEETING ROOMS – SERVICE ORGANIZATIONS (ROTARY, SOROPTIMIST, OPTIMIST, CHARITABLE NON-PROFITS ETC) ALCOHOLICS ANONYMOUS, ALA NON, VICTIMS OF DOMESTIC VIOLENCE, NUTRITIONAL COUNSELING ETC
- 8 FOOD SERVICE WINDOW (EXTERIOR)
- 9 FOOD SERVICE WINDOW (INTERIOR)
- 10 SAFE HAVEN MEETING ROOM– DOMESTIC VIOLENCE VICTIMS.
- 11 NEW WALL AND MAINTENANCE ACCESS PANEL, SEE GENERAL NOTE 'A' BELOW.

GENERAL NOTES:

- A. EXISTING SECOND FLOOR WILL NOT BE OCCUPIED BUT SEALED OFF FROM THE GROUND FLOOR AND REMAINDER OF BUILDING, WITH ONLY MAINTENANCE AND SERVICE ALLOWED.
- B. ADDITIONAL SERVICES OFFERED INCLUDE:
- EMPLOYMENT COUNSELING W/PARTNER INTERFAITH THAT WOULD INCLUDE SPECIMEN COLLECTIONS
 - JOB SKILLS TRAINING W/PARTNER INTERFAITH
 - JOB SHADOWING W/LOCAL STUDENTS
 - BREAKROOM
 - 211 SUPPORT



OWNER:
**NE2001 NEIGHBORHOOD
HEALTHCARE**
855 E MADISON AVE.,
EL CAJON, CA 92020

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DATE: JULY 14, 2020

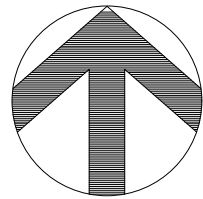
PROJECT NUMBER:

DRAWN: AB

SCALE AS SHOWN

SHEET TITLE:
**FIRST FLOOR
PLAN**

SHEET #
A100





City of El Cajon

Community Development Department
Planning Division
PLANNING COMMISSION AGENDA REPORT

Agenda Item:	3
Project Name:	Business & Economic Development Post-COVID
Request:	Informational Item
CEQA Recommendation:	EXEMPT
STAFF RECOMMENDATION:	PROVIDE INPUT
Project Number(s):	N/A
Location:	Citywide
Applicant:	Community Development Department
Project Planner:	Melissa Devine; mdevine@cityofelcajon.us; 619-441-1773
City Council Hearing Required?	No
Recommended Actions:	1. Provide feedback on recommendations

PROJECT DESCRIPTION

Covid-19 has devastated El Cajon businesses. Today, businesses are operating at reduced capacity and were closed for long periods during stay at home orders. The City of El Cajon assisted many businesses through the distribution of CARES Act funding, providing short-term financial assistance. City leadership wants to look beyond the immediate short-term needs to consider potential fundamental changes to development and permit processes to keep businesses open, foster growth, create new opportunities for small businesses, and incentivize developers and private investors to build in El Cajon. If the Planning Commission recommends that staff continue working on these efforts, a resolution of intent will be brought back before the Planning Commission in January 2021.

Economic Development Initiatives

The City Council recently re-confirmed and extended temporary measures to assist businesses with continuing their operations during COVID-19 restrictions. Businesses with restrictions on indoor capacity such as restaurants and gyms can move outdoors with a no cost Temporary Use Permit. Sidewalk dining is permitted without a Conditional Use Permit. Businesses such as physical fitness training can operate in parks without a fee. Code enforcement is also temporarily paused on banners.

In addition to those measures, the following ideas would require further action through changes to the Zoning Code and City processes. Staff requests Planning Commission provide input into these ideas and add any additional ideas to help local businesses in El Cajon.

Initiative	Purpose	Next Steps
Outdoor Merchandise Displays	Create new provision for outdoor display	Zoning Code Amendment
Food Trucks/Stalls	<ul style="list-style-type: none"> • Streamline approvals • Standards instead of a permit process • Allow in the M zone 	Zoning Code Amendment/Policy Manual
New Business Incubators	<ul style="list-style-type: none"> • Expand Home Occupation Businesses • Allow for employees and customers 	Zoning Code Amendment
Commercial & Industrial Re-use Parking	Allow for reuse of existing commercial/industrial buildings with any permitted use with no additional required parking	Zoning Code Amendment
Create deviation process	Create deviation process (administrative relief) for any provision of the Zoning Code (development standards and parking)	Zoning Code Amendment
Streamlining	<ul style="list-style-type: none"> • Change the screening criteria for both SCRs and Minor Amendments to allow more projects to be eligible for these lower level processes. • Evaluate land uses and required permits 	Zoning Code Amendment Amend SCR & MA Policies
Adaptive Re-Use	<ul style="list-style-type: none"> • Consider expanding allowed uses in existing commercial buildings (e.g. lighter industrial uses in the C-R zone) • Allow residential conversion in the O-P and C-N zones 	Zoning Code Amendment

DISCUSSION

The following recommendations were compiled as a result of discussions over the past few years with business owners and developers. The Zoning Code is static and does a limited job of anticipating future changes or needs. The ideas below are intended to build more flexibility into the regulations while still ensuring compatibility, protecting the community and quality of life. If the Planning Commission supports further investigation of these ideas, staff will return with more refined proposals to initiate a Zoning Code Amendment.

Outdoor Display

Retail businesses are not permitted to display retail items outdoors with a few exceptions. The opportunity to display a rack of clothing or a table of home goods outside of a business could help increase visibility and boost retail sales. This concept is successful in many pedestrian-oriented retail areas with appropriate limitations on the location and amount of display area.

Food Trucks or Food Stalls

Food trucks require approval of an Administrative Zoning Permit to operate at a specific location in only a commercial zone. Since 2015, when food trucks were permitted in El Cajon, only one permit has been approved. Many food truck operators want to operate on a limited-time basis at various locations. Establishing standards for their operation instead of requiring a location-specific permit would allow food trucks to operate on a temporary basis on commercial or industrial properties. This is similar to recent changes that allow outdoor dining by right without a permit subject to location standards. The County Department of Environmental Health continues to regulate food trucks for health and safety purposes and issues permits to that effect.

Expanded Home Occupation Businesses

Home-based business must apply for a business license in El Cajon but do not need a special permit. Current regulations allow only for a home office and prohibit employees or customers from accessing business services or goods at houses, limit the storage of merchandise to a truck or trailer, and prohibit signs. The exception to this is for limited Cottage Food Operation businesses, which do allow for one employee and for customers to purchase goods at the home. Allowing for limited numbers of employees or customers to access a home-based business expands the types of businesses that may be able to start at a home location before moving on to a commercial property. Other jurisdictions in the region allow for limited numbers of customers such as clients of a tax preparer to visit the home for service. Home-based businesses also locate neighborhood services close to

where people live reducing the need for people to travel for these services and aligns with the City's Sustainability Initiative.

Commercial & Industrial Re-Use

Parking standards currently attribute required parking to the use of the building. For example, if a new manufacturing business moves into a building previously used for warehousing, the parking requirement increases from one space per 1,000 square feet to one space per 600 square feet of building area. If a site lacked sufficient parking, the new business would not be allowed to locate there. A change to these regulations could require new parking only when a site is developed or redeveloped and allow existing buildings to change uses without a review of the parking. This would allow for flexibility in the use of commercial and industrial buildings. The Planning Commission approved a similar change to the Zoning Code allowing for new restaurants to locate in commercial buildings without additional parking.

Deviation Process

On a regular basis, project applicants approach city staff with ideas for infill projects that do not meet specific development standards. An example is project that is short one or two parking spots. Currently, the only process available for these types of requests is a Variance outside of the areas within the Downtown Master Plan and Mixed-Use Overlay. A deviation process would allow for more projects that have merit but do not meet all the standards to be brought forward for consideration either by the Planning Commission or for more minor deviations a decision at the staff level. This would allow for "creative" projects and uses that do not fit within the "box" of the Zoning Code and foster new potential development or redevelopment in El Cajon.

Streamlining

The Substantial Conformance Review (SCR) and Minor Amendment (MA) processes were created in 2013 to allow for changes to approved or developed projects without a formal amendment of the development permit. These processes are favored by developers and property owners because they are approved at the staff level providing a quick turnaround for review and approval. Staff recommends that we expand the types of projects eligible for these processes. An example could be to allow for smaller building additions of less than ten percent of the building area through the SCR process and larger additions up to 20 or 30 percent through the MA process.

Staff can also comprehensively evaluate requirements for use permits to determine if some can be further downgraded to lower level permit processes.

Adaptive Reuse

Based on declining trends for retail sales prior to the COVID-19 pandemic and the potential acceleration of those trends, it is likely that El Cajon has more commercial retail and office space than is needed currently or in the future. One possible solution for the excess commercial space is to allow for vacant or underutilized buildings to be adaptively re-used for other purposes. One possibility is to allow for customer oriented and non-intensive manufacturing in the C-R (Regional Commercial) zone. Another option would be to allow for the residential conversion of commercial space in the O-P (Office Professional) or C-N (Neighborhood Commercial), which are located generally within residential neighborhoods. Allowing for adaptive re-use with appropriate safeguards in place could reduce the number of vacant commercial buildings, spur additional economic activity or provide new housing opportunities.

Other work slated for 2021 or underway

Staff will be working on other amendments or updates to the Zoning Code over the course of 2021 as part of the work being done on the Housing Element update but also as part of companion efforts to update the residential development standards and create objective design standards. These new standards will provide more certainty to housing developers and result in high quality development projects while limiting the typical negotiation that occurs as part of a development project review.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

This informational report is not subject to CEQA.

PUBLIC NOTICE & INPUT

If the Planning Commission recommends moving forward with these ideas, staff will return with a resolution of intent for a Zoning Code Amendment and proceed with the update process, which will include public notice and input.

RECOMMENDATION

Provide input on the potential economic development initiatives.

PREPARED BY:



Melissa Devine
PLANNING
MANAGER

APPROVED BY:



Anthony Shute
DIRECTOR OF
COMMUNITY
DEVELOPMENT



Agenda Item:	4	
Project Name:	Workshop on the Housing Element Update	
Request:	Informational Report	
CEQA Recommendation:	Not Subject to CEQA	
STAFF RECOMMENDATION:	Informational Only	
Project Number(s):	General Plan and Housing Element	
Location:	Citywide	
Applicant:	City of El Cajon	
Project Planner:	Melissa Devine, 619-441-1773, mdevine@cityofelcajon.us	
City Council Hearing Required?	No	
Recommended Actions:	1. Receive staff presentation; and 2. Provide staff with feedback	

PROJECT DESCRIPTION

The update to the Housing Element is currently underway. The purpose of this workshop item is to present some preliminary housing opportunity sites and discuss some of the future changes to the Zoning Code to implement recent housing laws enacted by the state legislature. The Planning Commission's feedback will inform the draft of the Housing Element, which will be available for public review at the end of January.

The Housing Element is one of eleven Elements of the General Plan, which is the blueprint for future growth and development of the City. The Housing Element analyzes the need for new housing, specifically the types of housing for various groups such as seniors or the unhoused; identifies constraints to building new housing; contains a list of sites where new housing can be built; and programs that are intended to increase the production of housing. It was last updated in 2013 and must be updated every eight years in compliance with state law.

PUBLIC OUTREACH

Staff began work on the Housing Element earlier this year in conjunction with Veronica Tam and Associates. To date, three online virtual workshops have been held to solicit feedback. An online survey was published in June and 58 responses were submitted. Staff has also presented to the East County Homeless Task Force Housing and Shelter Group. Some of the key outcomes or community comments from public outreach to date are identified below.

- Housing supply and affordability are key issues.
- Programs to focus on new innovative projects, promoting additional transitional, supportive or emergency housing, streamlining permitting, and allowing for additional density are preferred.
- New affordable or senior housing as well as transitional or supportive housing are needed in the future.
- More residential density around trolley stops is desired along with more affordable housing although it is acknowledged that this comes at a cost.
- Housing affordability and security are important issues especially due to COVID-19.
- Outreach is needed to people in danger of losing housing to offer assistance to keep them in their homes or find alternative housing would help with housing security.
- An inclusionary housing program to set aside a certain number of new housing units for lower income households should be included.
- Main concerns include affordable housing in good condition, high property taxes, affordability, stability, condition and safety.
- There is a need for housing policies that benefit people and not big companies.
- Community priority should be affordable housing that would benefit people in need.
- Existing residential units need updates to electrical and plumbing.
- Rental units may not be repaired as needed due to COVID-19.
- Concerns were expressed about ADUs driving up housing costs as companies purchase homes to add rental units.
- The City needs more units priced for very low income people who can afford only \$300 to \$400 per month.
- Survey results indicate perceived need for transitional, supportive, and emergency housing types, as well as updates to existing house stock.

REVIEW OF PAST ELEMENT

The current Housing Element, adopted in August 2013, planned for 5,805 residential units. The last annual report submitted to the California Department of Housing and Community Development (HCD) identified that 702 new residential units have been built during the 2013 to 2019 period. Many of the programs of the 2013 Housing Element have been implemented. A full review of past accomplishments will be provided in the draft Housing Element. The draft review indicates that many of the established programs should remain in place for the 2021 to 2029 period. Examples of existing programs include: participation in fair housing services, first-time homebuyer assistance, and the housing rehabilitation program.

SITES INVENTORY

The Housing Element is the overall plan for how El Cajon will plan for adequate housing for current and future residents. The Housing Element consists of a sites inventory that identifies suitable sites that can accommodate future housing and policies and programs to increase housing production and remove barriers to housing. The City received a Regional Housing Needs Allocation (RHNA) of 3,280 dwelling units. Table 1 identifies El Cajon's RHNA by income category. Enough sites need to be identified for the production of the remaining units during the housing cycle of 2021 to 2029. The City will receive credit for a few sites with approved projects that have not yet been built. The City is not obligated to build these units but must ensure that a supply of land suitable and appropriately zoned is available at all times.

Table 1 - City of El Cajon Regional Housing Needs Allocation				
Very Low	Low	Moderate	Above Moderate	Total
481	414	518	1,867	3,280

Some of the criteria that needs to be considered when selecting sites is the density allowed on a site, whether the site is vacant or developed, and whether there are any barriers to housing development. For sites that are developed or were identified in a previous Housing Element, additional justification for use of these sites will need to be included to provide evidence that the sites could develop with housing over the next eight years. In order for a site to accommodate Low or Very Low residential units, it must allow for a minimum of 30 dwelling units per acre. Moderate income units can be accommodated on sites with densities of approximately 20 dwelling units per acre and above.

Housing Sites Strategy

Over the past few years, there have been two planning efforts that have resulted in a substantial increase in the number of properties where housing can be built. The Mixed Use (MU) Overlay zones were adopted in 2017 as part of the rezoning program for the 2013 Housing Element. Four key commercial areas: Downtown, Parkway Plaza, East Main Street, and Fletcher Parkway were given this additional zoning designation. The MU overlay zones allow for mixed-use, residential or commercial uses. In 2018, the City Council adopted the Transit District Specific Plan (TDSP), which plans, in part, for the transition of the area around the El Cajon Transit Center from industrial to residential uses.

Due to these two efforts, sufficient sites at an appropriate residential density are available, and a rezoning program will likely not be needed to accommodate the City's RHNA.

A preliminary draft Housing Sites Map is provided as an attachment to this report. The preliminary sites are focused within the MU overlay and TDSP areas. 1st & 2nd tier sites were identified by staff based on expressed interest or likelihood developing with residential uses during the next Housing Element cycle. Vacant or underutilized sites have also been identified by the consultant team for discussion. Staff is requesting

Planning Commission feedback on these sites and additional sites that are prime for housing development.

CONSISTENCY WITH STATE LAWS

One component of the Housing Element is to ensure that city regulations and permit processes are consistent with state law. An update to the Zoning Code to address changes to state law will be part of the Housing Element implantation program. An overview of several of the key changes is provided below.

Shelters

Recent State law requires a new type of emergency shelter termed “low barrier navigation center” to be permitted in zones that permit residential uses. These centers are intended to be a first step into permanent housing for people. Case Managers work with individuals to connect them to services and find permanent housing. This type of low barrier housing often allows for the presence of partners, pets, the storage of possessions, and privacy for residents. This type of center is currently not addressed in the Zoning Code.

Another change to state law will limit required parking for Emergency Shelters to one space per employee. Current regulations state that sufficient off-street parking must be available but does not specify a specific number.

Supportive Housing

Supportive housing is housing for people who have disabilities or are homeless. This housing is provided in conjunction with services either offered off- or on-site to assist residents with keeping their housing among other services. It is currently permitted in all residential zones as a by right use. It will now be required as a permitted use in any zone where residential is also permitted such as the Mixed Use Overlay zones. There are also new development standards for common open space and requirements for a restriction of affordability.

Density Bonus

A new type of density bonus, for projects consisting of only affordable units, would allow for a density bonus of up to 80 percent. Additionally, if an affordable housing project is located within ½ mile of a major transit stop, there will be no restriction on density and a height increase of up to 3 stories of 33 feet over the height limit will be allowed. Changes to the density bonus law have largely reduced parking requirements to ½ a space within ½ mile of a transit stop or entirely eliminated parking requirements for supportive housing. Other changes reduce the percentage of restricted affordable housing units for a project to qualify for density bonus and increase the concessions or incentives a project is eligible for such as reduced setbacks.

NEXT STEPS

The Housing Element must be adopted by the City Council on or before April 15, 2021 in order to comply with the deadline set by HCD. There is a four-month grace period to submit the approved element to HCD. A draft of the Housing Element will be available at the end of January. Staff anticipates a Planning Commission workshop on the draft in February. Based on the challenges of conducting community outreach during the Pandemic and the update schedule of the Environmental Justice and Safety Elements, public hearings on the Housing Element are anticipated in the May and June, 2021 timeframe.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

The information report provided does not constitute a project under the California Environmental Quality Act (CEQA) according to Section 15378 of the CEQA Guidelines.

RECOMMENDATION

This is an informational update and no action is requested. Staff is seeking input into the preliminary sites and on any areas of focus for the development of the draft Housing Element.

PREPARED BY:



Melissa Devine
PLANNING MANAGER

APPROVED BY:



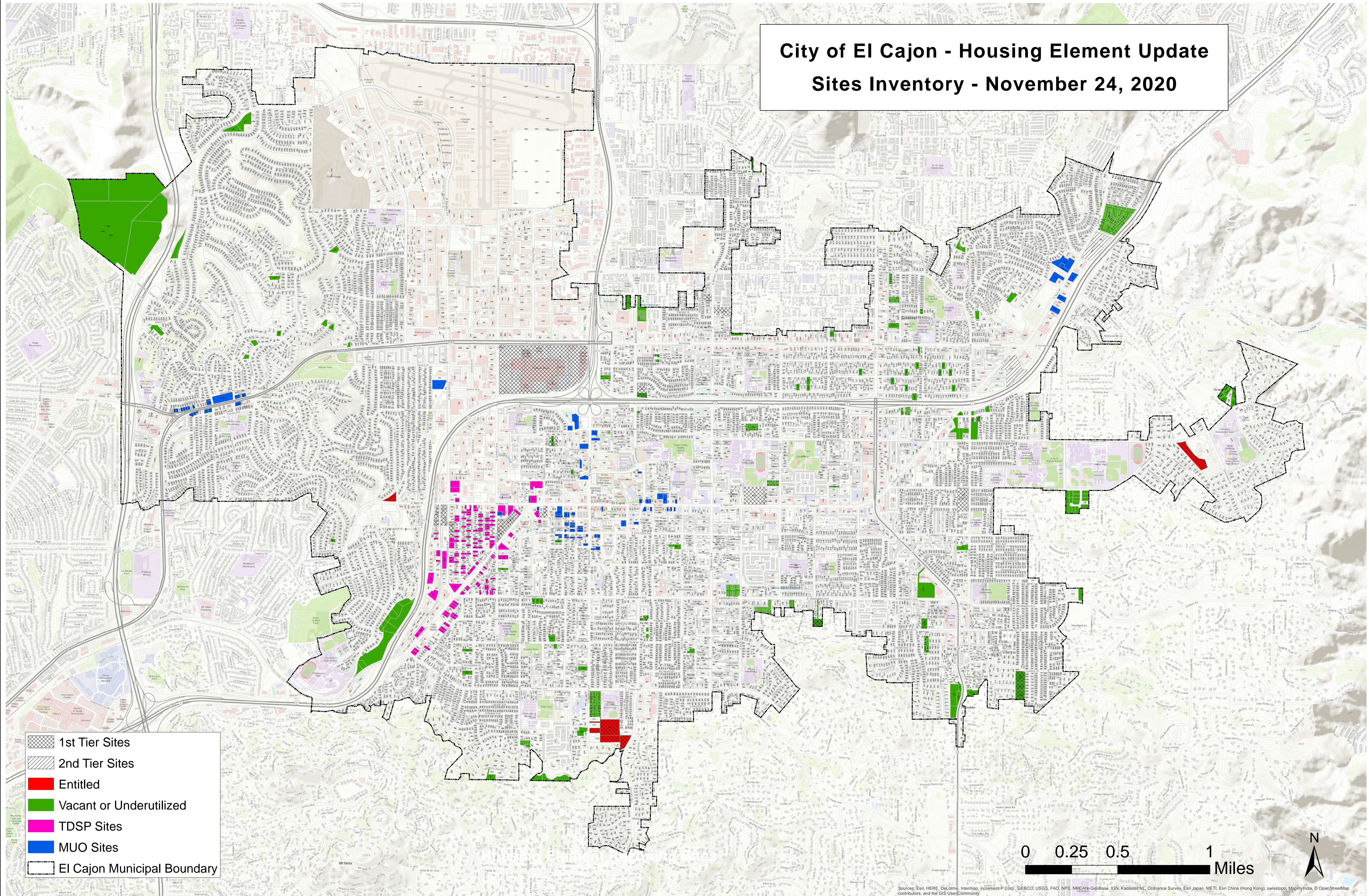
Anthony Shute
DIRECTOR OF COMMUNITY
DEVELOPMENT

ATTACHMENTS

1. Preliminary Sites Map

City of El Cajon - Housing Element Update

Sites Inventory - November 24, 2020



Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, Mapbox India, © OpenStreetMap contributors, and the GIS User Community



City Council & Proposed Planning Commission Meeting Schedule

January 2021 - December 2021

January 2021 1

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	City Council (619) 441-1763		City Hall Closed		Holidays		League of CA Cities Conference Oct X-X, Long Beach CA
	Planning Commission (619) 441-1742						