



# Staff Report

## Planning Division

333 - 90th Street Daly City California 94015 650-991-8033

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Daly City Planning Commission

Meeting Date: April 3, 2012

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**Application:** Use Permit UPR-1-12-5024

**Proposal:** Tenant Improvement for a Church Use

**Staff Recommendation:** Approval of the Use Permit

**Location:** 92 Hill Street, Daly City

**Assessor's Parcel #s:** 006-364-050

**Existing Use of Site:** Vacant (Previous Retail Grocery)

**Size:** 9,661 square feet (0.22 acre)

**Zoning:** R1-B Single Family Residential, BART Station Area Specific Plan Combining District

**General Plan Designation:** BART Station Area Specific Plan Neighborhood Commercial

**Applicant:** Winiel Pechardo  
60 Christopher Court  
Daly City, CA 94015

**Property Owner:** Mufarreh Salem Trust  
1034 Diamond Street  
San Francisco, CA 94114

**Applicable Regulations:** Daly City Municipal Code Sections:  
Chapter 17.44 (Use Permits)  
Chapter 17.29 (BART Station Area Combining District)  
Chapter 17.45 (Design Review)

**Environmental Assessment:** Categorically Exempt per Section 15303(c), New Construction or Conversion of Small Structures

**Prepared By:** Steve Engfer, Assistant Planner

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## INTRODUCTION

The applicant, Weniell Pechardo, representing Harvest Baptist Church Daly City, is proposing a tenant improvement for a church use at 92 Hill Street. The proposal includes an auditorium with 60 fixed seats and support rooms within the existing building along with parking layout modifications, and minor exterior alterations. The proposed church activity schedule includes two Sunday worship services and other activities. (Attachment D- Harvest Baptist Church Schedule) Staff is recommending approval of UPR-1-12-5024, subject to the attached conditions.

## BACKGROUND

The project site is currently vacant and the previous use of the site was the Philippine Grocery retail store. According to business license records the Philippine Grocery started in 1988. The proposed church use is moving from the Christopher Columbus School site at 60 Christopher Court.

## PROJECT DESCRIPTION

The applicant proposes an interior remodel of the 5,493 square foot building to include a lobby, three Sunday school meeting rooms and an auditorium with 60 fixed seats. A modified front entrance door, new exterior building paint and parking lot layout changes are also proposed.

The subject property is located on the northwest corner of the Washington Street and Hill Street intersection. The site is zoned R1-B Single Family Residential, BART Station Area Specific Plan Combining District and has a Specific Plan Designation of Neighborhood Commercial. (Attachment A- Location Map)

Land Use	Zoning
North: Commercial	R1-B Single Family Residential, BART Station Area Plan Combining District
South: Commercial	R1-B Single Family Residential, BART Station Area Plan Combining District
West: BART Line & HWY 280	R1-B Single Family Residential, BART Station Area Plan Combining District
East: Mixed Use Commercial & Residential	R1-B Single Family Residential, BART Station Area Plan Combining District

## PROJECT EVALUATION

### Use Permit

The purpose of the use permit is to ensure that the proposed use will not have an adverse effect on surrounding properties. The proposed use conforms to the goals, objectives and policies adopted in the BART Station Area Specific Plan. Specifically, the intent of the land use designation is to "maintain and enhance existing single story commercial uses and provide

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limited opportunities for additional infill and expansion". The proposed church use within the existing building would provide a service to the nearby residential uses and neighborhood at large. The proposed church use will not result in the removal of any residential structures and therefore meets the BART Station Area Specific Plan North of Washington/San Pedro Land Use and Community Character Goal #1 to "maintain and protect the existing housing in the area..."

### Site Design

The project site is a trapezoidal shaped lot of 9,661 square feet. The building is approximately 5,493 square feet and is positioned on the northwest portion of the lot. The entrances to the building are located on the eastern elevation facing Hill Street. The parking lot and landscaped areas take up the remaining portion of the lot to east and south of the building. The site is accessed by two ingress/egress driveways along Hill Street (Attachment B- Plans)

### Parking

Section 17.34.020(H) of the Zoning Ordinance requires that one parking space be provided for each six permanent seats in the main auditorium for a church use. The project proposes sixty permanent seats in the main auditorium; therefore the applicant's ten proposed spaces meet the parking requirements. The previous retail use demanded more trash area than the proposed church use, so an additional small car space is proposed due to the reduction of the trash enclosure area.

The proposed layout also includes a reduction in length of the southern driveway from approximately 50 feet to 24-30 feet. The driveway changes reduce the ability of vehicles to back out onto Hill Street. As a result there will also be a creation of additional on-street parking directly in front of the proposed church.

In the event the church congregation grows and additional seats are proposed, additional parking arrangements will be required. Staff has included condition #5 requiring review of any proposed expansion of the seating area. (Attachment B- Project Plans)

### Architectural Design

The project proposes minimal exterior changes to the existing building. There are two openings along the front of the building. One is an existing fenestrated door entrance and the other is a roll up access door. The proposal incorporates a new entrance to match the existing main entrance where there is currently a roll up door. In addition, a new paint scheme and Harvest Baptist Church sign are proposed. The proposed changes require approval by the Economic and Community Development Director prior to building permit issuance in order to be in conformance with DCMC 17.45.120 C Administrative Design Review.

The building design is compatible with the neighborhood and the proposed modifications will provide an aesthetic upgrade to the existing building. (Attachment C- Plan Elevations)

### Landscaping

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The existing site landscaping will be replanted as needed and there is an addition of a new planter box of approximately 20 square feet along the front sidewalk in conjunction with required driveway and frontage improvements. The total landscaped area does not exceed the 1,000 square feet of landscaped area and therefore is not subject to specific requirements for outdoor water use efficiency and Tier 1 landscape requirements of the Daly City Landscaping Ordinance. However, landscaping improvements require Bay Area Friendly species that are drought tolerant. The project includes adding a new planter box along the sidewalk.

### Signage

The proposed signage is approximately 60 square feet and does not exceed the allowed area in the Zoning Ordinance. A surface mounted non-illuminated individual letter sign is proposed. A separate sign permit will be required for the proposed signage.

### Fiscal Analysis

The proposed project consists of a new church use in a vacant building and site improvements. Prior to project completion, the applicant will be required to pay building permit, plan check and other applicable fees to the City. Additionally, the value of the new commercial uses will be added to the current assessed value of the subject property, which will result in additional property tax collection by the County, a portion of which would be distributed to the City.

## **ENVIRONMENTAL ASSESSMENT**

<b>CEQA Determination</b>	Categorical Exemption – Section 15303(c) New Construction or Conversion of Small Structures
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Staff has reviewed the proposal under the requirement of the California Environmental Quality Act (CEQA) and has determined that the project is exempt as new construction or conversion of small structures.

## **FINDINGS**

Staff finds that, as conditioned, the proposed project is in compliance with Title 17 (Zoning) of the Daly City Municipal Code. Approval of the proposed project would not be detrimental to the health, safety, morals, comfort and general welfare of persons residing in or working in the neighborhood, or be injurious or detrimental to the property and improvements in the neighborhood or the general welfare of the city. Approval of the proposed Use Permit UPR-1-12-5024, as conditioned herein, is in the best interest of the public health, safety, and general welfare of the community, and that the general site, architecture, and landscape considerations have been incorporated to ensure compatibility with adjacent buildings and to provide an attractive environment. These findings are based on the following facts:

1. In accordance with Title 17 of the Daly City Municipal Code, as well as applicable State zoning enabling legislation, the Planning Commission will conduct a public hearing on April 3, 2012; notice of said hearing was by newspaper publication on March 23, 2012 posting and first class mailing to property owners within 300 feet;

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2. Staff has reviewed the proposal under the requirements of the California Environmental Quality Act (CEQA) and has determined the project is Categorically Exempt per Section 15303(c) New Construction or Conversion of Small Structures;
3. The subject property is zoned R1-B Single Family Residential, BART Station Area Plan Combining District which requires a Use Permit for the establishment of a church use;
4. The subject use is consistent with the BART Station Area Specific Plan and the R1-B standards and, together with the provisions for its design and operation, would not be detrimental to the health, safety, morals, comfort and general welfare of the neighborhood;
5. General architectural considerations regarding the paint scheme that includes complementary earth tone paint colors in order to ensure the compatibility of the development to the surrounding neighborhood.

#### **CONDITIONS OF APPROVAL:**

Staff recommends approval of Use Permit UPR-1-12-5024 based on the following conditions as specified by each Department and Division. These conditions need to be complied with prior to, or as part of, any building permit for the proposed improvements.

#### **A. DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT**

##### General

1. Within ten (10) days of City Council approval, the applicant shall file with the Planning Division a Declaration of Acceptance of all conditions. Until said Declaration is filed, the use shall not be valid and no permits may be issued for this business.
2. The Use Permit shall be valid for a period of one year from the date of City Council approval. The approval shall terminate if a building permit has not been obtained and construction commenced within one-year of City Council approval of the project or if the applicant fails to obtain a valid business license.
3. The use permit and administrative design review shall be valid only in conjunction with plans submitted and approved by the City Council. Any significant modifications and changes to the plans shall be treated as an amendment and shall be subject to review by a Council Committee appointed by the Mayor.
4. A separate sign permit shall be required for all proposed signage.
5. Expansion of the church, such as proposal for additional seats, will require review for additional parking and possible modification of this Use Permit.
6. The landscaping plans shall be required to meet all applicable requirements including water efficient irrigation and will incorporate Bay Area Friendly species that are drought tolerant.

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Irrigation systems will incorporate water efficiency measures and shall show the details on the building permit plans. No building permit may be issued until this condition is met.

7. Additional Stormwater information may be required during the building permit review stage when more details of the construction drawings are known. No building permit may be issued until acceptable storm water requirements are met as applicable.

#### **B. ENGINEERING DIVISION**

8. An Encroachment permit shall be required for and the new driveway locations, curb cuts and sidewalk improvements and any work conducted in right of way for the project.
9. The applicant shall comply with the applicable requirements of the City of Daly City General Conditions of Approval: Use Permits, Variances, Design Reviews, Planned Developments, and Subdivisions, edition current at the time of building permit application.

#### **C. DEPARTMENT OF WATER AND WASTEWATER RESOURCES**

10. A set of utility and plumbing plans is required for DWWR's next review at the time of building permit application. The plans need to include the domestic, fire and irrigation service connections and the sizes of each these services. The applicant shall show on the plans how the grease interceptors will be managed.
11. Applicant needs to verify the intent to abandon or reuse the existing sewer lateral. If the intent is to reuse, applicant must video inspect and perform a watertight test that is subject to review by DWWR. A DWWR representative shall be on site during the testing and televising. If the lateral is not to be used the lateral shall be abandoned per Section 02720, 3.08 of the City of Daly City Standard Specifications and Drawings. The abandonment shall be completed prior to any demolition of the previous building or construction of the new building. All costs associated with the testing, video inspection and abandonment shall be borne by the applicant.
12. Water System Improvements: All costs associated with any water system improvements required as a result of the proposed construction shall be borne by the applicant.
13. The trash enclosure will require a roof type that matches the site buildings and will also require a sanitary drain, plumbed to the grease interceptor. The floor for the enclosure must be sloped to prevent runoff and out of the enclosure.

#### **D. NORTH COUNTY FIRE AUTHORITY**

14. Fire sprinklers that meet NFPA standards are required and shall be included on the building permit plan submittal.

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**E. BUILDING DIVISION**

15. Due to change of use and occupancy from retail to an assembly, seismic upgrade is required.
16. HVAC upgrade is required.
17. Site and Interior accessibility is required.

**STAFF RECOMMENDATION**

Staff recommends that the Planning Commission forward to the City Council the following:

1. Adopt the Findings as outlined herein;
2. Affirm the project as Categorically Exempt per Section 15303(c) of the California Environmental Quality Act;
3. Approve Use Permit UPR-1-12-5024, subject to the Findings and Conditions outlined herein.

Respectfully submitted,



Steve Engfer  
Assistant Planner

Attachments

- Attachment A – Location Map
- Attachment B – Project Plans
- Attachment C – Plan elevations
- Attachment D – Church Schedule

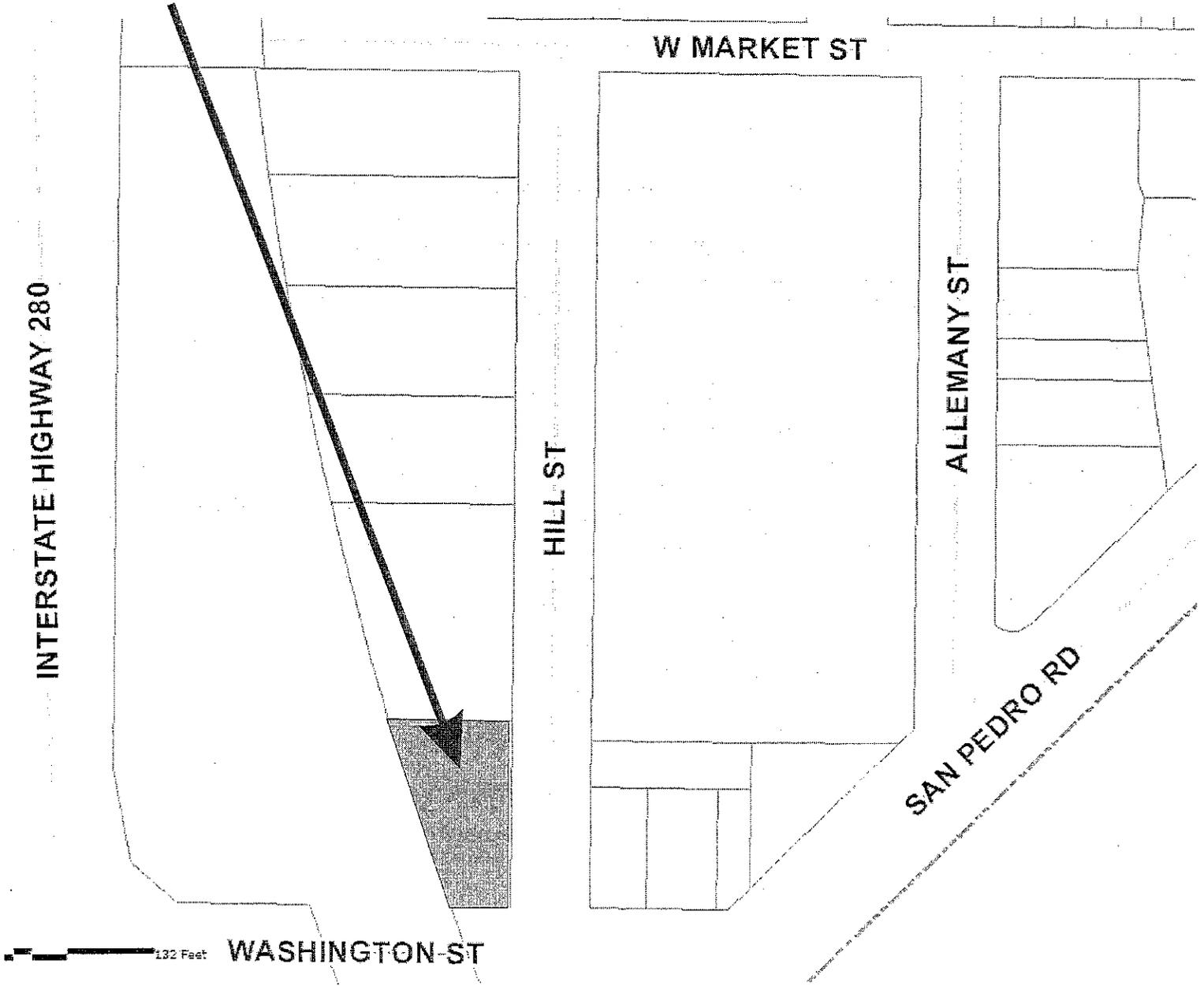
# LOCATION MAP

UPR-1-12-5024

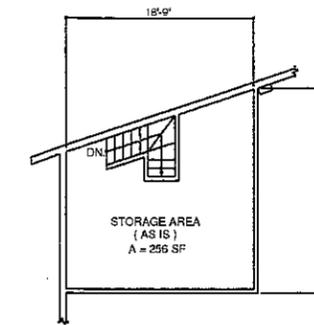
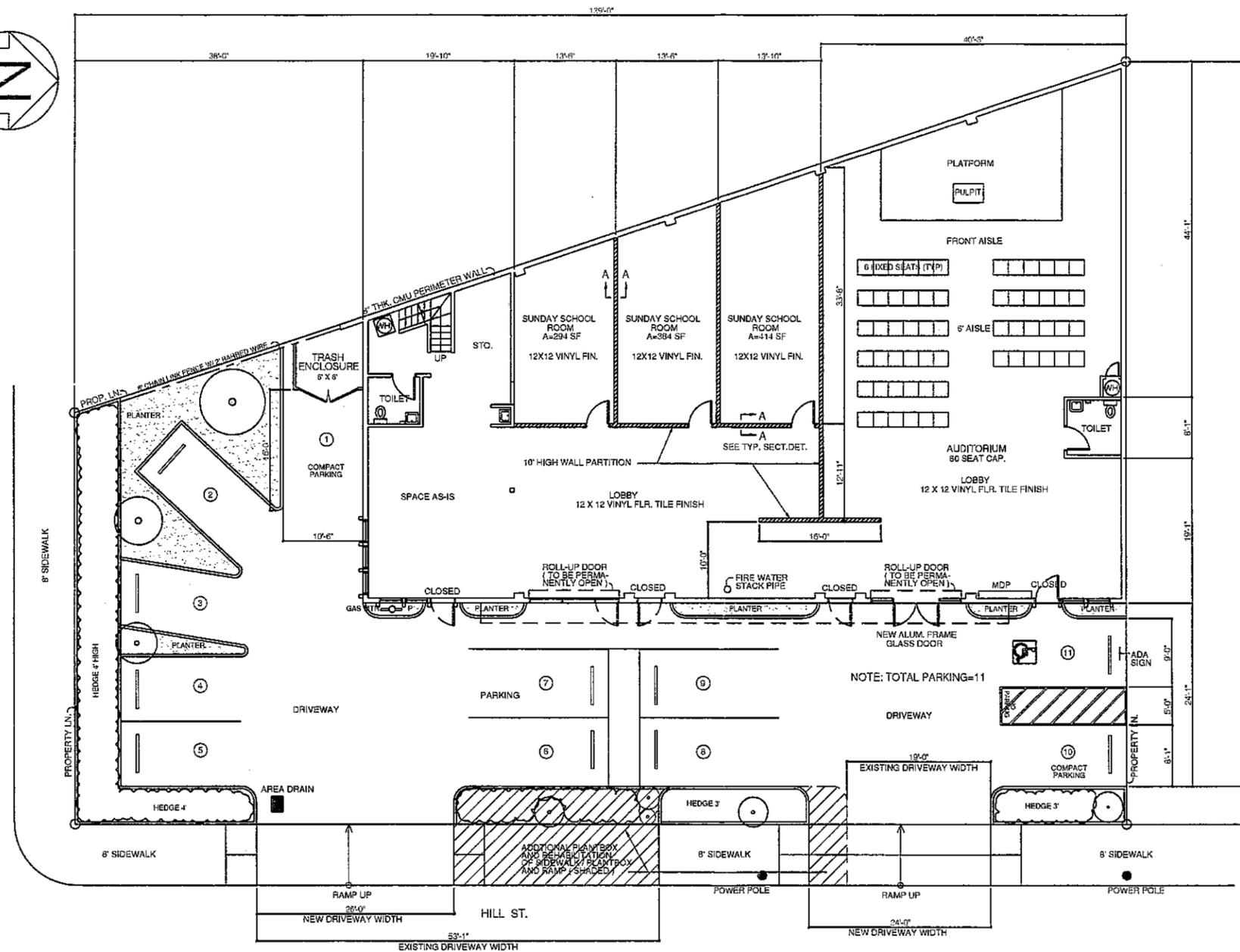
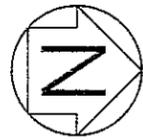
92 HILL STREET

CHURCH USE TENANT IMPROVEMENT

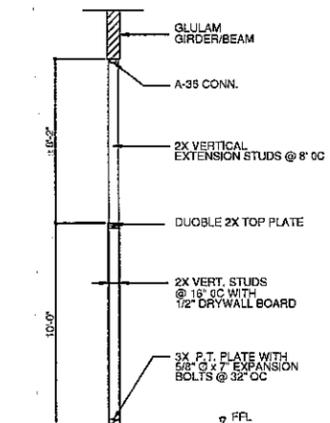
**SITE**



ATTACHMENT A



MEZZANINE FLOOR PLAN  
SCALE 1/8"=1'-0"

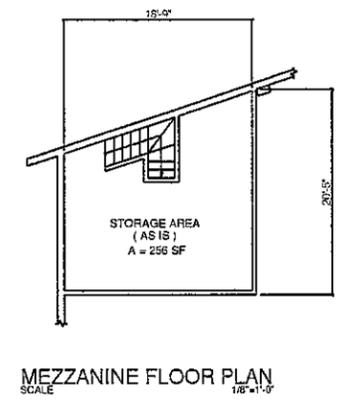
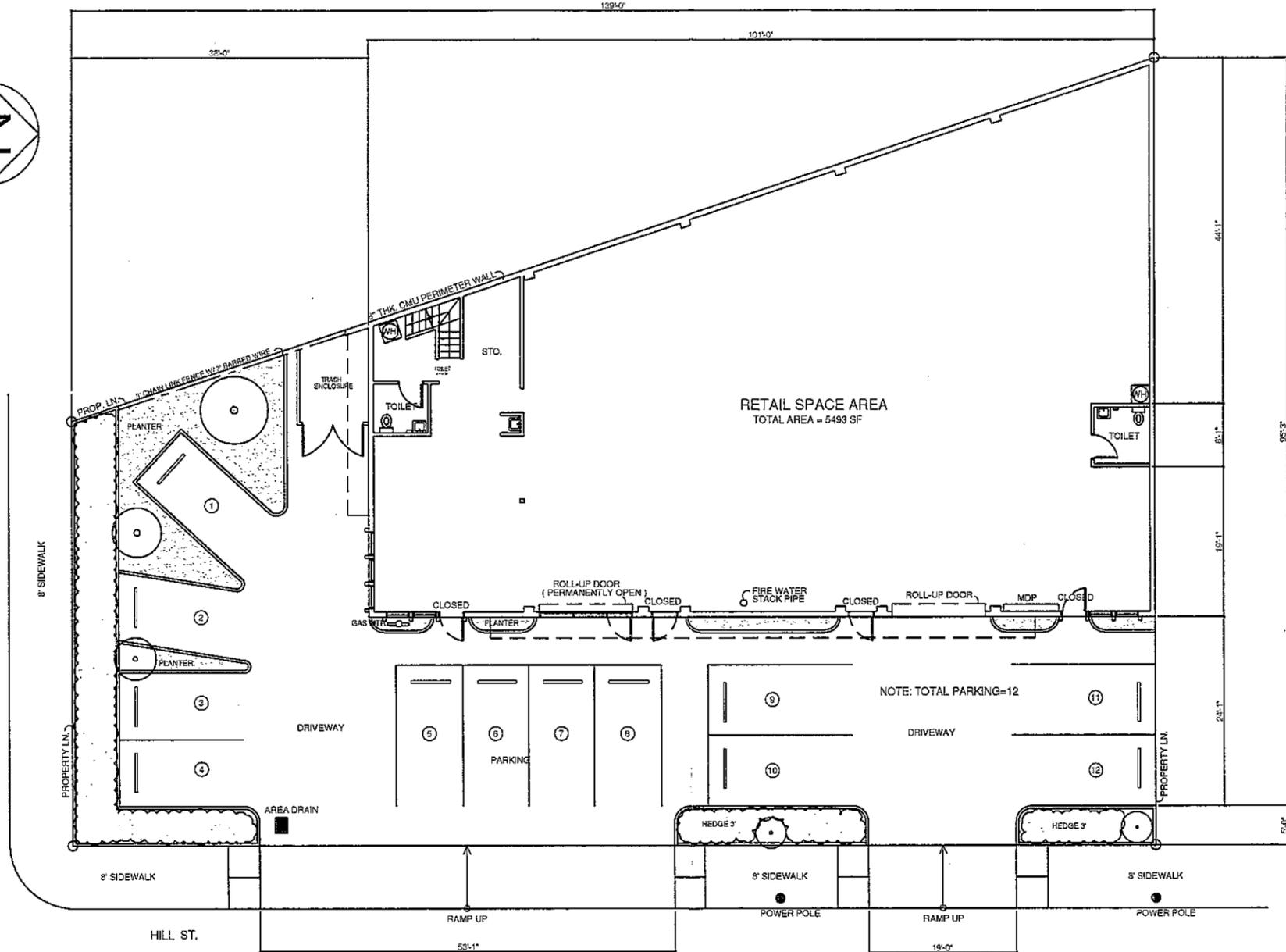


SECTION A-A (TYP.)  
SCALE 1/4"=1'-0"

PROPOSED FLOOR PLAN/SITE PLAN  
SCALE 1/16"=1'-0"

PROJECT TITLE/ADDRESS	SHEET CONTENT	OWNER/ADDRESS	SHEET NO.
<p>PROPOSED HARVEST BAPTIST CHURCH 92 HILL ST., DALY CITY, CA</p>	<p>PROPOSED SITE PLAN</p>	<p>HARVEST BAPTIST CHURCH 60 CHRISTOPHER COURT, DALY CITY, CA, 94015</p>	<p>A-001b</p>

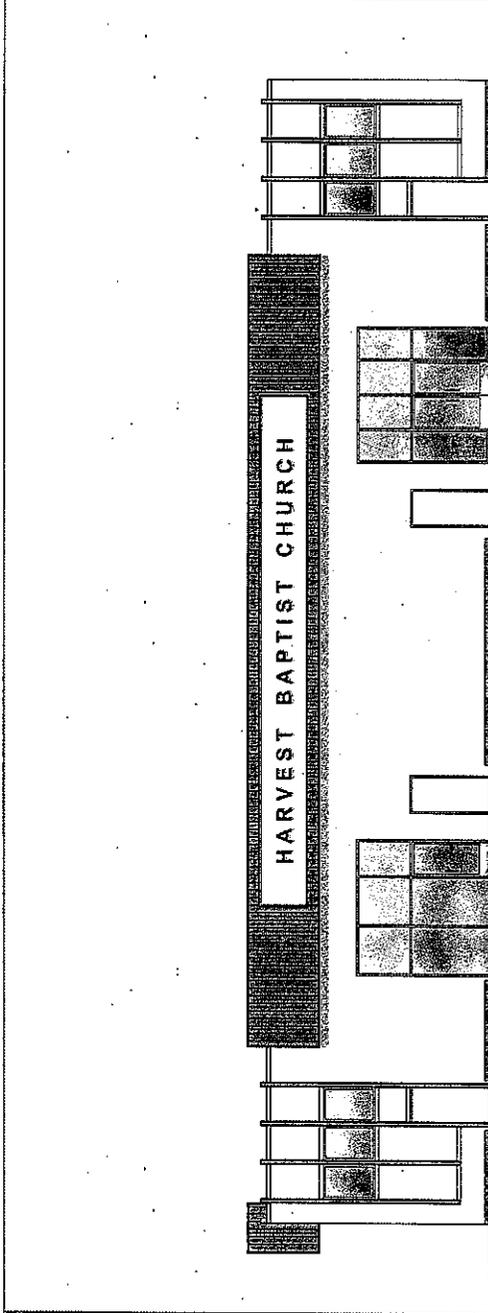
RECEIVED  
MAR 12 2012  
CITY OF DALY CITY  
ECD/PLANNING DIVISION  
ATTACHMENT B



**EXISTING FLOOR PLAN/SITE PLAN**  
SCALE 1/16"=1'-0"

PROJECT TITLE/ADDRESS	SHEET CONTENT	OWNER/ADDRESS	SHEET NO.
<p><b>PROPOSED HARVEST BAPTIST CHURCH</b> 92 HILL ST., DALY CITY, CA</p>	<p><b>EXISTING SITE PLAN</b></p>	<p><b>HARVEST BAPTIST CHURCH</b> 60 CHRISTOPHER COURT, DALY CITY, CA, 94015</p>	<p><b>A-001a</b></p>

**RECEIVED**  
MAR 12 2012  
CITY OF DALY CITY  
ECD/PLANNING DIVISION

		<p>PROPOSED EAST ELEVATION</p>	<p>PROJECT TITLE/ADDRESS</p>	<p>SHEET CONTENT</p>	<p>OWNER/ADDRESS</p>	<p>SHEET NO.</p>
<p>PROPOSED HARVEST BAPTIST CHURCH 92 HILL ST., DALY CITY, CA</p>			<p>FRONT ELEVATION</p>	<p>HARVEST BAPTIST CHURCH 60 CHRISTOPHER COURT, DALY CITY, CA 94015</p>	<p>A-001</p>	

## Harvest Baptist Church of Daly City, California

We are applying for a **Conditional Use Permit** to locate our church at **92 Hills Street, Daly City, CA 94015**. We will use the premises for our meeting place, to hold our services, and Pastor & staff office. The specific uses, times and number of people attending are detailed below:

### **Daily Usage:**

- 1] Pastor's Office & Study – Tuesday to Friday from 10AM to 3PM  
The pastor will be at the premises and will be available to receive visitors, counseling daily study and prayer.
  
- 2] Office Work – Tuesdays to Friday from 10AM to 3PM  
Youth Pastor and a staff will also be in the premises to do daily office duties.

### **Wednesday Usage:**

- 1] Prayer Meeting – 7:00 PM to 8:30PM. Estimated attendance is 35

### **Saturday Usage:**

- 1] Choir Practice – 1:00PM to 3PM. Estimated attendance is 20

### **Sunday Usage:**

- Sunday School – 10AM
- Worship Service – 11AM Estimated attendance is 50
- Evening Service – 4PM Estimated attendance is 40

Thank You,

  
Pastor Win Pechardo

**ATTACHMENT D**