

**COUNTY OF SAN MATEO
PLANNING AND BUILDING DEPARTMENT**

DATE: December 18, 2014

TO: Zoning Hearing Officer

FROM: Planning Staff

SUBJECT: Consideration of a Use Permit renewal, pursuant to Section 6500 of the San Mateo County Zoning Regulations, to allow continuance of operations for a non-profit mental health facility located at Spring Street and Hurlingame Avenue in the unincorporated North Fair Oaks area of San Mateo County.

County File Number: PLN 2003-00059
(Mental Health Association of San Mateo County)

PROPOSAL

The applicant is requesting approval to renew an existing use permit allowing the operations of the non-profit Mental Health Association of San Mateo County to continue providing emergency, transitional and long-term shelter and support services to homeless adults afflicted with mental illness.

RECOMMENDATION

That the Zoning Hearing Officer approve the Use Permit renewal, County File Number PLN 2003-00059, subject to the required findings and conditions of approval listed in Attachment A.

BACKGROUND

Report Prepared By: Tiare Peña, Project Planner, Telephone 650/363-1850

Report Review By: Melissa Ross, Senior Planner

Owner/Applicant: Mental Health Association of San Mateo County

Location: 2686 Spring Street and 791 Hurlingame Avenue, Redwood City

APNs: 054-181-060 and 054-181-070

Zoning: M-1 (Light Industrial District) (use allowed with a Use Permit pursuant to Section 6500 (c) 6).

General Plan Designation: General Industrial

Sphere-of-Influence: City of Redwood City

Existing Land Use: Institutional non-profit facility providing shelter and support services to homeless adults afflicted with mental illness.

Flood Zone: Zone X (areas of minimal flooding); Community Panel Number 06081C0302 E; Effective Date: October 16, 2012.

Environmental Evaluation: Categorically exempt pursuant to Section 15301, Class 1 of the California Environmental Quality Act (CEQA), which allows the continued operation of an existing use.

Parcel Sizes: 6,623.66 sq. ft. (054-181-060), and 5,899.47 sq. ft. (054-181-070)

Setting: The facility is located in the unincorporated area of San Mateo County (North Fair Oaks). The subject sites have a General Plan designation of General Industrial, is zoned M-1 (Light Industrial), and is within the sphere-of-influence of the City of Redwood City. The primary thoroughfare that serves this unincorporated area is Woodside Road, with Spring Street branching off as the main access road serving the subject sites. The immediate neighborhood context consists primarily of businesses which are accessed primarily from Spring Street. The adjacent zoning districts are C-1/S-1 and R-2/S-50 to the east; R-1/S-73 to the south while the limits of the City of Redwood City border the north and west sectors.

The Spring Street and Hurlingame Avenue sites provide shelter and support services for up to twenty-eight (28) homeless adults afflicted with mental illness, accommodating fifteen (15) clients for the emergency (short-term) shelter section, and seven (7) for the transitional housing section located at Spring Street, while six (6) clients are accommodated at the long-term residential facility located at Hurlingame Avenue.

The overall purpose of the program is to help adults/clients afflicted with mental illness move from homelessness, inclusive of a transitory period, to stable, long-term housing. In addition to the housing element, support services and assistance are provided to eventually enable the clients to reach an optimum level of independence.

Chronology:

<u>Date</u>	<u>Action</u>
July 18, 1985	- Approval of use permit to operate the mental health service facility subject to certain conditions of approval and an

- off-street parking exception to allow three (3) parking spaces where four (4) spaces were the required minimum.
- July 18, 1986 - Administrative review of the facility operations completed and determined to be in compliance with use permit conditions of approval.
 - September 25, 1989 - Approval of use permit renewal and amendment to continue the operations and expand the facility to accommodate an increase in client care capacity from fifteen (15) beds, originally, to twenty-two (22) beds and approval of an off-street parking exception to allow three (3) parking spaces where seven (7) spaces were the required minimum (File No. OSP 85-3).
 - April 27, 1992 - Administrative review of the facility operations completed and determined to be in compliance with use permit conditions of approval.
 - November 17, 1994 - Approval of use permit renewal and amendment to continue the operations and expand the facility to accommodate the placement of a mobile structure at the front portion of the property for office use.
 - August 6, 1998 - Approval of use permit renewal and amendment to continue the operations and expand the facility up to a total of 1,000 sq. ft. additional office space structure located at 791 Hurlingame Avenue and approval also of an off-street parking exception to allow eleven (11) parking spaces where eighteen (18) spaces were the required minimum (File No. OSP 98-0002).
 - February 24, 2003 - Application received by the Planning Department for use permit renewal.
 - October 19, 2006 - Zoning Hearing Officer public meeting.
 - October 19, 2013 - Use permit expiration date. Use permit renewal initiated.
 - June 5, 2014 - Zoning Hearing Officer public meeting.

DISCUSSION

A. COMPLIANCE WITH CONDITIONS OF LAST APPROVAL

Staff has determined that the Planning Department conditions of approval, unchanged from the original approval, are still relevant to the ongoing operations of the facility. The facility's compliance with each of the conditions is discussed below, along with staff's recommendations on whether the conditions should be retained.

Planning Department

1. There shall be adequate supervisory staff on duty at all times.

Compliance with Condition? Yes.

Recommend Retaining Condition? Yes.

The success of the mental health facility's service to the public, to date, is partly attributable to the round-the-clock provision of supervisory staff members offering support services to all clients. The retention of this condition of approval will ensure the maintenance of the established standard of public service provided by the mental health facility.

2. There shall be no vehicle use or storage of any type on the premises by the clients while they are in residence.

Compliance with Condition? Yes.

Recommend Retaining Condition? Yes.

The programs of the non-profit institution allow neither client access to nor storage of automobiles on-site, as confirmed upon completion of a site visit by Planning staff, wherein cars observed within the premises all belonged to the facility's staff members.

3. The facility shall not house more than 28 clients plus staff.

Compliance with Condition? Yes.

Recommend Retaining Condition? Yes.

The policy of the program allows housing only for clients, currently totaling twenty-eight (28) based on a self-imposed capacity threshold for optimum program efficiency. Retention of this condition of approval is recommended to maintain and monitor established service standards.

4. **This permit shall be valid for a seven (7) year period and shall expire on October 19, 2013.**

Compliance with Condition? Yes.

Recommend Retaining Condition? Yes, but modified as follows:

This permit shall be valid for a seven (7) year period and shall expire on December 18, 2021. The applicant shall submit their application for renewal six (6) months prior to expiration. Any modifications to the operation or facilities will require a use permit amendment and consideration at a public hearing. There shall also be one administrative review of the permit after three years to determine the effectiveness of the conditions. The owner shall submit fees for the Administrative Review six (6) months prior to December 18, 2017.

B. ADDITIONAL CONDITIONS OF APPROVAL

This approval applies only to the project Use Permit Renewal described in this report submitted to and approved by the Zoning Hearing Officer on December 18, 2014. Minor revisions or modifications to the project may be made subject to the review and approval of the Community Development Director if they are in substantial conformance with this approval.

None of the other reviewing agencies enumerated in a subsequent section of this staff report submitted comments for inclusion as part of this renewal.

C. REQUIRED FINDING

Find that the continuance of the current use will not, under the circumstances of this particular case, be detrimental to the public welfare or injurious to property or improvements in the neighborhood.

The Mental Health Association of San Mateo County continues to provide critical shelter and support services to homeless adults in the County, specifically to those afflicted with mental illness. Upon completion of a full review of the use permit renewal application, staff has determined that the current operations of the facility remain consistent with the original use permit requirements as originally approved on July 18, 1985, and subsequently modified, inclusive of the relevant conditions of approval recommended for retention as previously specified in this staff report.

Other reviewing agencies did not require new conditions of approval to be imposed on the facility's ongoing operations. In addition, the Northern California Fire Protection Services, Inc. regularly conducts fire alarm inspections (Attachment D).

Approval is therefore recommended based on the facility's compliance with all applicable regulations and conditions of approval and the finding that the current use as conditioned will not, under the circumstances of this particular case, be detrimental to the public welfare or injurious to property or improvements in the neighborhood.

D. REVIEWING AGENCIES

Building Inspection Section
Department of Public Works
Environmental Health Division
Redwood City Fire Protection District
North Fair Oaks Council
City of Redwood City

ATTACHMENTS

- A. Recommended Findings and Conditions of Approval
- B. Location Map
- C. Site Map
- D. Inspection Reports

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County of San Mateo
Planning and Building Department

RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL

Permit or Project File Number: PLN 2003-00059 Hearing Date: December 18, 2014

Prepared By: Tiare Peña
Project Planner

For Adoption By: Zoning Hearing Officer

RECOMMENDED FINDINGS

Regarding the Environmental Review, Find:

1. That the project is exempt from CEQA, Class 1, Section 15301, regarding existing facilities.

Regarding the Use Permit, Find:

2. That the establishment, maintenance and/or conducting of the use will not, under the circumstances of the particular case, be detrimental to the public welfare or injurious to property or improvements in said neighborhood because the facility has been in compliance with previous conditions of approval and no complaints have been filed.
3. That the proposed project is necessary for the public health, safety, convenience or welfare because the facility is in compliance with applicable agency regulations and conditions of approval such as the provision of round-the-clock supervisory staff members; the clients prohibited access to vehicles and vehicle storage; and the resident population limitation to a maximum of twenty-eight (28) clients. In addition, the current operations remain consistent with the originally approved use permit requirements while the public welfare within the vicinity has been maintained as demonstrated by the absence of complaints filed against the facility.

RECOMMENDED CONDITIONS OF APPROVAL

Planning Department

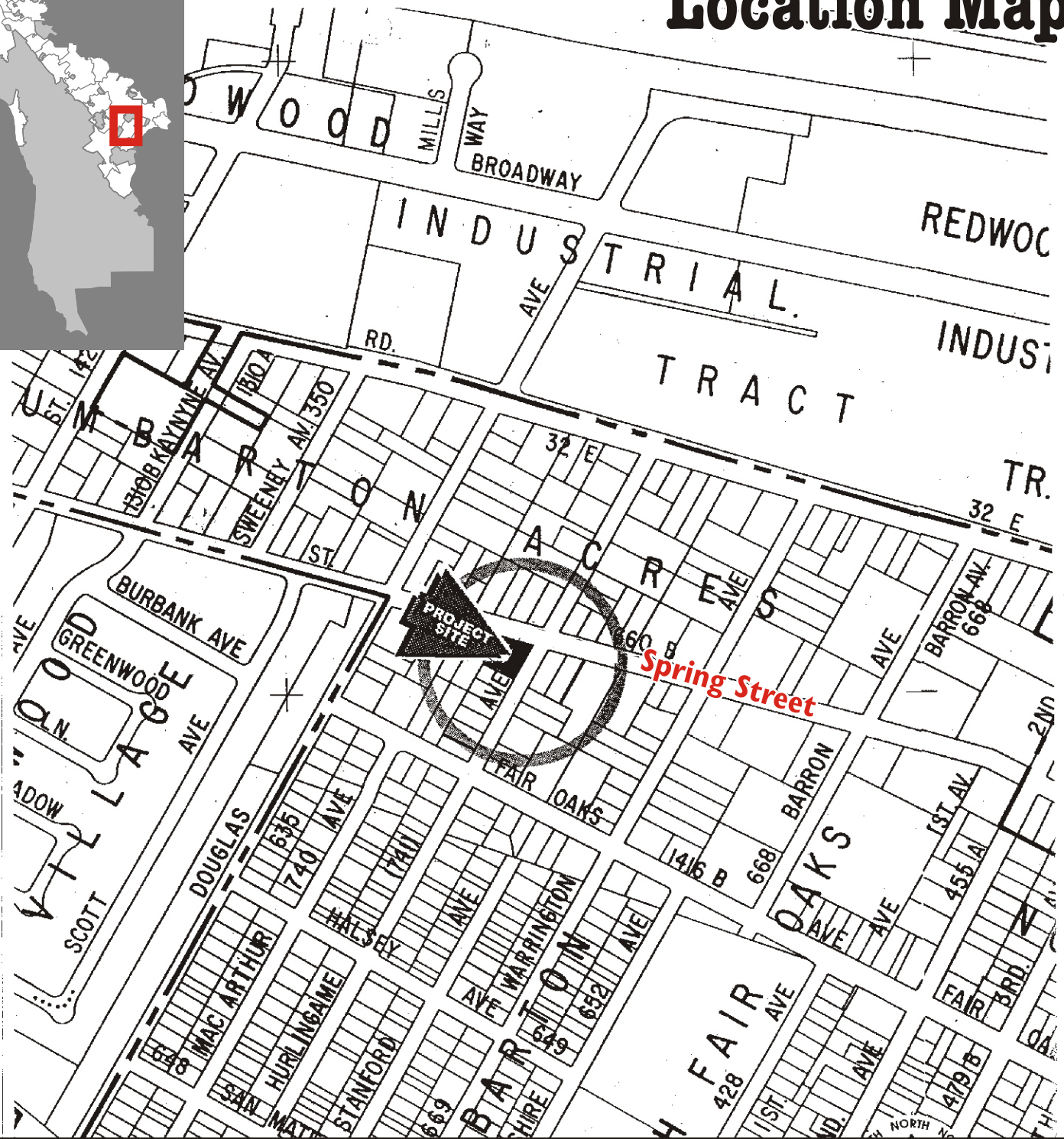
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review and approval of the Community Development Director if they are in substantial conformance with this approval.

2. This permit shall be valid for a seven (7) year period and shall expire on December 18, 2021. The applicant shall submit their application for renewal six (6) months prior to expiration. Any modifications to the operation or facilities will require a use permit amendment and consideration at a public hearing. There shall also be one administrative review of the permit after three (3) years to determine the effectiveness of the conditions. The owner shall submit fees for the Administrative Review six (6) months prior to December 18, 2021.
3. There shall be adequate supervisory staff on duty at all times.
4. There shall be no vehicle use or storage of any type on the premises by the clients while they are in residence.
5. The facility shall not house more than twenty-eight (28) clients plus staff.

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Location Map



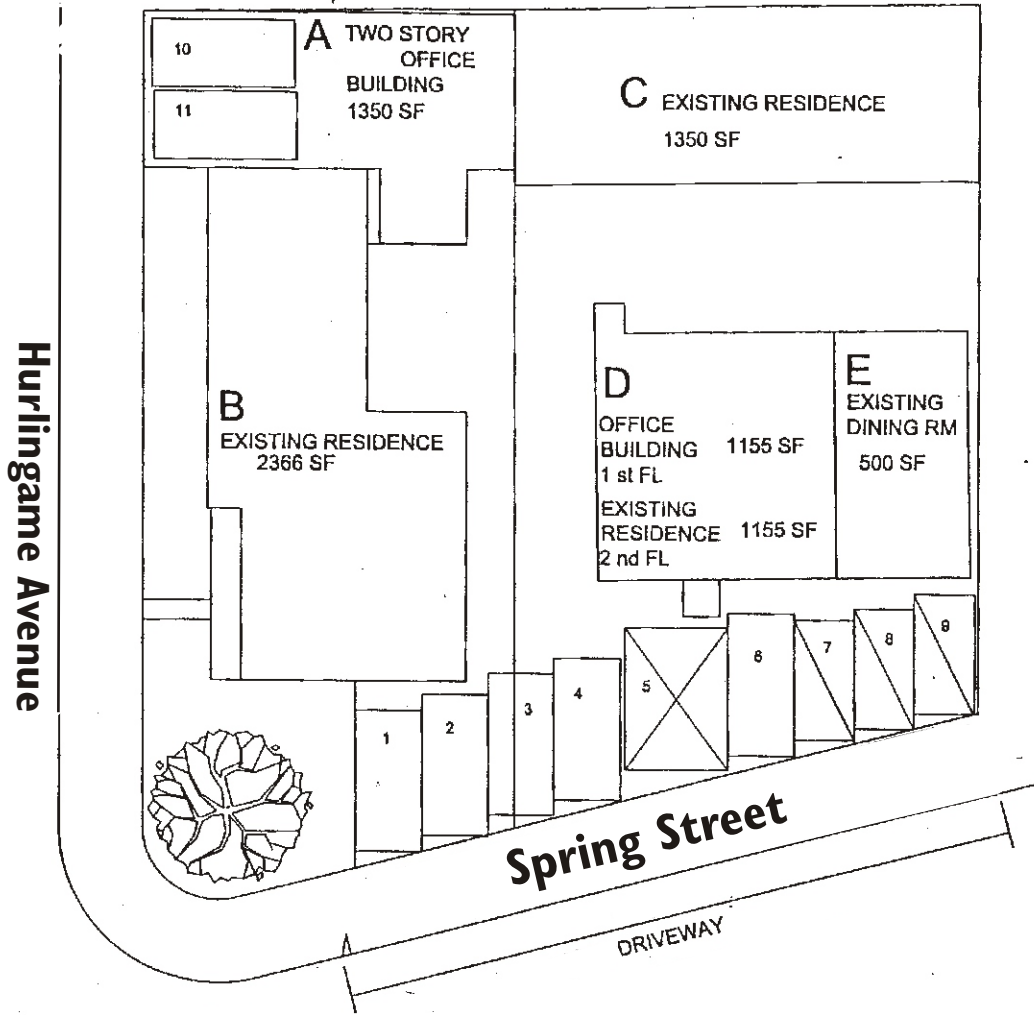
San Mateo County Zoning Hearing Officer Meeting

Owner/Applicant:

Attachment: **B**

File Numbers: **PLN 2003-00059**





Site Plan

Mental Health Association of San Mateo County

San Mateo County Zoning Hearing Officer Meeting

Owner/Applicant:

Attachment: C

File Numbers: **PLN 2003-00059**



Inspection, Testing and Maintenance Cover Sheet

Per NFPA 25, Chapter 5 as amended by CCR, Title 19

Property Information:

Name: **Mental Health Association of San Mateo** Occupancy/Use: **Residential**

Address: **791 Hurlingame Avenue & 2686 Spring Street** Construction Type: **Wood**

City: **Redwood City** No. Stories: **2**

Zip: **94063** Year Constructed: **Unknown**

Contact: **Michael Radding**

Telephone: **(650) 368-3345 x137**



Revised Annual Report
Repairs per quote # 111313a
were completed on 1/22/14.

Contractor Information:

Name: **NORTHERN CALIFORNIA FIRE PROTECTION SERVICES, INC.**

Address: **16840 Joleen Way, Suite A**

City: **Morgan Hill**

State: **California**

Telephone: **408-776-1580**

Ca License #: **C16-688213**

Job #

Performed by: **Julio Gonzalez / Tim Valle**
(Print)

3 Number of System Risers

Copy sent to:

<input checked="" type="checkbox"/>	Owner	Date	<u>11/12/2013</u>
<input type="checkbox"/>	Fire AHJ	Date	
<input type="checkbox"/>	Contractor	Date	

NOTES:

1) For specific inspection, testing, and maintenance requirements and information, see NFPA 25, 2006 Edition as amended by California Code of Regulations, Title 19.

2) Inspection items may be performed by the Owner in accordance with California Code of Regulations Title 19 904.1(a)

Note: Contractor Information may be pre-printed

Forms Included with this report	Nfpa 25 Chapter	Number of Forms		N/A	Fail *	Pass
<input checked="" type="checkbox"/> Automatic Sprinkler System	5	1				X
<input type="checkbox"/> Standpipe and Hose Systems	6					
<input type="checkbox"/> Private Water Supply System	7					
<input type="checkbox"/> Fire Pump	8					
<input type="checkbox"/> Water Storage Tank	9					
<input type="checkbox"/> Water Spray System	10					
<input type="checkbox"/> Foam Water Sprinkler Systems	11					

* See "Deficiencies and Comments" section at the end of each respective form.

State Fire Marshal AES 1

Zoning Hearing Officer Meeting

Owner/Applicant: **A < 5 GA 7**

File Numbers: **PLN 20\$' !\$\$\$) -**

Attachment: **8**

March 21, 2006

Inspection, Testing and Maintenance of Fire Sprinkler System

Per NFPA 25, Chapter 5 as amended by CCR, Title 19

Date of Inspection, Testing, Maintenance: **11/12/2013**

System Riser ID: **1 - 3**

Property Information:

Name: **Mental Health Association of San Mateo**
 Address: **791 Hurlingame Avenue & 2686 Spring Street**
 City: **Redwood City**

Type of System:

- Wet Pipe
- Dry Pipe
- Preaction
- Deluge



Main Drain Test Results

Initial Static Pressure: See Supp (psi)
 Residual Pressure: See Supp (psi)
 Restored Static Pressure: See Supp (psi)

Abbreviation Key

- I = Inspection
- T = Test
- M = Maintenance
- A-O = After Operation
- MI = Per Manufacturer's Instructions

Item	Activity	Frequency	Description	NFPA Reference	Fail	N/A	Pass
1.1	I	Daily Weekly	Preaction/Deluge Valves- Enclosure temperature	12.4.3.1		X	
1.2	I	Daily Weekly	Dry Pipe Valves-Enclosure temperature	12.4.4.1.1		X	
1.3	I	Quarterly	Gauges (Dry, Preaction, Deluge Systems)	5.2.4.2 5.2.4.3		X	
1.4	I	Quarterly	Control Valves	12.3.2.1			X
1.5	I	Quarterly	Alarm Devices	5.2.6			X
1.6	I	Quarterly	Gauges (Wet Pipe Systems)	5.2.4.1			X
1.7	I	Quarterly	Hydraulic nameplate	5.2.7			X
1.8	I	Quarterly	Sprinklers	5.2.1			X
1.9	I	Quarterly	Spare Sprinklers	5.2.1.3			X
1.10	I	Quarterly	Fire Dept Connections	12.7.1			X
1.11	I	Quarterly	Alarm Valves- Exterior Inspection	12.4.1.1			X
1.12	I	Quarterly	Preaction/Deluge Valves- Exterior Inspection	12.4.3.1.6		X	
1.13	I	Quarterly	Pressure Reducing Valves	12.5.1.1		X	
1.14	I	Quarterly	Dry Pipe Valves- Exterior Inspection	12.4.4.1.4		X	
1.15	I	Quarterly	Backflow Prevnters	12.6.1		X	
1.16	I	Annually	Pipe and Fittings	5.2.2			X
1.17	I	Annually	Buildings	5.2.5			X

Inspection, Testing and Maintenance of Fire Sprinkler System

Per NFPA 25, Chapter 5 as amended by CCR, Title 19

Date of Inspection, Testing, Maintenance: **11/12/2013**

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Property Information:

Name: **Mental Health Association of San Mateo**
 Address: **791 Hurlingame Avenue & 2686 Spring Street**
 City: **Redwood City**

Type of System

- Wet Pipe
- Dry Pipe
- Preaction
- Deluge



Item	Activity	Frequency	Description	NFPA Reference	Fail	N/A	Pass
1.18	I	Annually	Hangers	5.2.3			X
1.19	I	Annually	Seismic Braces	5.2.3			X
1.20	I	5 Years	Hangers (Accessible concealed spaces)	5.2.3.3		X	
1.21	I	5 Years	Seismic Braces(Accessible concealed spaces)	5.2.3.3		X	
1.22	I	5 Years	Pipe and fittings(Accessible concealed spaces)	5.2.2.3		X	
1.23	I	5 Years	Sprinklers(Accessible concealed spaces)	5.2.1.1.4		X	
1.24	I	5 Years	Alarm Valves- Interior Inspection	12.4.1.2		X	
1.25	I	5 Years	Alarm Valves- Strainers, filters, orifices	12.4.1.2		X	
1.26	I	5 Years	Check Valves- Interior Inspection	12.4.2.1		X	
1.27	I	5 Years	Preaction/Deluge Valves- Interior Inspection	12.4.3.1.7		X	
1.28	I	5 Years	Preaction/Deluge Valves- Strainers, filters, orifices	12.4.3.1.8		X	
1.29	I	6 Years	Dry Pipe- Interior Inspections	12.4.4.1.5		X	
1.30	I	5 Years	Dry Pipe- Interior Inspect- strainers, filters, orifices	12.4.4.1.6		X	
2.1	T	Annuals	Alarm Devices (90 Sec)	5.3.3 12.2.7			X
2.2	T	Annually	Main Drain Test (Enter Data on page 1)	12.2.6 12.2.6.1 12.3.3.4			X
2.3	T	Annually	Antifreeze Test	5.3.4		X	
2.4	T	Annually	Control Valve- Position	12.3.3.1			X
2.5	T	Annually	Control Valve- Operation	12.3.3.1			X
2.6	T	Annually	Supervisory	12.3.3.5			X
2.7	T	Annually	Preaction Valve- Priming Water	12.4.3.2.1		X	
2.8	T	Annually	Preaction Valve- Low Air Pressure Alarm	12.4.3.2.10		X	

Inspection, Testing and Maintenance of Fire Sprinkler System

Per NFPA 25, Chapter 5 as amended by CCR, Title 19

Date of Inspection, Testing, Maintenance: **11/12/2013**

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 Address: **791 Hurlingame Avenue & 2686 Spring Street**
 City: **Redwood City**

Type of System

- Wet Pipe
 Dry Pipe
 Preaction



Item	Activity	Frequency	Description	NFPA Reference	Fall	N/A	Pass
2.9	T	Annually	Preaction Valve- Full Flow Trip Test	12.4.3.2.2		X	
2.10	T	Annually	Dry Pipe Valve- Priming Water	12.4.4.2.1		X	
2.11	T	Annually	Dry Pipe Valve-Low Air Pressure Alarm	12.4.4.2.6		X	
2.12	T	Annually	Dry Pipe Valve-Quick Opening Device	12.4.4.2.4		X	
2.13	T	Annually	Dry Pipe Valve- Trip Test	12.4.4.2.2		X	
2.14	T	Annually	Backflow Preventor Assemblies	12.6.2		X	
2.15	T	3 Years	Dry Pipe Valve-Full Flow Trip Test	12.4.4.2.2.2		X	
2.16	T	5 Years	Gauges	5.3.2		X	
2.17	T	5 Years	Pressure Reducing Valve	12.5.1.2		X	
2.18	T	5 Years	Fire Department Connection Backflush	12.7.4		X	
2.19	T	5 Years	Sprinklers-Extra High Temperature	5.3.1.1.1.3		X	
2.20	T	5 Years	Sprinklers- Corrosive environment or corrosive water	5.3.1.1.2		X	
2.21	T	10 Years	Sprinklers- Dry	5.3.1.1.1.5		X	
2.22	T	20 Years	Sprinklers- Fast Response	5.3.1.1.1.2		X	
2.23	T	50 Years	Sprinklers	5.3.1.1.1		X	
2.24	T	75 Years	Sprinklers- 75 years In service	5.3.1.1.1.4		X	
2.25	T		Sprinklers manufactured prior to 1920-replace	5.3.1.1.1.1		X	
3.1	M	Annually	Control Valves	12.3.4			X
3.2	M	Annually	Preaction/Deluge Valves	12.4.3.3.2		X	
3.3	M	Annually	Dry Pipe Valves/ Quick-Opening Devices	12.4.4.3.2		X	
3.4	M	Annually	Dry Pipe Valve- Low Point Drains	12.4.4.3.3		X	
3.5	M	5 Years	Obstruction Investigation	Chapter 13		X	

