



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

STAFF REPORT

DATE: September 1, 2021

TO: Hearing Officer

SUBJECT: Conditional Use Permit #6898

LOCATION: 132 North Euclid Avenue

APPLICANT: Reverend Sally Howard

ZONING DESIGNATION: CD-2 (Central District Specific Plan, Civic Center/Midtown subarea)

GENERAL PLAN DESIGNATION: Institutional

CASE PLANNER: Alison Walker

STAFF RECOMMENDATION: Adopt the Environmental Determination and Specific Findings in Attachment A to **approve** Conditional Use Permit #6898 with the conditions in Attachment B

PROJECT PROPOSAL: Conditional Use Permit: To allow a Temporary Homeless Shelter use at an existing Religious Facility (All Saints Church). The proposed homeless shelter would allow up to 12 participants to reside at the facility at any one time.

ENVIRONMENTAL DETERMINATION: This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15301, Class 1, (Existing Facilities), and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. Section 15301 applies to small additions, expansions or alterations to existing structures where there is negligible or no expansion of the use. The operation of a temporary homeless shelter in conjunction with a religious facility at an existing church campus is considered a negligible expansion of use.

BACKGROUND:

Site characteristics: The All Saints Church site is 2.8 acres in size and is located at the southwest corner of East Walnut Street and North Euclid Avenue. The site is currently developed with an existing church campus, including four buildings, a trailer, a storage building and a courtyard area. City Hall is across Euclid Avenue to the southwest. The Los Angeles County Courthouse is to the west. The Kaiser Permanente parking lot and offices are across Walnut Street to the north. The Plaza Las Fuentes complex (hotel, office, and restaurant uses), multi-story residential and office buildings, multi-level parking structures, surface parking lots, and the Western Asset office complex are uses to the east and south.

Adjacent Uses: North: Institutional (Parking and Storage for All Saints Church) and Commercial (Former Restaurant)
South: Commercial (Restaurant) and Multi-Family Residential
East: Commercial (Hotel, Office, and Restaurant)
West: Institutional (City Hall and County Courthouse)

Adjacent Zoning: North: CD-2 (Central District Specific Plan, Civic Center/Midtown subarea)
South: CD-2 (Central District Specific Plan, Civic Center/Midtown subarea)
East: PD-12 (Walnut – Los Robles Planned Development)
West: CD-2 (Central District Specific Plan, Civic Center/Midtown subarea)

Previous Cases: Conditional Use Permit #6070: To allow a project that is inconsistent with the approved Master Development Plan for All Saints Church. Per the City’s Zoning Code, the Director of Planning & Community Development may allow a project that is inconsistent with an approved Master Development Plan to be processed through a Conditional Use Permit. The CUP included revisions to size and location of East Building (“C”). Approved September 4, 2013.

Master Development Plan – 15-year plan for expansion of All Saints Church that includes the demolition of 202 N. Euclid Avenue, Scott Hall, and a temporary trailer. The interiors of the existing Rectory and Regas House would be renovated, a new columbarium would be constructed along the east property line, and a multiple-story, four-building complex (approximately 50,300 square feet) would be constructed. This construction includes: West Building (“A”), two-story building with offices, conference rooms, and a social hall with kitchen; Forum (“B”), two-level assembly building, East Building (“C”), three-story building to house youth programs, daycare, and classroom areas; and North Building (“E”), a two-story building for youth recreation. The North Building will be built in a second phase, after the completion of the other three buildings and subterranean parking garage. In Phase I, the site of the north building will be a landscaped

outdoor plaza space and a temporary one-story café building.

Also part of the project:

- Conditional Use Permit: restaurant with walk-up window
- Minor Conditional Use Permit: shared parking
- Minor Conditional Use Permit: commercial off-street parking
- Minor Conditional Use Permit: tandem parking spaces
- Variance: exceed the maximum allowed setback along Euclid Avenue
- Variance: exceed the maximum allowed setback along Walnut Street
- Variance: allow a portion of fence along Walnut Street to exceed the four foot height limit
- Minor Variance: construction of a columbarium within twenty feet of a property line; and
- Variance: two loading spaces on the street.

Approved by City Council with conditions, April 16, 2012.

Certificate of Exception #180: To adjust an existing lot line approximately 51 feet to the north to increase the size of Parcel No. 1 from 79,323 square feet to 89,105 square feet and decrease the size of Parcel No. 2 from 31,326 square feet to 21,543 square feet. All Saints Church to remain entirely on Parcel No. 1. Approved July 25, 1990.

Conditional Use Permit #1372: To allow commercial filming for 24 days between August 3 and September 20, 1983. Approved August 3, 1983.

PROJECT DESCRIPTION:

The applicant, Reverend Sally Howard, has submitted a Conditional Use Permit application to establish a Temporary Homeless Shelter use at an existing Religious Facility (All Saints Church). The project site is currently developed with an existing church campus, including four buildings, a trailer, a storage building and a courtyard area. As proposed, there would be no additional building area as part of the project.

The proposed temporary homeless shelter would provide services through the “Safe Haven Bridge to Housing” program. Program participants would consist of unhoused individuals working towards permanent housing. A maximum of 12 persons would be in the program at any one time, and would have access to designated sleeping areas from 10:00 p.m. to 7:00 a.m., daily. The program would provide a location for participants to sleep, store their belongings, and use toilet/handwashing stations. In addition, Union Station Homeless Services would partner with All Saints Church to provide on-site services, such as community education, case management, and housing navigation services. Participants would partake in the program up to 120 days. A Conditional Use Permit is required to establish a temporary homeless shelter use at a Religious Facility when participants are residing at the facility for more than 60 days in the CD-2 zoning district.

BACKGROUND:

On December 14, 2020, the City Council authorized the City Manager to enter into a funding contract with Union Station Homeless Services to provide necessary services to facilitate the movement of people experiencing homelessness who are living on the properties of religious institutions into permanent housing. In turn, All Saints Church contacted Union Station Homeless Services to seek their support serving the individuals sleeping on the church's campus. Together, All Saints Church and Union Station Homeless Services developed the "Safe Bridge to Housing" program. The program provides participants with a safe outdoor sleeping space with access to specialized care coordination, and case management and housing navigation services from a Union Station Homeless Services staff member. The program is designed to move each participant from homelessness to permanent housing. City funding for the program is contingent on All Saints Church obtaining a Conditional Use Permit.

ANALYSIS:

Zoning and Land Use

The subject property is located in the CD-2 (Central District Specific Plan, Civic Center/Midtown subdistrict) zoning district. The purpose of the CD zoning district is to implement the objectives and policies of the Central District Specific Plan by providing for a diverse mix of land uses designed to create the primary business, financial, retailing, and government center of the City. It emphasizes the concept of a higher density, mixed-use environment that will support transit- and pedestrian-oriented mobility strategies. The Civic Center/Midtown subdistrict is intended to strengthen its role as the symbolic and governmental center of the City, supporting civic, cultural, and public service institutions, while augmenting the character of the area with a complementary mixture of uses.

The City's Zoning Code defines Temporary Homeless Shelter at Religious Facilities land uses as "a religious assembly use with temporary facilities for the homeless." In the CD-2 district a Temporary Homeless Shelter at Religious Facility use may be permitted by right should the requirements of Zoning Code Section 17.50.230.E (Religious Facilities, Temporary Homeless Shelters) be met. These requirements include the need for an existing CUP for the religious facility use in residential, CO, and PS zoning districts, operational standards such as providing services free of charge, allowing a maximum of 10 persons at one time except within commercial districts, and restricting the amount of time that homeless persons may reside at the facility to 60 days. If the use does not meet all of the requirements of 17.50.230.E, a Conditional Use Permit is required.

Conditional Use Permit

As proposed by the applicant, the temporary homeless shelter would comply with all of the applicable Zoning Code standards described above, with the exception of the 60-day maximum stay regulation. Participants would reside at the shelter for more than 60 days. Therefore, a Conditional Use Permit is required. The Hearing Officer may approve a Conditional Use Permit to allow the establishment of a Temporary Homeless Shelter at a Religious Facility use only after making six findings identified in the Zoning Code. The general purpose is to evaluate compliance with the Zoning Code and General Plan, whether the use would be detrimental or injurious to the neighborhood, and compatibility of the operation with existing and future uses. The Conditional Use Permit process allows the City to specify development standards and may result in recommended conditions or requirements associated with the operation of the use.

Proposed Operations

As noted above, the Temporary Homeless Shelter would be located on the existing All Saints Church campus, with no change to the existing buildings. The shelter would serve a maximum of 12 persons from 10:00 p.m. to 7:00 a.m. daily within the designated sleeping area. The designated sleeping area would be located under a covered colonnade adjacent to Regas Hall, the building to the east of the internal courtyard, approximately 120 feet from Euclid Avenue. The proposed program includes 24-hour access to a portable restroom and handwashing station located at the northeast corner of the church's parking lot, set back approximately 175 feet from the Euclid Avenue. Each participant would be assigned one outdoor locker to store their sleeping materials and personal belongings. Private security services would be provided on-site from 7:00 p.m. to 7:00 a.m. each day, and a security camera would monitor the locker storage area at all times.

The Safe Haven Bridge to Housing Program also includes social services to support individuals in a path towards permanent housing. In order to participate in the program, eligible participants would be required to agree to the "Safe Haven Bridge to Housing Covenant Expectation and Ground Rules," including a "Good Neighbor Policy." Under this policy, individuals agree not to loiter, play loud music, or have disruptive or damaging conduct anywhere on or near the property. Furthermore, as part of the commitment to the program, participants would attend weekly meetings with Safe Haven Bridge to Housing program staff within the church's courtyard area. Additional services to be provided by Union Station Homeless Services include community education, case management, and housing navigation. As described by the applicant, the length of stay for each participant would typically range between 60 and 120 days. At 120 days, participants are reassessed, and may graduate from the program if they have access to permanent housing. Should a participant violate the program agreement, they may be removed from the program.

Hours of Operation

The proposed use would have varied hours of operation, with sleeping occurring on-site between 10:00 p.m. and 7:00 a.m. and occasional services occurring the internal courtyard during the day. The subject site is situated within the Central District Specific Plan area and therefore is not subject to the limited hours of operation as prescribed in Section 17.40.070.A.4 of the Zoning Code.

Surrounding Uses and Noise

The subject property is located within the Civic Central/Midtown subarea of the Central District, an area defined by a mix of uses, including civic, cultural, and public service institutions. Consistent with the zoning designation, the property adjoins a mix of uses: commercial (former restaurant) to the north, hotel, offices, and restaurants to the south and east, and City Hall and Los Angeles County courthouse to the west. Further to the south, the nearest residential structure located at 80 North Euclid Avenue is approximately 100 feet from the All Saints Church campus.

All activities associated with the use would occur a minimum of 200 feet from the residential use to the south and are buffered by existing buildings and a large walkway. The designated sleeping area is located approximately 120 feet from Euclid Avenue. Any daytime outdoor activity would take place in the interior courtyard area and would include program participants and staff from Union Station Homeless Services. As proposed by the applicant, the maximum

12 participants would be required to use ear buds/headphones for playing music or audio equipment. Regardless, compliance with the City's Noise Ordinance (Chapter 9.36) is required, as noted in the recommended conditions of approval.

Based on these characteristics and the recommended conditions of approval, it is anticipated that the Temporary Homeless Shelter use would have minimal impacts on and would be compatible with surrounding uses.

GENERAL PLAN CONSISTENCY:

The proposed Temporary Homeless Shelter at an existing Religious Facility use is in conformance with the following goals, policies, and objectives of the General Plan Housing and Land Use elements.

Goal HE-4. *Adequate housing opportunities and support services for seniors, people with disabilities, families with children, college students, and people in need of emergency, transitional, or supportive housing.*

Policy HE-4.4 Service-Enriched Housing. *Support and assist organizations in the provision of support services and service-enriched housing for special needs groups, such as seniors, families, disabled people, homeless people, and those with medical conditions.*

Policy HE-4.6 Homeless Housing and Services. *Provide support and financial assistance to community service organizations that provide housing opportunities and supportive services for people who are homeless.*

The proposed Temporary Homeless Shelter use integrates support services including community education, case management, and housing navigation. In addition, the use would provide consistent shelter and storage of personal belongings of homeless persons working towards permanent housing through the duration of the program. As such, the proposed use is consistent with the City's policies to provide service-enriched housing opportunities for special needs households.

Goal 2 – Land Use Diversity. *A mix of land uses meeting the diverse needs of Pasadena's residents and businesses, fostering improved housing conditions, offering a variety of employment and recreation opportunities, and supporting a healthy population while protecting the environment.*

Policy 2.7- Civic and Community Services. *Provide diverse uses and services supporting Pasadena's residents such as facilities for civic governance and administration, public safety (police and fire), seniors and youth, community gatherings, and comparable activities.*

All Saints Church is an existing religious facility that provides a space for community gatherings related to religious services. The proposed temporary homeless shelter use would provide a dedicated space for unhoused community members to reside and receive support while they make efforts towards permanent housing. Participants would sleep in a designated covered area, have weekly meetings in the church's courtyard, and would have designated lockers to store their belongings. Operational conditions imposed through the Conditional Use Permit process will reduce the likelihood of negative impacts on adjoining uses.

GOAL 16. Superior Services. *A superior level of services meeting the needs of Pasadena’s diverse residents including schools, hospitals, parks, child and senior facilities and programs, libraries, shelters, public auditoriums, health facilities, social clubs and recreation centers.*

Policy 16.1 – Commitment. *Provide human and community services to all sectors of the City’s population in an equitable manner.*

The proposed Temporary Homeless Shelter use would provide community services to vulnerable individuals to assist them towards permanent housing. The Safe Haven program provides resources such as an Outreach Worker, Care Coordinator, and Housing Navigator so that participants can work towards achieving residential stability.

Policy 16.7 – Shared Facilities. *Encourage the sharing of facilities between various public service providers, as well as those offered by private entities, such as the joint use of school play areas for recreation, school facilities for child and after school day care, and libraries for civic and cultural events.*

The proposed Temporary Homeless Shelter would be located at an existing religious facility campus, All Saints Church, and the proposed services offered align with the mission and values of the existing religious facility. In addition, the church campus is otherwise not in use overnight during the proposed sleeping hours, providing an opportunity for the program to utilize the church campus during the “off” hours. The shared facilities would provide participants with a secure and consistent location to sleep and store their belongings, along with a location for services to be provided by Union Station Homeless Services.

Policy 16.8. Coordination of Human Services. *Prioritize coordination of facilities and programs between public and private agencies and between various levels of government involved in the human service field. Aim to eliminate overlapping efforts in the human service field.*

The proposed Temporary Homeless Shelter use would be a collaboration between All Saints Church, Union Station Homeless Services, and the City of Pasadena to service the needs of homeless individuals. The church would provide the shelter, storage, and security for participants of the Safe Haven program, with Union Station Homeless Services providing on-site services such as housing navigation, and the City providing funding for the services. The coordination efforts of the three organizations demonstrates compliance with the City’s policies to provide coordination of human services.

ENVIRONMENTAL REVIEW:

This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15301, Class 1, (Existing Facilities), and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. Section 15301 applies to small additions, expansions or alterations to existing structures where there is negligible or no expansion of the use. The operation of a temporary homeless shelter in conjunction with a religious facility at an existing church campus is considered a negligible expansion of use. Furthermore, no expansion to the existing floor area is proposed. Therefore, the project is exempt from environmental review.

REVIEW BY OTHER CITY DEPARTMENTS:

The Police Department, Housing Department, Public Health Department, Fire Department, Building and Safety Division and Public Works Department have reviewed the project. The Police, Housing, Public Health, Fire, and Public Works Department had no comments. The Building and Safety Division has provided conditions, which are included in Attachment B.

CONCLUSION:

It is the staff recommendation that the findings for approval of the Conditional Use Permit application can be made. The proposed Temporary Homeless Shelter would provide a consistent place for unhoused individuals to sleep and receive support services to assist them on the path towards permanent housing. The use would utilize existing covered area, an on-site courtyard, and the parking lot to provide services such as covered shelter and restroom/handwashing facilities to participants. Further, the use is consistent with Goals and Policies in the Housing and Land Use Elements of the General Plan, as the use provides services to homeless individuals and demonstrates partnerships between All Saints Church, Union Station Homeless Services, and the City of Pasadena Housing Department. To prevent any unanticipated noise impacts and to safeguard nearby residential uses, recommended conditions of approval include compliance with the City's Noise Ordinance (Chapter 9.36). Therefore, staff recommends that the Hearing Officer approve the application with the findings in Attachment A and the Conditions of Approval in Attachment B.

Attachments:

Attachment A: Specific Findings of Approval

Attachment B: Conditions of Approval

ATTACHMENT A
SPECIFIC FINDINGS FOR CONDITIONAL USE PERMIT #6898

Conditional Use Permit

1. *The proposed use is allowed with a Conditional Use Permit (Major and Minor) or Hillside Development Permit within the applicable zoning district and complies with all applicable provisions of this Zoning Code.* The City's Zoning Code defines a Temporary Homeless Shelters at Religious Facilities land uses as "a religious assembly use with temporary facilities for the homeless." The subject site is located within the CD-2 (Central District Specific Plan, Civic Center/Midtown subdistrict). In the CD-2 district a Temporary Homeless Shelter at Religious Facility use may be permitted by right should the requirements of Zoning Code Section 17.50.230.E (Religious Facilities, Temporary Homeless Shelters) be met. These requirements include the need for an existing CUP for the religious facility use in residential, CO, and PS zoning districts, operational standards such as providing services free of charge, allowing a maximum of 10 persons at one time except within commercial districts such as this site, and restricting the amount of time that homeless persons may reside at the facility to 60 days. If the use does not meet all of the requirements of 17.50.230.E, a Conditional Use Permit is required.

The temporary homeless shelter will have a maximum of 12 participants and participants would reside at the shelter for more than 60 days; therefore, a Conditional Use Permit is required for the use as proposed. The use serves a need specific to unhoused community members, is compatible with the surrounding land uses, and will not conflict with the provisions of the Zoning Code, such as hours of operation.

2. *The location of the proposed use complies with the special purposes of this Zoning Code and the purposes of the applicable zoning district.* The subject property is located in the CD-2 (Central District Specific Plan, Civic Center/Midtown subdistrict) zoning district. The purpose of the CD zoning district is to implement the objectives and policies of the Central District Specific Plan by providing for a diverse mix of land uses designed to create the primary business, financial, retailing, and government center of the City. The Civic Center/Midtown subdistrict is intended to strengthen its role as the symbolic and governmental center of the City, supporting civic, cultural, and public service institutions, while augmenting the character of the area with a complementary mixture of uses.

The Temporary Homeless Shelter at the existing Religious Facility will provide a service to up to 12 participants at a time who are experiencing homelessness. The Safe Haven program provides an opportunity for those who otherwise do not have a consistent location to sleep each night, to have access to a covered sleeping area, locker for their belongings, a restroom and hand washing station, and services from Union Station Homeless Services. The Civic Center/Midtown subdistrict of the Central District Specific Plan features a variety of uses and is a service-oriented area of the City, and therefore, the use complements other service-oriented community uses in the area, such as the existing Religious Facility. The use will ensure that participants sleep in a secure environment, rather than on sidewalks or in other public areas of the City. As such, the proposed Temporary Homeless Shelter at an existing Religious Facility is consistent with the CD-2 Zoning District.

3. *The proposed use is in conformance with the goals, policies, and objectives of the General Plan and the purpose and intent of any applicable specific plan.* As proposed, the Temporary Homeless Shelter is consistent with General Plan Housing Element Policies HE-

4.4 and HE4.6 to support services and organizations supporting people who are homeless, as the intent of the proposed use is to provide temporary shelter and services for community members experiencing homelessness and working towards permanent housing. The proposed use also aligns with Land Use Policy 2.7 (Civic and Community Services), 16.1 (Commitment), 16.7 (Shared Facilities), and 16.8 (Coordination of Human Services) which related to the provision of community services, partnership between organizations and existing facilities, and providing superior level of services to meet the diverse needs of Pasadena residents. The proposed use provides services to a particular group of community members through the partnership of All Saints Church, Union Station Homeless Services, and the City of Pasadena.

The intent of the CD-2 is to provide a diverse mix of land uses and support service institutions. Together, the proposed use, location, design, and operation are consistent with the aforementioned goals and policies in the General Plan Land Use Element, and the purpose of the applicable specific plan.

4. *The establishment, maintenance, or operation of the use would not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood of the proposed use.* The proposed use provides participants in the Safe Haven program with a secure location to sleep and store their belongings. In order to ensure that participants and other community members in the vicinity are safe, security measures such as a security camera located at the locker area, and overnight security guards will be provided. Participants in the program will be required to agree to the "Safe Haven Bridge to Housing Covenant Expectation and Ground Rules," including a "Good Neighbor Policy." Under the agreement, individuals will not loiter, play loud music, or have disruptive or damaging conduct anywhere on or near the property. Should a participant violate the program agreement, they may be removed from the program. Regardless, compliance with the City's Noise Ordinance (Chapter 9.36) is required, as noted in the recommended conditions of approval. As conditioned, the establishment, maintenance, or operation of the Temporary Homeless Shelter use would not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood of the proposed use.
5. *The use, as described and conditionally approved, would not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City.* The proposed Temporary Homeless Shelter use will not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City. There is no proposed change in floor area of the existing Religious Facility campus and all activities related to the proposed use will occur on-site in the existing parking lot, interior courtyard, or in the colonnade, set back substantially from Euclid Avenue and other property lines. In addition, conditions of approval are included to require that the premises, sidewalk, and street will be maintained in a litter and graffiti free manner. Therefore, the proposed use and operational characteristics will prevent detriment or injury to property and improvements in the neighborhood.
6. *The design, location, operating characteristics, and size of the proposed use will be compatible with the existing and future land uses in the vicinity in terms of aesthetic values, character, and scale.* The proposed use will be located on an existing religious facility campus and there will be no addition or alteration of the building or expansion of the site with this approval. As it relates to the operating characteristics of the use, all activities associated with the use would occur a minimum of 200 feet from the residential use to the

south and are buffered by existing buildings and a large walkway. The designated sleeping area is located approximately 120 feet from Euclid Avenue.. Any daytime outdoor activity will take place in the interior courtyard area, and to prevent any noise amplification, participants will be required to use ear buds/headphones for playing music or audio equipment. Regardless, compliance with the City's Noise Ordinance (Chapter 9.36) is required, as noted in the recommended conditions of approval. Therefore, the operation of the Temporary Homeless Shelter will comply with all applicable standards and requirements of the Zoning Code.

ATTACHMENT B
CONDITIONS OF APPROVAL FOR CONDITIONAL USE PERMIT #6898

The applicant or successor in interest shall meet the following conditions:

1. The proposed project shall substantially conform to the site plan submitted with this application and dated "Approved at Hearing, September 1, 2021", except as modified herein.
2. In accordance with Section 17.64.040 (Time Limits and Extension) of the Pasadena Municipal Code, the exercise of the right granted under this application must be commenced within three years of the effective date of the approval, unless otherwise specified in the conditions of approval. The Hearing Officer may grant a one-year extension of the approval.
3. The approval of this application authorizes the establishment of a Temporary Homeless Shelter land use at an existing Religious Facility (All Saints Church) with a maximum of 12 participants at any one time.
4. The Zoning Administrator, at any time, can call for a review of the approved conditions at a duly noticed public hearing. These conditions may be modified or new conditions added to reduce any impacts of the use. The Hearing Officer may revoke the Conditional Use Permit if sufficient cause is given.
5. Any change to these conditions of approval or expansion of the use shall require the modification of this Conditional Use Permit or a new Conditional Use Permit.
6. The applicant or successor in interest shall meet the applicable code requirements of all other City Departments.
7. The project shall adhere to the City regulations governing the allowed level of ambient noise as specified in Chapter 9.36 of the Pasadena Municipal Code.

Planning Division

8. All activities and any storage associated with the use shall be conducted within the areas identified on the approved site plan.
9. Temporary events and activities may require the approval of a Temporary Use Permit.
10. A representative of the program responsible for the activities occurring on-site shall be available during all hours of operation. The name, address, and telephone number of the individual, owner, or designated representative responsible shall be kept on record in the office of the religious facility. The information shall also be furnished to the Zoning Administrator and be presented to any City official for review upon request.
11. Any food services associated with the operation of the temporary homeless shelter shall be provided to participants only. Meals shall not be made available to non-participants.
12. At least one security guard shall patrol the subject property from 7:00 p.m. to 7:00 a.m., daily.

13. Signs indicating “No Loitering” shall be posted near the locker area. The size, location and contents of the sign shall be submitted for review and approval by the Zoning Administrator, within 30 days of the effective date of the Conditional Use Permit.
14. The bathroom and handwashing station area shall be maintained in a clean and sanitary manner at all times.
15. The premises, sidewalk, and street shall be maintained in a litter and graffiti free manner. Any graffiti that should appear on the site shall be removed within 48 hours. If at any time the Zoning Administrator determines that trash, litter, and debris have become a problem, the operator shall be required submit a litter clean-up plan. The litter clean-up plan shall address litter clean-up on-site and off-site and shall include, but not be limited to, a litter pick-up schedule and a map of the clean-up area. Upon approval of the plan by the Zoning Administrator, the measures of the plan shall be implemented. This condition may require the operator to post a bond to ensure trash and litter compliance.
16. The existing outdoor lighting shall be subject to Section 17.40.080 (Outdoor Lighting) of the Zoning Code to ensure its compliance with the requirements to avoid glare and reflection impacts on adjoining properties and public-rights-of-way.
17. Except within the designated storage area, lockers, and bike racks, storage, of any material or equipment, shall be prohibited.
18. These conditions of approval must be made available for public viewing at the religious facility campus on a continuous basis for the duration of this Conditional Use Permit, beginning on the date the Conditional Use Permit is in effect.

Building and Safety Division

19. Governing Codes: Comply with the Current Edition of California Building Code, California Electrical Code, California Plumbing Code, California Mechanical Code, California Energy Code, California Green Building Standard Code and the City of Pasadena Municipal Code. The governing edition is based on the date in which the project is submitted to the City of Pasadena for review.
20. Building Code Analysis: Should a Building Permit be required, provide a Building Code Analysis on the title sheet. Include the code(s) information for each building proposed: Descriptive scope of work, occupancy, assessor’s parcel number, number of stories, type of construction, fire sprinklers, floor area, height, and allowable floor area.
21. Means Of Egress (Exiting): Should a Building Permit be required, clearly label and identify on plans fire-resistive corridors, exit enclosures, exit passageways, horizontal exits, occupancy separation walls and floors, fire resistive shafts, and fire walls, along with their fire-resistive ratings as applicable. Make sure not means of egress are blocked.
22. Accessibility: Provide compliance with accessibility per CBC 11B accordingly. Make sure not accessible routes are block.
23. Required Plans and Permit(s): In addition to architectural plans, provide any Structural, Shoring, Plumbing, Mechanical, Electrical plans, PV systems and grading plans as required.

No deferred submittal. Separate permits are required for the following: Mechanical, Electrical, Plumbing, Fire Sprinkler, Demolition, Block walls, others.