



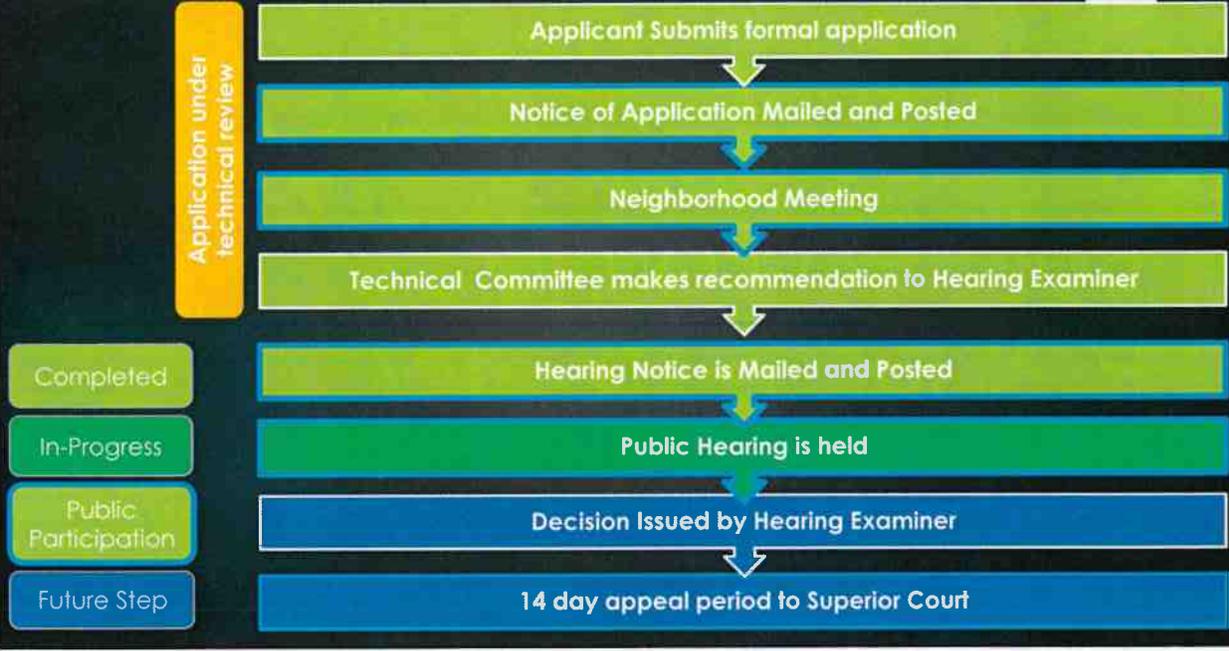
Bel-Red Family Resource Center

LAND: 2016-01036
CONDITIONAL USE PERMIT, TYPE III
HEARING DATE: 2-5-2018

Permit Application Type and Process

- ▶ This proposal is a Conditional Use Permit Application (RZC 21.76.070.K)
- ▶ Type III Process (RZC 21.76.050.H, Type III Review)
 - Recommendation by Technical Committee
 - Decision by Hearing Examiner
 - Appeal to City Council

Permit Application Type and Process



Vicinity Map

- ▶ R-3
- ▶ Idylwood Neighborhood



Project Description

- ▶ Religious Intuition operation of a shelter for women and children with a maximum facility occupancy of 40 persons
- ▶ Proposed facility would operate out of the current single family structure on-site.
- ▶ Project site is in the R-3 zone (RZC 21.08.050).
- ▶ **No** trees are proposed to be removed.
- ▶ **No** external modifications proposed for the structure on-site.
- ▶ In accordance with RZC 21.40.010.D: 21 off-street parking stalls will provided within the adjacent church parking lot. A cooperative parking agreement has been entered into and is an attachment to the hearing report.

Proposed Use: Religious Institution exercising religious mission of human services.

- ▶ RZC 21.78: **Religious Institutions.** Churches, temples, synagogues, monasteries, and similar establishments operated by religious organizations.
- ▶ Site has a CUP and a SDP for a Church, School, Parsonage and office space linked to activities of related operations.

Important Dates

- ✓ Formal Application Date: June 7, 2017
- ✓ Notice of Application: June 23, 2017 and Re-Issued with updated description July 28, 2017
- ✓ Neighborhood Meeting(s): May 1, 2017 and August 24, 2017
- ✓ Technical Committee Recommendation: November 1, 2017
- ✓ Hearing Notice Posted: 1/11/2018
- ✓ Public Hearing: 2/5/2018

Project Information and Communication

- ▶ Staff has met one-on-one with any persons from the community who made the request.
- ▶ Two neighborhood meetings were held (5/2017 & 8/2017) one hosted by the applicant and one hosted by City Staff.
- ▶ Staff has reviewed and responded to every question and public comment submitted to-date
- ▶ Detailed responses were provided for all questions submitted from the 8-24-2017 Neighborhood Meeting and all those submitted in during both NOA comment periods, throughout the entire duration of the project and during the Notice of Hearing.

Project Information and Communication

Idylwood

Land Use Action Notices in the Idylwood Neighborhood

BelRed Family Resource Center

Address: 2321 173rd Ave NE

Project Type and Number: Conditional Use Permit LAND-2016-01036

General Application; [Vicinity Map](#); [Notice of Application](#); [Process Flow Chart](#)

Initial Submittal

[Site Plan](#) revised 11/29/17

Tree Preservation Plan - no tree removal proposed

Additional Project Notices

[August 24, 2017 Neighborhood Meeting](#)

[February 5, 2018 Public Hearing Documents](#)

Responses to Public Comments

[Code of Conduct and Community Agreement](#)

[Public Comment Responses](#)

[Questions From August 24 Neighborhood Meeting](#)

[Neighborhood Meeting Slides](#)

A. [BelRed Fact Sheet](#)

B. [BelRed Family Resource Center Needs Statement](#)

C. [EFS and Kent Hope Fact Sheet](#)

D. [EFS Emergency Responder Visits](#)

E. [August 24 Neighborhood Meeting Response Handout](#)

- <http://www.redmond.gov/cms/One.aspx?portalId=149&pageId=222796>
- Land Use Actions Webpage has been established for the project since April 2017.
- The webpage has been updated on a regular basis with project information, public comment responses, meeting information and all project documents including draft hearing information (as of December) to provide the public ample opportunity to stay up-to-date with the proposal and questions they have had.

Noticing: Notice of Application 7-28-18

Re-issue
If you have previously submitted comments, they will also be included as part of the application review. All persons may submit new or updated comments through August 18, 2017.

City of Redmond Notice of Application

For more information about this project visit www.redmond.gov/landuseapps

<p>Project Information</p> <p>Application Type: Conditional Use-Change of Use</p> <p>Project Name: ECC Woman and Children's House to further be known as <u>BelRed Family Resource Center</u></p> <p>File Number: LAND-2016-01036</p> <p>Project Description: Women's & Children's Shelter with a maximum occupancy of forty (40) people</p> <p>Project Location: 2321 173RD AVE NE</p> <p>Site Address, if Applicable: 2321 173RD AVE NE</p> <p>Size of Subject Area in Acres: 0.5 Sq.Ft. 0</p> <p>Applicant: Peter Su</p> <p>Process Type: III (see attached flow chart)</p> <p><small>A Public Hearing is required, however a date has yet to be determined. A Public Hearing notice will be sent in the future.</small></p>	<p>Important Dates</p> <p>Application & Completeness Date: June 12, 2017</p> <p>Notice of Application Date: June 23, 2017</p> <p>Re-issued July 28, 2017 <small>To allow a minimum comment period as specified in RZC, the City will not issue a decision on this project prior to <u>August 18, 2017</u>. If date ends on a weekend or holiday comments are due on the next business day.</small></p> <p>Regulatory Information</p> <p>Zoning: Residential</p> <p>Comprehensive Plan Designation: Single-Family Constrained</p> <p>Consistent with Comprehensive Plan: Yes</p> <p>Applicable Development Regulations: Redmond Municipal Code & Zoning Code</p> <p>Public Comment</p>
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Clarifying that this CUP is a change from what has already been permitted for the use of a religious facility on the site and current CUP/ SDP permits

NOA clarified the updated project name for the application to be known by going forward as shown within the revised General Application submitted 7/23.

NOA clarified the project description as shown within the revised General Application submitted 7/23

Peter Su is the owner/ rep for ECC, the main of the two co-applicants on the revised General Application Submitted 7/23/17

Noticing: Neighborhood Meeting 8/2017

**Neighborhood Meeting #2
ECC Women and Children's Shelter
(to be known as BelRed Family Resource Center)**

To: Interested Parties, Residents and Property Owners
From: The City of Redmond
Subject: ECC Women and Children's Shelter LAND-2016-01636

Location of Proposal: 2321 173rd Ave NE Redmond, WA 98052
Date: August 24, 2017
Time: 7:00 PM
Location: City Council Chambers
Redmond City Hall
 15670 NE 85th Street
 Redmond, WA 98052

Re: The project is proposing a shelter to serve women and children on a 0.5 acre R-3 parcel within the klytwood neighborhood. The facility would be located within the approximately 5,000 square foot structure currently located on the site. Attached is a site plan of the proposed project.

City staff is holding this second meeting which will serve as an opportunity for interested parties and nearby property owners to review, comment, and ask questions regarding the applicant's updated proposal (see project description above). This meeting will be held prior to the City of Redmond Technical Committee taking final action on this project.

Please contact Sarah Pyle at spyle@redmond.gov if you have any questions.

Clarified the updated project name for the application to be known by going forward as shown within the revised General Application submitted 7/23. Because the project name had been changed the previous month the previous name was included at the request of the public to ensure all knew of the change.

Staff discussed the project description as shown within the revised General Application submitted 7/23 and the changes

DESCRIPTION OF PROPOSAL (INCLUDE NUMBER OF LOTS, BUILDINGS, PROPOSED USE, ETC.)

Upgrade the interior of the house for use as a 25 person women's homeless shelter. This will include the addition of fire sprinklers, restrooms and showers, handicap restroom and shower, and other upgrades.

Noticing: Notice of Hearing 1-11-18



On 1/12/2018 A project description was added by the applicant at the request of the neighbors:
 "a shelter for women and children with a maximum facility occupancy of 40 persons"



- ✓ The title "Notice of Land Use Application";
- ✓ A graphic or written description of the site boundaries;
- ✓ Type of action/application (i.e., conditional use, master planned development, etc.);
- ✓ The date of public hearing;
- ✓ The name and telephone number of the Department of Planning and Community Development;
- ✓ City of Redmond logo;
- ✓ Other information as the Administrator may determine to be necessary to adequately notify the public of the pending land use application.

Public Comments

- ▶ Staff received a significant number of comments via mail, e-mail and during neighborhood meetings held for the project.
- ▶ Any questions submitted on the project prior to February 27, 2017 were provided detailed responses (including graphs, maps and additional data) within a 42 page document. The response document was mailed to those requested and posted on the City website February 2017.
- ▶ Any additional comments or questions that have been received following February 27, 2017 (last neighborhood meeting) have been responded to individually as received.
- ▶ All comments and questions have been responded to and the public has been kept apprised of both project status and participation opportunities.
- ▶ Link to response document:
<http://www.redmond.gov/Common/pxc/pxc.asp?fileid=200548>

Hearing Comments

Staff received over 100 e-mails during the Hearing Notice Comment Period.

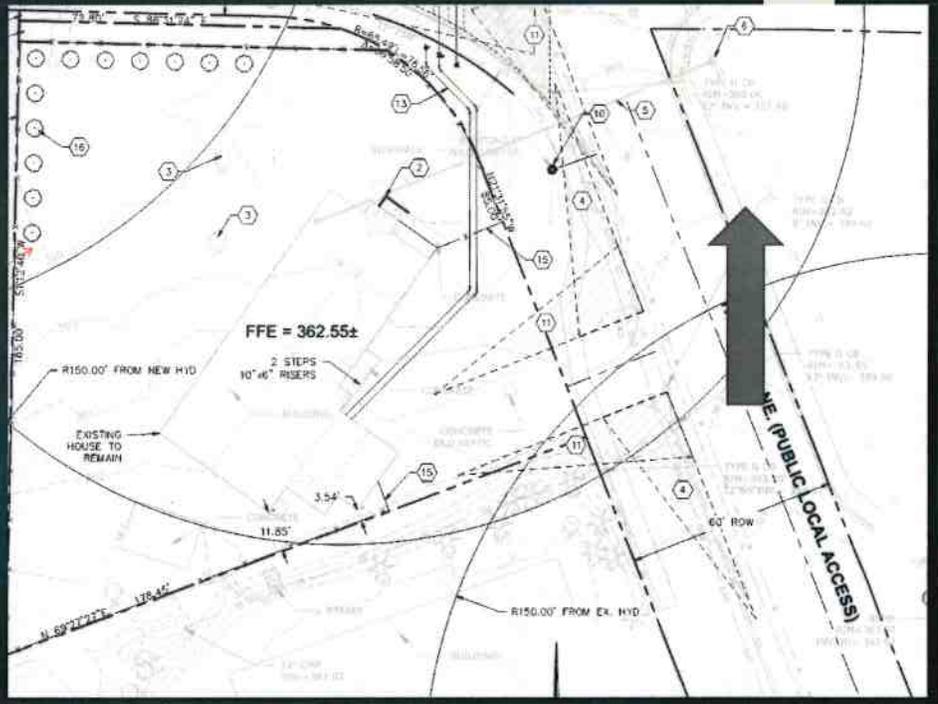
The e-mails consisted of the following:

- Questions
- Requests to be included as a Party Of Record
- Statements and comments in opposing
- Statements and comments in support of the proposal

Some e-mails included only one of the above, while others were combination.

Staff has put together all e-mails received as an exhibit this evening.

Site Plan



Project Type and Criteria

► Site Requirements

R-3 Zoning Regulations			
Average Lot Size	12,000 square feet	48,978 sqft	meets
Required Density	80 percent of net acres	n/a	meets
Lot Width Circle	60 feet	> 20 feet	meets
Lot Frontage	20 feet	> 20 feet	meets
Setbacks			
Front	20 feet	> 20 feet	meets
Garage	18 feet	n/a	meets
Side / Interior (each side)	5 feet / 10 feet	> 10 feet **	meets
Side Street	15 feet	n/a	meets
Rear	10 feet	> 20 feet	meets
Building Separation	10 feet	> 10 feet	meets
Open Space	20 percent of total lot area	> 20%	meets
Lot Coverage for Structures	30 percent of total lot area	> 30%	meets
Impervious Surface	60 percent of total lot area	< 60%	meets
Building Height	35 feet	< 35 feet	meets

** internal south property line less than 5' per legal nonconformance meets code regulations.

Decision Criteria: 1. The conditional use is consistent with the RZC and Comprehensive Plan.

- ▶ LU-29 Designate allowed residential densities and housing types to provide for a housing stock that includes a range of choices to meet all economic segments and household types, including those with special needs related to age, health or disability.
- ▶ HO-11 Encourage the development of a variety of housing types, sizes and densities throughout the city to accommodate the diverse needs of Redmond residents through changes in age, family size and various life changes, including:
 - Development that provides smaller units with a mix of attached and detached housing units
 - Homes with ground floor master suites, and
 - Homes with all living areas on one floor
- ▶ HS-15 Support the provision of a continuum of human services, from preventive to remedial, focused on ensuring that residents are able to be self-sufficient, contributing members of the community.
- ▶ FW-46 Improve the welfare and independence of Redmond residents by supporting the availability of human services to all in the community.

Decision Criteria: 2. The conditional use is designed in a manner which is compatible with and responds to the existing or intended character, appearance, quality of development, and physical characteristics of the subject property and immediate vicinity.

- ▶ The proposal conforms to the site requirements set forth in RZC 21.08.050 R-3 Zone. BelRed Family Resource Center will continue to maintain the appearance of a single-family residence. There will be no exterior work done to the existing structure itself; therefore, the intended character, appearance, quality of development and physical characteristics of the property will not be affected (Attachment 9, Pictures of Current Structure).

Decision Criteria: 3. The location, size, and height of buildings, structures, walls and fences, and screening vegetation for the conditional use shall not hinder neighborhood circulation or discourage the permitted development or use of neighboring properties.

- ▶ BelRed Family Resource Center conforms to the applicable R-3 (Single-Family Constrained Residential) Zone including regulations and procedures [RZC 21.08.050]. BelRed Family Resource Center complies since there will be no exterior work done to the existing structure itself. The existing single-family house will continue to appear as a single-family home as to blend into the neighborhood. A six foot residential perimeter fence is proposed to be installed to provide screening and privacy.

Decision Criteria: 4. The type of use, hours of operation, and appropriateness of the use in relation to adjacent uses minimize unusual hazards or characteristics of the use that would have adverse impacts;

- ▶ The BRFRFC will be operated with two staff on site twenty-four (24) hours a day, seven days a week. Overnight staff will remain awake and alert at all times. To meet the needs of the guests, staff will cover three shifts with at least two staff per shift, seven days a week. The first shift will be from 7 am to 3:30 pm. The second shift is from 3 pm to 11:30 pm and the third shift will be from 11pm to 7:30 am. There will be a 9 pm curfew for all guests who stay at the BRFRFC.
- ▶ Family shelters operate differently from the traditional idea or image of emergency shelters. BelRed Family Resource Center, aligned with best practices for family shelter operations, will allow families to maintain their bed space from night to night for up to 30-60 days, with the option to extend to 90 days for families who are diligently working toward housing and employment goals. This provides the needed stability and safety for women and their children. Families will be screened over the phone before coming on-site, so there will be no waiting line outside of the shelter.

Decision Criteria: 4. The type of use, hours of operation, and appropriateness of the use in relation to adjacent uses minimize unusual hazards or characteristics of the use that would have adverse impacts;

- ▶ Volunteers will be utilized during daytime hours (6:30am-8:00pm) to assist in meal preparation, help with homework, provide children's activities, and other tasks that aid the day-to-day operations. All volunteers must pass a background check and sign up through Seattle's Union Gospel Mission online platform prior to coming to BelRed Family Resource Center. Volunteers will need to exit the property by 8:00pm each evening.
- ▶ Visiting professional services such as tutoring, visits from case workers, social workers, health care professionals and other service providers will take place during two time frames. Daytime visits will take place when school children are gone. Evening visits would be scheduled after dinner when entire families are available, including older children. Professionals such as family counselors, psychologists, public health professionals will not generate any trips during the peak commute periods. Between shelter residents, staff, volunteers, and professional services, the maximum occupancy (40 persons) will be strictly adhered to at all times.

Decision Criteria: 5. The Conditional Use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood.

- ▶ Public transportation is located on the corner of 173rd Ave NE and NE 24th on the 249, 888, 895 bus lines. 226 bus line is accessible with a half mile of the BelRed Family Resource Center.
- ▶ The existing single-family home is assumed to have three (3) trips during the a.m. and p.m. peak hours, and BelRed Family Resource Center is assumed to have six (6) trips during the AM peak hours (7:00-9:00 AM) and 4 trips estimated during the PM peak hours (4:00-6:00 PM). In conclusion, the impact of BelRed Family Resource Center will be insignificant during the day and particularly during the peak traffic periods. It will not affect the service levels for either NE 24th Street or 173rd Ave NE (Attachment 10, Traffic Study).

Decision Criteria: 6. The Conditional Use will be supported by adequate public facilities or services, and will not adversely affect public services to the surrounding area or conditions are established to mitigate adverse impacts on such facilities.

- ▶ BelRed Family Resource Center is located in a developed neighborhood where there are adequate public facilities and services in a 5-mile radius of the site. The adequate facilities include, but are not limited to schools, parks, churches, shopping centers, grocery store, and bus stops. BelRed Family Resource Center will comply with the City of Redmond's requirements to upgrade the water/sewer line from the house to the street. The requirements from the City of Redmond are based on the assumption that the burden created by the BelRed Family Resource Center will be greater than a single-family home. The required changes that City of Redmond has required mitigate any adverse impacts to the neighborhood.

Recommendation

- ▶ Approve with conditions as noted within Hearing Report.