



## MEMORANDUM

**TO: PLANNING COMMISSION**

**FROM: TERESA MCCLISH, DIRECTOR OF COMMUNITY DEVELOPMENT**

**BY: MATTHEW DOWNING, PLANNING MANAGER**

**SUBJECT: CONSIDERATION OF PRE-APPLICATION NO. 17-004; MODIFICATION OF A CONDITION OF APPROVAL FOR AN ENTITLED 54-ROOM BOUTIQUE HOTEL FOR THE ADDITIONAL CONSTRUCTION OF FITNESS AND CONFERENCE ROOMS; LOCATION - 325 EAST BRANCH STREET; APPLICANT – SRK HOTELS; REPRESENTATIVE – STEVEN PUGLISI ARCHITECTS**

**DATE: DECEMBER 5, 2017**

### **SUMMARY OF ACTION:**

The Planning Commission will consider a preliminary request for advisement regarding the removal of a condition of approval for an entitled 54-room boutique hotel. Removal of the condition of approval, which currently limits the structure to a maximum of 30,000 square feet, would allow for the increase in building size to accommodate a fitness room, a bathroom, and a conference room at the hotel without an increase in the number of guest rooms. No formal action will be taken by the Planning Commission at this time; instead, the Planning Commission will provide the applicant feedback on the viability of the requested modification to allow the applicant to determine whether or not to proceed with a formal application.

### **IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:**

No impact to financial or personnel resources have been identified as a result of the Pre-Application.

### **RECOMMENDATION:**

It is recommended that the Planning Commission review the proposal and provide comments to the applicant.

### **BACKGROUND:**

The property located at 325 East Branch Street is vacant, bordered by the Mason Bar building to the southwest and Tally Ho Creek to the northeast, with frontage that extends from East Branch Street to Le Point Street (Attachment 1). On February 16, 2016, the Planning Commission adopted Resolution No. 16-2244, approving the construction of a 29,380 square foot, 54-room boutique hotel on 1.86 acres of vacant

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land in the Village Core Downtown (VCD) and Village Mixed-Use (VMU) zoning districts. Condition of approval #31 states: "Maximum building size shall not exceed 30,000 square feet". As the applicant has proceeded forward with obtaining building permits for the structure, the idea was brought forward to revise the plans to include a fitness room and conference room. These facilities would be available for guests during their stays, with the potential for some community use of the conference room. Due to the strict building size limitation included in Condition #31, it was discussed with the applicant that the original conditional use permit would need to be amended in order to either revise or completely remove that limitation. The applicant has submitted a Pre-Application to obtain feedback from the Planning Commission on a request of that type.

**ANALYSIS OF ISSUES:**

During the processing of Conditional Use Permit 15-007, maximum building size was discussed as it relates to the dual zoning of the property as VCD and VMU, which allow maximum building sizes of 20,000 square feet and 10,000 square feet respectively. These building sizes were combined to allow for a 30,000 square foot building to be constructed due to the property size of over 81,000 square feet when minimum lot size for the VCD and VMU are 2,500 and 5,000 square feet respectively. The intent of these limitations is to ensure sites are compatible in scale and pedestrian orientation of the Village and do not overpower small commercial sites and these property development standards are allowed to be adjusted when it can be found that site specific property development standards are needed to make a project consistent with the intent of the Municipal Code.

The applicant's request to add a fitness room and a conference room would increase the approved building size by 1,034 square feet from 29,380 square feet to 30,414. This constitutes an approximately three percent (3%) increase in building size. However, due to the strict limitation of building size to 30,000 square feet, the request cannot be approved as proposed without modifying Condition #31. The addition of these amenities will not increase the number of guest rooms from the original entitlement and would not be anticipated to increase parking requirements, as the space would primarily be used by guests of the hotel. The City had previously encouraged the inclusion of a conference room that could be utilized by the community, since meeting space is limited in the area.

**ALTERNATIVES:**

The following alternatives are provided for the Planning Commission's consideration:

1. Provide comments and suggestions to the applicant in support of the amendment to the condition of approval as presented;
2. Provide comments and suggestions to the applicant in opposition of the amendment to the condition of approval as presented; or
3. Provide direction to staff.

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**ADVANTAGES:**

Amendment or removal of the condition of approval limiting the building to 30,000 square feet would allow for the inclusion of amenities for guests of the hotel that could result in higher visitor satisfaction, which would lead to increased and/or repeat bookings.

**DISADVANTAGES:**

Amendment or removal of the condition of approval limiting the building to 30,000 square feet would result in the construction of a building larger than the previously established maximum building size. However, the building would be less than 500 square feet above that number, would provide additional amenities for guests of the hotel, and would still be within all applicable development standards of the VCD and VMU zoning districts.

**ENVIRONMENTAL REVIEW:**

No environmental review is required for this item.

**PUBLIC NOTICE AND COMMENT:**

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.

Attachments:

1. Location map
2. Pre-Application Plans

