



# TOWN OF PARADISE

5555 SKYWAY • PARADISE, CALIFORNIA 95969-4931

TELEPHONE (530) 872-6291 FAX (530) 877-5059

[www.townofparadise.com](http://www.townofparadise.com)

**Planning Commission Staff:**

Craig Baker, Community Development Director  
Susan Hartman, Assistant Planner

**Planning Commission Members:**

James Clarkson, Chair  
Martin Nichols, Vice-Chair  
Ray Groom, Commissioner  
Stephanie Neumann, Commissioner  
Anita Towslee, Commissioner

## PLANNING COMMISSION AGENDA

**6:00 PM – August 16, 2016**

In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate, please contact Community Development Director Baker, at 872-6291 at least 48 hours in advance of the meeting. Hearing assistance devices for the hearing impaired are available from the Presiding Clerk. Members of the public may address the Planning Commission on any agenda item, including closed session. If you wish to address the Planning Commission on any matter on the Agenda, it is requested that you complete a "Request to Address Council/Commission" card and give it to the Presiding Clerk prior to the beginning of the Council Meeting. All writings or documents which are related to any item on an open session agenda and which are distributed to a majority of the Planning Commission within 72 hours of a Regular Meeting will be available for public inspection at the Town Hall in the Town Clerk or Community Development Services Department located at 5555 Skyway, Room 3, at the time the subject writing or document is distributed to a majority of the subject body. Regular business hours are Monday through Thursday from 8:00 a.m. to 5:00 p.m.

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

### ROLL CALL

#### 1. APPROVAL OF MINUTES

1a. Approve Regular Meeting Minutes of June 21, 2016

#### 2. SWEARING IN OF RE-APPOINTED PLANNING COMMISSIONERS

- Stephanie Neumann
- James Clarkson

**3. ROLL CALL**

**4. APPOINTMENT OF PLANNING COMMISSION CHAIR AND VICE CHAIR FOR THE 2016/2017 FISCAL YEAR**

- a. Appointment of Chair (Secretary presiding)
- b. Appointment of Vice Chair (Appointed Chair presiding)

**5. COMMUNICATION**

- a. Recent Council Actions
- b. Staff Comments

**6. PUBLIC COMMUNICATION**

Comments are limited to a maximum of five minutes duration. If more time is needed, please request staff to place the subject on an agenda for a future Commission meeting.

**\*\*\* PUBLIC HEARING PROCEDURE \*\*\***

- |                                   |                                |
|-----------------------------------|--------------------------------|
| A. Staff comments                 | C. Close hearing to the public |
| B. Open the hearing to the public | D. Commission discussion       |
| 1. Project applicant              | E. Motion                      |
| 2. Parties for the project        | F. Vote                        |
| 3. Parties against the project    |                                |
| 4. Rebuttals                      |                                |

**NOTE:** Pursuant to Planning Commission Resolution No. 96-001, any person may speak before the Commission regarding the matter under consideration for **a maximum of five minutes** unless granted additional time by the Chair. "In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate, please contact the Community Development Dept., at 872-6291 at least 48 hours in advance of the meeting."

**7. CONTINUED PUBLIC HEARING - None.**

**8. PUBLIC HEARING**

- 8a. Consideration of a site plan review permit application proposing to establish a community care facility (SHOR Support Center) to provide various daytime services only to approximately ten (10) or fewer individuals per day who are at risk of becoming homeless. Services would be provided within an existing +/-1,700 square foot office building at the Paradise Lutheran Church upon a +/-2.19 acre property located at 780 Luther Drive in Paradise.

**9. OTHER BUSINESS**

- a. Appointment of two Planning Commission Representatives to serve upon the Town of Paradise Landscape Committee (appeals body) during the FY 2016-2017 (Requirement of PMC Chapter 15.36)



- b. Consider approving the request of Planning Commission Vice Chair Martin Nichols for an excused leave of absence, if necessary, from the Paradise Planning Commission for the remainder of the 2016 calendar year.

**10. COMMITTEE ACTIVITIES**

**11. COMMISSION MEMBERS**

- a. Identification of future agenda items (All Commissioners/Staff)

**12. ADJOURNMENT**

STATE OF CALIFORNIA ) COUNTY OF BUTTE )	SS.
I declare under penalty of perjury that I am employed by the Town of Paradise in the Town Clerk's Department and that I posted this Agenda on the bulletin Board both inside and outside of Town Hall on the following date:	
<hr/>	
TOWN/ASSISTANT TOWN CLERK SIGNATURE	



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## PLANNING COMMISSION MINUTES

**June 21, 2016**

**6:00 PM**

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

### **ROLL CALL**

#### **1. APPROVAL OF MINUTES**

- 1a. MOTION by Neumann to approve the minutes of the May 17, 2016 Regular Planning Commission meeting with a correction to a word on the second page from 'when' to 'went'. Commissioner vote was unanimous; Chairman Clarkson absent and not voting.

#### **2. COMMUNICATION**

- 2a. CDD Director Baker informed the Commissioners that the Town Council adopted the 2016/17 operating budget at the June 20, 2016 special budget meeting.

#### **3. PUBLIC COMMUNICATION –None.**

#### **4. CONTINUED PUBLIC HEARING – None.**

#### **5. PUBLIC HEARING – None.**

#### **6. OTHER BUSINESS**

- 6a. Consideration of a request for approval of an extension of time assigned to the conditionally approved Paradise Community Village Vesting Tentative Subdivision Map (PL09-00034); APNs 054-380-001 and 002.

CDD Director Baker gave the Commissioners some history on the project; that it is a 39 lot vesting subdivision that only Phase I of has recorded, resulting in approximately 32 fixed rent apartment units. The zoning of the subdivision, as adopted by Town Council, is Community Services-Planned Development, that once fully recorded, will create lots ranging from 0.13 acre to 4.58 acres in size. Phase II involves the creation of single family lots, a charter school, park and recreation facilities, more work force housing, and perhaps a skate park.

CDD Director Baker reported to the Commissioners that the staff recommends approval of the six-year time extension request for the Paradise Community Village Vesting Tentative Subdivision Map based on evidence that a “good faith effort”, as required by Paradise Municipal Code Section 16.07.060, has been established. A review of the file and documentation submitted by the applicant provide evidence that the applicants have incurred expenses in an approximate amount of \$1.2 million, including development of roadways, drainage facilities, and a wastewater treatment system.

Commissioners asked questions of staff regarding the Town’s interest in Paradise Community Village (PCV). CDD Director Baker explained that the Town is on the PCV board and has a monetary investment as does Paradise Recreation and Park District and CHIP (Community Housing Improvement Program). CDD Director Baker also briefly discussed the signalization requirements at the Clark Rd/Buschmann intersection as well as the Clark Rd/Village Parkway intersection. The Town Engineer is pursuing grants for the Clark/Buschmann signal, unrelated to the PCV subdivision map, which would lift a big burden off of this project.

**MOTION by Towslee, seconded by Groom**, approved the granting of a six-year time extension for assignment to the conditionally approved Paradise Community Village Vesting Tentative Subdivision Map (PL09-00034), thereby creating a new subdivision map expiration date of July 21, 2022. Commissioner vote was unanimous; Chairman Clarkson absent and not voting.

**7. COMMITTEE ACTIVITIES – None.**

**8. COMMISSION MEMBERS**

a. Identification of future agenda items – None.

**9. ADJOURNMENT**

Vice-Chairman Nichols adjourned the meeting at 6:18 p.m.

Date of approval:

Attest:

By: \_\_\_\_\_

\_\_\_\_\_

Martin Nichols, Vice-Chairman

Craig Baker, Planning Director

**TOWN OF PARADISE PLANNING COMMISSION  
PLANNING STAFF REPORT  
MEETING DATE: August 16, 2016**

**FROM:** Craig Baker, Community Development Director  
**SUBJECT:** SHOR Site Plan Review Permit Application (PL-16-00062)  
**DATE:** August 10, 2016

**AGENDA NO. 8(a)**

**AP 052-080-006**

**GENERAL INFORMATION:**

Applicant: Sojourner's House on the Ridge (SHOR)  
P.O. Box 892  
Paradise, CA 95967

Location: 780 Luther Drive

Requested Action: Request for town approval of a site plan review permit to establish a community care facility (SHOR Support Center) to provide various daytime services only to approximately ten (10) or fewer individuals per day who are at risk of becoming homeless. Services would be provided within an existing +/- 1,700 square foot office building at the Paradise Lutheran Church upon a +/- 2.19 acre property located at 780 Luther Drive in Paradise.

Purpose: To provide community care services

Present Zoning: Community Services (CS)

General Plan Designation: Community Services (CS)

Existing Land Use: Office space occupied by SHOR

Surrounding Land Use:

North:	Commercial Retail
East:	Medium-density residential
South:	Religious assembly
West:	Park and recreation

Parcel size: +/-2.19 acres

Environmental Determination: Categorical Exemption – CEQA Guidelines Section 15303 (Class 3)

Other: An appeal of a Planning Commission's decision can be made within 7 (seven) days of the decision date.

**NOTE: THE APPLICANT OR A REPRESENTATIVE SHOULD BE IN ATTENDANCE OR THE PLANNING COMMISSION MAY NOT TAKE ACTION ON THIS APPLICATION.**

**SPECIAL INFORMATION:**

The project applicant, Sojourner's House on the Ridge (SHOR), is requesting Town of Paradise site plan review permit application approval for the establishment of a community care facility (SHOR Support Center) to provide various daytime services only to approximately ten (10) or fewer individuals per day who are at risk of becoming homeless. Services would be provided within an existing +/-1,700 square foot office building at the Paradise Lutheran Church upon a +/-2.19 acre property located at 780 Luther Drive in Paradise. The property is owned by the Paradise Lutheran Church. The building space has been occupied by SHOR since January 2016, but the existing level of services provided is defined within the Paradise Municipal Code (PMC) as a professional office which is permitted by right in the CS zone. With this site plan review application, SHOR is proposing to provide expanded assistance and services more accurately defined as a community care facility in the PMC.

The project site is improved with the existing Paradise Lutheran Church Fellowship Hall, the office space occupied by SHOR, a paved parking facility and an on-site wastewater disposal system. The on-site wastewater disposal system is located upon an adjacent parcel (AP 052-223-012). Access to the site is provided via Luther Drive, a paved private road connecting to Skyway.

The existing office space is currently utilized by SHOR on a part-time basis, Monday through Friday, noon to 4:00 p.m., serving approximately 4 to 5 clients per day. Current activities include home-finding services, provision of information regarding free lunch programs, bus passes, computer access and occasional transportation to other parts of Butte County for services not currently provided by SHOR (e.g., nighttime shelter). No modifications to the exterior of the office structure are proposed and no identification signs are proposed.

The proposed expanded services would include an expansion of hours to from 9:00 a.m. to 4:00 p.m., provision of shower and laundry facilities, provision of blankets and clothing and snacks and drinks. Application materials indicate that SHOR anticipates serving approximately 10 or fewer clients per day. No services are proposed to be provided outside of business hours. Staffing will consist of one employee. Please refer to the attached project application materials for additional detail regarding the proposed project.

**ANALYSIS:**

The proposed community care facility land use is enumerated as a potentially permitted land use within the CS zoning district subject to town approval of a site plan review permit. Parking demand for the proposed use is expected to be minimal and can easily be accommodated

within the existing on-site parking facility, particularly since most church activities occur on weekends when the SHOR office would be closed.

Wastewater division staff have granted land use review approval, indicating that the estimated wastewater flows generated by the proposed community care facility can be accommodated by the existing on-site wastewater disposal system.

Initial concerns expressed by the Paradise Police Department and the Paradise Recreation and Park District (PRPD) regarding the project have been addressed by additional written details provided by the project applicant (attached) and the development of several recommended conditions of project approval provided by PRPD's Board-appointed Recreation and Park Committee (attached). The general concept of conditional approval recommended by PRPD's appointed committee would require SHOR to submit monthly activity reports to PRPD and the Town of Paradise for review. Based upon the content of these reports, the Town would consider if the Town should consider revocation of the SHOR site plan review permit. In addition, the PRPD committee has recommended that the facility provide services from 10:30 a.m. to 4:00 p.m. on weekdays only. The Paradise Police Department and Town Management staff are in agreement with PRPD's approach to conditioning the project if it is approved by the Planning Commission.

The project has received favorable responses from other commenting agencies and, if conditioned prudently, appears to be a reasonable location for the establishment of the proposed community care facility, partly due to the proximity of other supportive services and facilities (bus stop, other church-provided free lunch programs, etc.). In addition, the design and function of the project can be conditioned to be in compliance with all applicable zoning regulations and can be found to be consistent with applicable Paradise General Plan policies.

#### **ENVIRONMENTAL REVIEW:**

As a project involving an occupancy change for an existing structure, the project belongs to a class of projects that can be determined to be categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15303 (Class 3) of the CEQA Guidelines.

#### **ANALYSIS CONCLUSION:**

After reviewing the existing environmental setting and circumstances associated with this application request, it is staff's position that the requested site plan review permit application is reasonable and appropriate. Staff has developed several recommended conditions of project



approval to insure the orderly development of this portion of the Paradise community and project compatibility with adjacent and nearby land uses. Therefore, staff endorses Planning Commission approval of the SHOR site plan review permit application, based upon and subject to the following recommended findings and conditions of project approval:

**FINDINGS REQUIRED FOR APPROVAL:**

1. Certify the Planning Director's determination that the proposed project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15303 of the State CEQA Guidelines.
2. Find that the project, **as conditioned**, is consistent with the goals and policies of the Paradise General Plan because the project will result in the establishment of a land use on property that is conditionally zoned for such use and will provide a beneficial social service within an existing structure suitable for such use.
3. Find that the project, **as conditioned**, is in compliance with all applicable regulations of the Community Services zoning district.
4. Find that adequate infrastructure is currently in place to serve the proposed project.
5. Find that the project, as conditioned, will not detrimentally affect existing plant and animal life in the project vicinity for the following reasons:
  - a. The project is located within an area that has been altered from its natural state by long-established commercial and residential land uses and public infrastructure;
  - b. No known outstanding wildlife habitat exists in the immediate project vicinity; and
  - c. No known rare or endangered plants are known to exist in the immediate project vicinity.

**STAFF RECOMMENDATION:**

After closure of the scheduled public hearing, **adopt the findings provided by staff and approve the SHOR site plan review permit application** (PL-16-00062) authorizing the establishment of a community care facility (SHOR Support Center) to provide various daytime services to approximately ten (10) or fewer individuals per day who are at risk of becoming homeless. Services would be provided within an existing +/-1,700 square foot office building on

property located at 780 Luther Drive in Paradise, subject to the following conditions:

**GENERAL CONDITIONS OF SITE PLAN REVIEW PERMIT APPROVAL**

1. If any land use for which a site plan review permit has been granted and issued is not established within three years of the site plan review permit's effective date, the site plan review permit may become subject to revocation by the Town of Paradise.
2. Secure Town of Paradise design review approval for any new business or identification signs prior to the establishment of such signs.
3. Provide activity reports on a monthly basis to the Town of Paradise Development Services Department and the Paradise Recreation and Park District. Activity reports shall include details regarding the number of clients served, any specific incidents of unlawful activity or disorderly conduct, property damage, neighbor complaints, and any known police contacts, any of which is shown to be attributable to SHOR clients. Activity reports may also include community benefits attributable to the SHOR Support Center.
4. Nine (9) months after project approval, the Town of Paradise and the Paradise Recreation and Park District shall review SHOR's monthly reports with SHOR staff to discuss any areas of noncompliance with SHOR site plan review conditions of approval. In the event that any areas of noncompliance have not been satisfactorily corrected after a period of twelve (12) months from project approval, the Town of Paradise shall schedule a public hearing to consider revocation of the SHOR site plan review permit.
5. Minor changes to the nature or function of project-related activities may be approved administratively by the Town Planning Director upon submittal of a written request for such changes, if the requested changes are consistent with the overall intent of the project and its approval action. Any requested changes deemed by the Planning Director to be major or significant shall require a formal site plan review permit modification review and the payment of the appropriate processing fees. No changes shall be considered without prior consultation with the Paradise Recreation and Park District Board and the Paradise Police Department.

**CONDITIONS TO BE MET PRIOR TO OCCUPANCY AS A COMMUNITY CARE FACILITY**

**FIRE PROTECTION**

6. Establish and maintain compliance with all requirements of the Town Building Official/Fire Marshal in accordance with the written comments dated March 16, 2016

for the SHOR site plan review permit application (copy on file with the Town Development Services Department).

#### **CONSTRUCTION CODES**

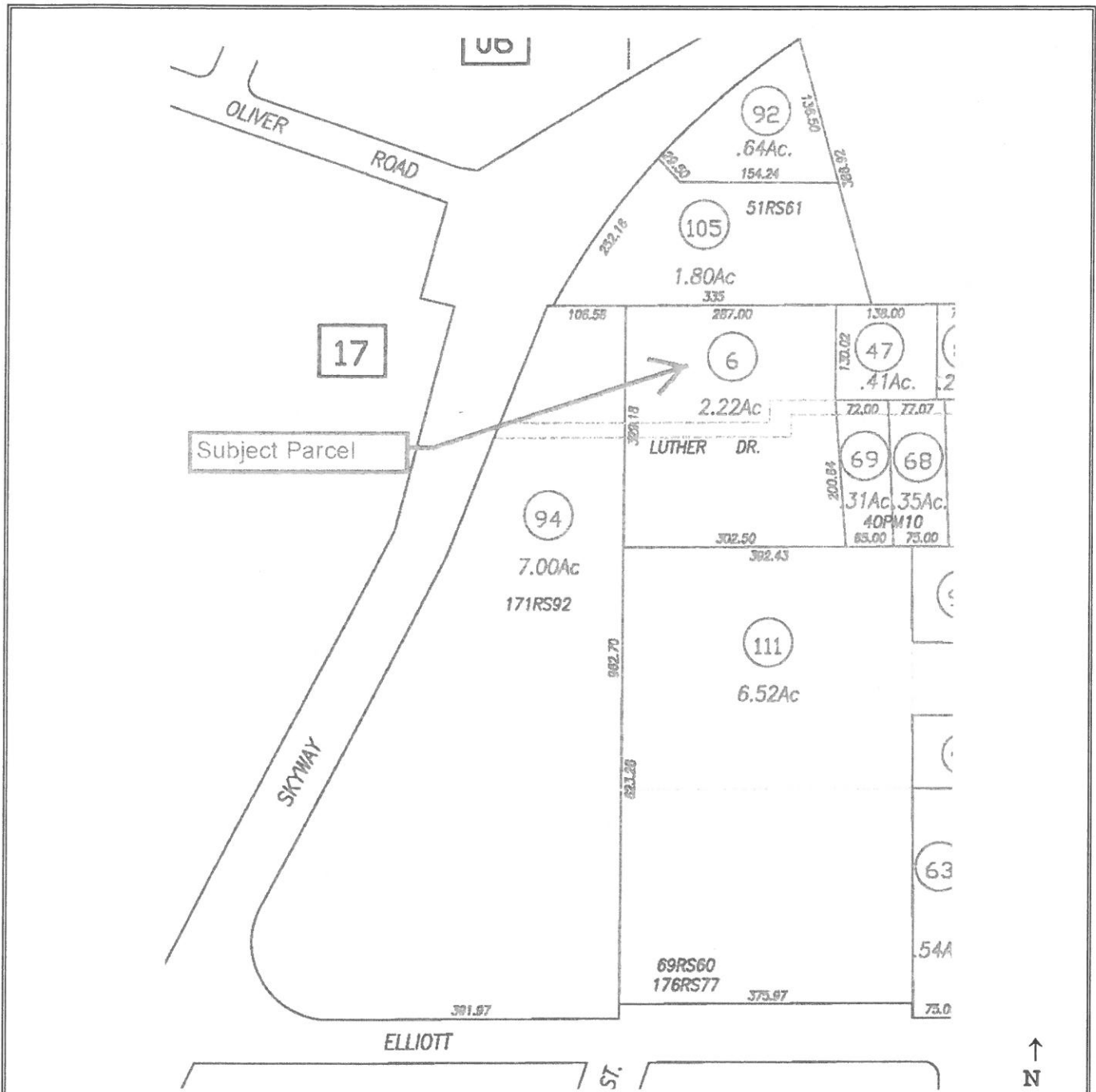
7. Meet the requirements of the Town Building Official/Fire Marshal regarding submittal of any plans, building permit applications, and all applicable Town adopted building code requirements.
8. Meet any requirements deemed necessary by the Town Engineer included in written comments dated October 2, 2014 for the SHOR site plan review permit application (copy on file with the Town Development Services Department).

#### **CONDITIONS OF LAND USE OPERATION**

9. Hours and Days of Operation for the community care facility shall be limited to from 10:30 a.m. to 4:00 p.m., Monday through Friday.
10. SHOR staff shall make every reasonable effort to prevent clients from loitering upon the project site or adjacent properties, panhandling, littering, bathing or washing in Paradise Recreation and Park District facilities or otherwise becoming a nuisance or interfering with the conduct of lawful activities upon adjacent and nearby properties.
11. SHOR staff shall endeavor to maintain a close, cooperative relationship with the Paradise Recreation and Park District and the Paradise Police Department in order to assure compatibility between the community care facility and the operation of Terry Ashe Park facilities, including litter removal when attributable to SHOR clients.
12. Maintain the project site in an orderly manner free of debris, litter or clients' personal belongings.
13. Services provided by SHOR on the project site shall be limited to individuals living in the Town of Paradise and Magalia.
14. All activities associated with operation of the community care facility shall be conducted in compliance with the Town of Paradise Noise Ordinance regulations.

**LIST OF ATTACHMENTS FOR SHOR SITE PLAN REVIEW PERMIT APPLICATION (PL16-00062)**

1. Project site vicinity map
2. Notice sent to surrounding property owners and the Paradise Post for the August 16, 2016 public hearing
3. Mailing list of property owners and agencies notified of the August 16, 2016 public hearing
4. Comments received from Building Official/Fire Marshal Tony Lindsey dated March 16, 2016
5. Comments received from Onsite Sanitary Official Doug Danz dated March 22, 2016
6. Comments received from Paradise Irrigation District representative Neil Essila dated March 11, 2016 (no comments or conditions)
7. Comments received from Town Engineer Marc Mattox on October 2, 2014
8. Completed site plan review application submitted by SHOR on March 7, 2016
9. Project description submitted by the project applicant, SHOR
10. SHOR's written response to the town's request for additional information regarding the project dated May 12, 2016
11. Site plan for the SHOR project (24' X 36")
15. Notice of exemption document for the SHOR project



APPLICANT: Stephanie Gregorio (SHOR)		ADDRESS: 780 Luther Dr
OWNER: Paradise Lutheran Church		
PROJECT DESCRIPTION:		
<b>SHOR SITE PLAN REVIEW PERMIT (PL16-00062) APPLICATION:</b> Request for town approval of a site plan review permit to establish a community care facility (SHOR Support Center) to provide various daytime services only to approximately ten (10) or fewer individuals per day who are at risk of becoming homeless.		
Zoning: CS	GENERAL PLAN: CS	FILE NO. PL16-00062
ASSESSOR PARCEL NO. 052-080-006		MEETING DATE:

## NOTICE OF PUBLIC HEARING: PARADISE PLANNING COMMISSION

**NOTICE IS HEREBY GIVEN** by the Paradise Planning Commission that a public hearing will be held on **Tuesday, August 16, 2016 at 6:00 p.m.** in the Town Hall Council Chambers, 5555 Skyway, Paradise, CA, regarding the following project:

a. Item determined to be exempt from environmental review

**SHOR SITE PLAN REVIEW PERMIT (PL16-00062) APPLICATION:** Request for town approval of a site plan review permit to establish a community care facility (SHOR Support Center) to provide various daytime services only to approximately ten (10) or fewer individuals per day who are at risk of becoming homeless. Services would be provided within an existing +/-1,700 square foot office building at the Paradise Lutheran Church upon a +/-2.19 acre property located at 780 Luther Drive in Paradise. (AP No. 052-080-006).

The project file is available for public inspection at the Development Services Department, Town of Paradise, Town Hall. If you challenge this project in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Town Planning Commission at, or prior to, the public hearing. For further information please contact the Development Services Department at (530) 872-6291 x111.

CRAIG BAKER  
Planning Director



052-080-006-000  
PARADISE LUTHERAN CHURCH  
780 LUTHER DR  
PARADISE CA 95969

052-080-112-000  
HIGNELL FRED & EILEEN FAMILY  
LIVING TRUST  
1750 HUMBOLDT RD  
CHICO CA 95928

052-080-092-000  
GARCIA FRANCISCO R & LEON  
JULIETA R  
6808 SKYWAY  
PARADISE CA 95969

052-080-105-000  
FERRANDINI DEAN-C/O CVS 39930-01  
1 CVS DRIVE  
WOONSOCKET RI 02895

052-170-042-000  
COVERSTON TRUST FBO GERALDINE  
COVERSTON NEEDHAM TR  
6851 LUNAR LN  
PARADISE CA 95969

052-170-043-000  
COVERSTON TRUST FBO DAVID  
NEEDHAM TRUST  
6851 LUNAR LN  
PARADISE CA 95969

052-080-047-000  
FALKENSTROM KENNETH L  
6151 FERN LANE  
PARADISE CA 95969

052-080-084-000  
HIGNELL FRED & EILEEN FAMILY  
LIVING TRUST  
1750 HUMBOLDT RD  
CHICO CA 95928

052-080-083-000  
PFEIL TRUST  
5349 LEONA STREET  
OAKLAND CA 94619

052-080-068-000  
THOMAS GREGORY S &  
FALKENSTROM GINA  
786 LUTHER DR  
PARADISE CA 95969

052-080-089-000  
GALLAND JEFFREY D & STEPHANIE  
M  
2461 OAK WAY  
CHICO CA 95973

052-080-069-000  
ROBBINS RAYMOND A & PENNY LEE  
784 LUTHER DR  
PARADISE CA 95969

052-080-094-000  
COUNTY OF BUTTE  
00000

052-080-095-000  
WEAVER SAM J & JOSEFINA A ETAL  
PO BOX 1345  
PARADISE CA 95967

052-080-111-000  
ROMAN CATHOLIC BISHOP OF  
SACRAMENTO  
767 ELLIOTT RD  
PARADISE CA 95969

Rancho Engineering  
5550 Skyway Ste C  
PARADISE CA 95969

SHOR - Stephanie Gregorio  
P.O. BOX 892  
PARADISE CA 95967

Paradise Unified School District  
6696 Clark Road  
Paradise, CA 95969

Paradise Irrigation District  
6332 Clark Road  
Paradise, CA 95969

Paradise Recreation & Park Dist.  
6626 Skyway  
Paradise, CA 95969

Paradise Ridge Chamber of  
Commerce  
5550 Skyway  
Paradise, CA 95969

Paradise Board of Realtors  
6178 Center Street  
Paradise, CA 95969

Paradise Downtown Business Ass.  
c/o Fir Street Gallery/Pam Funk  
6256 Skyway  
Paradise, CA 95969

Butte County Planning  
Courier

Paradise Cemetery District  
980 Elliott Road  
Paradise, CA 95969

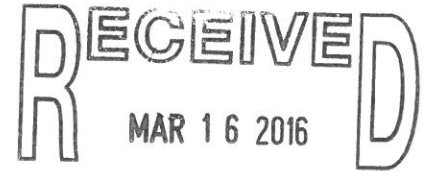
Butte Co. Air Quality Mgmt. Dist.  
629 Entler Ave., Suite 15  
Chico, CA 95928

Butte Environmental Council  
116 W. 2<sup>nd</sup> Street #3  
Chico, CA 95928

Pacific Gas & Electric  
Laird Oelrichs, Land Agent  
350 Salem St.  
Chico, CA 95928

## MEMORANDUM

TO: Susan Hartman  
FROM: Tony Lindsey Building Official/Fire Marshal  
SUBJECT: 780 Luther  
DATE: March 16, 2016



TOWN OF PARADISE  
COMMUNITY DEVELOPMENT DEPT.

Following are my comments relative to Site Plan Review permit application proposing to establish a community care facility SHOR daytime support services within the existing structure.

### Building:

1. Any modification of the building will require Building permit application. Three (3) complete, scaled, 2013 California Building Standards compliant plan sets shall be submitted for plan review including: Building plans with Architect or Engineer wet signed and stamped, Two (2) sets of wet signed and stamped Structural engineering calculations, Two (2) sets of signed Energy calculations.
2. Any modification of the mechanical, electrical or plumbing systems will require applicable permits.

### Fire:

1. Prior to final inspection or occupancy, Portable fire extinguisher, minimum 4 lb. 2A10BC, are required maximum 75 feet of travel distance mounted so that the top is not more than five (5) feet above the floor with identifiable signage, readily accessible and immediately available for use per CFC 906
2. Permanent commercial/industrial three-dimensional street numbers, minimum twelve (12) inches in height, shall be provided on the address side of the building at the highest point and furthest projection of the structure. The address shall be visible from the street and shall not be obstructed in any manner.
3. Address numbers and suite numbers are required to be installed or painted on the front and rear of access doors to multiple suite facilities. Numbers or letters shall be a minimum of six (6) inches in height and placed on a contrasting background.
4. Premise keys for all buildings and areas shall be marked and placed in the KNOX box prior to final inspection to ensure emergency access. The building owner/occupants shall provide replacement keys whenever locks are changed.
5. Fire Prevention Inspection is required prior to occupancy. The cost of Inspection is \$56.00 Please call 872-6291 ext. 123 to schedule an appointment.



## TOWN OF PARADISE

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March 22, 2016

Sojourners House on the Ridge  
Robert Irvine  
780 Luther Dr  
Paradise, CA 95969

Re: Revised Land Use Review approval for SHOR services at 780 Luther Dr, Paradise.  
APN: 052-080-006

Dear Mr. Irvine.

We have reviewed the revised proposal to provide shower facilities at the Lutheran Church building complex for up to 10 people every other day, 3 days a week, as well as provide laundry services on the 'non-shower' days. This 'business' would also have 3 employees. Septic system evaluation has been performed by Dobrich Septic demonstrating a passing septic tank (#2) and a passing hydraulic load test.

Septic calculations by Rancho Engineering show that the total wastewater flow into the existing septic system with the addition of this new 'business' would be 712 gpd and that there is enough design capacity in this system to accommodate this increase in flow. Calculations also show that gross hydraulic loading limitations would not be exceeded. Based on these new calculations and my prior 1/06/16 assessment of the onsite wastewater system at this site I concur with these conclusions and approve this land use.

Please contact me with any questions that you may have and I hope the best for this project.

Sincerely,

Doug Danz  
Onsite Sanitary Official  
Own of Paradise  
530-872-6291, x113

Cc; Jarrod Holliday, P.E.

FS

9G-10G

PROJECT: PL16-00062  
PROJECT NAME: SHOR SITE PLAN REVIEW

TOWN OF PARADISE  
COMMUNITY DEVELOPMENT DEPARTMENT  
DEVELOPMENT REVIEW REQUEST

TO: ENGINEERING, ONSITE, CSS, POLICE, PID,  
BUSINESS & HOUSING

FROM: SUSAN HARTMAN, ASST PLANNER (872-6291 x114)

REQUEST: Review and Comment

DESCRIPTION OF PROJECT: Site Plan Review permit application proposing to establish a community care facility (SHOR daytime support services) for up to 15 adults within an existing +/-1,700 square foot office building at Paradise Lutheran Church.

LOCATION: 780 Luther Dr

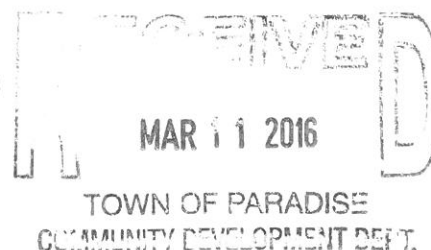
ASSESSOR PARCEL NO.: 052-080-006

APPLICANT: Stephanie Gregorio (SHOR)

CONTACT PHONE: (530) 872-1162

DATE DISTRIBUTED: 03/10/2016

RETURN DATE REQUESTED: 03/24/2016



\*\*\*\*\*  
DOES YOUR AGENCY HAVE THE CAPACITY TO SERVE THIS PROJECT?

\_\_\_ YES \_\_\_ YES, WITH CONDITIONS \_\_\_ NO (EXPLAIN BELOW)

COMMENTS AND/OR RECOMMENDED CONDITIONS IF NECESSARY:

*No comments or conditions.*

*Neil Ensh  
3/11/2016*

NO RESPONSE FROM YOUR AGENCY MAY BE CONSTRUED THAT YOUR AGENCY HAS ABILITY TO SERVE THIS PROJECT. PLEASE MAKE A COPY FOR YOUR RECORDS.

j:\cdd\planning\shartman\dris\PL16-00062 SHOR SPR



TOWN OF PARADISE  
5555 Skyway  
Paradise, CA 95969  
(530) 872-6291

## MEMO

Date: October 2, 2014  
To: Craig Baker, Community Development Director  
From: Marc Mattox, Town Engineer  
RE: Preliminary Development Review – 780 Luther Drive

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The following are my comments relative to the proposed project.

1. Streets & Access
  - a. Comments regarding streets and access will be prepared when more information is known about the project.
2. Storm Drainage
  - a. If new impervious area exceeds 5,000 square feet, a drainage analysis is required.
  - b. Confirm offsite drainage flows and compare pre- and post- development flows.
  - c. Verify septic separation requirements from storm drainage and potable water systems are maintained.
3. Grading
  - a. If cut and fill volumes exceed 50 cubic yards then Engineered Grading Requirements will be in effect.
  - b. Check for grading in onsite sanitation area. More than 1 foot of cut or fill will render the area unusable for onsite sanitation.
  - c. Erosion control will be required through preparation and implementation of an Erosion Control Plan and Storm Water Pollution Prevention Plan. If the disturbed project area exceeds one acre, a Notice of Intent will need to be filed with the Regional Water Quality Control Board.
4. Site Design, Permits and Approvals:
  - a. Submit engineered plans for the project improvements (water, grading, electrical, etc.).
  - b. Verify septic system and water separation requirements.
  - c. Signage must comply with all applicable guidelines.
5. Engineering Division Approvals Required:
  - a. Engineer's Estimate for fee schedule. (civil improvements for on-site work)
  - b. Encroachment Permit not expected
  - c. Erosion Control Plan Review.
  - d. Grading Permit (if applicable – fees per cut/fill volume)
  - e. Drainage Analysis Review (if applicable)
  - f. Engineered Site Plan.

DEPARTMENTAL USE ONLY:

Receipt No. 21382 Fee 1061.26  
Project No. PM16-00062

**TOWN OF PARADISE  
APPLICATION FOR SITE PLAN REVIEW PERMIT**

Applicant Sojourner's House On the Ridge (SHOP) Phone 872-1162  
Applicant's Mailing Address P.O. Box 892, Paradise, CA 95967  
Applicant's email address shopparadise@gmail.com Fax 872-1162  
Applicant's Interest in Property (Owner, Lessee\*, Other\*) Lessee  
\*If applicant is NOT the property owner, the owner's signature or owner-signed letter of authorization MUST accompany this application.  
Owner's Name Paradise Lutheran Church Phone 877-3549  
Owner's Mailing Address 780 Luther Dr., Paradise, CA 95969  
Property Address 780 Luther Dr., Paradise Parcel Size 2.19 acres  
Engineer (Name, Address) Rancho Engineering - Jarrod Holliday  
Engineer Phone 877-3700 Fax 877-3700 Email ranchoengineering@hotmail.com  
AP Number(s) 052-080-006-000 Zone CS Existing Use office space  
Detailed project description: (attach additional sheets if necessary) See cover letter.

Purpose of project: See cover letter

Radial distance to the nearest billboard N/A

Sq. ft. of proposed structure/project 1,692 existing ☒ Approx. no. yards of cut/fill N/A

Percentage increase in area of structures on site (example: A 250 sq. ft. addition to a 1,000 sq. ft. building = 25%) 0

Distance to nearest fire hydrant approx. 400' Distance from centerline approx. 200'

Days/hours of operation: Days M-F Hours 9am.-4pm Proposed no. of employees 1

Residential Density N/A Max. occupancy 15 Max. height of proposed structure/project N/A

Describe exterior design and exterior finish (Attach additional sheet(s) if necessary.): existing stucco

Method of sewage disposal? septic system

Is the proposed project site considered sensitive for archaeological resources? Yes ☐ No ☒ (Please consult staff.)

[NOTE: IF YES, PLEASE SUBMIT PAYMENT OF FEES TO "NORTHEASTERN INFORMATION CENTER" FOR ARCHAEOLOGICAL RECORDS INVENTORY SEARCH.]

I HEREBY DECLARE UNDER PENALTY OF PERJURY THAT THE ABOVE STATEMENTS AND ATTACHED PLOT PLAN ARE TRUE, ACCURATE, COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Applicant's Signature Stephanie Higgins Date 3-2-16

Property Owner Signature [Signature] Date 3-2-16  
(If applicable)

PLEASE ALLOW 6-8 WEEKS FOR PROCESSING; LONGER IF THE PROJECT IS SUBJECT TO ENVIRONMENTAL REVIEW.

NOTE: By signing this application form, the applicant is indicating that the project site is not included on any state or local list of hazardous waste sites compiled pursuant to California Government Code Section 65962.5, effective July 1, 1987.





P.O. Box 892 Paradise, CA 95967  
(530) 872-1162 shorparadise@gmail.com  
www.shorparadise.org

February 28, 2016

Dear Town of Paradise:

SHOR is applying for a conditional use permit for the operation of the SHOR Support Center at 780 Luther Drive. This property is owned by Paradise Lutheran Church, and SHOR is leasing a portion of the L-shaped building that contains the church's office.

With prior permission from the Town, we are currently using the space at 780 Luther Drive as our offices on a part-time basis (Monday-Friday, noon-4pm.). We are seeking a conditional use permit to be able to use the space on a full-time basis (Monday-Friday, 9am.-4pm.) with expanded services. These services will include supportive services and basic hygiene services, as well as provide a place of refuge for any Ridge residents who need a place to go during the day to stay warm and dry during the winter or cool during the summer. Specific services provided at SHOR's Support Center will include, showers, laundry, case management, transportation to emergency shelters in Chico and Oroville, business services (phone, fax, copies), blankets/clothing, snacks/drinks, computer access, discount ID vouchers, referrals to other agencies/programs, and housing placement assistance.

The goal of SHOR's Support Center is to have a one-stop center that is centrally located, giving those that are homeless or at risk of becoming homeless a place to receive services and work towards stable housing. The property at 780 Luther Drive is in the ideal location to provide this much needed service to our community. It is centrally located, there is a bus stop in front on Skyway, and five of the free lunches are within the immediate vicinity. People needing SHOR's services already seem to be in the area, so it only makes sense that we provide services at this location.

Please contact me if you would like further information. Thank you for your consideration.

Sincerely,

Stephanie Gregorio  
Executive Director

MAY 16 2016



P.O. Box 892 Paradise, CA 95967  
(530) 872-1162 shorparadise@gmail.com  
www.shorparadise.org

May 12, 2016

Dear Mr. Baker,

In response to your letter regarding SHOR's Site Plan Review Application (PL16-00062), please see below for answers to each of your questions. After meeting with Mike Trinca and the PRPD Board, it appears that many of these questions stem from a concern that our services will increase the number of homeless individuals and problems in the neighboring park. Please keep in mind that SHOR has not seen a large volume of people utilizing our center, and we have not received a single complaint since opening earlier this year. The Support Center has been mainly utilized by people who are not chronically homeless, or even situationally homeless, and are not very likely to contribute to an increase in the problems the park sees. Nonetheless, the concern remains with the number of homeless individuals that may potentially use our resource center. SHOR seeks to help Ridge citizens find permanent housing and also provides transportation to Chico or Oroville for those needing emergency housing, which can be seen as providing solutions to our community's homeless issues and low-income housing crisis. SHOR is determined to provide solutions, without allowing its Support Center to become a problem for its neighbors. We will continue to do whatever it takes to meet that goal by mitigating any potential issues that may arise.

**1. When did SHOR start using 780 Luther Drive as a limited service facility?**

SHOR moved its offices to 780 Luther Dr. in January 4<sup>th</sup>, 2016 and opened its doors on January 11<sup>th</sup>.

**2. On average, how many people per day have been assisted since the beginning of the program at 780 Luther Drive?**

For the first couple of months, SHOR was seeing one or two clients per day. During the last month, the average number of people being seen in a four-hour period has been 4.5.

**3. What is the maximum number of clients proposed to be served on a daily basis?**

SHOR estimates that it will see 10 or fewer people during a seven-hour period. However, this is difficult to predict, since this type of resource center is new for our community. If the usage becomes too heavy, SHOR is prepared to give out passes that only allow a certain number of people to use our facility on any given day.

**4. Wastewater calculations provided for the project indicate that 10 showers per day, three days per week will be provided and laundry services will only be on "non-shower" days. Is this correct?**

This is the usage that the engineer and the Town's Onsite Department agreed the current septic system could handle. SHOR is unsure what the actual demand for showers and laundry will be. Therefore, we are prepared to make adjustments to programming and scheduling to ensure the wastewater parameters are adhered to.

**5. How many people have been refused services or turned away because they did not meet the services criteria (under the influence, out of the area, etc)?**

None. People from out of the area have not requested services from SHOR, and nobody has showed up under the influence.

**6. How is the center proposing to advertise the extended services?**

Currently, most of our clients learn about SHOR from referrals from other social services agencies and flyers at the free lunches, bus stops, churches, etc. Referrals and flyers will continue to be the main ways people learn about our services.

**7. Clients of the proposed community care facility will actually have to cross Paradise Recreation and Park District (PRPD) property to access the proposed facility. There is an existing children's outdoor play facility, a preschool site and other children's services located at the adjacent PRPD Terry Ashe Recreation Center. This circumstance and other activities associated with the proposed community care facility may affect these existing children's services. How will SHOR assist the Paradise Recreation and Park District (PRPD) or the Paradise Police Department (PPD) in ensuring that people receiving services are not panhandling, loitering, intimidating or otherwise creating an uncomfortable or unsightly location for other citizens to enjoy?**

Luther Drive is already accessed by homeowners/tenants as well as those entering the church property for the free lunch program, which a majority of our clients utilize. People do not have to walk through the park where children are to access our offices. They can travel along Luther Drive as people do to reach the church office and the residential neighborhood behind SHOR's offices.

To date, over 50% of the people seen at SHOR are not homeless and come seeking affordable housing and other services. The "chronically homeless" that tend to cause a majority of the problems in communities have not been accessing our services to a great degree. Less than 10% of the 4.5 clients per day have fallen into the category of "chronically homeless." The majority of our clients have been seniors, disabled, and low-income residents that need our assistance finding safe and stable housing. Additionally, SHOR will likely be utilized by less than 10 people per day. We do not anticipate large volumes of people accessing our center, and we definitely will not allow people to panhandle, loiter, or become a nuisance to the surrounding area. Our intention is to help alleviate any problems that the park has experienced with homeless individuals. For instance, we provide transportation to emergency shelters for people with no other options. This potentially reduces the number of people who would resort

to sleeping in the park. Also, restroom and shower facilities at SHOR are also likely to reduce the number of individuals bathing in the public restroom at the park.

People in need of our services are already in the area at the park, the bus stop, and the free lunches that are offered in the vicinity five days per week. SHOR would like to provide services to help minimize the impact on the park and the surrounding areas. SHOR will promptly address any individuals causing problems in the area, and we have offered to PRPD to go over to the park to deal with anyone, homeless or otherwise, that could benefit from our services. SHOR is also willing to work with the Paradise Police Department in any way that is feasible and potentially effective.

**8. Will background checks be conducted for clients?**

For clients that spend time at the center and seek more than the very basic services (a cup of coffee, make a phone call, etc.), SHOR will run their names through the National Sex Offender Registry, Megan's Law Registry, and the Butte County Courthouse Case Index.

**9. Will any additional security be provided?**

SHOR will need an explanation of "additional security." For the property at 780 Luther Dr., SHOR has an agreement with Paradise Lutheran Church that our staff/volunteers will walk around the property several times while SHOR is open. Upon closing, SHOR's staff/volunteers do a final check behind the building and around the property. When time allows, SHOR staff and volunteers also walk over to the Terry Ashe Center to observe what is taking place in the park and provide outreach services.

**10. Will additional park maintenance services be offered?**

If PRPD notifies SHOR that our clients are causing an impact regarding the cleanliness of the park, SHOR will establish a supervised "clean-up crew."

**11. Will counseling be provided regarding park rules?**

SHOR is willing to include park rules in our center rules that clients agree to and sign.

**12. How does SHOR propose to address any impacts to nearby businesses?**

SHOR will address any concerns promptly. In SHOR's three years of operating a nomadic shelter, using COVE for intake and staying at various churches, we had very few minor issues arise. However, we always addressed concerns immediately and to the best of our ability. Any concerns of businesses would be handled with the same sense of urgency.

**13. What type of training will be provided to staff members of the proposed facility?**

Currently, anyone working or volunteering at the center participated in the de-escalation training provided by Butte County Sheriff's Captain Andy Duch. Mr. Duch provided the training live, and new volunteers watch a recording of the training. Volunteers also undergo a training that SHOR puts on regarding specifics to our clients and facility.

## NOTICE OF EXEMPTION

**To:** File

**From:** Town of Paradise, Development Services Department,  
Planning Division, 5555 Skyway, Paradise, CA 95969

**Project Title:** SHOR Site Plan Review Permit

**Project Applicant:** Sojourner's House on the Ridge (SHOR)

**Project Location:** 780 Luther Drive, Paradise, CA 95969

**Project Description:** Request for town approval of a site plan review permit to establish a community care facility (SHOR Support Center) within an existing vacant office space to provide various daytime services only to approximately ten (10) or fewer individuals per day who are at risk of becoming homeless.

**Approving Public Agency:** Town of Paradise

**Person or Agency  
Carrying Out Project:** SHOR

**Exempt Status:**

☐ Ministerial (Section 15268)  
☐ Emergency Project (Section 15269)  
☒ Categorical Exemption (Section 15303)  
☐ General Rule Exemption (Section 15061)

**Reason for Exemption:** The project is limited to a change of occupancy in a zoning district that accommodates the proposed land use.

**Contact Person:** Craig Baker, Planning Director  
(530) 872-6291 x111

**Signature:**



\_\_\_\_\_  
Town Planning Director

**Date:** August 10, 2016







Martin J. Nichols  
6475 Apple Creek Drive  
Paradise, Ca.

July 8, 2016

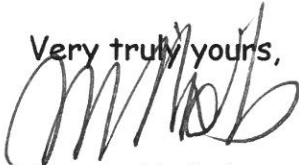
Planning Commissioners  
Town of Paradise  
5555 Skyway  
Paradise Ca. 95969

Dear Commissioners:

Re: Request to be excused from some Planning Commission meetings

I have accepted a temporary job out of town to assist a small water district recruit a new general manger. This assignment will last the next six months and consequently I will not be able to participate in every Commission meeting during this period. I hereby request that I be excused from the missed meeting policy of the Town. I will make every effort to attend meetings when significant matters are on the agenda.

Very truly yours,



Martin Nichols

JUL 11 2016