

REPORT AMENDED BY STAFF 9/23/87

## CITY PLANNING COMMISSION

1231 'I' STREET, SUITE 200, SACRAMENTO, CA 95814

APPLICANT	Women's Civic Improvement Club, Inc. 3555 3rd Avenue, Sacramento, CA 95817				
OWNER	Women's Civic Improvement Club, Inc. 3555 3rd Avenue, Sacramento, CA 95817				
PLANS BY	Applicant: Donn Johnson, 2783 13th Street, Sacramento, CA 95817				
FILING DATE	7/10/87	ENVIR. DET. ND	8/17/87	REPORT BY	DJH:vf
ASSESSOR'S-PCL. NO.	010-381-07,11,19; 010-382-005				

- APPLICATION:
- A. Negative Declaration
  - B. Special Permit to construct an 5,818 square foot, three phase addition to an existing non-residential day care center for senior citizens on 0.41+ developed acres in the General Commercial (C-2) zone
  - C. Special Permit to establish a 30 space parking lot on 0.28+ vacant acres in the Multi-Family (R-2B) zone
  - D. Variance to provide 30 off-site parking spaces on 0.28+ vacant acres in the R-2B zone
  - E. Variance to provide 12 off-site parking spaces on 0.11+ vacant acres in the General Commercial (C-2) zone
  - F. Lot Line Adjustment to merge two developed lots totaling 0.41+ acres in the General Commercial (C-2) zone
  - G. Lot Line Adjustment to merge two vacant lots totaling 0.28+ acres in the R-2-B zone.

LOCATION: 3555 3rd Avenue, 3560 3rd Avenue, 3560 2nd Avenue

PROPOSAL: The applicant is requesting the necessary entitlement to expand an existing social service center for senior citizens of Oak Park Area and provide off-site parking totaling 42 spaces.

REVISED PROPOSAL: The applicant requested continuance from the September 10, 1987 hearing date to October 8, 1987 in order to allow time to renotice for a third parcel for off-site parking. The new lot is located due west of Parking Lot A at 3560 2nd Avenue. The owner, Mr. Crammer, has decided to either lease or sell the 40 x 160 foot lot to WCIC for parking. This expands the area for off-site parking to 0.28+ acres in the R-2B zone. The Special Permit and Variance for off-site parking is therefore expanded. A lot line adjustment to merge the two lots also has been added to revised project description.

PROJECT INFORMATION:

1974 General Plan Designation:	Commercial and Residential
1985 Oak Park Community	
Plan Designation:	Commercial and Residential
Existing Zoning of Site:	C-2 and R-2B
Existing Land Use of Site:	Senior's Center and Vacant

APPLC.NO. P87-318 MEETING DATE October 8, 1987 ITEM NO.

Surrounding Land Use and Zoning:	Setbacks:	Required		Provided	
		C-2	R-2B	C-2	R-2B
North: Vacant and Single Family; R-2B	Front:	0	25'	0	NA
South: Commercial and Vacant; C-2	Side(Int):	0	5'	0	NA
East: Single & Multiple Family; R-2A	Side(St):	0	15'	0	NA
West: Commercial and Single Family; C-2	Rear:	0	15'	0	NA

Parking Required:	To be determined by Commission
Parking Provided:	42 off-site; 4 spaces on-site
Property Dimensions:	150' x 120' for center; 80 x 160' for Lot A; 40' x 124' for Lot B
Property Area:	0.41+ acres for center; 0.39+ acres for parking lots
Square Footage of Building:	Phase I - 2,460+ sq. ft.; Phase II - 1,105+ sq. ft.; Phase III - 2,253+ sq. ft.; Total 5,818+ sq. ft.
Height of Building:	One story, 16 1/2 feet
Topography:	Flat
Street Improvements:	Existing
Utilities:	Existing
Exterior Building Materials:	Concrete block, redwood plywood, glass
Roof Material:	Tar and gravel
Existing Building Area:	4,928+ square feet
New Building Area:	5,818+ square feet
Total Area:	10,746 square feet
Number of clients at one time:	100 seniors
Number of Employees:	6 Employees
Hours of Operation:	8 a.m. to 5 p.m. Monday to Friday

Project Background:

The Women's Civic Improvement Club (W.C.I.C) was established in 1936 to provide social services for residents of Oak Park. Over the years, WCIC has changed its programs and services to meet the needs of Oak Park. A large proportion of residents are elderly and require assistance or recreational activities provided at the center. The applicant proposes to construct a three phase expansion of the existing building into an area currently developed as a playground for a pre-school program. The preschool program was moved in 1965 to another location on 4th Avenue so that the existing play area has not been used.

WCIC began serving seniors in 1979 with a once/week meal, gradually increasing to four meals per week in 1981. Meals are served at noon and are prepared by a nutritionist. Refer to Exhibit F for further detailed information on the type of improvements proposed and brochure on activities provided.

PROJECT EVALUATION: Staff has the following comments:

A. Land Use and Zoning:

The subject sites consist of five tax assessor's parcels. Two contain the WCIC center located at 3555 3rd Avenue. These lots are zoned General Commercial and designated for Commercial uses in the 1985 Oak Park Redevelopment Area Plan. Parking Lot A contains two lots and is located at 3560 2nd Avenue and contains 0.28+ vacant acres in the Multiple Family (R-2B) zone. Parking Lot B is located at 3560 3rd Avenue and contains 0.11+ vacant acres in the General Commercial (C-2) zone. Surrounding land uses for all five parcels include a mix of commercial, residential and vacant land uses. Refer to the Land Use and Zoning Map exhibit for specific land uses. Parking Lots A and B are designated for Residential and Commercial uses respectively on the 1985 Oak Park Redevelopment Area Plan.

B. Project Descriptions:

The applicant is requesting several entitlements to allow a three phase expansion to an existing 4,928 square foot senior's center. A Special Permit is required for the 5,818 square foot addition. A lot line merger is required for the two WCIC lots to allow a building to be constructed over the line. A special permit to establish a 30 space parking lot in the R-2B zone is necessary in conjunction with a variance to provide parking off-site in the R-2B zone. A lot line merger for Lots 7 and 8 for parking Lot A has been requested. Another variance is required to provide 12 off-site parking spaces in the C-2 zone on Lot B. The request for the Special Permit to expand the seniors center is subject to review and evaluation as per the Locational Criteria for Non-Residential Care Facilities.

C. Locational Criteria Evaluation:

Staff conducted a survey in response to the locational criteria for non-residential care facilities; Exhibits C and Tables I and II, note that numerous types of non-residential and residential care facilities are located within a one mile radius. As stated in an earlier report, P87-201 for the Church of the Immaculate Conception special permit to establish a food bank and storage building at the Arata Brothers Market building, four facilities serve meals in the Oak Park area. Following are the specifics:

1. Women's Civic Improvement Club (subject site)

Location:	3555 - 3rd Avenue
Established:	1936, Meals provided since 1947
Services provided:	Hot meals prepared by a dietician serving Oak Park and Meadowview Area.

Clients:           A.           Seniors, ages 60 and up from 11:30 a.m. to 12:30 p.m. Monday through Friday - 50 to 75 meals served daily.

                  B.           Low income families from 12:30 p.m. to 1:30 p.m. Monday through Friday - 55 to 60 meals served daily.

Maximum seating capacity:       75 seats

2. Salvation Army

Location:                       2550 Alhambra Boulevard

Administrative Offices & Day Care Center provided. Established 1984.

Services provided:               Noon time lunch meal for children at day care center only. Last year (1986), they tried to operate a neighborhood evening meal program on Thursday nights. Project was discontinued.

(Salvation Army refers needy clients to their 12th Street facility or on Sundays to the Church of Immaculate Conception meal).

3. LULAC Services Agency Inc.

Location:                       2500 Franklin Boulevard  
Established:                   1982

Services Provided:               Provides hot Noon time meals from 11:00 a.m. to 12:30 p.m., Monday through Friday for 140 homebound clients and to 165 clients at four congregate feeding areas, one of which is located at 2500 Franklin Boulevard.

Clients:                       Senior citizens, age 60 and older, averaging in numbers from 60 to 90 meals served per day at 2500 Franklin Boulevard.

Maximum seating capacity:       86 seats

4. Church of the Immaculate Conception

Location: 2549 32nd Street, Sacramento CA  
Established: Food Program 1978

Services Provided: Provide Sunday hot meals from 1:30 to 3:00 p.m. to feed between 500 and 600 people per Sunday

Clients: All area residents, regardless of age.

In addition to the senior's nutrition program, WCIC provides therapy, counseling and social events for area residents and clients as previously stated. The applicant has responded to the Locational Criteria for Non-Residential Care Facilities, Exhibit D and staff finds that the responses are adequate. Staff supports the proposed expansion for WCIC due to the positive impact and service the center has provided Oak Park over the years.

D. Phasing Program

The proposed project will have three phases as depicted in Exhibit F, correspondence. In brief, the applicant proposes the following building improvements:

Phase I

1. Construct 100 seat multi-purpose room
2. Construct 8' x 8' small kitchen
3. Construct handicapped bathroom
4. Construct storage room

Phase II

1. Construct a game room for 10 to 15 people
2. Construct a craft room for 10 to 12 people

Phase III

1. Construct office space for two employees
2. Construct reception area for two employees and waiting area for four or five persons

3. Construct lounge area to seat 10 to 15 persons
4. Construct library (quiet reading area).

Among several smaller items, the applicant proposes to provide a beauty and barber shop facility, a spa, private counseling room and possible second story additions in the distant future after completion of Phase III.

The applicant's plans do not specify what building expansions will be made for each Phase. Staff recommends that the applicant provide a detailed drawing showing each phase and the types of uses to occur in each building addition.

Staff notes that prior to construction of Phases II and III, a certain amount of the project site will remain undeveloped. Staff recommends that landscaping be installed in those areas of Phase II and III prior to construction. Installation of grass and shrubbery will cut down on dust and provide a pleasing environment for users of the site.

E. Architecture

The applicant proposes to construct a single story structure of concrete block, redwood exterior plywood and anodized aluminum framed windows similar in style to the existing community center building. All three phases will be architecturally the same. Staff has reviewed the elevations and has no comment other than the requirement that the project is required to go before the City Design Review Board. The Design Review/Preservation Board may require some exterior modifications that will be required to be shown on revised elevations.

F. Parking

The major issue related to the development of the senior's center is to provide off-site parking on two lots, identified as Parking Lots A and B. Following are details on each of the lots.

Lot A	- (Original)	Lot A (Revised 9/10/87)
Zoning	- R-2B	
Proposed	- R-2B	
Parking Spaces	- 20, includes 4 compact	- 30, includes 8 compact
Lot area	- 0.14 acre	- 0.28

Location - 3560-2nd Avenue - 3560 2nd Avenue & Lot 7 to the west.

Lot B

Zoning - C-2  
Proposed

Parking Spaces - 12

Lot area - 0.11 acre

Location - 3560 - 3rd Avenue

Also provided are four compact spaces adjacent to the proposed building.

The applicant proposes a 30 space lot currently under two ownerships.

The applicant originally proposed a 30 space parking lot utilizing two parcels in the R-2B zone located on 2nd Avenue immediately north of the subject senior's center site (see Exhibit G). Unfortunately, W.C.I.C. did not own nor receive a letter of agency from Lot 7's owner so that any use of the property was premature. WCIC owns Lot 8 as shown on Exhibit G so they revised the parking lot as shown on Exhibit H as Lot A. Staff notes that the compact stalls do not allow for 26 feet of backout maneuvering onto the alley. Staff recommends deletion of the four compact spaces and redesign as shown on Exhibit J showing a trash enclosure and bicycle parking area or storage area. Redesign of the parking lot may be necessary to provide adequate stall length, 18 feet and 26 feet for backout maneuvering.

Staff recommends use of 6 inch raised poured in place concrete curbs around all planters. This curb should be used as wheel stops allowing for a two foot vehicle overhang into the planter strip (six foot planter width). Staff, therefore, recommends increasing the planter rows to allow a two foot vehicle overhang and 16 feet of parking stall length. Final parking lot layout is to be reviewed by the Design Review Board staff.

Parking Lot A is located in the R-2B zone and therefore requires a special permit from the Commission.

Staff field inspected the site and finds that the area is in a transition from single and multi-family dwellings to commercial uses located along Broadway. The senior's center currently utilizes on-street parking with

many clients being transported to the facility by private shuttle vans. The new parking lot will only be used by employees who are estimated at six and some clients who drive. WCIC does conduct several dinners and fund raisers which use the entire facility and congests the streets in the area. Due to the infrequency of these events, staff supports the development of a parking lot in the R-2B zone subject to the City requirements for parking lot design, including stall dimensions, backout maneuvering area and 50 percent shading requirement. Construction of the Parking Lot A will require driveway permits for curb cuts and improvements to the alley the entire length of 120 feet of the WCIC property.

Staff also recommends that when the parking lot is not in use, that chains or gates be installed and locked to prevent loitering. If the parking lot is to be illuminated, all lighting shall be shielded and directed on-site so to not reflect off-site. Any use of the parking lot for non-parking activities, such as fund raisers, bazaars, or rummage sales shall be governed by the City Zoning Ordinance. The applicant will be required to have a parking facilities permit and a building permit for each parking lot. A six foot high solid masonry wall is required along the west property line of Parking Lot A since the lot is adjacent to a residentially zoned lot. If the applicant purchases Lot 7, owned by Mr. Cramer to the west of Parking Lot A, then the wall would be required on the west line of Lot 7. A new special permit and variance from the Planning Commission will be necessary to expand. Parking Lot A as originally shown on the applicants site plan.

Parking Lot B is located in the General Commercial (C-2) zone and proposes to have 12 spaces. All comments relevant to design, shading and construction for Parking Lot A shall apply to Parking Lot B. Staff supports the variance to locate 12 off-site parking space across the street from the WCIC center since commercial uses are located to the west and south of the proposed parking lot and the nearest residential uses are located to the east across 36th Street.

Agency Comments: The proposed project was reviewed by the City Traffic Engineer, Engineer, Real Estate, Redevelopment Agency, Fire Department and the Oak Park PAC. Following are their comments:

City Real Estate: Pay off Bonds, if any.

City Engineer: No driveways across lot lines. The eight inch sewer in the alley was investigated by television camera and will require replacement if tapped. On-site drainage is required and must tap the eight inch sewer. The alley must be improved with six inch Portland concrete cement to the full length of the property. Improvement drawings will be required for the entire alley. Handicapped ramps will be required. Driveway permit required for access into 2nd Avenue, 3rd Avenue or 36th Street. Separate water service is required for both parking lots. These conditions are applicable to the building permit. Not necessary for lot line merger or special permit.

Oak Park PAC: (No comment at time of report. Telephone conversation of 9-1-87 indicated no opposition by the PAC Board. Letter will be provided prior to Commission hearing).  
(Attached)

ENVIRONMENTAL DETERMINATION: The Environmental Coordinator determined that the proposed project will not have an adverse impact on the environment and has prepared a negative declaration.

RECOMMENDATION: Staff recommends the Commission take the following actions:

- A. Ratify the Negative Declaration;
- B. Approve the Special Permit to construct a 5,818 square foot, three phase addition subject to conditions and based upon findings of fact which follow; and
- C. Approve the Special Permit to establish a 30 space parking lot subject to conditions and based upon findings of fact which follow; and
- D. Approve the variance to provide 30 off-site parking spaces on 0.28+ vacant acres in the R-2B zone subject to conditions and based upon findings of fact which follow; and
- E. Approve the variance to provide 12 off-site parking spaces on 0.11+ vacant acres in the C-2 zone subject to conditions and based upon findings of fact which follow; and
- F. Approve the lot line adjustment to merge two lots in the General Commercial (C-2) zone totaling 0.41+ acres by adopting the attached resolution.
- G. Approve the lot line adjustment to merge two lots in the R-2B zone totaling 0.28+ acres by adopting the attached resolution.

Conditions: Special Permit for WCIC Center

1. The maximum number of senior citizens to be served at one time shall be limited to 100 clients.
2. The applicant shall revise the site plan and floor plan to specifically show Phase I, II and III improvement areas and use of the unbuilt Phase II and III areas as landscaped surface area.
3. The applicant shall comply with the requirements of the Design Review Board regarding exterior elevations, materials and design.

4. The applicant shall comply with minimum City Parking Standards and redesign both parking lots to show adequate stall dimensions, maneuvering areas and vehicle overhang area. Building permits and parking facilities permits are required for each parking lot.
5. Parking lots A and B shall be constructed as part of the building permit for Phase I. Site plans showing Phase I and both revised parking lots shall be reviewed and approved by the Planning Director prior to issuance of building permits for Phase I.
6. The revised site plan shall include one trash enclosure (refer to Exhibit E).
7. Any signage and building lighting shall be directed on-site and not reflect off-site onto residentially zoned or used property.
8. The alley shall be improved to the satisfaction of the City Engineer. This may require installation of a new eight inch sewer, new six inch thick Portland concrete cement alley and costs for engineering drawings for the alley improvement plans.
9. The applicant shall include detailed landscaping and irrigation plans for the subject site and two parking lots for review and approval by the Planning Director prior to issuance of building permits for Phase I.

Conditions - Variance for Parking Lots

1. Parking Lot A shall be redesigned to include deletion of the four compact spaces with access off the alley as per Exhibit J and insertion of a trash enclosure meeting the Trash Enclosure Guidelines, Exhibit E.
2. Both Parking Lot A and B shall be designed to meet minimum City parking design standards.
3. Both Lots will require Design Review Board review and approval prior to issuance of building permits.
4. Any on-site lighting shall be shielded so to not reflect onto residentially zoned or used property.
5. All parking areas shall be boarded by a six inch raised concrete poured in place curb with two feet of vehicle overhang incorporated into the planter strip adjacent to parking space.

6. A method of securing the parking lot access shall be shown on the revised site plan. Use of gates or chains or cable are recommended. The applicant is encouraged to use dense shrubbery with thorns adjacent to the public right-of-way to prevent trespass over the parking lot. Gates should be closed when the Center is not open in order to prevent loitering.
7. The applicant shall provide proof of a minimum five year lease for use of Parking Lot B to the Planning staff prior to issuance of building permits. A longer lease period is encouraged.
8. The applicant shall record in the deed for Parking Lot A a restriction that parking is provided for the sole benefit of 3555 3rd Avenue and the WCIC property. No change in the parking lot use is to occur without City Planning Commission review and approval. Proof of recordation shall be provided prior to issuance of building permits for the parking lot.
9. The applicant shall apply for City Building Permits and Parking Facility Permits for both Parking Lot A and B.
10. A minimum six foot high solid decorative masonry wall shall be constructed along the west property line of Parking Lot A.

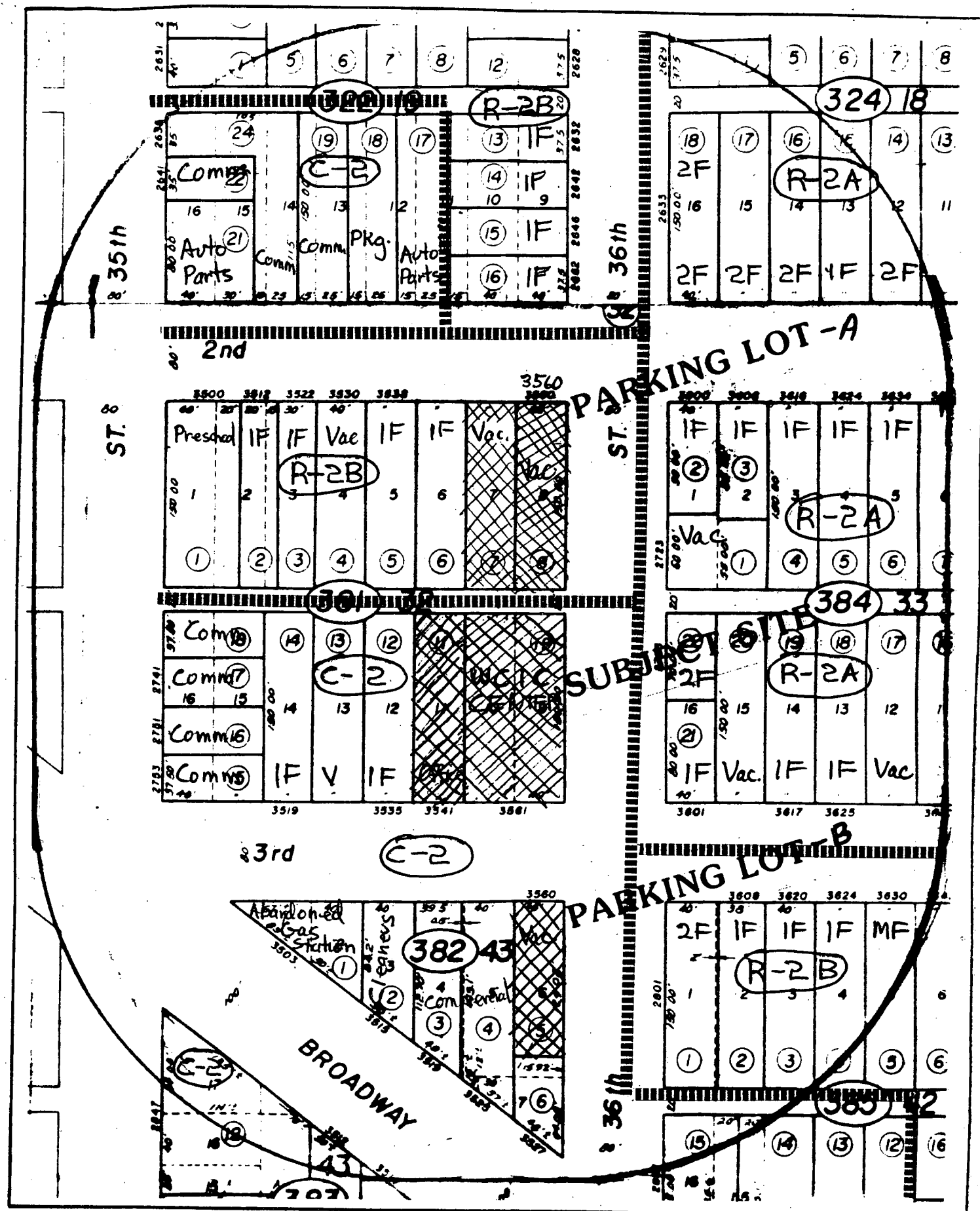
Finding of Fact - Special Permits

1. The project is based upon sound principles of land use in that it complies with the locational criteria for care facilities in that:
  - a. it does not represent an over-concentration of similar facilities in the one mile radius since it is an expansion of an existing facility; and
  - b. it will not result in the disruption of the neighborhood.
2. The proposed project, as conditioned, will not be injurious to the surrounding property or be detrimental to the public health, safety or welfare and result in the creation of a nuisance in that:
  - a. the existing seniors program will be expanded to serve the area; and
  - b. adequate off-site parking will be provided for the expanded use.

3. The proposed project is consistent with the City's Interim Discretionary Land Use Policy in that the site is designated for commercial and residential in the 1985 Oak Park Redevelopment Area Plan and the non-residential care facilities and parking lots are allowed in commercial and residential zones subject to securing a special permit and showing compliance with the locational criteria for care facilities. The subject site substantially complies with the locational criteria.

Findings of Fact - Variances for Off-site Parking

1. Granting the variance requests does not constitute a special privilege extended to one property owner in that:
  - a. the off-site parking lot sites are unsuitable for other purposes;
  - b. the area for parking is in transition from residential and commercial uses.
2. Granting the variance requests do not constitute a use variance in that parking lots are allowed in the R-2B and C-2 zones subject to securing a special permit.
3. The proposed project will not be injurious to the public welfare nor to surrounding properties in that adequate parking for the senior's center building will be provided which was previously provided on the street.
4. The proposed project is consistent with the City's Discretionary Interim Land Use Policy in that the site is designated for Commercial and Residential uses by the 1985 Oak Park Redevelopment Plan and the proposed use conforms with the plan designation.



# LAND USE & ZONING MAP

P-87-318

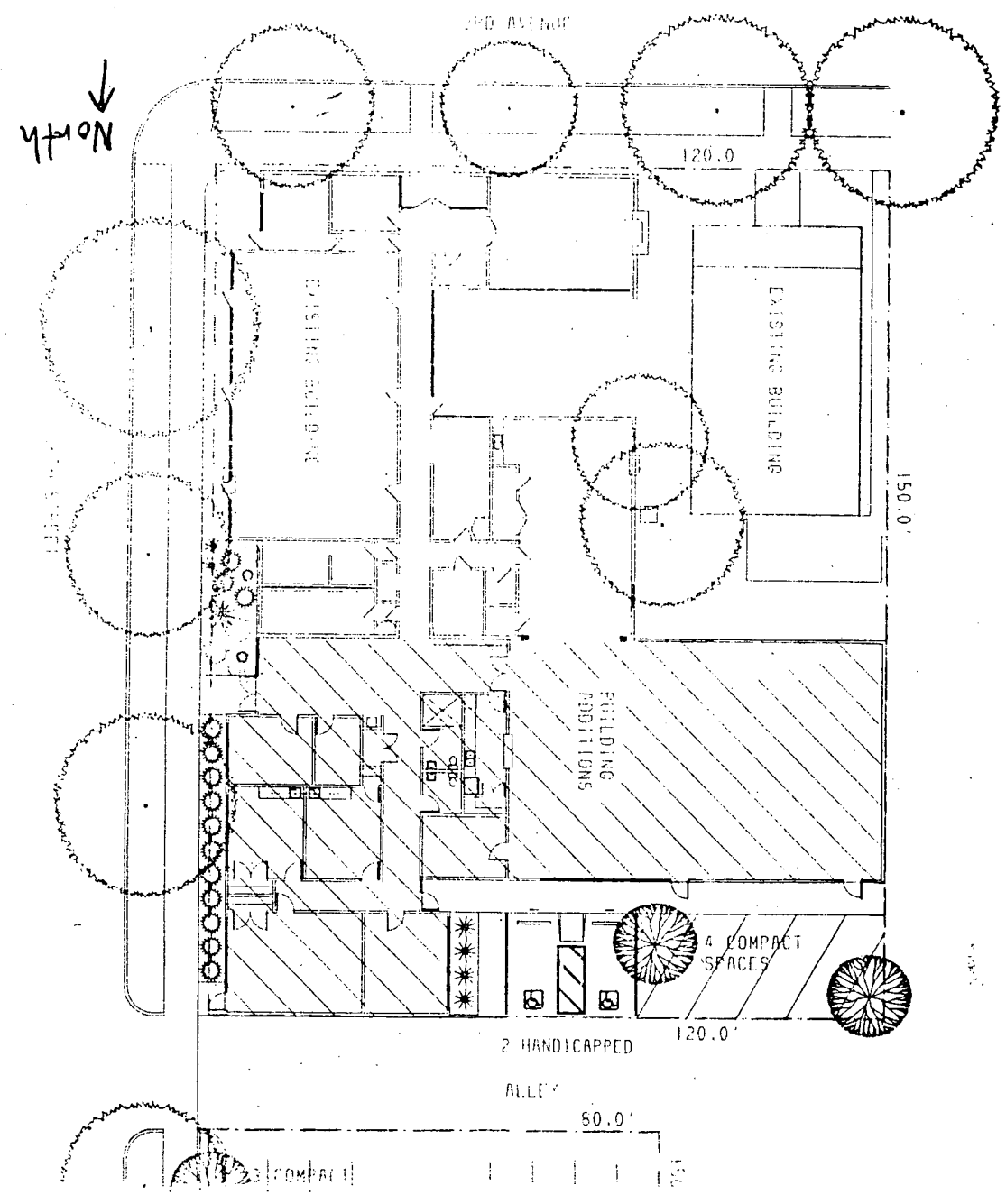
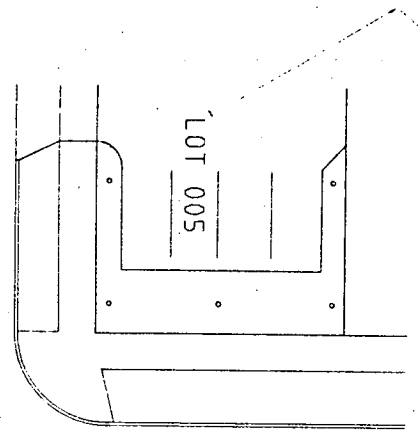
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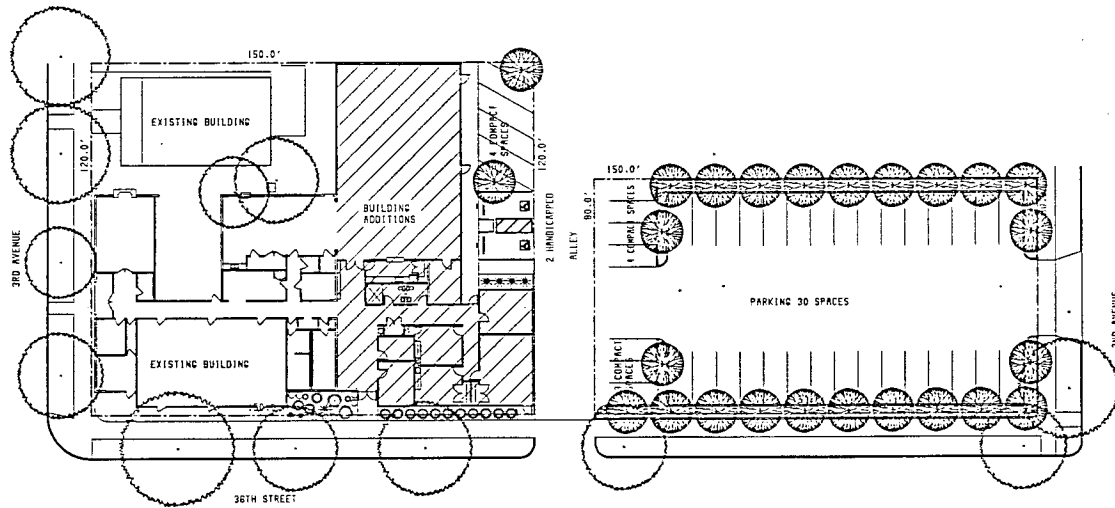
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item 17



TOTAL PARKING SPACES: 43, 2 HANDICAPPED, 7 COMPACT, 30 STANDARD  
EXISTING PARKING SPACES: 16

A SITE PLAN  
DATE: 11/18/87

NETTA SPARKS CENTER  
3555 3RD AVENUE, SACRAMENTO, CALIFORNIA

# SITE PLAN

NETTA SPARKS CENTER  
3555 3RD AVENUE, SACRAMENTO, CALIFORNIA

SHEET TITLE  
SITE PLAN

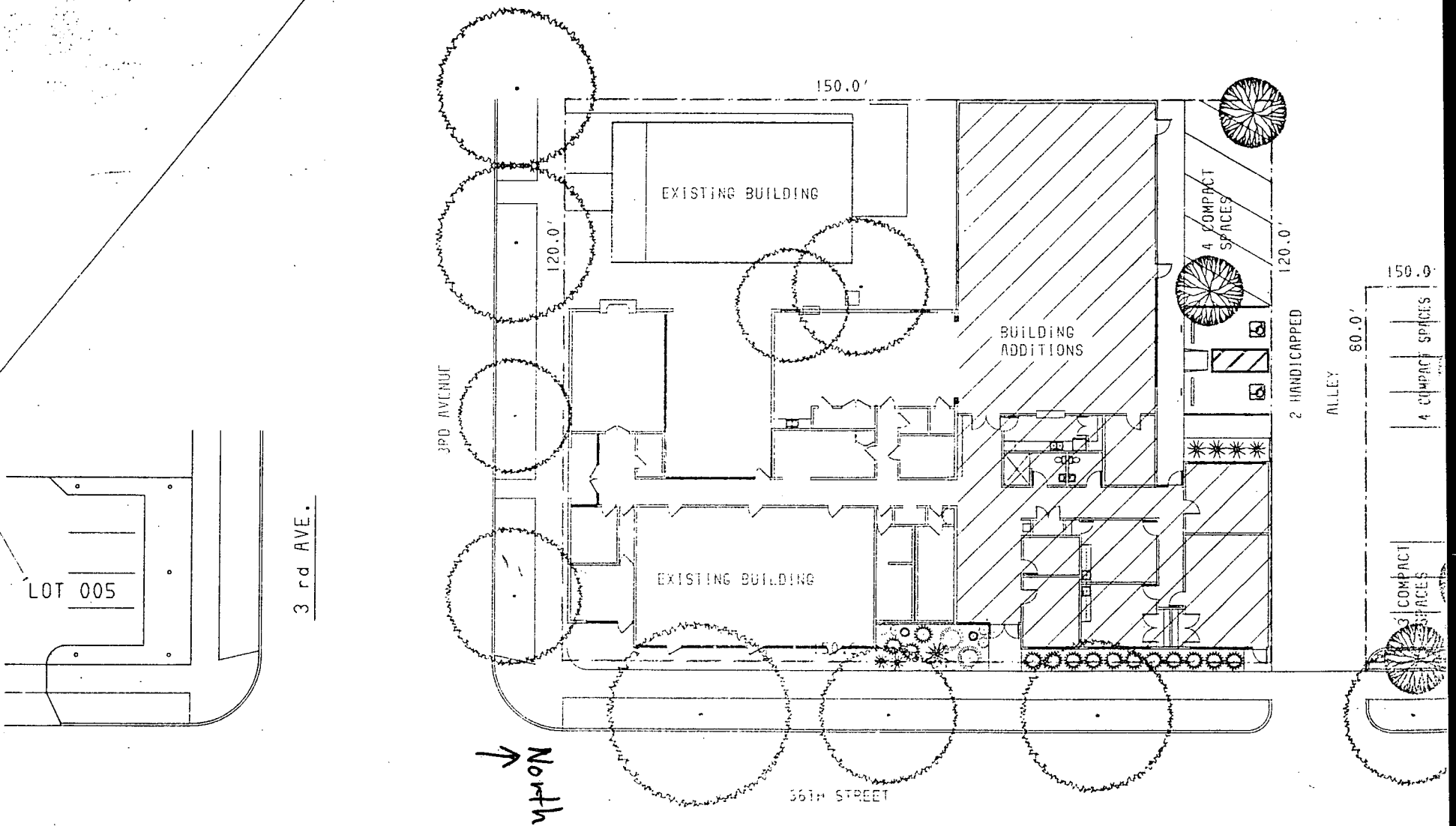
SHEET NO. 1  
OF 1

JOB NO. \_\_\_\_\_  
DATE \_\_\_\_\_  
REVISIONS \_\_\_\_\_  
ARCHITECT \_\_\_\_\_ C-2353  
OWNER \_\_\_\_\_  
CONTRACTOR \_\_\_\_\_  
CHECKED BY \_\_\_\_\_  
DRAWN BY \_\_\_\_\_

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~~9-18-87~~

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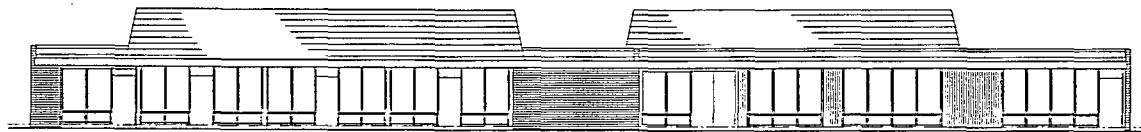


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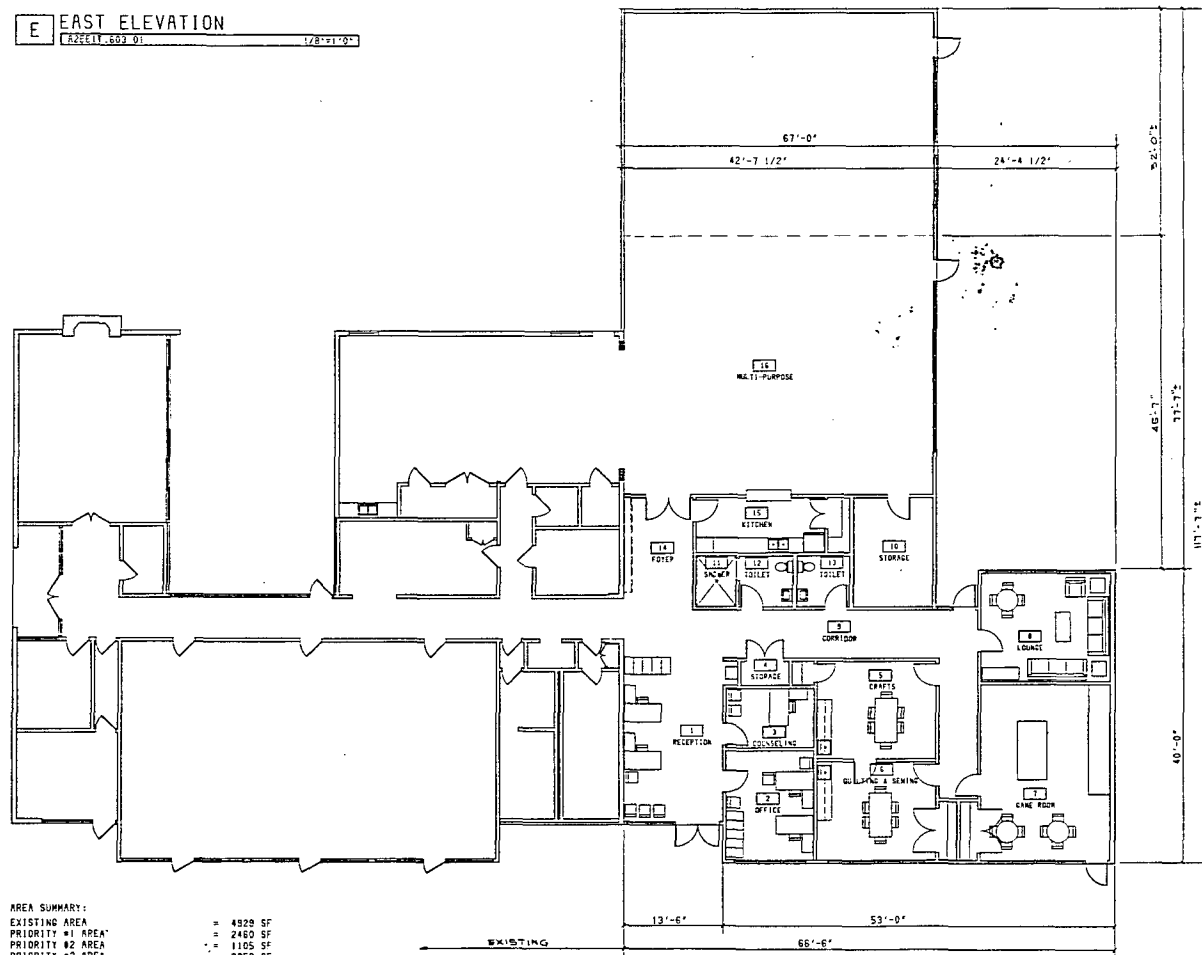
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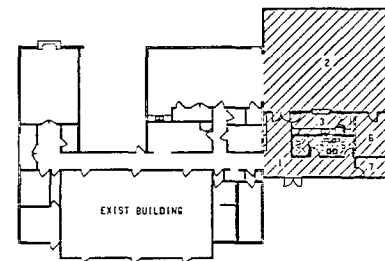
**E EAST ELEVATION**  
A2221P.603.01 1/8"=1'-0"



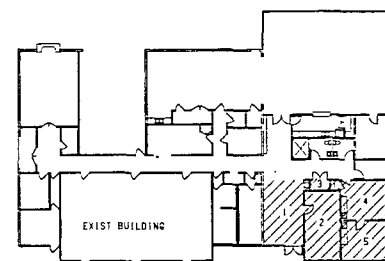
AREA SUMMARY:  
 EXISTING AREA = 4928 SF  
 PRIORITY #1 AREA = 2460 SF  
 PRIORITY #2 AREA = 1105 SF  
 PRIORITY #3 AREA = 2253 SF  
 TOTAL AREA = 10747 SF  
 TOTAL PROPOSED NEW AREA = 5818 SF

**A FLOOR PLAN**  
A2221P.603.01 1/8"=1'-0"

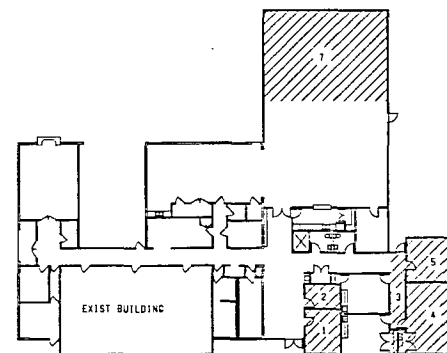
NETTA SPARKS CENTER  
 3555 3RD AVENUE, SACRAMENTO, CALIFORNIA



**B PRIORITY #1 FLOOR PLAN**  
A2221P.603.01 1"=20"



**C PRIORITY #2 FLOOR PLAN**  
A2221P.603.01 1"=20"

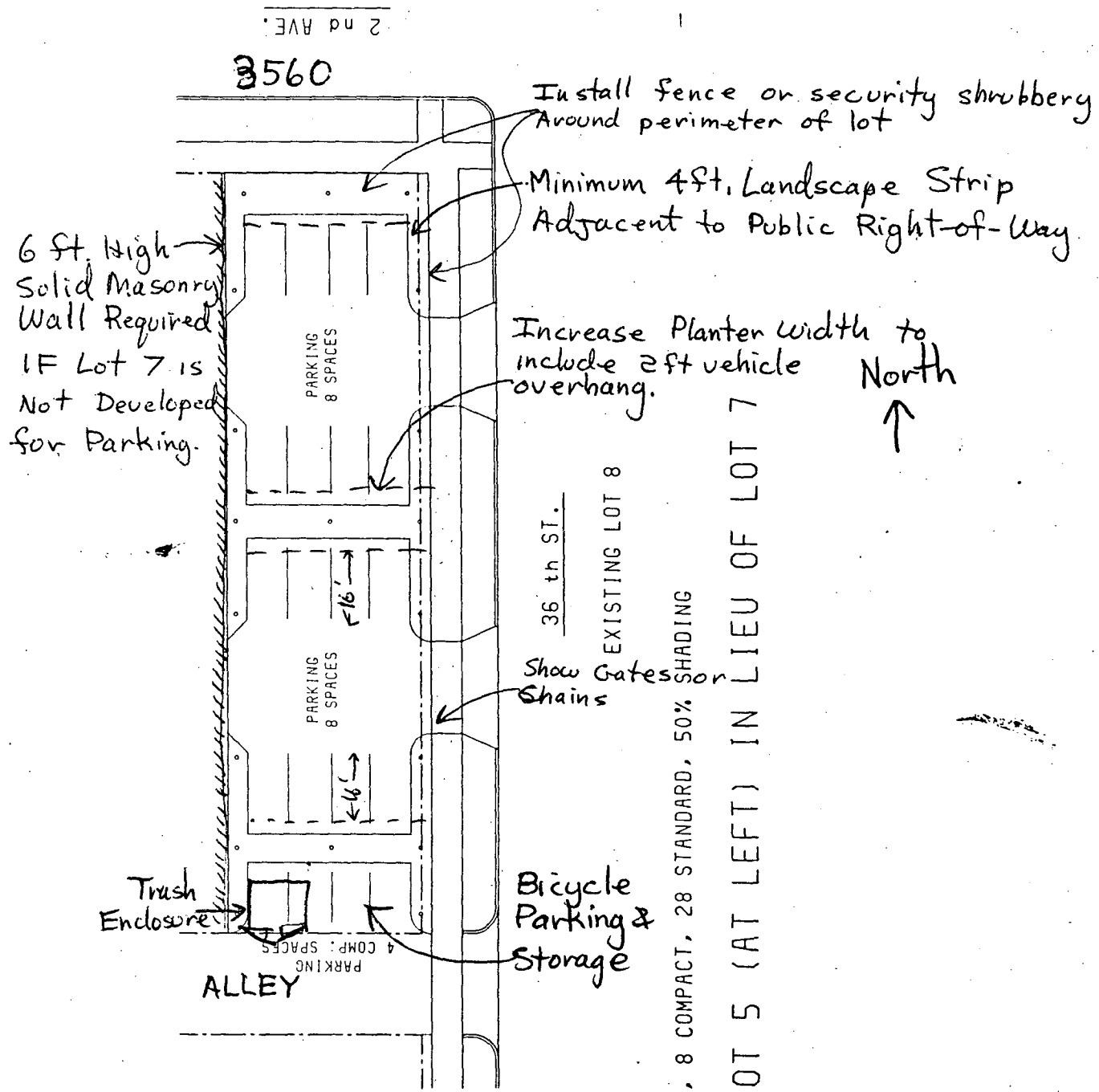


**D PRIORITY #3 FLOOR PLAN**  
A2221P.603.01 1"=20"

DRAWN BY		CHECKED BY	
DATE		DATE	
REVISIONS		REVISIONS	
AUTHORITY		AUTHORITY	
<b>ELEVATIONS</b>			
NETTA SPARKS CENTER 3555 3RD AVENUE, SACRAMENTO, CALIFORNIA			
OWNER		CONTRACTOR	
FLOOR PLAN & ELEVATION			
SHEET NO.		SHEET NO.	
<b>A 2</b>		<b>A 2</b>	
OF		OF	
SHTS		SHTS	

002365

EXHIBIT J  
PARKING LOT A  
 3560 2nd Avenue  
 STAFF MODIFIED



P-87-318

10-8-87  
 9-10-87

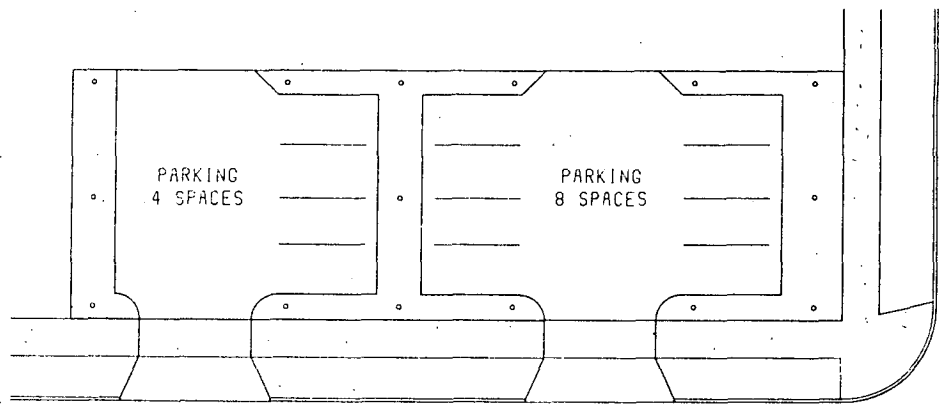
item 17

SPACES : 38, 2 HANDICAPPED, 8 COMPACT, 28 STANDARD, 50% SHADING  
 CHEME, SHOWING LOT 5 (AT LEFT) IN LIEU OF LOT 7

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10-8-87  
9-10-87

item 17



36 th ST.

3560  
3 rd AVE.

V01D  
12-7-89

LOT 010 0382 005 IN LIEU OF LOT 7

TOTAL PARKING SPACES : 38, 2 HANDICAPPED, &

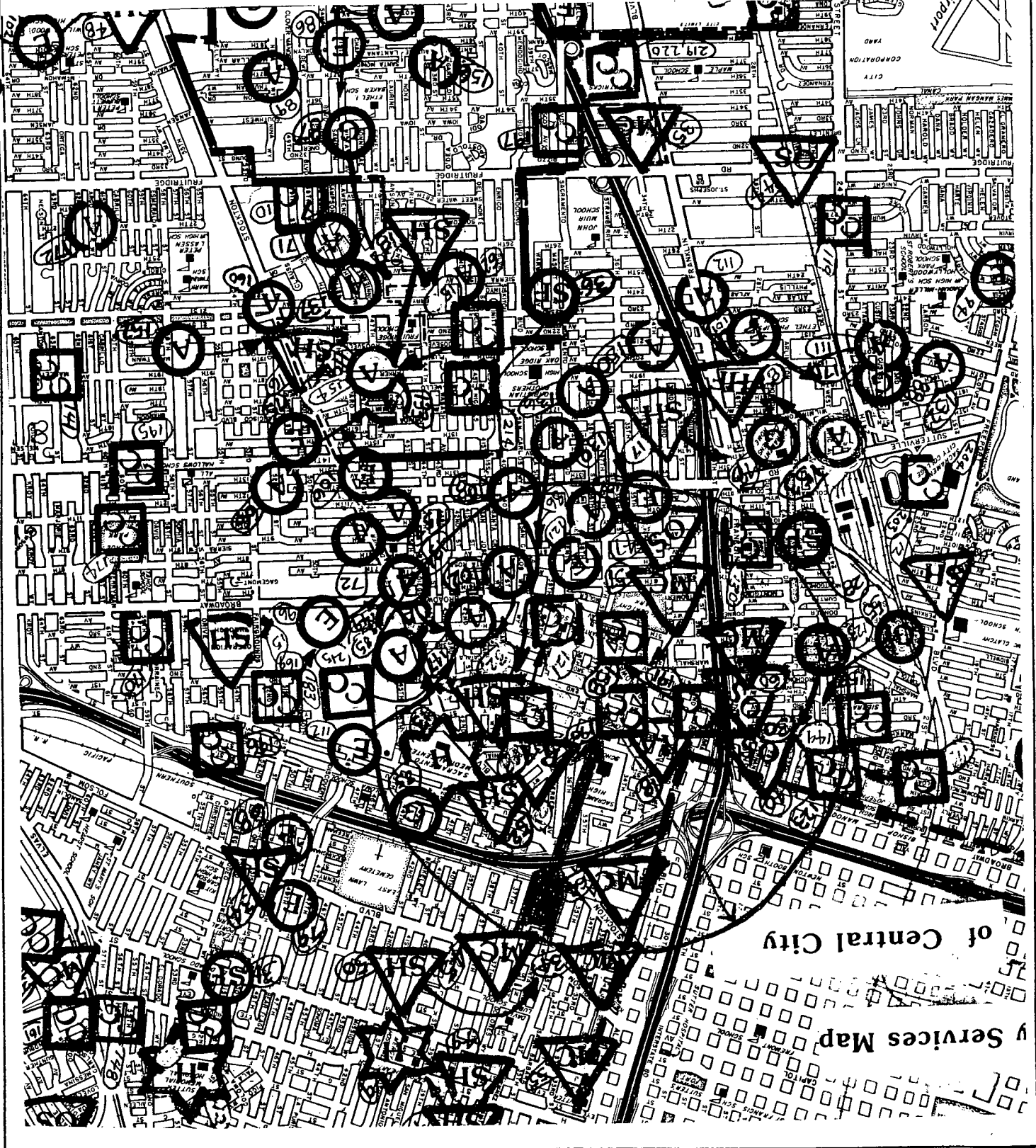
ALTERNATE PARKING SCHEME, SHOWING LOT

North  
↑

PARKING LOT B  
3560 3rd Avenue



EXHIBIT C



Scale: 1" = 2,000ft

CARE FACILITY MAP

11-8-87  
9-10-87

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Item



# EXHIBIT D LOCATIONAL CRITERIA

Applicant: Please submit responses to these criteria as part of your Special Permit application.  
If a particular criteria is not applicable, please indicate that and the reason why.

## RESOLUTION NO. 3

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

March 23, 1982

LOCATIONAL CRITERIA FOR ESTABLISHING  
NON-RESIDENTIAL CARE OR RESIDENTIAL  
CARE FACILITIES (M-612)

WHEREAS, the following listing represents criteria which the City of Sacramento encourages Non-residential Care and Residential Care Facility operators to consider in selecting their proposed site. City Planning Department staff will utilize this criteria listing in evaluating the merits of an operator's application for a Special Permit; and

WHEREAS, in addition to this listing of criteria, the City also strongly suggests that an operator meet with the City Planning Department staff to jointly evaluate their preliminary listing of potential sites for the purpose of identifying the opportunities and constraints of each potential location. It is also strongly suggested that an operator explain the type of programs and activities proposed to residents and businesspersons located within a two block radius of the proposed facility site prior to formal submittal of the Special Permit application. Such an explanation may be through written materials, direct contacts, and/or neighborhood meetings;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sacramento that the following locational criteria will be applicable to proposals for establishing new Non-residential or Residential Care Facilities:

Non-residential  
Care Facility

Residential  
Care Facility

Regional Criteria\*

X

1. Client Access-The proposed facility should be either located within close proximity to where a majority of its' targeted client population resides; or close to major transit routes, bicycle routes, and reasonable freeway access from all parts of the service area.

\* Where conflicts between conformance with regional versus site criteria occur, site criteria shall be controlling. A region is generally defined as the boundaries of a Community Planning Area.

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<u>Non-residential Care Facility</u>	<u>Residential Care Facility</u>	<u>Regional Criteria*</u>
X	X	2. <u>Supportive Services</u> -The proposed facility should be located within an area which is reasonably close to medical, governmental, shopping, and other services which support clients or near transit routes which provide access to such services.
	X	3. <u>Employment Opportunities</u> -The proposed facility should be located within an area that can provide job opportunities for clients.
X	X	4. <u>Distribution of Services</u> -When siting within a residential area, the proposed facility should be located in an area where the same type of service is not already offered.
X	X	5. <u>Facility Access</u> -The proposed facility should be located in an accessible location if it provides a unique type of service for the region.

<u>Non-residential Care Facility</u>	<u>Residential Care Facility</u>	<u>Site Criteria</u>
X	X	6. <u>Concentration</u> -The proposed facility should not be sited within a residential neighborhood which already contains a number of Non-residential Care or Residential Care facilities.

\* Where conflicts between conformance with regional versus site criteria occur, site criteria shall be controlling. A region is generally defined as the boundaries of a Community Planning Area.

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Non-residential  
Care Facility

Residential  
Care Facility

Site Criteria

X

7. Neighborhood Disruption-Within residential areas, activities which generate excessive noise or which extend beyond the boundaries of the facility's site in such a manner as to impose upon the living space of neighbors should be avoided.

X

X

8. Parking-Adequate off-street parking should be provided for staff, clients, and visitors based on the type of service, the number of clients served per day, the scheduling of services, the level of staff required, and the number of non-client visitors anticipated. Within residential areas, facilities should not create traffic or parking problems that could result in a nuisance.

X

X

9. Size of Structure-The proposed structure should be capable of accommodating the anticipated number of clients given the type of services and operating schedule proposed. The structure should be accessible for the handicapped. Within residential areas, the size of new or remodeled facilities should be compatible with adjacent structures. Adequate outdoor areas for client use should be provided on the facility grounds.

Non-residential  
Care Facility

X

Residential  
Care Facility

X

Site Criteria

10. Compatibility of Site Design-  
Within residential areas, the  
exterior of a facility should be  
preserved in its' appearance as  
a residential structure to  
conform with the surrounding  
neighborhood. The placement of  
off-street parking, exterior  
lighting, signage (including  
size), and landscaping should  
also be compatible with adjacent  
structures.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

M-612

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## TRASH ENCLOSURE GUIDELINES

The walls of the trash enclosure structure shall be constructed of solid masonry material and the exterior surface finished in a manner compatible with the main structure(s).

The trash enclosure structure shall have heavy gauge metal gates and designed with cane bolts on the doors to secure the gates when in the open position. The hinges shall be sufficient in size, strength and number to adequately support the metal gates.

The trash enclosure facility shall be designed to allow walk-in access by janitors without having to open the main enclosure gates;

The walls shall be a minimum six feet in height, more if necessary for adequate screening.

The perimeter of the trash enclosure structure shall be screened with landscaping, including a combination of shrubs and/or climbing evergreen vines.

A concrete apron shall be constructed in front of the trash enclosure facility or at point of dumpster pickup by the waste removal truck. The location, size and orientation of the concrete apron shall depend on the design capacity of the trash enclosure facility (number of trash dumpsters provided) and the direction of the waste removal truck at the point of dumpster pickup;

The minimum dimensions of the concrete apron for a single, two cubic yard dumpster shall be: width 10 feet or width of enclosure facility; length 20 feet. Larger trash enclosure facilities shall require a larger concrete apron, subject to the approval of the City Building Inspections Division Building Technician (Plan Checker);

Paving material shall consist of 5" aggregate base rock and 6" portland cement paving.

~~A trellis structure covering the trash facility shall be constructed to screen these units from view from the upper floors of the office building.~~

**EXHIBIT F CORRESPONDANCE**  
W.C.I.C. NETTA SPARKS SENIOR CENTER

Proposed Program

Approximately 5000 Sp. Ft., \$290,000.00

The following items are listed according to priorities and are complete within themselves.

- (1) Multi-purpose Room - the Multi-purpose Room shall:
  - a. Seat a minimum 100 persons for dinner.
  - b. Be expandable in the future (approximately 10 years) to seat 200 persons for dinner. This will include such items as banquets, meetings and other programs in its usage.
  - c. Have a mounted slide projector screen which is retractable.
  - d. Be designed so that it can be used for dining, large group meetings, exercising, and other activities such as quilting and group games.
  
- (2) Small kitchen in close proximity to the Multi-purpose Room. This kitchen shall be approximately 8'x8' and will basically be a warming kitchen. It shall have:
  - a. A small pantry connected to or next to the kitchen with built-in shelves.
  - b. A small steam table (area to keep food hot).
  - c. A two compartment sink (approximately 24/24/12).
  - d. Cupboard and shelving.
  - e. Space for a large domestic refrigerator.

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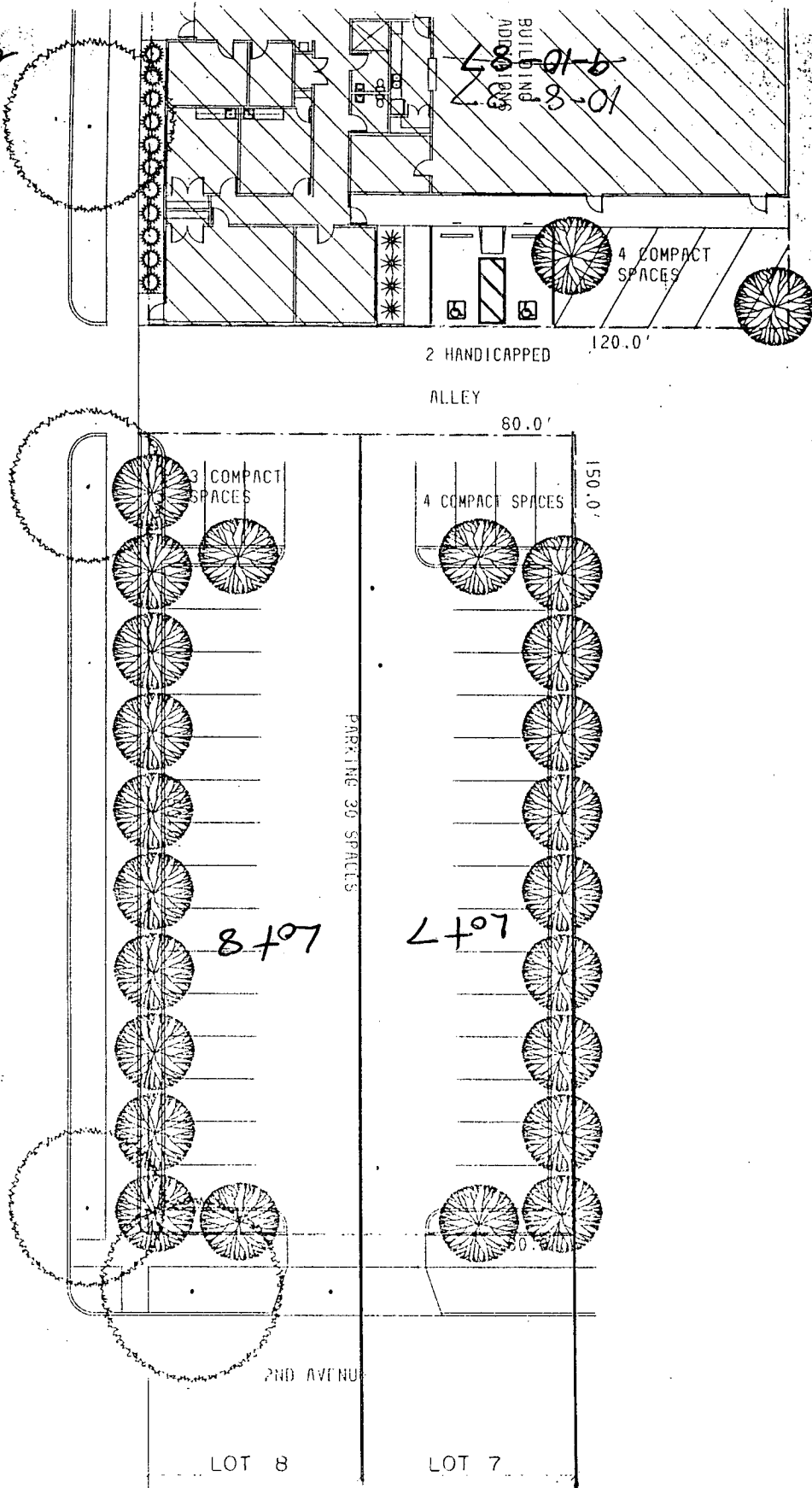
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EXHIBIT G  
ORIGINAL PARKING  
LOT PROPOSAL  
LOT A

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3 rd AVE.

ALLEY

PARKING  
4 COMP. SPACES

PARKING  
8 SPACES

PARKING  
8 SPACES

3560

2 nd AVE.

36 th ST.

EXISTING LOT 8

SPACES : 38, 2 HANDICAPPED, 8 COMPACT, 28 STANDARD, 50% SHADING

SCHEME, SHOWING LOT 5 (AT LEFT) IN LIEU OF LOT 7

North  
↓

EXHIBIT H  
PARKING LOT A  
3560 2nd Avenue

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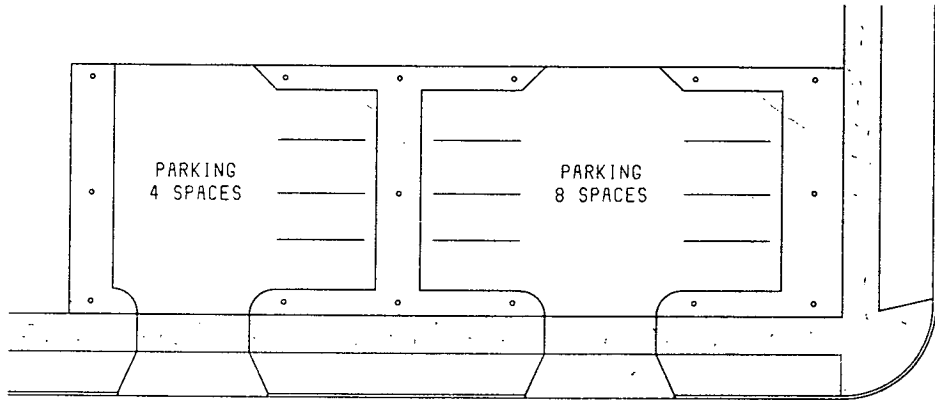
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36 th ST.

3560  
3rd AVE.

LOT 010 0382 005 IN LIEU OF LOT 7

TOTAL PARKING SPACES : 38, 2 HANDICAPPED, 8

ALTERNATE PARKING SCHEME, SHOWING LOT

EXHIBIT I  
 PARKING LOT B  
 3560 3rd Avenue

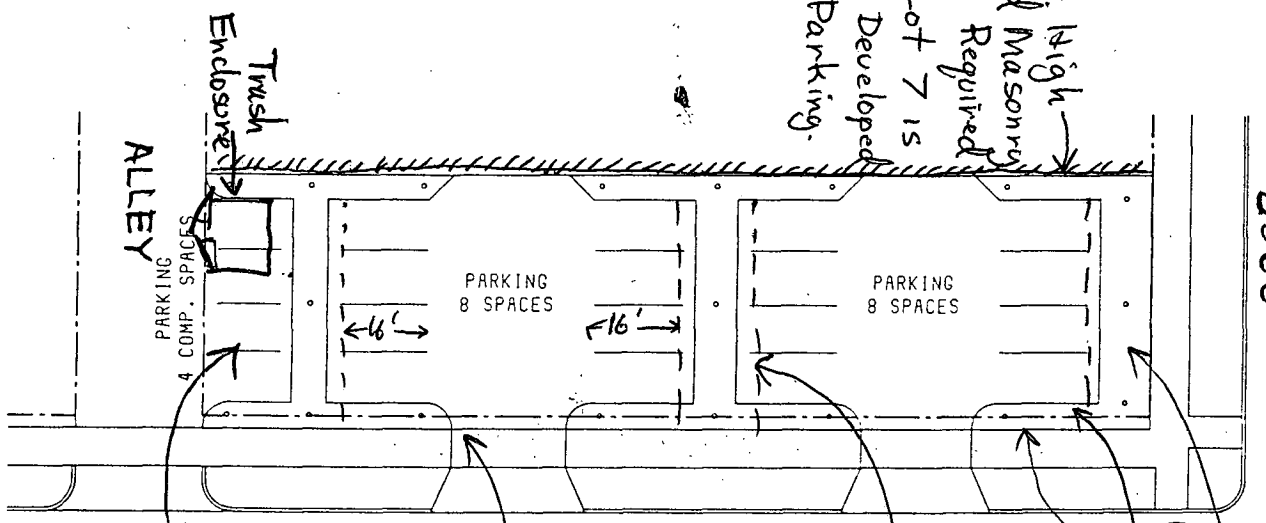
North  
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EXHIBIT J  
PARKING LOT A  
 3560 2nd Avenue  
 STAFF MODIFIED

3560  
 2nd AVE.

6 ft High  
 Solid Masonry  
 Wall Required  
 IF Lot 7 is  
 Not Developed  
 for Parking.



Install fence or security shrubbery  
 Around perimeter of lot

Minimum 4ft. Landscape Strip  
 Adjacent to Public Right-of-Way

Increase Planter width to  
 include 2ft vehicle  
 overhang.  
 North ↑

36th ST.  
 EXISTING LOT 8  
 Show Gatesman  
 Station

Bicycle  
 Parking &  
 Storage

3rd AVE.

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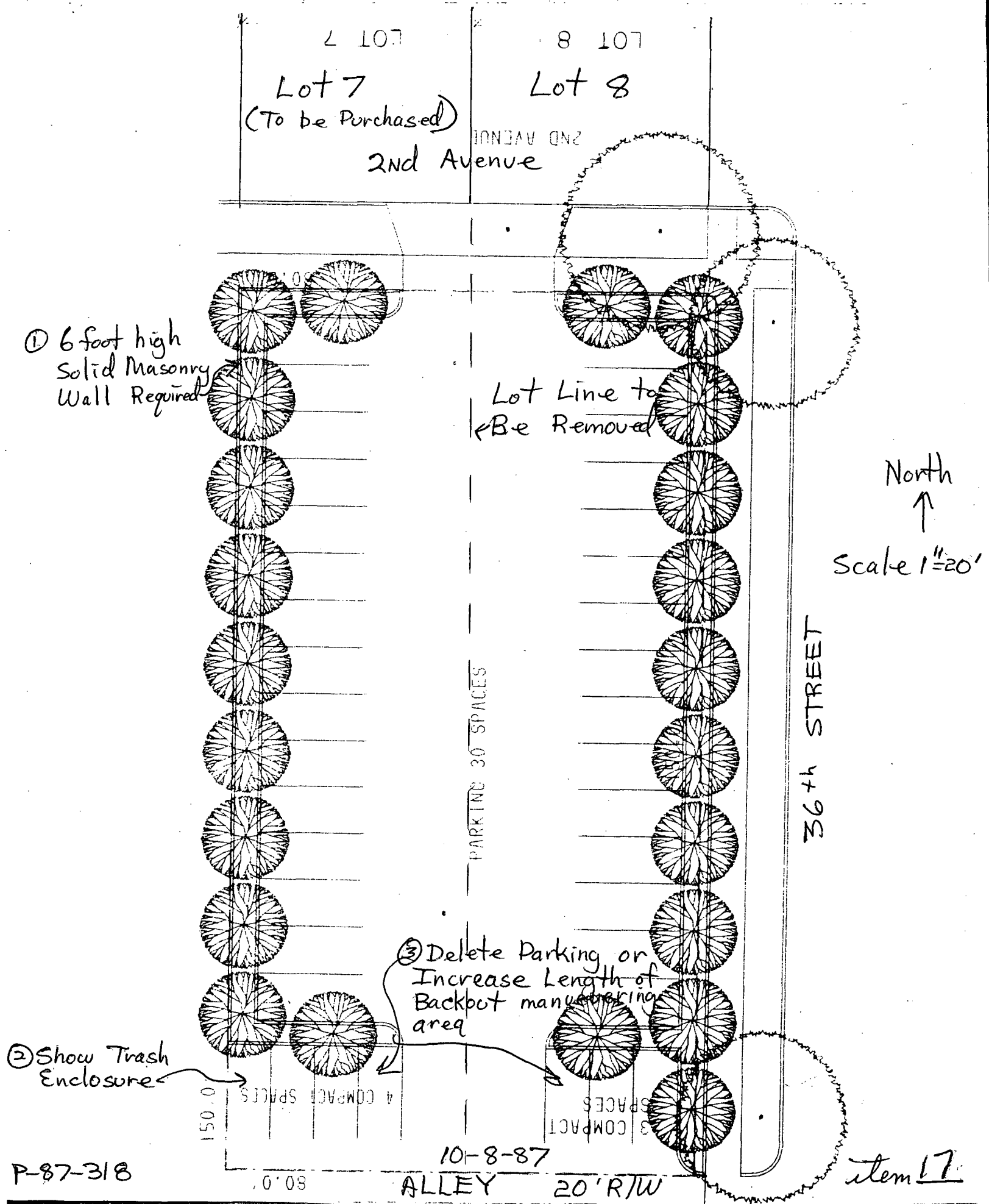
SPACES : 38, 2 HANDICAPPED, 8 COMPACT, 28 STANDARD, 50% SHADING

SCHEME, SHOWING LOT 5 (AT LEFT) IN LIEU OF LOT 7

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# EXHIBIT K ORIGINAL PARKING LOT



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ALLEY 20' R/W

Item 17

EXHIBIT L

**LEGAL DESCRIPTION OF PARKING LOT PARCEL TO BE CREATED**

Lots 7 and 8 in Block 32 as shown on the official "Map of Oak Park and South Sacramento," recorded in the office of the County Recorder of Sacramento County on June 19, 1889, in Book 2 of Maps, Map No. 26.

Table 1

Residential Care Facilities - Immediate Neighborhood

(Area defined by Highway 50, Route 99, 12th Avenue, and Stockton Boulevard)

<u>Key</u>	<u>Address</u>	<u>Administrator</u>	<u>Number of Clients</u>	<u>Type of Facility</u>
9	3409 12th Avenue	Thelman Starks	5	Elderly
10	2949 43rd Street	Odessa Sweet	4	Elderly
11	3894 7th Avenue	Odessa Sweet	6	Elderly
13	4306 T Street	Ma Bondane	6	Group Home
14	3619 38th Street	Bertha Morris	2	Adult Home
15	4116 3rd Avenue	H. E. Scott	2	Adult Home
17	3101 1/2 42nd Street	Margarette Williams	6	Adult Home
18	2830 Stockton Blvd.		40	Adult Home

Table 2 - Care Facilities Within One Mile

✓ Care Centers (Non-Residential)

Child/Infant Day Care

<u>Key</u>	<u>Address</u>	<u>Administrator</u>	<u>Number of Clients</u>	<u>Type of Facility</u>
1	3801 Broadway	Lynn Pichinino	50	
2	2416 Sloat Way	Kelly Willard	54	
3	2415 First Avenue	Loretta Benson	54	
4	3600 Fifth Avenue	James Coleman	44	
5	2791 24th Street	Fayette Solem	43	
6	3500 2nd Avenue	Leona Dixon	30	
7	3947 4th Avenue	Charles Townsel	40	
8	2751 Stockton Blvd.	May Vkita	87	

Care Facilities (Residential)

Elderly

9	3409 12th Avenue	Thelman Starks	5	
10	2949 43rd Street	Odessa Sweet	4	
11	3894 7th Avenue	Odessa Sweet	5	

Group Home

12	2625 4th Avenue	Patricia Vega	5	
13	4306 T Street	Ma Bondane	6	
14	3619 38th Street	Bertha Morris	2	
15	4116 3rd Avenue	H. E. Scott	2	
16	2845 2nd Avenue	Amanda, Benni Eason	10	Mentally Disabled Only

Agencies - Special Facilities

Alcohol or Chemical Dependency Treatment

19 4049 Miller Way

Medical and/or Counseling Services

20	1409 32nd Street			Substance Abuse
21	2111 28th Street			
22	3720 Folsom Blvd.			
23	3515 Broadway			
24	2999 Franklin Blvd.			
25	3325 S Street			
26	2404 X Street			Pregnancy/Hot Line/Life Center

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*John J.*

Table 2 - Care Facilities Within One Mile

Specialized Housing Facility

<u>Key</u>	<u>Address</u>	<u>Administrator</u>	<u>Number of Clients</u>	<u>Type of Facility</u>
27	2600 Stockton Blvd.			
28	3500 Folsom Blvd.			Convalescent Hospital
29	2120 Stockton Blvd.			Skilled Nursing Facility

Special Social (or other) Services

30	2814 Franklin Blvd.			
31	2500 Franklin Blvd.			
32	3301 33rd Street			

Hospitals

33	1625 Stockton Blvd.			Medical Center
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OAK PARK PROJECT AREA COMMITTEE, INCORPORATED

3520 FIFTH AVENUE  
SACRAMENTO, CA. 95817  
457-8525

Item 21

CITY PLANNING DIVISION

SEP 9 1987

RECEIVED

September 4, 1987

Department of Planning  
1231 I Street  
Sacramento, California 95814

To: Dan Hendrycks

From: Oak Park Project Area Committee

Subject: Special Permit and Variance # P-87-318

The Economic Development Sub-Committee and the Oak Park Project Area Committee board have thoroughly reviewed the plans for the proposed expansion of the Womens Civic Improvement Center. The Project Area Committee and the Oak Park Business Association endorse this proposal.

Sincerely,

  
Leon B. Weston  
Executive Director, Oak Park PAC

P-87-318

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# Women's Civic Improvement Club, Inc.

3555 3rd Avenue  
Sacramento, California 95817  
(916) 457-8661

President  
Greta J. Cannon

Executive Director  
Callie I. Carney

September 10, 1987

Mr. Dan Hendrycks, Associate Planner  
Department of Planning and Development  
1231 "I" Street  
Sacramento, Ca 95814

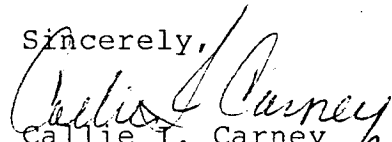
Dear Dan:

As you are aware, WCIC'S application was scheduled to be presented to the Planning Commission at 5:30 P.M. today, but we are requesting that this application be continued until October 8, 1987. This request is being made because WCIC may be able to obtain a letter of agency or purchase the property (lot 7 on 2nd Ave and 36th St) that was proposed for parking in our original application. The agency thinks the first parking plan for the two lots (7&8) is a more acceptable development for the area.

WCIC plans to submit a letter of agency or purchase agreement and necessary fees with the planning department by September 23, 1987.

Your time and help in assisting us is greatly appreciated.

Sincerely,

  
Callie I. Carney  
Executive Director

CIC:yf

CITY PLANNING DIVISION

SEP 11 1987

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10-8-87

Item #17

### HOURS

Administrative/General  
(916)457-8661 8:00-5:00

Playmate Nursery  
(916)451-8870 7:00-6:00

Project Choice  
(916)451-8400 8:30-5:00

Energy (ECIP)  
(916)451-6538 8:30-5:00

Energy Education/Weatherization  
(916)395-3983 8:30-5:00

Weatherization  
CAL/NEVA/DOE/LIHEAP  
(916)451-8400



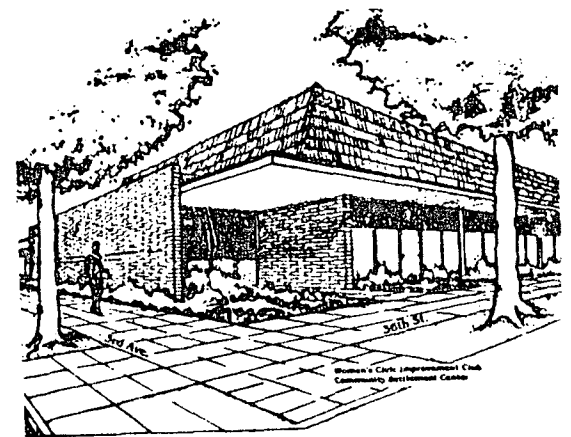
WCIC is an United Way Agency

002378

Center  
Improvement  
Civic  
Women's

1936-1986  
Celebrating 50  
Years  
of Service

Women's Civic  
Improvement  
Center



3555 3rd Avenue  
Sacramento, Ca  
95817

(916) 457-8661

P-87-318

## Programs and Services

**PURPOSE:** To provide a Community Center in which group programs for youth and adults are sponsored. These programs are geared toward the development of responsible citizens. Emphasis is directed toward underprivileged group participation.

**HISTORY:** A few dedicated women found after World War I (1924) that there existed a desperate need for housing for minority women, to confront this problem, the group began to provide housing and employment assistance to Black and other minority women. The Women's Civic Improvement Club was formally organized in 1936 and incorporated in 1945. The dedication of the founding mothers of WCIC has been an inspiration to both club members and larger community. It is in the tradition of the founders that WCIC continues to provide services to the community.

As the needs of the community changes, so has the services provided by WCIC broadened and expanded to meet these needs.

### ORGANIZATIONAL STRUCTURE

Membership  
Board of Directors  
Executive Directors  
Permanent Staff  
Volunteers  
Youth Employment

**ADULT SERVICES:** Are provided for Senior Citizens. These services include a Senior's Brunch, limited transportation, activities, information and referrals, meetings to keep abreast of new services and current events. These services are made available through private donations, funds from the United Way of Sacramento and FEMA.

**LOW-INCOME/NUTRITION:** A hot lunch four days a week, workshops, information and referral services made available through SETA.

**WEATHERIZATION:** To implement an energy conservation assistance program to weatherize the dwellings of the low-income population, with priority to the elderly, handicapped, American Indians, and Farm Workers. The intent is to conserve needed energy and to assist persons least able to afford increasing utility costs. Federal guidelines for income eligibility. State OEO funds.

**CAL/NEVA:** Weatherize the dwelling of the low-income population (rentals or homeowners) that meet the guidelines.

**ENERGY PROGRAM:** To provide Energy Crisis Intervention Program (ECIP) assistance to eligible participants throughout Sacramento County. Energy utility payments. Federal guidelines for income eligibility.

**ENERGY EDUCATION:** Is the only one in Sacramento by a private non-profit agency providing the community at large, but with emphasis on low-income. Information on conserving energy, read their meters, weatherize their homes, this is in a workshop setting with certificate awarded after completing workshop.

**PROJECT CHOICE:** Provides assistance to minority adolescents in understanding their own sexuality and what that means through education and sharing of knowledge. We also look at the parent's role as well.

**ADOLESCENT/YOUTH:** Services provided for young people in the area. These services include rap sessions, employment counseling, volunteer placements for "in" and "out" of school youth. The Center has traditionally served as a work experience site for area high school students and community youths.

**HEADSTART:** Playmate Nursery serves children between the ages of three and five. Its primary focus is the intellectual, emotional, social and physical development of the child. The Center offers this service through a Delegate Agency relationship with the Grantee. Federal and Headstart guidelines for income eligibility.

### SUMMER PROGRAMS

**SUMMER LUNCH:** Provides meals for needy children and youth in the Oak Park area, and surrounding areas of Oak Park. These lunches provide nutrition for young people who might otherwise not receive a balanced meal during the summer months.

**SUMMER CAMP:** Provides an exposure for Oak Park youths for nature hikes, crafts and cultural exchanges with other people and overnight camping. Funded by WCIC Board of Directors and contributions.

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- f. Space for a large domestic oven.
- g. Built-in microwave space (this must mean space for a built-in microwave which is basically electric outlets and a space on which to place the microwave oven). Callie will work with Dodd on this.

(3) Handicapped bathroom - This bathroom shall be equipped for use by the handicapped and shall be used by both men and women. The option is to remodel the existing bathroom to bring it in compliances with all code requirements. Dodd will check code on both men and women using same bathroom.

(4) Storage room for miscellaneous uses - The storage room may be provided as one simple multi-use storage space or it may be divided into and located near the facilities which it will serve. Storage space shall be provided for:

- a. The Multi-purpose Room furniture and such items as chairs, benches, tables which will be used in the Multi-purpose room.
- b. Quilting and group game equipment.
- c. It shall have built-in shelves (which shall be different widths, heights, and depths.
- d. The size of this space has not yet been determined, and is contingent upon the final design.

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The following items are priority number two (2) and are listed in the order of their tentative construction. The following shall be provided:

- (1) Game Room - The Game Room shall be set up for both men and women and shall be constructed for the activities of ten (10) to fifteen (15) persons at one time. It shall have:
  - a. Sapce for pool tables.
  - b. Space for card tables. (portable)
  - c. Space for shuffleboard table.
  
- (2) Craft Room - The Craft Room will be for activities such as sewing, painting, pottery, quilting, etc. It shall be pointed out that some of these activities are what we call clean activities, that is the sewing and the quilting, and some of these activities are what we call dusty or dirty activities, such as painting and pottery. It may be that these activities should be in separate distinct rooms or that they should have individual storage within the room so that the two different clean and/or dusty activities can be carried on separately. This room should be designed to hold the activities of ten (10) to twelve (12) persons and should have the following installed:
  - a. Individual storage cabinets for craft materials.
  - b. Two compartment sink (18"x18"). The kitchen sink may be used for this purpose, if the Craft Room is

near the kitchen sink. It should also be pointed out that initially some of these activities for both the Game Room and the Craft Room may take place in the large Multi-purpose/Dining Room. If this happens, it will be on a temporary basis.

The following spaces are listed as priority number three (3) and they are listed in the order of need and/or desire.

- (1) Office Space - The Office Space shall be for a staff of two (2) persons and shall serve the nutrition staff. This space should have natural light and should be equipped with two (2) desks, four (4) file cabinets, book shelves, and wall space. Some of the wall space should be built in if possible.
- (2) Reception Area should have working space for the following:
  - a. Two (2) staff persons with desks and files.
  - b. Chairs and waiting area to hold approximately four (4) or five (5) persons.
- (3) Lounge Area - See item two (2) above for possible Lounge Area usage. The Lounge Area should be equipped as follows:
  - a. Space and chairs to seat comfortably ten (10) to fifteen (15) persons.
  - b. Television.
  - c. Sofa and chairs.

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- (4) Library (quiet reading area) - This space and the activities related to this space may take place in the present board room. The space should be such that it can comfortably seat eight (8) to ten (10) persons and should have the following items:
- a. Built-in book shelves.
  - b. Space for tables, magazine and book racks, newspaper racks.

General comments: The Reception Area directs elderly related traffic and give information on Senior Programs. This entire program and the facilities related to it are for seniors and handicapped citizens. In addition to the above named spaces and facilities, the entire senior citizen program will require the following:

- (1) Private Counseling Room which holds two persons.
- (2) Water fountain.
- (3) Carpet, where feasible.
- (4) Shampoo, beauty and barber area.
- (5) Shower area (assessible to handicapped persons).
- (6) Spa (warm pool).
- (7) Adequate landscape area on the exterior with a sprinkler system. This area should include shrubs and trees.
- (8) The entire facility should contain central heating and air conditioning.

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- (9) Ample electric outlets are required everywhere.
- (10) It is desirable to have as much natural light as possible.
- (11) The construction and/or design may be such that additional space may be added on a future second floor. If not on a future second floor, then the design should be such that additional space can be added in the future.

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July 17, 1987  
Non-residential Care Facility:  
Regional Criteria

1. Client Access. The facility will be located in Oak Park at 3555 3rd Avenue where the majority of its target client population resides. The major transit routes are within walking distance and are located as follow: on the north-side at 2nd Avenue and 34th street; (2) 2nd avenue and 37th street; and on the southside at (3) 5th Avenue and 36th Street; and (4) 35th Street and 5th Avenue. Freeway access is at Stockton and T Street to Highway 50 (east); Business Loop 80 (east and west) and Highway 99 (south). There is also freeway access at Broadway and Alhambra Blvds to Highway 99 (south). We also provide bus transportation to and from the seniors' residences.
  
2. Supportive Services. WCIC provides other services to the Seniors and other low and fixed income communities. WCIC operates several large programs: an Energy Crisis Intervention Program (ECIP); a residential Weatherization Program; an early childhood development Headstart Program; a congregate meal Senior Nutrition Program; a Low-income Family Nutrition Program; a Family Planning Program for adolescent youth and adults; and miscellaneous Information and Referral services. Public transportation is within walking distance and freeway access is in close proximity to

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the center.

The Medical Center (UCD) is approximately one mile from the center, the Sacramento Community Center Health Clinic is at Stockton and Broadway, and the Sacramento Community Health clinic at Sacramento Blvd and 9th Avenue.

Governmental, shopping, and other services which support clients are near transit routes.

3. Employment Opportunities. Not applicable.

4. Distribution of Services.

The facility will be an expansion of the current building, in order, to provide better services to the Seniors already being served. To our Knowledge, no other agency provides the breadth and scope of services WCIC offers.

WCIC has also established a rapport and working relationship with other human service agencies so as to avoid duplication of services and provide referrals, including:

- o Oak Park Community Center
- o Salvation Army
- o Asian Resources Inc.
- o County Department of Social Services/Welfare

Department.

- o Galt Concillo

- o Sacramento Employment and Training Agency
- o State Department of Economic Opportunity
- o Urban League
- o United Way
- o Area 4 Agency on Aging
- o Oak Park Business Association
- o Mc George School of Law
- o Oak Park Business Association

5. Facility Access. The facility is located in an accessible location, one block North of Broadway at the corner of 3rd Avenue and 36th Street. Handicap ramps, parking, doors and restrooms will be provided.

Site Criteria

6. Concentration. There is one other Senior Centers and 2 other feeding sites located in Oak Park. However, WCIC is the only center that provides a hot nutritionally balanced meal cooked on site. The other centers have either sandwiches or catered meals prepared off site. Moreover, the scope of services and activities provided.
7. Neighborhood Disruption. The facility will be open to Seniors during the hours of 8:00 a.m. to 5:00 p.m. The activities involved include nutrition information, arts and crafts, exercise and other activities that do not

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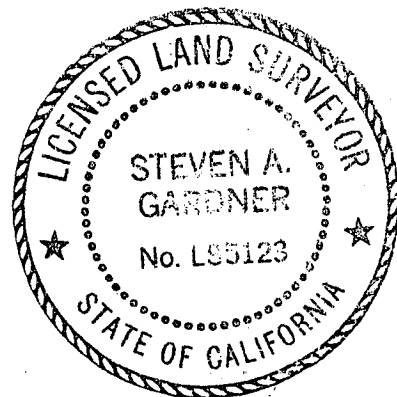
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 Item 21

EXHIBIT A

LEGAL DESCRIPTION OF  
PARCEL TO BE CREATED

Lots 9, 10 and 11 in Block 32 as shown on the official "Map of  
Oak Park and South Sacramento", recorded in the office of the  
County Recorder of Sacramento County, on June 19, 1889, in  
Book 2 of Maps, Map No. 26.



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