



**Project #20-042  
CAPSA Parking Addition  
Located at 310 West 1000 North**

**REPORT SUMMARY**

Project Name: CAPSA Parking Addition  
 Proponent/Owner: Joseph Beck / CAPSA  
 Project Address: 310 West 1000 North  
 Request: Conditional Use Permit  
 Current Zoning: Traditional Neighborhood Residential (NR-6)  
 Date of Hearing: August 13, 2020  
 Type of Action: Quasi-Judicial  
 Submitted By: Tanya Rice, Planner II

**RECOMMENDATION**

Staff recommends that the Planning Commission **conditionally approve** a Conditional Use Permit for Project #20-042 CAPSA Parking Addition, located at 310 West 1000 North, TIN# 05-046-0017.

*Land use adjoining the subject property*

North:	MR-12: Residential Uses	East:	NR-6: Residential Uses (CAPSA)
South:	NR-6: Residential Uses	West:	NR-6: Residential Uses

**Project Location**



### **Request**

The proponent, CAPSA (Citizens Against Physical and Sexual Abuse), is requesting a Conditional Use Permit (CUP) for constructing 11 new parking stalls on their newly acquired property (310 W 1000 N) located immediately west of their existing CAPSA location (308 W 1000 N). The intended use of the additional parking is to support the services provided on the adjacent main CAPSA campus. Typically, lots zoned in NR-6 are not approved solely for parking lot use, however, combining the two properties with a boundary line adjustment would legitimize CAPSA's parking lot request.

It is difficult to evaluate the subject property proposal without acknowledging the history, services and needs of their adjacent main CAPSA campus. CAPSA is a non-profit local community organization that provides support services for victims impacted from all types of abuse. Below is a summary of CAPSA's conditional use history for its existing location at 302 West 1000 N:

- **2000** - CAPSA received a CUP for its current use and location in (308 W 1000 N).
- By **2003**, the **property was developed** and has remained mostly unchanged since.
- **May 14, 2020** - CUP received for an 8,400-square foot **building addition** between the existing building and eastern property line, and **38 parking stalls** along 1000 North).
- **May 26, 2020**, CAPSA **acquired the subject lot** immediately west of their existing property (current subject property at 310 West 1000 North).
- **August 13, 2020** – CUP requesting 11 **additional parking stalls** on subject property.

The current request shows 11 new asphalt surface parking stalls toward the south end of the newly acquired property, with landscaping along the property line adjacent to 1000 North. The new parking stalls would accommodate CAPSA patrons and be accessed via CAPSA's main driveway off 1000 North. The property is currently a fenced vacant lot with piles of rubble from a recently demolished home. The proposed parking lot is shown surrounded with similar landscaping materials as found on their adjacent CAPSA property.

### **Conditional Use Permit**

The CUP process provides a system for discretionary consideration for applications that are not typically associated with the zoning district or considered conditional. CUP approvals should preserve and enhance neighborhood character and protect public health, safety and general welfare. LDC 17.52.050 states that the expansion of a nonconforming use must first obtain a CUP. The sole request of this CUP is to provide additional parking for CAPSA's Residential Treatment Program on their adjacent property. While parking lots are not permitted in the NR-6 zone, this CUP is based on CAPSA's services and will conform to Table 17.31.040 for Residential Treatment Programs. Below are the criteria for CUP approvals in the LDC.

#### **§17.42.050 Planning Commission Action**

*The Commission may approve or conditionally approve a conditional use permit only upon substantiating the following findings:*

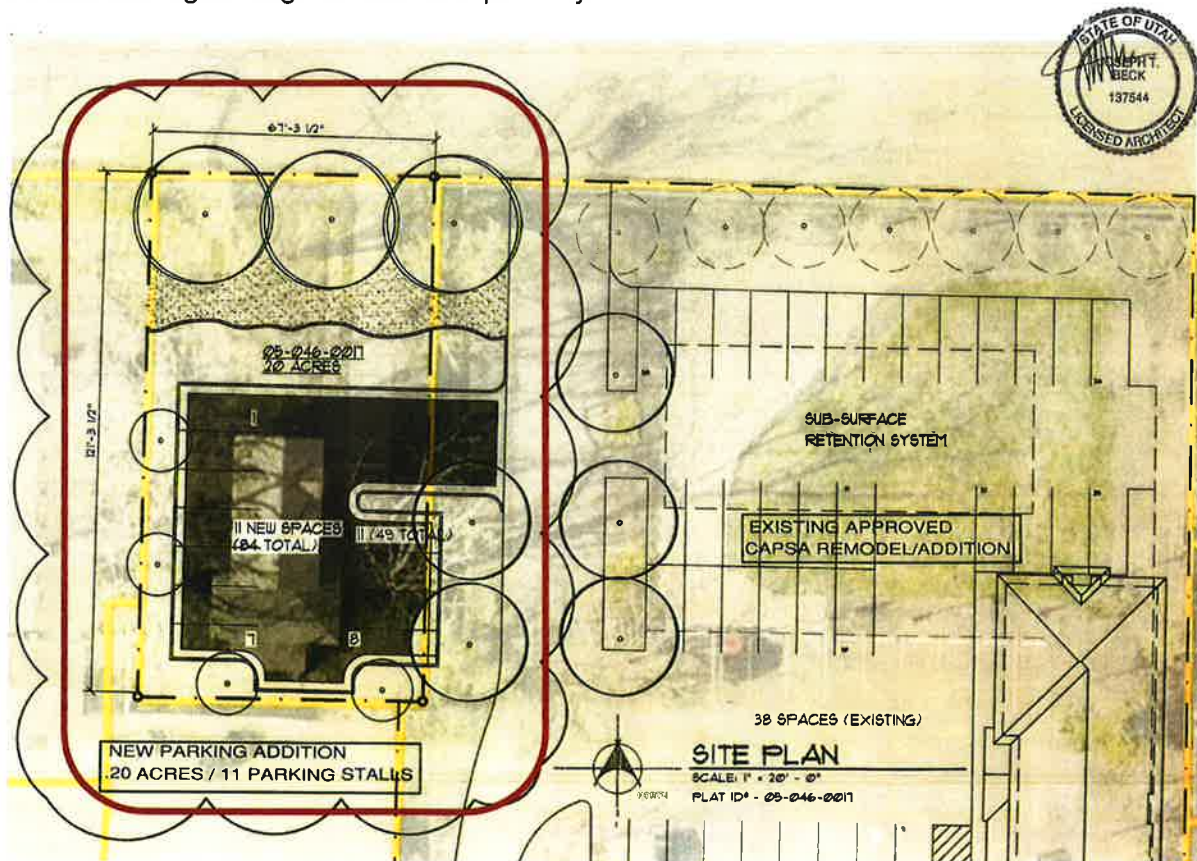
- A. The maximum established density has not been exceeded, unless a density bonus has been approved in conformance with General Plan policy and City ordinance.*
- B. The proposed use conforms to the requirements of Title 17 of the Logan Municipal Code and is listed as a conditional use in the Use Table.*
- C. The use is compatible with surrounding land uses and will not interfere with the use and enjoyment of adjoining or area properties.*
- D. The streets providing access and other infrastructure to the subject property have adequate capacities or a suitable level of service for the conditional use.*
- E. The proposed use is compatible with neighborhood uses and character while preserving and enhancing the character of the neighborhood.*

- F. Access to adjoining streets is designed to be constructed in conformance with City standards and specifications. Where adjoining streets are regulated by the Utah Department of Transportation, access to street(s) shall conform to the requirements of the Cache Access Management Plan.
- G. The proposed use provides adequate off-street parking in conformance with this Title.
- H. The project provides open space and landscaping in conformance with this Title.

When approving a CUP, the Planning Commission must substantiate the above list of criteria. The majority of the list is quantifiable standards such as density, parking, open space and street access. The more difficult parts of CUP approvals include substantiating the “preservation and enhancement of neighborhood character” and “compatibility and interference with use and enjoyment of neighboring properties”. These discretionary issues need to be viewed from a broad perspective by the Planning Commission in order to ensure overall neighborhood harmony. The surrounding residential neighborhood is low to medium density housing consisting mainly of single and two-story structures built in the 1975-2005 timeframe.

Building massing, placement, heights, colors, materials and parking lot locations should all be considered when trying to achieve surrounding neighborhood compatibility. The 2003 CAPSA building and parking lot development was designed to sit near the center of the property to reduce CAPSA’s impact to surrounding neighborhoods. However, CAPSA’s most recent proposals for property alterations have extended outward from the center of the property, slowly eliminating the layer buffering elements.

The question of neighborhood compatibility becomes more apparent considering the proposed parking lot addition. With the proposed additional 11 parking stalls on the subject property, 49 new parking stalls will span 1000 North, replacing a home and original road buffer as shown below. This slow and incremental internal growth is slowly eroding away at those elements of the site leading to neighborhood compatibility.



### Setbacks

The Land Development Code (LDC) requirements for setbacks in the NR-6 zone are as follows (as measured from property lines):

Front:	25'
Side:	8'
Rear:	10'

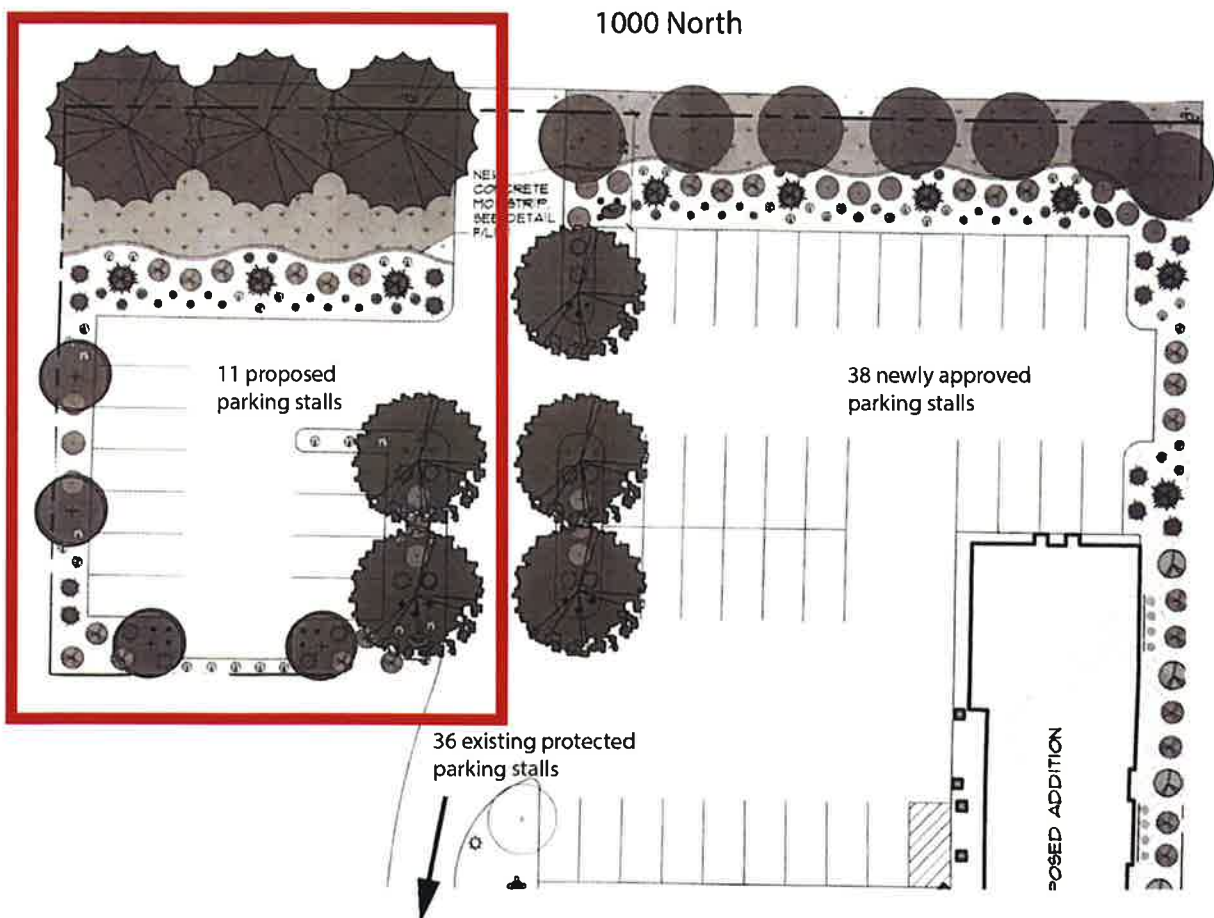
A substantial setback is proposed on the north to buffer the parking lot from the neighborhood. As proposed, the parking lot meets minimum setback requirements of the LDC.

### Parking

The proposal for 11 additional parking stalls is based on the need and use of existing and newly approved CAPSA buildings totaling 22,642 square feet of shelter, office and meeting space. The LDC requires one (1) parking stall for every 300 SF of office space, totaling 75 allowable spaces. Current parking on the property includes:

- **73 Existing parking stalls**
  - 38 Public parking (newly approved with building addition in May 2020)
  - 35 Protected stalls (available for shelter and employees behind fence)
- **11 Proposed new parking stalls** on the subject property
- **84 Total parking stalls**

The applicant provided the attached breakdown of facility usage and information they consider their alternative parking plan. The primary need is for additional parking during evening hours of meetings and conferencing. The parking plan suggests their need for 42 additional stalls but even with the purchase of the subject property, there are 11 proposed.



**Open Space**

The LDC does not require open space in the NR-6 but does limit building footprint lot coverage to maximize yard space/landscaping to buffer neighbors. The configuration of the proposed 11 stalls and frontage landscape is compliant with zoning requirements.

**Summary**

CAPSA acquired an adjacent property west of their existing main campus. The intended use of this property is parking to support the services conducted by CAPSA. This is contingent upon a property line adjustment between the two CAPSA owned properties. This permit focuses on the physical changes and impacts of replacing a single-family home with a parking lot. Maintaining or enhancing neighborhood character is the most difficult part for CUP approval. The proposed additional parking lot has increased the parking capacity from 73 stalls to 84 total stalls. The new parking is pushed to the minimum setback on the west property line but offers a 50' buffer in a 25' setback along the north property line.

As conditioned with proposed buffering and approval of a boundary line adjustment, the project meets the CUP code section for neighborhood character and compatibility.

**AGENCY AND CITY DEPARTMENT COMMENTS**

Comments were solicited from the following departments or agencies:

• Water	
• Engineering	

**PUBLIC COMMENTS**

Notices were mailed to property owners within 300 feet of the subject property. As of the time of this report, there have been no comments from the public.

**PUBLIC NOTIFICATION**

Legal notices were published in the Herald Journal on 8/1/20 and the Utah Public Meeting website on 8/5/20. Public notices were mailed to all property owners within 300 feet of the project site on 7/27/20.

**RECOMMENDED CONDITIONS OF APPROVAL**

*This project is subject to the proponent or property owner agreeing to comply with the following conditions as written, or as may be amended by the Planning Commission.*

1. All standard conditions of approval will be recorded with the Design Review and are available in the Community Development Department.
2. A property line adjustment will be recorded with Logan City Public Works prior to issuance of a building permit.
3. Per LDC 17.32.70, new parking lot border landscaping shall match the Type "B" buffer for front yards and the Type "C" for side yards to best buffer a parking area of this size in the NR-6.
4. A pedestrian connection/sidewalk shall be provided from the building to 1000 North for alternative modes of transportation.
5. Prior to issuance of a Building Permit, the Director of Community Development shall receive a written memorandum from each of the following departments or agencies indicating that their requirements have been satisfied:
  - a. *Engineering —contact 716-9153*

- Any existing water or sewer services that will not be used in the future shall be capped at the City utility main line.
  - Provide storm water detention/retention per Logan storm water design standards for new development.
- b. *Water/Cross Connection—contact 716-9627*
- All landscape irrigation system's fed from Logan City water must have a high hazard backflow assembly installed and tested.
  - All backflow assemblies must be tested within 10 days of turning in water to them and annually thereafter.

**RECOMMENDED FINDINGS FOR APPROVAL FOR THE DESIGN REVIEW AND CONDITIONAL USE PERMIT**

*The Planning Commission bases its decisions on the following findings supported in the administrative record for this project:*

1. The proposed project as conditioned is compatible with surrounding land uses and will not interfere with the use and enjoyment of adjacent properties because of the site layout, landscaping and setbacks.
2. The Design Review and Conditional Use Permit conforms to the requirements of Title 17 of the Logan Municipal Code.
3. The proposed project provides landscaping for project site in conformance with Title 17.
4. The proposed project provides off-street parking in compliance with the LDC.
5. The project met the minimum public noticing requirements of the Land Development Code and the Municipal Code.
6. The surrounding streets provide access, utilities and are adequate in size and design to sufficiently handle all traffic modes and infrastructure related to the land use.

This staff report is an analysis of the application based on adopted city documents, standard city development practices, and available information. The report is to be used to review and consider the merits of the application prior to and during the course of the Planning Commission meeting. Additional information may be revealed by participants at the Planning Commission meeting which may modify the staff report and become the Certificate of Decision. The Director of Community Development reserves the right to supplement the material in the report with additional information at the Planning Commission meeting.

## CAPSA Parking Study

July 2020

CAPSA has unique usage throughout all hours of the day. Below is identified which uses are happening at different times of the day and the existing/needed parking available/needed for these times of the day.

### Daytime (8am - 5pm)

Daytime uses are typical business uses. There are existing "protected" parking locations behind the locked gate which are reserved for Staff as available. Additional "Protected " parking is provided for full time Shelter tenants as indicated below.

	<u>Size (S.F.)</u>	<u>Occupants</u>	<u>Public Parking Available (38)</u>	<u>Exist "Protected" Parking (35)</u>	<u>Parking Needed</u>
Main Admin Bldg	16,200				
Full Time Staff		35	17	18	0
Public Clients		20	20		
<b>Daytime Parking</b>		<b>37</b>		<b>18</b>	<b>0</b>

### Fulltime (24 hours)

CAPSA has an existing Shelter Bldg that accomodates up to 32 tenants for 24/7 protected stay for up to 30 days.

This facility is typically at 80% capacity regularly. The intent is to "Shelter" victims as a transitional stage of their new independence.

	<u>Size (S.F.)</u>	<u>Occupants</u>	<u>Public Parking Available (38)</u>	<u>Exist "Protected" Parking (35)</u>	<u>Parking Needed</u>
Existing Shelter	6,442	32 beds	17		
<b>Fulltime Parking</b>				<b>17</b>	<b>0</b>

### After Hours Usage (5pm - 10pm)

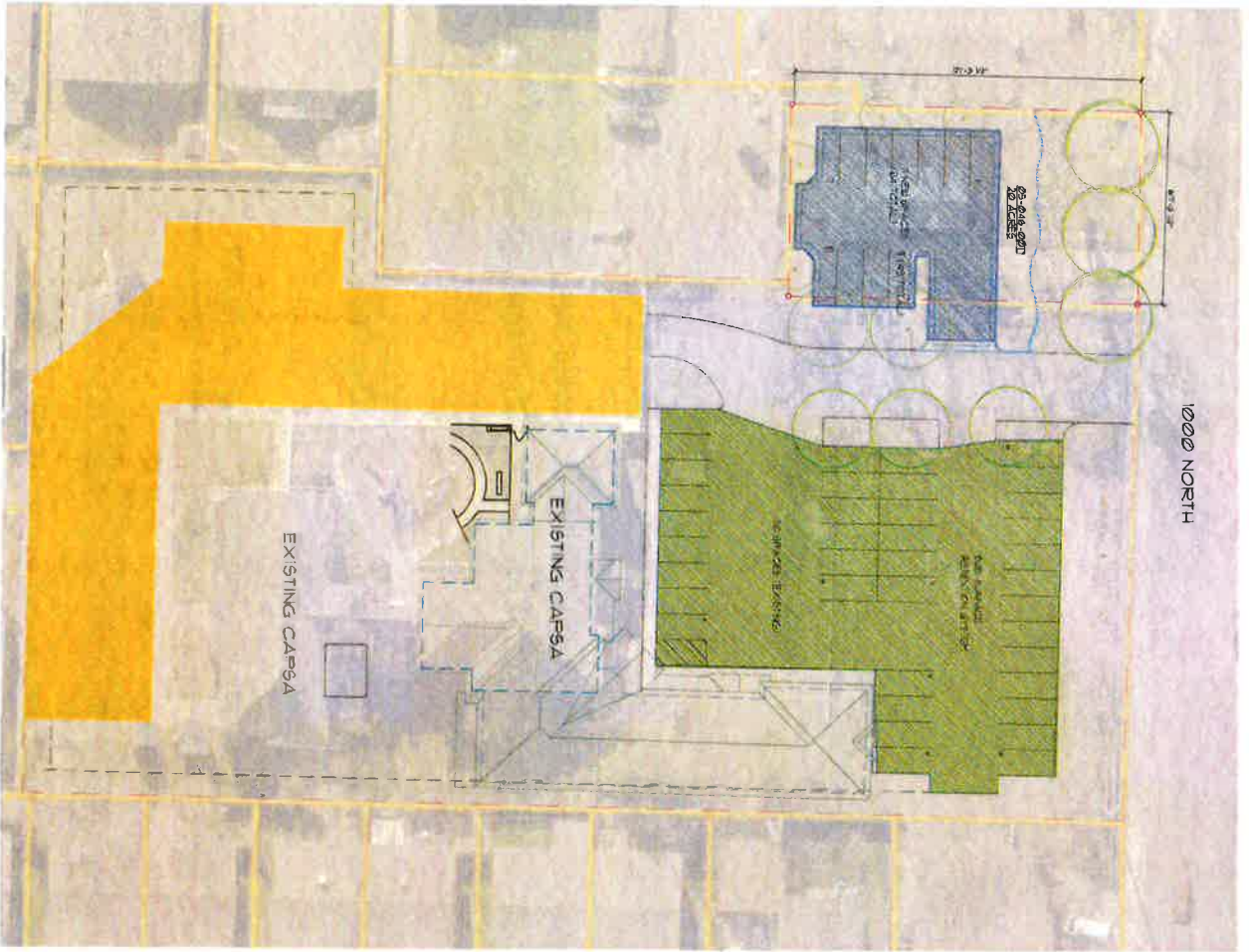
After hours usage is primarily for the public to come to the facility for several reasons. These being Counseling (Individual and Family), Family Skills Training, Public Meetings towards awareness and prevention, Board Meetings, Staff Meetings, Etc..

	<u>Size (S.F.)</u>	<u>Occupants</u>	<u>Public Parking Available (38)</u>	<u>Exist "Protected" Parking (35)</u>	<u>Parking Needed</u>
Conferencing (Within Main Bldg)		80	38		42
Staff		15		15	
<b>After Hours Parking</b>					<b>42</b>

These numbers are based on existing counts for Staff and Shelter usage. The After Hours numbers are based on available occupancy counts for the new addition that is soon to be under construction.

### Total Needed Parking (Calculated)

<b>Total Needed Parking (Calculated)</b>	<b>42</b>
<b>Total Requested Parking</b>	<b>11</b>




  
 SITE PLAN
   
 SCALE: 1" = 20' - 0"
   
 PLAN D - 55-046-0001

SHEET NUMBER <b>A1.0</b>	SHEET TITLE SITE PLAN	PROJECT TITLE CAPSA NEW PARKING LOT EXPANSION 1000 NORTH 350 WEST LOGAN , UTAH	DATE JULY 10, 2020		JOSEPH T. BECK ARCHITECT, INC. 650 NORTH 400 WEST SMITHFIELD, UTAH (435) 764-6742
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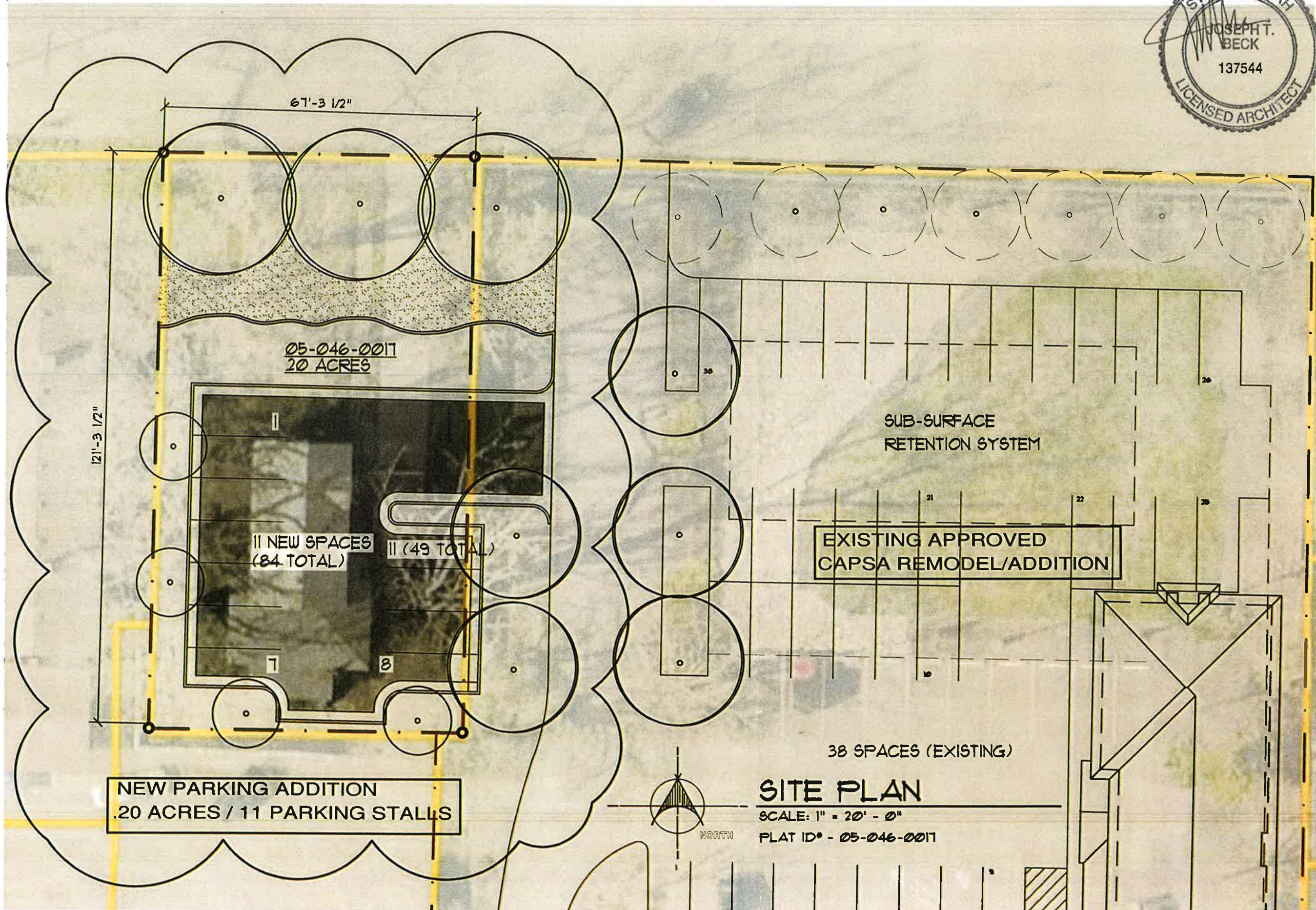
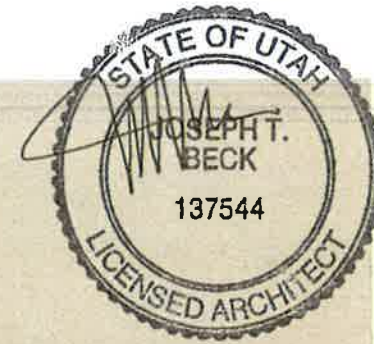




# APPLICATION FOR PROJECT REVIEW

Planning Commission     Land Use Appeal Board     Administrative Review

Date Received 7-13-20	Received By	Scheduled Meeting Date Aug. 13	Zone	Application Number PC 20-042
Type of Application (Check all that apply): <input type="checkbox"/> Design Review <input checked="" type="checkbox"/> Conditional Use <input type="checkbox"/> Subdivision <input type="checkbox"/> Zone Change <input type="checkbox"/> Code Amendment <input type="checkbox"/> Appeal <input type="checkbox"/> Other <input type="checkbox"/> Administrative Design Review				
PROJECT NAME CAPSA - SITE ADDITION / PARKING				
PROJECT ADDRESS 310 W. 1000 N.			COUNTY PLAT TAX ID # 05-046-0017	
AUTHORIZED AGENT FOR PROPERTY OWNER (Must be accurate and complete) JOSEPH T. BECK, ARCHITECT			MAIN PHONE #	
MAILING ADDRESS 650 N. 400 W.		CITY SMITHFIELD	STATE UT.	ZIP 84335
EMAIL ADDRESS JTBARCHITECT@GMAIL.COM				
PROPERTY OWNER OF RECORD (Must be listed) CAPSA - JILL ANDERSON, DIRECTOR			MAIN PHONE #	
MAILING ADDRESS 308 W. 1000 N.		CITY LOGAN	STATE UT.	ZIP 84321
EMAIL ADDRESS JILL@CAPSA.ORG				
DESCRIBE THE PROPOSED PROJECT AS IT SHOULD BE PRESENTED (Include as much detail as possible - attach a separate sheet if needed) CAPSA HAS ADDED THIS ADJACENT LOT TO THEIR PROPERTY. THE DESIRE IS TO ADD SOME ADDITIONAL PARKING AND PROVIDE MORE "QUALITY" LANDSCAPING AT THE STREET EDGE.			Total Lot Size (acres) .20	
			Size of Proposed New Building (square feet) N/A	
			Number of Proposed New Units/Lots N/A	
<b>- NO SITE ACTIVITY MAY OCCUR UNTIL AFTER APPROPRIATE COMMITTEE APPROVAL -</b>				
I certify that the information contained in this application and all supporting plans are correct and accurate. I also certify that I am authorized to sign all further legal documents and permits on behalf of the property owner.			Signature of Property Owner's Authorized Agent 	
I certify that I am the property owner on record of the subject property and that I consent to the submittal of this project. I understand that all further legal documents and permits will be sent to my authorized agent listed above.			Signature of Property Owner 	



JOSEPH T. BECK ARCHITECT, INC.  
650 NORTH 400 WEST  
SMITHFIELD, UTAH  
(435) 764-6742

DATE  
JULY 2020

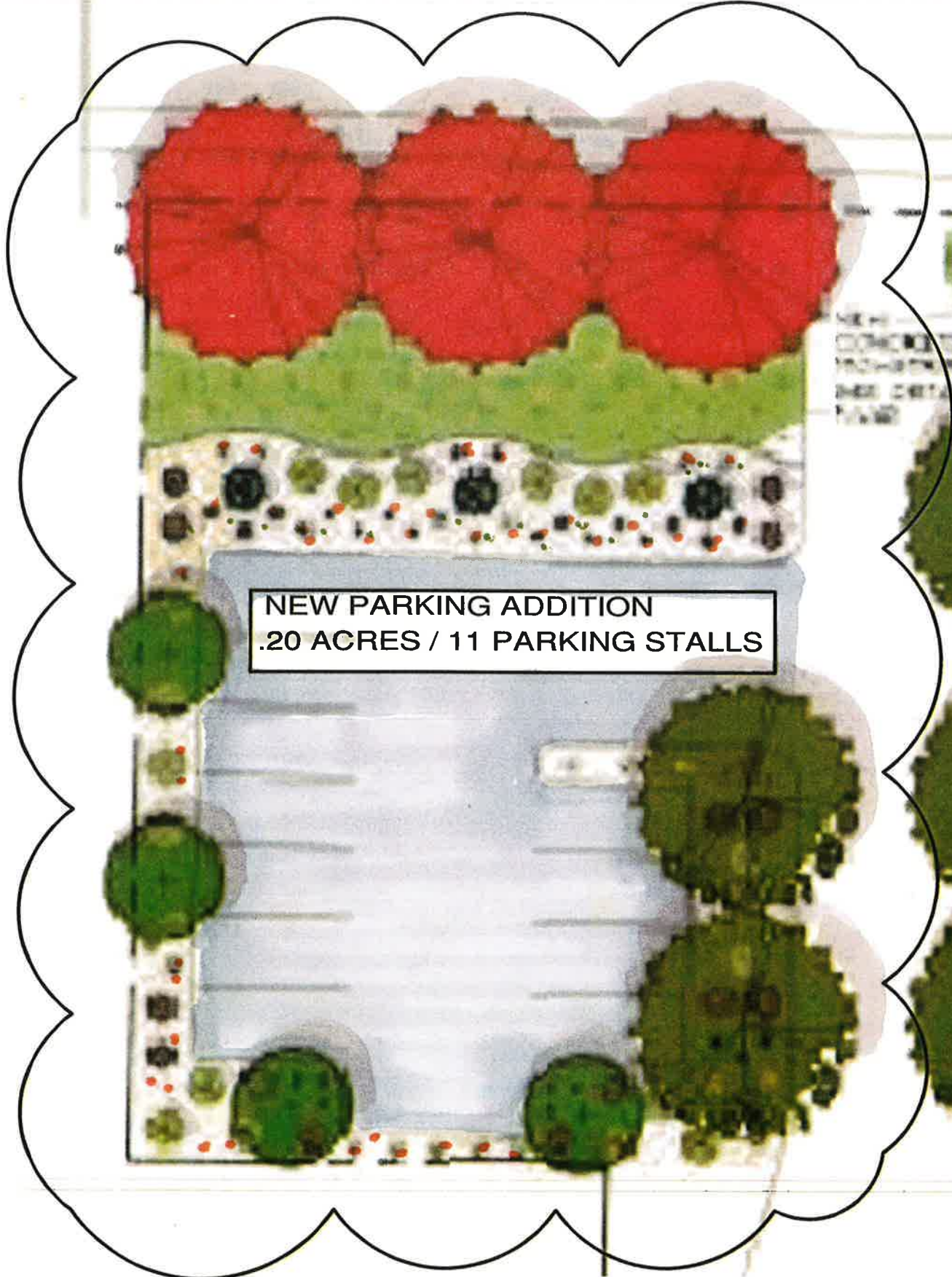
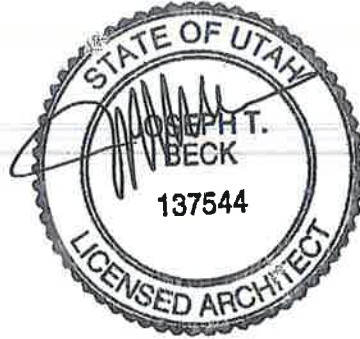
PROJECT TITLE  
**CAPSA NEW PARKING ADDITION**  
1000 NORTH 350 WEST  
LOGAN, UTAH

REVISIONS

SITE PLAN

SHEET NUMBER

LC0



EXISTING APPROVED  
CAPSA REMODEL/ADDITION

NEW PARKING ADDITION  
.20 ACRES / 11 PARKING STALLS

JOSEPH T. BECK ARCHITECT, INC.  
650 NORTH 400 WEST  
SMITHFIELD, UTAH  
(435) 764-6742

DATE  
JULY 2020

PROJECT TITLE  
CAPSA NEW PARKING ADDITION  
1000 NORTH 350 WEST  
LOGAN, UTAH

REVISIONS

LANDSCAPE  
PLAN

SHEET NUMBER

LC1