



**CITY OF SALINAS  
PLANNING COMMISSION REPORT**

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**DATE:** NOVEMBER 20, 2024

**TO:** PLANNING COMMISSION

**FROM:** COURTNEY GROSSMAN, PLANNING MANAGER

**BY:** BOBBY LATINO, ASSOCIATE PLANNER

**TITLE:** **CONDITIONAL USE PERMIT 2024-034; REQUEST TO ESTABLISH AND OPERATE A MEDIUM PROJECT EMPLOYEE HOUSING IN AN EXISTING SINGLE-FAMILY DETACHED DWELLING UNIT WITH A REQUEST FOR AN 8 FOOT-WIDE DRIVEWAY EXTENSION TO THE RIGHT LOCATED AT 592 SAINT EDWARDS AVENUE IN THE R-L-5.5 (RESIDENTIAL LOW DENSITY) ZONING DISTRICT**

RECOMMENDED MOTION:

A motion to approve a resolution finding the project exempt pursuant to Section 15301 of the CEQA Guidelines, affirming the findings, and approving Conditional Use Permit 2024-034.

EXECUTIVE SUMMARY:

Francisco Mora Gonzales, Applicant / Property Owner, is requesting approval of a Conditional Use Permit to establish and operate a Medium Project Employee Housing with an occupancy of 7 to 14 employees in an existing 1,833 square foot single-family detached dwelling unit with a request for an 8-foot-wide driveway extension to the right of an existing 20-foot-wide driveway. During the 10-day Notice to Approve period, the city received two protest emails on October 12 and 16, 2024: therefore, rendering the Conditional Use Permit non-administrative and further scheduling this item for Planning Commission consideration per Section 37-60.510(a).

BACKGROUND:

On October 8, 2024, a Notice of Intent to Approve Conditional Use Permit 2024-034 was mailed to all property owners located within 300-feet of the subject property (592 Saint Edwards Avenue) and interested parties. Two protest emails were received as follows:

1. On October 12, 2024, staff received the attached email correspondence from Mr. Charles

Williams.

2. On October 16, 2024, staff received the attached email correspondence from Ms. Maria Barragan.

Therefore, the project was scheduled for Planning Commission consideration at the earliest available hearing date because the project cannot be administratively approved pursuant to Section 37-60.510(a).

The property is in the Residential – Low Density District (R-L-5.5). The following provides an overview of the land uses and zoning districts adjacent to the project site:

North:	Single-family detached dwelling / Residential – Low Density (R-L-5.5)
South:	Single-family detached dwelling / Residential – Low Density (R-L-5.5)
East:	Single-family detached dwelling / Residential – Low Density (R-L-5.5)
West:	Single-family detached dwelling / Residential – Low Density (R-L-5.5)

On November 5, 2019, the Salinas City Council adopted Ordinance Number 2623, which amended Sections 37-10.290, 37-10.300, 37-10.330, 37-10.360, 37-30.020, 37-30.060, 37-30.110, and 37-50.075 of Chapter 37 to clarify small and medium project employee housing in the Residential Low (RL) and Residential Medium (RM) Zoning Districts subject to approval of a Conditional Use Permit (CUP). The intent of the Ordinance is to expand employee housing while preserving neighborhood character. The Ordinance was adopted by the City Council in response to issues raised by both the Salinas Plan and Farmworker Housing Study and Action Plan of the Salinas Valley and Pajaro Valley, stressing the need for an immediate solution to provide safe, decent housing for both employee and emergency housing.

Analysis:

Employee Housing

Per Section 37-50.075(b), medium project employee housing may be allowed in all R districts subject to all the requirements in Section 37-50.075, Medium Project Employee Housing and an administrative Conditional Use Permit issued pursuant to Article VI, Division 8: Conditional Use Permits. Application and materials provided by the Applicant indicate that the occupants would include 7 to 14 seasonal H-2A agricultural employees.

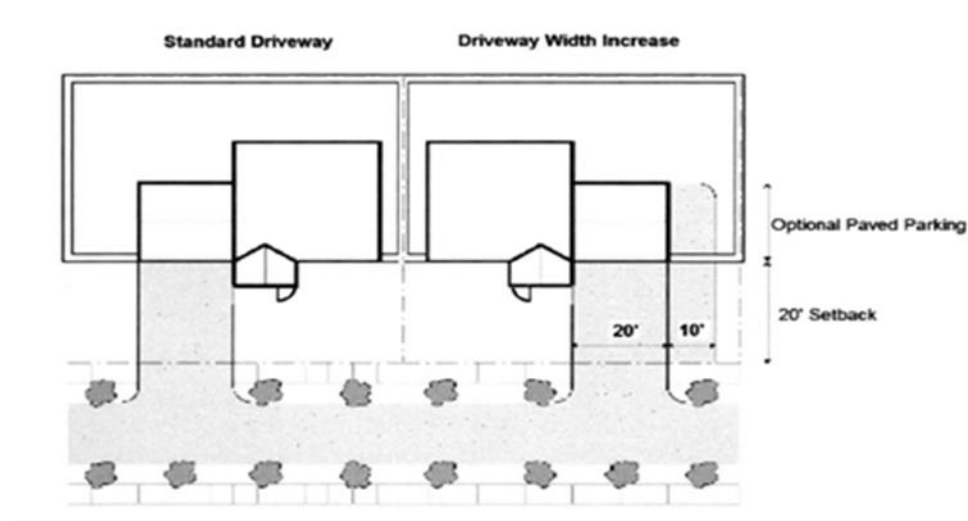
There would be no exterior changes to the existing single-family detached dwelling unit. No buses would be permitted on-site. Per application materials, the proposed use would provide housing for agricultural employees. The project’s Management Plan identifies compliance with the development regulations contained in Section 37-50.075(e) with respect to providing an on-site-manager, inspections, drugs and alcohol, respect/bullying, parties/gatherings/loud music, and visitors. Compliance with the development regulations is shown in the table below:

<b>Development Standard</b>	<b>Compliance</b>
Medium Project Employee Housing shall be limited to between 7 and 14 employees per lot in all R-L and R-M districts.	Compliant. Located on a R-L-5.5 lot, the project proposes 7 to 14 employees.
A minimum of two full bathrooms per dwelling unit.	Compliant. The proposal includes two full bathrooms and one-half bath.
A full kitchen including a sink, countertop at least four (4) feet in length, cooking apparatus, and refrigerator.	Compliant. The proposal includes a full kitchen.
Sleeping areas of at least fifty square feet per occupant consistent with the California Employee Housing Act.	Compliant. The proposal includes 7 sleeping areas ranging from 69 s.f. to 196 s.f. in size. With the smallest sleeping area (69. s.f) allowing 1 employee, the largest sleeping area (196.s.f.) allowing 3 employees, and all other sleeping areas will have 2 employees.
A minimum of three parking spaces will be provided on-site.	Compliant. The proposal includes two-garaged parking spaces and one other separate driveway to the other on-site parking space.
No on-site signs advertising the employer shall be permitted.	Compliant. No on-site signs proposed.
The property owner must register the Medium Project Employee Housing with the City and provide the following: 1) any California Housing and Community Development (HCD) approvals pursuant to the California Health & Safety Code § 17008 Health and Safety Code, 2) emergency contact information, 3) contact for property maintenance, and 4) a transportation plan outlining how employees will get to and from work.	Compliant. The proposal includes a Management Plan containing emergency contact/property maintenance information and a Transportation Plan. Proposal also includes Department of Housing and Community Development Permit for Seasonal Employee Housing for 14 Employees, dated March 7, 2024.
No buses are permitted to pick up and drop off at the property. Only passenger vans or vehicles are permitted to conduct passenger loading onsite.	Compliant. The proposal includes a Management Plan that identifies no buses, and only a passenger van/vehicle for on-site passenger loading.

Driveway Width Increase

The Conditional Use Permit also includes a request for an 8-foot-wide driveway extension to the right of an existing 20-foot-wide wide driveway to serve an existing two-car garage. Residential single family detached dwelling unit driveway width may be increased pursuant to Section 37.50.450 of the Salinas Zoning Code to extend a maximum of ten (10) feet into the adjacent side yard from the existing driveway past the width of the garage into that portion of the required front yard that is on the opposite side of the garage as the front door of the dwelling unit, subject to the approval of a Minor Conditional Use Permit pursuant to Section 37-60.490(b).

Per Zoning Code Section 37-50.340, the purpose of the parking regulations is to ensure that adequate parking and loading facilities, and outdoor lighting are provided for new land uses, and for major alterations and enlargements of existing uses in proportion to the need for such facilities created by each use; and ensure that off-street parking and loading facilities, and outdoor lighting are designed in a manner that will ensure efficiency, protect the public safety, and, where appropriate, insulate surrounding land uses from adverse impacts. The following graphic from the Zoning Code shown below provides an example of a driveway width extension:



Protest Emails:

1. The attached protest email received on October 12, 2024, focuses on concerns about a business in a residential area, large trucks operating all day, and impacts of parking availability on the street.

*Staff Response:* The proposed project includes a request for Medium Project Employee Housing, which is classified as a residential use per Section 37-30.060 Use Classifications. Large trucks operating all day is not proposed with this project and is not allowed. Per Section 37-50.075(e), no buses are permitted to pick up and drop off at the property. Only passenger vans or vehicles are permitted to conduct passenger loading on-site. Per Section 37-50.075(e), a minimum of three parking spaces will be provided on-site. The project includes two-garaged parking spaces and one other separate driveway to the other on-site parking space. Lastly, the project proposes only a passenger van/vehicle to conduct passenger loading on-site.

2. The attached protest email received on October 16, 2024, focuses on concerns of parking availability in the area.

*Staff Response:* Per Section 37-50.075(e), a minimum of three parking spaces will be provided on-site. The project includes two-garaged parking spaces and one other separate driveway to the other on-site parking space. Lastly, the project proposes only a passenger van/vehicle to conduct passenger loading on-site.

Findings:

The Planning Commission may approve an application for Conditional Use Permit to establish and operate a Medium Project Employee Housing with an occupancy of 7 to 14 employees in an existing 1,833 square foot single-family detached dwelling unit with a request for an 8-foot-wide driveway extension to the right of an existing 20-foot-wide driveway if all the findings set forth in the proposed Planning Commission Resolution are established.

TIME CONSIDERATION:

The project was deemed complete on October 8, 2024. Final action is required by December 7, 2024, pursuant to Government Code Section 65950(a)(5).

ALTERNATIVES AVAILABLE TO THE COMMISSION:

The Planning Commission has the following alternatives:

1. Affirm the findings set forth in the attached Resolution, find the application exempt from the California Environmental Quality Act (CEQA), and approve Conditional use Permit 2024-034 with modifications; or
2. Find that the project is not appropriate and establish findings at the public hearing stating the reasons for not approving Conditional Use Permit 2024-034.

CEQA CONSIDERATION:

The environmental impacts of the project have been analyzed in accordance with the California Environmental Quality Act (CEQA). The project has been determined to be exempt from the California Environmental Quality Act under 15301 (Existing Facilities) of the CEQA Guidelines.

ATTACHMENTS:

Proposed Planning Commission Resolution

Draft Conditional Use Permit 2024-034 with the following exhibits:

- Exhibit "A" Vicinity Map
- Exhibit "B" Engineer's Report, dated September 13, 2024
- Exhibit "C" General Notes (Sheet A0)
- Exhibit "D" Site Plan (Sheet A1)

- Exhibit "F" Existing Floor Plan (Sheet A2)
- Exhibit "G" Existing Elevations (Sheet A3)
- Exhibit "H" Proposed Floor Plan (Sheet A4)
- Exhibit "I" Management Plan
- Exhibit "J" Department of Housing and Community Development Permit for Seasonal Employee Housing for 14 Employees, dated March 7, 2024

Protest Email received by Charles Williams on October 12, 2024

Protest Email received by Maria Barragan on October 16, 2024

Cc: Francisco Mora Gonzales, Applicant / Property Owner  
Other interested parties

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