



City of Sebastopol Planning Department

July 7, 2022

Yolanda Mathew/The Barlow
Barlow Hotel
6782 Sebastopol Ave
Sebastopol, CA 95472

Re: Conditional Use Permit, 6782 Sebastopol Ave
File: 2022-039

Dear Yolanda Mathew:

The City of Sebastopol has received your applications referenced above. Staff has completed its review of the plans and application materials you have submitted, which has included a referral to other City Departments and any pertinent outside agencies. Based on our review, the following entitlements are required:

1. Conditional Use permit for the parking facility in the Commercial Industrial district at 385 Morris Street (separate application file)
2. Conditional Use permit for use of valet parking
3. Conditional Use permit for the proposal of 4 stories/greater than 35 feet.
4. Conditional Use permit for new development over 20,000 square feet of floor area.
5. Conditional Use permit for a Hotel (transient residential) in the Commercial Industrial Zoning District.
1. Conditional Use permit for retail in an Commercial Industrial zone. Retail is only permitted w/o a Use Permit where: the retail is less than 1,500 SF and located in a retail space that existed as of August 2018. The current classification of the Guayaki use is as an Industrial use, as the Guayaki building is a food manufacturing and warehouse facility.
6. Additional Conditional Use Permits may be required based on the public functions that may require such permits (alcohol permit for the fourth floor bar, community assembly, etc.)
7. Design Review
8. Floodplain Development permit

9. Environmental review - to be determined once the project is deemed Complete.

Also, there is currently a Variance that would be required for the floor area ratio (see notes below).

Completeness review

Based on this review, staff has found that the following information is needed in order to complete the application submittal process:

Planning Department:

The various Conditional Use Permits require additional explanation / justifications for why the conditional use permits should be granted, including as follows:

1. The current classification of the Guayaki use is as an Industrial use, as the Guayaki building is a food manufacturing and warehouse facility.
2. There is no explanation of how the parking for the site would work other than 'valet' at 385 Morris Street. Please provide detailed plans showing the layout of the proposed parking, Please provide an explanation of how parking and traffic would function as following:
 - a. How valet parking will work.:
 - i. How many valet parking staff attendants.
 - ii. What are hours of operation.
 - iii. Where on the site will they be located.
 - iv. Will they shuttle back and forth, or stay at one location until a return trip is needed.
 - b. How will Community Market parking be monitored.
 - c. When Barlow Events close down portions of McKinley Street. How is traffic then handled (what route for valet parking).
 - d. What happens when a customer of the hotel does not use the valet parking – for instance when there is a wait, when they are only coming to their room for a brief time (dropping something off, changing clothes, etc.) and elect not to use valet. What are their options?
3. The project is requesting a Use Permit for exceeding the height limit, with appropriate transitions. Please provide a description/justification on why you believe the transitions and relationships to adjoining parcels is/are appropriate.
4. In accordance with Section 17.46 of the Zoning Ordinance (ESOS), a project cannot be deemed complete until the ESOS report has been completed and accepted by the Planning Commission. As the project relies on off-site parking at 385 Morris St which is subject to this provision, the application cannot be deemed complete until the ESOS has been completed.
5. Staff believes the hotel would be classified as commercial for purposes of FAR compliance. This is consistent with the classification of hotels for this purpose in prior applications. Therefore, the FAR for the project does not comply with the zoning ordinance (.75 maximum, where over 2.0 is proposed). (Note, if it were classified as residential, the maximum residential density within the CM zone is 1 DU/1750 sf lot area which would allow 31 units, where 85 are proposed. Staff does not believe the intent of the zoning ordinance is to have unlimited FAR/density for hotels, or in the Commercial Industrial zone.
6. Grading cut and fill numbers do not add up (500 'net' cy, with 700 cut and 800 fill and 600 off-haul), please explain.
7. Existing parking – please correct existing Parking Summary map/diagram and count to remove parking spaces which no longer exist (several areas have been converted to outdoor dining area, such as Crooked Goat, Region, etc.).

8. While a planting plan is provided, the application does not include an irrigation plan or MWELo calculations.
9. Lighting plan will be further reviewed at the Design Review stage (along with other design elements), however all lighting should be dark-sky compliant. Some of the fixtures do not appear to be such fixtures.

Engineering Department:

1. Parking and Traffic Circulation studies will be required. The City will initiate these studies as part of the project review. However, there needs to be a thorough description from the applicant regarding how the parking and traffic routing is proposed in various scenarios (see above) so a proper scope and analysis of how the overflow parking will work and impacts to adjacent streets / areas. The traffic circulation description should also address pedestrian circulation/connectivity to the downtown area.
2. The plans should be referred to Caltrans for the driveway improvements along Sebastopol Avenue (SR 12). Caltrans may have specific comments for right in/right out ingress/egress, as well as other frontage improvements and modifications. It is recommended that the Applicant reach out to Caltrans early in the process rather than wait until the Caltrans encroachment permit process.
3. The proposed development is in a FEMA Regulatory Flood Zone area and what was approved when the original Barlow commercial development was approved may be different now, particularly for a hotel with 24-hour occupants and not just retail/commercial occupants. In addition, utility plans for water and sewer systems must be designed to minimize or eliminate infiltration of floodwaters in the systems as well as prevent discharges from the systems into floodwaters.

Approvability Items

Public Health and Safety Issues

1. There was a preliminary review of this site for a Planned Community for an apartment development in March of 2021. From that review the city expressed concerns about issues related to the site being located within the floodplain and policies of the General Plan not aligning. These same issues are still present for a hotel project. Please see attached for the prior comment letter.
2. The City currently is in a Mandatory Drought Stage 2, which does not allow for filling (or refilling) of pools (Regardless of where the water is procured). While it is unknown what stage the City may be at in the future, we recommend eliminating this from the project given the environmental and water conservation goals of the City.
3. While Environmental Review assessment will be determined at a later date, and will require review of additional information to be provided by applicant, staff has identified the following potential issues:
 - Parking (See required additional information below)

- Traffic / traffic safety – the project will be subject to a traffic study, to include VMT (vehicle miles traveled) and analysis of impacts on Sebastopol Avenue, Petaluma Avenue and McKinley
 - Pedestrian safety – safety of pedestrians crossing Morris Street to Laguna Park Way has been identified by the City as an area of concern that may require upgrades (such as crosswalk, etc.)
 - Potentially significant increase in demand on municipal services due to location in a Flood Plain
 - Potential substantial changes to existing noise from the 4th level bar and pool.
4. Consistency with General Plan/Conditional Use Permit Criteria
- The Planning Commission will need to determine that the larger number of CUPs are consistent with the criteria for said CUPs, including being operationally sound
 - Staff believes the Planning Commission may have concerns related to the General Plan policies regarding universal access and design of public projects, given the ‘split level’ nature of the first floor
5. Consistency with the City’s adopted Local Hazard Mitigation Plan
- This plan guides mitigation, and potential prevention, of the impact of both natural and manmade hazards in the City. One of the key goals is to ‘minimize development in the Flood Plain’.
6. Floodplain Development permit
- Staff believes there is reason for concern regarding emergency operations given the scale of the development and the transient residential nature (vs commercial/retail) in regards to the flood plain and potential evacuation procedures (see also Fire Dept comments).
 - There are concerns regarding adding additional floodplain mitigations which require human interaction (ie flood logs) rather than automatic features which do not rely on human actions. This was raised at a prior community meeting the Barlow held in 2019 regarding potential development of the site, and is also a concern of City staff.
 - Concerns regarding lowering the existing finish floor lower into the Flood Plain. This area is currently a few feet up for the existing warehouse building, but it appears this would be lowered in the proposal. As this is an area that flooded in the 2019 flood, this is of concern.
 - The structure is in the flood plain, and subject to flooding events. What is the plan for transient residents in such a circumstance? What do you anticipate the day prior to or day of a flooding event operationally? Is there a parking lot evacuation plan in the event of a disaster?

Additionally, the proposed operation raises new concerns with traffic for the site and adjoining roadways to and from the proposed off-site parking on Morris Street.

Anyone dissatisfied with this decision of the Planning Director has the right to file an appeal to the Planning Commission within seven calendar days of the decision. This requires the submittal of a completed City Appeal Form, written statement, and payment of the applicable fee delivered to the Planning Department at 7120 Bodega Avenue, Sebastopol, California no later than 5:00 P.M. on Thursday July 14, 2022.

Please feel free to contact me if you have any questions at 707-823-6167, or via email at jjay@cityofsebastopol.org or kvanstrom@cityofsebastopol.org.

Sincerely,

A handwritten signature in black ink, appearing to read 'JJ' or 'John Jay', written in a cursive style.

John Jay

Enc:

Prior comment letter from March, 2021.

cc:

Property Owner
City Departments
Planning Department

City Council
Mayor Una Glass
Vice Mayor Sarah Glade Gurney
Neysa Hinton
Patrick Slayter
Diana Gardner Rich



Planning Director
Kari Svanstrom
Associate Planner
Alan Montes
Senior Administrative Assistant
Rebecca Mansour

City of Sebastopol Planning Department

March 25, 2021

Barney Aldridge
Sebastopol Industrial Park, LLC
6780 Depot St, Suite 110
Sebastopol, CA 94972

Re: The Barlow - 6782 Sebastopol Ave – Planned Community Preliminary Review for a proposed apartment development (General Plan Amendment, Zoning Amendment)

Dear Barney,

Thank you for submitting your preliminary review for a Planned Community at the Barlow. Upon routing the application to various departments, and after careful discussion and consideration, staff has determined that it cannot support this project for multiple reasons, and respectfully request that you withdraw your application.

The primary concerns amongst staff are that this location is inappropriate for residential development due to the property being within the floodplain. There is a large potential risk to human life given the proposed use and proposed additional occupancy of the site. Residential occupancy also presents a significant challenge to multiple City Departments, most significantly those responsible for emergency response. The proposed project would significantly impact the City's limited emergency services personnel. In the event of an emergency, the City's emergency service resources will be significantly tasked with performing a variety of services throughout the City, and cannot support the additional burden this project would require. Therefore, staff cannot support this project.

Should the project proceed, staff will recommend denial of the project.

There are several General Plan policies related to public services that this project would not comply with, including General Plan Goal SA 2: *Reduce Risks to Human Life, Property, and Public Services Associated with Flood Hazards*, and Action SA 2a, in that this is an inappropriate location for residential uses:

Action SA 2a: If critical facilities, new development, and/or infrastructure are proposed in a flood hazard zone, evaluate whether the use is appropriate for the flood hazard zone.

The project is also inconsistent with the Community Services and Facilities Goals and Policies CSF-1 and CSF-5 as they relate to the ability to provide adequate public services, and Land

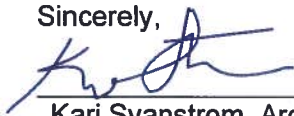
Use LU-1 and LU-3 as it relates to the project's proposed density of up to 80 units/acre for the site, and LU-3 as it relates to the phasing of growth so that City resources are not exceeded.

Additionally, the project would require both a zoning map and code amendment and a general plan amendment. Such projects require CEQA (California Environmental Quality Act) review. Although we typically do not determine the level of review until a formal application is filed, we anticipate that the level of review that will be required is a full Environmental Impact Report (EIR) due to the significant impacts caused by the placement of housing within a floodplain and impact on public services (fire and police protection).

The various departments that reviewed your application have discussed your project and the proposed site, and, although City staff cannot support residential uses due to the issues outlined above, staff is supportive of businesses in this location and would be supportive of nonresidential development or uses at this location.

Should you want to proceed with the preliminary review process, please contact Kari Svanstrom at ksvanstrom@cityofsebastopol.org.

Sincerely,



Kari Svanstrom, Architect, AICP
Planning Director



Kevin Kilgore
Chief of Police



Bill Braga
Fire Chief



Dante Del Prete
Public Works Superintendent

Cc: Stuart Welte (via email)
Yolanda Matthews (via email)
Larry McLaughlin, City Manager (via email)
Mary Gourley, Assistant City Manager/City Clerk (via email)
Daryl Phillips, Building Official (via email)
Bill Braga, Fire Chief (via email)
Kevin Kilgore, Police Chief (Via Email)
Dante Del Prete, Public Works Superintendent (via email)
Alan Montes, Associate Planner (via email)