# **MEMORANDUM**

TO: Pullman Board of Adjustment

FROM: Pete Dickinson, Planning Director

Heidi Sowell, Assistant City Planner

FOR: Meeting of February 27, 2006

SUBJECT: Conditional Use Permit Application No. C-06-1

Turner Bed and Breakfast

DATE: February 23, 2006

Staff Report No. 06-2

# BACKGROUND DATA

Applicant: Sandra Turner.

<u>Property Location</u>: 210 NW Olsen Street on Sunnyside Hill (See Attachment A,

Location and Zoning Map; and Attachment B, Site Plan).

Applicant's Request: Operation of a Bed and Breakfast establishment (See

Attachment C, Application C-06-1).

Property Zoning: R2 Low Density Multi-Family Residential District.

<u>Applicable Zoning Regulations</u>: Section 17.70.030 states that a bed and breakfast establishment

is a conditional use in the R2 district.

<u>Property Features:</u> Current Land Use: Single-Family Dwelling Unit.

Lot Area: 7,250 square feet.

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Utilities: city water, sanitary sewer, and storm drain lines are

provided to the subject property.

**Topography**: slope downhill from west to east.

Vegetation: deciduous and evergreen trees, shrubs, and grass.

Adjacent Zoning and

Land Use:

North and West: R2 zoning district; Washington State

Department of Transportation right-of-way and single family

homes;

South and East: C2 zoning district; a city parking lot and

Gladish Community and Cultural Center.

Access: Olsen Street or State Street, both designated as local access

streets on the Pullman Comprehensive Plan Arterial Street

Plan Map.

Environmental Review: This proposal was determined to be categorically exempt from

the documentation requirements of the State Environmental Policy Act; therefore no environmental checklist was

submitted for this project.

Comments of Affected

Agencies:

**Department of Public Works**: Stated concerns regarding

the lack of parking in the area.

**Protective Inspections Division:** *No response.* 

Department of Public Services: Noted concerns with parking

and traffic.

**Fire Department**: Noted no concerns with the project.

**Police Department**: Noted concerns with existing parking and traffic congestion in the area and recommended that the city require off-street parking suitable for all guests of the bed

and breakfast.

**Pullman School District**: No response.

Hearing Notification: Notice of Public Hearing mailed 2/14/06; Notice posted

2/14/06; Notice published 2/16/06.

# PERTINENT PLANNING PROVISIONS

There are a number of provisions contained within the Comprehensive Plan and zoning code that relate to this conditional use permit application. These provisions, which are available for review at the city's web site (<a href="www.ci.pullman.wa.us">www.ci.pullman.wa.us</a>), are referenced below.

Comprehensive Plan Goals LU3, LU4, H1 and T4, and their respective policies.

Zoning Code Chapters 17.01, 17.70, 17.75 and 17.125.

# ZONING CODE DEVELOPMENT STANDARDS

The following table compares applicable zoning code development standards to the characteristics of the subject proposal.

DEVELOPMENT	ZONING CODE	SUBJECT
STANDARDS	REQUIREMENT	PROPOSAL
Lot Size	6,000 square feet minimum	7,250 square feet
Lot Width	60 feet minimum	145 feet
Building Coverage	40 percent maximum	26 percent
Building Height	35 feet maximum	22 feet
Setbacks	Front: 15 feet minimum	Front: 0 feet*
	Side: 5 feet minimum	Side: 5 feet
	Rear: 10 feet minimum	Rear: 10 feet
Off-Street Parking	4 stalls (one per sleeping room)	4 stalls

<sup>\*</sup> An Encroachment Agreement was approved by the City of Pullman on February 8, 2002; this allows for the absence of a front yard setback on the south side of the property.

# CONDITIONAL USE PERMIT REVIEW CRITERIA

In accordance with Zoning Code Section 17.125.020, a conditional use permit may be approved when all of the following findings can be made:

- (1) that the proposed use is consistent with the Comprehensive Plan;
- (2) that the proposed use, and its location, are consistent with the purposes of the zone district in which the use is to be located:
- (3) that the proposed use will meet all required yard, parking, and other material development standards of the Zoning Code unless otherwise varied in the approved conditional use permit;
- (4) that the use, as approved or conditionally approved, will
  - (a) be located on a site that is adequate in size and shape;
  - (b) be located on a site that has sufficient access to streets and highways adequate in width and type of surface to carry the quantity and quality of traffic generated by the proposed use;

- (c) not have a significant adverse environmental impact on the adjacent area or the community in general;
- (d) be compatible with surrounding land uses;
- (e) be provided with adequate parking; and,
- (f) be served by adequate public utilities and facilities.

# STAFF ANALYSIS AND RECOMMENDATION

Planning staff is in favor of granting this conditional use permit application request. Staff believes the existing home is adequate in size and shape to accommodate the applicant's proposal. As noted above a portion of the existing house is located within the city right-of-way. An encroachment agreement was approved by the City on February 8, 2002 to make provisions for this encroachment. Since, as noted above, water, sewer, and storm drain lines are already provided to the subject property, planning staff believes the site is served by adequate public utilities and facilities. A bed and breakfast establishment at this site is not expected to have any significant environmental impacts; the proposal is categorically exempt from the documentation requirements of the State Environmental Policy Act.

As noted above, several city departments commented with concerns regarding the existing parking and traffic congestion in the area. Required off-street parking is provided for the project. The parking demand for a bed and breakfast establishment would be one parking stall per sleeping room. Based on this requirement, four parking stalls would be required. The site contains four off-street parking stalls, one located in the garage and three located in the parking area to the west of the home. The streets in the vicinity of the subject property are often congested during activities associated with the Gladish Community and Cultural Center. Many of these activities, namely the day care services, occur during the weekdays. Staff expects the traffic associated with the bed and breakfast to be minimal and occur primarily during the weekends.

The proposed location of this bed and breakfast establishment would promote pedestrian travel to the downtown area. The location is also within walking distance of several bus stops and would allow for convenient access to public transportation.

Zoning Code Section 17.125.025 states that the Board shall determine at the time of issuing a conditional use permit whether or not said permit should be used by a subsequent user of the same property or if the permit should be personal. Staff suggests that the permit in this case be deemed non-transferable to another party.

In conclusion, staff recommends that the proposed conditional use permit be approved, subject to the following condition:

1. This conditional use permit shall not be transferable to another party. If the applicant sells the subject property or discontinues use of it as a bed and breakfast establishment, said other party must apply for a new conditional use permit.

# FINDINGS OF FACT AND CONCLUSIONS

The applicant has prepared findings of fact for the Board to review (<u>See</u> Attachment D). Planning staff has also prepared findings of fact and conclusions for consideration at the public hearing. Staff's findings and conclusions are incorporated in draft Resolution No. BA-2006-1 (<u>See</u> Attachment E).

Prior to making a decision to approve or deny a conditional use permit application, the Board must adopt findings of fact and conclusions which specify the basis for its decision. The Board may abstract findings and conclusions from the applicant, staff, public, or Board of Adjustment members.

# **ACTION REQUESTED**

- A. Establish rules of procedure and ask Appearance of Fairness questions.
- B. Accept staff report.
- C. Take testimony on the request for a conditional use permit.
- D. Adopt, by motion, Findings of Fact.
- E. Adopt, by motion, Conclusions.
- F. Move to approve or deny the granting of the conditional use permit. If the motion is to approve, the same motion should include any conditions the Board wishes to apply.

# **ATTACHMENTS**

- "A" Location and Zoning Map
- "B" Site Plan
- "C" Conditional Use Permit Application C-06-1
- "D" Applicant's Findings of Fact
- "E" Draft Resolution No. BA-2006-1