



REPORT TO PLANNING COMMISSION

To: Honorable Chair and Members of the Planning Commission

From: Damaris Abraham, Assistant Community Development Director

Date: January 16, 2024

Subject: Planning Application No. 2022-02 (Ambassador Discipleship Center) – A Request for a Design Review approval to remodel an existing 14,565 sq. ft. four-story building with a 2,087 sq. ft. addition (16,652 sq. ft. total) and a 3,906 sq. ft. storage building and a Conditional Use Permit to establish and operate a congregate living and educational facility located at 164 and 184 South Main Street

Applicant: Brett Masters, Dream Center Lake Elsinore

Recommendation

1. Find that the proposed project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 (Existing Facilities);
2. Adopt A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LAKE ELSINORE, CALIFORNIA, APPROVING PLANNING APPLICATION NO. 2022-02 (CONDITIONAL USE PERMIT NO. 2022-21) TO ESTABLISH A CONGREGATE LIVING AND EDUCATIONAL FACILITY IN AN EXISTING 14,565 SQ. FT. BUILDING WITH 2,087 ADDITION (16,652 SQ. FT. TOTAL) AND A 3,906 STORAGE BUILDING LOCATED AT 164 AND 184 SOUTH MAIN STREET (APNS: 373-153-039 AND 373-153-041); and
3. Adopt A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LAKE ELSINORE, CALIFORNIA, APPROVING PLANNING APPLICATION NO. 2022-02 (COMMERCIAL DESIGN REVIEW NO. 2022-14) TO REMODEL AN EXISTING 14,565 SQ. FT. BUILDING WITH 2,087 ADDITION (16,652 SQ. FT. TOTAL) AND A 3,906 STORAGE BUILDING AS A NEW CONGREGATE LIVING AND EDUCATIONAL FACILITY WITH DINING ROOM AND COMMERCIAL RETAIL RESTAURANT AND OTHER RELATED ONSITE IMPROVEMENTS LOCATED AT 164 AND 184 SOUTH MAIN STREET (APNS: 373-153-039 AND 373-153-041).

Project Location

The project site consists of two (2) parcels totaling 0.85 acres in size and is located at the southeast corner of Main Street and Prospect Street, more specifically 164 and 184 South Main Street within the Downtown Elsinore Specific Plan. The first parcel is 0.38 acres of mostly flat terrain that contains the existing vacant Ambassador Hotel, swimming pool, outdoor areas, and a gravel parking lot. The second parcel is 0.47 acres and contains an abandoned service station building and a fire damaged mechanics service garage structure. The project site encompasses Assessor Parcel Numbers (APNs) 373-153-039 and 373-153-041.

Environmental Setting

	EXISTING LAND USE	GENERAL PLAN	ZONING
Project Site	Vacant Bldgs.	Downtown Elsinore Specific Plan (DESP)	Mixed Use - DESP
North	Commercial	Downtown Elsinore Specific Plan (DESP)	Mixed Use - DESP
South	Commercial/Retail	Downtown Elsinore Specific Plan (DESP)	Mixed Use - DESP
East	Apartments	Downtown Elsinore Specific Plan (DESP)	Mixed Use - DESP
West	Vacant & Grocery Store	Downtown Elsinore Specific Plan (DESP)	Mixed Use - DESP

Table 1: Environmental Setting

Project Description

The Ambassador Discipleship Center Project consists of applications for Commercial Design Review No. 2022-14 and Conditional Use Permit No. 2022-21 which collectively are being processed under Planning Application No. 2022-02.

Commercial Design Review No. 2022-14 proposes to remodel the existing 14,565 sq. ft. four-story Ambassador Hotel building with a 2,087 sq. ft. addition (16,652 sq. ft. total) as a new congregate living and educational facility to include new sleeping dorm rooms, offices, conference/training rooms, a 1,358 sq. ft. dining room and kitchen area/retail commercial restaurant and the demolition of the service station and the repair and reconstruction of a 3,906 sq. ft. storage/parking building. The project also includes site improvements such as parking lot paving for 29 parking spaces, a new 3,765 sq. ft. basketball court, water quality detention basin, new sidewalks, lighting, trash enclosure, and landscaping on the approximately 0.85-acre site.

The building and floor plan breakdown for both buildings are shown in Table 2 below:

BUILDING TYPE	FLOOR	EXISTING (Sq. Ft.)	ADDITION (Sq. Ft.)	TOTAL (Sq. Ft.)
<i>Ambassador Residence Building</i>				
	1 st Floor	3,759	575	4,334
	2 nd Floor	3,602	504	4,106
	3 rd Floor	3,602	504	4,106
	4 th Floor	3,602	504	4,106
Subtotal				16,652
<i>Storage/Parking Building</i>				
	Main Floor	3,283	-	3,283
	Mezzanine	623	-	623
Subtotal				3,906
TOTAL				20,558

Table 2: Building and Floor Plan Breakdown

Ambassador Residence Building Floor Plan Details

The existing 14,565 sq. ft. four-story building will be remodeled with dorm rooms, offices, conference/training rooms, a dining room and kitchen area. A 2,087 sq. ft. addition is proposed for circulation and egress purposes. The layout for each floor is proposed as follows:

- *1st Floor* – 4,334 sq. ft. with dining room, kitchen, conference rooms, office, common room, laundry room, stairwell and elevator
- *2nd Floor* – 4,106 sq. ft. with dorm rooms, staff bedrooms, office, conference room, laundry room, stairwell and elevator
- *3rd Floor* – 4,106 sq. ft. with dorm rooms, staff bedrooms, office, laundry room, stairwell and elevator
- *4th Floor* – 4,106 sq. ft. with dorm rooms, staff bedrooms, office, laundry room, stairwell and elevator

Architecture and Treatments

Exterior renovations for the *Ambassador Residence Building* will include the demolition of the existing roof element, stairway penthouse roof, external mechanical ductwork, elevator shaft, and doors and the removal of the existing faux brick accent finish. The proposed exterior finish will include Navajo white stucco finish, scored running bond stucco base, stucco foam cornice, mission clay tile, metal dome roof painted patina copper metal, railing and metals painted dark brown, terra cotta deco tile accent, wood trellis, blue fabric awnings, and black decorative tubular metal gates with arched top.

The *Storage/Parking Building* is designed to match with exterior finishes including Navajo white stucco, paint to match La Habra stucco, metal doors, railings, and blue fabric awnings.

Landscaping

The proposed landscaping plan has been designed to complement the architectural style and to conform to the water efficiency standards under Chapter 19.08 of the Lake Elsinore Municipal Code (LEMC). The project boundary will be landscaped with drought tolerant shrubs and trees that will provide shaded areas and a defined border of the project site. Trees will also be planted within the interior of the project site to break up the impervious areas and to provide shade within the parking areas.

Site Access and Street Improvements

Vehicular access to the project site will be provided from the two (2) driveways to be located on Main Street. The project is required to replace driveway approaches and sidewalk along property frontage on Main Street. The project is also required to reconstruct the curb and gutter on Main Street along the property frontage as required by the City of Lake Elsinore Standards.

Conditional Use Permit No. 2022-21 proposes to establish and operate a congregate living and educational facility within the *Ambassador Residence Building* for 52 participants plus staff for a total of 64 occupants. Information regarding the program has been provided by the applicant. The program will serve as a transitional housing option, in a congregate dormitory setting, for participants enrolled in or moving on from other programs not located on the property. The program is administered in group, individual, and educational Sessions. Participants may include men, women and families each in designated areas of the building.

Participants will be provided with:

- A safe place to live for periods longer than six months up to two years.
- Daily meal service.
- Access to supportive services such as Spiritual and Life Skill Training and Mentoring, provided by the program, to assist the participant to become a productive member of the community.
- Assistance in obtaining services offered by others not located at the Ambassador.

Proposed Activities

This program will include access and guidance to other state and privately funded services off-site for housing, mental and physical health as well as restorative programs aimed at making them responsible, active, contributing members of the local community. There will also be training, and other activities offered on-site for the improvement of the residents. Some of these things may include bible studies, work search workshops, tutoring, resume writing, computer literacy, etc.

Security and Safety Features

The facility will be staffed by qualified personnel 24 hours a day, 7 days a week and 365 days a year. These personnel will provide security monitoring of the campus. A dedicated resident entry will be provided between the reception area and the Diner on the first floor. This entry will be key

coded and allow only the residents to access the sleeping floors of the facility. The elevator will also be key coded to not allow unauthorized persons to access the sleeping floors. The public interior and exterior areas will be well lit. Security cameras and alarms may be used in areas both on the interior and the exterior to monitor the campus. The facility will also implement no abuse/violence policy. According to the applicant, persons not complying with this policy will be removed from the program. Program participants must maintain their sobriety. Participants found to be intoxicated or under the influence of drugs will be removed from the program. The building will be equipped with a Fire Sprinkler and Fire Alarm system. Building Plans as submitted for Building permits shall reflect all security and safety features.

Retail Operations

Retail Food and Drink Sales (restaurant) from the Diner Dining room

The facility will offer dining options for retail patrons in the off hours from meal service for residents. The dining room will provide light meals, and nonalcoholic drink service. The facility will serve as a training ground for residents who enroll in the Culinary Art training program scheduled to be offered to residents. This program will provide another avenue for job training while providing an opportunity for residents to provide “service” to the community. Additionally, the dining room will have a pickup counter to patrons to call ahead or schedule delivery service pick up of food items or meals.

Retail Conference room rentals

The facility will make its first-floor conference center available to the public for rental, when the Ambassador’s programs are not using the spaces. These rentals will be coordinated with the reception staff on the first floor. Catering from the Kitchen/Diner will also be available for these spaces.

Hours of Operation

The facility will operate as follows:

- Office/Operations: 8 am to 5 pm, Monday through Friday.
- Meal Service/Dining Room:
 - Breakfast – 6:30 am to 9 am 7 days a week.
 - Lunch – 11:30 am to 1:30 pm 7 days a week.
 - Dinner – 5:00 pm to 7:30 pm 7 days a week.
- Housing/Mentorship Component: 24 hours a day/ 7 days a week.
- Staff will be onsite 24 hours a day/ 7 days a week.

Analysis

The project site is located within the Downtown Elsinore Specific Plan (DESP) and has a Mixed Use Land Use Designation with a Downtown Core Overlay. The Mixed Use designation provides for a mix of residential and commercial uses within a single proposed development area, with an emphasis on retail, service, civic and professional office uses. Residential uses are allowed, either

as a stand-alone project, or in combination with commercial uses. The Floor Area Ratio (FAR) for nonresidential uses in the Mixed Use designation shall not exceed 2.50.

The proposed use, a congregate living and educational facility, is not specifically listed as a permitted use or a conditionally permitted use Table 3-1 (Land Use Matrix) of the DESP. In accordance with Section 8.5.2 (Minor Modifications to the Specific Plan) of the DESP, the applicant has requested a determination by the Community Development Director that the proposed use substantially complies with the Mixed Use land use category and is a use requiring approval of a Conditional Use Permit. Per Section 8.5.2.2 (Minor Modification Findings and Procedures) of the DESP for a Minor Modification request submitted concurrently with an application for Design Review or Conditional Use Permit, the determination shall be made in conjunction with the Design Review and the Conditional Use Permit process.

The applicant is requesting the new use definition of *Supportive Housing – Privately Administered* to be added to Table 3-1 (Land Use Matrix) of the DESP as a use subject to a Conditional Use Permit.

“Supportive Housing - Privately Administered” means – housing provided by a private social service entity or organization, with no limit on length of stay, that is occupied by the target population, and that is linked to an onsite or offsite service that assists the supportive housing resident in retaining the housing, improving his or her health status, and maximizing his or her ability to live and, when possible, work in the community.

“Target Population” means – persons that require assistance from a governmental agency(ies) or privately funded entity(ies) or organization(s) with the goal of becoming an active and productive member of the community. These persons may include, among other populations, adults, emancipated minors, families with children, elderly persons, young adults aging out of the foster care system, individuals exiting from institutional settings, veterans, and homeless people.

Minor Modification Findings (DESP Section 8.5.2.2)

1. The proposed use, Supportive Housing – Privately Administered, is in accord with the purpose of Chapter 3 of the ELSP and has characteristics similar to those uses listed in Table 3-1 (Land Use Matrix). The definition is similar to other uses allowed in the DESP such as Offices, Restaurants, Housing, Boarding Houses, Motels and Live-Work Units. The project as proposed has several of these uses already built into the program. The use substantially conforms with the objectives and policy direction of the Specific Plan.
2. The use will not adversely affect public health and safety and will not adversely affect adjacent development areas. The proposed use is located within an existing building and proposes no exterior uses. The proposed use does not propose either directly or indirectly any detrimental effects to the existing surrounding community. All applicable City departments and agencies have reviewed the Conditional Use Permit. The project has been conditioned as such to avoid any possible negative impacts to the general health, safety, comfort, or general welfare of the surrounding neighborhood or the City.

3. The proposed use complies with the requirements of the California Environmental Quality Act (CEQA). The proposed project is exempt from CEQA pursuant to Section 15301 (Class 1: Existing Facilities) as described in the Environmental Determination Section below.

Downtown Core

The Downtown Core area is located along both sides of Main Street, from Franklin to the southwest boundary of the Plan. Its purpose is to designate that portion of the Downtown Elsinore Specific Plan, which requires specific policies that promote a vibrant, 18-hour activity downtown destination in which to live, work and play.

The project complies with the Policies of the Downtown Core area:

- The use promotes the walkability of the downtown by catering to pedestrians and has the capability to remain open serving the public into the evening hours. The areas of the first floor used for training rooms and the dining room will have a retail component including:
 - Rental of training and conferences rooms to the general public.
 - Dining room will provide public sales of food and drink to the general public, walk in or pick up.
- The proposed renovation of the existing Ambassador building will maintain the existing pedestrian scale and historic character of Main Street within the Downtown Core area.

Staff has reviewed the submitted development plans for compliance with the Mixed Use development standards and regulations of Table 3-2 of the DESP. The proposed development conforms to applicable standards as shown in the below table.

Development Standards	Required	Proposed
Area	No Minimum	N/A
Width (Frontage)	No Minimum	N/A
Depth	No Minimum	N/A
Setbacks		
Side (each)	0	0
Street Side	15 ft.	15 ft.
Rear	None, but 15 ft. where adjacent to residential use	15 ft. (new construction)
Other Standards		
Maximum Height	None	62' – 8"
Floor Area Ratio	2.50	0.55
Site Coverage	N/A	N/A
Parking	25	29

Table 3: Development Standards

Parking Analysis

The project complies with the onsite parking standards listed in the Table 3-2 of the DESP. The DESP requires one (1) parking space per room for hotels and three (3) parking spaces per 1,000 sq. ft. of office space. The project is required to provide 25 parking spaces. The project will have sufficient parking, as 29 parking spaces will be provided.

The architectural design of the proposed building complies with the Architectural Requirements found in Section 3.6 of the DESP and complies with the Nonresidential Development Standards (Chapter 17.112) of the LEMC.

The Design Review Committee, which includes staff from Planning, Building and Safety, Fire, and Engineering, has reviewed the proposed project, and have conditioned the project to ensure compliance with the general plan and the LEMC

Environmental Determination

Staff recommends that the Planning Commission determine that the proposed Project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Class 1: Existing Facilities). Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. (e) Additions to existing structures provided that the addition will not result in an increase of more than: (1) 50 percent of the floor area of the structures before the addition, or 2,500 square feet, whichever is less. The project proposes to remodel the existing 14,565 sq. ft. four-story building with a 2,087 sq. ft. addition (16,652 sq. ft. total). The site is fully developed, and only minor on site modifications are planned in association with the proposed use.

MSHCP Consistency

The project is consistent with the Western Riverside County Multiple Species Habitat Conservation Plan (MSHCP). The project site is completely disturbed and is developed with an existing commercial center. The project site is not located in a Criteria Cell and was not required to be processed through the Lake Elsinore Acquisition Process (LEAP) and Joint Project Review (JPR) processes. The project complies with all other applicable requirements of the MSHCP.

Public Notice

Notice of the hearing for this application has been published in the Press-Enterprise newspaper and mailed to property owners within 300 feet of the subject property. As of the writing of this report, no written comments concerning this application have been received by staff.

Attachments

Attachment 1 – CUP Resolution

Attachment 2 – CDR Resolution
Attachment 3 – Conditions of Approval
Attachment 4 – GIS Exhibits
Attachment 5 – Design Review Package
Attachment 6 – Project Description
Attachment 7 – Public Notice Materials

