



## PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

### STAFF REPORT

**DATE:** June 18, 2025

**TO:** Hearing Officer

**SUBJECT:** Minor Conditional Use Permit #7318

**LOCATION:** 202 North Euclid Avenue

**APPLICANT:** Erica Tamblyn, All Saints Church

**ZONING DESIGNATION:** PS (Public and Semi-Public)

**GENERAL PLAN DESIGNATION:** Institutional

**CASE PLANNER:** Alison Walker

**STAFF RECOMMENDATION:**

- 1) Adopt the Environmental Determination that the project is exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15301, Class 1, Existing Facilities); and
- 2) Adopt the Specific Findings in Attachment A to **approve** Minor Conditional Use Permit #7318 with the conditions in Attachment B

**PROJECT PROPOSAL:** Minor Conditional Use Permit: To allow a Safe Parking use in conjunction with a religious facility (All Saints Church). The Safe Parking program would allow up to 25 vehicles of unhoused individuals or families to park on-site overnight.

#### BACKGROUND:

**Site characteristics:** The All Saints Church site is 2.8 acres in size and is located at the southwest corner of East Walnut Street and North Euclid Avenue. The site is currently developed with a church, including four buildings, a trailer, a storage building, a courtyard area and surface parking. City Hall is across Euclid Avenue to the southwest. The

Los Angeles County Courthouse is to the west. The Kaiser Permanente parking lot and offices are across Walnut Street to the north. The Plaza Las Fuentes complex (hotel, office, and restaurant uses), multi-story residential and office buildings, multi-level parking structures, surface parking lots, and the Western Asset office complex are uses to the east and south.

**Adjacent Uses:** North: Surface and structured parking  
 South: Restaurant and Multi-Family Residential  
 East: Hotel, Office, and Restaurant  
 West: City Hall and County Courthouse

**Adjacent Zoning:** North – CD-MU-G (Central District Specific Plan Mixed Use General subarea)  
 South – CD-MU-G (Central District Specific Plan Mixed Use General subarea)  
 East – PD-12 (Walnut - Los Robles Planned Development)  
 West – PS (Public and Semi-Public)

**Previous Zoning Cases on this Property:** Conditional Use Permit #1372 – To allow commercial filming for 24 days between August 3 and September 20, 1983. Approved August 3, 1983.

Use Permit #1911 – To provide 379 parking spaces for commercial, residential, and church usage in a collective parking arrangement and to allow a building height of 120 feet for a new 10-story retail, office, and residential building. Approved July 19, 1989.

Certificate of Exception #180 – To adjust an existing lot line approximately 51 feet to the north to increase the size of Parcel No. 1 from 79,323 square feet to 89,105 square feet and decrease the size of Parcel No. 2 from 31,326 square feet to 21,543 square feet. All Saints Church to remain entirely on Parcel No. 1. Approved July 25, 1990.

Variance #10967 – To allow the construction of a commercial, office, residential mixed-use project the following Variances were requested:

- Variance to allow a building to be built with a side setback ranging from zero to eight feet, where the code requires a 10-foot setback and a 15-foot setback for the portion of the building greater than 25 feet in height.
- Variance to allow portions of the building to be built with a rear setback of 13 feet, where a 15-foot rear yard setback is required the portion of the building greater than 25 feet in height.
- Variance to allow a spa within 5 feet of the property line.
- Variance to allow for a driveway ramp to have a slope of 10 percent, 20 percent, 10 percent where the code requires a slop

of 8 percent, 16 percent, 8 percent.

- Variance to allow two loading zones of 10 feet by 20 feet by 10 feet where the code requires one loading zone to be 12 feet by 30 feet by 14 feet and one loading zone to be 10 feet by 20 feet by 10 feet.

Approved November 7, 1990.

Conditional Use Permit #6070 – To allow a project that is inconsistent with the approved Master Development Plan for All Saints Church. Per the City's Zoning Code, the Director of Planning & Community Development may allow a project that is inconsistent with an approved Master Development Plan to be processed through a Conditional Use Permit. The CUP included revisions to size and location of East Building ("C"). Approved September 4, 2013.

Master Development Plan – 15-year plan for expansion of All Saints Church that includes the demolition of 202 N. Euclid Avenue, Scott Hall, and a temporary trailer. The interiors of the existing Rectory and Regas House would be renovated, a new columbarium would be constructed along the east property line, and a multiple-story, four-building complex (approximately 50,300 square feet) would be constructed. This construction includes West Building ("A"), two-story building with offices, conference rooms, and a social hall with kitchen; Forum ("B"), two-level assembly building, East Building ("C"), three-story building to house youth programs, daycare, and classroom areas; and North Building ("E"), a two-story building for youth recreation. The North Building will be built in a second phase, after the completion of the other three buildings and subterranean parking garage. In Phase I, the site of the north building will be a landscaped outdoor plaza space and a temporary one-story café building.

Also, part of the project:

- Conditional Use Permit for a restaurant with walk-up window,
- Minor Conditional Use Permit for shared parking,
- Minor Conditional Use Permit for commercial off-street parking,
- Minor Conditional Use Permit for tandem parking spaces,
- Variance to provide more than the maximum allowed setback along Euclid Avenue,
- Variance to provide more than the maximum allowed setback along Walnut Street,
- Variance to allow a portion of a fence along Walnut Street to exceed the four foot height limit,
- Minor Variance for the construction of a columbarium within twenty feet of a property line; and,
- Variance to have two loading spaces on the street.

Approved April 16, 2012.

## **PROJECT DESCRIPTION:**

The applicant, Erica Tamblyn, on behalf of All Saints Church, has submitted a Minor Conditional Use Permit (MCUP) application to establish a Safe Parking use at an existing Religious Facility (All Saints Church). The proposed Safe Parking (Destination Hope Pasadena) program is a collaboration between All Saints Church and Shower of Hope intended to provide services and a designated overnight parking area for up to 25 vehicles of unhoused individuals or families. Vehicles registered in the program would park within the existing surface parking lot north of All Saints Church campus. The parking area would be available from 7:00 p.m. to 7:00 a.m. daily. The program would provide an assigned parking space for participants to park and stay overnight, access to restrooms, and outlets to charge electronics. Shower of Hope would manage and operate intake, case management, and provide resources to participants as they seek employment and/or permanent housing.

## **ANALYSIS:**

### Zoning and Land Use

The All Saints Church site is zoned PS (Public and Semi-Public) and consists of three contiguous parcels under single ownership. The northern two parcels are developed with surface parking and the southern parcel is developed with religious facility buildings and a courtyard. The Zoning Code defines site as “a lot or group of contiguous lots not divided by any alley, street, other right-of-way or city limit that is proposed for development in accord with the provisions of this Zoning Code and is in a single ownership or has multiple owners, all of whom join in an application for development.” The purpose of the PS district is to provide sites for large public and semi-public uses that may not be appropriate in other base zoning districts. In the PS zoning district, a Minor Conditional Use Permit (MCUP) is required to establish a Safe Parking use on a religious facility site.

The City’s Zoning Code defines the Safe Parking land use as “a parking program, operated on property outside of the public right-of-way and managed by a social service provider, that provides individuals and families with vehicles, including recreational vehicles, a safe place to park overnight and services to facilitate a transition to permanent housing.” The proposed program is consistent with this classification because it would be managed by a social service provider and would offer individuals and families a safe place to park overnight. Further, the Safe Parking program is proposed in an area that is a part of the religious facility site.

In September 2023, the City Council adopted Ordinance 7414 amending and adding various sections to the City’s Zoning Code to implement the Housing Element, which included adding a Safe Parking land use as part of a Religious Facility, College, and Transportation Terminal with the approval of a MCUP. Applicable standards and operational requirements were added under Section 17.50.265 (Safe Parking) of the Zoning Code. Compliance with these standards is discussed below.

### *Proposed Operations*

Section 17.50.265 requires the program operator to prepare a written management plan that outlines program details. The written management plan shall include a site plan, hours of operation, total number of vehicles and size of vehicles served on-site, the monitoring and oversight program, and the neighborhood communications strategy plan.

Based on the submitted site plan and management plan, up to 25 participant vehicles would be allowed to park within the existing parking lot from 7:00 p.m. to 7:00 a.m. daily. During the program hours, participants would have access to the restrooms and sanitation stations. As proposed, private security services would be present on-site to ensure that valid participant parking passes are visible and that there are no issues throughout the evening.

Additionally, the Zoning Code provides performance standards for the Safe Parking use. The safe parking use shall be managed by a program operator that participates, or is willing to participate in the Pasadena Continuum of Care Program and Coordinated Entry System and provides access or linkage to the Coordinated Entry System. The program must provide restroom, water, and trash facilities. The program operator shall also ensure that only vehicles registered in the program are parked overnight during program hours and have their parking permit displayed at all times. Additionally, participants must enter into a written agreement with the program operator.

The program operator, Shower of Hope, participates in the Pasadena Continuum of Care Program and Coordinated Entry System and has developed a written management plan titled "Destination Hope Safe Parking Rules and Guidelines." Only clients who have entered into a written agreement with the program operator are allowed to use parking spaces overnight.

Under the agreement, participants commit not to store items outside of their vehicle, camp outside of their vehicle, play music audible outside of their vehicle, have alcohol or drugs on the premises, cook inside or outside their vehicles, and must keep their designated parking space tidy. Participants would be required to always display a valid parking pass when on the premises. Only registered participants and vehicles would be allowed to park on-site during program hours, with no guests allowed. Additionally, participants would be assigned a Shower of Hope caseworker. As described by the applicant, every six months each participant would be evaluated for the program. Clients would be able to participate in the program if the program is not at full capacity. If the program does have a wait list, any participants not actively participating in transitioning to a more permanent living situation will be exited after a year of stay. Should a participant violate the program agreement, they may be removed from the program after three warnings.

### *Surrounding Uses and Noise*

All activities associated with the Safe Parking use would occur a minimum of 300 feet from residential uses across East Walnut Street and North Euclid Avenue. Additionally, the residential uses located 500 feet to the south would be buffered by existing religious facility buildings. Other adjacent uses include civic, institutional, or commercial uses, such as the Los Angeles County courthouse, Pasadena City Hall, or a hotel. To ensure that the surrounding uses would not be disturbed by noise, participants must agree not to have loud music and to keep all noise within their vehicles. Quiet hours would be established from 10:00 p.m. to 6:00 a.m. Compliance with the City's Noise Ordinance (Chapter 9.36) is required, as noted in the recommended conditions of approval.

### Minor Conditional Use Permit

The Hearing Officer may approve a MCUP only after making six findings identified in the Zoning Code. The general purpose is to evaluate compliance with the Zoning Code and General Plan, whether the use would be detrimental or injurious to the neighborhood, and compatibility of the operation with existing and future uses. The MCUP process allows the City to specify

development standards and may result in recommended conditions or requirements associated with the operation of the use.

The proposed use is allowed with a Minor Conditional Use Permit and would comply with the requirements of the Zoning Code. Additional findings require that proposed use would not be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood of the proposed use. The findings also require that the use would not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City. The proposed safe parking use would be located on a religious facility site and a minimum of 300 feet from residential uses. The parking area would be buffered from residential uses either by public streets or by religious facility buildings. On-site there would be no outdoor activity, including storage, sleeping, cooking, or music, and participants must comply with the City's Noise Ordinance. Provided that the participants comply with the program requirements, there would be no impact off-site. Therefore, the proposed use complies with these findings.

Additionally, the design, location, operating characteristics, and size of the proposed use shall be compatible with the existing and future land uses in the vicinity in terms of aesthetic values, character, and scale. The use would occur on an existing religious facility site and there would be no addition or alteration of existing buildings or expansion of the site with this approval. Parking of vehicles overnight within an existing surface parking lot is within the character of the existing site conditions. The safe parking use aligns with the existing operations of the religious facility and other uses on-site.

Based on the proposed operations and the recommended conditions of approval, it is anticipated that the Safe Parking use could coexist with surrounding uses.

#### **GENERAL PLAN CONSISTENCY:**

The subject property is designated Institutional in the Land Use Element of the General Plan. The existing use is a religious facility which aligns with the general plan designation which is characterized by facilities owned and operated by the City or by other public and/or private institutions such as corporate yards, schools, libraries, and hospitals. The proposed Safe Parking use is in conformance with the following goals, policies, and objectives of the General Plan Housing and Land Use elements.

***Goal HE-4. Adequate housing opportunities and support services for seniors, people with disabilities, families with children, college students, and people in need of emergency, transitional, or supportive housing.***

***Policy HE-4.4 Service-Enriched Housing.*** Support and assist organizations in the provision of support services and service-enriched housing for special needs groups, such as seniors, families, disabled people, homeless people, and those with medical conditions.

***Policy HE-4.6 Homeless Housing and Services.*** Provide support and financial assistance to community service organizations that provide housing opportunities and supportive services for people who are homeless.

The proposed Safe Parking program integrates support services including case management and housing navigation. In addition, the use would provide a safe and secure location for people experiencing homelessness to park their vehicles and sleep over night. As such, the proposed

use is consistent with the City's policies to provide service-enriched opportunities for people experiencing homelessness.

**Goal 2 – Land Use Diversity.** *A mix of land uses meeting the diverse needs of Pasadena's residents and businesses, fostering improved housing conditions, offering a variety of employment and recreation opportunities, and supporting a healthy population while protecting the environment.*

**Policy 2.7- Civic and Community Services.** *Provide diverse uses and services supporting Pasadena's residents such as facilities for civic governance and administration, public safety (police and fire), seniors and youth, community gatherings, and comparable activities.*

All Saints Church is an existing religious facility in which community gatherings related to religious services and other social groups occur. The proposed Safe Parking use would provide a consistent, dedicated space for unhoused community members to sleep and have access to restrooms. Participants also would be assigned a case worker who would provide resources to assist in finding jobs and working towards permanent housing. Operational conditions imposed through the Minor Conditional Use Permit process will reduce the likelihood of negative impacts on adjoining uses.

**GOAL 16. Superior Services.** *A superior level of services meeting the needs of Pasadena's diverse residents including schools, hospitals, parks, child and senior facilities and programs, libraries, shelters, public auditoriums, health facilities, social clubs and recreation centers.*

**Policy 16.1 – Commitment.** *Provide human and community services to all sectors of the City's population in an equitable manner.*

The proposed Safe Parking use would provide community services to vulnerable individuals to assist them towards permanent housing. The program includes a partnership with Shower of Hope and would include a case worker for each participant and resources related to achieving permanent housing stability.

**Policy 16.7 – Shared Facilities.** *Encourage the sharing of facilities between various public service providers, as well as those offered by private entities, such as the joint use of school play areas for recreation, school facilities for child and after school day care, and libraries for civic and cultural events.*

The proposed Safe Parking program would be located at an existing religious facility campus of which the proposed services would align with the mission and values of the use. In addition, the church campus is otherwise not in use overnight during the proposed sleeping hours, providing an opportunity for the program to utilize the church campus during the "off" hours. The shared facilities would provide participants with a secure, safe, and consistent location to park and sleep.

## **ENVIRONMENTAL REVIEW:**

This project has been determined to be exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15301, Class 1, (Existing Facilities), and there are no features that distinguish this project from others in the exempt class; therefore, there are no unusual circumstances. Section 15301 exempts the operation, permitting, licensing or minor alteration of existing structures where there is negligible or no expansion of the use. The

operation of a Safe Parking use on a religious facility site is considered a negligible expansion of an existing use.

#### **REVIEW BY OTHER CITY DEPARTMENTS:**

The Police Department, Housing Department, Fire Department, Public Works Department, Public Health Department, and Building and Safety Division have reviewed the project. The Pasadena Police Department recommended that security be present on-site overnight. The Housing Department, Fire Department, Public Works Department, Public Health Department, and Building and Safety Division had no comments.

#### **CONCLUSION:**

It is the staff recommendation that the findings for approval of the Minor Conditional Use Permit application can be made (Attachment A). The proposed Safe Parking use would provide a consistent place for unhoused individuals to sleep and receive support services. The use meets all applicable specific land use standards required by the Zoning Code. Further, the use is consistent with Goals and Policies in the Housing and Land Use Elements of the General Plan, as the use provides services to individuals experiencing homelessness. To prevent any unanticipated noise impacts and to safeguard nearby residential uses, recommended conditions of approval include compliance with the City's Noise Ordinance (Chapter 9.36). As proposed, the project would not be detrimental to surrounding properties or to other residences in the immediate neighborhood. Conditions of approval would ensure that the project is compatible with the surrounding neighborhood.

#### **ATTACHMENTS:**

Attachment A: Findings for Minor Conditional Use Permit

Attachment B: Recommended Conditions of Approval for Minor Conditional Use Permit