PASADENA

Planning & Community Development Department

Appeal of Minor Conditional Use Permit #7318 202 North Euclid Avenue

City Council
March 9, 2026

Minor Conditional Use Permit #7318

Planning & Community Development Department

- Minor Conditional Use Permit:
  - To allow a Safe Parking use (Destination Hope) for up to 25 vehicles in conjunction with a religious facility (All Saints Church).
  - The property is located in the Central District Specific Plan, PS (Public and Semi-Public) zoning district.
- Proposed Operations
  - Hours: 7:00 p.m. to 7:00 a.m., daily.
  - Up to 25 participants at any one time (within a maximum of 25 vehicles.)
  - On-site locked portable restroom and hand washing station.
  - One state certified security guard on premises at all program hours.
  - Contact number to be available to the public, with a live person.
  - Shower of Hope would manage and operate intake, case management, and provide resources to participants as they seek employment and/or permanent housing and enforce Destination Hope Safe Parking Rules and Regulations.

Background – Hearing Officer

Planning & Community Development Department

- **June 18, 2025 – Hearing Officer**
  - Approved the MCUP, with conditions.

- **June 30, 2025 – Appeals Submitted**
  - Silvio Nardoni of Archimedes Law Group, LLP, on behalf of The Maryland Homeowners Association;
  - Park and Velayos, LLP, on behalf of ARE-Pasadena No. 5, LLC;
  - Erica Tamblyn, on behalf of All Saints Church.

Background – Board of Zoning Appeals

Planning & Community Development Department

- **September 25, 2025 – Board of Zoning Appeals Heard the Appeal**
  - Staff recommended upholding the Hearing Officer's Decision to approve the MCUP.
  - The BZA approved the MCUP by a vote of 5-0, with added and modified conditions summarized below. These three conditions are included in staff's recommendation, with modifications discussed later in this presentation:
    - **Condition #12**: The portable restroom facility shall be accessible to the Safe Parking program participants only (i.e., locked and equipped with a key code mechanism). The portable restroom serving Safe Parking shall be separate from the restroom serving the Safe Haven temporary homeless shelter. The restrooms shall be located so that participants of both programs do not cross paths utilizing their designated restroom. Prior to operation of the Safe Parking land use, a site plan indicating the location of both restrooms shall be submitted for review and approved by the Zoning Administrator.

Background – Board of Zoning Appeals (cont.)

- **Condition #21**: Recreational vehicles (e.g., motorhomes, travel trailers, camper vans, etc.) shall not be allowed to be used for the Safe Parking program.

- **Condition #22**: Within six months of exercising the privileges granted by this application, the applicant shall file an application with the Planning Division for a Hearing Officer Review of this MCUP, to be considered at a duly-noticed public hearing to ensure the effectiveness, and compliance with, all conditions of approval herein.

- **October 6, 2025 – Appeals Submitted**
  - Silvio Nardoni of Archimedes Law Group, LLP, on behalf of The Maryland Homeowners Association; and
  - Park and Velayos, LLP, on behalf of ARE-Pasadena No. 5, LLC.

Background – City Council

Planning & Community Development Department

- **November 17, 2025 – City Council Heard the Appeal**
  - At the conclusion of public comment, a motion was made to close public hearing:
    - Resulted in 7-0 vote.
  - After the public hearing was closed, a motion was made to find that the project is exempt from environmental review:
    - Resulted in a 4-3 vote – motion failed, five affirmative votes are needed to pass.
  - A motion was made to continue the public hearing to January 12, 2026:
    - Resulted in a 4-3 vote – motion failed.
  - A vote was not taken on the MCUP.

Background – City Council (cont.)

- **February 2, 2026 – City Council Meeting**
  - City Council considered a motion that included the following actions:
    - To rescind the closure of the public hearing and deemed denial of the CEQA action.
    - To direct staff to evaluate whether the following exemptions apply:
      - CEQA Guidelines Sections 15303 (Class 3, Small Structures); and
      - Public Resource Code Section 21080.10 for contracts for homelessness services
    - To reopen the public hearing and continue the item to tonight's meeting
  - The motion resulted in a 5-2 vote with one abstention on the actions.

CEQA Exemptions

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Original CEQA Exemption:

- CEQA Guidelines Section 15301 (Class 1 Existing Facilities):
  - Exempts the operation, permitting, licensing or minor alteration of existing facilities where there is negligible or no expansion of the use.
- CEQA Guidelines Section 15300.2(f):
  - Categorical exemption shall not be used for a project which may cause a substantial adverse change in the significance of a historical resource.
    - The site is located within the boundaries of the Pasadena Civic Center Historic District, listed on the National Register of Historic Places, and contains the All-Saints Church religious facility, a contributing historic resource to the district.
    - A “substantial adverse change” in the significance of a historical resource means an alteration that materially impairs the physical characteristics that convey its significance and justify its eligibility.
    - The proposed project, operation of a Safe Parking use on an existing parking lot, would not materially impair the significance of the historical resource as the project would not physically alter, destroy, or demolish it, or its surroundings in a way that diminishes its historical value. Therefore, a categorical exemption could be used.

CEQA Exemptions (cont.)

Additional CEQA Exemptions considered:

- CEQA Guidelines Section 15303 (Class 3, Small Structures):
  - Exempts the construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure.
  - The proposed Safe Parking use would be an accessory use to the existing institutional facility (All Saints Church) and would locate a portable restroom and handwashing facility as an accessory structure on a legal parcel. Therefore, the scale of the project falls under the scope of projects exempted per Class 3.

CEQA Exemptions (cont.)

Additional CEQA Exemptions considered:

- CEQA Guidelines Section 15311 (Class 11, Accessory Structures):
  - Exempts construction, or placement of minor structures accessory to (appurtenant to) existing commercial, industrial, or institutional facilities. Per the guidelines, this exemption includes but is not limited to placement of portable restrooms in generally the same locations from time to time in facilities designed for public use.
  - The proposed Safe Parking use, along with the proposed restroom and handwashing facilities, would include placement of a portable restroom accessory to the existing religious institutional use, and therefore exempt per Class 11.

CEQA Exemptions (cont.)

Additional CEQA Exemptions considered:

- Public Resource Code Section 21080.10:
  - Took effect January 1, 2025 (SB1361).
  - Exempts any actions taken by local agencies “to approve a contract for providing services for people experiencing homelessness”.
  - Services include, but are not limited to, case management, resource navigation, security services, residential services, and counseling services.
  - The action under consideration concerns a conditional use permit, which is a land use authorization and not traditionally considered a contract.
  - This exemption does not apply to the Safe Parking use.

Additional Points Raised and Response

Planning & Community Development Department

Point Raised:

- City staff explicitly excluded the proposed site from the eligible site maps.

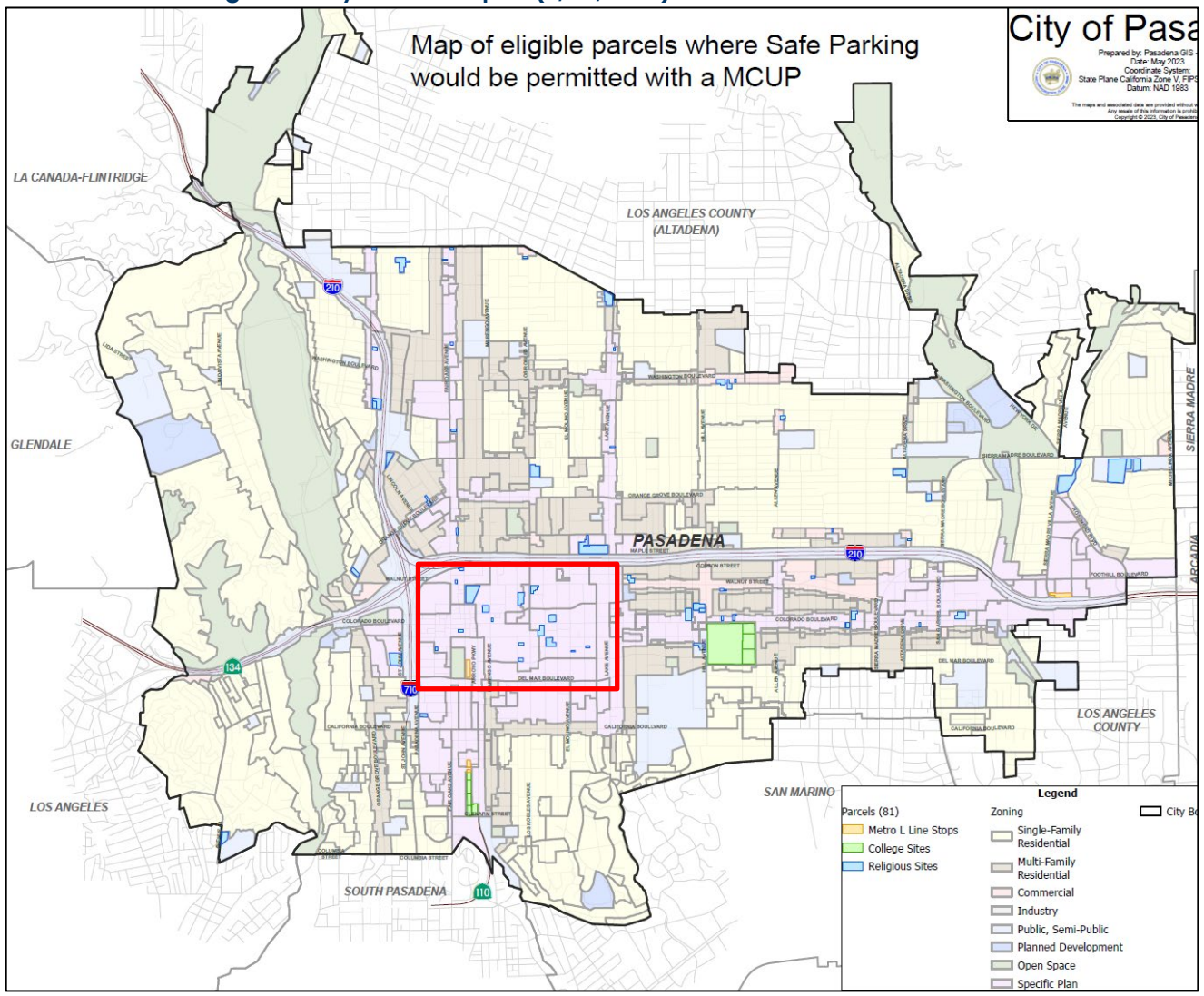
Response:

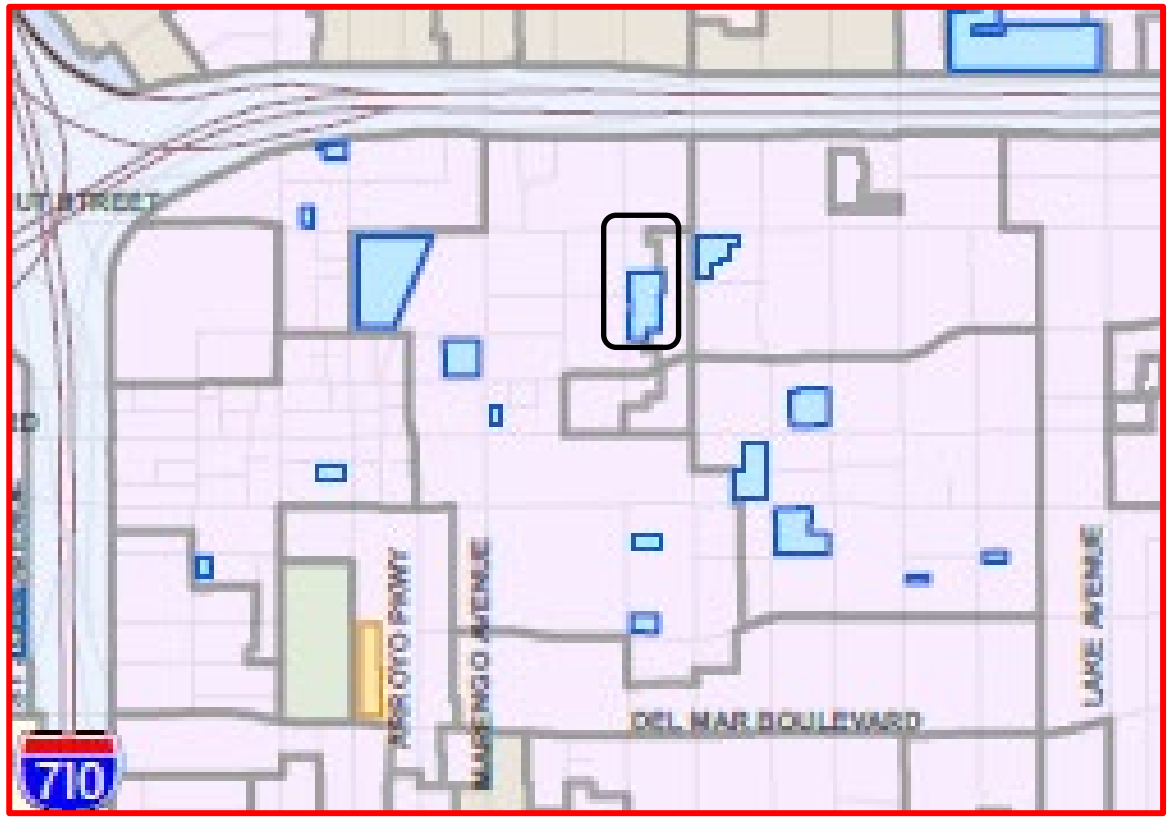
- During the Safe Parking code amendment, a map was presented to the Council that identified the locations where safe parking was proposed to be permitted by identifying the location of Metro Stations, Colleges, and Religious Facilities in the City.
- The purpose of the map was to provide a snapshot of locations that were eligible at that time (by use) – it was not to create a static map of the only locations that would be eligible.
- The map was not codified.
- The “blue” parcels on the map identify where church buildings were located. The map did not identify all parcels associated with religious facility sites, which in several circumstances includes parking lots.

Additional Points Raised

Planning & Community Development Department

Attachment G of agenda City Council report (6/12/2023)





Additional Comments

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Example of other Religious facilities that have parking lots on a separate adjoining parcel :

First Baptist Church of Pasadena
75 N Marengo Ave

Friendship Pasadena Church
80 W Dayton St

St Philips the Apostle
151 S Hill Ave

Additional Points Raised and Response

Planning & Community Development Department

Point Raised:

- The parking lot is a commercial parking lot and not part of the religious facility use.

Response:

- The parking lot is part of the religious facility use and site, all contiguous and owned by the same entity.
- The parking lot is integrated with the other parking areas for the church, including internal vehicular circulation, lighting and landscaping.
- Zoning Administrator Interpretation:
  - Use of a parking lot for commercial off-street parking, during off-peak hours for the use, does not make the parking lot a Commercial Off-Street Parking use – *it does not change the use*.

Additional Points Raised and Response

Planning & Community Development Department

ZONING ADMINISTRATOR INTERPRETATION

DATE: November 11, 2008

CODE SECTION: Section 17.80.030 – Definitions (Land Uses)

QUESTION NEEDING INTERPRETATION: Is a parking lot or structure that is used for commercial purposes during the off-hours of a business considered a "commercial off-street parking use" and subject to a conditional use permit requirement?

INTERPRETATION: An office building owner has approached the City regarding the use of the parking lot that serves the office building. During the hours when the building is for the most part not being used by office tenants (typically in the evenings and on weekends), the owner allows the lot to be used by the public. The public are charged a fee for parking in the lot. Does this constitute the establishment of a "commercial off-street parking use?"

In reviewing this issue, I have concluded that leasing the parking spaces in a lot which is underutilized during the evening hours and on weekends does not constitute the establishment of a new use. The spaces are being used for only the office building, not serving a different use and thus would not be subject to a shared parking Minor Conditional Use Permit. The owner is simply making them available for public use and charging a fee. The office tenants typically use the lot from 7 am to 6 pm., Monday through Friday. The amount of time that the spaces are available and actually used is a small portion of time.

Use of the existing parking during off-peak hours for general parking does not make the parking lot a Commercial off-street parking use, the parking still is accessory to the office building. Use of this available parking maximizes the use of available parking and makes such spaces available for general parking. This is consistent with the City's intent to maximize the use of existing parking and not building additional parking in commercial areas.

The exception to this is that if a building is vacant and the owner wishes to lease the spaces, then this would be the establishment of a commercial off-street parking use. This is because there is no other use on the site so leasing the parking becomes the principal use on the site.

Denver E. Miller
Zoning Administrator

Conclusion

- Staff concludes that:
  - The findings necessary for approving the Minor Conditional Use Permit to establish a Safe Parking land use in conjunction with a religious facility can be made.
  - Proposed conditions of approval have been included which would regulate the operations of the facility and ensure that a separate portable restroom facility would be accessible only to registered participants and monitored by on-site security guard to ensure the proposed use would not be detrimental to surrounding uses.

Staff Recommendation

Planning & Community Development Department

- Staff recommends that the City Council:
  1. Find that the action proposed herein is categorically exempt from environmental review pursuant to State CEQA Guidelines Sections 15301 (Class 1, Existing Facilities), 15303 (Class 3, Small Structures), and 15311 (Class 11, Accessory Structures); and
  2. Adopt the findings in Attachment A to uphold the Board of Zoning Appeals' decision and approve Minor Conditional Use Permit #7318, with the conditions in Attachment B.

PASADENA

Planning & Community Development Department

Appeal of Minor Conditional Use Permit #7318 202 North Euclid Avenue

City Council
March 9, 2026

Rules and Guidelines

Planning & Community Development Department

End Homelessness California
(DBA **The Shower of Hope**)

Safe Parking Rules & Guidelines
Address: 220 N Euclid Ave Pasadena, CA 91101

Destination Hope Pasadena Safe Parking Program provided by The Shower of Hope is for vehicle dwellers and provides a safe and comfortable environment for all participants. Including but not limited to supportive services for individuals and families experiencing homelessness in their vehicles. The following rules and guidelines must be followed to promote a safe environment for all participants. Failure to comply with the following rules and guidelines could result in termination from the program.

1. No weapons or makeshift weapons are permitted in the Safe Parking Facility.
2. Alcohol and/or drugs on the property are not permitted. If program staff or a Representative is suspicious of a participant being under the influence, he/she may be refused services, and can be terminated from the program.
3. Acts of physical violence, aggressive behavior and/or verbal threats by participants or pets to staff or participants in the program will result in immediate termination from the program and the proper authorities will be contacted and notified.
4. Littering or dumping of waste on the premises is not permitted. Participants must utilize appropriate facilities at all times to properly dispose of bodily waste or waste materials. Participants are responsible for keeping the immediate area around the vehicle clean.
5. Participants are prohibited from using camping tarps or camping equipment beyond the top of the vehicle.
6. Participants are prohibited from cooking outside of their vehicle or in the safe parking facility.
7. Participants must keep their area tidy and free from trash and debris.
8. Participants are not permitted to have loud music. All noise should be kept within the vehicle, including alarms, phone or electronic notifications, and conversation. Please respect the "quiet hours of 10:00pm-6:00am.
9. Participants must adhere to the program entrance (7:00pm) and exit hours (7:00am). No entry permitted after 11:00pm. Once entry is granted, participants may not leave the premises by vehicle or foot at any time unless with prior approval from the lot supervisor.
10. Participants must take care of animals belonging to them, at all times. This includes the following: Ensuring all animal waste is picked up immediately and disposed of properly; Ensuring animals are not left unattended; and ensuring animals that are outside of the vehicle have a leash at all times.
11. Participants who are enrolled in the program are the only ones permitted to stay in the Safe Parking Facility. No guests outside the participant household are permitted to visit or stay in the vehicle overnight. Guests who apply and are approved can join the program on a future date.
12. Participants are not permitted to shower or bathe in sinks.
13. Participants are allowed one vehicle per household.
14. Participants are not permitted to use the utility or water services on the facility unless it is granted by Program Staff or a Representative.
15. Please respect the bathroom facilities by keeping them tidy. Inform the Security of Program Staff of any problems, and use the facilities only for the service for which it is designed.
16. Participants must respect the privacy of all program participants, surrounding neighbors and their property.
17. Parking lot owners or operators cannot be held liable for damages caused by a third party to the parked vehicle or its occupants.
18. Participants are asked to give program staff advance notice if they will be absent.
19. You are not required to spend each night on the lot. You may be contacted by program staff out of concern, if you are absent more than two nights without notice. As long as you are participating in seeking long-term housing, you will not be unduly exited from the Safe Parking Program. If you are no longer interested in the Safe Parking Program, please notify the lot supervisor or program staff immediately.
20. Participants must check-in with the Security Personnel on-site every night that they enter the program location and must check-out with the same Security Personnel in the morning when exiting the program location.

I have read the Participation Agreement and Rules and Guidelines and agree to comply at all times. If I refuse to follow these guidelines, I understand that I will be exited from the program.

Participant Name (please print):_____

Participant Signature:_____ **Date**:_____

Calls for Service

Planning & Community Development Department

- Calls for Service for 132 North Euclid Avenue (All Saints Church)

	Citizen / Other Initiated				Officer Initiated			
Year	2023	2024	2025	2026	2023	2024	2025	2026
Total	48	45	60	11	18	2	7	1

Calls For Service (cont.)

Planning & Community Development Department

- Calls for Service for 132 North Euclid Avenue

		Total	Citizen/Other Initiated					Officer Initiated				
			Total	2023	2024	2025	2026	Total	2023	2024	2025	2026
	Total	192	164	48	45	60	11	28	18	2	7	1
1	TRANSIENT	47	45	17	14	13	1	2	1	0	1	0
2	BURGLARY ALARM	35	35	6	10	18	1	0	0	0	0	0
3	415 MISC	19	19	1	7	6	5	0	0	0	0	0
4	BUSY-OUT OF SRVC	12	0	0	0	0	0	12	7	0	4	1
5	TRESPASS	12	12	7	2	3	0	0	0	0	0	0
6	EXTRA SERVICE	11	3	3	0	0	0	8	6	1	1	0
7	CHECK WELFARE	5	4	0	2	2	0	1	0	1	0	0
8	TROUBLE UNKNOWN	5	5	1	0	4	0	0	0	0	0	0
9	BATTERY	3	3	1	2	0	0	0	0	0	0	0
10	MENTAL HEALTH	3	2	0	1	1	0	1	1	0	0	0

		Total	Citizen/Other Initiated					Officer Initiated				
			Total	2023	2024	2025	2026	Total	2023	2024	2025	2026
11	PUBLIC ASSIST	3	3	0	2	1	0	0	0	0	0	0
12	PUBLIC INTOX	3	3	0	0	3	0	0	0	0	0	0
13	SUSP PERSON	3	3	1	0	1	1	0	0	0	0	0
14	SUSP PERSON/VEH	3	3	2	1	0	0	0	0	0	0	0
15	415 THREATS	2	2	2	0	0	0	0	0	0	0	0
16	FALL ON CTY PROP	2	2	0	0	1	1	0	0	0	0	0
17	OTHER PMC	2	2	0	0	0	2	0	0	0	0	0
18	PATROL ADVISEMENT	2	2	1	1	0	0	0	0	0	0	0
19	PETTY THEFT	2	2	0	1	1	0	0	0	0	0	0
20	SUSPICIOUS CIRC	2	1	1	0	0	0	1	1	0	0	0
21	Others	16	13	5	2	6	0	3	2	0	1	0

Calls for Service

Planning & Community Development Department

- Calls for Service for 997 East Walnut Street (Trinity Church)

	Citizen / Other Initiated			Officer Initiated	
Year	2024	2025	2026	2024	2026
Total	18	21	4	1	1

Calls for Service

Planning & Community Development Department

- Calls for Service for 997 East Walnut Street (Trinity Church)

		Total	Citizen/Other Initiated				Officer Initiated		
			Total	2024	2025	2026	Total	2024	2026
	Total	45	43	18	21	4	2	1	1
1	TRANSIENT	10	10	6	4	0	0	0	0
2	415 MISC	8	8	2	4	2	0	0	0
3	CHECK WELFARE	5	5	3	2	0	0	0	0
4	SUSP PERSON	3	3	3	0	0	0	0	0
5	MAL MIS MISD	2	2	1	1	0	0	0	0
6	MENTAL HEALTH	2	2	0	2	0	0	0	0
7	PUBLIC ASSIST	2	1	1	0	0	1	1	0
8	BATTERY	1	1	0	0	1	0	0	0
9	CITIZEN FLAG	1	0	0	0	0	1	0	1
10	EXTRA SERVICE	1	1	0	1	0	0	0	0

		Total	Citizen/Other Initiated				Officer Initiated		
			Total	2024	2025	2026	Total	2024	2026
11	FIRE DEPT ASSIST	1	1	1	0	0	0	0	0
12	G THEFT AUTO	1	1	0	1	0	0	0	0
13	INSECURE PREM	1	1	0	0	1	0	0	0
14	MEDICAL ASSIST	1	1	0	1	0	0	0	0
15	PETTY THEFT	1	1	1	0	0	0	0	0
16	PUBLIC INTOX	1	1	0	1	0	0	0	0
17	RECOVERED VEH	1	1	0	1	0	0	0	0
18	SUSP ELDER ABUSE	1	1	0	1	0	0	0	0
19	SUSPICIOUS CIRC	1	1	0	1	0	0	0	0
20	TRESPASS	1	1	0	1	0	0	0	0

Project Description

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- Participants agree to "Destination of Hope Safe Parking Rules and Regulations", which includes but is not limited to:
  - No weapons, alcohol, or drugs on the property.
  - No cooking.
  - Must keep their designated parking space tidy.
  - No loud music. All noise within vehicles.
  - Animals to be leashed outside vehicle and not left unattended.
  - No guests.
  - Acts of physical violence, aggressive behavior and/or verbal threats by participants or pets to staff or participants in the program will result in immediate termination from the program and the proper authorities will be contacted and notified.
  - Should a participant violate the program agreement, they may be removed from the program.

Aerial Vicinity Map

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Enlarged Aerial Map

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Street View of Proposed Safe Parking Area

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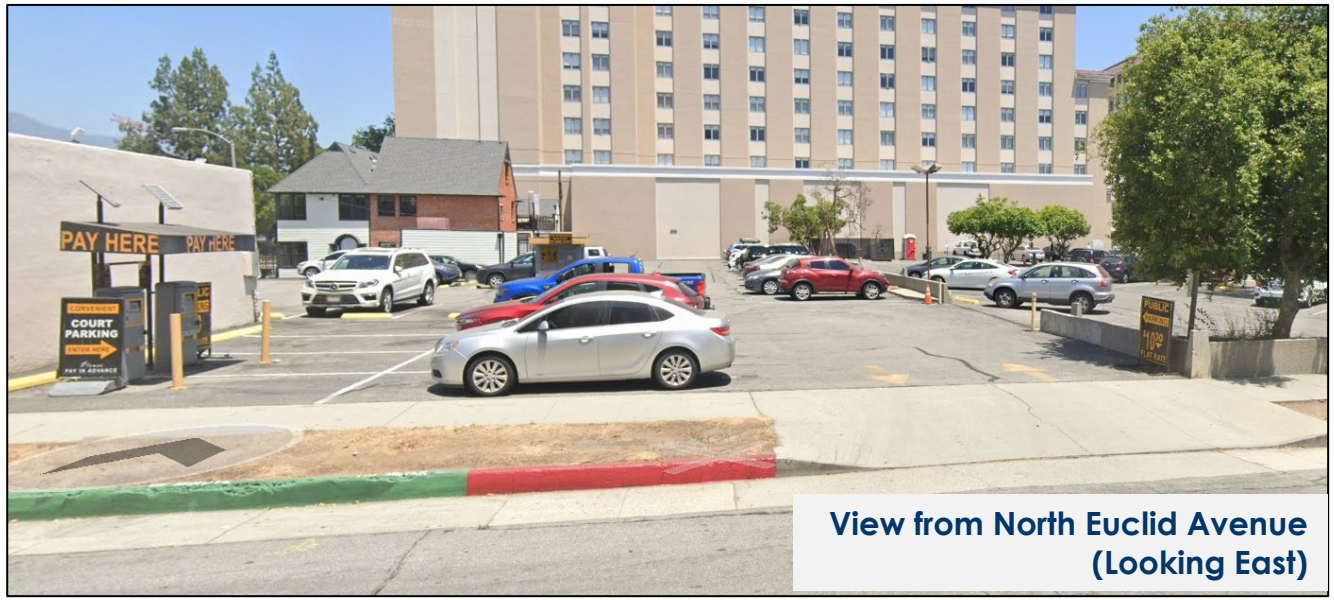
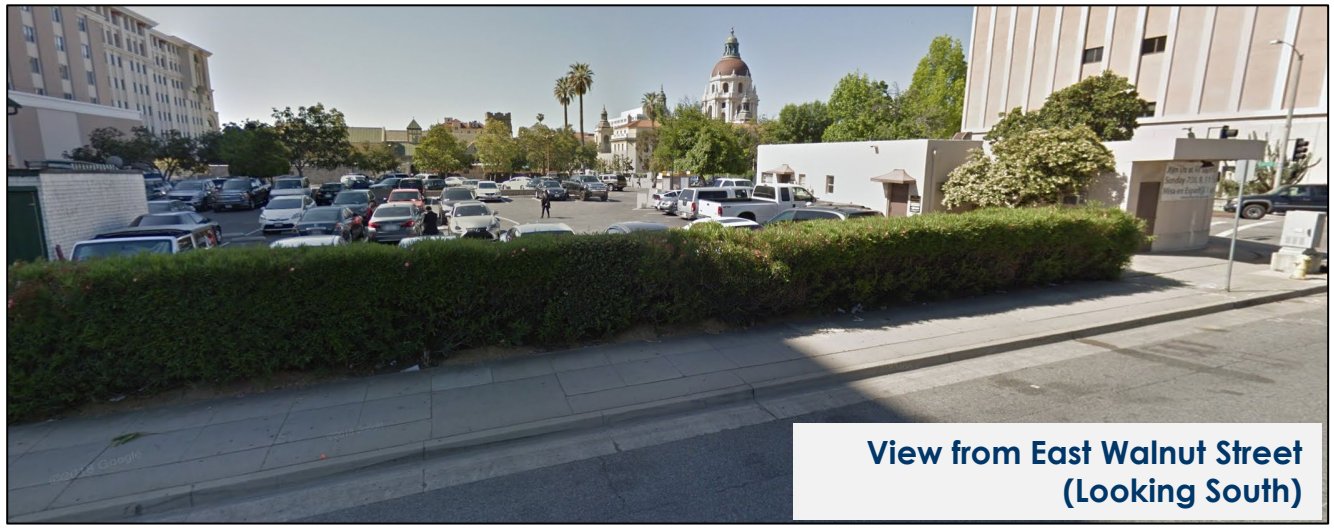


View from North Euclid Avenue (Looking East)



View from East Walnut Street (Looking South)

Appeal Points

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- In the appeals, the appellants primarily cite the following:
  1. The Zoning Code does not allow Safe Parking on the proposed parking lot because it is not a religious facility site and the decision does not comply with the provisions of the Zoning Code;
  2. The proposed Safe Parking use is not an exempt project under the California Environmental Act (CEQA) as involving “negligible or no expansion” of existing use because the proposed Safe Parking operation is a change of use, and the intensity of activity will expand significantly, causing a negative environmental impact; and
  3. The proposed Safe Parking operation would negatively affect the safety of the neighborhood.

Response to Appeal Points

Planning & Community Development Department

1. The Zoning Code does not allow Safe Parking on the proposed parking lot because it is not a religious facility site and the decision does not comply with the provisions of the Zoning Code.

Staff Response:

- *The All Saints Church site 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 site is occupied by a religious facility and is within the Public and Semi-Public (PS) Zoning District. The proposed Safe Parking use is permitted as a related accessory activity with an MCUP*
- *The project also meets the operational requirements for Safe Parking uses of the Zoning Code.*

Response to Appeals, cont'd.

Planning & Community Development Department

2. The proposed Safe Parking use is not an exempt project under the California Environmental Act (CEQA) as involving "negligible or no expansion" of existing use because the proposed Safe Parking operation is a change of use, and the intensity of activity will expand significantly, causing a negative environmental impact.

Staff Response:

- *CEQA requires the proposed project be compared to the existing conditions. The existing conditions are then considered the environmental baseline and are used to assess the environmental impacts of a project. In the case of All Saints Church, religious services (1889), community serving activities, surface parking, and services for people experiencing homelessness have occurred at the site for many years.*
- *A Class 1 (Existing Facilities) categorical exemption includes the operation, permitting, licensing or minor alteration of existing structures where there is negligible or no expansion of use. No construction or permanent physical alterations to the All Saints facility is required to accommodate the proposed Safe Parking use.*
- *The parking lot is used for parking- by the religious facility for volunteers, parishioners, staff for youth night and adult choir practices, respectively, up until 10pm and during the weekdays for the adjacent courthouse.*
- *The religious facility presently operates the Safe Haven temporary homeless shelter ("Safe Haven") on the property nightly, which is a similar operation to the safe parking use.*

Response to Appeals, cont'd.

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3. The proposed Safe Parking operation would negatively affect the safety of the neighborhood.

Staff Response:

- *The recommended conditions of approval require oversight of the program, including conditions by the Pasadena Police Department. Collectively, these measures provide adequate safeguards to address neighborhood safety concerns. Such conditions include:*
  - ***Condition 4** allows the Zoning Administrator to call for a review of the approved conditions at a public hearing. Conditions may be modified, or new conditions added to reduce any impacts of the use. The Hearing Officer may revoke the Minor Conditional Use Permit if sufficient cause is given.*
  - ***Condition 9** limits where activities associated with the safe parking use may occur.*
  - ***Condition 11** requires that live representative of the operating programs shall be available to take calls at all times. Their contact information shall be posted visible from the public right-of-way, at the church office, on the church's website, and provided to the City.*
  - ***Condition 14** requires that only participants of the program shall be allowed on-site and shall have their parking passes displayed at all times.*
  - ***Condition 19** requires that no personal items shall be outside the vehicles, no music shall be audible, no food preparation, and no camping tarps, or tents attached to vehicles is allowed.*
  - ***Condition 23** requires one state certified security guard be present on-site during Safe Parking hours each night.*

Proposed Restrooms

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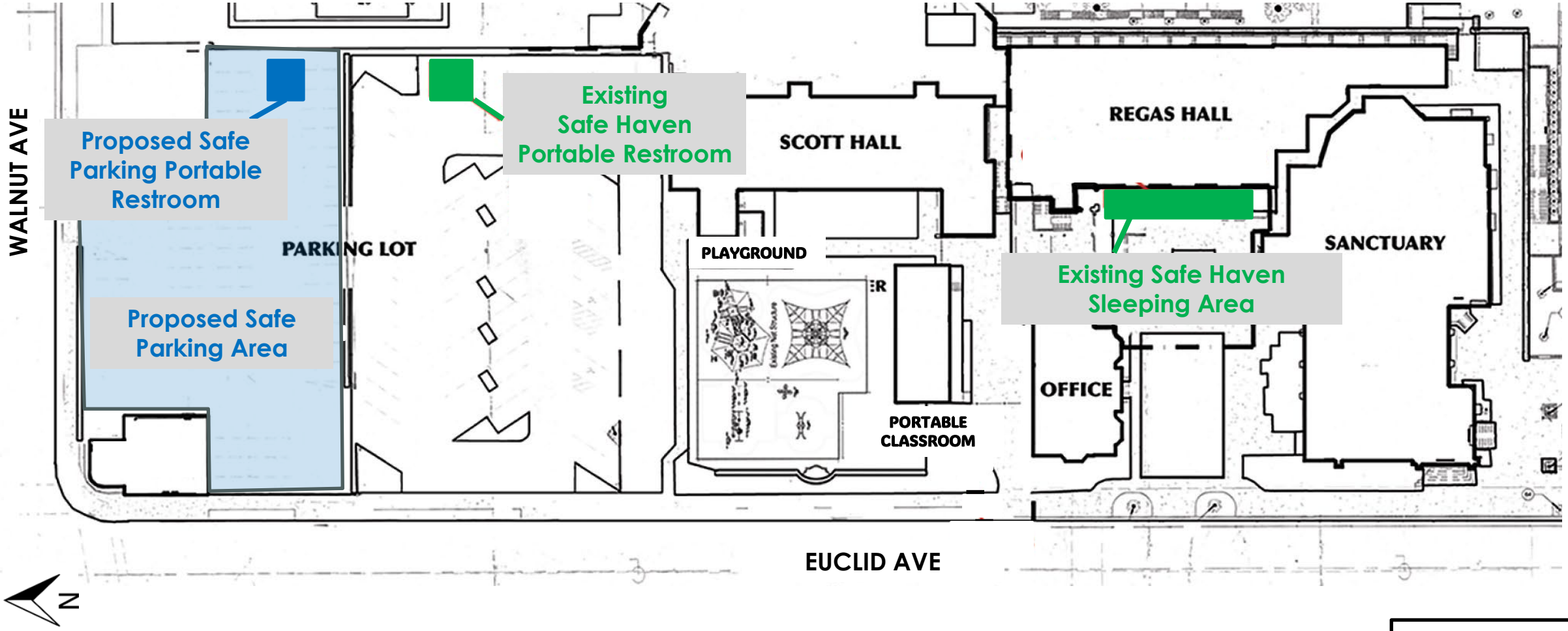

City Hall

Zoning Code Definitions

Planning & Community Development Department

- **Site:** 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.*

- **Religious Facility:** *A facility in which the primary use is religious worship. The use may include some related accessory activities by-right including religious education, ministry, clothing and food distribution, counseling, employment assistance, referral services, and support groups*

- **Safe Parking:** *A parking program, operated on property located 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. Recreational vehicles are defined in Section 14.50.020.J.*
- **Religious Facility:** *A facility in which the primary use is religious worship. The use may include some related accessory activities by-right including religious education, ministry, clothing and food distribution, counseling, employment assistance, referral services, and support groups*

Religious Facility Land Use

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TABLE 2-7 - ALLOWED USES AND PERMIT REQUIREMENTS FOR SPECIAL PURPOSE ZONING DISTRICTS			
	PERMIT REQUIREMENT BY ZONE		Specific Use Standards
LAND USE (1)	OS	PS, PS-1	
Religious facilities	—	C	17.50.230
with columbarium	—	MC	17.50.230
with temporary homeless shelter	—	C	17.50.230
with safe parking	—	MC	17.50.265

ZC 17.50.265 Safe Parking

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A. Applicability. The following standards apply to the provision of off-street parking areas intended for unhoused individuals and families living in vehicles, including recreational vehicles. Such parking is intended to be a safe place for overnight shelter and services to facilitate the transition to permanent housing.

B. Prohibited Locations. Safe Parking is prohibited on religious facility sites located in a RS or RM zone. On parcels with multiple zoning designations, Safe Parking is prohibited on any portion of the site zoned RS or RM.

C. Application requirements.

1. The program operator shall have a written management plan subject to the review and approval of the Zoning Administrator. The management plan shall include the following:
    a. Site plan indicating the location of trash and recycling facilities, water, restroom facilities, exterior lighting, location and distances to residential properties, location of nearest public transportation, and location of designated overnight parking spaces.
    b. Hours of operation.
    c. Total number of vehicles to be served on-site.
    d. Maximum size of vehicles to be served on-site.
    e. Monitoring and oversight program.
    f. Neighborhood communications strategy plan, including contact information for the facility.
    g. Any other information deemed necessary by the Zoning Administrator to ensure compliance with the requirements of this section.

ZC 17.50.265 Safe Parking, cont'd.

Planning & Community Development Department

D. Performance Standards.

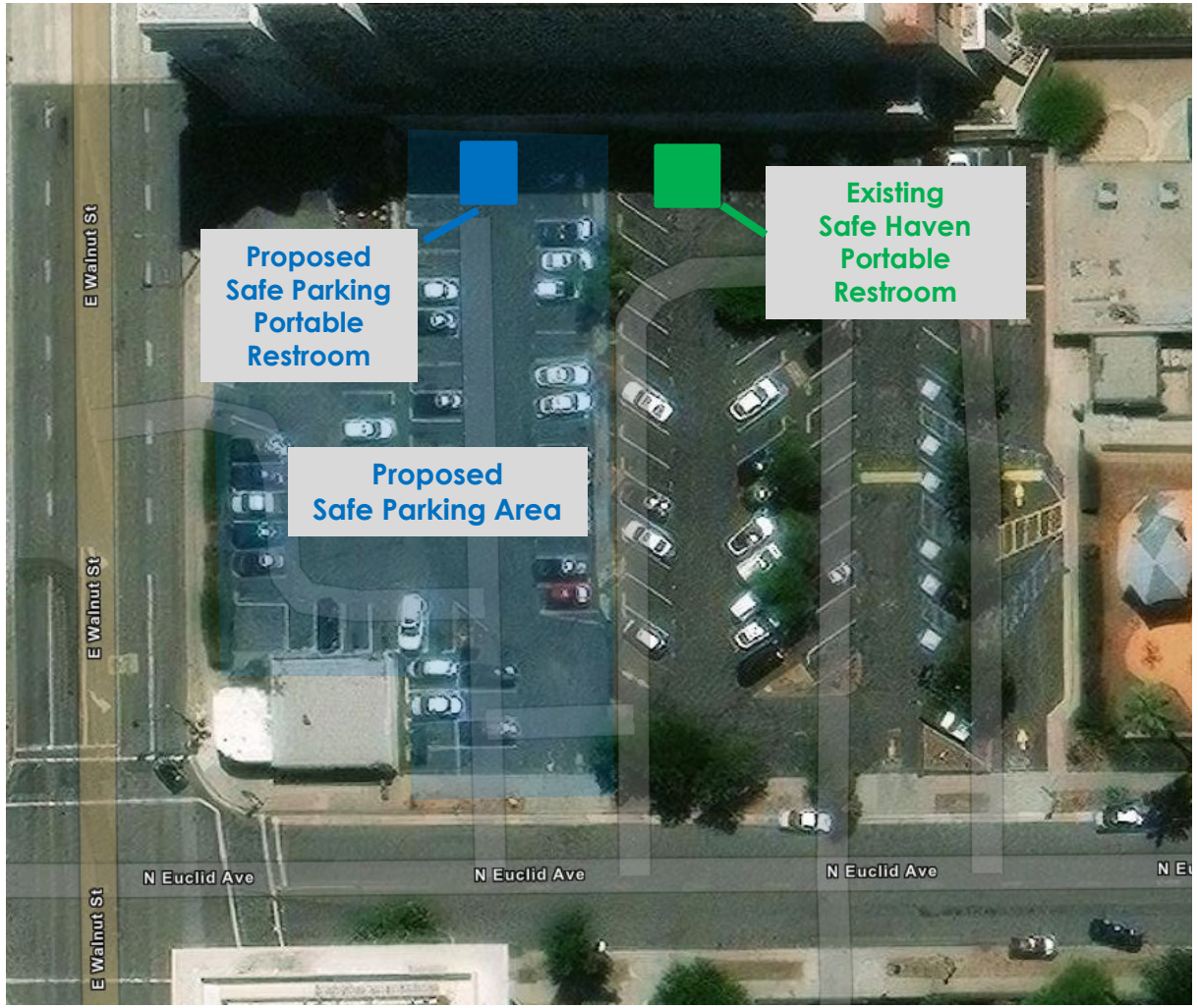
1. **Case Management.** The safe parking use shall be managed by a program operator that participates or is willing to participate in the Pasadena Continuum of Care Program and Coordinated Entry System and provides access or linkage to the Coordinated Entry System.
2. **Sanitation.** Restroom, Water, and Trash Facilities shall be provided, maintained, and accessible to clients during safe parking facility hours.
3. **Authorized Vehicles Only.** The Program Operator shall ensure that only vehicles registered in the program are parked overnight during program hours. A parking permit shall be provided to all clients to be displayed in vehicle windows in a form approved by the Zoning Administrator.
4. **Written Agreement.** Only clients who have entered into a written agreement with the Program Operator shall be allowed to use parking spaces overnight. The written agreement shall include, but is not limited to, the following terms and conditions:
    a. Only one vehicle allowed per individual or family.
    b. Vehicles may only be occupied by clients and household members. Guests shall not be allowed.
    c. Vehicles permitted on-site may include recreational vehicles, as defined in Section 14.50.020.J. Such vehicles are exempt from the provisions of Section 14.50.040.29 pertaining to prohibited activities or conditions.
    d. No fires of any kind shall be allowed.
    e. No music may be played that is audible outside of clients' vehicles.
    f. No cooking or food preparation shall be performed by clients outside of their vehicles. Cooking inside of client vehicles is prohibited unless the vehicle was manufactured with cooking appliances.
    g. Camping tarps, tents, or other related equipment attached to or beyond the clients' vehicles are prohibited.
    h. Clients shall maintain control of animals. Animals shall be kept on a leash at all times. Animal waste shall be picked up immediately and disposed of properly.
    i. Clients shall not dump sewage or other waste fluids or solids outside a vehicle.

All Saints Church Site (3) Parcels

Planning & Community Development Department

Enlarged Aerial Map

Planning & Community Development Department

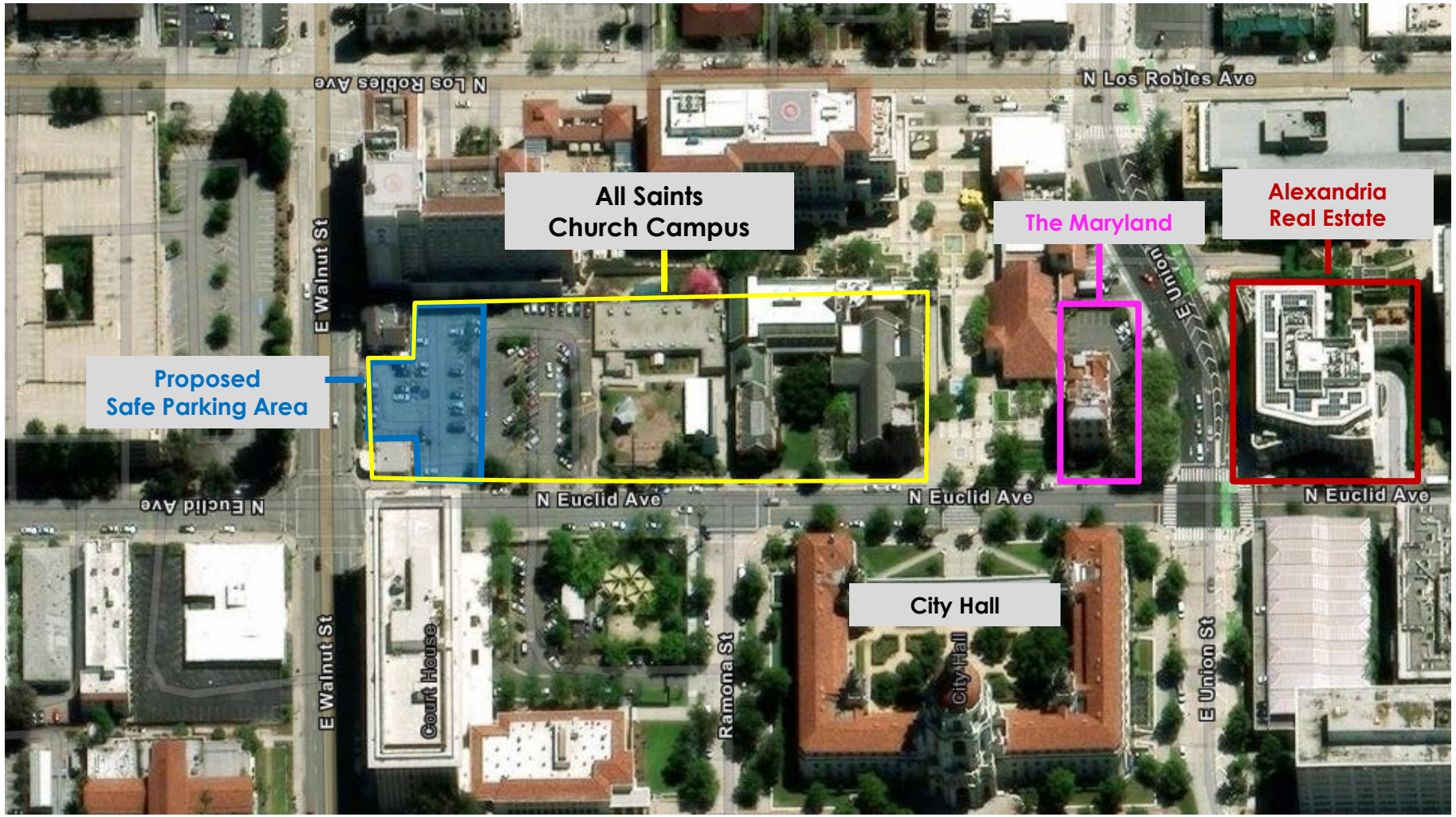


Nearest Residential Uses

Planning & Community Development Department

Appellants

Planning & Community Development Department



Staff Recommendation

Planning & Community Development Department

- BZA Adopted Condition 12:

  Water, trash, and restroom facilities shall be provided, maintained, and accessible to clients during Safe Parking facility hours. The portable restroom facility shall be accessible to the Safe Parking program participants only (i.e. locked and equipped with a key code mechanism). **The portable restroom serving Safe Parking shall be separate from the restroom serving the Safe Haven temporary homeless shelter. The restrooms shall be located so that participants of both programs do not cross paths utilizing their designated restroom.** Prior to operation of the Safe Parking land use, a site plan indicating the location of both restrooms shall be submitted for review and approved by the Zoning Administrator.

- Staff Recommended Condition 12:

  Water, trash, and restroom facilities shall be provided, maintained, and accessible to clients during Safe Parking facility hours **and they shall be separate and apart from the Safe Haven facilities.** The portable restroom facility shall be accessible to the Safe Parking program participants only (i.e. locked and equipped with a key code mechanism). The portable restroom serving Safe Parking shall be separate from the restroom serving the Safe Haven temporary homeless shelter. The restrooms shall be located so that participants of both programs do not cross paths utilizing their designated restroom. Prior to operation of the Safe Parking land use, a site plan indicating the location of both restrooms shall be submitted for review and approved by the Zoning Administrator. **Only one portable restroom shall be allowed in the parking area.**

Recommended Conditions

Planning & Community Development Department

General

1. The proposed project shall ~~substantially~~ conform to the site plan submitted with this application and dated "Approved at Hearing, March 9, 2026", except as modified herein.
2. In accordance with Section 17.64.040 (Time Limits and Extension) of the Pasadena Municipal Code, the exercise of the right granted under this application must be commenced within 36 months of the effective date of the approval, unless otherwise specified in the conditions of approval. The Director may grant two one-year extensions of the approval.
3. The approval of this application authorizes the establishment of a Safe Parking land use on an existing religious facility site ~~with a maximum of 25 participant vehicles and~~ for a maximum of 25 total participants within a maximum of 25 participant vehicles at any one time.
4. The Zoning Administrator, at any time, can call for a review of the approved conditions at a duly noticed public hearing. These conditions may be modified, or new conditions added to reduce any impacts of the use. The Hearing Officer may revoke the Minor Conditional Use Permit if sufficient cause is given. This condition is in addition to the review authorized by Condition 22.
5. Any change to these conditions of approval or expansion of the use shall require the modification of this Minor Conditional Use Permit or a new Minor Conditional Use Permit.
6. The applicant or successor in interest shall meet the applicable code requirements of all other City Departments and any other agencies.
7. The project shall adhere to the City regulations governing the allowed level of ambient noise as specified in Chapter 9.36 of the Pasadena Municipal Code.

Planning Division

8. The hours of operation for the Safe Parking land use shall be limited to 7:00 p.m. to 7:00 a.m. Overnight stays are limited to the program hours and participants must enter and exit the site ~~in accordance with~~ within the hours of operation.
9. All activities associated with the use shall be conducted within the areas identified on the approved site plan.
10. Prior to operation, the applicant shall provide to the Zoning Administrator a copy of the final written management plan that is distributed to program participants to the Zoning Administrator. The management plan shall include a copy of the approved site plan, specify hours of operation, total number of vehicles ~~service~~ served on-site, maximum size of vehicles service on-site, idling regulations, a monitoring and oversight program, and neighborhood communication strategy that includes contact information for the facility

Recommended Conditions, cont'd.

Planning & Community Development Department

11. A Live representatives of both All Saints Church and Shower of Hope ~~the program responsible for the activities occurring on-site~~ shall be available during all hours of operation and able to take and respond to calls as part of the Neighborhood Communication Strategy Plan. ~~A response to calls shall be provided within a reasonable time, not to exceed 48 hours.~~ The name and telephone number of the individual, owner, or designated representatives responsible shall be posted on a sign visible from the public right-of-way on the premises in accordance with the Pasadena Municipal Code, kept on record in the office of the religious facility, and posted on All Saints Church's website. The information shall also be furnished to the Zoning Administrator and be presented to any City official for review upon request.
12. Water, trash, and restroom facilities shall be provided, maintained, and accessible to clients during Safe Parking facility hours and they shall be separate and apart from the Safe Haven facilities. The portable restroom facility shall be accessible to the Safe Parking program participants only (i.e. locked and equipped with a key code mechanism). ~~The portable restroom serving Safe Parking shall be separate from the restroom serving the Safe Haven temporary homeless shelter.~~ The restrooms shall be located so that participants of both programs do not cross paths utilizing their designated restroom. Prior to operation of the Safe Parking land use, a site plan indicating the location of both restrooms shall be submitted for review and approved by the Zoning Administrator. Only one portable restroom shall be allowed in the parking area.
13. The portable restroom facility shall be maintained in a clean and sanitary manner at all times.
14. The applicant and program operator shall ensure that only vehicles registered in the program are parked overnight during program hours. Vehicles without a parking ~~permit~~ pass are prohibited from the program. A parking ~~permit~~ pass shall be provided to all clients and shall be displayed in vehicle windows during Safe Parking facility hours in a form approved by the Zoning Administrator.
15. Only clients who have entered into a written agreement with the Program Operator shall be allowed to use parking spaces overnight.
16. Every six months, the ~~program operator~~ applicant shall ensure the program operator provides to the Zoning Administrator provide the signed written agreements for the active participants in the Safe Parking program to the Zoning Administrator. The signed written agreements for the active participants shall also be available within the office of the religious facility, and upon request by the Zoning Administrator or any City official.
17. The premises, sidewalk, and street shall be maintained in a litter and graffiti free manner. All litter shall be removed from the property and surrounding sidewalk and street after Safe Program hours daily. Any graffiti that should appear on the site shall be removed within 48 hours. If at any time the Zoning Administrator determines that trash, litter, and debris have become a problem, the operator shall be required to submit a litter clean-up plan. The *litter* clean-up plan shall address *litter* clean-up on-site and off-site and shall include, but not be limited to, a *litter* pick-up schedule and a map of the clean-up area. Upon approval of the plan by the Zoning Administrator, the measures of the plan shall be implemented. This condition may require the operator to post a bond to ensure trash and litter compliance.

Recommended Conditions, cont'd.

Planning & Community Development Department

18. The existing outdoor lighting shall be subject to Section 17.40.080 (Outdoor Lighting) of the Zoning Code to ensure its compliance with the requirements to avoid glare and reflection impacts on adjoining properties and public-rights-of-way.
19. Outdoor storage shall be prohibited. Personal belongings shall be stored only within the participant vehicles. No music may be played that is audible outside of participants' vehicles. No cooking or food preparation shall be performed by participants outside or inside of their vehicles. ~~of their vehicles. Cooking inside of participant vehicles is prohibited unless the vehicle was manufactured with cooking appliances~~ Camping tarps, tents, or other related equipment attached to or beyond the participants' vehicles are prohibited.
20. These conditions of approval must be made available for public viewing at the religious facility site on a continuous basis for the duration of this Minor Conditional Use Permit, beginning on the date the Minor Conditional Use Permit is in effect.
21. Recreational vehicles (e.g. motorhomes, travel trailers, camper vans, etc.) shall not be allowed to be used for the Safe Parking program.
22. Within six months of exercising the privileges granted by this application, the applicant shall file an application with the Planning Division for a Hearing Officer Review of this Minor Conditional Use Permit, to be considered at a duly-noticed public hearing. Public notice for the hearing shall be given in the same manner required for this Minor Conditional Use Permit, as well as to any parties who request to be so notified. The purpose of the public hearing is to ensure the effectiveness, and compliance with, all conditions of approval herein. These conditions may be modified or new conditions added to reduce any impacts of the use. The Hearing Officer may revoke the Minor Conditional Use Permit pursuant to the procedures in Zoning Code Section 17.78.090.

Police Department

23. A minimum of one state certified security guard shall be present on-site during the Safe Parking hours each night. The security guard shall ensure that participants comply with the regulations of the program, monitor the safety of the participants, monitor the on-site restroom, confirm that vehicles display valid parking passes, and ensure that non-participants do not enter the premises during the Safe Parking facility hours. The security guard shall exclusively monitor the Safe Parking program, this is in addition to the security required for the Safe Haven temporary shelter.

CUP #6898 Safe Haven Adopted Conditions

Planning & Community Development Department

General

1. The proposed project shall substantially conform to the site plan submitted with this application and dated “Approved at Hearing, September 1, 2021”, except as modified herein.
2. In accordance with Section 17.64.040 (Time Limits and Extension) of the Pasadena Municipal Code, the exercise of the right granted under this application must be commenced within three years of the effective date of the approval, unless otherwise specified in the conditions of approval. The Hearing Officer may grant a one-year extension of the approval.
3. The approval of this application authorizes the establishment of a Temporary Homeless Shelter land use at an existing Religious Facility (All Saints Church) with a maximum of 12 participants at any one time.
4. The Zoning Administrator, at any time, can call for a review of the approved conditions at a duly noticed public hearing. These conditions may be modified or new conditions added to reduce any impacts of the use. The Hearing Officer may revoke the Conditional Use Permit if sufficient cause is given.
5. Any change to these conditions of approval or expansion of the use shall require the modification of this Conditional Use Permit or a new Conditional Use Permit.
6. The applicant or successor in interest shall meet the applicable code requirements of all other City Departments.
7. The project shall adhere to the City regulations governing the allowed level of ambient noise as specified in Chapter 9.36 of the Pasadena Municipal Code.

Planning Division

8. All participants shall be required to agree to the “Safe Haven Bridge to Housing Covenant Expectation and Ground Rules” (Exhibit A), prior to residing at the shelter. A copy of each signed agreement shall be on file at the All Saints Church campus and at the Union Station Homeless Services office for the duration of the participant’s residency at the shelter.
9. The Zoning Administrator shall be notified with any changes to the “Safe Haven Bridge to Housing Covenant Expectation and Ground Rules” (Exhibit A).
10. The “Safe Haven Bridge to Housing Covenant Expectation and Ground Rules” (Exhibit A) shall state that “Caseworkers will coordinate participants with drug and alcohol rehabilitation programs and mental health services, as needed”.
11. All activities and any storage associated with the use shall be conducted within the areas identified on the approved site plan.

CUP #6898 Safe Haven Adopted Conditions, cont'd.

Planning & Community Development Department

12. Temporary events and activities may require the approval of a Temporary Use Permit.
13. A representative of the program responsible for the activities occurring on-site shall be available during all hours of operation. The name, address, and telephone number of the individual, owner, or designated representative responsible shall be kept on record in the office of the religious facility. The information shall also be furnished to the Zoning Administrator and be presented to any City official for review upon request.
14. Any food services associated with the operation of the temporary homeless shelter shall be provided to participants only. Meals shall not be made available to non-participants.
15. At least one security guard shall patrol the subject property from 7:00 p.m. to 7:00 a.m., daily.
16. Signs indicating "No Loitering" shall be posted near the locker area. The size, location and contents of the sign shall be submitted for review and approval by the Zoning Administrator, within 30 days of the effective date of the Conditional Use Permit.
17. The bathroom and handwashing station area shall be maintained in a clean and sanitary manner at all times.
18. The premises, sidewalk, and street shall be maintained in a litter and graffiti free manner. Any graffiti that should appear on the site shall be removed within 48 hours. If at any time the Zoning Administrator determines that trash, litter, and debris have become a problem, the operator shall be required submit a litter clean-up plan. The litter clean-up plan shall address litter clean-up on-site and off-site and shall include, but not be limited to, a litter pick-up schedule and a map of the clean-up area. Upon approval of the plan by the Zoning Administrator, the measures of the plan shall be implemented. This condition may require the operator to post a bond to ensure trash and litter compliance.
19. The existing outdoor lighting shall be subject to Section 17.40.080 (Outdoor Lighting) of the Zoning Code to ensure its compliance with the requirements to avoid glare and reflection impacts on adjoining properties and public-rights-of-way.
20. Except within the designated storage area, lockers, and bike racks, storage, of any material or equipment, shall be prohibited.
21. These conditions of approval must be made available for public viewing at the religious facility campus on a continuous basis for the duration of this Conditional Use Permit, beginning on the date the Conditional Use Permit is in effect.

CUP #7174 Adopted Conditions, Safe Parking at Trinity Evangelical Lutheran Church

Planning & Community Development Department

General

The applicant or successor in interest shall meet the following conditions:

1. The proposed project shall substantially conform to the site plan submitted with this application and dated “Approved at Hearing, February 7, 2024”, except as modified herein.
2. The right granted under this application must be enacted within 36 months from the effective date of approval. It shall expire and become void, unless an extension of time is approved in compliance with Zoning Code Section 17.64.040.C (Time Limits and Extensions – Extensions of Time).
3. The approval of this application authorizes the establishment of a Safe Parking land use at an existing Religious Facility (Trinity Evangelical Lutheran Church) within the CG zoning district portion of the site with a maximum of 10 participant vehicles parked at any one time.
4. The Zoning Administrator, at any time, can call for a review of the approved conditions at a duly noticed public hearing. These conditions may be modified or new conditions added to reduce any impacts of the use. The Hearing Officer may revoke the Minor Conditional Use Permit if sufficient cause is given.
5. Any change to these conditions of approval or expansion of the use shall require the modification of this Minor Conditional Use Permit or a new Minor Conditional Use Permit.
6. The applicant or successor in interest shall meet the applicable code requirements of all other City Departments.
7. The project shall adhere to the City regulations governing the allowed level of ambient noise as specified in Chapter 9.36 of the Pasadena Municipal Code.

Planning Division

8. The hours of operation for the Safe Parking land use shall be limited to from 9:00 p.m. to 7:00 a.m. on weekdays, and 9:00 p.m. to 9:00 a.m. on Saturday and Sunday. Overnight stays are limited to the program hours and participants must enter and exit the site in accordance with the hours of operation.
9. All activities associated with the use shall be conducted within the areas identified on the approved site plan.
10. A representative of the program responsible for the activities occurring on-site shall be available during all hours of operation. The name and telephone number of the individual, owner, or designated representative responsible shall be kept on record in the office of the religious facility, the signboard outside of the parking lot entrance, and on Trinity Evangelical Lutheran Church’s website. The information shall also be furnished to the Zoning Administrator and be presented to any City official for review upon request.
11. Restroom, water, and trash facilities shall be provided, maintained, and accessible to clients during Safe Parking facility hours.

CUP #7174 Adopted Conditions, Safe Parking at Trinity Evangelical Lutheran Church

Planning & Community Development Department

12. The bathrooms shall be maintained in a clean and sanitary manner at all times.
13. The Program Operator shall ensure that only vehicles registered in the program are parked overnight during program hours. A parking permit shall be provided to all clients to be displayed in vehicle windows in a form approved by the Zoning Administrator.
14. Only clients who have entered into a written agreement with the Program Operator shall be allowed to use parking spaces overnight. Guests not enrolled in the Safe Parking program shall not be allowed on the premises during hours of operation.
15. The premises, sidewalk, and street shall be maintained in a litter and graffiti free manner. Any graffiti that should appear on the site shall be removed within 48 hours. If at any time the Zoning Administrator determines that trash, litter, and debris have become a problem, the operator shall be required submit a litter clean-up plan. The litter clean-up plan shall address litter clean-up on-site and off-site and shall include, but not be limited to, a litter pick-up schedule and a map of the clean-up area. Upon approval of the plan by the Zoning Administrator, the measures of the plan shall be implemented. This condition may require the operator to post a bond to ensure trash and litter compliance.
16. The existing outdoor lighting shall be subject to Section 17.40.080 (Outdoor Lighting) of the Zoning Code to ensure its compliance with the requirements to avoid glare and reflection impacts on adjoining properties and public-rights-of-way.
17. Outdoor storage shall be prohibited. Personal belongings shall be stored only within the participant vehicles.
18. These conditions of approval must be made available for public viewing at the religious facility campus on a continuous basis for the duration of this Minor Conditional Use Permit, beginning on the date the Minor Conditional Use Permit is in effect.
19. A minimum of one representative of the program or security guard shall be present on-site during the Safe Parking hours each night. The representative or security guard is responsible to actively monitor the site, such as inspecting and patrolling the premises, reporting any suspicious activities, and ensuring that Safe Parking participants act in accordance with the San Gabriel Valley Safe Parking Program at Trinity Lutheran Church Participant Rules and Regulations.
20. Participants shall park in the 10 parking spaces located furthest from Catalina Avenue
21. Recreational vehicles, motorhomes, and camper vans shall not be allowed to be used for the Safe Parking program.
22. The operator shall hold a monthly community meeting that is open to the public to address any issues raised by the public.

Zoning Administrator Interpretations

Planning & Community Development Department

17.12.030 (Procedures for Interpretations)
Whenever the Zoning Administrator determines that the meaning or applicability of any of the requirements of this Zoning Code are subject to interpretation generally, or as applied to a specific case, the Zoning Administrator may issue an official interpretation or refer the question to the Board of Zoning Appeals for determination.

A. Request for interpretation. The request for an interpretation or determination shall be filed with the Department and shall identify each specific provision in question, and any other information necessary to assist the Department in their review.

B. Appeals. Any interpretation of this Zoning Code by the Zoning Administrator or the Board of Zoning Appeals may be appealed in compliance with Chapter 17.72 (Appeals).

Interpretation can be appealed to the Board of Zoning Appeals.
Can also be Called for Review by the City Council and Planning Commission

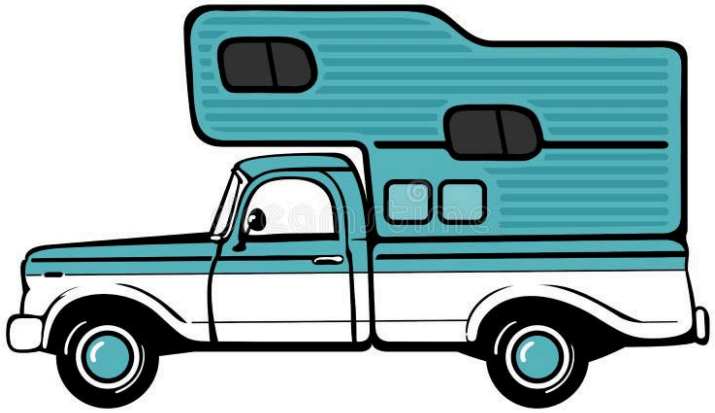
Types of Recreational Vehicles

Planning & Community Development Department

Class A Recreational Vehicle:
largest motorhome that uses the frame of a bus or a semi-truck

Camper Van:
a Class B/C motorhome, uses the frame and body of a standard van

Trailer:
Towable by another vehicle and does not have its own engine or motor.



Truck Camper:
may be carried in the bed of a pickup truck

"Recreational vehicle" means either of the following:

1. A motor home, trailer, truck camper, with or without motive power, designed for human habitation for recreational use and which may be self-propelled on the highways without a permit.

2. A park trailer designed for human habitation for recreational or seasonal use only and which may only be transported upon public highways with a permit.