



REPORT TO PLANNING COMMISSION

To: Honorable Chairman and Members of the Planning Commission

From: Justin Kirk, Principal Planner

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Date: October 3, 2017

Subject: **Planning Application No. 2016-42 (Fundamental Foundations)** – A request to modify a previously approved Conditional Use Permit for an academic instruction and tutoring center by adding a classroom and an indoor playground.

Applicant: Brook Eddins, Fundamental Foundations

Recommendation

adopt A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LAKE ELSINORE, CALIFORNIA, FINDING THAT PLANNING APPLICATION NO. 2016-42 (CONDITIONAL USE PERMIT NO. 2017-14) IS CONSISTENT WITH THE WESTERN RIVERSIDE COUNTY MULTIPLE SPECIES HABITAT CONSERVATION PLAN (MSHCP); and,

adopt A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LAKE ELSINORE, CALIFORNIA, APPROVING PLANNING APPLICATION NO. 2016-42 (CONDITIONAL USE PERMIT NO. 2017-14) TO MODIFY A PREVIOUSLY APPROVED CONDITIONAL USE PERMIT FOR AN ACADEMIC INSTRUCTION AND TUTORING CENTER BY ADDING A 2,700 SQUARE FOOT CLASSROOM AND A 3,748 SQUARE FOOT INDOOR PLAYGROUND LOCATED AT APN: 377-410-048.

Background

On August 16, 2016, the Planning Commission approved Conditional Use Permit No. 2016-15 for Fundamental Foundations, which is an academic instruction and tutoring center, located in an existing two-story building. The facility utilized Suite “B” of the building that included an 11,508 Square Foot (SF) area with seven (7) classrooms, a storage room, exercise/play area, and a reception area.

Discussion

Project Request and Location

The applicant is requesting approval of Planning Application No. 2016-42 (Conditional Use Permit No. 2017-14) to modify a previously approved Conditional Use Permit (CUP 2016-15) for the academic instruction/tutoring center by adding a 2,700 SF Kindergarten classroom (Suite “C”) and a 3,748 SF indoor playground (Suite “A”). The facility previously utilized Suite “B” which is 11,508 SF in area. The overall area for the facility will now be 17,956 SF and will have 10

classrooms, a 5,600 SF auditorium (for assemblies, physical education (P.E.), breaks, and lunches), a 3,748 SF indoor playground, a storage room, a warehouse, three (3) offices, and two (2) reception areas (Project).

The Project is located at the southeastern corner of Collier Avenue and Crane Street and more specifically referred to as 18421 Collier Avenue. (APN: 377-410-048).

Environmental Setting

	EXISTING LAND USE	GENERAL PLAN	ZONING
Project Site	Business Park	Business Professional	Commercial Manufacturing (C-M)
North	Vacant	General Commercial	General Commercial (C-2)
South	Manufacturing	Business Professional	Limited Manufacturing (M-1)
East	Commercial	Business Professional	Commercial Manufacturing (C-M)
West	Manufacturing	Business Professional	Commercial Manufacturing (C-M)

Project Description

The applicant previously received approval to operate a tutoring facility that provides academic instruction, enrichment opportunities, and social interaction in small classroom settings. The facility is a private center that partners with local public schools and charter agencies to support families enrolled in an independent study program.

The Project is located within an existing two-story building. The initial approval was for Suite “B” of the building that included an 11,508 SF space. The applicant is requesting to expand the facility to Suites “A” and “C” of the building that are 3,748 SF and 2,700 SF, respectively in size.

With the proposed expansion, the Project will now include the following:

1. Suite “A”: will have a 3,748 SF indoor playground, a 600 SF reception area, and two (2) offices (approximately 100 SF).
2. Suite “B”: will have four (4) classrooms (ranging in size from 300 to 1,000 SF), an approximately 1,000 SF open reception area, four (4) bathrooms, a 5,600 SF auditorium (used for assemblies, performances, physical education, breaks, and lunch times), a warehouse, and staff break room located on the first floor. There are five (5) classrooms (ranging in size from 250 to 420 SF) located on the second floor.
3. Suite “C”: is 2,700 SF area and will have an approximately 100 sq. ft. office, one (1) bathroom and the remaining area will be utilized as a Kindergarten classroom.

Five (5) classrooms are allocated for elementary grades 1st through 5th; three (3) classrooms are allocated for middle school grades 6th through 8th; and one (1) classroom is allocated for High School grades 9th through 12th. The nine (9) classrooms will accommodate between 12 to 16 students. The new Kindergarten classroom will accommodate up to 30 students. The facility will have 12 tutors and three (3) staff members (15 employees total). Classes are offered Monday through Thursday 8:25am-2:15pm. Parents are able to drop off their children after 7:30am on days of operation.

The original Conditional Use Permit included a "parking loop" for drop off and pick up of children. The "parking loop" allows parents to drive behind the building to one of the back doors to drop off and retrieve their children before exiting that back alley onto Crane Street. The "parking loop" option is available 7:45am-8:25am for drop off and 2:15pm-3:00pm for pick up Monday through Thursdays. The applicant is proposing to keep this "parking loop".

Analysis

General Plan Consistency

The Project has a General Plan Land Use designation of Business Professional (BP) and is located in the Business District. The BP Land Use designation provides for office and administrative uses, light industrial, research and development, office-based firms, including office support facilities, restaurants, medical clinics, public and quasi-public uses, and similar and compatible uses. The facility is a private tutoring/ academic instruction center that works with local public schools and charter agencies to support families enrolled in an independent study program, which is similar and compatible with public and quasi-public uses.

Municipal Code Consistency

The Project is zoned Commercial Manufacturing (C-M), which establishes trade school and similar related facilities as uses subject to a Conditional Use Permit. The applicant is requesting to modify a previously approved Conditional Use Permit for the facility by adding a new classroom and an indoor playground. Section 17.168.100 of the Lake Elsinore Municipal Code (LEMC) requires that a request for modification of a Conditional Use Permit to be reviewed in a similar manner as a new application, which requires a review and approval by the Planning Commission.

Staff has reviewed the proposed modification including the impacts the proposed addition will have on the required parking spaces for the facility. According to Section 17.148.030.E.14 of the LEMC, elementary and junior high schools require one space per teacher and staff member, plus one space per two classrooms and senior high schools require one space per teacher and staff member on the largest shift, plus five spaces for every classroom. Based upon the applicant's proposed use, the total parking demand for the facility would be 28 spaces. The proposed facility will have sufficient parking as it has been allocated 50 spaces.

Appropriate Conditions of Approval have been included that would mitigate any potential issues associated with the proposed modification. The Building and Fire Divisions will conduct occupancy inspections to ensure that the facility is adequate for the proposed use.

Environmental Determination

Staff has determined that the 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. The Project is utilizing an existing 17,956 SF two-story building for the academic instruction/tutoring center. The site is fully developed and only minor interior alterations are planned in association with the proposed use.

Exhibits

- A – MSHCP Resolution
- B – CUP Resolution
- C – Conditions of Approval
- D – Use Description
- E – Vicinity Map
- F – Aerial Map
- G – Project Plans