



City of Clearlake

14050 Olympic Drive, Clearlake, California 95422
(707) 994-8201 Fax (707) 995-2653

Planning Application Conditional Use Permit & CEQA Categorical Exemption

OFFICE USE ONLY		INITIAL FEES
Conditional Use Permit Fee	106	\$1,000.00
Categorical Exemption Fee	106	\$150.00
General Plan Maintenance Fee	226	\$25.00
Technology Fee (2%)	225	\$23.50
County Clerk Processing Fee for CE/MND (County Requirement)	251	\$50.00
	Subtotal	\$1,248.50
3% CC/DC Processing Fee (\$37.46)		
Total		
Date:	2-24-26	
Receipt Number:	R00010866	
File Number:	CUP 20 26 -- 03	
	CE 20 26 03	

APPLICANT

NAME: Ronni Duncan
 MAILING ADDRESS: 15090 Lakeshore Drive Unit E
 CITY: Clearlake
 STATE: California ZIP CODE: 95422
 PRIMARY PHONE: (707) 995-4415
 EMAIL: duncanr1@ah.org
 SIGNATURE: Ronni Duncan

I declare under penalty of perjury that I am the owner of said property or have written authority from the property owner to file this application. I certify that all the submitted information is true and correct to the best of my knowledge and belief. I understand that any misrepresentation of submitted data may invalidate any approval of this application.

PROPERTY OWNER (IF NOT APPLICANT)

NAME: Adventist Health Clearlake Hospital - Richard Riter (FO)
 MAILING ADDRESS: 15630 18th Ave
 CITY: Clearlake
 STATE: California ZIP CODE: 95422
 PRIMARY PHONE: (707) 467-5351
 EMAIL: riterr@ah.org
 SIGNATURE: [Signature]

I declare under penalty of perjury that I am the owner of said property or have written authority from the property owner to file this application. I certify that all the submitted information is true and correct to the best of my knowledge and belief. I understand that any misrepresentation of submitted data may invalidate any approval of this application.

PROJECT LOCATION

ADDRESS: 3400 Emerson
 ASSESSOR PARCEL NUMBERS: 039-495-170-000
 PRESENT USE OF LAND: Interim housing facility
 WATER SUPPLY: PUBLIC GROUNDWATER WELL
 SANITATION: PUBLIC SEWER SEPTIC SYSTEM
 FLOOD ZONE: N/A

OFFICE USE ONLY

ZONING DISTRICT: _____
 GENERAL PLAN DESIGNATION: _____
 RELATED FILE NUMBERS: _____
 NOTES: _____
 APPROVED: _____ DATE: _____

DESCRIPTION OF PROJECT (Attach Additional Pages if Necessary)

Adventist Health Clearlake Hospital is expanding their Hope Center building and services provided at 3400 Emerson. The existing building is 5,900 s.f. that houses a 21-bed interim housing and recuperative care facility for the unhoused. The building will be expanded with a 7,000 s.f. single story addition which will add 15 dual occupancy bedrooms and all required support spaces along with ten (10) new offices, a new community room, dining room, kitchen cold storage, restrooms, meeting spaces and a new registration and lobby. Site improvements will include new diagonal parking along Emerson, new/upgraded ADA parking and accessible path of travel, new sidewalk along Olympic, new fully enclosed trash enclosure and landscaping. The services provided will remain the same with expanded capacity of thirty (30) additional beds, ten (10) new offices for clinicians and social workers, kitchen cold storage which will allow expansion of onsite meal prep.

Supplemental Data for Use Permit

Please answer the following questions as thoroughly as possible. If questions do not apply to your project, please provide an explanation of why. Use separate sheets of paper if necessary. **IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE CITY OF CLEARLAKE - PLANNING DIVISION.**

Description of objective of project and its operational characteristics:

Type of Business: Transitional Housing and Medical Recuperative Care

Product or service provided: Shelter, Case Management, Meals

Hours of operation: 24 Hours

Days of operation: 7

Number of shifts (normal): 3

Number of shifts (peak): 3.5

Employees per shift (normal): 6

Employees per shift (peak): 8

Number of deliveries per day: 1

Number of customer per day: 50

Number of pick-ups per day: 1

Lot size: .59 acres (25,700 s.f.)

Number and type of company Vehicles: 0

Type of loading facilities: N/A

Floor area of existing structures: 5,900

Proposed building floor area: 13,900

Number of existing parking spaces: 24

Number of proposed parking spaces: 19

Number of floors: one (1)

Additional relevant information: We are requesting a reduction in the number of parking spaces because it is rare for the clients to drive to this site, 95% plus are walk-ins with no vehicles.

Supplemental Data Continued)

When do you anticipate starting construction?

May/June 2026

How long will construction take?

12-14 months

What days/times will construction occur?

Monday - Friday 7:00 am to 4:00 pm

What type of construction equipment will be used?

Standard construction equipment for a single story wood framed structure, concrete slab on grade with wood trusses.

How many truck/vehicle trips will be necessary for construction?

To be Determined.

Will equipment be idling during construction?

Not typically. Possibly during the concrete pour days for the slab.

Where will construction equipment be staged/stored?

Onsite

Will any trees or vegetation be removed? If yes, please provide type and amounts.

Two (2) oak trees will be removed. They are in the footprint of the new building additions.

Supplemental Data (Continued)

How much grading is anticipated to occur and where?

Grading will occur on the west side of the building to accommodate the new angled parking and some base rock

will be required under the new concrete slabs.

Will soil be imported or exported to/from the site? If so from where and what amount?

To be determined.

Is trenching required? If yes, please provide location, dimensions and cubic yards.

Some trenching will be required but it will be on site and minimal for tie in of new sewer lines and waste water lines.

How much water will be used for construction, operation and maintenance? What is the water source?

To be determined. Use existing water source.

Describe how scenic views or vistas are impacted by the cultivation site.

No Impact

What lighting is proposed for the project? Will areas be lit at night?

The new parking lot will be lit at night.

What type of hazardous materials may and/or will occur on site? How will the hazardous material be disposed of?

None

Supplemental Data for (Continued)

Will this project result in the loss of forest land? If so, describe how many acres and what type of trees.

No

How will dust, ash, smoke, fumes or odors generated by the cultivation site be managed?

N/A

Are there any water features (drainages, streams, creeks, lakes, rivers, vernal pools, wetlands, etc.) on-site or immediately adjacent to the project? If yes, will any work take place in or near them?

None

Will there be a loss of any wetland or streamside vegetation? If yes, describe where, total area, and type of vegetation lost.

No

Describe and site or buildings have any archaeological or historical significance.

No

What are the slopes on project site?

Existing slopes will remain. Slopes are minimal.

Supplemental Data (Continued)

Describe the soils found at the site and their potential for landslides, erosion, lateral spreading, subsidence, liquefaction, or collapse.

Minimal potential for landslides and erosion. Site is flat and already fully developed.

Describe methods to be taken to reduce greenhouse gases.

N/A

Will solid waste be produced? If yes, how will it be disposed of?

Yes, in dumpster located in trash enclosure

Will hazardous waste be produced? If yes, how will it be disposed of?

No

How will vegetative waste be managed?

N/A

How will growth medium waste be managed?

N/A

Will any material be taken to a landfill? If yes, which one and how much material is anticipated?

N/A

Supplemental Data (Continued)

Describe risk of an explosion or release of hazardous substances in case of an accident.

N/A

Do portions of the cultivation site periodically flood?

N/A

Describe the existing drainage patterns on the site and how they may be alternated and to what degree as a result of this project.

Currently drainage flows to an inlet at the street on the west side of the existing building. Site drainage and flows

will continue to be directed to this location.

What Best Management Practices (BMP's) or measures will be implemented in order to prevent erosion and impacts to water quality?

Straw bales and other measures will be used to minimize sediment in the runoff on site during construction.

Is wastewater treatment required for the project? If yes, what is the source?

Existing system already in place.

Describe how this project is consistent with the City's General Plan and Zoning Ordinance.

This is an addition to an already compliant service.

Describe the level and frequency of noise or vibration that will be generated from this project.

Minimal noise produced from this facility.

Supplemental Data for Initial Study (Continued)

Describe what measures have been taken to maintain or improve level of service for the appropriate emergency services (Fire, Police, etc.).

ADA and emergency access to the site will be improved through improved parking lot and exterior lighting

How is the site accessed?

Via driveway curb cut off Emerson Drive.

Describe the amount of traffic the project will generate.

90%+ clients are walk-ins that don't drive or have vehicles, so traffic will be limited primarily to employees on a daily basis.

Are there any road improvements that would be required? If yes, please provide specs (type of materials and dimensions).

N/A

Describe if this project will result increased traffic hazards to motor vehicles, bicyclists, or pedestrians?

No increased traffic hazards are anticipated.

Are greenhouses or other accessory structures proposed? If yes, what are the dimensions of the structures and materials/colors they will be constructed out of?

No accessory structures are proposed unless a trash enclosure is considered an accessory structure. The trash enclosure is planned to be split face CMU.

What sources of energy will be used?

Electricity & propane, both are currently in use on site.
