



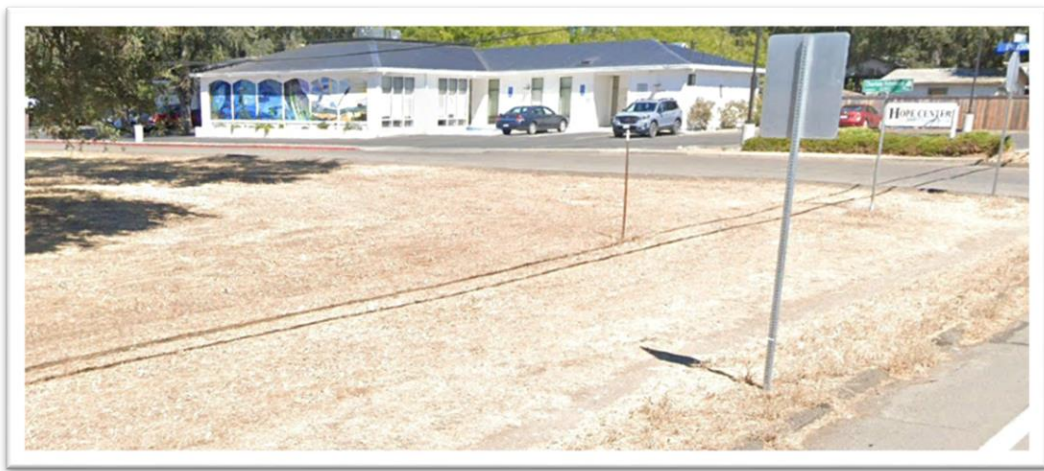
City of Clearlake  
Planning Commission

STAFF REPORT	
<b>Subject:</b> Conditional Use Permit, CUP 2026-04 Categorical Exemption, CE 2026-04	<b>Meeting Date:</b> April 21, 2026 6:00PM
<b>Submitted By:</b> Mark Roberts – Senior Planner	
<b>Report Purpose</b> <input checked="" type="checkbox"/> <b>Action Item</b> <input type="checkbox"/> Discussion <input type="checkbox"/> Information Only	
<b>Applicant(s):</b> Adventist Health Clearlake Hospital	
<b>Property Owner:</b> Adventist Health Clearlake Hospital	
<b>Location:</b> 3400 Emerson Street, Clearlake, CA 95422 (APN: 039-495-17)	

**What is Being Asked of The Planning Commission:**

The Planning Commission is being asked to consider Conditional Use Permit, CUP 2026-04, and corresponding environmental filing, Categorical Exemption, CE 2026-04 to allow the expansion of the Hope Center located at 3400 Emerson Street, Clearlake, California 95422, further described as Assessors Parcels Number 039-495-17.





**PROJECT SUMMARY:**

The applicant is requesting approval of a Conditional Use Permit to allow the modification of a previously approved use (Use Permit, UP 15-18), which authorized the conversion of an existing 6,100 square foot office building into a 20-bed Medical Support Residential Care Facility. The facility provides recuperative care and supportive services for individuals experiencing housing instability, as well as those recovering from an illness or injury but do not require hospitalization.

The proposed project would expand the existing structure by approximately 7,000 square feet (*would align with the existing one-story structure*), resulting in a total building area of 13,100 square feet. The expansion would create an additional 15 dual-occupancy bedrooms (*30 additional onsite residents*), 10 administrative offices, a community room, a dining area, a commercial kitchen with cold storage, restrooms, meeting rooms, and a reception/registration lobby. The facility would continue to operate 24 hours a day, seven days a week, typically consisting of three (3) shifts per day with six to eight employees per shift.

The existing operation currently has approximately 24 onsite parking spaces. However, the proposed expansion will reduce the total number of parking spaces to 19 and under the current parking standards, the use would require one parking space per three beds, in addition to one space per 250 square feet of office area. However, based on discussions with the applicant and a review of historical operations, it has been determined that approximately 95% of clients do not have/own a vehicle. Given this operational characteristic, staff determined that the proposed parking is adequate to accommodate the operation.

**AGENCY REVIEW:**

A Request for Review (RFR) was distributed via email on March 3<sup>rd</sup>, 2026, to all applicable Federal, State and local agencies. Departments were asked to provide comments no later than March 20<sup>th</sup>, 2026. During the review period, the city received the following comments. (*Refer to Attachment 2 for details*).

- *Lake County Fire Protection District*
- *Lake County Assessor/Recorders Office*
- *Highlands Water District*

*No Adverse comments were received. Conditions of Approval have been incorporated to adhere to all applicable Federal, State and local agency requirements.*

**ZONING AND GENERAL PLAN CONSISTENCY:**

Zoning Regulations: In accordance with Section 18-18.040 (*Residential, Agricultural & Institutional Uses – Table 5*) of the City Municipal Code, “Residential Care Facility – Large” and “Walk in Clinics” are allowed upon securing a Conditional Use Permit (CUP) and are defined as follows.

- *Residential Care Facility - Large: Any state-licensed family/group home, and/or similar facility providing 24-hour non-medical care for more than six persons in need of personal services, supervision or assistance for sustaining the activities of daily living or for the protection of the individual.*
- *Walk in Clinic: A medical facility that accepts patients on a walk-in basis and typically no appointment is necessary.*

General Plan: The existing operation is consistent with the City of Clearlake 2040 General Plan, as it supports key economic development goals by generating employment opportunities and enhancing access to healthcare services, as well as health-related and supportive educational resources. The existing operation and proposed modifications are consistent with applicable provisions of the City Municipal Code.

**ENVIRONMENTAL REVIEW (CEQA):**

The California Environmental Quality Act (CEQA) requires public agencies to evaluate the potential environmental impacts of discretionary land use approvals. Based on review of the application material, agency comments, and the project’s location within an urbanized area, staff has determined that the proposed project is categorically exempt from CEQA pursuant to State CEQA Guidelines, Title 14, Division 6, Chapter 3, Section 15303 (Class 3 – New Construction or Conversion of Small Structures). The Class 3 exemption applies to projects involving the construction and/or installation of small structures, including limited new development within urbanized areas. The proposed project qualifies for this exemption as it consists of new construction and/or additions totaling less than 10,000 square feet. Based on the above findings, the project is exempt from further environmental review under CEQA.

**LEGAL NOTICE & PUBLIC COMMENT:**

The public hearing was noticed at least ten (10) days in advance through an electronic publication of the Lake County Record-Bee on *Saturday, April 11th, 2026*, posted in the City Bulletin Board and notices were mailed via USPS to all property owners within a 300-foot radius of the subject parcel in accordance with the Clearlake Municipal Code. *(All mailing addresses were obtained from the electronic database maintained by the Lake County Assessor's Office)*

**MOTION/OPTIONS:**

1. Move to Adopt Resolution PC 2026-06, A Resolution of the Planning Commission of the City of Clearlake Approving Conditional Use Permit, CUP 2026-04 & Categorical Exemption, CE 2026-04 to allow the expansion of the Hope Center located at 3400 Emerson Street, Clearlake, California 95422 (APN: 039-495-17).
2. Move to Deny Resolution PC 2026-06, and direct staff to prepare appropriate findings.
3. Move to continue the item and provide alternate directions to staff.

**ATTACHMENTS:**

- 1) Submitted Application
- 2) Existing & Proposed Expansion Plans
- 3) Agency Comments
- 4) PC Resolution 2026-06
- 5) Conditions of Approval – Exhibit A
- 6) October 16, 2018, Staff Report Packet