

**STAFF REPORT**  
**CONDITIONAL USE PERMIT FOR**  
**YWCA NORTH CENTRAL WASHINGTON HOUSING**  
**(CUP-19-04)**

TO: City of Wenatchee Hearing Examiner  
FROM: City of Wenatchee Community Development Department  
RE: Public hearing for CUP-19-04  
DATE: June 18, 2019

**1. REQUESTED ACTION**

**Requested Action:** Conduct a public hearing on an application for a Conditional Use Permit submitted by YWCA North Central Washington (“YWCA”) to provide housing on an existing residential property located at 524 Okanogan Avenue.

**2. SITE INFORMATION**

**Applicant:** Jenny Pratt, Executive Director of YWCA North Central Washington  
**Owner:** Leslie and Jamie Cope  
**Location:** 524 Okanogan Avenue and identified by Assessor’s Parcel No.: 22-20-10-740-135  
**Zoning District:** Residential Moderate (RM) and Mixed Residential Corridor (MRC)  
**Comp. Plan Designation:** RM and MRC

**Project Description:** The City of Wenatchee received a Conditional Use Permit (CUP) application for the YWCA to provide housing at 524 Okanogan Avenue. The existing single-family residence was constructed in 1920 and was nominated to the Wenatchee Register of Historic Places in 1999 and remains listed. The residence was most recently used as a bed and breakfast by previous property owners from the late 1990s until 2016. The property includes the primary residence with eight bedrooms, a separate studio apartment, and a two-car garage. The application notes that the garage may also be converted to a second studio apartment at a later date. The proposed conversion of the garage is addressed in condition of approval #2.

The YWCA proposes to lease the property to residents, providing a combination of permanent housing, transitional housing, and supportive housing. The YWCA is not proposing any emergency shelter use of the property. The application states that a maximum of 10 households will occupy the property, based on the number of bedrooms in the primary residence and an additional two studio apartments on site. For reference, a “household” may be a single woman or a woman with children. Four off-street parking spaces are identified on the site plan in the application, located north of the existing residence, adjacent to the driveway. Other than the planned addition of a second studio apartment, the only other site improvement proposed is additional privacy fencing on the southern property line. Additional detail regarding use of the residence and proposed operations is available in Attachment A.

The proposed use and related activities meet the definition of “humanitarian service and shelter facilities,” as described in WCC Chapter 10.08, Definitions. These types of facilities require a Conditional Use Permit in the Mixed Residential Corridor (MRC) overlay district (WCC Section 10.10.020, District use chart).

**Site Characteristics and Surrounding Properties:** The property is within the Residential Moderate (RM) zoning district and the Mixed Residential Corridor (MRC) overlay district. The property has access from both Okanogan Avenue to the east and the alley to the west and the driveway between these access points is shared with the adjacent property owner at 520 Okanogan Avenue. The alley provides the primary vehicle access to the site. Sidewalks along Okanogan Avenue provide pedestrian access. Single-family uses, primarily built in the first half of the 20<sup>th</sup> century, surround the property to the north, east, south, and west. At the north end of the block, on the west side of Okanogan Avenue, is housing operated by the Women’s Resource Center. At the south end of the block, on the east side of Okanogan Avenue, is the Wenatchee Brethren Baptist Church.

Figure 1. Aerial image of proposed project



**Site Permitting History:** The residence was nominated and listed to the Wenatchee Register of Historic Places as a residential property of architectural significance in 1999. In 2003, a Special Valuation of property taxes was approved by the Historic Preservation Board related to eligible rehabilitation expenses.

### 3. APPLICABLE POLICIES AND DEVELOPMENT REGULATIONS

The proposed action is subject to land use policies and provisions of the City of Wenatchee Urban Area Comprehensive Plan and zoning and development regulations of the Wenatchee City Code.

#### **Wenatchee Urban Area Comprehensive Plan**

In addition to the general goals and policies of the Growth Management Act and Wenatchee Urban Area Comprehensive Plan which state growth shall take place where adequate public facilities exist and are able to serve existing and future growth, the following goals and policies are relevant to this application:

#### **Transportation Element**

Goal 5. Parking – Establish parking to be highly utilized, efficient, and safe, while promoting community appearance and alternative modes of transportation.

Policy 4: Reduce parking requirements for appropriate types of projects (e.g. affordable housing or senior housing); and onsite amenities such as bike racks, interior bike storage and showers for employees, or where employers provide employee incentives for alternative modes of transportation for commuting.

#### **Housing Element**

Goal 2. Housing Equity – Promote diversity in neighborhoods throughout the urban area. The types of diversity should include, but are not limited to, mixed-income, mixed-generational, mixed-race, mixed-ethnicity, and mixed-physical-ability populations. Seek to develop a built environment that affords all residents equal access to civic, educational, economic, and social opportunities.

Policy 1: Strive to increase class, race, and age integration by equitably dispersing affordable housing opportunities. Discourage neighborhood segregation and the isolation of special needs populations.

#### **Wenatchee City Code**

Wenatchee City Code sections which apply to this project are described below.

#### **Definitions and District Use Chart**

Wenatchee City Code (WCC) Section 10.08.075, “H,” defines “humanitarian service and shelter facility” to mean:

*The use of a structure for the provision of relief to disadvantaged persons, whether for compensation or not, of a spiritual, material, or medical nature. Such services may include any or all of the following: emergency care, including lodging, meals, and other temporal items; religious services; professional counseling; rehabilitation of trade skills; food storage and dispensing; and medical assistance.*

WCC Section 10.10.020, District Use Chart, requires a Conditional Use Permit for humanitarian service and shelter facilities in the MRC overlay district. While this use is not permitted in the RM zoning district, WCC Section 10.40.010 states that where there are discrepancies between the underlying zoning district and the overlay, the standards of the overlay govern.

### Conditional Use Permit Requirements and Criteria

All conditional use permit applications must meet the general requirements in WCC 10.65.050 and be evaluated by WCC 10.65.060 "General Criteria." Additionally, the following specific provisions of WCC Section 10.65.160, Humanitarian service and shelter facility, are applicable.

### Shorelines, Resource Lands and Critical Areas

The subject site is outside of the 200' shoreline jurisdiction and is not identified within the current critical area maps used by the City.

## **4. PUBLIC NOTICE AND ENVIRONMENTAL REVIEW**

*Table 1. Procedural Steps and Dates*

<b>Application Submitted:</b>	May 10, 2019
<b>Determination of Completeness:</b>	May 24, 2019
<b>Notice of Application:</b>	Notice was mailed to property owners/taxpayers within 350 feet of the subject property, posted on the subject property, and referred to relevant agencies on May 28, 2019.
<b>Notice of Public Hearing:</b>	Notice was mailed to property owners/taxpayers within 350 feet of the subject property on June 13, 2019 and published in the Wenatchee World newspaper on June 14, 2019.
<b>Public Hearing:</b>	The public hearing is scheduled for June 25, 2019 at 3:00p.m. at Wenatchee City Hall, Council Chambers, 301 Yakima Street, Wenatchee, WA.

The public and relevant agencies have been given an opportunity to comment on the proposal. No comment letters were received as of the writing of this report. One letter of support from the Wenatchee Brethren Baptist Church was received as a part of the application materials (Attachment A).

**Environmental Review includes State Environmental Policy Act (SEPA):** The application is categorically exempt from the State Environmental Policy Act (SEPA), pursuant to WAC 197-11-800(6)(b)(i), which exempts land use decisions for activities conducted within an existing building.

## **5. PROJECT ANALYSIS**

In review of this proposal it is important to consider the goals and policies of the Comprehensive Plan, applicable codes, public and agency comments, any identified environmental concerns, and state and federal requirements. Identified below is planning staff's analysis and consistency review for the subject application.

**Comprehensive Plan consistency analysis:**

This application proposes to use the existing residence for a combination of permanent housing, transitional housing, and supportive housing. These residential uses are supported by the Housing Element of the Comprehensive Plan, which identifies the need for a wide variety of housing types to serve all incomes and needs.

The Transportation Element addresses reduced parking requirements for special categories of housing, where appropriate. In this case, the YWCA has provided documentation of reduced parking needs, based on past vehicle use and storage at similar housing projects, and the availability of pedestrian and bicycle facilities in the area. The YWCA notes that approximately one in fourteen clients maintains a personal vehicle on site. Applying that formula to this site, approximately one to two vehicles may be expected to be parked on site. With regards to alternative transportation, there is a sidewalk on both the east and west sides of Okanogan Avenue and a transit stop less than 100 feet from the subject property. The application proposes four parking spaces, which is sufficient to provide parking for both residents and visiting support staff. The lease agreement between the YWCA and individual residents does not permit personal visits on the property.

**Wenatchee City Code consistency analysis:**

**Conditional Use Permit Requirements and Criteria**

The proposed use, a humanitarian service and shelter facility, in an existing building with limited site improvements, may be permitted by Conditional Use Permit in the MRC overlay district. The general criteria for conditional use permits in WCC Section 10.65.060 requires that the proposal is compatible with adjacent uses and will protect the character of the surrounding area, will not result in the creation of nuisances to the public and/or nearby properties and existing uses, and will not result in undue adverse impacts affecting the public health, safety, and welfare.

The YWCA operations described in the application details a program to maintain the property in a condition that does not cause any adverse impacts to the existing residential area. The property will be visited daily by case management staff, who will also be available on-call at all hours of the day, the yard will be maintained by through a contracted maintenance service, and the residents assist in the maintenance of the residence. The application describes a “good neighbor behavior” model for the residents that has been applied to all YWCA housing, and will also be applied to this project. This model encourages behaviors such as clean and sober living, quiet times between 9:00pm and 7:00am, cleaning up the property, and no illegal activities. The application materials (Attachment A) may be reviewed for additional detail on the proposed operations.

The project is also subject to specific conditional use permit criteria for humanitarian service and shelter facilities, provided in WCC Section 10.65.160:

(1) *Use within the residential high (RH) zoning district shall be limited to existing vacant buildings, provided no more than 50 percent of the original floor area may be demolished for reuse.*

Project compliance: The property is located within the RM zoning district and this requirement is not applicable.

(2) *All setback requirements of the district in which the facility is proposed shall be observed.*

Project compliance: The application is for a use within an existing building with no new buildings proposed and this requirement is not applicable.

(3) *Parking needs shall be evaluated by the hearing examiner consistent with Chapter 10.60 WCC, as amended.*

Project compliance: Parking requirements for humanitarian service and shelter facilities are not specified in Chapter 10.60, and may be determined as a part of the approval of the Conditional Use Permit. The YWCA has provided documentation of their parking needs, based on past vehicle use and storage at similar housing projects. The YWCA notes that approximately one in fourteen clients maintains a personal vehicle on site. Applying that formula to this site, approximately one to two vehicles may be expected to be parked on site. Alternative modes of transportation are supported by the sidewalk on both the east and west sides of Okanogan Avenue and a transit stop less than 100 feet from the subject property. The application proposes four parking spaces, which is sufficient to provide parking for both residents and visiting support staff. The lease agreement between the YWCA and individual residents does not permit personal visits on the property.

(4) *Landscaping and Screening. The development shall comply with Chapter 10.62 WCC, Landscaping and Screening, as amended.*

Project compliance: This application is not subject to WCC Chapter 10.62, as a change in use in an existing building where there is no associated new construction or remodel valued at more than 50 percent of the assessed building valuation.

## V. RECOMMENDATION

As conditioned below, this application does not appear to be detrimental to the general public health, safety or welfare and meets the basic intent and criteria associated with Title 10 of the Wenatchee City Code. Staff recommends **approval** of CUP-19-04 subject to the following findings of fact, conclusions of law, and suggested conditions:

### **This recommendation is based on the following findings of fact:**

1. An application was submitted by Jenny Pratt, of YWCA North Central Washington, on May 10, 2019 for a Conditional Use Permit to provide housing in a humanitarian service and shelter facility on an existing residential property located at 524 Okanogan Avenue (APN: 22-20-10-740-135).

2. The application has been processed as a Type III quasi-judicial review for conditional use permits pursuant to WCC Section 13.09.050; a public hearing is required for the application and is scheduled to occur on June 25, 2019.
3. The subject property is located within the Residential Moderate (RM) zoning district and Mixed Residential Corridor (MRC) overlay district.
4. The Wenatchee Urban Area Comprehensive Plan land use designations are RM and MRC.
5. Humanitarian service and shelter facilities are permitted as a Conditional Use in the MRC.
6. The applicant is Jenny Pratt, Executive Director of YWCA North Central Washington.
7. The property owners are Leslie and Jamie Cope, P.O. Box 8291, Ketchikan, AK 99901.
8. The proposal is consistent with the goals and policies of the Wenatchee Urban Area Comprehensive Plan. This application proposes to use the existing residence for a combination of permanent housing, transitional housing, and supportive housing. These residential uses are supported by the Housing Element of the Comprehensive Plan, which identifies the need for a wide variety of housing types to serve all incomes and needs. The Transportation Element recommends reduced parking requirements for special categories of housing and the YWCA has documented a reduced need for parking on site.
9. The proposal is consistent with the provisions of Wenatchee City Code Title 10, Zoning. The proposed use, a humanitarian service and shelter facility, in an existing building with limited site improvements, may be permitted by Conditional Use Permit in the MRC overlay district. The YWCA operations detail a program to maintain the property in a condition that does not cause any adverse impacts to the existing residential area. The property will be visited daily by case management staff, who will also be available on-call at all hours of the day, the yard will be maintained by through a contracted maintenance service, and the residents assist in the maintenance of the residence. Residents of this housing project will be subject to a “good neighbor behavior” model that has been used successfully at other YWCA housing projects.
10. The application is categorically exempt from the State Environmental Policy Act (SEPA), pursuant to WAC 197-11-800(6)(b)(i), which exempts land use decisions for activities conducted within an existing building.
11. The Wenatchee Hearing Examiner conducted a public hearing on June 25, 2019.
12. Any Conclusion of Law that is more correctly a Finding of Fact is hereby incorporated as such by this reference.

**This recommendation is based upon the following suggested conclusions:**

1. The City of Wenatchee Hearing Examiner has been granted the authority to render this decision pursuant to WCC 1.09.070.
2. As conditioned, the proposal is consistent with the intent, purposes, and regulations of the Wenatchee City Code and Comprehensive Plan.
3. As conditioned, this proposal meets the general and specific conditional use criteria for WCC Section 10.65.160, Humanitarian service and shelter facility.

4. The conditional use permit will run with the land.
5. As conditioned, this proposal is consistent with applicable federal and state laws and regulations.
6. Comments from the reviewing agencies have been considered and addressed where appropriate.
7. As conditioned, the proposal will not be significantly detrimental to the public health, safety and welfare; diminish the value of nearby property or improvements; or disturb persons in the use of property unless the conditional use is a public necessity.
8. As conditioned, the proposal has been designed to minimize adverse effects on neighboring properties, to include at minimum the effects of lighting, transportation, noise, odor, dust, and appearance.
9. The conditions of approval are the minimum necessary to ensure the proposal will comply with all applicable laws and regulations.
10. All conditions place upon the proposed use are conditions that are measurable and can be enforced and monitored.
11. Public use and interests will be served by approval of this proposal.
12. Any Finding of Fact that is more correctly a Conclusion of Law is hereby incorporated as such by this reference.

**This recommendation is based upon the following suggested Conditions of Approval:**

1. The project shall proceed in substantial conformance with the plans and application materials on file and submitted on May 10, 2019, except as amended by the conditions herein. Any substantial change to the operations or resident capacity as described in the application or substantial change to the site plan will require an amendment to this Conditional Use Permit.
2. The conversion of the two-car garage to a dwelling unit will require approval of a building permit. No additional parking for the additional dwelling unit is required.
3. The applicant is responsible for compliance with all applicable local, state and federal rules and regulations, and must obtain all appropriate permits and approvals.
4. The property owner shall maintain compliance with the standards of WCC Title 10, Zoning and conditions of the conditional use permit at all times. Violation of the terms of the permit and/or requirements of the WCC not expressly modified by the permit shall be processed as a violation pursuant to WCC Chapter 13.13, Enforcement and Penalties.

**Attachments:**

- A. Application materials



**Attachment A,**

Application materials received May 10, 2019



MAY 10 2019

**CONDITIONAL USE PERMIT APPLICATION CHECKLIST**

The following information must be submitted at the time of application in order for it to be accepted at the counter. This includes items identified during the pre-application meeting. While a pre-application meeting is not required it can help identify required studies that if deferred will result in a longer processing time.

Applicant Verified	Required Items	Missing	Counter Complete	Deferred	N/A
<input type="checkbox"/>	Pre-application meeting date and file no. <input type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<input type="checkbox"/>	Completed mater application (signed and all parcel #'s included)	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<input type="checkbox"/>	SEPA checklist (signed)	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
<input type="checkbox"/>	Scaled site plan – 4 copies (at least one copy 11" x 17") depicting at least the following items: (a) the boundaries of the parcel(s); (b) the names of all streets bounding the site; (c) dimensions, locations and elevations of all buildings to be built or used; (d) the location, dimensions and design of off-street parking facilities, showing points of ingress and egress; (e) the surrounding property uses; and (f) pedestrian and vehicular circulation patterns.	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<input type="checkbox"/>	Stormwater report – 2 copies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Project narrative including description and code consistency	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<input type="checkbox"/>	Geotechnical, Flood Hazard, and/or Wildland-Urban Interface Analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Copy of all application materials in a digital PDF format	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Traffic Impact Analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Parking Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<input type="checkbox"/>	Landscape Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<input type="checkbox"/>	Exterior Elevations	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
<input type="checkbox"/>	Application Fees Paid	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date Accepted:  Accepted By:  File No.



MAY 10 2019

**LAND DEVELOPMENT PERMIT APPLICATION**

Date Stamp

Accepted By:

Receipt No.

12-19-00023

File No.

CUP-19-04

**TYPE OF PERMIT YOU ARE APPLYING FOR:**

- Major Subdivision  Short Plat  Binding Site Plan  Variance
- Final Plat  Final Short Plat  Final Binding Site Plan  Conditional Use
- Plat/Binding Site Plan Alteration  Plat/Binding Site Plan Vacation  Planned Development

In addition to this form, submit all applicable items on the corresponding checklist for a complete application.

**GENERAL INFORMATION**

Applicant: YWCA North Central Washington - Jenny Pratt

Mailing Address: 212 First Street, Wenatchee, WA 98801

Contact No.: 509-662-3531 x126 E-mail Address: jennypratt@ywcancw.org

Property Owner(s): LESLIE D & JAMIE Cope

\*If different than applicant

Mailing Address: 625 Okanogan, Wenatchee WA 98801

Contact No.: 360-770-0046 E-mail Address: bowld@gmail.com

If there is more than one property owner, submit the supplemental additional owner(s) and authorization form.

**Complete section if an agent is acting for the applicant or owner during the permit process:**

Authorized Agent: Jenny Pratt, Chief Executive Officer

Mailing Address: 212 First Street, Wenatchee, WA 98801

Contact No.: 509-662-3531 X126 E-mail Address: bowld@gmail.com

Surveyor: Last Survey 1996 Washington Registration #: \_\_\_\_\_

Contact No.: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Engineer: \_\_\_\_\_ Washington Registration #: \_\_\_\_\_

Contact No.: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Please indicate who should receive correspondence and notices:

Applicant  
 Surveyor

Owner  
 Engineer

Authorized Agent

CITY OF WENATCHEE

**PROPERTY INFORMATION**

MAY 10 2019

Street Address(es): 524 Okanogan Street

Parcel No(s): 222010740135

Abbreviated Legal Description: OKANOGAN HEIGHTS BLOCK 4 LOT 8 & S1/2 LOT 7 & N20' LOT 9 0.2800 ACRES

Total site size in acres: .2800

Zoning District Designation: Residential Moderate (RM)

Overlay District: Mixed residential corridor (MRC)

Comprehensive Plan Designation: Residential Moderate (RM)

Shoreline Environmental Designation: N/A

Wildland-Urban Interface: N/A

Critical Areas: N/A

**ACKNOWLEDGEMENTS AND SIGNATURES**

I (We) acknowledge that:

1. The information, plans, maps and other materials submitted on and with this application are, to the best of my/our knowledge, a true and accurate representation of this proposal;
2. This application shall be subject to all additions to and changes in the laws, regulations and ordinances applicable to the proposed development until a determination of completeness has been made pursuant to Chapter 13.07 Wenatchee City Code;
3. City of Wenatchee does not guarantee success of this permit application, and/or the issuance of an affirmative notice of action. The City's assistance to the applicant(s)/owner(s) does not preclude the need to address impacts raised by the public or by other federal, state or local agencies;
4. In the event of any legal proceeding to challenge this application, any environmental determination or any other aspect of the proposed development, the Applicant(s)/Owner(s) shall be solely responsible to defend such challenge and pay all court costs and attorney's fees necessary for such defense;
5. If the Applicant is not the owner of the real property which is the subject of the permit application, this application and acknowledgment shall also be executed by each owner;
6. All persons executing this acknowledgment in a representative capacity shall be personally liable and hereby personally guarantee payment of all fees, expenses and costs required by this application.
7. If the applicant(s), representative(s) and/or owner(s) fail to respond to a request by the Department to submit necessary application materials identified in a Notice of Incomplete Application within 60 days will result in a null and void application, with no refund of the filing fees.
8. This application does not constitute approval of the proposed development activity and it is acknowledged that additional permit applications and approvals may be necessary to conduct specific activities.
10. During the review of this application, it may be necessary for staff to make one or more site visits. By signing this application form, you are giving permission for these visits. If it is rental property, the owner hereby agrees to notify tenants of possible site visits.

Date: 5-10-2019

Applicant Signature: 

Date: 5-10-2019

Agent Signature: \_\_\_\_\_

Date: 5-10-2019

Owner Signature: 



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To: City of Wenatchee  
Attn: Community & Economic Development  
1350 McKittrick Street, Suite A  
Wenatchee, WA 98801

Date: May 10, 2019

Project: YWCA – Low Income Housing - 500 Block of Okanogan Street

PROJECT NARRATIVE:

Project Site Parcel – 222010740135 (RM)

The proposed YWCA Low Income Housing project will consist of the main house and carriage house, located behind the main house on one parcel. The legal Description is: OKANOGAN HEIGHTS BLOCK 4 LOT 8 & S ½ LOT 7 & N20’ LOT 9 0.2800 ACRES. The main home has 8 bedrooms 6.5 bathrooms and a sizable lot with lots of privacy. YWCA will use the property for low-income housing to include “transitional housing” and “permanent supportive” and “general permanent” housing programs. YWCA will NOT operate Emergency Shelter at this location.

This housing program will offer regular and ongoing case management services to residents. YWCA operates multiple housing programs with the good neighbor behavior model. This ensures property is kept neat and tidy, and to have quiet enjoyment of spaces being considerate of people and places around them. All residents at the house will have completed a criminal background check, must have a source of income and agree to participate in chores at the property. YWCA will have designated 1.5 FTE’s for this housing project and operates a 24-hour emergency on call line for after hour emergency calls. All YWCA programs have 24-hour remote access surveillance. The project will house up to 10 households of single women or women and children at this location, a household can consist of a single woman or a woman with children.

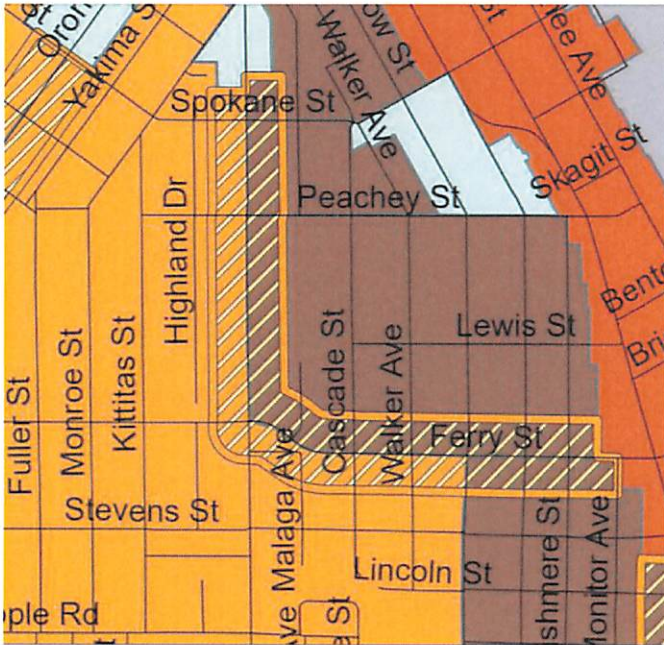
Because YWCA believes that tenants have rights, each household will have a landlord tenant lease in place. Most YWCA residents do not own or drive cars. Historically, one in fourteen clients have a car, meaning we might expect to only one or two cars at a time, which would be significantly fewer than a former bed and breakfast might have had at this location. We have done an independent parking study over a 4-week period of the 524 Okanogan property. We observed on street parking is rarely used, on either side of Okanogan Street. We observed day and evening use to be light. With only 1 -3 cars intermittently parked along the 500 block of Okanogan street between the hours of 7am and 10pm. YWCA’s parking plan is to use current parking spaces along the North side of the



House.

CITY OF WENATCHEE

MAY 10 2019



Map overlay

10.65.050 General Requirements

The proposed conditional use permit can run with the land or be personal. YWCA has no preference. The request for conditional use permit is needed as the property is currently considered “single family” use. We will begin operation when we receive conditional use permit and the current purchase has been extended to August 1, 2019.

10.65.060 Conditional Use permit criteria

A. All requirements of a specified use can be satisfied;

YWCA will ensure all requirements are met for the required use.

B. The requirements of the zoning district within which the lot is located can be met;

YWCA will meet all zoning district requirements.

C. All applicable requirements and regulation found within the WCC, as amended, can be satisfied;

YWCA will ensure all requirements and regulations are met and that the WCC amended requirements can be satisfied.

D. The proposal is compatible with adjacent uses and will protect the character of the surrounding area. The proposed will not result in the creation of nuisances to the public and/or nearby properties and exist inguses;

YWCA is consistent with adjacent uses as residential living and will protect the character and charm of the historical feel of the 524 Okanogan house. YWCA will operate a well-run and well-kept home for women and children. We will improve the landscape to create small intimate spaces for residents to gather. Smoking is never allowed inside YWCA properties. We have found that having a “smoking area” creates more of an issue with odor, thus, YWCA’s approach is to provide adequate receptacles scattered around in places apart from neighbors. YWCA asks those residents who smoke to be respectful of their surroundings and to keep waste in provided receptacles.



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ywca

We intend to add a play area for children with comfortable seating for mothers to relax and observe. YWCA will contract for lawn services to keep the grounds kept. Residents share in chores inside the home and on porch areas and staff will ensure debris and clutter is kept in check. We will dispose of refuse appropriately and will keep adequate trash receptacles in good order. YWCA offers 24/7 emergency on call for after hours calls that are emergent. YWCA has a system of on call that is efficient and proven effective for many years. YWCA will have 1.5 FTE's of case management staff on site to manage daily operations of the house. All YWCA properties also have CC TV DVR systems installed.

E. The proposed use will not result in undue adverse impacts affecting the public health, safety, and welfare;

All YWCA housing is operated with the same "Good Neighbor Behavior" model. We encourage clean and sober living, but base program guidelines on behaviors. Examples of Good Neighbor Behavior, being cordial, observing quiet time between 9pm and 7am, keep spaces clean, to clean up after oneself, be respectful, no illegal activity, just like any good neighbor would expect. YWCA tenants must meet requirements to get a lease with YWCA; we run WATCH background check on each applicant, we collect a full history, residents set and work toward goals, they must have regular income, we don't allow personal visits in the house. We do have a visitor approval process for limited professional or personal visits as required. These activities are consistent with the Comprehensive Plan and YWCA will comply with implementing regulations. YWCA will work to be a good neighbor and will work to eliminate any negative impacts that could adversely affect the public health, safety, and welfare of the neighborhood. The 524 Okanogan house will become a home that will create fond memories for children playing outdoors, coming home from school, to a safe and beautiful home. YWCA plans to become part of the fabric of the neighborhood.

F. The proposed use is consistent and compatible with the Comprehensive Plan and any implementing regulation.

YWCA is a 60-year-old nonprofit organization who has decades of housing experience in property ownership, property leasing and being in the landlord business. At the corner of First Street and Chelan Avenue, is YWCA's headquarters and home base for four housing programs. YWCA operates a 10-bed homeless shelter for women and children, a 13-bed transitional housing program, owns a 7-unit apartment building which houses its permanent supportive housing program (since 1-1-2016 maintained occupancy with only 1 unit turned over in 40+months.) YWCA leases multiple scattered site rental units where low-income families live independently for months and years without episode as "Good Neighbors." YWCA offers housing focused case management services in all its programs. YWCA offers weekly education on being a good neighbor and tenant "Rent Smart", and other enrichment classes such as budgeting, parenting classes, cooking and support groups. YWCA operates its own job training site (YWCA Thrift Store) that offers retail experience and empowers women in shelter to gain employment.

10.65.160 Humanitarian service and shelter facility.

(1) Use within the residential high (RH) zoning district shall be limited to existing vacant buildings, provided no more than 50 percent of the original floor area may be demolished for reuse.

YWCA's request is for a single-family residence. This residence 4317 square foot 8 bedroom 6 ½ bath house with a studio apartment in the back. We plan to add a second studio apartment in the current 2 car garage. (providing we can meet all requirements for building permit, zoning and city codes for the current and future development of one studio unit.

(2) All setback requirements of the district in which the facility is proposed shall be observed.

YWCA is not proposing changes to setbacks along the street, alley or property lines. YWCA will work with city officials to ensure all setback requirements are observed. 10.48.180 Including ensuring fences and clear view triangle.

(3) Parking needs shall be evaluated by the hearing examiner consistent with Chapter [10.60WCC](#), as amended.

Most YWCA residents do not own or drive cars. After decades of low-income housing historically, one in fourteen clients have a car, meaning we might expect to only have two to four cars at a time, which would be significantly fewer than a bed and breakfast might have had with 8 rooms available. We have done an independent parking study over a 4-week period of the 524 Okanogan property. We observed on street parking along Okanogan Street is rarely used, on either side of Okanogan Street. Although, street parking is not acceptable as use, we observed day and evening use to be light. With only 1-3 cars intermittently parked along the South end of the 500 block of Okanogan Ave. One exception is on Sunday when church is in session. We have had verbal discussion with the pastor of the adjacent church about possible shared parking agreement down the road if needed. We observe that there are other multi-family units in the area with similar use; Women's Resource Center property located at 500 Okanogan Ave. no off street parking is present. There is a link transit bus stop within 50 steps from the house.



Left to Right – Observed street parking in 2 photos - Bus Stop on the right





(4) Landscaping and Screening. The development shall comply with Chapter 10.62 WCC, Landscaping and Screening, as amended. (Ord. 2010-03 § 1 (Exh. A); Ord. 2009-17 § 2. Formerly 10.65.155)

**View of 500 Okanogan Ave. 12 Units – No off-street parking as part of the property**

In efforts to increase compatibility between neighbors YWCA will improve landscaping and screening on the property to provide a physical and visual separation of neighbor's South side of the home with new fencing and improved landscaping. YWCA will work with city officials to ensure all landscape and screening meets requirements and is acceptable. YWCA discussed fencing with the South neighbor, YWCA will add new fencing to further screen and add privacy. YWCA will work with the City and the neighbor to ensure fencing is installed correctly observing property lines.



**View from South neighbor – YWCA discussed with neighbor – YWCA will add privacy fencing**

As a good faith gesture, YWCA has offered to share costs for a section of fence on the neighbor's property. The fence would replace wire fence and offer screened privacy for the South neighbor. The shared drive is the entrance for parking for 524 Okanogan no changes are expected.



View of North side neighbor – YWCA offered to help pay for new privacy fencing on their property



Ariel View – planned off street parking – Future Studio Development – Fencing Improvement

May 10, 2019

To whom it may concern:

I am the pastor of Wenatchee Brethren Baptist Church, which is directly across the street from 524 Okanogan Street in Wenatchee. I write in support of YWCA North Central Washington's application for a conditional use permit, concerning the home located at 524 Okanogan Street.

As a pastor, I am concerned about the need for safe and affordable housing, especially for mothers and children. I strongly support YWCA's intended use of the property as part of their transitional and permanent housing programs, and the positive impact it will make both in the neighborhood and the community in combating homelessness and providing a safe space for women and children to reside.

I believe YWCA NCW would be an asset to our neighborhood. They would certainly not be the first, or only, non-traditional neighbors in the area. Examples located within a half-mile of the property include: Women's Resource Center, The Drug & Alcohol Center, Colonial Vista, and Haven of Hope.

We look forward to welcoming YWCA North Central Washington to the neighborhood and are willing to provide any additional commentary or input requested.

Sincerely,



David Morrow

CITY OF WENATCHEE

MAY 10 2019