

Chapter 17.18

INSTITUTIONAL ZONE

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17.18.010 Intent and purpose.

It is the intent and purpose of the institutional zone to:

- A. Establish areas for public or quasi-public uses;
- B. Provide greater certainty about the future use and development of properties zoned institutional; and
- C. Ensure orderly planning and review procedures that will result in quality institutional developments. (Ord. 787 § 4, 2015; Ord. 774 § 3, 2012)

17.18.020 Institutional zone established.

The institutional zone is hereby established to provide areas for public or quasi-public uses within the city and is applicable to such public property as may be owned, maintained, or used by the city, county, a school district, or other governmental entities as well as publicly-owned properties that are leased to non-public entities. (Ord. 787 § 4, 2015; Ord. 774 § 3, 2012)

17.18.030 Uses permitted.

- A. Property zoned institutional may be used for the following uses subject to the issuance of a conditional use permit pursuant to Chapter 17.48 of this code:
 - 1. Public schools;
 - 2. Government institutions and facilities such as civic centers, post offices, fire stations, law enforcement facilities, and libraries;
 - 3. Museums and historic preservation;
 - 4. Private office and financial uses and nonprofit organizations that lease or utilize property owned, maintained, or used by the city, county, a school district, or other governmental entity;
 - 5. Public transportation facilities such as train stations, public parking lots, and park-and-ride lots;
 - 6. Hospitals, nursing homes, comprehensive subacute and skilled nursing care, and long-term residential care; and
 - 7. Licensed residential care facilities serving seven or more clients.
- B. The following uses are permitted to remain in their existing locations on properties zoned institutional; provided, however, that because of their nature these uses are not permitted to be moved or newly established on other properties zoned institutional unless such property is completely surrounded by similar uses as that proposed or by industrial uses:
 - 1. Quasi-public facilities such as public utility facilities, power generation facilities, and electrical substations.

C. The following uses are permitted with approval of any necessary development permits for new construction as described in Section 17.36.020 (Development Plan-Long Form or Short-Form application as appropriate):

1. Emergency homeless shelter per Section 17.18.050. (Ord. 787 § 4, 2015; Ord. 774 § 3, 2012)

17.18.040 Development standards.

Approval of a development plan is required for new or expanded structures on properties in the institutional zone pursuant to Chapter 17.36, Design Review. Development is subject to the following standards:

Standards	
Lot	
Minimum parcel size	• None.
Minimum parcel frontage	• None.
Building Envelope	
Maximum building square footage	• None.
Front setbacks	• 30 feet from front of curb of any street or highway, whether improved or not, to any habitable structure.
Rear and side setbacks	• None.
Maximum height	• 70 feet. • Radio towers, utility substations, electricity generating facilities, and other similar structures without habitable floor area may exceed maximum height as determined by city council during the development plan long-form application review.
Parking, Loading, and Access	
Parking	• Uses with public visitation or office use: 1 parking space per 250 sf of floor area devoted to public or office use. • Uses with no public visitation: 1 parking space per 500 sf of habitable floor area devoted to employee or office use. • Transportation and parking lots: no minimum parking requirements.
Parking, drive isles, and driveways	• Minimum parking stall size: 9' x 19'. • Compact parking spaces (minimum stall size of 8' x 16') up to 30% of required parking. • Minimum driveway and parking-aisle width: 26 feet. • Only 90° parking allowed. • Driveways must be located in such a manner that: (1) there is an unobstructed view of the street and oncoming traffic; and (2) it does not create a hazard for vehicles entering or exiting a site.
Truck loading and maneuvering	• Located at the rear when possible. If located on front or side, the loading dock should be screened from unobstructed public view with permanent landscaping, masonry wall(s), or other suitable methods as approved by the planning director. • 100 feet of unobstructed clearance behind loading docks. • All truck maneuvering, stacking, and queuing must be accommodated on-site.

Standards	
Grounds	
Landscaping	<ul style="list-style-type: none"> • Minimum landscape area: <ul style="list-style-type: none"> Lots up to 150,000 sf: 12% of lot area. Lots 150,001 sf to 250,000 sf: 11% of lot area or 18,000 sf whichever is greater. Lots 250,001 sf to 350,000 sf: 10% of lot area or 27,500 sf whichever is greater. Lots 350,001 sf to 450,000 sf: 9% of lot area or 35,000 sf whichever is greater. Lots greater than 450,001 sf: 8% of lot area or 40,500 sf whichever is greater. • The required landscape area must be concentrated along the public street(s) to the greatest extent possible. • Landscaping must be designed to comply with the city’s water efficient landscape regulations, Chapter 13.18, and with the city’s water efficient landscape guidelines.
Walls	<ul style="list-style-type: none"> • In front setback: 42 inches maximum height if a solid wall and 8 feet maximum height if wrought-iron or combination decorative masonry and wrought-iron. • A maximum 8-foot tall solid wall may be permitted in the front setback to screen utility facilities, power generation facilities, and electrical substations only if: (1) adequate landscaping is provided between the wall and the street to soften the wall (e.g., vines, trees, tall bushes); and (2) the wall is designed to eliminate a long, monotonous, unbroken plain (e.g., off-sets, pilasters); or (3) decorative wall elements are provided (e.g., split face block, bricks, public art). • A maximum 6-foot tall chain link fence may be permitted in the front setback only if the site is located so that it is not clearly visible to the public (e.g., at end of a cul-de-sac surrounded by industrial uses). • Side and rear property lines: 10-foot tall maximum height. • All screen walls shall be constructed of masonry, concrete or other similar materials. Chain link is not permitted as a screen wall. • The design and materials used in the construction of fences and walls shall be compatible with the architecture of the buildings on the site and surrounding properties. • Exterior wall surfaces shall at all times be kept free from graffiti or any other marks of vandalism.
Trash and recycling bin enclosures	<ul style="list-style-type: none"> • 1 trash bin and 1 recycling bin enclosure required per building or as required by trash provider. • Each enclosure must be a minimum of 10’ x 8’ area with 6-foot tall walls, self-latching gate, and constructed of same materials as the main structure or masonry block.
Miscellaneous	
Outside storage	<ul style="list-style-type: none"> • Outside storage will not be permitted unless screened from view from public streets and adjacent property by a masonry screen wall or structure. • Outdoor storage is prohibited within setback areas.
Mechanical equipment	<ul style="list-style-type: none"> • With the exception of public utility facilities, power generation facilities, and electrical substations, all mechanical equipment (including roof-mounted equipment) shall be screened from public view by screening that complements in color, materials, and style, the main structure. The planning director may approve exceptions for historical structures.

Standards	
Grading and drainage	<ul style="list-style-type: none"> • All site grading and drainage plans shall be approved by the city engineer. • Surface drainage must not result in surface flow onto any adjacent parcel. • Sharing surface drainage gutters among adjacent parcels is not permitted; however, underground storm drains along common property lines serving more than one parcel of land may be permitted. • Each parcel shall provide for the collection and discharge of surface runoff to an improved street, storm drain, or established watercourse independently of adjacent parcels.
Congestion management program	<ul style="list-style-type: none"> • Chapter 17.68, Congestion Management Program.
Use permit	<ul style="list-style-type: none"> • Any change of occupants will be required to obtain a use permit per Chapter 17.44, Use Permit.
Signs	<ul style="list-style-type: none"> • Chapter 15.32, Sign Regulations.
Recycling facilities	<ul style="list-style-type: none"> • Chapter 17.52, Recycling Facilities.
Special events and banners	<ul style="list-style-type: none"> • Section 17.44.050, Special events, and approval of a special event/temporary banner permit.

Notes:

sf = square feet

(Ord. 787 § 4, 2015; Ord. 774 § 3, 2012)

17.18.050 Emergency homeless shelters.

In addition to the development standards noted in Section 17.18.040, emergency homeless shelters must comply with the following standards:

A. No person may reside at an emergency homeless shelter for a period longer than six months in a three hundred sixty-five-day period.

B. The facility may not contain more than five beds or serve more than five homeless persons at any one time.

C. A management and security plan must be submitted to the planning director for review and approval along with the application. The site-specific management and security plan must describe the following:

1. Both on- and off-site needs, including, but not limited to, the separation of individual male and female sleeping areas, provisions of family sleeping areas, and associated provisions of management.

2. Good neighbor policies, including specific measures to minimize resident congregation in the vicinity of the facility during any hours that residents are not allowed inside the facility. Specific objectives are to avoid disruption of and interference with adjacent and nearby uses.

3. Management of daily admittance and discharge.

4. The screening of clients for admittance eligibility, including procedures for screening of potential residents to identify individuals who should be referred to medical facilities, residential care facilities, other service agencies, or law enforcement.

5. Site maintenance and refuse collection schedules that provide the timely removal of litter and debris on and within the vicinity of the facility.

6. Staff training and qualifications, including numbers and responsibilities of staff, shifts, and contact phone number, security, and for training, counseling, and treatment programs for residents.

7. The responsibility for the provision of an annual report to the planning director describing the operation and use of the facility that demonstrates compliance with the requirements of this section.
 - D. The following must be provided in each emergency homeless shelter:
 1. Adequate external lighting for security purposes. The lighting must be stationary, directed away from adjacent properties and public rights-of-way, and positioned to maximize security at entries, parking areas, and common areas.
 2. On-site client intake and waiting area in a location not adjacent to the public right-of-way, fully screened from public view, and a minimum area of five square feet per bed.
 3. A minimum of fifty square feet of personal space must be allocated to each client bed and private storage area, or as may be required by the applicable building codes and fire codes.
 4. Central cooking and dining room(s).
 5. Child care facilities.
 6. Laundry facilities or services adequate for the number of residents.
 7. On-site parking must be provided at the ratio of one space per staff member, plus one space for every six beds.
 8. Fencing, video cameras, and other provisions intended to enhance the security of the facility, residents, and staff.
 9. Transportation provisions including pick-up and drop-off areas.
 10. The provision of residential trash services. (Ord. 787 § 4, 2015)