



Morrison Healthcare | Food Nutrition Services Department  
Providence Santa Rosa Memorial Hospital 1165 Montgomery Dr. Santa Rosa, CA 95405

July 7, 2023

Via email to: Christian Candelaria [ccandelaria@srcity.org](mailto:ccandelaria@srcity.org)

RE: **FILE NO.** CUP23-023, Compass USA Food Truck – 1165 Montgomery Dr.

Minor Conditional Use Permit

Identified Project Issues, Concerns, or Proposed Conditions of Approval – PLANNING DEPARTMENT

## PROJECT DESCRIPTION

Morrison Management Specialists, Inc. dba Morrison Healthcare, is contracted with Providence to provide Food Service Management and Retail Cafe sales. We currently operate this service out of the Main Kitchen (Dietary/Food and Nutrition Services Department) located at Providence Santa Rosa Memorial Hospital, 1165 Montgomery Dr. Santa Rosa, CA 95405.

As part of our service, we plan to operate a Mobile Food Facility (MFF), that will service the campus. This truck does not have a planned route and is currently scheduled to remain stationary on the premises. It may travel from one side of the campus to another on specified occasions.

- The days and times of operation are Monday through Sunday, 06:00 to 18:00.
- Three (3) Full Time Employees will work the Mobile Food Facility (MFF), Morning, Mid and Evening shifts.
- Food deliveries will arrive at the hospital loading dock and routed to the main kitchen on campus. Perishables will be promptly refrigerated, or frozen, dry goods will be stored in the dry good storage area.
- The average parking space size at the facility is 9 feet wide x 18 feet long. The MFF will occupy the equivalent of 1.5 -2 parking spaces in size and is of the average size for a mobile food truck. The MFF will not be parked in a designated parking space. It will be behind the facility in the non-designated area. The MFF provides walk-up service only.
- The activity in and around the Mobile Food Facility should not cause any unusual noise or odors.
- There is one K-Class Fire Extinguisher located to the rear of the MFF, next to the exit door. An Ansul Fire Suppression System is located above the fryer, burner and griddle.
- There is not a restroom on the MFF. The staff will use the restroom in the Hospital Kitchen.
- After hours storage of food will be in the Hospital Kitchen.
- No outside furniture is dedicated to the MFF. There is on-site furniture already provided by the hospital and dedicated to the patio area. The MMF will be stationary and stored in its designated serving area on campus.

If anything additional is needed, please advise. I may be reached via e-mail at [WendyQuarker@IamMorrison.com](mailto:WendyQuarker@IamMorrison.com) or by phone at (310) 809-4997.

Sincerely,

A handwritten signature in black ink, appearing to read "Wendy Quarker".

Wendy Quarker, Support Services Coordinator

**From:** [Quarker, Wendy](#)  
**To:** [Bisla, Sachnoor](#)  
**Cc:** [Hann, Alex](#); [Flanagan, Emma](#); [Roddey, Michael](#)  
**Subject:** RE: [EXTERNAL] RE: [Ext] Mobile Food Vending CUP23-023  
**Date:** Monday, February 12, 2024 12:22:58 PM  
**Attachments:** [image009.jpg](#)  
[image010.jpg](#)  
[image001.png](#)  
[Site Plan Drawing 2.12.2024.pdf](#)

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Good Afternoon Noor,

Thank you for your feedback. Attached is the revised site plan including the location of refuse receptacles, seating and after hours parking. All of the seating and receptacles are removable.

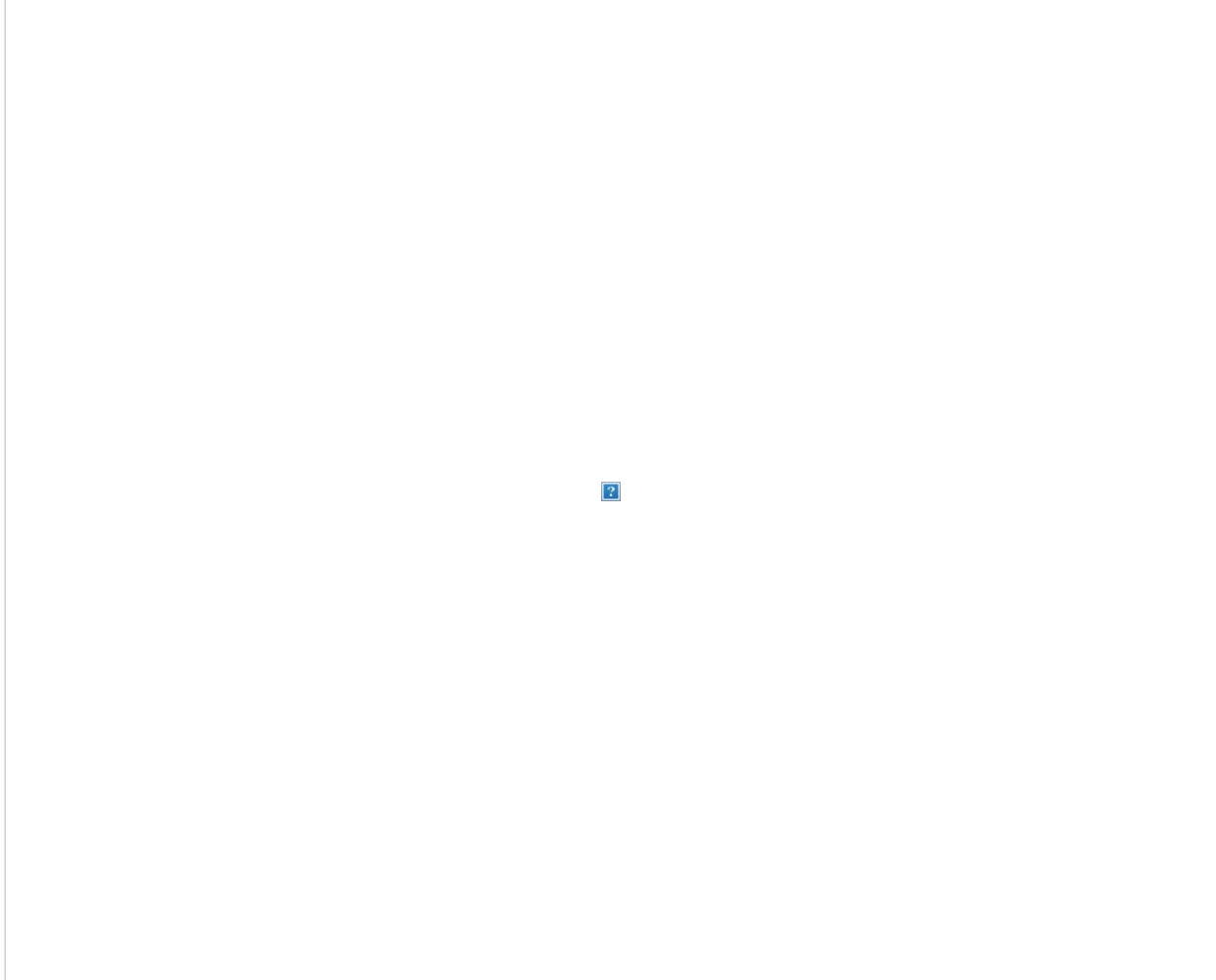
The entire area where the MMF will be is paved.

The MFF and furniture will be parked in the enclosed fenced lot to the right of the patio, after hours of operation.

Please let me know if anything additional is needed before scheduling the next step.

Thank you,

Wendy



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**From:** Bisla, Sachnoor <[sbisla@srcity.org](mailto:sbisla@srcity.org)>  
**Sent:** Tuesday, January 30, 2024 1:54 PM  
**To:** Quarker, Wendy <[WendyQuarker@lamMorrison.com](mailto:WendyQuarker@lamMorrison.com)>  
**Cc:** Hann, Alex <[AlexHann@lamMorrison.com](mailto:AlexHann@lamMorrison.com)>; Flanagan, Emma <[EmmaFlanagan@lamMorrison.com](mailto:EmmaFlanagan@lamMorrison.com)>  
**Subject:** RE: [EXTERNAL] RE: [Ext] Mobile Food Vending CUP23-023

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Good afternoon Wendy,

Thanks for following up. I have reviewed the site plan and the following comments are outstanding:

- Please indicate location of covered trash, recycling and compost bins, location of dining furniture in outdoor dining area including tables, chairs, and shade structures. It may be helpful to indicate on the plans that the outdoor patio furniture is already existing as a part of the campus café.

We will no longer be requiring that you show the creek setback on the plans. However, I will be working with the creeks division to appropriately condition the project to avoid any spillover into the creek.

- Is the area which the MFF will go completely paved?
- Your project description indicates that the MFF will remain in its designated location, however the City's Mobile Food Vending ordinance states the following: "After the permitted hours of operation, all mobile vending equipment, including the mobile unit itself and any associated dining furniture, shall be stored off-site or within an approved, enclosed structure on-site." Please revise your project description to demonstrate compliance with this requirement.

Please let me know if you have any questions or concerns with these comments.

Thank you!  
Noor

**Sachnoor Bisla | City Planner**

Planning and Economic Development Department | 100 Santa Rosa Ave | Santa Rosa, CA 95404  
Tel. (707) 543-3223 | Fax (707) 292-0963 | [sbisla@srcity.org](mailto:sbisla@srcity.org)



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**From:** Quarker, Wendy <[WendyQuarker@lamMorrison.com](mailto:WendyQuarker@lamMorrison.com)>  
**Sent:** Tuesday, January 30, 2024 12:25 PM  
**To:** Bisla, Sachnoor <[sbisla@srcity.org](mailto:sbisla@srcity.org)>  
**Cc:** Hann, Alex <[AlexHann@lamMorrison.com](mailto:AlexHann@lamMorrison.com)>; Flanagan, Emma <[EmmaFlanagan@lamMorrison.com](mailto:EmmaFlanagan@lamMorrison.com)>  
**Subject:** RE: [EXTERNAL] RE: [Ext] Mobile Food Vending CUP23-023

Good Afternoon Noor,

I'm just checking to see if you've had an opportunity to review the attached site map submitted on 1/23/24. Please let me know your assessment and how we should proceed.

Thank you,  
Wendy

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**From:** Quarker, Wendy <[WendyQuarker@lamMorrison.com](mailto:WendyQuarker@lamMorrison.com)>  
**Sent:** Tuesday, January 23, 2024 5:32 PM  
**To:** Bisla, Sachnoor <[sbisla@srcity.org](mailto:sbisla@srcity.org)>  
**Cc:** Hann, Alex <[AlexHann@lamMorrison.com](mailto:AlexHann@lamMorrison.com)>; Flanagan, Emma <[EmmaFlanagan@lamMorrison.com](mailto:EmmaFlanagan@lamMorrison.com)>  
**Subject:** RE: [EXTERNAL] RE: [Ext] Mobile Food Vending CUP23-023

Good afternoon Noor,

Thank you for your continued work on this project. Attached is what we received from the hospital planning department. Kindly take a look and let me know if anything additional is needed. The entire hospital is quite large and the conditional use permit we are requesting, is for an area so small by comparison, that it may not be visible on all aerial maps.

We were advised previously that a walk through by SRC will be required prior to the permit being granted. To help expedite the process, would it be possible to schedule the walk through soon and clarify any diagram questions at that time?

With kind regards,  
Wendy

wendy quarker, cdm, cfpp | support services coordinator  
director, dining services | m: 310.809-4997

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**From:** Bisla, Sachnoor <[sbisla@srcity.org](mailto:sbisla@srcity.org)>  
**Sent:** Tuesday, January 23, 2024 1:33 PM  
**To:** Quarker, Wendy <[WendyQuarker@lamMorrison.com](mailto:WendyQuarker@lamMorrison.com)>  
**Cc:** Hann, Alex <[AlexHann@lamMorrison.com](mailto:AlexHann@lamMorrison.com)>; Flanagan, Emma <[EmmaFlanagan@lamMorrison.com](mailto:EmmaFlanagan@lamMorrison.com)>  
**Subject:** RE: [EXTERNAL] RE: [Ext] Mobile Food Vending CUP23-023

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Hello Wendy,

Thank you for your patience as I review your application. Your project description is sufficient, and if I need any further details clarified I will ask as they come up.

Regarding the Site Plan, it is still missing many of the details listed in Christian's issues letter:

"Provide a Site Plan drawing showing project name, north arrow, property lines, existing buildings and structures (including fences), 30-foot setback from the top of bank of the creek, location of Mobile Food Vending, provide existing parking spaces & indicate spaces to be covered, indicate entrances, exits, walkways, and adjacent street names, location of restroom, location of covered trash, recycling and compost bins, location of dining furniture in outdoor dining area including tables, chairs, and shade structures."

The site plan should be inclusive of the entire parcel so that staff can see all elements of the operation of the site. Let me know if you have any questions.

Thanks,  
Noor

**Sachnoor Bisla | City Planner**

Planning and Economic Development Department | 100 Santa Rosa Ave | Santa Rosa, CA 95404