

# *The Halliday @ ScoHos*

*Plan of Operation - 10/24/2023*



## **Gage & Amy Duran**

Project Address:  
500 B Street, Upper Floors  
Scotia, California 95565

## INTRODUCTION

*The Halliday @ ScoHos* is a residential unit conversion adaptive re-use of the upper floors of the former Scotia Hospital, built by the Pacific Lumber Company for its employees and their families in 1924. The Hospital was in operation until 1958 and continued operation on the Main Level as Doctors Offices with dental and mental added later on. Southern Trinity Health Services operated their Scotia Bluffs Clinic 2018 through July 2023 when they took over their new space at the former hardware store on Main Street. As of now, the main level is vacant and listed on the MLS to procure a new commercial tenant.

## Unit Character

The upper level will consist of [7] individual units. The future phase attic conversion will add another [2] 'Owner's Units' with the addition of an elevator which was removed in a clinic remodel of the main level in the 1970s. The units have the following:

1. **2A (ADA Compliant)** - 711 SF, 2 Bed--Sleeps 6+Infant, 1 ADA Shower Bath, Full ADA Kitchen
2. **2B (ADA Compliant)** - 420 SF, 1 Bed-Sleeps 4+Infant, 1 ADA Shower Bath, Full ADA Kitchen
3. **2C** - 400 SF, 1 Bed--Sleeps 4+Infant, 1 Bath, Kitchenette (Sink, Mini-Fridge, 2 burner Hot-Plate, Microhood)
4. **2D** - 800 SF, 2 Bed-Sleeps 6+Infant, 1 Tub/Shower Bath, Full Kitchen, W/D
5. **2E** - 900 SF, 2 Bed-Sleeps 6+Infant, 2 Bath (1 w/ Tub/Shower & 1 w/ Shower), Full Kitchen, W/D
6. **2F** - 475 SF, 1 Bed-Sleeps 4+Infant, 1 Shower Bath, Full Kitchen, W/D
7. **2G** - 580 SF, 1 Bed--Sleeps 4+Infant, 1 Tub/Shower Bath, Full Kitchen, W/D
8. **3A (Future Phase)** - 2,000 SF, 2 Bed-Sleeps 6+Infant, 2 Bath, Large Kitchen, W/D
9. **3B (Future Phase)** - 2,000 SF, 2 Bed-Sleeps 6+Infant, 2 Bath, Large Kitchen, W/D

There are also the following interior Common Areas:

1. **Common Sun Porch** - Seating, TBD Table Game
2. **Playroom (Former Nursery)** - Toys, Games, Play Table, TV, original Nursery Sink
3. **Common Laundry** - W/D, original Cabinetry & Sinks
4. **Common Pantry (Future Upper Level Elevator Lobby)** - Refrigerator, Freezer &

original Cabinetry for condiment and staple storage.

5. **Co-Work (Attic, Future Phase)** - Seating, Co-Working Table, Piano, Sink & ADA Common Bath.

All Units feature:

1. Separately metered Sub-Panels
2. Garbage Disposals
3. Dishwashers and Ice Makers @ Full Kitchens
4. TVs w/ Cable & Ethernet jacks in each bedroom and living area as well as in Common Areas.
5. Baseboard and similar permanent electric Heating
6. Ceiling Fans
7. Bath Fan/Lights and Lit Bath Sink Mirrors
8. Energy Star Appliances
9. Original Tubs and Sinks
10. Water Saving Plumbing Fixtures
11. Original Windows
12. Original Base, Door and Window Trim
13. Added exterior wall foam and Batt insulation, b/t Unit(s) & Corridor acoustic Fire-rated Batts.
14. Replaced Drywall
15. New Paint and Flooring

## Building Code Compliance

The Units are being constructed, at additional cost, to R-1 rather than R-2 under the CBC & CBC Existing Building Code.

**Residential Group R-1 occupancies** contain sleeping units where the occupants are primarily transient in nature, including: Hotels (transient)

**Residential Group R-2 occupancies** containing sleeping units or more than two dwelling units where the occupants are primarily permanent in nature, including: Apartment houses, ...Hotels (nontransient), ...Vacation timeshare properties

Due to the Transient differentiation of Group R-1 Occupancies over non-transient R-2, they require, among other things, increased Fire Sprinkler Type (Full System), increased Occupancy and Unit Separation Walls, Floors & Ceilings Fire-Rating time, and shorter Egress Travel Distances.

*We are spending more on the conversion to make it R-1 compliant.*

## Seasonal Operational Information

We anticipate operating year-round 365, 24/7.

### Length of Stay Information

The goal of seeking Hotel approval is to provide us flexibility to meet the seasonal and yearly ebb and flow of demand to maintain maximum operation while also maintaining a high quality of stay for every guest type. Hotel designation does not limit our availability to offer some, most or all as Long-Term rental units. We anticipate having the following:

1. **Stays - Furnished Units** Subject to TOT Tax
  - a. **Overnight Stays:** 2-night minimum on the Weekends unless a unit is available day-of.
  - b. **Weekly Multi-Week Stays:** Less than 30-Day stays.
2. **Leases-Furnished & Unfurnished Units** Subject to Renter Protections & Increase Limits
  - a. **Month-to-Month:** 30-Day Intervals.
  - b. **Long-Term:** 6, 9 & 12 Month Leases, re-upped or Month-to-Month thereafter.

### Routine Service Intervals

Service Providers will provide their services at the following regular intervals.

1. **Cleaning/Housekeeping** - After every stay, checking common areas & exterior
2. **Landscaping** - Semi-weekly depending on the season
3. **Trash & Recycling** - Weekly, special pick-ups as needed and/or dumpster size(s) will be increased
4. **Fire Alarm, Sprinklers, Extinguishers** - Regular Service Intervals as recommended by Service Providers, regulation and operational compliance.

### Service Providers

While we, the Owners, will be in residence several months out of the year and therefore available on-site for emergencies, we plan on completely outsourcing operation to the following providers:

1. **Management** - Vacasa - Local Manager: Samantha Wise of Fortuna
2. **Cleaning/Housekeeping** - Vacasa Local Provider
3. **Laundering** - On-site w/ commercial Washer(s) & Dryer(s), outsourced as needed
4. **Landscaping** - Penny's Creations of Scotia
5. **Trash & Recycling** - Recology, Dumpster Size TBD, put out weekly for trash pick-up by Vacasa
6. **Internet, Cable & Phone** - Optimum, Satellite Service TBD if added
7. **Fire Alarm Monitoring** - Advanced Security Systems, includes call to Police & Fire
8. **Fire Extinguishers** - Eureka Gas
9. **Fire Sprinklers** - Maples Plumbing
10. **Gas & Electric** - PG&E, units will be separately metered w/ common areas on a separate house meter
11. **Water & Sewer** - Scotia CSD
12. **Security** - Ring Cameras, will be upgraded as needed
13. **Access** - Coded Entry Access Controls to Building @ Main Level, Base of Rear Ramps, and Unit Doors
14. **Noise & Smoking Monitoring** - MÎNUT, placed in every unit and common areas.
15. **Heating Issues** - TBD (Electrician)
16. **Elevator** - Manufacturer and Maintenance Provider TBD (Future Phase)
17. **Emergency Services** -
  - a. Police - Humboldt County Sheriff's Office: Emergencies 911, Non-Emergencies & to report a Crime 707-445-7251
  - b. Fire - Scotia Volunteer Fire Department: 707-764-2222
  - c. Fire - Rio Dell Volunteer Fire Department: 707-764-3329

### **Rules for Guests (House Rules)**

The following **House Rules** will be made available to all guests & renters electronically and copies provided physically on-site.

1. **Check-In:** After 4 PM
2. **Check-Out:** By 11 AM
3. **Quiet Hours:** Keep noise to a minimum 10 PM to 6 AM, 8 AM weekends. The MINUT devices in each unit will text warnings if dB levels are in excess of the unit and common area specific limits.
4. **Common Area Hours:** 8 AM, 10 AM on weekends to 8 PM, 10 PM on weekends
5. **Common Laundry Hours:** 6 AM to Midnight (cycle complete). Guests/Tenants are

to remove their clothing from the Washer(s)/Dryer(s) promptly at the end of each cycle to allow others use of the machinery and Owner is not responsible for articles lost, stolen or damaged in their use.

6. **Parking:** 1 Parking space per/Unit. Guests must place Unit's parking pass on the rear-view mirror. Tenants must display their parking sticker. Guests/Tenants are to park in one of the 7 designated spots in the Parking Lot and may park in the other commercial tenant parking lot spaces out of their hours of operation on nights and weekends. Guests/Tenants parking on-site, do so at their own risk and are solely responsible for protecting items from theft or damage. If parking is full or otherwise unavailable, guests/tenants may park on the street but we ask that you attempt to park in spaces not directly in front of residences as most residences don't have garages and use street parking directly in front of residences. Guests/Tenants are also asked to keep their engine and music down near property.
7. **Access:** Guests/Tenants are asked to enter and exit the building via either of the rear ramps. In the event of an emergency, guests are to follow signage to the nearest exit or area of refuge which may include using the open internal stairway and exiting via the Main Level Corridor out the front steps or out the side ADA entrance. Do not prop open any doors at any time including self-closing and coded access doors. The Main Level is primarily for the commercial tenant and Guests/Tenants are only allowed to use the common hallways and exits as permitted.
8. **Occupant Limits:** Each Unit shall not sleep more than reserved/leased and each space shall not exceed the posted occupancy load limits. Guests/Tenants are required to get permission for parties & gatherings, must reserve common areas for those events, and they must occur during non-quiet hours. Guests/Tenants must inform their guest of the property rules. It's especially important that no more than 29 persons ever occupy the Attic Co-Working space.
9. **Non-Smoking Policy:** The building is non-smoking/vaping/toking etc. Guests/Tenants may use legal substances outside but are responsible to use them at distances from the building established by signage/CA law and or laws governing their use. MINUT devices will register smoke and tampering and guests/tenants will be notified and automatically be charged an enhanced cleaning fee.
10. **Courtesies:** Guests/Tenants are to be courteous and mindful of other occupants, neighbors and the neighborhood throughout their stay. Please pick-up after yourselves in Common Areas & grounds so that everyone might enjoy their stay!