



HUNTINGTON BEACH PLANNING DEPARTMENT

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Associate Planner

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Associate Planner

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Associate Planner

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Associate Planner

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Plan Checker

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Neighborhood Pres. Mgr.

Michael Fuentes

Senior Code Enf. Officer

Rich Massi

Senior Code Enf. Office

Al Brady

Code Enforcement Off.

Tony Duarte

Code Enforcement Off.

Tim Flanagan

Code Enforcement Off.

Kathy Schooley

Code Enforcement Off.

Richard Hedden

Code Enforcement Off.

Martha Villasenor

Code Enforcement Off.

Justin Jones

Code Enforcement Aide

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Administrative Asst.

Pamela Avila

Acting Admin. Secretary

Judy Demers

Office Asst. II

Ann Minnie

Office Asst. II

A. Kearney/S. Phelan

College Interns

March 24, 2008

SUBJECT: SUMMARY OF 2007 ACCOMPLISHMENTS

Successful urban planning takes into consideration local identity and history, respect for artistic and natural heritage, an understanding of character and “sense of place”, traffic patterns, and utilities and natural hazards, such as flood zones. Planners are important in managing the growth of cities, applying tools like zoning to manage the uses of land, promoting energy conservation, and environmental review to mitigate the impacts of development. Code Enforcement ensures the implementation of neighborhood standards.

The City of Huntington Beach Planning Department consists of the following divisions, ensuring the highest level of customer service by encompassing all of the above aspects:

- **Advance Planning** – which maintains the General Plan, environmental review, long-term projects, and policy documents;
- **Current Planning** – which reviews and processes development applications according to the General Plan and Zoning Code, provides counter staff, and provides plan checking services;
- **Neighborhood Preservation/Code Enforcement** – which maintains and improves the quality of life throughout the community, eliminates blight within the city’s neighborhoods, responds to complaints regarding property maintenance issues, code violations and maintains compliance with the Zoning Code.

2007 was a successful year with the initiation of the Beach-Edinger Corridor Study and Specific Plan, update to the Downtown Specific Plan and Parking Master Plan, and the study of a Green Building program. Other projects ranged from large - such as the Senior Center and First Christian Church remodel - to small, such as assisting City homeowners with room additions and remodels. Also, in order to improve the efficiency of the development review process, several positive changes were implemented.

Enclosed you will find a summary of these accomplishments. I am proud of our accomplishments for 2007 and thank staff for all their achievements!

Sincerely,

Scott Hess
Director of Planning

CITY OF HUNTINGTON BEACH QUALITY SERVICE MISSION STATEMENT:

“To maintain a safe community, a high quality of life, the most cost-effective and highest quality service, facilities, and products in response to the changing needs of our community.”



ADVANCE PLANNING DIVISION

The Advance Planning Division worked on numerous projects in the past year. A list of key projects is provided below:

- Processed approval of the Brightwater Specific Plan, Annexation, and Cooperative Agreement through the Planning Commission, City Council and LAFCO
- Completed adoption of the City's first Inclusionary Housing In-Lieu Fee
- Launched the Beach/Edinger Corridor Study and Specific Plan, and held four Community Meetings
- Commenced a comprehensive update to the Downtown Specific Plan and Parking Master Plan
- Completed the Draft EIR for the Senior Center and received Planning Commission approval for the project
- Completed the Draft Housing Element and held Meetings with the Ad Hoc City Council Committee on Affordable Housing, the Planning Commission and the City Council
- Received final approval of the Local Coastal Program Amendment for Timeshares in downtown by Coastal Commission
- Received initial Coastal Commission approval for the Parkside Estates Land Use Plan
- Zoning Text Amendments approved by the City Council for Density Bonuses, Medical Marijuana Dispensaries, Wireless Communications Facilities and North Huntington Center Specific Plan signs
- Continued work on the General Plan Circulation Element Update
- Initiated the study of a Green Building program
- Filed a Local Coastal Program Amendment with the Coastal Commission for various amendments to the ZSO and Zoning Map
- Completed the Airplane Noise Study
- Began preliminary work on three EIRs for the Gun Range, The Ripcurl and Bella Terra Phase II

The Division also continued work on a number of ongoing and recurring projects:

- Floodplain management activities (annual review of FMP, monitor new construction)
- Published the 2006 Annual Report
- Editorial support to Department web site
- Publication of Department Newsletter
- Reviewing and responding to environmental documents prepared for other jurisdictions
- Processed various affordable housing agreements pursuant to inclusionary requirements

In addition, the Advance Planning Division continues to provide staff support for the following:

- Environmental Board
- Environmental Assistance Committee
- Zoning Administrator
- Planning Department Intern Liaison
- Planning/Zoning Counter

The Advance Planning Division staff also completed Current Planning assignments, including:

- Facilitated issuance of building permits for The Strand and Pacific City
- Processed Zoning Administrator and Design Review Board entitlements
- Processed plan checks taken in at the counter

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CURRENT PLANNING DIVISION

The following is a summary of 2007 accomplishments by the Current Planning Division:

Staff support at the zoning counter:

- An estimated **9,920 (40/day avg.)** telephone and approximately **10,693 (43/day avg.)** walk-in inquiries were received
- Received **216** zoning and entitlement applications for processing
- Performed **2,427** over-the-counter plan checks for zoning conformance
- Performed **1,387** plan checks for zoning compliance, plus **196** grading and **60** landscaping plans
- Processed **1,260** certificates of occupancy for new and change of business
- Issued **3** letters confirming property exemption from flood insurance
- Issued **25** zoning conformance letters
- Received over **780 (3/day avg.)** calls inquiring about flood information
- Mailed approximately **15,000** flood information brochures to properties in HB floodplain
- Received and responded to **105** Citizen Inquiries via Administration
- Answered **192** emails received through the Department's webpage
- Conducted **14** counter staff meetings and reviewed **44** issues/topics
- Implemented improvements for quality customer service and efficiency to the entitlement process

Entitlement Processing:

- Processed **28** applications to the Planning Commission and discussed **52** items at Study Session
- Processed **71** applications to the Zoning Administrator
- Processed **38** applications to the Design Review Board
- Processed **26** Administrative Permits
- Development Assistance Team - reviewed **41** issues or conceptual plans
- Project Review Staff meetings – **53** meetings and reviewed **305** issues or entitlements
- Processed **5** final parcel map, **2** final tract maps and **7** Lot Line Adjustments
- Mailed approximately **28,000** public hearing notices

Projects reviewed by the Planning Commission:

- Huntington Beach Senior Center
- Brightwater Specific Plan
- First Christian Church Remodel
- Ra Sushi - Restaurant
- Sharkeez - Dancing
- Lowe's Retail Pad Site
- Newland St. Improvements-Appeal
- Wireless Communications - ZTA
- Tuscany Development - EPA
- Park Avenue Marina
- 526 Main—Appeal of Sign Program
- Perkins Residence/Side Yard Variance
- HB Capital Improvements Program
- Flood Management Plan - Review
- Medical Marijuana - ZTA
- Design Review Board - ZTA
- HSS Outdoor Retail Sales - Appeal
- Grace Lutheran Church/School
- HB Dental Building
- Pacific City – Extension of Time (TTM)

Processed **1** residential subdivision totaling **2** units as follows:

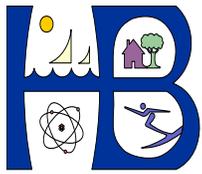
- Dawson Subdivision (2 Units)

Processed **1** Site Plan Review (Boeing) for industrial development as follows:

- 39,307 sq. ft. two-story Industrial Condominium Building (14382 Astronautics)

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NEIGHBORHOOD PRESERVATION/ CODE ENFORCEMENT DIVISION

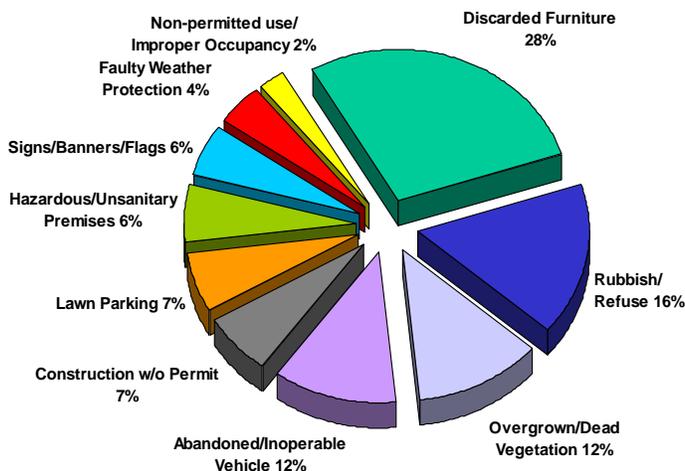
In 2007, the Code Enforcement/Neighborhood Preservation Division continued its efforts in maintaining and improving the City's quality of life through education, communication, and enforcement action. Throughout the year, the division opened 3,029 new cases, conducted 6,058 inspections, and resolved 3,033 cases, with a voluntary compliance rate of 97.75%. Other achievements for 2007 include:

- Received/returned over **19,900 phone calls**. This includes receiving and responding to complaints, follow-up with violators and complainants, and providing general information and resource referrals to the public about Code Enforcement and Neighborhood Preservation
- Initiated **2,289 proactive cases** to address violations observed by officers before receiving a complaint from citizens, and responded to **787 service requests** from residents to address code enforcement violations
- Conducted **502 on site visits** with property owners, explaining code requirements and providing resource referrals to assist them in their efforts to maintain their properties to the City's standards
- Issued **645 Notices of Violation** to encourage voluntary compliance and **69 citations** for non-compliance when voluntary compliance was not achieved
- Coordinated efforts with the Public Nuisance Task Force to address **37 nuisance properties** with the cooperation of Police, Fire, Building, Public Works, and the City Attorney's Office.

In addition, the Division maintained a high level of responsiveness and service to the community. On average, the Division successfully:

- ✓ Gained compliance and resolved violations within **39 days**
- ✓ Responded to **73%** of all complaints in **one day or less**.
- ✓ Inspected **75%** of all complaints **within 48 hours**.
- ✓ Completed the first inspection **within 4.8 days** from the initial complaint

Break down of Top 10 Code Enforcement Complaints in 2007:



| Violation | Total Cases |
|--|-------------|
| Discarded Furniture, Equipment, Appliances | 559 |
| Rubbish/Refuse | 322 |
| Overgrown/Dead Vegetation | 238 |
| Abandoned/Inoperable Vehicles | 229 |
| Construction w/o permit | 130 |
| Lawn Parking | 130 |
| Hazardous/Unsanitary Premises | 116 |
| Banners/Flags/Signs | 113 |
| Faulty Weather Protection | 87 |
| Non-permitted Use/Improper Occupancy | 49 |

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