



AGENDA
HUNTINGTON BEACH OFFICE OF THE ZONING ADMINISTRATOR
Room B-8 – Lower Level - Civic Center
2000 Main Street
Huntington Beach California

WEDNESDAY, MAY 05, 2010, 1:30 P.M.

ZONING ADMINISTRATOR: Ricky Ramos

STAFF MEMBERS: Jill Arabe, Tess Nguyen, Andrew Gonzales, Kimberly De Coite
(recording secretary)

MINUTES: None

ORAL COMMUNICATION: Anyone wishing to speak on an item not on the agenda may do so. No action can be taken by the Zoning Administrator on items not on the agenda.

SCHEDULED ITEMS:

- 1. PETITION DOCUMENT:** **CONDITIONAL USE PERMIT NO. 2010-009 (DOWNTOWN SHUTTLE SERVICE & REMOTE PARKING LOT-CONTINUED FROM THE APRIL 28, 2010 MEETING)**
- APPLICANT:** City of Huntington Beach, Economic Development Department
- REQUEST:** To permit the establishment of a remote parking lot with shuttle service to the downtown area during summer weekends, beginning the weekend prior to Memorial Day through the weekend after Labor Day, and 10 additional days for special events and holidays on a yearly basis. Remote parking will be located at an existing parking lot located at City Hall. The shuttle route will operate along a 3.5 mile continuous loop, circulating from City Hall to the Strand via Lake and Main Streets. The request is intended to increase parking capacity within the downtown area during peak parking conditions.
- LOCATION:** 2000 Main Street, 92648 (Southeast corner of Main Street and Yorktown Avenue – City Hall Parking Lot)
- PROJECT PLANNER:** Jill Arabe
- STAFF RECOMMENDS:** Approval based upon suggested findings and conditions of approval.

AGENDA
(Continued)

2. PETITION DOCUMENT: COASTAL DEVELOPMENT PERMIT NO. 2010-006 (SMITH RESIDENCE)
- APPLICANT: Tee Neighbors, Architect
- REQUEST: To permit the conversion of approximately 495 sq. ft. of attic space into habitable area (loft, bathroom, closet) for an existing attached third floor condominium unit.
- LOCATION: 16291 Countess Drive, Unit No. 308, 92649 (west side of Countess Drive, south of Edinger Avenue)
- PROJECT PLANNER: Tess Nguyen
- STAFF RECOMMENDS: Approval based upon suggested findings and conditions of approval.

Under the provisions of the Huntington Beach Zoning and Subdivision Ordinance, the action taken by the Zoning Administrator is final unless an appeal is filed to the Planning Commission by you or by an interested party. Said appeal must be in writing and must set forth in detail the action and grounds by which the applicant or interested party deems himself aggrieved. Said appeal must be accompanied by a filing fee of One Thousand Five Hundred Thirty-Four Dollars (\$1,534.00) if the appeal is filed by a single family dwelling property owner appealing the decision on his own property and Two Thousand and Two Dollars (\$2,002.00) if the appeal is filed by any other party. The appeal shall be submitted to the Secretary of the Planning Commission within ten (10) calendar days of the date of the Zoning Administrator's action or ten (10) working days for a coastal development permit.

**HUNTINGTON BEACH
OFFICE OF THE ZONING ADMINISTRATOR
EXECUTIVE SUMMARY**

TO: Zoning Administrator
FROM: Jill Arabe, Assistant Planner
DATE: May 5, 2010

SUBJECT: **CONDITIONAL USE PERMIT NO. 2010-009 (DOWNTOWN SHUTTLE SERVICE & REMOTE PARKING LOT- CONTINUED FROM THE APRIL 28, 2010 MEETING)**

LOCATION: 2000 Main Street, 92648 (Southeast corner of Main Street and Yorktown Avenue – City Hall Parking Lot)

Applicant: City of Huntington Beach, Economic Development Department, 2000 Main Street, Huntington Beach, CA 92648

Property Owner: City of Huntington Beach, 2000 Main Street, Huntington Beach, CA 92648

Request: To permit the establishment of a remote parking lot with shuttle service to the downtown area during summer weekends, beginning the weekend prior to Memorial Day through the weekend after Labor Day, and 10 additional days for special events and holidays on a yearly basis. Remote parking will be located at an existing parking lot located at City Hall. The shuttle route will operate along a 3.5 mile continuous loop, circulating from City Hall to the Strand via Lake and Main Streets. The request is intended to increase parking capacity within the downtown area during peak parking conditions.

Environmental Status: This request is covered by Categorical Exemption, Section 15304, Class 4, California Environmental Quality Act.

Zone: PS (Public Semipublic)

General Plan: P (Public)

Existing Use: City Hall/ Public facility

RECOMMENDATION: Staff recommends approval of the proposed project based upon the following findings:

SUGGESTED FINDINGS FOR PROJECTS EXEMPT FROM CEQA:

The Zoning Administrator finds that the project will not have any significant effect on the environment and is exempt from the provisions of the California Environmental Quality Act

(CEQA) pursuant to section 15304 of the CEQA Guidelines, because the project consists of a minor temporary use of land with negligible effects on the environment.

SUGGESTED FINDINGS FOR APPROVAL - CONDITIONAL USE PERMIT NO. 2010-009:

1. Conditional Use Permit No. 2010-009 for the establishment of a remote parking lot with shuttle service to the downtown area during summer weekends, beginning the weekend before Memorial Day through the weekend after Labor Day, and 10 additional days for special events and holidays on a yearly basis will not be detrimental to the general welfare of persons working or residing in the vicinity or detrimental to the value of the property and improvements in the neighborhood. Remote parking will be located at an existing parking lot at City Hall, approximately 1.5 miles from the downtown area. The use of the parking lot during summer weekends and special events will assist in increasing the parking inventory within the downtown and alleviate peak parking conditions by providing approximately 350 additional parking spaces. A shuttle service will operate in conjunction with the parking lot which will transport beachgoers and downtown visitors between City Hall to the Strand Development via Lake and Main Streets. The use will not adversely impact the neighborhood because the use utilizes an existing parking lot that is sufficiently buffered from residential uses by both Lake and Park Streets. It will not significantly generate noise or traffic impacts above which already exists. No conflicts with the proposed use and the existing public facility are anticipated due to divergent hours of operation. The use of the parking lot is suitable on the weekends because City Hall employees and patrons are not typically occupying the parking lot.
2. The conditional use permit will be compatible with surrounding uses because the use utilizes an existing parking lot and will be used in substantially the same manner which currently exists. The use of the parking lot on weekends and special events will help alleviate peak parking conditions within the downtown area by providing additional parking opportunities and shuttle service to the downtown area. The lot is intended to lessen the demand for parking on local streets and provide additional parking opportunities for the surrounding area.
3. The proposed conditional use permit will comply with the provisions of the base district and other applicable provisions in Titles 20-25 of the Huntington Beach Zoning and Subdivision Ordinance. A commercial parking facility on City-owned land within the PS (Public-Semipublic) zoning district is permitted with the approval of a conditional use permit. The parking lot exists on the subject site.
4. The granting of the conditional use permit will not adversely affect the General Plan. It is consistent with the Land Use Element designation of Public on the subject property. In addition, it is consistent with the following objectives and policies of the General Plan:

A. Land Use Element

Objective LU 13.1 Provide for the continuation of existing and development of new uses, such as governmental, administrative, public safety, human service, cultural, educational, infrastructure, religious, and other uses that support the needs of existing and future residents and businesses.

B. Circulation Element

Policy CE 4.1.3 Encourage the use of multiple-occupancy vehicle programs for shopping and other uses to reduce midday traffic.

Objective CE 5.1 Balance the supply of parking with the demand for parking.

Policy CE 5.1.1 Maintain an adequate supply of parking that supports the present level of demand and allow for the expected increase in private transportation use.

The proposed use is intended to alleviate the downtown parking demand by providing available parking approximately 1.5 miles from the downtown area. In conjunction to the parking lot, the proposed shuttle operation provides a form of public transportation specifically for beachgoers and downtown visitors. Due to the increased parking demand during summer months, the conditional use permit will increase the downtown parking supply. The use of the parking lot is suitable on the weekends because City employees are not typically occupying the parking lot.

SUGGESTED CONDITIONS OF APPROVAL - CONDITIONAL USE PERMIT NO. 2010-009:

1. The site plans received and dated March 9, 2010, and the exhibits received and dated March 29, 2010, shall be the conceptually approved design.
2. Only the uses described in the narrative dated March 9, 2010, shall be permitted.
3. Minor modifications to the plans shall be reviewed and approved by the Departments of Planning and Building and Public Works for conformance with the intent of the Zoning Administrator's action. If the proposed changes are of a substantial nature, an amendment to the original entitlement reviewed by the Zoning Administrator may be required.
4. Incorporating sustainable or "green" building practices into the design of the proposed structures and associated site improvements is highly encouraged. Sustainable building practices may include (but are not limited to) those recommended by the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) Program certification (<http://www.usgbc.org/DisplayPage.aspx?CategoryID=19>) or Build It Green's Green Building Guidelines and Rating Systems (<http://www.builditgreen.org/index.cfm?fuseaction=guidelines>).

INDEMNIFICATION AND HOLD HARMLESS CONDITION:

The owner of the property which is the subject of this project and the project applicant if different from the property owner, and each of their heirs, successors and assigns, shall defend, indemnify and hold harmless the City of Huntington Beach and its agents, officers, and employees from any claim, action or proceedings, liability cost, including attorney's fees and costs against the City or its agents, officers or employees, to attack, set aside, void or annul any approval of the City, including but not limited to any approval granted by the City Council, Planning Commission, or Design Review Board concerning this project. The City shall promptly notify the applicant of any claim, action or proceeding and should cooperate fully in the defense thereof.

**HUNTINGTON BEACH
OFFICE OF THE ZONING ADMINISTRATOR
EXECUTIVE SUMMARY**

TO: Zoning Administrator
FROM: Tess Nguyen, Associate Planner
DATE: May 5, 2010
SUBJECT: COASTAL DEVELOPMENT PERMIT NO. 2010-006 (SMITH RESIDENCE)
LOCATION: 16291 Countess Drive, Unit No. 308, 92649 (west side of Countess Drive, south of Edinger Avenue)

Applicant: Tee Neighbors, 14282 Hoover Street, Unit A-19, Westminster, CA 92683

Property Owner: James Smith, 17442 N 60th Place, Scottsdale, AZ 85254

Request: To permit the conversion of approximately 495 sq. ft. of attic space into habitable area (loft, bathroom, closet) for an existing attached third floor condominium unit.

Environmental Status: This request is covered by Categorical Exemption, Section 15301, Class 1, California Environmental Quality Act.

Zone: RM-CZ (Residential Medium Density – Coastal Zone)

General Plan: RM-15 (Residential Medium Density – 15 dwelling units per acre maximum)

Existing Use: Residential condominiums

RECOMMENDATION: Staff recommends approval of the proposed project based upon the following findings:

SUGGESTED FINDINGS FOR PROJECTS EXEMPT FROM CEQA:

The Zoning Administrator finds that the project will not have any significant effect on the environment and is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to section 15301 of the CEQA Guidelines, because additions to existing structures are exempt provided that they are less than 50% of the floor area of the existing structure.

SUGGESTED FINDINGS FOR APPROVAL - COASTAL DEVELOPMENT PERMIT NO. 2010-006:

1. Coastal Development Permit No. 2010-006 to permit the conversion of approximately 495 sq. ft. of attic space into habitable area (loft, bathroom, closet) for an existing attached third floor condominium unit conforms with the General Plan, including the Local Coastal Program Land Use Designation of Residential Medium Density. The proposed project is consistent with Coastal Element Land Use Policy C 1.1.1 to encourage new development to locate within, contiguous to or in close proximity to existing developed areas able to accommodate it. The proposal includes a minor addition to an existing condominium unit on a site developed with other residential condominiums.
2. The project is consistent with the requirements of the Coastal Zone Overlay District, the base zoning district, as well as other applicable provisions of the Municipal Code. The addition will be within the building envelope with no increase in overall building height or total number of bedrooms. The project complies with all applicable development regulations, including maximum building height and site coverage, minimum yard setbacks and on-site parking.
3. At the time of occupancy the proposed development can be provided with infrastructure in a manner that is consistent with the Local Coastal Program. The proposed addition will be constructed on a previously developed site in an urbanized area with all necessary services and infrastructure available, including water, sewer, and roadways.
4. The development conforms with the public access and public recreation policies of Chapter 3 of the California Coastal Act. The project will not impede public access, recreation, or views to coastal resources.

SUGGESTED CONDITIONS OF APPROVAL - COASTAL DEVELOPMENT PERMIT NO. 2010-006:

1. The site plan, floor plans, and elevations received and dated March 3, 2010 shall be the conceptually approved design.
2. Prior to submittal for building permits, zoning entitlement conditions of approval and code requirements identified in separately transmitted memorandum from the Departments of Fire, Planning and Building, and Public Works dated April 12, 2010, shall be printed verbatim on one of the first three pages of all the working drawing sets used for issuance of building permits (architectural, structural, electrical, mechanical, and plumbing) and shall be referenced in the sheet index. The minimum font size utilized for printed text shall be 12 point.
3. During demolition, grading, site development, and/or construction, the following shall be adhered to:
 - a. Construction equipment shall be maintained in peak operating condition to reduce emissions.
 - b. Use low sulfur (0.5%) fuel by weight for construction equipment.
 - c. Truck idling shall be prohibited for periods longer than 10 minutes.

- d. Attempt to phase and schedule activities to avoid high ozone days first stage smog alerts.
 - e. Discontinue operation during second stage smog alerts.
 - f. Ensure clearly visible signs are posted on the perimeter of the site identifying the name and phone number of a field supervisor to contact for information regarding the development and any construction/grading activity.
4. The structure(s) cannot be occupied and the final building permit(s) cannot be approved, until the following has been completed:
- a. All improvements must be completed in accordance with approved plans, except as provided for by conditions of approval.
 - b. Compliance with all conditions of approval specified herein shall be verified by the Planning and Building Department.
 - c. All building spoils, such as unusable lumber, wire, pipe, and other surplus or unusable material, shall be disposed of at an off-site facility equipped to handle them.
5. Incorporating sustainable or "green" building practices into the design of the proposed structures and associated site improvements is highly encouraged. Sustainable building practices may include (but are not limited to) those recommended by the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) Program certification (<http://www.usgbc.org/DisplayPage.aspx?CategoryID=19>) or Build It Green's Green Building Guidelines and Rating Systems (<http://www.builditgreen.org/green-building-guidelines-rating/>).

INDEMNIFICATION AND HOLD HARMLESS CONDITION:

The owner of the property which is the subject of this project and the project applicant if different from the property owner, and each of their heirs, successors and assigns, shall defend, indemnify and hold harmless the City of Huntington Beach and its agents, officers, and employees from any claim, action or proceedings, liability cost, including attorney's fees and costs against the City or its agents, officers or employees, to attack, set aside, void or annul any approval of the City, including but not limited to any approval granted by the City Council, Planning Commission, or Design Review Board concerning this project. The City shall promptly notify the applicant of any claim, action or proceeding and should cooperate fully in the defense thereof.