# City of Huntington Beach Planning and Building Department
# STAFF REPORT

**TO:** Planning Commission
**FROM:** Scott Hess, AICP, Director of Planning and Building
**BY:** Jill Arabe, Assistant Planner
**DATE:** February 28, 2012

**SUBJECT:** **CONDITIONAL USE PERMIT NO. 11-024/VARIANCE NO. 11-006 (HB WOMAN'S CLUB – CONTINUED FROM JANUARY 24, 2012 MEETING WITH THE PUBLIC HEARING CLOSED)**

**APPLICANT:** Michael C. Adams, P.O. Box 382, Huntington Beach, CA 92648

**PROPERTY OWNER:** HB Woman's Club, c/o Jacqueline Judd, P.O. Box 8446, Huntington Beach, CA 92615

**LOCATION:** 420 10th Street, 92648 (east side of 10th Street, between Orange Avenue and Pecan Avenue)

## STATEMENT OF ISSUE:

The project was continued from the January 24, 2012, meeting with the public hearing closed to permit the applicant and staff to work on addressing issues raised by the public and Planning Commission. At the Planning Commission meeting, several neighbors expressed concerns regarding the site's history of disruptive private events, site maintenance, insufficient onsite and street parking, and potential neighborhood impacts. Since that time, the applicant has met with staff and staff has met with the representatives of the neighborhood to discuss potential conditions of approval. The discussions have centered on the events at the Woman's Club, specifically pertaining to the operation of private rental events held at the club. The representatives of the neighborhood have provide staff with a petition, a letter, two emails and a "position paper" stating their concerns regarding the Woman's Club. The documents are attached to this report (see Attachment No. 4).

To address the compatibility of the club/lodge with the surrounding residential neighborhood, Planning and Police staff have revised the suggested conditions to include limitations on the activities and events, hours of operation, provisions for security guards, and noise attenuation on the building. The revised findings and conditions are listed in Attachment No. 1, with the new conditions highlighted in bold. The revised conditions primarily address the sound attenuation of the building, weekday (Mon.–Thurs.) events for the club and private parties and weekend (Fri.-Sun) events for the club and private parties. In addition, the applicant has submitted a revised draft Woman's Club rental agreement to address the comments and issues raised at the January 24th meeting regarding the private events (Attachment No. 3).

## RECOMMENDATION:

Motion to:

"Approve Conditional Use Permit No. 11-024 and Variance No. 11-006 with revised suggested findings and revised suggested conditions of approval (Attachment No. 1);"

## ALTERNATIVE ACTION(S):

The Planning Commission may take alternative actions such as:

A. "Continue Conditional Use Permit No. 11-024 and Variance No. 11-006 and direct staff accordingly."

B. "Deny Conditional Use Permit No. 11-024 and Variance No. 11-006 with findings for denial."

## ATTACHMENTS:

1. Revised Suggested Findings and Conditions of Approval – CUP No. 11-024/VAR No. 11-006
2. Planning Commission staff report dated January 24, 2012
3. Revised Woman's Club Rental Agreement dated January 31, 2012
4. Public Comments received since January 24, 2012

## ATTACHMENT NO. 1

## REVISED SUGGESTED FINDINGS AND CONDITIONS OF APPROVAL

## CONDITIONAL USE PERMIT NO. 11-024/VARIANCE NO. 11-006

### SUGGESTED FINDINGS FOR PROJECTS EXEMPT FROM CEQA:

The Planning Commission 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 15302, Class 2, of the CEQA Guidelines, which states that projects involving the replacement of the existing structure of a similar size are exempt from further environmental review.

### SUGGESTED FINDINGS FOR APPROVAL - CONDITIONAL USE PERMIT NO. 11-024:

1. Conditional Use Permit No. 11-024 to permit the establishment of a use (club/lodge) as a reconstruction of the former Woman's Club 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. The former structure is listed as a Historical Landmark within the City's General Plan. Because the building was destroyed more than 50% of its value, it may not be completely rebuilt without review and approval of discretionary permits. Furthermore, the use will remain consistent. The site has historically existed as the Woman's Club since 1916 and the ability to maintain the operation would not change the character of the area. No reports related to noise, traffic, and safety has been reported to Code Enforcement regarding the Woman's Club, however public testimony has demonstrated otherwise. As conditioned, the proposed use will include limitations on the hours of operation, types of activities, and frequency of activities to address and reduce potential impacts to surrounding residences. No changes to the prior site configuration will be provided, with the exception of the loss of one parking space, and compliance with landscaping.

2. The conditional use permit will be compatible with surrounding uses because the use and the reconstructed building will remain substantially the same as it was prior to the fire. The events within the reconstructed building will occur indoors with the condition for noise attenuating walls. The bungalow architecture of the building will blend with the residential homes by incorporating similar design elements such as a gable roof with exposed rafters and a front porch. Landscaping will also improve and enhance the property. The site has no recorded history of issues with regards to the operation of the club. Additional parking is not necessary because the site will be rebuilt with the former site layout and has historically functioned without compliance with current development standards.

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, with the exception of the requested variances, and any specific condition required for the proposed use in the district in which it is located. The reconstructed building will conform with applicable development regulations, including the variance requests for parking, lot coverage, and turnaround

radius. Due to the fire, the structure was destroyed more than 50% of the value and a conditional use permit is required to establish the club/lodge.

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 RMH-A (Residential Medium High Density-Small Lot Subdivision) on the subject property. In addition, it is consistent with the following policies and goals of the General Plan:

   A. *Land Use Element*

   Policy – LU 7.1.3: Allow for the continued occupancy, operation, and maintenance of legal uses and structures that exist at the time of adoption of the General Plan and become non-conforming due to use, density, and/or development requirements.

   Policy – LU 4.2.2: Permit historically significant buildings to vary from standard City codes; providing that the variations do not endanger human life and buildings comply with the State Historical Code.

   Objective – LU 15.5: Ensure that development achieves the visual and physical character intended for the district in which it is located.

   The project consists of the proposed reconstruction of a Historical Landmark as listed in the General Plan (Table HCR-2). Due to the nature of the destruction of the historic building by fire, the Woman's Clubhouse cannot be completely rebuilt without the review and approval of discretionary permits (Conditional Use Permit and Variance). In order to retain the same capacity and function of the Woman's Club, the building proposed with a similar size as the former structure cannot comply with current development standards. However, the design of the new building considers the surrounding residential environment by providing a single story cottage bungalow accompanied with landscaping. The continuation of the use would not change the character of the downtown area and the block of homes because the operation will remain the same.

   B. *Historic and Cultural Resources Element*

   Policy – HCR 2.1.2: Provide technical assistance to historic, cultural groups and artists.

   Goal – HCR 1: To promote the preservation and restoration of the sites, structures and districts which have architectural, historical, and/or archaeological significance to the City of Huntington Beach.

   The Woman's Club has been established since 1908 and located at the subject site since 1916. Its presence in the City is significant and historical as documented in the General Plan. It has survived longer than much of the development in the vicinity. The intent of the project is to continue the club's operation considering the loss of its structure due to fire and its listing as a Historical Landmark. Although the structural resource is removed, the existence of the club remains. The relocation of the club or the reduction of the building would minimize the ability to operate in the same capacity prior to the destruction by fire.

## SUGGESTED FINDINGS FOR APPROVAL – VARIANCE NO. 11-006:

1. The granting of Variance No. 11-006 to permit (a) 4 parking spaces in lieu of 73 parking spaces, (b) 55% lot coverage in lieu of a maximum 50%, and (c) 20 ft. turnaround radius in lieu of a minimum of 25 ft. will not constitute a grant of special privilege inconsistent with limitation upon other properties in the vicinity and under an identical zoning classification. The proposed building replicates the former Woman's Club, listed as a Historical Landmark in the City's General Plan, in a similar size and design. No significant changes to the site are proposed that would increase the prior nonconformities. The project will continue the same use prior to the destruction of the historical structure. Furthermore, it is not feasible to provide the amount of parking required on the site based on the assembly area because the use will not function in the same manner. The size of the lot cannot accommodate the proper circulation, parking space dimensions, and parking lot design for an assembly use. More parking onsite would also be incompatible with the surrounding residential uses. The Woman's Club has been operating since 1916 and has not generated a history of complaints with Code Enforcement and the Police Department. Public testimony has indicated that conditions imposed on the operation of the Woman's Club are necessary to minimize potential impacts and make the use more compatible to the neighborhood. Members and guests to the site will typically park on the street, consistent with other uses in the vicinity. The size of the building will maintain the historical significance of the former Woman's Club because it is not changing from what was previously developed prior to the fire. The project is not requesting an increase in height or an expansion in services, as other permitted uses typically request when improving property.

2. Because the former structure is listed as a Historical Landmark, the strict application of the zoning ordinance is found to deprive the subject property of privileges enjoyed by other properties in the vicinity and under identical zoning classification. The project is required to comply with the development standards consistent with residential homes not a public-semipublic use (club/lodge). The parking requirement is more restrictive because it is based on the square footage of assembly area within the building. As a result, an assembly area of 140 sq. ft. would only be permitted with four (4) parking spaces. Also, the former structure on the property is listed as a Historical Landmark in the General Plan. It was built in 1916, prior to the compliance of zoning regulations applicable to parking, lot coverage, and turnaround radius. It is also one of the smallest properties with a public-semipublic use (club/lodge) and listed as a Historical Landmark in the General Plan.

3. The granting of a variance is necessary to preserve the enjoyment of one or more substantial property rights. The Woman's Club has existed at the site for 95 years and to require compliance with current development standards would deem the site infeasible for the continued operation of a Historical Landmark. The zoning code requires more onsite parking and additional vehicular circulation to a site that has no history of issues related to these requirements. The Woman's Club has functioned without onsite parking because the club members ride share and their events are primarily held during the daytime hours when on-street parking is typically available.

4. The granting of the variance will not be materially detrimental to the public welfare or injurious to property in the same zone classification. The site will operate in the same capacity and function since 1916. The variances will not increase the nonconformities that were previously existing onsite, but allow for the continued operation of the Woman's Club that has functioned without

complaints related to the variances. Based on conditions imposed on the project, potential impacts are anticipated to be minimized and mitigated.

5. The granting of the variance will not adversely affect the General Plan. It is consistent with the Land Use Element designation of RMH (Residential Medium High Density) on the subject property, including the goals and policies:

   A. *Land Use Element*

   *Policy – LU 7.1.3*: Allow for the continued occupancy, operation, and maintenance of legal uses and structures that exist at the time of adoption of the General Plan and become non-conforming due to use, density, and/or development requirements.

   *Policy – LU 4.2.5:* Require that all commercial, industrial, and public development incorporate appropriate design elements to facilitate access and use as required by State and Federal Laws such as the American's with Disabilities Act.

   B. *Historic and Cultural Resources Element*

   *Goal – HCR 1:* To promote the preservation and restoration of the sites, structures, and districts which have architectural, historical, and/or archaeological significance to the City of Huntington Beach.

   *Policy – HCR 1.1.2:* Consider the designation of any historically significant public trees, archaeological sites, or structural sites or areas deemed to be of historical, archaeological, or cultural significance as a Huntington Beach City Historical Point, Site or District.

   The variances will not increase the nonconformities on a previously developed site, but will allow for the continued operation of a Historical Landmark. The project will replicate the former structure with an improved architectural design that is compatible with the residential neighborhood. Compliance with the development standards related to parking, turnaround radius, and lot coverage will eliminate the function of the historic use in the same manner that has previously been operating for 95 years.

## SUGGESTED CONDITIONS OF APPROVAL - CONDITIONAL USE PERMIT NO. 11-010/VARIANCE NO. 11-006:

1. The site plan and floor plan received and dated October 27, 2011 shall be the conceptually approved design with the following modifications:

   a. **Building walls shall be depicted on the floor plan with sound attenuating materials or other method as deemed appropriate by an acoustical analysis report such that noise emanating from the interior of the unit does not exceed established thresholds in the noise ordinance. (HBMC 8.40)**

   b. The site plan shall depict the 20 ft. turnaround radius from the parking space(s) to the property line on the other side of the existing alley.

c. The site plan shall depict the 3 ft. wide landscape planters adjacent to the ends of the row of parking.

d. The lot coverage calculation shall include the 48 sq. ft. porch area.

e. The site plan shall depict a minimum of 8% landscaping and one 36 in. box tree within the front yard.

2. **Prior to the submittal for building permits, the following shall be completed and approved in compliance with the modification listed under Condition No. 1:**

   a. **An acoustical analysis report prepared by a state licensed engineer or architect shall be completed and submitted in conjunction with the construction drawings demonstrating that the improvements will effectively mitigate noise emanating from the building.**

   b. **Construction plans for sound attenuation on the unit's building walls shall be submitted to the Building Division.**

3. **Prior to the final of the building permits, the applicant shall install required sound attenuation on the unit's building walls and a test shall be conducted to verify the attenuation.**

4. Only the uses described in the narrative dated **December 22, 2011** shall be permitted.

5. **Weekday events (Monday-Thursday) held for the Woman's Club or as private renters shall comply with the following:**

   a. **No events shall be open to the general public.**

   b. **Hours of operation shall be limited to between the hours of 8:00 AM to 9:00 PM.**

   c. **No person shall remain on the premises after 9:00 PM.**

   d. **Maximum occupancy of the building shall not exceed 50 persons.**

   e. **A Woman's Club representative shall open and close the facility.**

   f. **An event posting (8 ½" x 11") shall be located at the front of the facility including the contact person/organization, the woman's club representative, the number in attendance, and the hours reserved.**

   g. **The contact person for the event shall be on the premises at all times during the event.**

   h. **No outdoor activities shall be permitted.**

   i. **Live entertainment and amplified music may be permitted. Live entertainment shall be limited to non-amplified music (piano and acoustic guitar only), karaoke and disc jockeys and shall terminate by 8:30 PM.**

   j. **Recorded music may be permitted but shall not exceed the noise standards within the Noise Ordinance (HB Municipal Code Section 8.40).**

   k. **All exterior doors and windows shall remain closed during activities involving recorded music.**

   l. **All recorded music shall remain within the interior of the building at all times.**

   m. **Alcohol use shall be limited to the following:**

i. **Prior to serving alcohol and every 12 months thereafter, the Woman's Club shall send all members involved in serving alcohol to members or guests to the Licensing Education on Alcohol and Drugs (LEADS) training presented by the California Department of Alcoholic Beverage Control (ABC), or other ABC approved course.**

ii. **No alcohol or alcoholic beverages shall be served after 8:30 PM.**

iii. **No more than one event (Woman's Club or private rental) involving live entertainment or alcohol shall occur during the week (Mon. – Thurs.).**

iv. **No general public sale of alcohol shall be permitted at any time.**

v. **No alcohol shall be served or consumed outside of the building including on the porch.**

vi. **Alcohol use shall be restricted to a Type 51 (non-profit) ABC license. Alcohol use shall be restricted to members/guests and to consumption onsite within the building. All conditions set forth in the ABC license shall apply.**

vii. **A caterer's permit for distributing alcohol or the appropriate one-day event license shall be obtained from the ABC Board for all sub-leased functions where alcohol will be served.**

6. **Weekend events (Friday-Sunday) held for the Woman's Club or for private renters shall comply with the following:**

   a. **No events shall be open to the general public.**

   b. **Hours of operation shall be limited to between the hours of 9:00 AM and 10:00 PM.**

   c. **No person shall remain on the premises after 10:00 PM.**

   d. **Maximum occupancy of the building shall not exceed 75 persons.**

   e. **A Woman's Club representative shall open and close the facility.**

   f. **An event posting (8 ½" x 11") shall be located at the front of the facility including the contact person/organization, the woman's club representative, the number in attendance, and the hours reserved.**

   g. **The contact person for the event shall be on the premises at all times during the event.**

   h. **No outdoor activities shall be permitted.**

   i. **Any time during live entertainment activities or alcohol service, a minimum of one security guard shall monitor the perimeter of the facility to maintain order and prevent any activities which would impact the adjacent residential properties.**

   j. **All security guards shall possess a California State Guard Card.**

   k. **All security guards shall be required to wear a distinctive, identifiable uniform with "Security" printed or embroidered in contrasting colors on their shirts and/or jackets.**

   l. **Live entertainment or recorded music shall be limited to the following:**

      i. **Live entertainment shall terminate by 9:30 PM. Live entertainment shall be limited to non-amplified music (piano and acoustic guitar only), karaoke and disc**

**jockeys, with a maximum of two performers. Recorded music may be permitted but shall not exceed the noise standards within the Noise Ordinance (HB Municipal Code Section 8.40).**

**ii. No more than one event (Woman's Club or private rental) involving live entertainment or alcohol shall occur within the same weekend.**

**iii. All exterior doors and windows shall remain closed during activities involving live entertainment or recorded music.**

**iv. All live entertainment or recorded music shall remain within the interior of the building at all times.**

m. **Alcohol use shall be limited to the following:**

**i. Prior to serving alcohol and every 12 months thereafter, the Woman's Club shall send all members involved in serving alcohol to members or guests to the Licensing Education on Alcohol and Drugs (LEADS) training presented by the California Department of Alcoholic Beverage Control (ABC), or other ABC approved course.**

**ii. No alcohol or alcoholic beverages shall be served after 9:30 PM.**

**iii. No more than one event (Woman's Club or private rental) involving live entertainment or alcohol shall occur within the same weekend.**

**iv. No general public sale of alcohol shall be permitted at any time.**

**v. No alcohol shall be served or consumed outside of the building including on the porch.**

**vi. Alcohol use shall be restricted to a Type 51 (non-profit) ABC license. Alcohol use shall be restricted to members/guests and to consumption onsite within the building. All conditions set forth in the ABC license shall apply.**

**vii. A caterer's permit for distributing alcohol or the appropriate one-day event license shall be obtained from the ABC Board for all sub-leased functions where alcohol will be served.**

7. Prior to the submittal for building permits, the following shall be completed:

   a. A Lot Line Adjustment application shall be submitted to the Planning Division to merge underlying Lots 18 and 20 on the subject property.

   b. Plans revised pursuant to Condition No. 1 shall be submitted for review and approval to the Planning Division and for inclusion in the entitlement file.

   c. A landscaping plan shall be submitted for review and approval to the Planning Division with applicable fees and submittal requirements.

8. Prior to the issuance of building permits, the following shall be completed:

   a. The landscaping plan shall be approved by the Planning Division.

   b. The Lot Line Adjustment shall be approved by the City and recorded with the County of Orange.

9. **All Alcoholic Beverage Control licensing requirements shall be met.**
10. **In the event that there are any violations of the foregoing conditions or any violations of life safety codes, the event may be terminated by any Police Officer, Fire Inspector, or authorized personnel of the City of Huntington Beach.**
11. **The applicant and/or applicant's representative shall be responsible for ensuring the accuracy of all plans and information submitted to the City for review and approval.**
12. A review of the use shall be conducted by staff within six (6) months of the issuance of a Certificate of Occupancy or final building permit approval to verify compliance with all conditions of approval, the HBZSO and Municipal Code. The review shall be forwarded to the Planning Commission.
13. CUP No. 11-024/VAR No. 11-006 shall become null and void unless exercised within two years of the date of final approval or such extension of time as may be granted by the Director pursuant to a written request submitted to the Planning and Building Department a minimum 30 days prior to the expiration date.
14. 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

**City of Huntington Beach Planning and Building Department**

# STAFF REPORT

**TO:** Planning Commission
**FROM:** Scott Hess, AICP, Director of Planning and Building
**BY:** Jill Arabe, Assistant Planner JA
**DATE:** January 24, 2012

**SUBJECT:** **CONDITIONAL USE PERMIT NO. 11-024/VARIANCE NO. 11-006 (HB WOMAN'S CLUB)**

**APPLICANT:** Michael C. Adams, P.O. Box 382, Huntington Beach, CA 92648

**PROPERTY OWNER:** HB Woman's Club, c/o Jacqueline Judd, P.O. Box 8446, Huntington Beach, CA 92615

**LOCATION:** 420 10th Street, 92648 (east side of 10th Street, between Orange Avenue and Pecan Avenue)

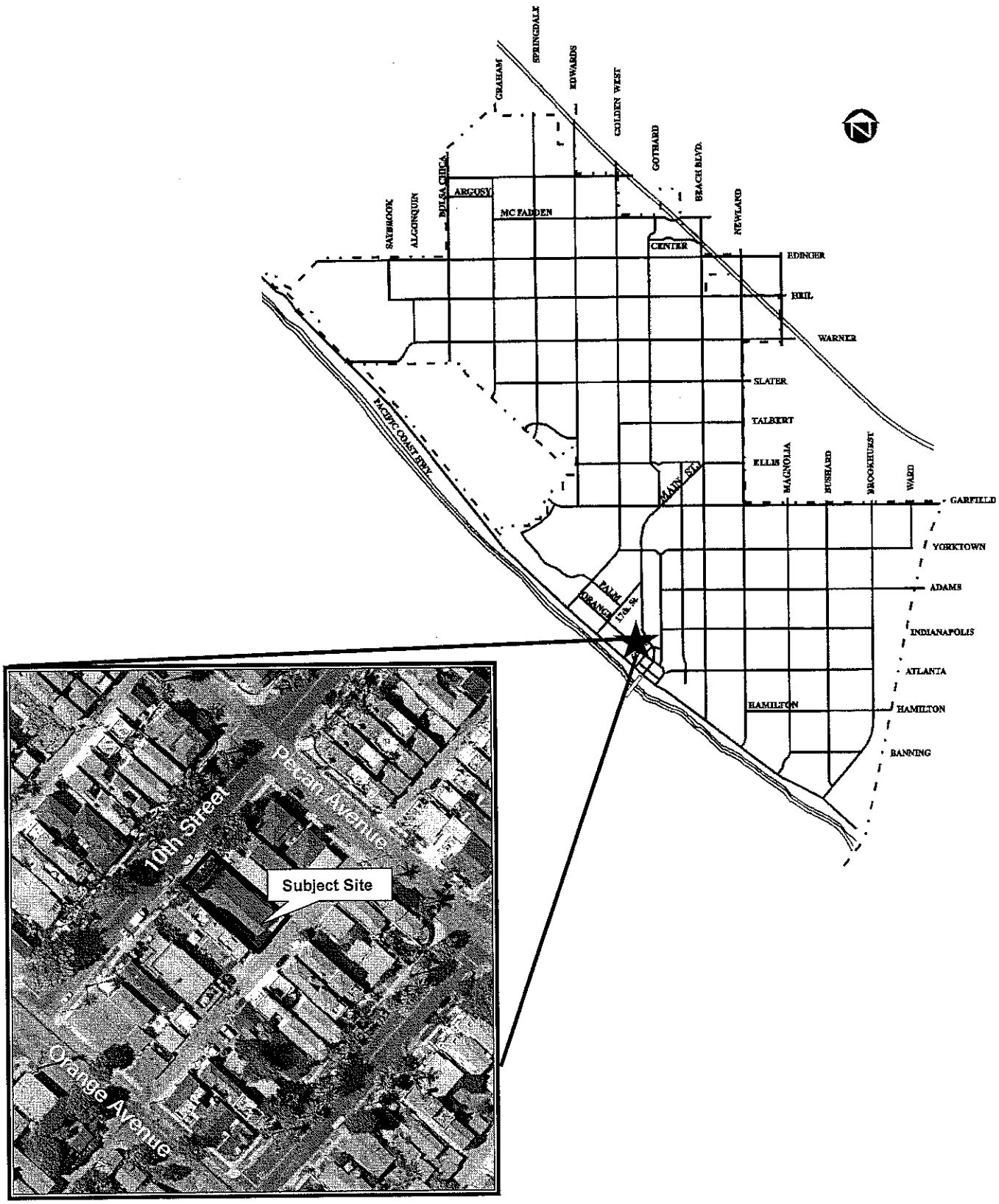
## STATEMENT OF ISSUE:

- Conditional Use Permit No. 11-024 request:
  - To permit the establishment of a club/lodge (former Woman's Clubhouse) in the RMH-A zone pursuant to HBZSO Section 210.04.
  - To permit the reconstruction of the woman's clubhouse to replace the former fire damaged clubhouse, originally built in 1916.
- Variance No. 11-006 represents a request:
  - To reconstruct the woman's clubhouse with (a) 4 parking spaces in lieu of a minimum of 73 spaces, (b) 55% lot coverage in lieu of the maximum 50%, (c) 20 ft. turnaround radius in lieu of 25 ft.

- Staff's Recommendation:
  Approve Conditional Use Permit No. 11-024 and Variance No. 11-006 with conditions based upon the following:
  - The proposed use is in compliance with the General Plan designation of Residential Medium High Density and the policies in the Historical Resources Element.
  - The project is in compliance with minimum development standards except for variances for parking, lot coverage, and turnaround radius.
  - The historical structure was destroyed by fire and the proposal will allow for the continued operation of the same use in a similar structure.

ATTACHMENT NO. 2.1

#B-1




ATTACHMENT NO. 1.2

# VICINITY MAP

## CONDITIONAL USE PERMIT NO. 11-024 / VARIANCE NO. 11-006
## (HB WOMAN'S CLUB – 420 10TH STREET)

## RECOMMENDATION:

Motion to:

"Approve Conditional Use Permit No. 11-024 and Variance No. 11-006 with suggested findings and suggested conditions of approval (Attachment No. 1);"

## ALTERNATIVE ACTION(S):

The Planning Commission may take alternative actions such as:

A. "Continue Conditional Use Permit No. 11-024 and Variance No. 11-006 and direct staff accordingly."

B. "Deny Conditional Use Permit No. 11-024 and Variance No. 11-006 with findings for denial."

## PROJECT PROPOSAL:

Conditional Use Permit No. 11-024 is a request to establish a club/lodge as a reconstruction of the former Woman's Clubhouse that was destroyed by fire in April 2011. The structure was legally constructed in 1916 and over time has become nonconforming with the zoning development standards on the property, including parking and landscaping. The damage to the former clubhouse consisted of more than 50% of the value of the structure and could not be completely rebuilt pursuant to HBZSO Section 236.04(A). Therefore, current zoning regulations are applicable and require a conditional use permit for the establishment of the use within the Residential Medium-High Density zone.

Variance No. 11-006 is a request to reconstruct the former Woman's Clubhouse with a similar size structure. The former structure is listed as a Historical Landmark in the General Plan and did not comply with several development standards based on its size and location on the site. As proposed, the reconstructed building will not conform to current standards as listed below:

| Development Standard | Requirements | Proposed |
|---|---|---|
| Parking – 1 per 35 SF of assembly area | 2,535 SF assembly area/35 SF = 73 parking spaces | 5 parking spaces |
| Lot Coverage – 50% max | 2,875 SF/5,750 SF = 50% | 3,181 SF/ 5,750 SF = 55% |
| Turnaround radius | 25 ft. | 20 ft. |

The HB Woman's Clubhouse was originally built in 1916. The size of the property is 5,875 sq. ft. Due to the reconstruction of the historical structure, the project will require a 2.5 ft. dedication for alley widening purposes. The dedication will reduce the size of the lot to 5,750 sq. ft.

***Proposed Hours of Operation***

The Woman's Club activities are primarily during the day time hours between 10 AM and 3 PM. These activities include bridge and bingo games, monthly meetings, and social events. On occasion, the clubhouse is available for private rental events with proceeds benefiting local charities and high school scholarships. Accordingly, private renters enter into a contract agreeing to no noise after 10 PM.

ATTACHMENT NO. 2.3

***Study Session:***

The item was presented at the January 10, 2012, Planning Commission Study Session meeting. Staff provided a brief overview of the project. The Planning Commission inquired about the following issues/concerns:

A. *Events/Activities in the clubhouse*

Commissioner Bixby requested a list of events previously held within the clubhouse and the type of events that will occur. The list is found in Attachment No. 5. Events were held every month, including bridge games and meetings.

B. *Police and Code Enforcement complaints related to noise and private events*

Code Enforcement has not received any complaints regarding the subject property. The Police Department has provided a call history on the property (Attachment No. 6).

C. *Club membership and criteria*

Commissioner Shier-Burnett requested specific membership information including the number of current members within the club, whether there is a limitation on the number of members, and the criteria for membership. There are currently 49 members in the club with no maximum number of members. A copy of the by-laws and criteria for membership are found in Attachment No. 7.

D. *Private rental contract*

Since the HB Woman's Club provides the service of renting out the facility for private events, a copy of the contract is requested for review (Attachment No. 8).

Nine members of the public spoke about the project under Public Comments. Complaints about the reconstruction of the Woman's Club were presented, specifically based on the history of the site and issues related to parking, noise, and facility maintenance.

**ISSUES:**

***Subject Property And Surrounding Land Use, Zoning And General Plan Designations:***

| LOCATION | GENERAL PLAN | ZONING | LAND USE |
|---|---|---|---|
| Subject Property: | RMH-25-d (Residential Medium High Density – 25 du/acre – design overlay) | RMH-A (Residential Medium High Density – Small Lot Subdivision) | clubhouse |
| North of Subject Site (across 10th Street): | RMH-25-d | RMH-A | Single family residential |
| East and West of Subject Site: | RMH-25-d | RMH-A | Single family residential |
| South of Subject Site (across alley): | RMH-25-d | RMH-A | Single family residential |

ATTACHMENT NO. 14

***General Plan Conformance:***

The General Plan Land Use Map designation on the subject property is RMH-25-d (Residential Medium High Density – 25 dwelling units/acre – design overlay). The proposed project is consistent with this designation and the goals and policies of the City's General Plan as follows:

A. *Land Use Element*

Policy – LU 7.1.3: Allow for the continued occupancy, operation, and maintenance of legal uses and structures that exist at the time of adoption of the General Plan and become non-conforming due to use, density, and/or development requirements.

Policy – LU 4.2.2: Permit historically significant buildings to vary from standard City codes; providing that the variations do not endanger human life and buildings comply with the State Historical Code.

Objective – LU 15.5: Ensure that development achieves the visual and physical character intended for the district in which it is located.

The project consists of the proposed reconstruction of a Historical Landmark as listed in the General Plan (Table HCR-2). Due to the nature of the destruction of the historic building by fire, the Woman's Clubhouse cannot be completely rebuilt without the review and approval of discretionary permits (Conditional Use Permit and Variance). In order to retain the same capacity and function of the Woman's Club, the building proposed with a similar size as the former structure cannot comply with current development standards. However, the design of the new building considers the surrounding residential environment by providing a single story cottage bungalow accompanied with landscaping. The continuation of the use would not change the character of the downtown area and the residential neighborhood because the operation will remain the same.

B. *Historic and Cultural Resources Element*

Policy – HCR 2.1.2: Provide technical assistance to historic, cultural groups and artists.

Goal – HCR 1: To promote the preservation and restoration of the sites, structures and districts which have architectural, historical, and/or archaeological significance to the City of Huntington Beach.

The Woman's Club has been established since 1908 and located at the subject site since 1916. Its presence in the City is significant and historical as documented in the General Plan. It has survived longer than much of the development in the vicinity. The intent of the project is to continue the club's operation considering the loss of its structure due to fire and its listing as a Historical Landmark. Although the structural resource is removed, the existence of the club remains. The rebuilt structure will restore its significance in the neighborhood and value in the community.

***Zoning Compliance:***

This project is located in the Residential Medium High Density – Small Lot Subdivision zone and complies with the requirements of that zone except for the requested variances for parking, lot coverage, and turnaround radius. As conditioned, the number of parking spaces will be reduced to accommodate a handicap accessible stall and planter widths adjacent to the stalls. The project is required a conditional

ATTACHMENT NO. 2.5

use permit because the former structure was destroyed more than 50% and is not allowed to be completely rebuilt. The subject site is proposed with a similar size building and layout with the original configuration. Due to current standards, it will not comply without variances.

***Urban Design Guidelines Conformance:*** Not Applicable

***Environmental Status:***

The proposed project is Categorically Exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15302, Class 2—*Replacement or Reconstruction*, which states that a new structure located on the same site as the structure placed with substantially the same purpose and capacity are exempt from further environmental review.

***Coastal Status:*** Not applicable.

***Design Review Board:*** Not applicable.

***Subdivision Committee:*** Not applicable.

***Other Departments Concerns and Requirements:***

The Departments of Planning and Building, Public Works, and Fire have reviewed the application and identified applicable code requirements (Attachment No. 4).

***Public Notification:***

Legal notice was published in the Huntington Beach/Fountain Valley Independent on January 12, 2012, and notices were sent to property owners of record and tenants within a 500 ft. radius of the subject property, individuals/organizations requesting notification (Planning and Building Department's Notification Matrix), tenants, applicant, and interested parties. As of January 17, 2012, staff has received no comments related to this project.

***Application Processing Dates:***

| DATE OF COMPLETE APPLICATION: | MANDATORY PROCESSING DATE(S): |
|---|---|
| November 28, 2011 | January 27, 2012 |

Conditional Use Permit No. 11-024 and Variance No. 11-006 were filed on October 27, 2011, and deemed complete on November 28, 2011. The application is tentatively scheduled for a public hearing before the Planning Commission on January 24, 2012.

ATTACHMENT NO. 2.6

## ANALYSIS:

### *General Plan Consistency*

The former structure is listed in the City's General Plan as a Historical Landmark. Although legally constructed, it did not previously comply with regulations for parking, landscaping, lot coverage, and turnaround radius based on the size of the former structure and location. Due to the unfortunate destruction caused by fire, the value of the structure was determined to be a complete loss with more than 50% of the value of the building being destroyed. If the structure had been destroyed less than 50% of the value, the replacement structure would be grandfathered and allowed to be completely rebuilt without compliance to current zoning requirements.

The proposed building is designed to replicate the former structure in a similar size, configuration, and consistency. It will be a single story cottage bungalow with a front porch. The building will contain an assembly area, kitchen, restrooms, and storage area. The use will remain the same, operating primarily during the day time hours. It is consistent with General Plan goals, objectives, and policies by maintaining the former operation that has existed on the site since 1916. The General Plan encourages the continuation of historical uses and buildings such that potential negative impacts are avoided. The reconstruction of the Woman's Club will not add impacts to the vicinity because the use will operate in the same manner prior to the destruction of the structure with conditions limiting private events. No negative impacts are anticipated as a result of the project as conditioned.

### *Land Use Compatibility*

The project will be compatible with the neighborhood because the design of the building considers the residential character of the area and the use is a continuation of the Woman's Club. The proposed building will be designed as a cottage bungalow and blend in with the residential neighborhood. It is built with a similar size as the former historical structure in order to operate in the same capacity and purpose. The site has survived since 1916 as a Woman's Club and has operated with no history of issues, aside from certain private rental events. The site has been able to accommodate the social events and activities held by the Woman's Club, including bingo games and monthly meetings. As conditioned, no negative impacts are anticipated related to issues with noise, parking, or safety. In consideration of the residential neighborhood, no club activities or private events may occur beyond 10 PM on any day, which should reduce any potential nuisances during late night hours. The events held by the Woman's Club are primarily during daytime hours, when on-street parking is available.

### *Variances*

*Parking*

Current parking requirements are based on the assembly area within the club/lodge. Due to the strict application of the zoning code, the assembly area of 2,535 sq. ft. requires 73 parking spaces, which would not be feasible to be provided on the lot. The proposed site layout is similar in configuration prior to the fire, with five (5) on-site parking spaces located at the rear of the property. However under current requirements, the number of stalls will be reduced to four parking spaces, which would only accommodate a 140 sq. ft. building, thus limiting the capacity and purpose of the historic use. The club, including other commercial and assembly uses in the vicinity, functions with limited on-site and on-street parking to accommodate the club's activities with no history of operational issues. Furthermore, the

ATTACHMENT NO. 2.7

availability of on-street parking is a limiting factor for the usage of the building, specifically private event rentals. A large quantity of guests would be deterred from holding activities within the clubhouse due to street parking in the vicinity. No significant impacts associated to parking are anticipated because the use will operate in the same capacity as prior to the fire.

*Lot Coverage*
The proposed building will replicate the former Historical Landmark in a similar size, design, and function. With the exception of a porch at the front of the structure, no additional building area is proposed that would change the intensity of the prior use. The building would have to reduce by approximately 400 sq. ft. to comply with the maximum allowable lot coverage. The assembly area would be minimized and limit the function of the historical use. Additionally, the project will require a 2.5 ft. wide dedication along the alley, reducing the gross lot area by 125 sq. ft. The alley dedication contributes to the increased lot coverage on the property.

*Turnaround radius*
The intent of the project is to maintain the same use within the building envelope of the former Historical Landmark. In order to preserve the property rights that the Woman's Club has enjoyed for several years, the parking spaces will not meet the minimum backup area for 90 degree stalls. The turnaround radius is deficient by five ft. and has not posed any parking issues for the alley. The site cannot accommodate both a reconstructed building and the required turnaround radius.

The variances are requested in order to replicate the same use and structure in size and location on the property. In an attempt to revive the former Historical Landmark, the structure cannot comply with lot coverage, parking, and turnaround radius. The size of the site is not large enough to accommodate an assembly use because the strict application of the zoning ordinance requires 1 parking space for each 35 sq. ft. of assembly. However, the use is unique because it has existed on the subject site prior to the adoption of the zoning regulations and retains a documented significance in the community. Due to the fire and its extent of damage on the former structure, the CUP for the reestablishment of the club/lodge warrants further limitations on the property that have not previously generated a history of complaints related to the site. Without the variances, the property cannot be rebuilt with the similar size structure and historical use of the Woman's Club.

**ATTACHMENTS:**

1. Suggested Findings and Conditions of Approval – CUP No. 11-024/VAR No. 11-006
2. Site Plan and Floor Plans received and dated October 27, 2011
3. Project Narrative received and dated December 22, 2011
4. Code Requirements Letter dated December 16, 2011
5. List of Woman's Club Recent Events received and dated January 13, 2012
6. Police Calls Report dated January 17, 2012
7. Woman's Club By-Laws received and dated January 12, 2012
8. Contract for Private Renters received and dated January 17, 2012
9. Public Comment received and dated January 18, 2012

SH:HF:JA

ATTACHMENT NO. 2.8

# ATTACHMENT NO. 1

## SUGGESTED FINDINGS AND CONDITIONS OF APPROVAL

## CONDITIONAL USE PERMIT NO. 11-024/VARIANCE NO. 11-006

### SUGGESTED FINDINGS FOR PROJECTS EXEMPT FROM CEQA:

The Planning Commission 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 15302, Class 2, of the CEQA Guidelines, which states that projects involving the replacement of the existing structure of a similar size are exempt from further environmental review.

### SUGGESTED FINDINGS FOR APPROVAL - CONDITIONAL USE PERMIT NO. 11-024:

1. Conditional Use Permit No. 11-024 to permit the establishment of a use (club/lodge) as a reconstruction of the former Woman's Club 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. The structure is listed as a Historical Landmark within the City's General Plan. Because the building was destroyed more than 50% of its value, it may not be completely rebuilt without review and approval of discretionary permits. Furthermore, the use will remain consistent. The site has historically existed as Woman's Club since 1916 and the ability to maintain the operation would not change the character of the area. No reports related to noise, traffic, and safety has been reported to Code Enforcement regarding the Woman's Club. As conditioned, the use cannot operate beyond 10 PM to reduce potential impacts to surrounding residences. No changes to the prior site configuration will be provided, with the exception of the loss of one parking space, and compliance with landscaping.

2. The conditional use permit will be compatible with surrounding uses because the use and the reconstructed building will remain substantially the same as it was prior to the fire. The events within the reconstructed building will occur indoors. The bungalow architecture of the building will blend with the residential homes by incorporating similar design elements such as a gable roof with exposed rafters and a front porch. Landscaping is also included for improvement on the property. The site has no history of issues with regards to the operation of the club. Additional parking is not necessary because the site will be rebuilt with the former site layout and has historically functioned without compliance with current development standards.

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, with the exception of the requested variances, and any specific condition required for the proposed use in the district in which it is located. The reconstructed building will conform with applicable development regulations, including the variance requests. Due to the fire, the structure was destroyed more than 50% of the value and a conditional use permit is required to establish the club/lodge.

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 RMH-A (Residential Medium High Density-Small Lot

ATTACHMENT NO. 2.9

Subdivision) on the subject property. In addition, it is consistent with the following policies and goals of the General Plan:

A. *Land Use Element*

Policy – LU 7.1.3: Allow for the continued occupancy, operation, and maintenance of legal uses and structures that exist at the time of adoption of the General Plan and become non-conforming due to use, density, and/or development requirements.

Policy – LU 4.2.2: Permit historically significant buildings to vary from standard City codes; providing that the variations do not endanger human life and buildings comply with the State Historical Code.

Objective – LU 15.5: Ensure that development achieves the visual and physical character intended for the district in which it is located.

The project consists of the proposed reconstruction of a Historical Landmark as listed in the General Plan (Table HCR-2). Due to the nature of the destruction of the historic building by fire, the Woman's Clubhouse cannot be completely rebuilt without the review and approval of discretionary permits (Conditional Use Permit and Variance). In order to retain the same capacity and function of the Woman's Club, the building proposed with a similar size as the former structure cannot comply with current development standards. However, the design of the new building considers the surrounding residential environment by providing a single story cottage bungalow accompanied with landscaping. The continuation of the use would not change the character of the downtown area and the block of homes because the operation will remain the same.

B. *Historic and Cultural Resources Element*

Policy – HCR 2.1.2: Provide technical assistance to historic, cultural groups and artists.

Goal – HCR 1: To promote the preservation and restoration of the sites, structures and districts which have architectural, historical, and/or archaeological significance to the City of Huntington Beach.

The Woman's Club has been established since 1908 and located at the subject site since 1916. Its presence in the City is significant and historical as documented in the General Plan. It has survived longer than much of the development in the vicinity. The intent of the project is to continue the club's operation considering the loss of its structure due to fire and its listing as a Historical Landmark. Although the structural resource is removed, the existence of the club remains. The relocation of the club or the reduction of the building would minimize the ability to operate in the same capacity prior to the destruction by fire.

## SUGGESTED FINDINGS FOR APPROVAL – VARIANCE NO. 11-006:

1. The granting of Variance No. 11-006 to permit (a) 4 parking spaces in lieu of 73 parking spaces, (b) 55% lot coverage in lieu of a maximum 50%, and (c) 20 ft. turnaround radius in lieu of a minimum of 25 ft. will not constitute a grant of special privilege inconsistent with limitation upon other properties in the vicinity and under an identical zoning classification. The proposed building replicates the former Woman's Club, listed as a Historical Landmark in the City's General Plan, in

ATTACHMENT NO. 2.10

a similar size and design. No significant changes to the site are proposed that would increase the prior nonconformities. The project will continue the same use prior to the destruction of the historical structure. Furthermore, it is not feasible to provide the amount of parking required on the site based on the assembly area because the use will not function in the same manner. The size of the lot cannot accommodate the proper circulation, parking space dimensions, and parking lot design for an assembly use. More parking onsite would also be incompatible with the surrounding residential uses. The Woman's Club has been operating since 1916 and has not generated a history of complaints with Code Enforcement and the Police Department. Members and guests to the site will typically park on the street, consistent with other uses in the vicinity. The size of the building will maintain the historical significance of the former Woman's Club because it is not changing from what was previously approved prior to the fire. The project is not requesting an increase in height or an expansion in services, as other permitted uses typically request when improving property.

2. Because the former structure is listed as a Historical Landmark, the strict application of the zoning ordinance is found to deprive the subject property of privileges enjoyed by other properties in the vicinity and under identical zoning classification. The project is required to comply with the development standards consistent with residential homes not a public-semipublic use (club/lodge). The parking requirement is more restrictive because it is based on the square footage of assembly area within the building. As a result, an assembly area of 140 sq. ft. would only be permitted with four (4) parking spaces. Also, the former structure on the property is listed as a Historical Landmark in the General Plan. It was built in 1916, prior to the compliance of zoning regulations applicable to parking, lot coverage, and turnaround radius. It is also one of the smallest properties with a public-semipublic use (club/lodge) and listed as a Historical Landmark in the General Plan.

3. The granting of a variance is necessary to preserve the enjoyment of one or more substantial property rights. The Woman's Club has existed at the site for 95 years and to require compliance with current development standards would deem the site infeasible for the continued operation of a Historical Landmark. The variances require more onsite parking and additional vehicular circulation to a site that has no history of issues related to these requirements. The Woman's Club has functioned without onsite parking because the club members ride share and their events are primarily held during the daytime hours when on-street parking is typically available.

4. The granting of the variance will not be materially detrimental to the public welfare or injurious to property in the same zone classification. The site will operate in the same capacity and function since 1916. The variances will not increase the nonconformities that were previously existing onsite, but allow for the continued operation of the Woman's Club that has functioned without complaints related to the variances. As conditioned to limit private events to no later than 10 PM daily, potential complaints for noise associated with private uses will be mitigated.

5. The granting of the variance will not adversely affect the General Plan. It is consistent with the Land Use Element designation of RMH (Residential Medium High Density) on the subject property, including the goals and policies:

ATTACHMENT NO. 2.11

A. *Land Use Element*

*Policy – LU 7.1.3*: Allow for the continued occupancy, operation, and maintenance of legal uses and structures that exist at the time of adoption of the General Plan and become non-conforming due to use, density, and/or development requirements.

*Policy – LU 4.2.5:* Require that all commercial, industrial, and public development incorporate appropriate design elements to facilitate access and use as required by State and Federal Laws such as the American's with Disabilities Act.

B. *Historic and Cultural Resources Element*

*Goal – HCR 1:* To promote the preservation and restoration of the sites, structures, and districts which have architectural, historical, and/or archaeological significance to the City of Huntington Beach.

*Policy – HCR 1.1.2:* Consider the designation of any historically significant public trees, archaeological sites, or structural sites or areas deemed to be of historical, archaeological, or cultural significance as a Huntington Beach City Historical Point, Site or District.

The variances will not increase the nonconformities on a previously developed site, but will allow for the continued operation of a Historical Landmark. The project will replicate the former structure with an improved architectural design that is compatible with the residential neighborhood. Compliance with the development standards related to parking, turnaround radius, and lot coverage will eliminate the function of the historic use in the same manner that has previously been operating for 95 years.

**SUGGESTED CONDITIONS OF APPROVAL - CONDITIONAL USE PERMIT NO. 11-010/VARIANCE NO. 11-006:**

1. The site plan and floor plans received and dated October 27, 2011, shall be the conceptually approved design with the following modification:

    a. The site plan shall depict the 20 ft. turnaround radius from the parking space(s) to the property line on the other side of the existing alley.

    b. The site plan shall depict the 3 ft. wide landscape planters adjacent to the ends of the row of parking.

    c. The lot coverage calculation shall include the 48 sq. ft. porch area.

    d. The site plan shall depict a minimum of 8% landscaping and one 36 in. box tree within the front yard.

2. The use shall comply with the following:

    a. All events (club activities or private events) shall terminate by 10 PM daily.

ATTACHMENT NO. 2.12

b. Only the uses described in the narrative dated October 27, 2011 shall be permitted.

3. Prior to the submittal for building permits, the following shall be completed:

   a. A Lot Line Adjustment application shall be submitted to the Planning Division to merge underlying Lots 18 and 20 on the subject property.

   b. Plans revised pursuant to Condition No. 1 shall be submitted for review and approval to the Planning Division and for inclusion in the entitlement file.

   c. A landscaping plan shall be submitted for review and approval to the Planning Division with applicable fees and submittal requirements.

4. Prior to the issuance of building permits, the landscaping plan shall be approved by the Planning Division.

5. Prior to the final of building permits, the Lot Line Adjustment shall be approved by the City and recorded with the County of Orange.

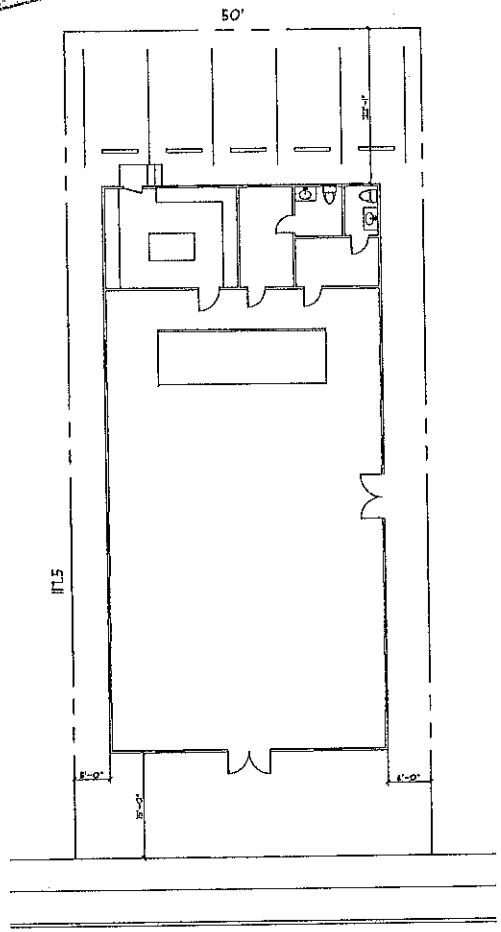
6. CUP No. 11-024/VAR No. 11-006 shall become null and void unless exercised within two years of the date of final approval or such extension of time as may be granted by the Director pursuant to a written request submitted to the Planning and Building Department a minimum 30 days prior to the expiration date.

7. 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).

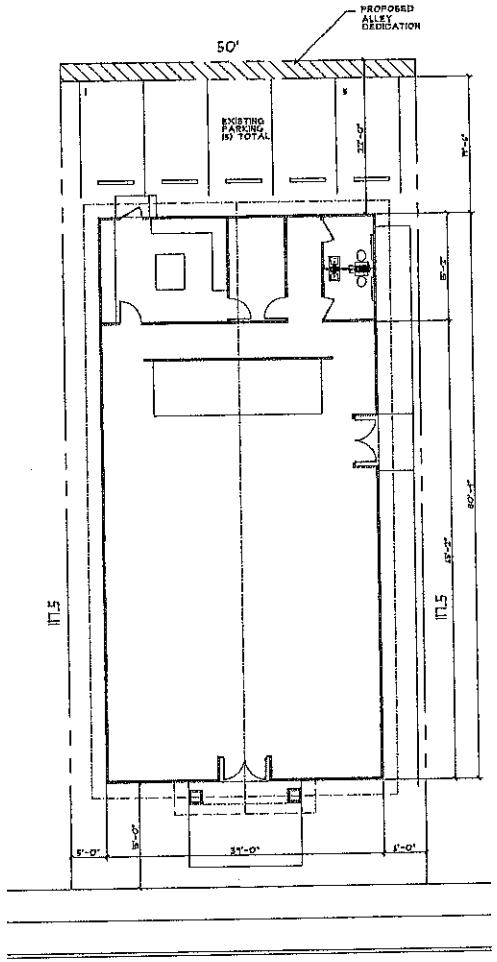
**INDEMNIFICATION AND HOLD HARMLESS CONDITION:**

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.

ATTACHMENT NO. 2.13

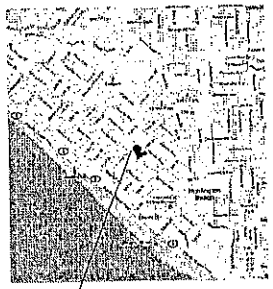



EXISTING SITE / FLOOR PLAN
1/8"=1'-0"




PROPOSED SITE / FLOOR PLAN
1/8"=1'-0"

## VICINITY MAP




## INDEX

| SHEET | DESCRIPTION |
|---|---|
| A-1 | SITE PLAN FLOOR PLAN |
| A-2 | EXTERIOR ELEVATIONS |

## PROJECT DATA

APN:
420 10TH STREET
HUNTINGTON BEACH, CA 92648

CODES
2010 CALIFORNIA RESIDENTIAL CODE
2010 CALIFORNIA MECHANICAL CODE
2010 CALIFORNIA PLUMBING CODE
2010 CALIFORNIA ELECTRICAL CODE
2010 CALIFORNIA ENERGY CODE
ALL APPLICABLE STATE AND LOCAL CODES AND ORDINANCES

## BUILDING DATA

### SITE DATA

| | |
|---|---|
| ZONE | RL |
| CONSTRUCTION | TYPE V-B |
| OCCUPANCY | A-2 |
| LOT SIZE | 5,875 S.F. (GROSS) |
| DEDICATION | 125 S.F. |
| | 5,750 S.F. (NET) |
| LOT COVERAGE | 2,133 S.F. (34.4%) |

### BUILDING DATA

| (S.F.) | EXIST'G | ADD'N | TOTAL |
|---|---|---|---|
| FIRST FLOOR | 2,133 SF | (41 SF) | 2,092 SF |

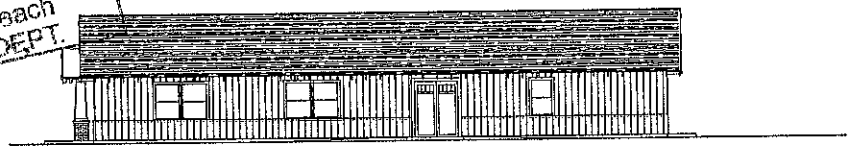
REVISIONS
1 SUBMITTAL
2
3
4
5
6
7

PHD

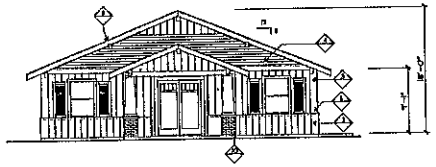
LOT TRACT
420 10TH STREET
HUNTINGTON BEACH, CA

PROPOSED REMODEL/ADDITION FOR
WOMAN'S CENTER
420 10TH STREET
HUNTINGTON BEACH, CA

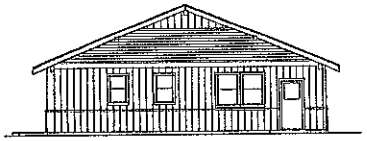
DRAWN PNH
DATE
SCALE 1/4"=1'-0"
JOB NO. 1136
SHEET A-1



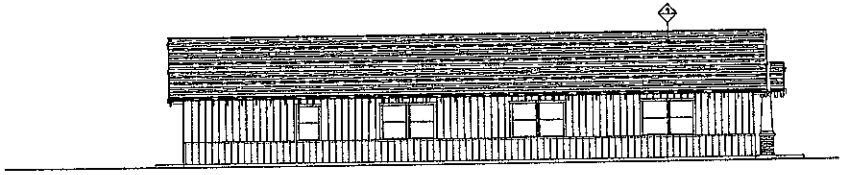
PROPOSED FRONT



PROPOSED FRONT



PROPOSED FRONT



PROPOSED FRONT

EXTERIOR FINISH SCHEDULE
(NOT ALL FINISHES MAY BE USED)

| | MATERIAL |
|---|---|
| 1 | (N) 7/8" EXTERIOR STUCCO FINISH OV PLYWOOD & METAL LATH |
| 2 | 1" HORIZONTAL SIDING |
| 3 | 1" BOARD AND BATT SIDING (MATCH OLD BUILDING STYLE) |
| 4 | (N) SHINGLE SIDING |
| 5 | (N) 2 X TRIM |
| 6 | (N) 2 X HORIZONTAL BAND |
| 7 | (N) EXTERIOR GRADE PLYWOOD |
| 8 | 4 X BEAM PER ARCH'L DETAILS |
| 9 | (N) COMPOSITION ROOF SHINGLES |
| 10 | OLD BRICK PREVIOUS CHIMNEY |
| 11 | (N) TURNED COLUMN |
| 12 | (N) 2 X EAVE |
| 13 | (N) WOOD DECORATIVE TRELLIS |
| 14 | (N) W.I. RAILING |
| 15 | (N) DOOR SEE DOOR SCHEDULE |
| 16 | |
| 17 | G.I. METAL VENTS |
| 18 | (N) WINDOW SEE WINDOW SCHEDULE |
| | FINISH |
| 19 | COLOR: |
| 20 | COLOR: |
| 21 | COLOR: |
| 22 | COLOR: |
| 23 | |
| 24 | |
| 25 | |
| 26 | |
| 27 | |

REVISIONS

| | |
|---|---|
| 1 | SUBMITTAL |
| 2 | |
| 3 | |
| 4 | |
| 5 | |
| 6 | |
| 7 | |

PHD

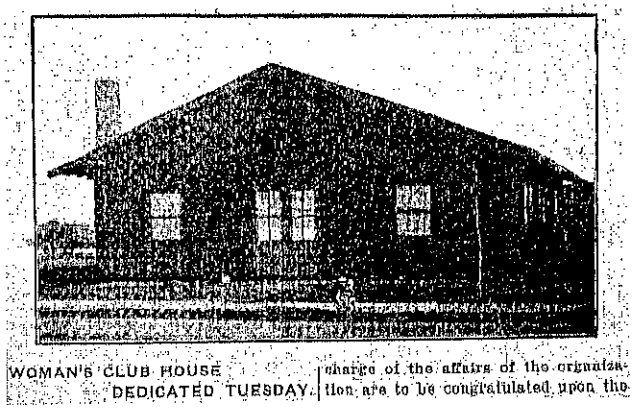



PHOTO OF EARLIEST STREET VIEW

RENDERING OF PROPOSED STREET VIEW

LOT TRACT
400 19TH STREET
HUNTINGTON BEACH, CA

PROPOSED REMODEL/ADDITION FOR
WOMAN'S CENTER
400 19TH STREET
HUNTINGTON BEACH, CA

DRAWN PNH
DATE
SCALE 1/4"=1'-0"
JOB NO. 1136
SHEET A-2

ATTACHMENT NO. 15

ATTACHMENT NO. 2

**NARRATIVE**
12/22/2011

**ENTITLEMENT REQUEST FOR NEW CONDITIONAL USE PERMIT AND VARIANCE (PARKING, LOT COVERAGE & BACKUP TURNAROUND RAIDUS)**

Location: 420 Tenth Street (Townlot Specific Plan Area 1)

Request: To rebuild the Woman's Club of Huntington Beach building The 100 year old structure was destroyed by fire on April 30, 2011.

Project Description: The intent is to replicate the former building in both size and elevation. The building is approximately 3,120 sq. ft. in size. A single story in height. The building will consist of an assembly hall (apx. 2,400), kitchen (apx. 300 sq. ft.) two restrooms (apx. 60 sq. ft. each) and storage area (apx 300 sq. ft.)

The Woman's Club of Huntington Beach uses the facility for monthly meetings, bridge and bingo games, and various Club related social events. Additionally, The Club is occasionally rented out for private events with all of the proceeds going towards local charities and local high school scholarships. The Woman's Club activities are primarily conducted in the day time hours (10:00am - 3:00pm). The occasional private rental is typically on a Friday evening. All private renters are required to enter into a contract agreeing to no noise after 10:00pm.

Zoning and General Plan: The property is currently zoned (RMH-A) Residential Medium High Density (Small Lot Sub District) and the General Plan is (RMH-25-d) Residential Medium High Density (25 units/acre w/ Design Overlay)

Site History: The Woman's Club of Huntington Beach was established in 1908. The meeting hall building was originally constructed for a school house in rural Orange County and moved to the existing location in 1915. The lot was purchased by the Woman's Club from the Huntington Beach Company.

Parking: On site parking is provided off the alley (4 parking spaces including one handicap space). There is additional on-street parking along Tenth Street. Many of the Women's Club activities are in the day time when there is an abundance of on-street parking available. In addition the club members ride share, thus reducing the parking demand. The limited supply of parking has adequately served the various functions at the building for many many years.

Variance Request: In order to rebuild the Women's Club consistent with the original design the following variances are being requested.

- Lot coverage up to 55% in lieu of 50% maximum
- Four on-site parking spaces with one handicap space in lieu of 73 spaces required for a 3,133 sq. ft. assembly building.
- Twenty foot backup turnaround radius in-lieu of the twenty five foot current requirement.

Variance Findings: A. The exceptional circumstance which applies to this request is to simply permit the rebuilding of a Huntington Beach historic institution destroyed by fire in April of this year. The Women's Club has been at the current location since 1915, long before the City adopted the current regulations. The Downtown Townlot area is primarily residential however; there are a number on non-residential uses including convenience retail, churches and assembly uses. These additional activities do not have off-site dedicated parking, they rely on the availability of on-street parking. The site is not of sufficient size to accommodate both a reconstructed building and the code required parking. The site coverage proposed is 55% partially due to the additional alley dedication requirement of 2.5 feet (125 sq. ft.). The original building was built prior to a lot coverage requirement, when building setbacks were the primary concern. The same is true for backup turning radius; the alley is only twenty feet wide with full dedication.

B. The request will not be a special privilege for the Women's Club, as all non residential uses in the Downtown area have coexisted with the residents and share the available on-street parking. The non residential uses to a great extent, are frequented by the neighborhood and therefore parking is not an issue. The same applies to the Women's Club which combines adjacency of members with carpooling and shuttles. In addition the activities at the Women's Club are primarily in the daytime, when the on-street parking supply is most abundant. Greater lot coverage is also common in the Downtown area, and alley ways are only 15' - 20' in width.

C. The request is necessary to allow the Woman's Club to reestablish their facility and operate in the same manner as prior to the destructive fire in April. The Women's Club has been an asset to the community for nearly one hundred years. The granting of these variances is necessary for the continuation of the Women's Club at this historic location. The overall request is not to expand the activities or enlarge the former building, but simply to recreate the facility and use that has been lost.

ATTACHMENT NO. 2.17

D. Granting the request will not be materially detrimental to the public welfare as attested to by their years of activities at the

ATTACHMENT NO. 3.2

c. .ent location without any complaints o. .olations of City Codes and regulation. The activities at the Club will be conducted primarily in the daytime and limited days per month. This sparse use of the facility will reduce the true impact on the neighborhood for on-street parking spaces, and vehicular traffic in the alley ways.

Surrounding Uses: North-Residential/ Single Family and Multi Family
East-Residential/ Single Family and Multi Family
South- Residential/ Single Family and Multi Family
West- Residential/ Single Family and Multi Family

Environmental Status: There are no significant environmental impacts associated with this project. The project site is not within a known hazardous waste and substance site.

Land Use Compatibility: The continuation of the Woman's Club will be compatible with the existing residential uses in the area for the following reasons: The proposed activity will not generate any unusual noise. Any noise generated will comply with the standards set forth in the noise ordinance of the City's municipal code. Hours of operation will be limited to avoid late night conflicts with adjacent residential uses.

ATTACHMENT NO. 2.18

ATTACHMENT NO. 3.3

# City of Huntington Beach

2000 MAIN STREET CALIFORNIA 92648

**DEPARTMENT OF PLANNING AND BUILDING**

www.huntingtonbeachca.gov

Planning Division
714.536.5271

Building Division
714.536.5241

December 16, 2011

Michael C. Adams
P.O. Box 382
Huntington Beach, CA 92648

**SUBJECT: CONDITIONAL USE PERMIT NO. 11-024/VARIANCE NO. 11-006 (WOMAN'S CLUB OF HUNTINGTON BEACH) – 420 10TH STREET PROJECT IMPLEMENTATION CODE REQUIREMENTS**

Dear Applicant,

In order to assist you with your development proposal, staff has reviewed the project and identified applicable city policies, standard plans, and development and use requirements, excerpted from the City of Huntington Beach Zoning & Subdivision Ordinance and Municipal Codes. This list is intended to help you through the permitting process and various stages of project implementation.

It should be noted that this requirement list is in addition to any "conditions of approval" adopted by the Planning Commission. Please note that if the design of your project or site conditions change, the list may also change.

If you would like a clarification of any of these requirements, an explanation of the Huntington Beach Zoning & Subdivision Ordinance and Municipal Codes, or believe some of the items listed do not apply to your project, and/or you would like to discuss them in further detail, please contact me at jarabe@surfcity-hb.org or (714) 374-5357 and/or the respective source department (contact person below).

Sincerely,

JILL ARABE
Assistant Planner

Enclosure

cc: Khoa Duong, Building Division – 714-872-6123
Daren Maresh, Fire Department – 714-536-5531
Josh McDonald, Public Works Department – 714-536-5509
Herb Fauland, Planning Manager
Woman's Club of HB, P.O. Box 8446, Huntington Beach, CA 92615-8446
Project File

ATTACHMENT NO. 2.19

ATTACHMENT NO. 4.1

(g:forms\planning\Code Requirements Letter - rev)

# HUNTINGTON BEACH
# PLANNING DIVISION

## PROJECT IMPLEMENTATION CODE REQUIREMENTS

| | |
|---|---|
| **DATE:** | NOVEMBER 16, 2011 |
| **PROJECT NAME:** | WOMAN'S CLUB OF HUNTINGTON BEACH |
| **PLANNING APPLICATION NO.** | 2011-0157 |
| **ENTITLEMENTS:** | CONDITIONAL USE PERMIT NO. 2011-024/VARIANCE NO. 11-006 |
| **DATE OF PLANS:** | OCTOBER 27, 2011 |
| **PROJECT LOCATION:** | 420 10TH STREET, 92648 (SOUTH SIDE OF 10TH STREET, BETWEEN ORANGE AVE. AND PECAN AVE.) |
| **PLAN REVIEWER:** | JILL ARABE, ASSISTANT PLANNER |
| **TELEPHONE/E-MAIL:** | (714) 374-5357/ JARABE@SURFCITY-HB.ORG |
| **PROJECT DESCRIPTION:** | TO REBUILD THE FIRE DAMAGED 3,133 SQ. FT. WOMEN'S CLUB WITH A NEW PORCH ENTRY OF 47 SQ. FT. THE REQUEST INCLUDES A DEVIATION IN PARKING (5 SPACES IN LIEU OF 73) AND LOT COVERAGE (55% IN LIEU OF 50%). |

The following is a list of code requirements deemed applicable to the proposed project based on plans stated above. The list is intended to assist the applicant by identifying requirements which must be satisfied during the various stages of project permitting and implementation. A list of conditions of approval adopted by the Planning Commission in conjunction with the requested entitlement(s), if any, will also be provided upon final project approval. If you have any questions regarding these requirements, please contact the Plan Reviewer.

### CONDITIONAL USE PERMIT NO. 11-024 / VARIANCE NO. 11-006:

1. The site plan, floor plans, and elevations approved by the Planning Commission shall be the conceptually approved design with the following modifications:
   a. The site plan shall depict a minimum of one 36-inch box tree within the front yard setback and 8% landscaping onsite.
   b. The site plan shall include 48 sq. ft. for the porch entry within the lot coverage calculation.
   c. Parking lot striping shall comply with Chapter 231 of the Zoning and Subdivision Ordinance and Title 24, California Administrative Code. **(HBZSO Chapter 231)**
   d. The site plan shall include all utility apparatus, such as but not limited to, backflow devices and Edison transformers. Utility meters shall be screened from view from public right-of-ways. Electric transformers in a required front or street side yard shall be enclosed in

ATTACHMENT NO. 1.20

ATTACHMENT NO. 4.2

subsurface vaults. Backflow prevention devices shall be not be located in the front yard setback and shall be screened from view. **(HBZSO Section 230.76)**

e. All parking area lighting shall be energy efficient and designed so as not to produce glare on adjacent residential properties. Security lighting shall be provided in areas accessible to the public during nighttime hours, and such lighting shall be on a time-clock or photo-sensor system. **(HBZSO 231.18.C)**

2. Prior to issuance of grading permits, the following shall be completed:

   a. Prior to submittal of a landscape plan, the applicant shall provide a Consulting Arborist report on all the existing trees. Said report shall quantify, identify, size and analyze the health of the existing trees. The report shall also recommend how the existing trees that are to remain (if any) shall be protected and how far construction/grading shall be kept from the trunk. **(Resolution No. 4545)**

   b. A Landscape and Irrigation Plan, prepared by a Licensed Landscape Architect shall be submitted to the Planning and Building Department for review and approval. **(HBZSO Section 232.04)**

   c. Existing mature trees that are to be removed must be replaced at a 2 for 1 ratio with a 36" box tree or palm equivalent (13'-14' of trunk height for Queen Palms and 8'-9' of brown trunk). **(CEQA Categorical Exemption Section 15304)**

   d. "Smart irrigation controllers" and/or other innovative means to reduce the quantity of runoff shall be installed. **(HBZSO Section 232.04.D)**

   e. Standard landscape code requirements apply. **(HBZSO Chapter 232)**

   f. All landscape planting, irrigation and maintenance shall comply with the City Arboricultural and Landscape Standards and Specifications. **(HBZSO Section 232.04.B)**

   g. Landscaping plans should utilize native, drought-tolerant landscape materials where appropriate and feasible. **(HBZSO Section 232.06.A)**

   h. The Consulting Arborist (approved by the City Landscape Architect) shall review the final landscape tree planting plan and approve in writing the selection and locations proposed for new trees and the protection measures and locations of existing trees to remain. Said Arborist report shall be incorporated onto the Landscape Architect's plans as construction notes and/or construction requirements. The report shall include the Arborist's name, certificate number and the Arborist's wet signature on the final plan. **(Resolution No. 4545)**

3. Prior to submittal for building permits, the following shall be completed:

   a. A Lot Line Adjustment application shall be submitted to the Planning Division to merge underlying Lots 18 and 20 on the subject property. The Lot Line Adjustment shall be approved by the Planning Division within one month of submittal of the application. **(HBZSO Section 250.14B)**

4. Prior to issuance of building permits, the following shall be completed:

   a. The Lot Line Adjustment shall be submitted and approved by the Department of Public Works.

   b. All new commercial and industrial development and all new residential development not covered by Chapter 254 of the Huntington Beach Zoning and Subdivision Ordinance, except for mobile home parks, shall pay a park fee, pursuant to the provisions of HBZSO Section 230.20 – *Payment of Park Fee*. The fees shall be paid and calculated according

ATTACHMENT NO. 2.21

ATTACHMENT NO. 4.3

to a schedule adopted by City Council resolution. (***City of Huntington Beach Planning Department Fee Schedule***)

5. During demolition, grading, site development, and/or construction, the following shall be adhered to:
   a. All Huntington Beach Zoning and Subdivision Ordinance and Municipal Code requirements including the Noise Ordinance. All activities including truck deliveries associated with construction, grading, remodeling, or repair shall be limited to Monday - Saturday 7:00 AM to 8:00 PM. Such activities are prohibited Sundays and Federal holidays. **(HBMC 8.40.090)**
6. The structure(s) cannot be occupied, the final building permit(s) cannot be approved, and utilities cannot be released and issuance of a Certificate of Occupancy until the following has been completed:
   a. A Certificate of Occupancy must be approved by the Planning Division and issued by the Building and Safety Division. **(HBMC 17.04.036)**
   b. Complete all improvements as shown on the approved grading, landscape and improvement plans. **(HBMC 17.05)**
   c. All trees shall be maintained or planted in accordance to the requirements of Chapter 232. **(HBZSO Chapter 232)**
   d. All landscape irrigation and planting installation shall be certified to be in conformance to the City approved landscape plans by the Landscape Architect of record in written form to the City Landscape Architect. **(HBZSO Section 232.04.D)**
   e. An onsite 36" box tree or the palm equivalent shall be provided in the front yard, and a 24" box tree shall be provided in the parkway to meet the Huntington Beach; Zoning and Subdivision Ordinance, the Arboricultural and Landscape Standards and Specifications, and the Municipal Code. **(HBZSO Section 232.08, Resolution 4545, HBMC 13.50)**
   f. The provisions of the Water Efficient Landscape Requirements shall be implemented. **(HBMC 14.52)**
7. The Development Services Departments (Building & Safety, Fire, Planning and Public Works) shall be responsible for ensuring compliance with all applicable code requirements and conditions of approval. The Director of Planning & Building may approve minor amendments to plans and/or conditions of approval as appropriate based on changed circumstances, new information or other relevant factors. Any proposed plan/project revisions shall be called out on the plan sets submitted for building permits. Permits shall not be issued until the Development Services Departments have reviewed and approved the proposed changes for conformance with the intent of the Planning Commission's action. If the proposed changes are of a substantial nature, an amendment to the original entitlement reviewed by the Planning Commission may be required pursuant to the provisions of HBZSO Section 241.18. **(HBZSO Section 241.18)**
8. CUP 11-024/ VAR 11-006 shall become null and void unless exercised within one year of the date of final approval or such extension of time as may be granted by the Director pursuant to a written request submitted to the Planning Division a minimum 30 days prior to the expiration date. **(HBZSO Section 241.16.A)**
9. CUP 11-024/VAR 11-006 shall not become effective until the appeal period following the approval of the entitlement has elapsed. ((**HBZSO Section 241.14)**

ATTACHMENT NO. 2.22

ATTACHMENT NO. 4.4

10. The Planning Commission reserves the right to revoke CUP 11-024/VAR 11-006 pursuant to a public hearing for revocation, if any violation of the conditions of approval, Huntington Beach Zoning and Subdivision Ordinance or Municipal Code occurs. **(HBZSO Section 241.16.D)**
11. The project shall comply with all applicable requirements of the Municipal Code, Building & Safety Department and Fire Department, as well as applicable local, State and Federal Fire Codes, Ordinances, and standards, except as noted herein. **(City Charter, Article V)**
12. Construction shall be limited to Monday – Saturday 7:00 AM to 8:00 PM. Construction shall be prohibited Sundays and Federal holidays. **(HBMC 8.40.090)**
13. The applicant shall submit a check in the amount of $50.00 for the posting of the Notice of Exemption/Determination at the County of Orange Clerk's Office. The check shall be made out to the County of Orange and submitted to the Planning Division within two (2) days of the Planning Commission's approval of entitlements. **(California Code Section 15094)**
14. All landscaping shall be maintained in a neat and clean manner, and in conformance with the HBZSO. Prior to removing or replacing any landscaped areas, check with the Departments of Planning and Public Works for Code requirements. Substantial changes may require approval by the Planning Commission. **(HBZSO Section 232.04)**
15. All permanent, temporary, or promotional signs shall conform to Chapter 233 of the HBZSO. Prior to installing any new signs, changing sign faces, or installing promotional signs, applicable permit(s) shall be obtained from the Planning & Building Department. Violations of this ordinance requirement may result in permit revocation, recovery of code enforcement costs, and removal of installed signs. **(HBZSO Chapter 233)**

ATTACHMENT NO. 1.23

ATTACHMENT NO. 4.5

# HUNTINGTON BEACH
# BUILDING DIVISION

## PROJECT IMPLEMENTATION CODE REQUIREMENTS

| | |
|---|---|
| **DATE:** | NOVEMBER 17, 2011 |
| **PROJECT NAME:** | WOMAN'S CLUB OF HUNTINGTON BEACH |
| **PLANNING APPLICATION NO.** | 2011-0157 |
| **ENTITLEMENTS:** | CONDITIONAL USE PERMIT NO. 2011-024/VARIANCE NO. 11-006 |
| **DATE OF PLANS:** | OCTOBER 27, 2011 |
| **PROJECT LOCATION:** | 420 10TH STREET, 92648 (SOUTH SIDE OF 10TH STREET, BETWEEN ORANGE AVE. AND PECAN AVE.) |
| **PLAN REVIEWER:** | KHOA DUONG, P.E |
| **TELEPHONE/E-MAIL:** | (714) 872-6123 / KHOA@CSGENGR.COM |
| **PROJECT DESCRIPTION:** | TO REBUILD THE FIRE DAMAGED 3,133 SQ. FT. WOMEN'S CLUB WITH A NEW PORCH ENTRY OF 47 SQ. FT. THE REQUEST INCLUDES A DEVIATION IN PARKING (5 SPACES IN LIEU OF 73) AND LOT COVERAGE (55% IN LIEU OF 50%). |

The following is a list of code requirements deemed applicable to the proposed project based on plans stated above. The list is intended to assist the applicant by identifying requirements which must be satisfied during the various stages of project permitting and implementation. A list of conditions of approval adopted by the Planning Commission in conjunction with the requested entitlement(s), if any, will also be provided upon final project approval. If you have any questions regarding these requirements, please contact the Plan Reviewer.

### I. SPECIAL CONDITIONS:

1. None

### II. CODE ISSUES BASED ON PLANS & DRAWINGS SUBMITTED:

1. Project shall comply with the current state building codes adopted by the City at the time of permit application submittal. Currently they are 2010 California Building Code (CBC), 2010 California Mechanical Code (CMC), 2010 California Plumbing Code (CPC), 2010 California Electrical Code (CEC), 2010 California Energy Code, 2010 California Green Building Standards and The Huntington Beach Municipal Code (HBMC). Compliance to all applicable state and local codes is required prior to issuance of building permit.

ATTACHMENT NO. 2.24

ATTACHMENT NO. 4.6

2. Provide building code analysis including type of construction, allowable area and height, occupancy group requirements and means of egress per the CBC.
   a. Show type of building construction
   b. Show Occupancy group

3. Provide compliance to disabled accessibility requirements of Chapter 11B of CBC.
   a. Accessible parking stalls –
      - At least one van accessible parking space with 8' unloading area. Identify the location of van accessible parking stall on site plan.
      - Provide words "NO PARKING" at unloading areas.
      - Provide accessible parking sign/van sign/ "MINIMUM FINE $250" sign below the accessibility symbol sign.
      - Posted at site entrance to off-street parking facilities or adjacent to and visible from each stall a 17" X 22" minimum sign with 1" lettering stating:
        "UNAUTHORIZED VEHICLES PARKED IN DESIGNATED DISABLED SPACES NOT DISPLAYING DISTINGUISHING PLACARDS OR LICENSE PLATES ISSUED FOR PHYSICALLY DISABLED PERSONS MAY BE TOWED AWAY AT OWNER'S EXPENSE, TOWED VEHICLES MAY BE RECLAIMED AT AUTHORIZED POLICE DEPARTMENT, TOWING AGENCY OR BY TELEPHONING ----------."
      - Cross reference all details to site plan.
   b. Identify on Site plan the accessible path of travel from public sidewalk/accessible parking stall(s) to the building entrances.
   c. Restrooms must be accessible to disabled persons. Provide details and notes show how they comply with Section 1115B.

4. Provide egress plan –
   a. Show the egress path of travel.
   b. Provide occupant load calculations showing the occupant loads in each room/area; the occupant load factors to be used for each area/room.
   c. The required exit doors from the building must be continuous to public way. Please show exit path of travel from exterior doors to public way.

5. The exterior walls must comply with Table 602.

6. The exterior wall openings must comply with Table 705.8.

7. Please contact me or our office to review preliminary code analyses to examine any possible building code issue that may arise.

ATTACHMENT NO. 1.25

ATTACHMENT NO. 4.7

# HUNTINGTON BEACH FIRE DEPARTMENT

## PROJECT IMPLEMENTATION CODE REQUIREMENTS

| | |
|---|---|
| **DATE:** | NOVEMBER 30, 2011 |
| **PROJECT NAME:** | WOMANS CLUBHOUSE |
| **ENTITLEMENTS:** | CONDITIONAL USE PERMIT NO. 11-024 |
| **PROJECT LOCATION:** | 420 10TH STREET, HUNTINGTON BEACH, CA |
| **PLANNER:** | JILL ARABE, ASSISTANT PLANNER |
| **TELEPHONE/E-MAIL:** | (714) 374-5357/ jarabe@surfcity-hb.org |
| **PLAN REVIEWER-FIRE:** | DARIN MARESH, FIRE DEVELOPMENT SPECIALIST |
| **TELEPHONE/E-MAIL:** | (714) 536-5531/ dmaresh@surfcity-hb.org |
| **PROJECT DESCRIPTION:** | TO REBUILD THE FIRE DAMAGED 3,133 SQ. FT. WOMMENS CLUB WITH A NEW PORCH ENTRY OF 47 SQ. FT. THE REQUEST INCLUDES A DEVIATION TO PARKING (5 SPACES IN LIEU OF 73) AND LOT COVERAGE (55% IN LIEU OF 50%). |

The following is a list of code requirements deemed applicable to the proposed project based on plans received and dated November 16, 2011. The list is intended to assist the applicant by identifying requirements which must be satisfied during the various stages of project permitting and implementation. A list of conditions of approval adopted by the Planning Commission in conjunction with the requested entitlement(s), if any, will also be provided upon final project approval. If you have any questions regarding these requirements, please contact the Plan Reviewer- Fire: DARIN MARESH, FIRE DEVELOPMENT SPECIALIST.

**PRIOR TO DEMOLITION, GRADING, SITE DEVELOPMENT, ISSUANCE OF GRADING PERMITS, BUILDING PERMITS, AND/OR CONSTRUCTION, THE FOLLOWING SHALL BE REQUIRED:**

## Fire Suppression Systems

### Fire Sprinklers

***Automatic Fire Sprinklers*** are required. NFPA13 Automatic fire sprinkler systems are required per Huntington Beach Fire Code for new buildings. You're A-2 occupancy classification and use requires this structure to be Sprinklered and monitored.

Separate plans (three sets) shall be submitted to the Fire Department for permits and approval. The system shall provide water flow, tamper and trouble alarms, manual pull stations, interior and exterior horns and strobes, and 24-hour central station monitoring.

ATTACHMENT NO. 2.26

ATTACHMENT NO. 4.8

Automatic fire sprinkler systems must be maintained operational at all times, with maintenance inspections performed quarterly and the system serviced every five years by a state licensed C-16 Fire Protection Contractor.

For Fire Department approval, reference that a fire sprinkler system will be installed in compliance with the Huntington Beach Fire Code, NFPA 13, and City Specification # 420 - *Automatic Fire Sprinkler Systems* in the plan notes.

**Fire Protection Systems**

***Fire Extinguishers*** shall be installed and located in all areas to comply with Huntington Beach Fire Code standards found in *City Specification #424.* The minimum required dry chemical fire extinguisher size is 2A 10BC and shall be installed within 75 feet travel distance to all portions of the building. Extinguishers are required to be serviced or replaced annually. **(FD)**

**Fire Personnel Access**

***Main Secured Building Entries*** shall utilize a KNOX® Fire Department Access Key Box, installed and in compliance with City Specification #403, Fire Access for Pedestrian or Vehicular Security Gates & Buildings. Please contact the Huntington Beach Fire Department Administrative Office at (714) 536-5411 for information. Reference compliance with City Specification #403 - KNOX® Fire Department Access in the building plan notes. **(FD)**

**Building Construction**

***Exit Signs And Exit Path Markings*** will be provided in compliance with the Huntington Beach Fire Code and Title 24 of the California Administrative Code. Reference compliance in the plan notes. (FD)

***Decorative Materials*** shall be in conformance with HBFC Sections 803 and 807 and shall be flame resistant. **(FD)**

***Posting Of Room Occupancy*** is required. Any room having an occupant load of 50 or more where fixed seats are not installed, and which is used for assembly purposes, shall have the capacity of the room posted in a conspicuous place near the main exit per HBFC sec. 1004.3 **(FD)**

***Egress Illumination/Emergency Exit Lighting*** with emergency back-up power is required. Provide means of egress illumination per HBFC 604.2.4 and UBC 1003.2.9. **(FD)**

**THE FOLLOWING CONDITIONS SHALL BE MAINTAINED <u>DURING</u> CONSTRUCTION:**

a. Fire/Emergency Access And Site Safety shall be maintained during project construction phases in compliance with HBFC Chapter 14, Fire Safety During Construction And Demolition. **(FD)**

ATTACHMENT NO. 2.27

ATTACHMENT NO. 4.9

b. Fire/Emergency Access And Site Safety shall be maintained during project construction phases in compliance with City Specification #426, Fire Safety Requirements for Construction Sites. **(FD)**

**OTHER:**

a. Discovery of additional soil contamination or underground pipelines, etc., must be reported to the Fire Department immediately and the approved work plan modified accordingly in compliance with City Specification #431-92 Soil Clean-Up Standards. **(FD)**

b. Outside City Consultants The Fire Department review of this project and subsequent plans may require the use of City consultants. The Huntington Beach City Council approved fee schedule allows the Fire Department to recover consultant fees from the applicant, developer or other responsible party. **(FD)**

---

Fire Department City Specifications may be obtained at:

Huntington Beach Fire Department Administrative Office

City Hall 2000 Main Street, 5th floor

Huntington Beach, CA 92648

or through the City's website at **www.surfcity-hb.org**

If you have any questions, please contact the Fire Prevention Division at (714) 536-5411.

# CITY OF HUNTINGTON BEACH

PUBLIC WORKS INTERDEPARTMENTAL COMMUNICATION

## PROJECT IMPLEMENTATION CODE REQUIREMENTS

| | |
|---|---|
| **DATE:** | 12/8/11 |
| **PROJECT NAME:** | WOMEN'S CLUB OF HB |
| **ENTITLEMENTS:** | CUP 11-24, VAR 11-06 |
| **PLNG APPLICATION NO:** | 2011-0157 |
| **DATE OF PLANS:** | 10/27/11 |
| **PROJECT LOCATION:** | 420 10TH STREET |
| **PROJECT PLANNER:** | JILL ARABE, ASSISTANT PLANNER |
| **TELEPHONE/E-MAIL:** | 714-374-5357 / JARABE@SURFCITY-HB.ORG |
| **PLAN REVIEWER:** | JOSH MCDONALD, CIVIL ENGINEERING ASSISTANT |
| **TELEPHONE/E-MAIL:** | 714-536-5509 / JOSHUA.MCDONALD@SURFCITY-HB.ORG |
| **PROJECT DESCRIPTION:** | **CUP:** TO REESTABLISH AND OPERATE A WOMEN'S CLUB WITHIN A PROPOSED 3,120 SQ. FT., 18 FT. HIGH BUILDING. THE BUILDING WILL CONSIST OF AN ASSEMBLY HALL, KITCHEN, TWO RESTROOMS, AND STORAGE AREAS. **VAR:** TO PERMIT 5 ONSITE PARKING SPACES IN LIEU OF 69 FOR THE ESTABLISHMENT OF A WOMEN'S CLUB. |

The following is a list of code requirements deemed applicable to the proposed project based on plans as stated above. The items below are to meet the City of Huntington Beach's Municipal Code (HBMC), Zoning and Subdivision Ordinance (ZSO), Department of Public Works Standard Plans (Civil, Water and Landscaping) and the American Public Works Association (APWA) Standards Specifications for Public Works Construction (Green Book), the Orange County Drainage Area management Plan (DAMP), and the City Arboricultural and Landscape Standards and Specifications. The list is intended to assist the applicant by identifying requirements which shall be satisfied during the various stages of project permitting, implementation and construction. If you have any questions regarding these requirements, please contact the Plan Reviewer or Project Planner.

### THE FOLLOWING DEVELOPMENT REQUIREMENTS SHALL BE COMPLETED PRIOR TO ISSUANCE OF A GRADING PERMIT:

1. A Precise Grading Plan, prepared by a Licensed Civil Engineer, shall be submitted to the Public Works Department for review and approval. (MC 17.05/ZSO 230.84) The plans shall comply with Public Works plan preparation guidelines and include the following improvements on the plan:

   a. Pavement for half-width of existing alley plus pavement for 2.5-feet of additional alley dedication. (ZSO 230.84)

ATTACHMENT NO. 2.29

ATTACHMENT NO. 4.11

b. A new sewer lateral shall be installed connecting to the main in the street or alley. If the new sewer lateral is not constructed at the same location as the existing lateral, then the existing lateral shall be severed and capped at the main or chimney. (ZSO 230.84)

c. A new domestic water service and meter shall be installed per Water Division Standards, and sized to meet the minimum requirements set by the California Plumbing Code (CPC) (MC 14.08.020)

d. The irrigation water service may be combined with the domestic water service. (ZSO 230.84)

e. Separate backflow protection devices shall be installed per Water Division Standards for domestic and fire water services. (Resolution 5921 and Title 17)

f. The existing domestic water service and meter shall be abandoned per Water Division Standards. (ZSO 230.84)

g. If fire sprinklers are required by the Fire Department for the proposed development, a separate dedicated fire service line shall be installed. (ZSO 230.84)

2. A soils report, prepared by a Licensed Engineer shall be submitted for reference only. (MC 17.05.150)

3. The applicant's grading/erosion control plan shall abide by the provisions of AQMD's Rule 403 as related to fugitive dust control. (AQMD Rule 403)

4. The name and phone number of an on-site field supervisor hired by the developer shall be submitted to the Planning and Public Works Departments. In addition, clearly visible signs shall be posted on the perimeter of the site every 250 feet indicating who shall be contacted for information regarding this development and any construction/grading-related concerns. This contact person shall be available immediately to address any concerns or issues raised by adjacent property owners during the construction activity. He/She will be responsible for ensuring compliance with the conditions herein, specifically, grading activities, truck routes, construction hours, noise, etc. Signs shall include the applicant's contact number, regarding grading and construction activities, and "1-800-CUTSMOG" in the event there are concerns regarding fugitive dust and compliance with AQMD Rule No. 403.

5. The applicant shall notify all property owners and tenants within 300 feet of the perimeter of the property of a tentative grading schedule at least 30 days prior to such grading.

**THE FOLLOWING DEVELOPMENT REQUIREMENTS SHALL BE COMPLIED WITH DURING GRADING OPERATIONS:**

6. An Encroachment Permit is required for all work within the City's right-of-way. (MC 12.38.010/MC 14.36.030)

7. The developer shall coordinate the development of a truck haul route with the Department of Public Works if the import or export of material in excess of 5000 cubic yards is required. This plan shall include the approximate number of truck trips and the proposed truck haul routes. It shall specify the hours in which transport activities can occur and methods to mitigate construction-related impacts to adjacent residents. These plans must be submitted for approval to the Department of Public Works. (MC 17.05.210)

8. Water trucks will be utilized on the site and shall be available to be used throughout the day during site grading to keep the soil damp enough to prevent dust being raised by the operations. (California Stormwater BMP Handbook, Construction Wind Erosion WE-1)

9. All haul trucks shall arrive at the site no earlier than 8:00 a.m. or leave the site no later than 5:00 p.m., and shall be limited to Monday through Friday only. (MC 17.05)
10. Wet down the areas that are to be graded or that is being graded, in the late morning and after work is completed for the day. (WE-1/MC 17.05)
11. The construction disturbance area shall be kept as small as possible. (California Stormwater BMP Handbook, Construction Erosion Control EC-1) (DAMP)
12. All haul trucks shall be covered or have water applied to the exposed surface prior to leaving the site to prevent dust from impacting the surrounding areas. (DAMP)
13. Prior to leaving the site, all haul trucks shall be washed off on-site on a gravel surface to prevent dirt and dust from leaving the site and impacting public streets. (DAMP)
14. Comply with appropriate sections of AQMD Rule 403, particularly to minimize fugitive dust and noise to surrounding areas. (AQMD Rule 403)
15. Wind barriers shall be installed along the perimeter of the site. (DAMP)
16. All construction materials, wastes, grading or demolition debris and stockpiles of soils, aggregates, soil amendments, etc. shall be properly covered, stored and secured to prevent transport into surface or ground waters by wind, rain, tracking, tidal erosion or dispersion. (DAMP)

**THE FOLLOWING DEVELOPMENT REQUIREMENTS SHALL BE COMPLETED PRIOR TO ISSUANCE OF A BUILDING PERMIT:**

17. A Precise Grading Permit shall be issued. (MC 17.05)
18. A drainage fee for the subject development shall be paid at the rate applicable at the time of Building Permit issuance. The current rate of $13,880 per gross acre is subject to periodic adjustments. This project consists of 0.187 gross acres (including its tributary area portions along the half street frontages) for a total required drainage fee of $2,595.56. City records indicate the previous use on this property never paid this required fee. Per provisions of the City Municipal Code, this one time fee shall be paid for all subdivisions or development of land. (MC 14.48)

**THE FOLLOWING DEVELOPMENT REQUIREMENTS SHALL BE COMPLETED PRIOR TO FINAL INSPECTION OR OCCUPANCY:**

19. Complete all improvements as shown on the approved grading plans. (MC 17.05)
20. All applicable Public Works fees shall be paid at the current rate unless otherwise stated, per the Public Works Fee Schedule adopted by the City Council and available on the city web site at http://www.surfcity-hb.org/files/users/public_works/fee_schedule.pdf. (ZSO 240.06/ZSO 250.16)
21. Two (2) - 24" box trees and turf or other approved landscaping shall be installed in the parkway to meet the Huntington Beach; Zoning and Subdivision Ordinance, the Arboricultural and Landscape Standards and Specifications, and the Municipal Code. (ZSO 232.08, Resolution 4545, MC 13.50).

ATTACHMENT NO. 2.31

ATTACHMENT NO. 4.13

## Arabe, Jill

**From:** Cathy Edman [cathyedman@hotmail.com]
**Sent:** Friday, January 13, 2012 1:10 PM
**To:** Arabe, Jill; Mike Adams
**Cc:** Wayne; phd-hb@verizon.net
**Subject:** RE: Woman's Club - Follow up from PC Study Session
**Attachments:** 01131200.PDF

Hi Jill,

Attached is a list of the events for the Woman's Club. The Woman's Club events were the bridge games a few member rentals and a fundraiser they held in October 2010. The rest of the events were private party rentals. Footprints is a non-profit organization for autistic children they did staff training at the Club, Noetic Society is also a non-profit they held their monthly meetings at the Woman's Club (on the attachment it looks like they were there every other month, but it was monthly). Rosemary Trout is bringing me a copy of the contract this afternoon and I will forward to you.

Cathy Edman for
Mike Adams

---

Subject: Woman's Club - Follow up from PC Study Session
Date: Wed, 11 Jan 2012 09:38:20 -0800
From: jarabe@surfcity-hb.org
To: adamsassoc@socal.rr.com
CC: wcarvalho@roadrunner.com; phd-hb@verizon.net; cathyedman@hotmail.com

Mike,
As Wayne and Peter may have informed you, the Planning Commissioners had several follow-up questions regarding the operation of the Woman's Club that will need to be provided for the public hearing. Please provide the following information by Tuesday, January 17, 2012 so I can include it within the packet:

- A list of the past 12 months of events, including the frequency of events and the specific type of events (private or held by the Woman's Club)
- What is the current membership # in the club?
- Is there a maximum amount of members allowed? Is it limited?
- What is the criteria for membership of the club?
- Provide a copy of the contract for private renters (as referenced in the narrative)

If you have any questions, please let me know.
Thanks,

*Jill Arabe*
Assistant Planner
(714) 374-5357

ATTACHMENT NO. 2.32

ATTACHMENT NO. 5.1

**Rent for April 2010**
Footprints: 4/10, 4/26
Training for Case Managers, No alcohol
Over by 5:00 PM

Bridge: 4/6, 4/13, 4/20, 4/27
6:00 PM to 10:00 PM No alcohol

**May 2010**
Noetic Society: 5/7, 5/14, 5/21, 5/28
Readings with discussions
5:00-10:00 PM No Alcohol
Average attendance between 10 and 20

Footprints - 5/15
Training for Case Managers, No alcohol
All day done by 5:00 PM

Bridge 5/4, 5/11 5/20 5/29
6:00 PM to 10 PM No alcohol

Member Rental (Jean Marsh Family) 5/22
80th Birthday party
Over by 5:00 PM

**June 2010**
Noetic Society 6/4, 6/11, 6/18, 6/25
Readings with discussions
5:00-10:00 PM No Alcohol
Average attendance between 10 and 20

Bridge: 6/1, 6/8, 6/15 6/22, 6/29
6:00 PM to 10 PM No alcohol

**July 2010**
Noetic Society 7/2, 7/9, 7/16, 7/23, 7/30
Readings with discussions
5:00-10:00 PM No Alcohol
Average attendance 10 - 20 people

Footprints 7/24
All day over by 5:00 PM
Training for Case Managers, No alcohol

Bridge 7/6, 7/13, 7/20, 7/27
6:00 PM to 10 PM No alcohol

Neighborhood Rental 7/ 4
4th of July Block Party
All Day to 10:00 PM

**August 2010**
Noetic Society 8/6, 8/13, 8/20, 8/27
Readings with discussions
5:00-10:00 PM No Alcohol
Average attendance between 10 and 20

Footprints 8/21
Training for Case Managers, No alcohol
All day done by 5:00 PM

Bridge 8/3, 8/10, 8/17, 8/24, 8/31
6:00 PM to 10 PM No alcohol

**September 2010**
Noetic Society 9/3, 9/10, 9/17, 9/24
Readings with discussions
5:00-10:00 PM No Alcohol
Average attendance between 10 and 20

Footprints 9/18
Training for Case Managers, No alcohol
All day over by 5:00 PM

Bridge 9/7, 9/14, 9/21, 9/28
6:00 PM to 10 PM No alcohol

**October 2010**
Woman's Club Fundraiser 10/9
All day over by 5PM

Noetic Society 10/1, 10/8, 10/15, 10/22, 10/29
Readings with discussions
5:00-10:00 PM No Alcohol
Average attendance between 10 and 20

Bridge 10/5, 10/12, 10/19, 10/26

6:00 PM to 10 PM No alcohol

Member Rental (Wallbanks) 10/23
Memorial service reception
Over by 5:00 PM

**November 2010**
Noetic Society 11/5, 11/12, 11/19, 11/26
Readings with discussions
5:00-10:00 PM No Alcohol
Average attendance 10 - 20 people

Church 11/7, 11/14, 11/21, 11/28
Sunday morning services No alcohol
Average attendance 8 - 12 people

Footprints 11/20
Training for Case Managers, No alcohol
All day over by 5:00 PM

**December 2010**
Noetic Society 12/3, 12/10, 12/17
Readings with discussions
5:00-10:00 PM No Alcohol
Average attendance between 10 and 20

Realtors Party 12/13
Over by 5:00 PM

Church 12/5, 12/12, 12/19, 12/26
Sunday morning services No alcohol
Average attendance 8 - 12 people

Bridge 12/7, 12/14, 12/21, 12/28
6:00 PM to 10 PM No alcohol

**January 2011**
Noetic Society 1/7, 1/14, 1/21, 1/28
Readings with discussions
5:00-10:00 PM No Alcohol
Average attendance between 10 and 20

Church 1/2, 1/9, 1/16, 1/23, 1/30
Sunday morning services No alcohol
Average attendance 8 - 12 people



Footprints 1/15
Training for Case Managers, No alcohol
4 hours Sat am

Bridge 1/4, 1/11, 1/18, 1/25
6:00 PM to 10 PM No alcohol

**February 2011**
Noetic Society 2/4, 2/11, 2/18, 2/25
Readings with discussions
5:00-10:00 PM No Alcohol
Average attendance between 10 and 20

Church 2/6, 2/16, 2/20, 2/27
Sunday morning services No alcohol
Average attendance 8 - 12 people

Bridge 2/1, 2/8, 2/15, 2/22``
6:00 PM to 10 PM No alcohol

**March 2011**
Noetic Society 3/4, 3/11, 3/18, 3/25
Readings with discussions
5:00-10:00 PM No Alcohol
Average attendance between 10 and 20

Footprints 3/26
Training for Case Managers, No alcohol
All day over by 5:00 PM

Church 3/6, 3/13, 3/20, 3/27
Sunday morning services No alcohol
Average attendance 8 - 12 people

Bridge 3/1, 3/8, 3/15, 3/22, 3/29
6:00 PM to 10 PM No alcohol

**April 2011**
Noetic Society 4/1, 4/8, 4/15, 4/22, 4/29
Readings with discussions
5:00-10:00 PM No Alcohol
Average attendance between 10 and 20

RECEIVED

JAN 13 2012

Dept. of Planning
& Building

Footprints 4/30
Training for Case Managers, No alcohol
All day over by 5:00 PM

Bridge 4/5, 4/12, 4/19, 4/26
6:00 PM to 10 PM No alcohol

Church 4/3, 4/10, 4/17, 4/24
Sunday morning services No alcohol
Average attendance 8 - 12 people

NOTE: Final attendance is not always available unless a member of the Club is in at the event.

ATTACHMENT NO. 2.35

ATTACHMENT NO. 5.4

# CITY OF HUNTINGTON BEACH

2000 MAIN STREET
P.O. BOX 70

POLICE DEPARTMENT

CALIFORNIA 92648
Tel: (714) 960-8811

Kenneth W. Small
Chief of Police



RECEIVED
JAN 18 2012
Dept. of Planning & Building


**Date:** January 12, 2012

**To:** Jill Arabe, Planning Department

**From:** Kevin Kesler, Special Investigations Bureau Vice Unit

**Subject:** Police Calls for Service

**Location:** Huntington Beach Woman's Club, 420 10th Street

**Summary:**

At the request of the Planning Department, a review of Police Department calls for service was performed at the Woman's Club, located at 420 10th Street. There were four calls for service from January 2010 through January 2012. A summary of the calls is shown below and the actual calls are attached for reference. Additionally, there have been no complaints regarding this location for loud noise or alcohol related issues reported to the Vice Unit or Directed Enforcement Team.

07/11/2010: Lost property report was taken at the location.

04/05/2011: Vehicle was towed for expired registration. The call was generated by a parking control unit.

04/30/2011: Structure fire occurred at the location.

05/01/2011: Fire investigator's followed up at the location regarding the structure fire which occurred on 04/30/2011.

ATTACHMENT NO. 1.36

ATTACHMENT NO. 6

## Arabe, Jill

**From:** Cathy Edman [cathyedman@hotmail.com]
**Sent:** Thursday, January 12, 2012 9:54 AM
**To:** Arabe, Jill; Mike Adams
**Cc:** Wayne; phd-hb@verizon.net
**Subject:** RE: Woman's Club - Follow up from PC Study Session

Hi Jill,

I just spoke with Rosemary Trout from the Woman's Club. To answer some of your questions there are currently 49 members, there is no maximum membership and to become a member to you must agree to abide by the By-Laws and be voted in by the current members. She is going to get me a copy of the events for the 12 months before the fire and a copy of the contract. I will forward those to you as soon as I receive them.

Cathy Edman for
Mike Adams

---

Subject: Woman's Club - Follow up from PC Study Session
Date: Wed, 11 Jan 2012 09:38:20 -0800
From: jarabe@surfcity-hb.org
To: adamsassoc@socal.rr.com
CC: wcarvalho@roadrunner.com; phd-hb@verizon.net; cathyedman@hotmail.com

Mike,
As Wayne and Peter may have informed you, the Planning Commissioners had several follow-up questions regarding the operation of the Woman's Club that will need to be provided for the public hearing. Please provide the following information by Tuesday, January 17, 2012 so I can include it within the packet:

- A list of the past 12 months of events, including the frequency of events and the specific type of events (private or held by the Woman's Club)
- What is the current membership # in the club?
- Is there a maximum amount of members allowed? Is it limited?
- What is the criteria for membership of the club?
- Provide a copy of the contract for private renters (as referenced in the narrative)

If you have any questions, please let me know.
Thanks,

*Jill Arabe*
Assistant Planner
(714) 374-5357

ATTACHMENT NO. 2.37



ATTACHMENT NO. 7.1

WOMAN'S CLUB OF HUNTINGTON BEACH
(This was our schedule before the fire.
We plan to have it again after
we rebuild)

House Chairman/Facility Coordinator
Rosemary Trout
Phone: (714) 960-0188
(Clubhouse will be cleaned the
Monday before the general mtg.)

Head Tables Setup
(Tables to be set up the Monday
before our general mtg.)

Tues. Night Bridge
Rosemary Trout for information

Noetic Society
Friday 7:00-10:00 p.m.
Dr. Pierre Grimes
Phone (949) 574-9981

Church
Sunday 9:00-noon

# BYLAWS of the
# WOMAN'S CLUB OF HUNTINGTON BEACH
(Revised March 2011 )

## ARTICLE I NAME

The Name of this organization shall be "Woman's Club of Huntington Beach."

## ARTICLE II OBJECT

The object of this club shall be the advancement of cultural, philanthropic and educational interests of the club and the community. It shall be non-political, non-sectarian and non-profit.

## ARTICLE III MEMBERSHIP

Section 1. Any woman who is a resident of this area and is of good moral character shall be eligible for membership.

Section 2. The membership shall consist of Active, Associate, Transferee and Life Members.

(a) Active Members. An applicant who is accepted as a member, shall receive a membership card upon payment of dues, entitling her to all the rights and privileges of the club, and pay a one-time initiation fee of $15.00 when first becoming a member. Thereafter, the dues are annually $35.00

(b) Associate Members. An Associate Member shall be a member in good standing. She shall pay $40.00 annually. She may attend the meetings and have voting privileges but may not hold office. The application for associate membership shall be presented to the Membership Chair for approval.

© Transferee. An application for transfer of membership into the club may be accepted by the Executive Board without initiation fee by a transfer letter from the transferee's club.

(d) Life Member. One who has rendered exceptional service to the GFWC for at least 25 years. Ten or more years should have been as a member of the Woman's Club of Huntington Beach. She shall be exempt from payment of dues. She shall have all privileges of Active Membership. She shall be approved by the Executive Board by a two-thirds vote.

(e) Member Sanctions. A member who disrupts the decorum of the general meeting by: interrupting a speaker; loud vocal interjections; unnecessary movement during presentations; and/or speaks without being recognized, shall be asked to cease these actions or to leave the room.

(f) Non-attendance. Any member who fails to attend three (3) consecutive meetings, without a valid reason, shall be referred to the Executive Board for action.

Section 4. Resignations. A member who wishes to resign from the club shall present her written resignation to the Executive Board for acceptance.

Section 5. Reinstatements. A former member in good standing may ask for reinstatement within ten years of her resignation. She must follow the order prescribed for the entrance of new members, except that she shall not be required to pay the initiation fee.

Section 6. Leave of Absence. Any member in good standing may be granted a temporary leave of absence by the Executive Board for just cause. Such leave of absence shall be no less than six months or more than one year. Payment of regular dues shall be required for a member to be in good standing.



ATTACHMENT NO. 2.40

ATTACHMENT NO. 7.4

ARTICLE IV. DUES

Section 1. Dues of regular members shall be $35.00 per year. Associate members, $40.00 per year. New members accepted after November first (1st) shall pay pro-rated dues in addition to the initiation fee of $15.00. Dues shall be due and payable on June first (1st). Dues must be paid by July fifteenth (15th) for names to to appear in the yearbook. Delinquent date shall be September fifteenth (15th).

Section 2. The fiscal year shall be from September first (1st) through June thirtieth (30th).

ARTICLE V. OFFICERS

Section 1. Executive Board. The officers of the club shall be a President, First Vice-President, Second Vice-President, Third Vice-President, Recording Secretary, Treasurer, and a Parliamentarian. The Parliamentarian is to be appointed by the President. These, with the three trustees shall constitute the Executive Board. Seven members, including four elective officers and one trustee, shall constitute a quorum for a special Executive Board meeting.

Section 2. Board of Directors. The corporate powers of this organization shall be vested in a Board of five directors consisting of the President, Recording Secretary, and three Trustees. Three members of this Board shall be required to transact business. In the absence of the President at any meeting of the Board of Directors, a chairman shall be chosen from the Board of Directors. Any proposed expenditures of one hundred dollars ($100) or more shall be voted upon at a general meeting.

ARTICLE VI DUTIES OF THE EXECUTIVE BOARD

Section 1. The Executive Board shall arrange and control the current affairs of the club and receive reports of the committees.

Section 2. All vacancies of the Executive Board, except that of President, shall be filled by the Executive Board until the next election.

Section 3. The Executive Board shall be empowered to declare vacant any office or chairmanship not represented for three consecutive meetings.

ARTICLE VII DUTIES OF OFFICERS

Section 1. The President shall preside at all meetings of the club, all meetings of the Board of Directors, and all meetings of the Executive Board. She shall appoint Chairmen of Committees and shall be Ex-officio member of all committees except the Nominating Committee.

Section 2. The First Vice-President shall perform all duties of the President in her absence with exception of presiding at the Board of Directors meetings. She shall be Dean of Chairmen. In case of the resignation or death of the President, she shall become President until the next annual election and shall serve until the President-elect assumes her duties immediately after installation.

Section 3. The Second Vice-President shall serve as Program Chairman. (Duties in Article VIII, Section 3).

Section 4. The Third Vice-President shall serve as Membership Chairman. (Duties in Article VIII, Section 4).

Section 5. The Recording Secretary shall keep a record of all meeting of the Board of Directors, Executive Board and the General Membership, shall conduct all correspondence of the club and shall issue all notices requested by the President.

Section 6. The Treasurer shall receive and keep all funds of the Club and pay all bills approved by the Executive Board or regular membership. She shall submit a report at each regular club meeting and at each Executive Board meeting. She shall sign all checks except in her absence or incapacity, in which case, they shall be signed by the President or Recording Secretary. All checks shall require two signatures to be negotiable. All signatures shall be on file at the bank. Any proposed expenditures of one hundred dollars ($100) or more shall be voted upon at a general meeting.

Section 7. Trustees who sit as members of the Executive Board shall perform such duties as the Bylaws may require. The Trustees of this Board shall be the last three past presidents. In addition to being seated at the Board, their duties may be: an elected auditor, advisor, historian, librarian, curator, chaplain, Sergeant-at-arms, or whatever may be required of them.

Section 8. The Parliamentarian shall act as advisor to the President in all matters pertaining to the Bylaws or to parliamentary procedure. She shall be Chairman of the Bylaws Committee.

Section 9. All officers and Chairmen shall turn in annual written reports at the club meeting in June for their successors.

ARTICLE VIII STANDING COMMITTEES

Section 1. A Budget Committee shall consist of the First Vice-President, the Second Vice-President and the Treasurer. The Committee shall prepare and present a tentative budget for the ensuing year to the June Executive Board meeting for recommendation, to be voted on at the general meeting of the membership in June.

Section 2. The Ways and Means Committee shall devise measures to obtain funds to carry on the work of the club and report to the Executive Board.

Section 3. The Second Vice-President shall be Program Chairman. She shall outline and supervise programs for the year. She may select a committee.

Section 4. The Third Vice-President shall be Membership Chairman. She shall send notices of acceptance to the newly elected members and upon receipt of dues shall issue a membership card. She shall keep an accurate record of the membership and notify members who are delinquent. She shall call upon prospective members. She shall present each with a membership pin and a yearbook at the time of her induction.

Section 5. The Historian shall prepare and present a history of the current club year and report at the close of the club year. She may prepare a scrapbook for the club.

Section 6. The Press Chairman may report club news of interest to the newspapers and prepare a scrapbook for the Club and where appropriate, be responsible for developing, designing and maintaining a webpage for the club.

Section 7. The Amenities Chairman shall be responsible for the comfort of the members and guests, checking ventilation, adjusting the microphone, providing a glass of water for entertainers, or other indicated courtesies. She shall prepare and arrange place cards and order corsages when requested to do so.

Section 8. A Luncheon Chairman shall obtain Luncheon Committees for club meetings of the year.

Section 9. The Hospitality Chairman shall obtain hostesses to greet and register members and guests at each regular meeting and at special occasions of the club when requested to do so.

Section 10. A Dining Room and Decorating Chairman shall obtain committees for club meetings and for special occasions when requested to do so. Duties shall include decorating and setting the tables.

Section 11. An independent Auditor shall audit all books of the Treasurer annually and submit a written report to the Executive Board and all members in June.

Section 12. A Community Service Chairman shall report for the consideration of the club anything that pertains to the betterment of the City.

Section 13. A Sunshine Committee Chairman shall extend courtesies of the club by a card to a member who is ill. Flowers shall be sent to a member who is seriously ill, and, in the event of the death of a member, or member of her immediate family, flowers or a donation shall be sent, approved by the Board. Any proposed expenditures of one hundred dollars ($100) or more shall be voted upon at a general meeting.

Section 14. Special Committees may be created by the President with the approval of the Executive Board.

Section 15. No member, officer or chairman shall make any expenditure without approval of the Executive Board. Any proposed expenditures of one hundred dollars ($100) or more shall be voted upon at a general meeting.

ARTICLE IX SECTIONS

Section 1. There may be such Sections created as the club desires.

Section 2. Each Section, as far as possible, shall defray its own expenses.

Section 3. Chairman of each Section shall be appointed by the President.

Section 4 Each Section may adopt its own rules provided they do not conflict with the Bylaws of the club.

Section 5. The night section shall be called, "The Night Section of the Huntington Beach Woman's Club."

ARTICLE X MEETINGS

Section 1. The regular meetings of the club shall be held on the second Tuesday of each month beginning with the second Tuesday in September and ending with second Tuesday in June, unless otherwise ordered by the Executive Board. The night section shall hold their monthly meetings on Friday following the second Tuesday of each month at 7:00 p.m., beginning in September and ending with The Friday following the second Tuesday in June, unless otherwise ordered by the Executive Board.

Section 2. The Executive Board shall meet prior to the general meeting on the second Tuesday of each month with the exception of July and August unless otherwise ordered by the Executive Board.

Section 3. Any necessary meeting of the Board of Directors shall be called by the President.

Section 4. Motions. When a motion has been made, seconded and is in the discussion mode, before the final vote, any member may give their input for a three (3) minute period. Discussion on pros and cons will be equally accepted, each for three minutes. Each member who wishes to do so has the right to speak twice on the same question. Speakers must address the Chair. After all have been heard, within a reasonable timeframe, the vote will be taken.

## ARTICLE XI NOMINATIONS AND ELECTIONS

Section 1. A Nominating Committee shall consist of five members, two to be elected by the Executive Board, the first one elected to serve as Chairman, and three to be elected by the club at the regular meeting in April and shall present nominees names at this time. This Committee shall obtain the consent of the nominees before their names can be presented to the club. Any vacancies occurring in the committee or slate of nominees for office shall be filled by the Executive Board. No member shall serve on this committee for two consecutive years. Any member in good standing is eligible to be a candidate for the Executive Board.

Section 2. The annual election of officers shall take place at the regular meeting in May. When there are two or more candidates for an office the election shall be by ballot vote and the candidate receiving the highest number of votes shall be declared elected. If there is but one candidate for each office, the club may dispense with the ballot vote and the election may be by voice vote.



ATTACHMENT NO. 2.47

ATTACHMENT NO. 7-11

Section 3. One member of the night section, at least, may sit on the nominating committee. Night section members will be provided a list of candidates at least one month prior to elections. Night section members must be present to vote at the daytime election meeting. All ballots shall be independently counted by at least two members. Voting records shall be kept for one year by the Secretary.

Section 4. New officers shall be installed at the regular meeting in June unless otherwise ordered by the Executive Board. They shall assume their duties immediately after the installation.

Section 5. The Immediate Past President shall become a Trustee when the newly elected President takes office at the June meeting installation.

Section 6. The Officers may serve two or more years and the Trustees shall serve for three years unless otherwise decided by the Executive Board and brought to the membership for a vote.

## ARTICLE XII QUORUM

Seven members shall constitute a quorum for transaction of business at any regular club meting. Five members, including four elective officers, and one Trustee, shall constitute a quorum for regular or special Executive Board meetings.

## ARTICLE XIII DISSOLUTION

Being a non-profit organization and in order to comply with the Internal Revenue Code Law, in the event this organization is dissolved, all net profits will be turned over to charitable organizations as agreed upon by majority vote of the membership at the time of dissolution. Such assets shall be those remaining after all debts and obligations-are paid. Further dissolution procedures shall conform to CFWC.

## ARTICLE XIV PARLIAMENTARY AUTHORITY

When not in conflict with these Bylaws, "Robert's Rules of Order Newly Revised," current edition, shall be the parliamentary authority.

ARTICLE XV AMENDMENTS

The Bylaws may be amended at any regular club meeting by a two-thirds vote providing a notice to do so shall have been given at the previous club meeting. Bylaws must be read and reviewed every two (2) years.

Bylaws Committee: Corrie Broussard
Peggy Freeman
Julie Hoigaard
Jackie Judd
Jean Marsh
Brenda Meek
Juanita Stokes

Revised March 2011

## STANDING RULES

1. Time of regular club meeting shall be at 12 noon and time of Executive Board Meetings shall be at 10:00 a.m. unless otherwise ordered by the Executive Board.

2. Permanent luncheon reservations are to be made early in the club year with the Reservation Chairman. Non-permanent reservations and cancellations must be made with the Reservation Chairman at least 24 hours prior to the club luncheon meetings. Members who fail to give such notice within the time limit will be required to pay.

3. Illness or bereavement of a member or members or her family is to be reported to the Sunshine Chairman.

4. Change of address and payment of dues are to be made to the Membership Chairman.

5. Reservation for the use of the clubhouse must be made with the House Chairman.

6. No property shall be taken from the clubhouse without approval of the House Chairman and President.

7. The silver service and china sets are to be used by the general club only.

8. Each member shall have the privilege of inviting guests during the year, providing the same guest shall not be invited more than twice.

9. A member of any section must be a paid-up member of the club

10. The President's club expenses during her term of office and her convention expenses shall be defrayed by the club. Her convention expenses shall be given to her prior to her leaving for convention.

11. Check lights, stoves, and heater before leaving building. See that windows and doors are locked.

12. The club President shall be luncheon guest at the regular meetings.

13. The luncheons of a chairman whose duties require her attendance at City luncheon functions shall be paid by the club.

14. There shall be no smoking during the club meeting. (District Policy)

15. If luncheons are prepared by members, a committee of three need not pay. If catered, all members pay for luncheons. Not applicable For potluck luncheons.

16. Workshop expenses that chairmen are required to attend shall be paid by the club.

WOMAN'S CLUB OF HUNTINGTON BEACH
420 10th Street
Huntington Beach, CA 92648

RENTAL AGREEMENT

This agreement, entered into this day of January, 1997 by and between the Woman's Club of Huntington Beach, California, and The Christians hereinafter referred to respectively as Lessor and Lessee.

Witnesses that for and in consideration of the payment of $500.00 per month and the performance of the covenants contained herein on the part of the Lessee, the premises at 420 10th St. Huntington Beach, will be let to the Lessee on:

Sunday - All Day

Tuesday Evenings - 6:30 - 9:30 p.m.

Thursday Evenings - 6:30 - ~~9:30~~ 10:00 p.m.

Thanksgiving Day

for a period of two year(s) beginning with February 1, 1997

on which the monthly fee of $500.00 will be tendered the first day of each and every month.

This lease is renewable with the approval of the board of directors of the Woman's Club of Huntington Beach.

It is further mutually agreed between the parties as follows:

1. Lessee shall not violate any City ordinance or State law in or about said premises.
2. Any failure by Lessee to pay rent promptly when due, or to comply with any term or condition hereof, shall, at the option of the Lessor forthwith terminate this agreement.
3. Lessee shall keep the premises clean and maintain the premises in a clean and sanitary condition at all times.
4. The Woman's Club of Huntington Beach shall not be responsible for articles left on the premises, including the loss or damage of personal items.
5. Additionally, Lessee assumes all responsibility for personal or property damages or bodily injury caused by, or directed toward the Lessee or their guests, and, in recognition thereof, does indemnify and hold harmless the Woman's Club of Huntington Beach for any loss or liability by virtue of any action arising from use of the property by the Lessee.
6. Decorations: Masking tape only will be used to secure decorations. If tacks, nails, scotch tape or any other device which mars the surface is used, an extra fee will be assessed.
7. No rice, bird seed, confetti, etc. will be thrown inside or outside the building.
8. Noise curfew is at 10:00 p.m.

9. Lessee intends to use the premises to operate the:

non-denominal church known as "The Christians"

10. Lessor shall provide all utilities RG
11. Lessee has offered, at their own expense: A- Lessees option:
Firstly, to insulate underneath the floor of the main hall, in order to keep all moisture, mildew and mold out.
Secondly, to aid and assist the propping up of the floor from below (at the direction and oversight of the contractor specified by the Lessor).
Thirdly, to carpet the hall, professionally, affixing new padding and carpeting.
12. It is agreed that if the Lessee is forced to cancel an activity the rent for that day will be paid.
13. If any action be brought for the recovery of rent due under this lease, or by reason of a breach of any covenant herein, Lessee shall pay the Lessor all costs in connection therewith, including, but not by way of limitation, reasonable attorney's fees, whether or not the action proceeds to judgment.
14. Sign okay.

Jean Marsh
Woman's Club of Huntington Beach, Lessor
Club President

Shirley Cauley
Woman's Club of Huntington Beach, Lessor
Club Agent

Robert Ordera
Lessee

The Christians
Lessee's Organization

Date

ATTACHMENT NO. 2.53

ATTACHMENT NO. 8.2

Womans Club of Huntington Beach
420 10th Street
Huntington Beach, CA

Date: _____

To: _____

**Subject: Responsibility of Renter**

As previously stated verbally to all of the Club's renters, we will be changing the locks on the doors, so the keys that you currently have will no longer be usable. The new keys will have a Do Not Duplicate stamp on them to prevent multiple copies from being made.

Due to your previous rental record we will not be asking you for a key deposit, however, if you would like to obtain one of the new keys to the Club you must agree to be responsible for the following:

- All lights must be turned off prior to leaving the facility
- Heating/air conditioning must be turned off prior to leaving the facility
- Doors must be locked prior to leaving the facility

During these difficult economic times the Club is unable to absorb the additional costs due to this type of behavior. Should the Club find that any renter is not being responsible for the items listed above the renter will be subject to a monthly rental increase.

The Club also reserves the right to withhold the key from any renter that repeatedly disregards these responsibilities.

Your cooperation in this matter would be greatly appreciated.

Renter: _____
Signature

House Manager: _____
Signature

ATTACHMENT NO. 2.54

ATTACHMENT NO. 8.3

# Possible Topics for HB Planners to Consider during Review of HB Womans Club Request for Waivers to HBs Building Codes

[Provided by John & Mary Koch, 1/16/2012]



1) If an owner of an older home, one that didn't comply with current HB Codes, burnt to the ground. Would this owner be allowed waivers to current HB Codes to rebuild their housing to the old codes? [Note: If the answer is "No", then the answer for the Womans Club variance should be "No", since the Club members have a much smaller stake in their Club than a homeowner has in their home.]

2) At the last meeting a Club member stated that groups that rent the Club have the right to serve alcohol at their functions. Is this true? Do they also have the right to drink alcohol outside of the Club building; on the front sidewalk, along side of the Club and in front of neighboring properties?

3) Rebuilding the Womans Club does not make economic sense, if their mission is to solely play cards and donating funds to local students and charities. If the new Club is built, the Club member will be faced with much larger ongoing cost than they had in the past. Even if they had funds to cover construction, which they don't per news paper stories, there will be: increased property taxes, utilities (i.e. irrigation of lawn, plants & trees) and gardener. A much wiser option would be to sell the property to a developer for $800K or more. If these monies were deposited in a bank at 3%, the interest earned would be $24,000/year. If this were combined with the avoided construction cost of $300 to $400K would result in total amount of $1100 to $1200K. If these monies were deposited in a bank at 3%, the interest earned would be $33,000 to $36,000/year. We dare to say, this would cover the cost of renting a monthly card playing space, such as the Senior Center, and provide greater fund for their charities. In addition, a good number of the Club members could enjoy an annual Caribbean cruise without the chore of managing a rental property.

4) Over the past 12 years, the Club has been a magnet for all sorts of undesirable people, including: A) gang banger renters with excess drinking inside and outside the building, B) parties with loud music and MCs with loud mikes and C) homeless people that use the sides of the Club as a full function rest room and space for sleeping in bags or newspapers. It wasn't just at night, but also in daylight. D) Unsupervised young children running up and down the block in front of the Club. Most neighbors have called the HB police on numerous occasions, but it appears there is no record of those calls.

5) Over the past 12 years, parking has increased at least three fold, as the result of more and more people using the beach for all sorts of events, for surfing or just setting on the beach. As more people come to the beach, parking has moved north on PCH and inland from PCH. Building a new Womans Club would add even more cars, especially when rented to outside groups.

6) The Club has the characteristics of a secret society, as follows: A) past membership was not available to outsiders [i.e. neighbors]. At least one neighbor [MMK in 2000-01] tried to join, but President Shirley Early told her "**they don't want her kind in the Club.**" B) It appears that membership is by invitation only. C) Membership names and numbers unknown to neighbors and HB City Officials. D) Few of us know who owns or runs the Woman's Club. The club has not supplied the neighborhood with contact numbers. Who do we call to report a minor problem at the club (such as a broken sprinkler pipe, litter from parties, etc.)? F) We would like to know how many club members there are and how many members actually live in HB? G) Why is Club membership not open to every woman in HB? H) Is there a flyer/membership application posted in City Hall that introduces the Woman's Club to the woman of Huntington Beach? I) Is information on the Woman's Club given out in "Welcome Packages" to newcomers moving to HB? J) How much charity money is raised every year from rentals? Is this the sole source of charity income?



7) Good Neighbors? Not so. A) The neighborhood fears the club will increase their rental activities to sustain their charities and to pay for the new building and it's maintenance. B) A neighborhood representative, chosen by a neighborhood vote, has never been invited to attended the club's business meetings to discuss how proposed rentals and parking issues impacts the neighborhood. C) Throughout the years of it's existence, the club has never apologized to the neighborhood after a number of us were forced to called the police numerous times because of excessive noise, rowdy drinking activities, unsupervised children of party goers screaming and running up and down sidewalk and alley, loitering, homeless sleeping/living along side of building for weeks, etc. D) How is it possible that the club allows renters to drink liquor inside and outside the building and on the sidewalk and in the alley from early afternoon to well past 11:30 pm? The club building has never been fenced. E) How is it possible that there is no record of police calls when 3-4 individual home owners have called on the same night many, many times, over a 23- year- span of time, to report club activities? F) One scary rental was a drinking party that was so bad that the partygoers had their own "body guards" stationed at the Club doors to keep out the unwelcome party crashers driving up and down 10th street yelling and honking their horns. It's worrisome to the neighborhood, that most of the club's "party goers "are not from Huntington Beach and have a life styles that differs from our neighborhood.

8) Long term viability of the Club is questionable, for the following reasons: A) the age of current membership appears to be between 75 to 90 years. B) Unless the Club dramatically changes it approach to membership, the Club will have no one to manage the affairs of the Club. C) Even if the Club doesn't have to finance part of the cost to build the new Club, they will be faced with much higher operating cost, including: much higher property taxes, lawn & tree maintenance, irrigation and if they have AC in the Club the electric utility bills will be higher. If they have to finance part of the construction, this will add to these new operating costs. If there is no one to manage the Club and bring renters, the Club would likely be sold to an investor and the heritage of the Club is lost.

Action Petitioned For: We the undersigned are concerned citizens who urge our leaders to act now to require that the rebuilding of the Women's Club be required to meet all building and commercial codes and that no variances be allowed.



| Date | Signature | Printed Name | Address | Comment |
|---|---|---|---|---|
| 1/15/2012 | Margo Cormier | MARGO CORMIER | 411 10th St. H.B. | |
| 1/15/2012 | Nesip Tarman | Nesip Tarman | 411 10th ST HB | |
| 1/15/2012 | Elayne Gartner | Elayne Gartner | 419 10th STREET | |
| 1/15/2012 | John Forbess | JOHN FORBESS | 419 10TH STREET | |
| 1/15/2012 | Mary M. Koch | MARY M. KOCH | 417 10th ST. | |
| 1/15/12 | [illegible] | M. J. DONA | 427 10TH ST. | |
| 1/15/12 | Philip H. Manasse | PHILIP MANASSE | 509 10th ST. | |
| 1/15/12 | Beverly Nitti | Beverly Nitti | 515 10th St. | |
| 1/15/12 | [illegible] | JOE NITTI | 515 10TH ST | |
| 1/15/12 | Scott Cary | SCOTT CARY | 428 11TH ST. | |
| 1/15/12 | Kien Cary | Kien Cary | 420-11th St | |
| 1-15-12 | Karen Dona | KAREN DONA | 427 10th St HB | |

RECEIVED

JAN 18 2012

Dept. of Planning & Building

| Date | Signature | Printed Name | Address | Comment |
|---|---|---|---|---|
| 1/15/12 | | STEVE R HUBBELL | 408 11TH ST HB 92648 | |
| 1/15/12 | | JOHN E. KOCH | 417 10th St. HB CA 92648 | |
| 1/15/12 | | RITA MANASSE | 509 10th St. HB 92648 | |
| 1/15/12 | | HERMAN ARTINIAN | 508 10th St H.B 92648 | Can not find parking as is already. |
| 1/15/12 | | MELISSA ARTINIAN | 508 10th St. HB CA 92648 | |
| 1/15/12 | | SUZY THOMAS | 405 10th St HB, CA 92648 | |
| 1/15/12 | | JEANNETTE SEEMAN | 416 10TH ST H.B. CA 92648 | |
| 1/15/12 | | Ellena Flores | 416 10th St. H.B. Ca 92648 | |
| 1/15/12 | | Gerda Vandergrift | 426 11th St. H.B 92648 | |
| 1/15/12 | | Robert Vandergrift | 426 11th St H.B. | |
| 1/15/12 | | DONALD R. PELTIER | 413 10th St H.B | |

Go to www.AtYourBusiness.com for more free business forms

ATTACHMENT NO. 4

ATTACHMENT NO. 2.58

Page 2

RECEIVED

JAN 18 2012

Dept. of Planning & Building

| Date | Signature | Printed Name | Address | Comment |
|---|---|---|---|---|
| 1/15/12 | [illegible] | MARK WILLIAMS | 501 10TH ST | |
| 1/15/12 | [illegible] | MARIA WILLIAMS | 501 10th St | |
| 1/16/12 | Nancy B. Cashen | NANCY CASHEN | 421 10th St. | |
| 1-16-12 | [illegible] | CAROLYN ADDISON | 409 10TH 92648 | |
| 1-16-12 | [illegible] | MICHAEL ADDISON | 409 10TH ST 92648 | |
| 1-16-12 | [illegible] | Judith Gibson | 507 10th St | |
| 1/16/12 | [illegible] | ROBERT H. GIBSON | 507 10TH ST | |
| 1/16/12 | [illegible] | Janice Hopkins | 415 4th ST | |
| 1/16/12 | [illegible] | GEORGE DALE | 404 11th St | |
| 1/16/2012 | [illegible] | Robert Cashen | 421 10th ST | |
| 1/19/2012 | [illegible] | IAN WADDELL | 519-10TH ST | |

Go to www.AtYourBusiness.com for more free business forms

ATTACHMENT NO. 259

ATTACHMENT NO. 9.5

Page 3

RECEIVED
JAN 18 2012
Dept. of Planning & Building

| Date | Signature | Printed Name | Address | Comment |
|---|---|---|---|---|
| 1/18/2012 | Anita Waddell | ANITA WADDELL | 519 - 10TH | |
| 1/18/12 | [illegible] | DAVID MANLEY | 521 10th St | |
| 1-18-12 | [illegible] | Maria Santopolo | 517 10th St | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |



ATTACHMENT NO. 2.60

ATTACHMENT NO. 9.6

**WOMAN'S CLUB OF HUNTINGTON BEACH**
420 10th Street Huntington Beach, California 92648
Mailing Address: P.O. Box 8446, Huntington Beach, CA 92615-8446

RECEIVED
JAN 3 1 2012
Dept. of Planning & Building

**CLUB RENTAL AGREEMENT FOR PRIVATE USE EVENTS**
**(NON WOMAN'S CLUB ACTIVITIES)**

It is recognized that the Woman's Club of Huntington Beach provides a service to the community by renting their facility for a variety of activities. These activities have a wide range of interest and participation. There is no discrimination to those activities as long as the activities are law abiding, respectful to the surrounding community and to the Woman's Club ideals. The Woman's Club attempts to be flexible, and to work with Tenants in a reasonable and professional manner. The Woman's Club expects all renters share a mutual and reasonable responsibility to return the premises to normal conditions following their particular events. It is also recognized that certain responsibilities of renting the premises need to be outlined.

This Rental Agreement is between _____ and the Woman's Club

of Huntington Beach located at 420 10th Street, Huntington Beach, California, 92648.

Event Request (Proposed Use):_____

Date:_____ Time:_____

for a period of _____(hours), (monthly), (yearly) for a fee $_____ (hour), (monthly), (yearly)

Monthly and Yearly Rentals will require payment of the rental fee on the first day of the month prior to the Event. Rental payments ten days past due shall be subject to a late fee of $10.00. Ongoing Rental Agreements may be renewed annually with the approval of the Board of Directors.

Single Day Event Rentals will require payment of one half of the agreed upon rental fee at the signing of the Rental Agreement. The balance payment shall be due the day of the Event. In addition, a security deposit may be required depending on the nature of the Event.

Groups of 50 or more people (maximum occupancy to be determined by City), with live entertainment or alcohol consumptions will require a security guard to be present for the duration of the Event. The cost of the security guard shall be added to the total rental fee.

All private use Tenants shall comply with all applicable City Ordinances and State Laws, in or about the Woman's Club facility.

The Woman's Club of Huntington Beach shall be indemnified and held harmless for loss or liability by virtue of any action arising from use of the property by the Tenant. The Woman's Club of Huntington Beach shall not be responsible for articles left on the premises, including loss or damage of personal items. Private use tenants shall only be responsible for properties or property damage for their scheduled activities. Single Day Event Cancellation may occur up to 14 days prior to the scheduled Events. A thirty day written notice shall be required by the Tenant or marietta.com for termination of the Rental Agreement.

ATTACHMENT NO. 3.1

Failure to comply with the terms of the rental fee payment or to comply with any of the terms outlined in the Rental Agreement may result, at the option of the Board of Directors, in termination of the Rental Agreement.

Equipment Use

Rental of the Woman's Club shall include use of, tables, chairs, dish soap and dish towels, kitchen dishes, glasses, utensils, ovens, refrigerator, microwave, trash bags, paper towels and toilet paper. The refrigerator may be used during events, but all food must be removed at the conclusion; unless alternative arrangements have been made.

Tenants shall be responsible for returning the facility to its normal condition at the conclusion of an Event. This includes replacing all moved furniture and cleaning up trash, cleaning ovens and microwaves if used. All tables and counters should be cleaned and floors swept. All kitchen glass and dish wear, used by Tenant should be cleaned and returned to cabinets and drawers.

All doors and windows are to be secured and locked and all lights turned off. Ovens, fans, air conditioners and heaters should be turned off unless otherwise specified by the signs posted next to the appliance.

Tenants may make arrangements for long term storage of materials and supplies at the Woman's Club with Board of Director approval, but will remain under the responsibility of the Tenant.

Cancellation

Monthly and yearly rentals shall require a thirty day written notice by the Tenant or Woman's Club for termination of the Rental Agreement.

Reason for termination shall be in writing and addressed to the Board of Directors of the Woman's Club of Huntington Beach. Any termination decision of the Board of Directors may be appealed to the full membership of the Woman's Club.

If any action is brought for the recovery of rent due under the Rental Agreement, or by reason of a breach of any covenant herein, Tenant shall pay the Woman's Club of Huntington Beach all costs in connection therewith, including, but not by way of limitation, reasonable attorney's fees, whether or not the action proceeds to judgment.

$_____Rental Rate

$_____Security/Cleaning Deposit (Refundable)

$_____Security Guard

$_____Total Cost

ATTACHMENT NO. 3.2

## REGULATIONS FOR USE OF THE WOMAN'S CLUB

- Weekday use shall be limited to groups of 50 people or less. No live entertainment shall be permitted. All activities shall conclude by 10:00 PM
- Weekend and holiday use may include groups of 50 or more people (maximum occupancy to be determined by the City). Live entertainment and alcohol may be allowed subject to all applicable City and State regulations. Entertainment shall be limited to the hours of 5:00 PM to 10:00 PM.
- All Events shall conclude by 10:00 PM.
- All Events with greater than 50 people and live entertainment shall be limited to four Events per month.
- All Events with greater than 50 people shall require the presence of an onsite security guard for the duration of an Event.
- All door and windows shall remain closed during live entertainment.
- The Tenant shall provide the Woman's Club with and Event outline and a representatives contact information. This information will be proved to the City for all large Events.
- The Tenant shall encourage all quests to ride share and use public parking due to the limitation of available parking. The Tenant shall be provided with a map of the various public parking opportunities in the Downtown area.
- No pets, rice, bird seed, confetti or water balloons are allowed inside or outside the building.
- When putting up banners, signs or decorations tape or string are allowed, staples, pushpins, nails, glue, etc are not permitted.
- All Tenants shall be encouraged to walk through the facility prior to their Event with a representative of the Woman's Club. Any conditions other than normal should be noted prior to each Event.
- A Woman's Club representative shall open and close the facility with the Tenant.
- Contact information for Woman's Club representatives shall be posted on the rear door of the facility.

I _____ representing _____

understand the terms and conditions of this Rental Agreement and agree to abide by all regulations.

ATTACHMENT NO. 3.3

This is a summary of the attached petition.
It shows the addresses of residents, living close to the Woman's Club, who want the Woman's Club to meet all Building and Commercial Codes and that No Variances be allowed



| | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | Pecan | | | | | | | | | | | Orange | | | |
| 9th | | | | | | | | | | | | | | | | | | | | | | | | 9th |
| | | | | | | | | | | | 423 | 421 | 419 | 415 | | | | | | | | | | |
| alley | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | 508 | | | | 428 | 426 | V | **WC** | 416 | 410 | 408 | 406 | lot | | | | | | |
| 10th | | | | | | | | | | | | | | | | | | | | | | | | 10th |
| | | 521 | 519 | 517 | 515 | 509 | 507 | 501 | | 427 | 421 | 419 | 417 | 413 | 411 | 422 | 405 | 403 | | | 321 | St Mary's | | |
| alley | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | 428 | 426 | 424 | 420 | 414 | 412 | 410 | 408 | 404 | 402 | | 328 | Sit Stay Cafe | | |
| 11th | | | | | | | | | | | | | | | | | | | | | | | | 11th |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | Pecan | | | | | | | | | | | Orange | | | |

WC = Woman's Club @ 420 10th Street  V= Vacant home  Lot = empty Lot  #000 = The house numbers of those who signed this petition

Action Petitioned For: We the undersigned are concerned citizens who urge our leaders to act now to require that the rebuilding of the Women's Club be required to meet all building and commercial codes and that no variances be allowed.

| Date | Signature | Printed Name | Address | Comment |
|---|---|---|---|---|
| 1/15/2012 | Marge Cormier | MARGO CORMIER | 411 10th St. H.B. | |
| 1/15/2012 | Nesie Turner | Nesie Turner | 411 10th St HB | |
| 1/15/2012 | Elayne Gartner | Elayne Gartner | 419 10th STREET | |
| 1/15/2012 | [illegible] | JOHN FORBESS | 419 10TH STREET | |
| 1/15/2012 | Mary M. Koch | MARY M. Koch | 417 10th ST. | |
| 1/15/12 | [illegible] | M. S. DONA | 427 10th ST. | |
| 1/15/12 | Philip A. Manasse | PHILIP MANASSE | 509 10th ST. | |
| 1/15/12 | [illegible] | [illegible] | [illegible] | |
| 1/15/12 | [illegible] | [illegible] | [illegible] | |
| 1/15/12 | Scott Cary | SCOTT CARY | 438 11TH ST. | |
| 1/15/12 | Kim Cary | Kim Cary | 426 11th St | |
| 1-15-12 | Karen Dona | KAREN DONA | 427 10th ST HB | |

Go to www.AtYourBusiness.com for more free business forms

ATTACHMENT NO. 4.2

| Date | Signature | Printed Name | Address | Comment |
|---|---|---|---|---|
| 1/15/12 | [illegible] | STEVE R HUBBELL | 408 11TH CT HB 92648 | |
| 1/15/12 | [illegible] | JOHN E. KOCH | 417 10th St. HB CA 92648 | |
| 1/15/12 | [illegible] | RITA MANASSE | 509 10th St. HB 92648 | |
| 1/15/12 | [illegible] | HERMAN ARTMAN | 508 10th ST HB 92648 | Can not find parking on is already. |
| 1/15/12 | [illegible] | MELISSA ARTMAN | 508 10th St. HB CA 92648 | |
| 1/15/12 | [illegible] | SUZY THOMAS | 405 10th ST HB, CA 92648 | |
| 1/15/12 | [illegible] | JEANNETTE [illegible] | 416 10th ST HB CA 92648 | |
| 1/15/12 | [illegible] | ELENA FLORES | 416 10th St. H.B. CA 92648 | |
| 1/15/12 | [illegible] | Angela Vandergriff | 426 11th ST HB 92648 | |
| 1/15/12 | [illegible] | Robert VANDERGRIFF | 426 11th St H.B. | |
| 1/15/12 | [illegible] | DAVID R. FOSTER | 415 10th ST H.B. | |



ATTACHMENT NO. H.3

| Date | Signature | Printed Name | Address | Comment |
|---|---|---|---|---|
| 1/15/12 | [illegible] | MARK WILLIAMS | 501 10TH ST | |
| 1/15/12 | [illegible] | MARIA WILLIAMS | 501 10TH ST | |
| 1/16/12 | [illegible] | NANCY CASHEN | 421 10th St. | |
| 1/16/12 | [illegible] | CAROLYN ADDISON | 409 10th 92648 | |
| [illegible] | [illegible] | [illegible] | [illegible] | |
| [illegible] | [illegible] | [illegible] | [illegible] | |
| [illegible] | [illegible] | [illegible] | [illegible] | |
| 1/16/12 | [illegible] | JUNICE HOPKINS | 415 4th ST | |
| 1/16/12 | [illegible] | GROVER HALL | 434 11th St | |
| 1/16/2012 | [illegible] | Robert Cashen | 421 10th ST | |
| 1/19/2012 | [illegible] | IAN WADDELL | 519-10TH ST | |

Go to www.AtYourBusiness.com for more free business forms

ATTACHMENT NO. 4.4

PAGE 3

| Date | Signature | Printed Name | Address | Comment |
|---|---|---|---|---|
| 1/18/2012 | Anita Waddell | ANITA WADDELL | 515 - 10TH | |
| 1/18/12 | [illegible] | David Manley | 521 10th St | |
| 1-18-12 | [illegible] | Maria Montejo | 517 10th St | |
| [illegible] | [illegible] | Nat Lanier | 4[illegible] 9th St. | |
| 1-21-12 | [illegible] | Hannah | 421 9th St | |
| 1-24-12 | Margaret E. Lown | Margaret E. Lown | 419 9th St. | |
| 1-27-12 | [illegible] | John Travis | 405 10th ST | Parking issues |
| 1-28-12 | Marlena Borsack | Marlena Borsack | 420 11th St | Parking issues |
| [illegible] | Kricket Borsack | [illegible] | 420 11th St | [illegible] |
| 1-28-12 | Amanda Stockton | Amanda Stockton | 413 10th St | PARKING/NOISE |
| 1/28/12 | OLIVIA Nelson | [illegible] | 408 10th St. | |

| Date | Signature | Printed Name | Address | Comment |
|---|---|---|---|---|
| 1-28-12 | Lorri Cunningham | Lorri Cunningham | 410 10th D HB Ca. 92648 | We have Children Parking / noise |
| 1-28-12 | [illegible] | BRIAN ARANDA | 410 10th C HB. CA 92648 | " |
| 1-28 12 | [illegible] | MargEllen Trapaki | 406 10th St #B HB, CA 92648 | |
| 1/28/12 | [illegible] | James Trapaki | 406 10th St #1B HB. CA 92648 | |
| 1/28/12 | [illegible] | Cherri Wilder | 403 10th St. HB CA 92648 | |
| 1/28/12 | [illegible] | Megan Crowley | 21641 Birchhurst HB, CA 92646 | |
| 1/28/12 | [illegible] | Amber Masters | 410 11th Street HB | |
| 1/28/12 | [illegible] | Noeli Noscar | 412 11th st HB | |
| 1/28/12 | [illegible] | Sailer Ripply | 412 11th st HB | |
| 1/28/12 | [illegible] | Gary Petroff | 414 11th St HB | |
| 1/28/12 | [illegible] | Agnieszka Petroff | 414 11th St HB | |

| Date | Signature | Printed Name | Address | Comment |
|---|---|---|---|---|
| 01.28.12 | Cynthia Jensen | CYNTHIA JENSEN | 424 11th Street | |
| 01/28/12 | [illegible] | PAUL E SCHOENER | 424 11th Street | |
| 1/29/12 | [illegible] | Christina McDaniel | 428 10th St. | children / parking / noise |
| 1/29/12 | [illegible] | Scott McDaniel | 428 10th st. | |
| 1/29/12 | [illegible] | Jan Rothberg | 917 Pecan | |
| 1/29/12 | [illegible] | Ivy Darcy | 410 10th Apt A. | |
| 1/29/12 | [illegible] | Jonathan Darcy | 410 10th st Apt A | |
| 1/29/12 | [illegible] | Rev. Quang Chu | 321 10th st. | |
| | | | | |
| | | | | |
| | | | | |



ATTACHMENT NO. 4.1

page 6

Action Petitioned For: We the undersigned are concerned citizens who urge our leaders to act now to require that the rebuilding of the Women's Club be required to meet all building and commercial codes and that no variances be allowed.

| Date | Signature | Printed Name | Address | Comment |
|---|---|---|---|---|
| 1/27/12 | [illegible] | Michael Hoskins | 402 11th St. | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Go to www.AtYourBusiness.com for more free business forms

ATTACHMENT NO. 4.8

page 7

RECEIVED

FEB 09 2012

Dept. of Planning
& Building

To: Huntington Beach Planning Commission Members

Huntington Beach City Council Members

Re: Opposition to granting of variances as requested in rebuilding of Women's Club of Huntington Beach.

**Background**

Current residents of the immediate neighborhood (8th to 10th Orange to Palm) have coexisted with the H. B. Woman's Club some for 30 or more years. This coexistence was in many ways an acknowledgement of the provenance of the building and its history. However, the fire that destroyed the building has allowed for a review of whether or not a club/lodge is appropriate in a residential neighborhood and if so under what conditions it should be allowed.

The Woman's Club has applied to the Planning Commission for a series of variances to allow them to essentially replicate their former structure.

These are

A Conditional Use Permit (No. 11-024/ Variance No. 11-006) for the erection of a club/lodge in a residential neighborhood

Variances

To allow parking on the premises for only 4 cars, where current code calls for parking to accommodate 73 cars

To permit a 20' turn radius vs. the 25' turn radius required.

To permit 55% lot coverage in lieu of the maximum of 50%

The Planning Commission held a hearing on January 24th on the above request. A group of citizens expressed concern relative to the request, much of it to do with the consequences of the many events held at the former facility. The group had previously presented a petition with 40 + signatures expressing concern over the request for variances. That total is now 60+

The issues related to these events can be briefly summarized as follows:

Often occurred in the evenings and on the weekends.

Often unsupervised by club members.

Often included alcohol and unruly behavior.

Exceeded noise levels expected by a neighborhood get-together.

Created serious parking problems for local residents

The Planning Commission, based on a straw vote taken at the Jan 24th meeting, seems inclined to support the rebuild with some consideration on placing restrictions on the facilities rental events. A decision on those restrictions was deferred until the Feb 28th Planning Commission meeting to allow the representative of the Woman's Club to suggest self-imposed restrictions. **No consideration was given to the residents to bring recommended restrictions.**

Before the Planning Commission makes a decision on the variances proposed by the Woman's Club we would expect the Commission to ask some fundamental questions about the Club.

> Are the Club members citizens of Huntington Beach? If not how does the Club benefit the City?
>
> Will the Club conform to the codes and regulations that are imposed on other similar clubs/lodges?
>
> How often will the Club be rented and/or used for commercial purposes?
>
> Is the Club's not-for-profit claim substantiated and are its filings current?
>
> Which H.B. citizens benefit from the Club's philanthropic work?

**The Position of the Concerned Citizens**

The Concerned Citizens are not fundamentally opposed to the rebuild of the Woman's Club on its former site. Rather we acknowledge that precedence should count in this debate and that an equitable solution can hopefully be found. However, this solution should be grounded in a complete vetting of the facts related to the Club's current status; give serious consideration to the significantly different environment that exists in the downtown residential neighborhood; and ensure that the City's position first protects the interests of its citizens over others.

Our position can best be expressed in four issues

**Issue One -** Land variance requested to zone property as club/lodge in a residential neighborhood.

> The residents would not be opposed to a club/lodge on the site of the former HB Woman's Club if it is operated in accordance with the definition of a club/lodge as specified in the City code.
>
> That definition is "meeting, recreational or social facility of a private or non-profit organization **primarily for use by members and guests".**
>
> In recent years the club has not acted in this manner but rather as a "hall for hire". This contention is supported by statistics provided by the Woman's Club as to their activities from April 2010 to April 2011. During that period 141 events were held 15 of which were specific to members and their guests. Therefore 89% of the club's meetings/events were not in support of members or their guests. Hence our position that the hall is operated as a "hall for "hire" with little regard for the City's codes.

**Issue Two** - Parking

The Commission and Council should consider that Huntington Beach has grown, our beaches have become more celebrated and the various venues attract more cars into our community. A significantly different environment than when the Women's Club originally came to 10th St.

The Club has asked for a variance from the required 73 spaces deemed necessary for a facility of this size to only 4. This request seems absurd. An event of 169 people (the stated occupancy of the proposed building) could easily generate 80 to 90 automobiles. The maximum number of autos that can park on both sides of a city block is 26.

There are only two variables in this equation. One is the number of designated parking places provided by the Club and the other is the number of guests attending an event.

We understand that to significantly increase the number of parking places within the current lot envelope, the building would need to be significantly reduced in size. Clearly this is inconsistent with the Woman's Club desire to somewhat replicate the original building.

Therefore we would propose to restrict the number of people able to use the facility at any one time. We believe a number of 50 would be meeting the Woman's Club more than half way.

**Issue Three** – Reasonable Limitations

Beyond parking, given the changes to the residential area over the years, it would certainly make sense that a limited number of reasonable limitations, not related to parking, be applied to the Club's activities. Such limitations would mitigate the experiences that the neighborhood has witnessed without detracting from the ability of the Club members to use the facility for Club activities.

The Concerned Citizen's suggestions for limitations, beyond the 50 person maximum, include

The Woman's Club will not be rented out at any time during long summer weekends (Memorial Day, 4th of July, Labor Day) or other weekends where major downtown events are scheduled. That is from 12:01 am on Friday through 12 pm on Monday. If the 4th of July falls mid-week, then the facility shall not be rented out that day.

Limit hours of operation (SMTWT 8 am to 8 pm; F & S 9 am to 10 pm). Hours of operation to include all setups, etc.

No alcohol consumption inside or outside the facility

Presence of a Club member

Live and or recorded music as well as other noise levels must comply with HB codes for residential neighborhoods

No loitering outside the facility after the permitted hours of operation

Applicable permits to be posted on an exterior bulletin board, visible to the public, along with the name of the on-site person responsible for compliance with applicable rules. Posting shall also include at least one Club member name and contact information who is fully informed and responsible for the actions of the renter.

**Issue Three** - Revocation

We believe that any variances granted to the Club should be accompanied by a revocation clause. Our neighborhood is currently affected by a blighted house whose owner has failed to live up to the variances granted by the Planning Commission. In spite of health issues, code violations and a deterioration of the neighborhood's property values, the residents are constantly told that nothing can be done. We want to avoid a second situation in a one block area.

If the Club choses to live with the limitations/restrictions imposed by the city then the residents have no issue. However violations of a serious nature should carry a series of warnings, if unheeded, would result in the revocation of the CUP.

**Issue Four** – Club's Stated Objectives

Much has been made as to the Club's philanthropic work and we believe much of the public support for the rebuild effort is tied to this notion. We would ask the City to further question the reality/magnitude of this effort particularly as it may benefit residents of Huntington Beach. Our group cannot find any recent evidence of such efforts. Further, is the Club receiving tax concessions from the City based on a non Profit designation? If so, we think it appropriate that they provide evidence to the City that they meet all the criteria for a non-profit.

The debate as to the rebuilding of this club has been characterized by some as one small group of residents who are unreasonably opposed to this century old organization so fondly remembered. However, those who support it are, for the most part, not affected by the rebuilding because they don't live in the neighborhood, and have not witnessed nor are they impacted by the activities that take place. We believe it is the City's responsibility to protect all of its citizens and to make decisions based on all relevant data. We have posed a series of questions that we believe are relevant to this debate. Only some have been answered. We have attached those open questions.

We strongly believe the City and the Planning Commission would be remiss in its obligations to its citizens to automatically approve the rebuilding of such a facility without a rigorous vetting process.

Sincerely,

Concerned Residents of Downtown Huntington Beach

(as evidenced by signed petition)

**SPECIFIC QUESTIONS REGARDING GRANTING OF LAND USE VARIANCE FOR A CLUB/LODGE IN A RESIDENTIAL ZONE:**

We would ask:

- Does the establishment of a Club 100 years ago automatically qualify for such a decision. The circumstances that existed then are clearly significantly different than today.
- Have you asked and required the HB Woman's Club to provide information about their organization to support their request?
    - Who are the members and where do they live? We do know that no one in the immediate neighborhood is a member and at least one lady living in the immediate neighborhood was denied an application to join.
    - Shouldn't the City ensure the members are residents of Huntington Beach before the City of Huntington Beach grants waivers and variances over the objections of its own citizens?
    - How many members are there? The Woman's Club claims 49 members. How large an organization is permitted? Is it not important to know the size of the organization in deciding the size of facility required?
    - Who actually owns the property and under what circumstances could they sell?
    - The Woman's Club claims to have philanthropic objectives. Are they registered as a not for profit charitable organization? How much money is raised and where does it go? Does it support and benefit the residents of Huntington Beach?
    - What are the intentions of the Woman's Club with regard to renting the facility for non-club activities? Is this to raise funds for philanthropic work or is it to raises funds for the clubs own activities and needs.
    - What is the club's tax status as regards it's not for profit claim? Is it current in it's filings? What do the filings reveal?
- What if the woman's club decides to sell the facility to an entity which choses to rent the facility as a primary source of income?

## Arabe, Jill

**From:** Margo Cormier [cormiermg1@aol.com]
**Sent:** Saturday, February 11, 2012 3:15 PM
**To:** Arabe, Jill; Fauland, Herb
**Cc:** bhall@sufcity-hp.org; Shaw, Joe; Nesip Tarcan; 'Mike Dona'; Karen Dona; Bob Gibson; jsphnit@aol.com
**Subject:** Women's Club filing

Dear Jill and Herb:

Thanks so much for the meeting and we do appreciate that we have the opportunity to continue to bring to you our concerns and questions.

In further reviewing the submission by the Women's Club for the variances, they provided a contract as an example of the use of the hall. It was a contract with "The Christians" dated Jan. 1997 for a 2 year rental to begin on Feb. 1, 1997. Really.....a 15 year old contract and to a group that is not even a current renter. I make that assumption based on this excerpt from a May 11, 2011 article in the HB Independent.

The structure, built in 1910 and used by the Woman's Club since 1916, hosted not only the club's meetings but also wine tastings, wedding receptions, classes and other functions, according to Vice President Elaine Craft. In addition, three groups — Experience Church, the Noetic Society and a bridge club — rented it out weekly.

It was the affordable rent, Craft said, that made the venue so popular.

"There weren't many places to meet, really, in the city that you could rent out at a nominal fee, and this was rented out for about $50 to $100, depending on what the activity was," she said. "So it was greatly used."

So as you can see by their own admission the contract they provided had nothing to do with current activity. And to me further begs the question...Why can't they provide any current information.

We continue to scratch our heads and wonder why we cannot get current information as to their activities, what is done with the proceeds of their activities, and confirmation on their status as a non-profit organization. It continues to confuse us as to why their activities on the property are not truly a consideration in determining land use permitting.

Again, thanks for your attention and responses.

Sincerely,

Margo Cormier
Member of: Concerned Residents of Downtown Huntington Beach



ATTACHMENT NO. 4.14

## Arabe, Jill

**From:** Nesip Tarcan [ntarcan@aol.com]
**Sent:** Wednesday, February 15, 2012 9:38 AM
**To:** Barbara4HB@gmail.com; jlmantini05@gmail.com; erikpetersonhb@gmail.com; tjryan2@earthlink.net; eburnett@cuttingedgeLLC.com; blair@surfcitylocals.com; mark@bixby.org; De Coite, Kim; Arabe, Jill; Fauland, Herb; Shaw, Joe; Hall, Bob; Boardman, Connie; Bohr, Keith; Carchio, Joe; Harper, Matthew; Shaw, Joe; Dwyer, Devin; Hansen, Don; De Coite, Kim
**Cc:** Mike and Karen Dona; Bob & Judy Gibson; Joe Nitte; 'Margo Cormier'; ntarcan@aol.com
**Subject:** Women's Club of Huntington Beach

To: Huntington Beach Planning Commission Members

Huntington Beach City Council Members

Re: Opposition to granting of variances as requested in rebuilding of Women's Club of Huntington Beach.

**Background**

Current residents of the immediate neighborhood (8th to 10th Orange to Palm) have coexisted with the H. B. Woman's Club some for 30 or more years. This coexistence was in many ways an acknowledgement of the provenance of the building and its history. However, the fire that destroyed the building has allowed for a review of whether or not a club/lodge is appropriate in a residential neighborhood and if so under what conditions it should be allowed.

The Woman's Club has applied to the Planning Commission for a series of variances to allow them to essentially replicate their former structure.

These are

A Conditional Use Permit (No. 11-024/ Variance No. 11-006) for the erection of a club/lodge in a residential neighborhood

Variances

To allow parking on the premises for only 4 cars, where current code calls for parking to accommodate 73 cars

To permit a 20' turn radius vs. the 25' turn radius required.

To permit 55% lot coverage in lieu of the maximum of 50%

The Planning Commission held a hearing on January 24th on the above request. A group of citizens expressed concern relative to the request, much of it to do with the consequences of the many events held at the former facility. The group had previously presented a petition with 40 + signatures expressing concern over the request for variances. That total is now 60+

The issues related to these events can be briefly summarized as follows:

Often occurred in the evenings and on the weekends.

Often unsupervised by club members.

Often included alcohol and unruly behavior.

Exceeded noise levels expected by a neighborhood get-together.



ATTACHMENT NO. 4.15

Created serious parking problems for local residents

The Planning Commission, based a straw vote taken at the Jan 24th meeting, seems inclined to support the rebuild with some consideration on placing restrictions on the facilities rental events. A decision on those restrictions was deferred until the Feb 28th Planning Commission meeting to allow the representative of the Woman's Club to suggest self-imposed restrictions. **No consideration was given to the residents to bring recommended restrictions.**

Before the Planning Commission makes a decision on the variances proposed by the Woman's Club we would expect the Commission to ask some fundamental questions about the Club.

Are the Club members citizens of Huntington Beach? If not how does the Club benefit the City?

Will the Club conform to the codes and regulations that are imposed on other similar clubs/lodges?

How often will the Club be rented and/or used for commercial purposes?

Is the Club's not-for-profit claim substantiated and are its filings current?

Which H.B. citizens benefit from the Club's philanthropic work?

**The Position of the Concerned Citizens**

The Concerned Citizens are not fundamentally opposed to the rebuild of the Woman's Club on its former site. Rather we acknowledge that precedence should count in this debate and that an equitable solution can hopefully be found. However, this solution should be grounded in a complete vetting of the facts related to the Club's current status; give serious consideration to the significantly different environment that exists in the downtown residential neighborhood; and ensure that the City's position first protects the interests of its citizens over others.

Our position can best be expressed in four issues

**Issue One -** Land variance requested to zone property as club/lodge in a residential neighborhood.

The residents would not be opposed to a club/lodge on the site of the former HB Woman's Club if it is operated in accordance with the definition of a club/lodge as specified in the City code.

That definition is "meeting, recreational or social facility of a private or non-profit organization **primarily for use by members and guests".**

In recent years the club has not acted in this manner but rather as a "hall for hire". This contention is supported by statistics provided by the Woman's Club as to their activities from April 2010 to April 2011. During that period 141 events were held 15 of which were specific to members and their guests. Therefore 89% of the club's meetings/events were not in support of members or their guests. Hence our position that the hall is operated as a "hall for "hire" with little regard for the City's codes.

**Issue Two** - Parking

The Commission and Council should consider that Huntington Beach has grown, our beaches have become more celebrated and the various venues attract more cars into our community. A significantly different environment than when the Women's Club originally came to 10th St.

The Club has asked for a variance from the required 73 spaces deemed necessary for a facility of this size to only 4. This request seems absurd. An event of 169 people (the stated occupancy of the proposed building) could easily generate 80 to 90 automobiles. The maximum number of autos that can park on both sides of a city block is 26.

There are only two variables in this equation. One is the number of designated parking places provided by the Club and the other is the number of guests attending an event.

We understand that to significantly increase the number of parking places within the current lot envelope, the building would need to be significantly reduced in size. Clearly this is inconsistent with the Woman's Club desire to somewhat replicate the original building.

Therefore we would propose to restrict the number of people able to use the facility at any one time. We believe a number of 50 would be meeting the Woman's Club more than half way.

**Issue Three** – Reasonable Limitations

Beyond parking, given the changes to the residential area over the years, it would certainly make sense that a limited number of reasonable limitations, not related to parking, be applied to the Club's activities. Such limitations would mitigate the experiences that the neighborhood has witnessed without detracting from the ability of the Club members to use the facility for Club activities.

The Concerned Citizen's suggestions for limitations, beyond the 50 person maximum, include

The Woman's Club will not be rented out at any time during long summer weekends (Memorial Day, 4th of July, Labor Day) or other weekends where major downtown events are scheduled. That is from 12:01 am on Friday through 12 pm on Monday. If the 4th of July falls mid-week, then the facility shall not be rented out that day.

Limit hours of operation (SMTWT 8 am to 8 pm; F & S 9 am to 10 pm). Hours of operation to include all setups, etc.

No alcohol consumption inside or outside the facility

Presence of a Club member

Live and or recorded music as well as other noise levels must comply with HB codes for residential neighborhoods

No loitering outside the facility after the permitted hours of operation

Applicable permits to be posted on an exterior bulletin board, visible to the public, along with the name of the on-site person responsible for compliance with applicable rules. Posting shall also include at least one Club member name and contact information who is fully informed and responsible for the actions of the renter.

**Issue Three** - Revocation

We believe that any variances granted to the Club should be accompanied by a revocation clause. Our neighborhood is currently affected by a blighted house whose owner has failed to live up to the variances granted

by the Planning Commission. In spite of health issues, code violations and a deterioration of the neighborhood's property values, the residents are constantly told that nothing can be done. We want to avoid a second situation in a one block area.

If the Club choses to live with the limitations/restrictions imposed by the city then the residents have no issue. However violations of a serious nature should carry a series of warnings, if unheeded, would result in the revocation of the CUP.

**Issue Four** – Club's Stated Objectives

Much has been made as to the Club's philanthropic work and we believe much of the public support for the rebuild effort is tied to this notion. We would ask the City to further question the reality/magnitude of this effort particularly as it may benefit residents of Huntington Beach. Our group cannot find any recent evidence of such efforts. Further, is the Club receiving tax concessions from the City based on a non Profit designation? If so, we think it appropriate that they provide evidence to the City that they meet all the criteria for a non-profit.

The debate as to the rebuilding of this club has been characterized by some as one small group of residents who are unreasonably opposed to this century old organization so fondly remembered. However, those who support it are, for the most part, not affected by the rebuilding because they don't live in the neighborhood, and have not witnessed nor are they impacted by the activities that take place. We believe it is the City's responsibility to protect all of its citizens and to make decisions based on all relevant data. We have posed a series of questions that we believe are relevant to this debate. Only some have been answered. We have attached those open questions.

We strongly believe the City and the Planning Commission would be remiss in its obligations to its citizens to automatically approve the rebuilding of such a facility without a rigorous vetting process.

Sincerely,

Concerned Residents of Downtown Huntington Beach

(as evidenced by signed petition)

Margo Cormier

Nesip Tarcan

411 10th Street

Huntington Beach



ATTACHMENT NO. 4.18

**Position Paper**

**The Huntington Beach Woman's Club's request for a CUP and Variances**

**Presented by Concerned Residents of Downtown Huntington Beach**

**Revision 5**

**Feb. 20, 2012**

## Background

Current residents of the immediate neighborhood (8th to 10th St, Orange to Palm) have coexisted with the H. B. Woman's Club, some for 30 or more years. In recent years the residents have experienced an increased number of rentals by the Club with unpleasant consequences, some of which are noted below. However, the resident's coexistence was in many ways an acknowledgement of the provenance of the building and its history. **The fire that destroyed the building should now allow for a review of whether or not a club/lodge is appropriate in a residential neighborhood and if so under what conditions should it be allowed; and if the Woman's Club is committed to operate as a private or not for profit club as defined by the relevant City codes.**

The Woman's Club has applied to the Planning Commission for a CUP and a series of variances noted below to allow them to essentially replicate their former structure and continue its previous use.

A Conditional Use Permit (No. 11-024/ Variance No. 11-006) for the erection of a club/lodge in a residential neighborhood

Variances

To allow parking on the premises for only 4 cars, where current code calls for parking to accommodate 73 cars

To permit a 20' turn radius vs. the 25' turn radius required.

To permit 55% lot coverage in lieu of the maximum of 50%

The Planning Commission held a hearing on January 24th on the above requests. **A number of residents expressed their concerns, much of it to do with the consequences of the many rental events held at the former facility.**

The issues cited can be briefly summarized as follows:

Often occurred in the **evenings and on the weekends**

For the most part were **unsupervised by club members**

Often included **alcohol and unruly behavior**

**Exceeded noise levels** expected by a neighborhood get-together

Created **serious parking problems** for local residents

The Planning Commission, based on a straw vote taken at the Jan 24th meeting, seems inclined to support the rebuild with some consideration on placing restrictions on the facilities rental events. A decision on those restrictions was deferred until the Feb 28th Planning Commission meeting to allow the representative of the Woman's Club to suggest self-imposed restrictions.

**Before the Planning Commission made a decision on the variances proposed by the Woman's Club we would have expected the Commission to ask some fundamental questions about the Club.**

> Are the Club members citizens of Huntington Beach? If not how does the Club benefit the City? Which H.B. citizens benefit from the Club's philanthropic work?
>
> How often will the Club be rented and/or used for commercial purposes?
>
> Does the club meet the standards as defined for a not-for-profit or private club?
>
> Does its aggressive rental history put the club into the realm of a commercial business?

**The Position of the Concerned Citizens**

**The Concerned Citizens are not fundamentally opposed to the rebuild of the Woman's Club** on its former site. Rather we acknowledge that tradition should count in this debate and that an equitable solution can hopefully be found. However, **this solution should be grounded in a complete vetting of the facts related to the Club's current status; give serious consideration to the significantly different environment that exists in the downtown residential neighborhood; and ensure that the City's decision protects the interests of its citizens over others.**

**Our position can best be expressed in five issues**

**Issue One -** CUP requested to zone property for a club/lodge in a residential neighborhood.

> The residents would not be opposed to a club/lodge on the site of the former HB Woman's Club **if it is operated in accordance with the definition of a club/lodge** as specified in the City code. **That definition is "meeting, recreational or social facility of a private or non-profit organization primarily for use by members and guests".**
>
> In recent years the club has not acted in this manner but rather it has become a "hall for hire". This contention is supported by statistics provided by the Woman's Club as to their activities from April 2010 to April 2011. During that period 141 events were held, 15 of which were specific to members and their guests. Therefore **89% of the club's meetings/events were not in support of members or their guests. Hence, it is our position that the hall is operated as a "hall for "hire" with little regard for the City's codes that define a private club.**

**Issue Two –** Club's Stated Objectives

> Much has been made as to the **Club's philanthropic work** and we believe much of the public support for the rebuild effort is tied to this notion. We would ask the City to question the reality/magnitude of this effort particularly as it may benefit residents of Huntington

Beach. **Our group cannot find any recent evidence of such efforts**. Further, is the Club receiving tax concessions from the City based on a not for profit designation? If they are receiving concessions, we think it appropriate that the Club provide evidence that they operate as a not for profit organization. If it isn't a not for profit, does the number of rentals and the proceeds received put it into the realm of a commercial business.

**Issue Three** - Parking

The Commission should consider that Huntington Beach has grown, our beaches have become more celebrated and the various venues attract more cars into our community. A significantly different environment than when the Women's Club originally came to 10th St.

The Club has asked for a **variance from the required 73 spaces deemed necessary for a facility of this size to only 4**. This request seems absurd. An event of 169 people (the stated occupancy of the proposed building) could easily generate 80 to 90 automobiles. The maximum number of autos that can park on both sides of a city block is 26.

There are only two variables in this equation. One is the number of designated parking places provided by the Club and the other is the number of guests attending an event.

We understand that to significantly increase the number of parking places within the current lot envelope, the building would need to be significantly reduced in size. Clearly this is inconsistent with the Woman's Club desire to somewhat replicate the original building.

Therefore we would propose to **restrict the number of people able to use the facility at any one time. We believe a number of 50** would be meeting the Woman's Club more than half way.

**Issue Four** – Reasonable Limitations

Beyond parking, given the changes to the residential area over the years, it would certainly make sense that a number of reasonable limitations, not related to parking, be applied to the Club's activities. Such limitations would mitigate the experiences that the neighborhood has witnessed without detracting from the ability of the Club members to use the facility for Club activities.

The **Concerned Residents' suggestions for limitations**, beyond the 50 person maximum, include

**The club shall not be rented out at any time during long summer weekends** (Memorial Day, 4th of July, Labor Day) or other weekends where major downtown events are scheduled (Surfing Championships, AVP, Paintball, etc.). That is from 12:01 am on Friday through 12 pm on Monday. If the 4th of July falls mid-week, then the facility shall not be rented out that day.

**Limit hours of operation** (SMTWT 8 am to 8 pm; F & S 9 am to 10 pm). Hours of operation to include all setups, etc.

**No alcohol consumption** inside or outside the facility

**Presence of a Club member** at all rental events

Live and or recorded **music** as well as other noise levels **must comply with HB codes** for residential neighborhoods.

**No loitering** outside the facility after the permitted hours of operation

**Appropriate permits are to be applied for and posted** on an exterior bulletin board visible to the public, along with the name of the on-site person responsible for compliance with applicable rules. Posting shall also include at least one Club member name and contact information who is fully informed and responsible for the actions of the renter.

The number of **non-member events should be limited to no more than two per month.** This would be consistent with a club used primarily for its members and guests.

**Issue Five-** Revocation

**We believe that any variances granted to the Club should be accompanied by a revocation clause.** Our neighborhood is currently affected by a blighted house whose owner has failed to live up to the conditions cited in the variances granted by the Planning Commission. In spite of health issues, code violations and a deterioration of the neighborhood's property values, the residents are constantly told that nothing can be done. We want to avoid a second situation in a one block area.

If the Club lives within the **limitations/restrictions** imposed by the CUP, **as mutually agreed to by the Concerned Residents and the Woman's Club**, the residents have no issue. However, violations that are reported to the appropriate City agency, if unheeded, would result in the revocation of the CUP. We believe that **4 or more reported violations in any 12 month period** would be cause for revocation of the CUP.

**Summary**

The debate as to the rebuilding of this club has been characterized by some as one small group of residents who are unreasonably opposed to this century old organization so fondly remembered. However, those who support it are, for the most part, not affected by the rebuilding because: they don't live in the immediate neighborhood; have not witnessed nor are they impacted by the activities that take place; and are not aware of all of the facts. **We believe it is the City's responsibility to protect all of its citizens and to make decisions based on all relevant data. We have posed a series of questions that we believe are relevant to this debate.** Only some have been answered. We have attached those open questions and would expect the City to seek supported answers before a final decision in this debate.

We strongly believe the City and the Planning Commission would be remiss in its obligations to its citizens to automatically approve the rebuilding of such a facility without a rigorous vetting process.

Sincerely,

Concerned Residents of Downtown Huntington Beach

(As evidenced by signed petition with 70 +signatures)

**SPECIFIC QUESTIONS REGARDING GRANTING A CUP and VARIANCE FOR A CLUB/LODGE IN A RESIDENTIAL ZONE:**

- Does the establishment of a Club 100 years ago automatically qualify for such a decision? The circumstances that existed then are clearly significantly different than today.
- Have you required the HB Woman's Club to provide information about their organization to support their contention as a private or not for profit club/lodge?
    - Who are the members and where do they live? We do know that no one in the immediate neighborhood is a member and at least one lady living in the immediate neighborhood was denied an application to join. Is the membership consistent with the name **Huntington Beach** Woman's Club?
    - Who actually owns the property and under what circumstances could they sell?
    - The Woman's Club claims to have philanthropic objectives. Are they registered as a not for profit charitable organization? How much money is raised and where does it go? Does it support and benefit the residents of Huntington Beach?
    - What are the intentions of the Woman's Club with regard to renting the facility for non-club activities? Is this to raise funds for philanthropic work or is it to raises funds for the clubs own activities and needs. How and to whom are the funds dispersed?
    - What is the Club's tax status as regards it's not for profit claim? Is it current in its filings? What do the filings reveal?
- What if the Woman's Club decides to sell the facility to an entity which choses to rent the facility as a primary source of income? Will the CUP be valid?