



City of Huntington Beach Planning and Building Department

STAFF REPORT

TO: Planning Commission
FROM: Scott Hess, AICP, Director of Planning and Building
BY: Tess Nguyen, Associate Planner *TN*
DATE: April 9, 2013

SUBJECT: CONDITIONAL USE PERMIT NO. 12-035/VARIANCE NO. 13-004 (BEACH CITIES INTERFAITH SERVICES DISTRIBUTION CENTER)

PROJECT

APPLICANT: Chris Christie, Beach Cities Interfaith Services, Inc., 18631 Chapel Lane, Huntington Beach, CA 92646

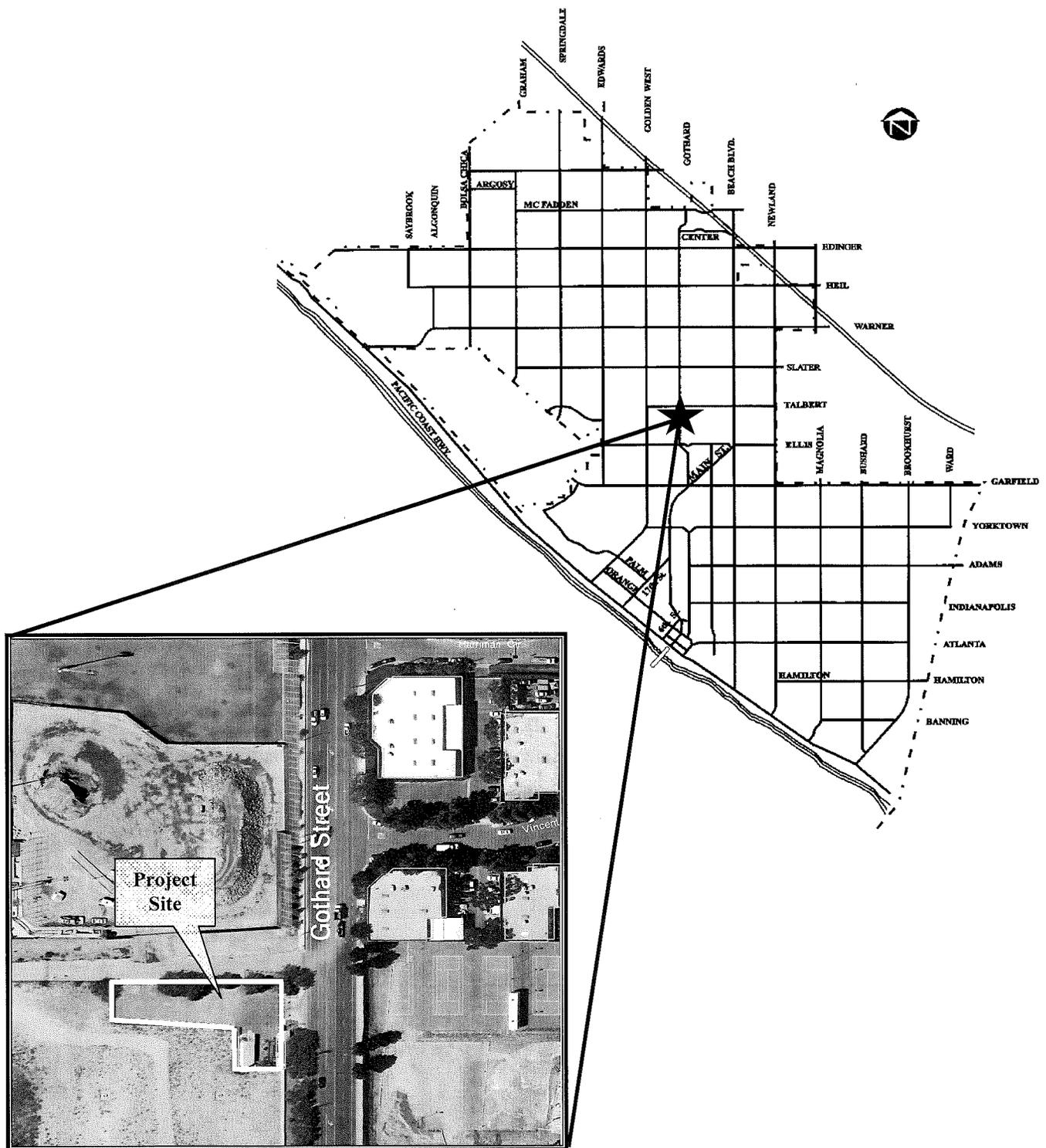
PROPERTY

OWNER: Eli Esber, County of Orange, 300 N. Floor Street, Suite 400, Santa Ana, CA 92703

LOCATION: 18131 Gothard Street, 92648 (0.35 acre of the 9.5-acre vacant site on the west side of Gothard Street, approximately 600 ft. south of Talbert Avenue)

STATEMENT OF ISSUE:

- ◆ Conditional Use Permit No. 12-035 represents a request to permit the establishment of a modular building as a temporary distribution center for food, clothing, and other necessities to homeless and at risk families on a portion of the vacant and closed Orange County Transfer Station site for a period not to exceed five (5) years.
- ◆ Variance No. 13-004 represents a request to permit a 13 ft. front setback for the modular building in lieu of the required 25 ft.
- ◆ Staff's Recommendation:
Approve Conditional Use Permit No. 12-035 and Variance No. 13-004 based upon the following:
 - Consistent with the General Plan policy to assist homeless persons and at risk families.
 - Consistent with the General Industrial Land Use designation of the General Plan and the Open Space-Parks and Recreation zoning designation of the Huntington Beach Zoning and Subdivision Ordinance.
 - Compatible with the recreational and industrial uses in the surrounding areas.
 - Complies with applicable development standards except for the front setback variance.
 - Facilitates the development of a distribution center to provide homeless support and prevention services.
 - Physical site constraints including its location at the closed Orange County Transfer Station site.



VICINITY MAP
CONDITIONAL USE PERMIT NO. 12-035/VARIANCE NO. 13-004
(BCIS DISTRIBUTION CENTER—18131 GOTHARD STREET)

RECOMMENDATION:

Motion to:

- A. “Approve Conditional Use Permit No. 12-035 and Variance No. 13-004 with 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. 12-035 and Variance No. 13-004 and direct staff accordingly.”
- B. “Deny Conditional Use Permit No. 12-035 and Variance No. 13-004 with findings for denial.”

PROJECT PROPOSAL:

Conditional Use Permit No. 12-035 represents a request to permit the establishment of a modular building as a temporary distribution center for food, clothing, and other necessities to homeless and at risk families on a portion of the vacant and closed Orange County Transfer Station site for a period not to exceed five (5) years. The use is pursuant to Section 213.06 OS District: Land Use Controls, Accessory Uses, of the Huntington Beach Zoning and Subdivision Ordinance.

Variance No. 13-004 represents a request to permit a 13 ft. front setback for the modular building in lieu of the required 25 ft.

Beach Cities Interfaith Services, Inc., a non-profit corporation, proposes a distribution center to provide assistance to the homeless and at risk families. The proposed use will occupy approximately 0.35 acre (15,426 sq. ft.) at the northeast corner of the 9.5-acre closed Orange County Transfer Station site. The distribution center consists of a 1,920 sq. ft. modular building, a 160 sq. ft. metal storage container, and 11 parking spaces. The services provided include the following:

- free groceries to low income families
- utility assistance for clients as a United Way Agency
- pre-prepared carry out lunches, used clothing, socks and hygiene items for homeless clients
- secure mail box for clients with no fixed address
- reduced fee funding for clients in need of documents such as birth certificates, identification cards or driver’s licenses
- no cost bus tickets and low denomination gasoline cards
- financial assistance for essential medical prescriptions
- Christmas gifts for children of at risk families
- school supplies for needy students
- computers with internet access and telephones for use by clients

The distribution center proposes to be open from 9:00 AM to 3:00 PM, Mondays through Fridays. One paid contractor and approximately seven volunteers will staff the facility each day. The facility will service approximately 50 clients on a daily basis with an average visit time of 10 to 30 minutes per

person. The proposed 11-space parking lot is accessed from Gothard Street and bicycle parking is available to the rear of the project site. The majority of the clients arrive at the facility by bicycle, bus or on foot.

Background:

In July 1998, the Planning Commission approved Conditional Use Permit (CUP) No. 98-026 for the establishment of a temporary day labor job center for a period not to exceed five (5) years, expiring in July 2003. Because the use had been a positive contribution to the community and provided job placement for day laborers, the Police and Economic Departments requested an extension of time to permit the continued operation of the job center until such time as a permanent location could be located. The Conditional Use Permit was approved for the continued use of the job center for an additional five (5) years. Thus, CUP No. 98-026 was valid until July 2008 with all previous conditions of approval to remain in effect. The site has been vacant since 2008.

ISSUES:

Subject Property and Surrounding Land Use, Zoning, and General Plan Designations:

LOCATION	GENERAL PLAN	ZONING	LAND USE
Subject Property:	I-F2-d (Industrial – 0.50 Max. FAR – Design Overlay)	OS-PR (Open Space – Parks and Recreation)	Portion of closed Orange County Transfer Station site
North and West of Subject Property:	OS-P (Open Space – Park)	OS-PR (Open Space – Parks and Recreation)	Driveway Access and Closed Gun Range
South of Subject Property:	I-F2-d (Industrial – 0.50 FAR Max – Design Overlay)	OS-PR (Open Space – Parks and Recreation)	Portion of closed Orange County Transfer Station site
East (across Gothard Street) of Subject Property:	I-F2-d (Industrial – 0.50 FAR Max – Design Overlay)	IG (Industrial General)	Seabreeze Church and Industrial Uses

General Plan Conformance:

The General Plan Land Use Map designation on the project property is I-F2-d (Industrial – 0.50 Max. FAR – Design Overlay). The proposed project is consistent with the following policy of the City’s General Plan as follows:

Housing Element Policy 5.3: Support continued efforts to implement the Orange County Continuum of Care program for the homeless.

The project, through its offering of services, would assist homeless persons and at risk families transition towards self-sufficiency. The project would contribute to the City’s strategy to continue to support a continuum of programs, including homeless support services and homeless prevention services.

Zoning Compliance:

The project site is located in the OS-PR (Open Space – Parks and Recreation) subdistrict and complies with the requirements of that zone with the exception of the variance request for the front yard setback of 13 feet. Overall, the project complies with building height, lot coverage and other applicable requirements. A list of City Code Requirements, Policies, and Standard Plans of the Huntington Beach Zoning & Subdivision Ordinance and Municipal Code has been provided to the applicant (Attachment No. 4).

Urban Design Guidelines Conformance: Not applicable.

Environmental Status:

The proposed project is categorically exempt from the provisions of the California Environmental Quality Act pursuant to Section 15304, Class 4—*Minor Alterations to Land*, because the proposed project is a minor temporary use of land having negligible or no permanent effects on the environment.

Environmental Board: Not applicable.

Coastal Status: Not applicable.

Redevelopment Status: Not applicable.

Design Review Board:

The proposed project was reviewed by the Design Review Board (DRB) on March 14, 2013. The DRB reviewed the design, colors, and materials of the proposed distribution center. The DRB recommended approval to the Planning Commission with the modification that the colors of the modular building and metal storage container be the same.

Subdivision Committee: Not applicable.

Other Departments Concerns and Requirements:

The Departments of Planning and Building, Community Services, Economic Development, Fire, and Public Works have reviewed the proposed project and provided comments as well as code requirements (Attachment No. 4). Any recommended conditions of approval are incorporated into the suggested conditions provided in Attachment No. 1.

Public Notification:

Legal notice was published in the Huntington Beach Independent on March 28, 2013, and notices were sent to property owners of record and occupants within a 500 ft. radius of the project site, individuals/organizations requesting notification (Planning and Building Department's Notification Matrix), applicant, and interested parties. As of March 29, 2013, no communication regarding the project has been received.

Application Processing Dates:

DATE OF COMPLETE APPLICATION:

Conditional Use Permit, Variance: March 12, 2013

MANDATORY PROCESSING DATE(S):

Within 60 days of complete application:
May 12, 2013

Conditional Use Permit No. 12-035 and Variance No. 13-004 were filed on December 6, 2012 and February 14, 2013 respectively, and deemed complete on March 12, 2013.

ANALYSIS:

The primary issues involved with the proposed distribution center include the land use compatibility of the proposed project with the surrounding properties and the requested deviation in the required front setback.

Land Use Compatibility

The surrounding parcels on the north, west and south of the project site are all vacant, with the Seabreeze Church located directly across Gothard Street to the east. There are no residential properties or other sensitive land uses within 1,000 feet of the project site. Therefore, no noise impacts to residences will result from the distribution center. The existing trees along the north and east (Gothard Street) property lines will be preserved. The temporary modular building and storage container will be placed behind existing mature eucalyptus trees screening the majority of the site from the street. No additional landscaping or irrigation is proposed as part of the temporary use.

An extension of the use longer than a five (5) year period would require approval of a new entitlement which may require additional landscaping improvements. The proposed weekday operational hours are consistent with other uses and businesses within the vicinity.

Staff recommends approval of the proposed distribution center because it is compatible with the surrounding land uses, is temporary, and will not create additional impacts above the existing conditions. The development of a distribution center will not be materially detrimental to the public welfare because the proposed buildings are designed to be consistent with the scale and character of the surrounding area.

Variance

The project site is approximately 15,426 sq. ft. and is limited by constraints on the property when compared to similar properties of the same zone. The project site is a portion of the closed Orange County Transfer Station site. As a result, the configuration of the project site is affected by the available buildable area of the closed landfill, which is determined by the upper level of the landfill cap and its potential for methane gas exposure and emission. This location has been reviewed by the Fire Department, which requires that the building comply with City Specification No. 429, "Methane District Building Permit Requirements," to ensure adequate ventilation among other requirements. Based on the proposed layout, the use is complying with development standards with the exception of the requested setback variance. Because of the shallow depth (58 ft.) in one portion of the buildable site area, the front setback for the modular building is proposed at 13 ft. from the property line in lieu of the required 25 ft.

To soften the appearance of the reduced setback, the temporary modular building and storage container will be placed behind existing mature eucalyptus trees screening the majority of the site from the street. The proposed location of the modular building for the distribution center is the same location of the previous trailer for the day labor job center.

Staff supports the reduction in the front setback because special circumstances, such as lot size, configuration, and the amount of buildable area for the project, result in the need for a reduced front setback. Granting the requested variance will not affect the overall visual character and scale of the proposed development onsite in the context of the surrounding area.

SUMMARY:

Staff recommends approval of Conditional Use Permit No. 12-035 and Variance No. 13-004 based upon the following:

- Consistent with the General Plan policy to assist homeless persons and at risk families.
- Consistent with the General Industrial Land Use designation of the General Plan and the Open Space-Parks and Recreation zoning designation of the Huntington Beach Zoning and Subdivision Ordinance.
- Compatible with the recreational and industrial uses in the surrounding areas.
- Complies with applicable development standards except for the front setback variance.
- Facilitates the development of a distribution center to provide homeless support and prevention services.
- Physical site constraints including its location at the closed Orange County Transfer Station site.

ATTACHMENTS:

1. Suggested Findings and Conditions of Approval for Conditional Use Permit No. 12-035 and Variance No. 13-004
2. Site Plans, Floor Plans, and Elevations received and dated February 14, 2013
3. Project Narrative received and dated December 6, 2012 and February 14, 2013
4. Code Requirements Letter dated March 12, 2013 (for informational purposes only)

SH:JJ:TN

ATTACHMENT NO. 1

SUGGESTED FINDINGS AND CONDITIONS OF APPROVAL

CONDITIONAL USE PERMIT NO. 12-035

VARIANCE NO. 13-004

SUGGESTED FINDINGS FOR APPROVAL - CONDITIONAL USE PERMIT NO. 12-035:

1. Conditional Use Permit No. 12-035 to permit the establishment of a modular building as a temporary distribution center for food, clothing, and other necessities to homeless and at risk families on a portion of the vacant and closed Orange County Transfer Station site for a period not to exceed five (5) years 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 temporary use will not impact the surrounding vacant properties. In addition, there are no residential properties or other sensitive uses within 1,000 feet of the project site and therefore, no noise impacts to residences will result from the distribution center.
2. The proposed distribution center will be compatible with surrounding recreational and industrial uses. The temporary modular building and storage container will be placed behind existing mature eucalyptus trees screening the majority of the site from the street. There will not be any structures proposed on the remainder of the Orange County Transfer Station site on the north, south, and west of the project site. No impacts to the church and industrial uses on the east side of Gothard Street are anticipated.
3. The proposed distribution center 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 and any specific condition required for the proposed uses in the district in which they will be located with the exception of the front setback. The temporary modular building and storage container comply with the accessory use classification in the Open Space – Parks and Recreation subdistrict.
4. The granting of the conditional use permit to establish a temporary distribution center of food, clothing, and other necessities to the homeless and at risk families will not adversely affect the General Plan. It is consistent with the Land Use Map designation of I-F2-d (Industrial – 0.50 Max. FAR – Design Overlay) on the project property including the following policy in the General Plan:

Housing Element Policy 5.3: Support continued efforts to implement the Orange County Continuum of Care program for the homeless.

The project, through its offering of services, would assist homeless persons and at risk families transition towards self-sufficiency. The project would contribute to the City's strategy to continue to support a continuum of programs, including homeless support services and homeless prevention services.

SUGGESTED FINDINGS FOR APPROVAL – VARIANCE NO. 13-004:

1. The granting of Variance No. 13-004 to allow a 13 ft. front setback for the modular building in lieu of the required 25 ft. will not constitute a grant of special privilege inconsistent with limitations upon other properties in the vicinity and under an identical zone classification. Due to the shallow depth of a portion of the project site (58 ft.), the project would not be able to comply with the required front setback. The available buildable area of the project site is determined by the upper level of the landfill cap and its potential for methane gas exposure and emission. Approval of the requested deviation will not constitute a grant of special privilege as the variance will allow the development of a distribution center to provide a functional use of the property and offer homeless support services and prevention service.
2. Because of special circumstances applicable to the project property, including size, shape, location or surroundings, the strict application of the zoning ordinance is found to deprive the project property of privileges enjoyed by other properties in the vicinity and under identical zone classification. The project site has a shallow configuration in one portion of the site with a depth of 58 ft. Because of its size and shape, the property would not be able to provide the required setback as compared to a larger site with a standard shape. Granting the deviation in the front setback allows the project property to enjoy the same privileges as the other properties in the vicinity and under identical zone classification.
3. The granting of a variance is necessary to preserve the enjoyment of one or more substantial property rights. The requested variance is necessary to allow the proposed project to be developed with a distribution center to serve the homeless and at risk families in the community. Granting the requested variance will not affect the overall visual character and scale of the proposed development onsite in the context of the surrounding area. The project site is able to enjoy the right to develop the site in accordance with the Open Space – Parks and Recreation subdistrict of the Huntington Beach Zoning and Subdivision Ordinance.
4. The granting of the variance will not be materially detrimental to the public welfare or injurious to property in the same zone classification and is consistent with the General Plan. The development of a distribution center will not be materially detrimental to the public welfare because the proposed buildings are designed to be consistent with the scale and character of the surrounding area. The granting of the variance will not adversely affect the General Plan. It is consistent with the Land Use Element designation of I-F2-d (Industrial – 0.50 Max FAR – Design Overlay) on the project property.

SUGGESTED CONDITIONS OF APPROVAL – CONDITIONAL USE PERMIT NO. 12-035/VARIANCE NO. 13-004:

1. The site plan, floor plans, and elevations received and dated February 14, 2013, shall be the conceptually approved design with the modifications that the colors of the modular building and the metal storage container shall be the same color. **(DRB)**
2. Prior to submittal for building permits, the following shall be completed:
 - a. One set of project plans, revised pursuant to Condition of Approval No. 1, shall be submitted for review, approval and inclusion in the entitlement file, to the Planning Division.

- b. Zoning entitlement conditions of approval, code requirements identified herein and code requirements identified in separately transmitted memorandum from the Departments of Fire and Public Works shall be printed verbatim on one of the first three pages of all the working drawing sets used for issuance of building permits (architectural, structural, electrical, mechanical and plumbing) and shall be referenced in the sheet index. The minimum font size utilized for printed text shall be 12 point.
3. Prior to issuance of building permits, the following shall be completed:
 - a. A License Agreement with the County and/or City shall be completed by the applicant.
 - b. The existing trailer for the prior temporary day labor job center shall be removed.
4. 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. Compliance with all conditions of approval specified herein are accomplished and verified by the Planning and Building Department.
 - b. All improvements must be completed in accordance with approved plans, except as provided for by conditions of approval.
 - c. A Certificate of Occupancy must be approved by the Planning Division and issued by the Building and Safety Division.
5. The use shall comply with the following:
 - a. The hours of operation for the temporary distribution center are limited to between 9:00 AM and 3:00 PM, Mondays through Fridays.
 - b. Conditional Use Permit No. 12-035 and Variance No. 13-004 shall be valid for a period of five years from the approval date of the Certificate of Occupancy. An extension of the use longer than a five year period would require approval from the City.
6. The distribution center shall comply with the terms of the Easement Deed for the use of the County property to the north of the proposed project site. The applicant shall be responsible for maintaining and repairing all damages that may occur to the driveway area north of the project site.
7. Signage shall be reviewed under separate permits and applicable processing.
8. 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 and 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.

9. 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.
10. Conditional Use Permit No. 12-035 and Variance No. 13-004 shall become null and void unless exercised within two years of the date of final approval by the Planning Commission, or such extension of time as may be granted by the Director pursuant to a written request submitted to the Planning Department a minimum 30 days prior to the expiration date.
11. Incorporation of sustainable or "green" building practices into the design of the proposed structures and associated site improvements is highly encouraged. Sustainable building practices may include (but are not limited to) those recommended by the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) Program certification (<http://www.usgbc.org/DisplayPage.aspx?CategoryID=19>) or Build It Green's Green Building Guidelines and Rating Systems (<http://www.builditgreen.org/green-building-guidelines-rating/>).

INDEMNIFICATION AND HOLD HARMLESS CONDITION:

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

FOOD AND CLOTHING DISTRIBUTION FACILITY

BEACH CITIES INTERFAITH SERVICES

18131 GOTHARD STREET
HUNTINGTON BEACH, CALIFORNIA 92648

PROJECT DIRECTORY

OWNER/CLIENT
COUNTY OF ORANGE
SANTA ANA, CA 92701
CONTACT: ELI FISHER
ESSENTIAL/OWNER
BEACH CITIES INTERFAITH SERVICES
18131 GOTHARD STREET
HUNTINGTON BEACH, CA 92648
CONTACT: DEREK WIMBER
ELECTRICAL ENGINEER
SAS CONSULTING ENGINEERS, INC.
3500 COMMERCIAL BLVD
IRVINE, CA 92618
CONTACT: LARRY R. MAPPELLAN, S.E. - PRINCIPAL

CODE INFORMATION

2010 CALIFORNIA BUILDING CODE (CBC)
2010 CALIFORNIA MECHANICAL CODE (CMC)
2010 CALIFORNIA ELECTRICAL CODE (CEC)
2010 CALIFORNIA ENERGY CODE (CEC)
2010 CALIFORNIA FIRE CODE (FC)
HUNTINGTON BEACH MUNICIPAL CODE (HBMC)

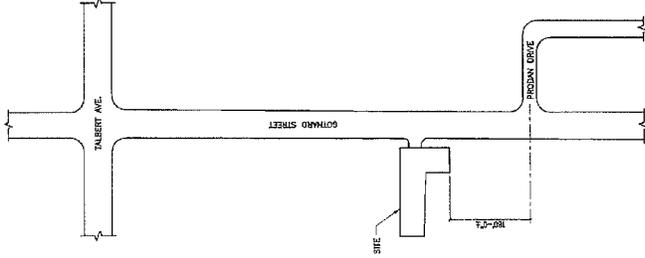
SHEET INDEX

T-1 TITLE SHEET/INDEX/CODE
AS-1 SITE PLAN
AS-2 SITE DETAILS
A-1 FLOOR PLAN
A-2 ELEVATIONS
S-1 FOUNDATION PLAN
S-2 FOUNDATION DETAILS

MODELS/BUILDINGS FOR REFERENCE ONLY

TE-1 TITLE SHEET
N-1 NOTES
1A FLOOR PLAN
2 ELEVATIONS
3 INTERIOR ELEVATIONS
4 INTERIOR ELEVATIONS
51 WOOD FOUNDATION PLAN
52 CONCRETE FOUNDATION PLAN
53A BUILDING SECTIONS
53B BUILDING SECTIONS
54 ROOF ELEVATIONS
55 WALL FINISHING ELEVATIONS
56 WALL FINISHING ELEVATIONS
57 WALL FINISHING ELEVATIONS
M1 MECHANICAL PLAN
M2 MECHANICAL HARDWARE MEASURES
E1 ELECTRICAL AND LIGHT PLAN
E2 ELECTRICAL PLAN

VICINITY MAP



PROJECT DESCRIPTION

THIS PROJECT CONSISTS OF THE INSTALLATION OF A 48'x40' MODULAR BUILDING ON A NON-PERMANENT FOUNDATION, AND ASSOCIATED SITE IMPROVEMENTS.

PROJECT DATA

TYPE OF CONSTRUCTION: TYPE V NON-FEED OCCUPANCY
AREA OF SITE (CLUSE SPACE WITHIN FENCE): 15,428 SQUARE FEET.

ZONING CONFORMANCE MATRIX

ZONE: OSFC
PARCEL NUMBER: 10
PARCELS RECORDED: 10

LEGAL DESCRIPTION

PARCEL No. 111-071-35-S-TOWNSHIP 8 RANGE 8 S

GENERAL NOTES

- THE CONTRACTOR SHALL VISIT THE SITE PRIOR TO THE START OF WORK AND DETERMINE WHETHER THE EXISTING CONDITIONS ARE AS SHOWN ON THESE DRAWINGS, WHICH MAY HAVE BEEN CHANGED SINCE THEY WERE PREPARED, AND THE ACTUAL FIELD CONDITIONS.
- CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE PERMITS AND ALL APPLICABLE REGULATIONS AND ORDINANCES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS PRIOR TO THE START OF WORK.
- IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO LOCATE AND PROTECT ALL EXISTING UTILITIES AND TO PROTECT THEM FROM DAMAGE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OR REPLACEMENT OF EXISTING UTILITIES AND STRUCTURES DAMAGED BY THE CONTRACTOR'S WORK. ALL UTILITIES SHALL BE MARKED BY THE CONTRACTOR PRIOR TO THE START OF WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS PRIOR TO THE START OF WORK.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS PRIOR TO THE START OF WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS PRIOR TO THE START OF WORK.
- PROVIDE BARRICADES AND PROTECTIVE DEVICES SEPARATING CONSTRUCTION AREAS FROM ADJACENT AREAS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS PRIOR TO THE START OF WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS PRIOR TO THE START OF WORK.

STRUCTURAL TESTS AND INSPECTIONS

NO SHOWN TESTS REQUIRED UNLESS THE OWNER SHALL NOTIFY THE ARCHITECT, INSPECTOR AND/OR ENGINEER IN WRITING OF ANY OTHER TESTS REQUIRED.

STRUCTURAL OBSERVATION

- THE OWNER SHALL EMPLOY A REGISTERED PROFESSIONAL ENGINEER (RPE) OR OTHER ENGINEER QUALIFIED BY RPE TO INSPECT STRUCTURAL CONSTRUCTION AS REQUIRED IN WRITING TO THE FACILITY OWNER'S REPRESENTATIVE. THE RPE SHALL BE RESPONSIBLE FOR OBSERVING THE CONSTRUCTION AND REPORTING TO THE FACILITY OWNER'S REPRESENTATIVE. THE RPE SHALL SUBMIT TO THE ARCHITECT A WRITTEN STATEMENT THAT THE CONSTRUCTION IS IN ACCORDANCE WITH THE STRUCTURAL DESIGN REQUIREMENTS AND THAT THE CONSTRUCTION IS IN ACCORDANCE WITH THE STRUCTURAL DESIGN REQUIREMENTS AND THAT THE CONSTRUCTION IS IN ACCORDANCE WITH THE STRUCTURAL DESIGN REQUIREMENTS.
- AS DEFINED IN CALIFORNIA BUILDING CODE SECTION 1702, STRUCTURAL OBSERVATION SHALL BE PROVIDED BY A REGISTERED PROFESSIONAL ENGINEER OR ARCHITECT IN ACCORDANCE WITH THE APPLICABLE CONSTRUCTION DOCUMENTS.



NE
Consulting Engineers, Inc.
9081 Miraflores Boulevard, Irvine, CA 92618
Tel (949) 462-3200, Fax (949) 462-3201

DATE: 02/13/13
JOB NO.: 1041001
SHEET: T-1
PROJECT: BEACH CITIES INTERFAITH SERVICES
18131 GOTHARD STREET
HUNTINGTON BEACH, CA 92648
TITLE SHEET / INDEX / CODE

FOR PLAN REVIEW ONLY

SHEET OF	
A-1	

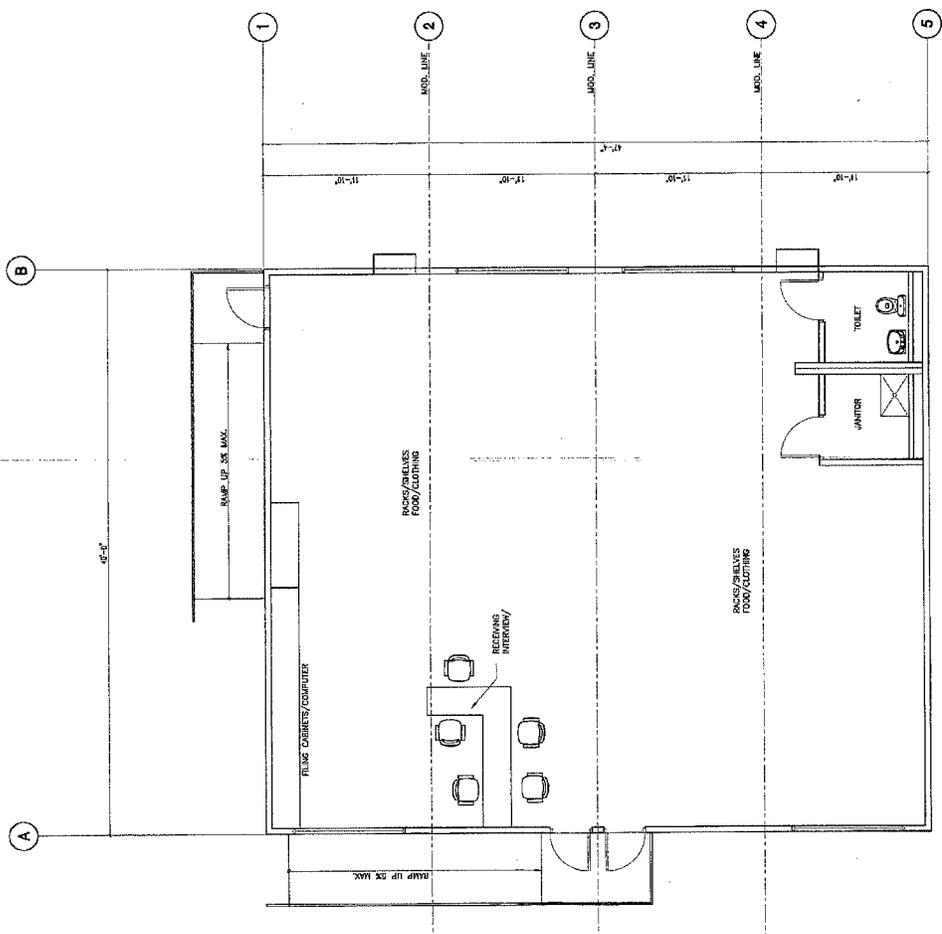
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PROJECT NO.	341,001
CLIENT	MP
DESIGNER	CH2D
DATE	LRR

**BEACH CITIES INTERFAITH SERVICES
FOOD AND CLOTHING DISTRIBUTION FACILITY**
18131 GOTHARD STREET
HUNTINGTON BEACH, CA 92648
FLOOR PLAN

KEP
Consulting Engineers, Inc.
9931 Mariners Boulevard, Irvine, CA 92618
Tel: (949) 462-3200, Fax: (949) 462-3201



UNPLD
REC'D



FLOOR PLAN

A-2

SHEET OF

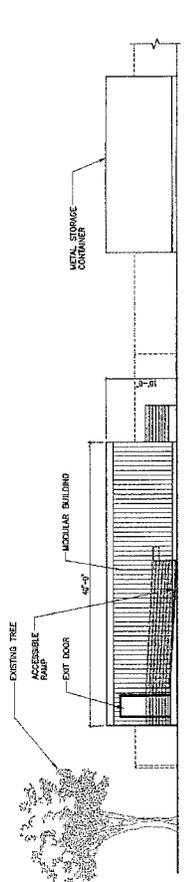
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BEACH CITIES INTERFAITH SERVICES
FOOD AND CLOTHING DISTRIBUTION FACILITY
 18131 GOTHARD STREET
 HUNTINGTON BEACH, CA 92648
 ELEVATIONS

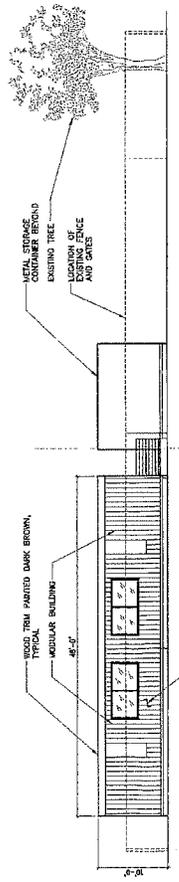
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 Consulting Engineers, Inc.
 9331 Mulligans Boulevard, Irvine, CA 92618
 Tel: (949) 462-3200, Fax: (949) 462-3201



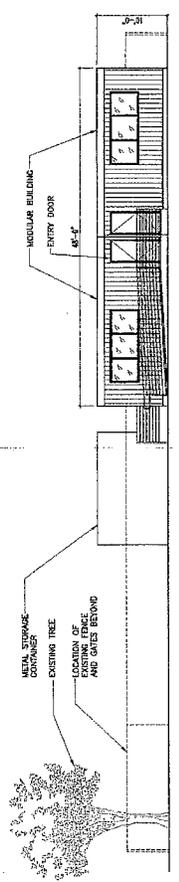
DATE: 02/13/13
 RECD:



NORTH ELEVATION
 SCALE: 3/8"=1'-0"



EAST ELEVATION
 SCALE: 3/8"=1'-0"



WEST ELEVATION
 SCALE: 3/8"=1'-0"

RELOCATION OF BEACH CITIES INTERFAITH SERVICES TO 18111 GOTHARD STREET

PROJECT NARRATIVE

RECEIVED

DEC 06 2012

Dept. of Planning
& Building

Overview

Beach Cities Interfaith Services, Inc. ("BCIS") is a California non-profit corporation with 501(c)(3) tax exempt status that has operated a food distribution operation from a building adjacent to the Main Street Library (525 Main Street) since 1988. The current project consists of a complete relocation of BCIS operations from the Main Street library location to the former day laborer site at 18111 Gothard Street. In order to accommodate potential developments at the Library and to alleviate neighborhood concerns regarding clients in the Triangle Park area, a move to a non-residential area is proposed.

BCIS proposes to acquire the right to operate from, and to install temporary facilities in the form of modular buildings at, the Gothard Street site as its new base of operations.

Description of Services

BCIS presently provides at the Main Street facility, and expects to continue to provide at the Gothard Street site, assistance to homeless and at risk families including but not limited to the following:

1. Free groceries to low income families.
2. Utility assistance for clients as a United Way Agency.
3. Pre-prepared carry out lunches, used clothing, socks and hygiene items for homeless clients.
4. Secure mail box for clients with no fixed address.
5. Reduced fee funding for clients in need of documents such as birth certificates, identification cards or drivers' licenses.
6. No cost bus tickets and low denomination gasoline cards.
7. Financial assistance for essential medical prescriptions.
8. Christmas gifts (unwrapped) for children of at risk families.
9. School supplies for needy students.
10. Computers with internet access and telephones for use by clients.

It is important to note that BCIS does not presently and does not intend to engage in any on-site food preparation activities; no cooking facilities are planned at this time.

Activities at the Gothard Street Site

In support of the above-listed services to be carried out at the Gothard Street site, the following activities will be engaged in:

1. Initial intake. New BCIS clients submit to an initial interview prior to receiving services at the facility. Such interviews (generally 4-5 per day) take approximately 30 minutes each.
2. Receipt, storage, sorting and distribution of packaged food products. Food products will be collected from major area food banks, received at the site by the volunteer staff, sorted for re-distribution, and then distributed to individual and family clients of BCIS. Food products requiring refrigeration will be stored in a commercial grade refrigeration unit. Food products not requiring refrigeration will be stored on shelving units in the facility. BCIS clients visit the facility by car, bus, bicycle and on foot on a regular schedule to pick-up boxes of grocery staples. Each such visit may last between 10 and 30 minutes.
3. Utility financial assistance distribution. BCIS serves as a distribution point for financial assistance vouchers made available by local utilities to low income individuals and families. Clients visit the facility car, bus, bicycle and on foot to complete paperwork related to the program, and to coordinate payment of utility bills. Each such visit may last between 10 and 30 minutes.
4. Distribution of lunches, clothing and related services to homeless. BCIS provides a range of services to homeless clients. These services include distribution of daily cold lunch meals prepared off-site by volunteers and distributed at the facility. In addition, BCIS homeless clients have access to free clothing donated to BCIS, and various hygiene products, all at no cost. BCIS provides assistance on an as-requested basis to individual homeless clients in connection with qualifying for various public assistance programs (VA, Social Security, MediCare etc.), referrals to social service agencies and for other needs. BCIS coordinates financial assistance (i) to persons in need of acquiring identification cards in order to access benefit programs, (ii) in the form of free bus passes, and (iii) gasoline purchase cards. BCIS offers a free mailbox service for

homeless clients that lack a permanent address. BCIS makes computers and Internet access available at no charge to clients, limiting daily access to 20 minutes per person. BCIS clients access these services through an in-person visit to the facility and spending 15-30 minutes interfacing with a BCIS volunteer. Some services require more than one visit depending on the specifics of the service rendered. Clients visit the facility car, bus, bicycle and on foot to avail themselves of these services. Each such visit may last between 10 and 30 minutes.

5. Distribution of school supplies and holiday gifts to families. BCIS provides free school supplies to as many elementary and middle school students as possible at the beginning of each academic school year. Clients with school age students register with BCIS to receive this service, which is offered in late August each year. BCIS collects, wraps and distributes gifts to client families and their children age appropriate gifts during the year-end holiday season; mid- to late-December each year. Clients with school age students register with BCIS to participate in this service. Clients visit the facility car, bus, bicycle and on foot to avail themselves of these services. Each such visit may last between 10 and 30 minutes.

Hours of Operations

The hours of operations for the Gothard St.site will be 9AM to 3PM, Monday through Friday.

Staff

Staffing will include one paid contractor and approximately seven volunteers each day. All staff are expected to access the site by private automobile.

Site Users

Regular site users will include the 8 staff persons noted above during the entire period of daily operating hours. Additionally, BCIS will service approximately 50 clients on a daily basis; an average visit time of 10-30 minutes per person across the six-hour daily operating window.

Parking

As many as [10] passenger vehicle parking places will be provided on-site. Additionally, on-site bicycle parking will be provided. Over the last twenty (20) years of operations BCIS has identified that the majority of its clients arrive at the facility by bicycle, municipal bus or on foot.

BCIS has contacted Seabreeze Church and they have agreed to allow overflow parking in their lot should it be needed.

Buildings

BCIS will install, or cause to be installed, at the Gothard Street site up to three modular buildings to (i) provide space for food storage and sorting; (ii) provide space for distribution of food goods and other items distributed to BCIS clients; (iii) provide space to carry out administrative processes related to the operation of the facility; (iv) provide space for computer equipment and users thereof; (v) provide space for restroom facilities for staff and clients.

The proposed development of the site will consist of two (2) 24'x40' relocatable buildings. The proposed buildings will most likely be Division of the State Architect (DSA) approved buildings relocated from a public school site or modular buildings leased from a company such as William Scotsman or American Modular. Additionally, a storage unit will be placed on the site.

The buildings will be conventional Classroom Buildings with a floor-to-roof height of approximately 11'. The floor will be raised approximately 18" above grade. Access to the buildings will be by ADA compliant ramps.

The floors will be rated for at least 50 psf.

The foundation system will consist of stacked wood sill plates on grade in accordance with the manufacturer's standard plans approved by DSA. Anchorage of sill plates to grade will consist of 1" steel pipe at 10' on center. Maximum embedment of anchorage will be 12". This type of foundation is advantageous in that it will minimize disruption to the landfill cover.

Since the buildings will be DSA approved buildings, it is assumed that California Housing and Community Development (HCD) approval will not be necessary, as DSA standards are more stringent.

Utilities

To accommodate the restroom facilities mentioned above the site will need access to drinking water supply, access to municipal sewer lines and access to electrical power.

We understand from a walking tour of the exterior of the Gothard Street site that an electrical access line and meter are present on the site. We understand from a walking tour of the area surrounding the Gothard Street site that a main sewer line appears to exist below grade in Gothard Street. Furthermore, we understand that access to drinking water appears to be relatively close.

Underground

BCIS understands that the Gothard Street site exists above an abandoned waste facility, and is working with city staff to identify the extent to which utility access trenching may complicate the ability to use the site. BCIS is informed and believes that a gas monitoring well or wells is located on or near the Gothard Street site, and that maintaining free access to that element of the property will be a necessary element of any plan to use the land.

Perimeter Fence

The perimeter fence will remain in its existing location.

BCIS Variance Narrative
Front Setback Request
PA 12-0221 DRB 12-035 CUP 12-035
18131 Gothard

RECEIVED

FEB 14 2013

Dept. of Planning
& Building

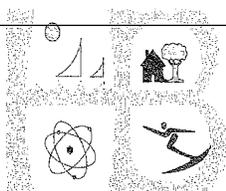
The position of the building will not constitute a special privilege because it is being located in the exact same position and the existing building which will be removed. The site is also landlocked on two sides by a landfill and another side by park use so it is not contiguous to another building.

The location of the property is in a carved out corner of a landfill. It is odd in shape and previously served as a day labor work force center. The fence of the site cannot be expanded or it may conflict with the upper level of the landfill cap that should not be penetrated due to methane exposure.

The variance will allow the establishment of a facility for the common good and is a public service. It is a relocation of an existing service to the disenfranchised and will follow in the footsteps of the day labor work force center to continue distribute food and assistance to the homeless.

The variance will not change the appearance of the site that has been in use for a number of years. There are not any changes being proposed that would damage the property and there are not any changes that change the current public access to the property. So there are no accommodations being requested that would change public safety.

ATTACHMENT NO. 3.6



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

March 12, 2013

Chris Christie
Beach Cities Interfaith Services, Inc.,
18631 Chapel Lane
Huntington Beach CA 92646

**SUBJECT: CONDITIONAL USE PERMIT NO. 2012-035/VARIANCE NO. 2013-004
(BEACH CITIES INTERFAITH SERVICES DISTRIBUTION CENTER) –
18131 GOTHARD STREET
PROJECT IMPLEMENTATION CODE REQUIREMENTS**

Dear Mr. Christie:

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 714-374-1744 (tnguyen@sufcity-hb.org) and/or the respective source department (contact person below).

Sincerely,

TESS NGUYEN
Associate Planner

Enclosures

cc: Khoa Duong, Building & Safety Division – 714-872-6123
Dave Dominguez, Community Services – 714-374-5309
Luis Gomez, Economic Development – 714-536-5544
Jane James, Acting Planning Manager
Project File

Joe Morelli, Fire Department – 714-536-5531
Bob Milani, Public Works – 714-374-1735
Jason Kelly, Planning Department
Eli Esber, County of Orange, Property Owner

ATTACHMENT NO. 4.1



HUNTINGTON BEACH BUILDING DIVISION

PROJECT IMPLEMENTATION CODE REQUIREMENTS

DATE: MARCH 04, 2013

PROJECT NAME: BEACH CITIES INTERFAITH SERVICES DISTRIBUTION CENTER

PLANNING APPLICATION NO.: PLANNING APPLICATION NO. 12-0221

ENTITLEMENTS: CONDITIONAL USE PERMIT NO. 12-035
DESIGN REVIEW NO. 12-023
VARIANCE NO. 13-004

DATE OF PLANS: FEBRUARY 14, 2013

PROJECT LOCATION: 18131 GOTHARD STREET (WEST SIDE OF GOTHARD STREET,
SOUTH OF TALBERT AVENUE)

PROJECT PLANNER: TESS NGUYEN, ASSOCIATE PLANNER

PLAN REVIEWER: KHOA DUONG, P.E

TELEPHONE/E-MAIL: (714) 872-6123 / KHOA@CSGENGR.COM

PROJECT DESCRIPTION: **CONDITIONAL USE PERMIT:** TO PERMIT THE ESTABLISHMENT OF A DISTRIBUTION CENTER FOR THE HOMELESS AND AT RISK FAMILIES AT A VACANT SITE FORMERLY USED AS A DAY LABOR WORK CENTER. THE DISTRIBUTION CENTER CONSISTS OF A 1,920 SQ. FT. MODULAR BUILDING AND A 300 SQ. FT. METAL STORAGE CONTAINER.
DESIGN REVIEW: TO REVIEW THE DESIGN, COLORS, AND MATERIALS OF THE PROPOSED DISTRIBUTION CENTER.
VARIANCE: TO ALLOW THE FRONT SETBACK OF 13 FEET FOR THE MODULAR BUILDING IN LIEU OF THE REQUIRED 25 FEET.

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:

- 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 Residential Code, 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.

2. Provide Project Data show:
 - o Type of building construction – Type V-B shall be used instead of V-Non-Rated.
 - o The occupancy group(s) – E-1 did not exist. Please see Chapter 3 of 2010 CBC for occupancy groups.
3. Provide foundation plan and calculations for footing support the trailers.

III. COMMENTS:

1. In addition to all of the code requirements of the 2010 California Green Building Standards Code, specifically provide a Construction Waste Management Plan per Sections 4.408.2 and 5.408.1.1.
2. Planning and Building Department encourage the use of pre submittal zoning applications and building plan check meetings.



CITY OF HUNTINGTON BEACH

PROJECT IMPLEMENTATION CODE REQUIREMENTS

DATE: FEBRUARY 15, 2013

PROJECT NAME: BEACH CITIES INTERFAITH SERVICES DISTRIBUTION CENTER

PLANNING APPLICATION NO.: PLANNING APPLICATION NO. 12-0221

ENTITLEMENTS: CONDITIONAL USE PERMIT NO. 12-035
DESIGN REVIEW NO. 12-023
VARIANCE NO. 13-004

DATE OF PLANS: FEBRUARY 14, 2013

PROJECT LOCATION: 18131 GOTHARD STREET (WEST SIDE OF GOTHARD STREET,
SOUTH OF TALBERT AVENUE)

PROJECT PLANNER: TESS NGUYEN, ASSOCIATE PLANNER

PLAN REVIEWER: David C. Dominguez

TELEPHONE/E-MAIL: (714) 374-5309/ ddominguez@surfcity-hb.org

PROJECT DESCRIPTION: **CONDITIONAL USE PERMIT:** TO PERMIT THE ESTABLISHMENT OF A DISTRIBUTION CENTER FOR THE HOMELESS AND AT RISK FAMILIES AT A VACANT SITE FORMERLY USED AS A DAY LABOR WORK CENTER. THE DISTRIBUTION CENTER CONSISTS OF A 1,920 SQ. FT. MODULAR BUILDING AND A 300 SQ. FT. METAL STORAGE CONTAINER.
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Community Services has no code requirements for the proposed project however, the plan indicates that the service road to the north of the site will be utilized for vehicles exiting the parking lot. It should be noted that the City has an Easement Deed for use of the service road area with the County. As the GRANTEE, the City has maintenance responsibilities of the road area being considered for use by the applicant. Project should be conditioned to comply the terms of the Easement Deed for use of the County property to the north of the proposed project area. The operators must be accountable for maintenance responsibilities and damages that may occur as a result of their use.



CITY OF HUNTINGTON BEACH

PROJECT IMPLEMENTATION CODE REQUIREMENTS

DATE: FEBRUARY 15, 2013

PROJECT NAME: BEACH CITIES INTERFAITH SERVICES DISTRIBUTION CENTER

PLANNING APPLICATION NO.: PLANNING APPLICATION NO. 12-0221

ENTITLEMENTS: CONDITIONAL USE PERMIT NO. 12-035
DESIGN REVIEW NO. 12-023
VARIANCE NO. 13-004

DATE OF PLANS: FEBRUARY 14, 2013

PROJECT LOCATION: 18131 GOTHARD STREET (WEST SIDE OF GOTHARD STREET,
SOUTH OF TALBERT AVENUE)

PROJECT PLANNER: TESS NGUYEN, ASSOCIATE PLANNER

PLAN REVIEWER: LUIS GOMEZ, ECONOMIC DEVELOPMENT DEPARTMENT

TELEPHONE/E-MAIL: (714) 536-5544/ luis.gomez@

PROJECT DESCRIPTION: **CONDITIONAL USE PERMIT:** TO PERMIT THE ESTABLISHMENT OF A DISTRIBUTION CENTER FOR THE HOMELESS AND AT RISK FAMILIES AT A VACANT SITE FORMERLY USED AS A DAY LABOR WORK CENTER. THE DISTRIBUTION CENTER CONSISTS OF A 1,920 SQ. FT. MODULAR BUILDING AND A 300 SQ. FT. METAL STORAGE CONTAINER.
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The Economic Development Department has reviewed the Planning Application No. 12-0221 has the following comment(s):

The Applicant must finalize a license agreement with the County and/or City prior to obtaining permit approvals.



CITY OF HUNTINGTON BEACH FIRE DEPARTMENT

PROJECT IMPLEMENTATION CODE REQUIREMENTS

DATE: MARCH 12, 2013

PROJECT NAME: BEACH CITIES INTERFAITH SERVICES FOOD DISTRIBUTION CENTER

PLANNING APPLICATION NO.: TO BE DETERMINED

ENTITLEMENTS: TO BE DETERMINED

DATE OF PLANS: MAY 7, 2012

PROJECT LOCATION: 18131 GOTHARD STREET (WEST SIDE OF GOTHARD STREET, SOUTH OF TALBERT AVENUE)

PROJECT PLANNER: TESS NGUYEN, ASSOCIATE PLANNER

PLAN REVIEWER: JOE MORELLI; FIRE PROTECTION ANALYST

TELEPHONE/E-MAIL: Joe.Morelli@surfcity-hb.org (714) 536-5531

PROJECT DESCRIPTION: **CONDITIONAL USE PERMIT:** TO PERMIT THE ESTABLISHMENT OF A DISTRIBUTION CENTER FOR THE HOMELESS AND AT RISK FAMILIES AT A VACANT SITE FORMERLY USED AS A DAY LABOR WORK CENTER. THE DISTRIBUTION CENTER CONSISTS OF A 1,920 SQ. FT. MODULAR BUILDING AND A 300 SQ. FT. METAL STORAGE CONTAINER.

DESIGN REVIEW: TO REVIEW THE DESIGN, COLORS, AND MATERIALS OF THE PROPOSED DISTRIBUTION CENTER.

VARIANCE: TO ALLOW THE FRONT SETBACK OF 13 FEET FOR THE MODULAR BUILDING IN LIEU OF THE REQUIRED 25 FEET.

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.

Environmental

Methane Mitigation District Requirements. The proposed construction is within the City of Huntington Beach Methane Mitigation District. Due to known elevated levels of

methane or other soil gases in this area, compliance with City Specification 429 is required.

Above ground modular buildings are often provided with skirts around the bottom for aesthetics, to prevent rodent problems, etc. As long as the modular is raised above the ground to allow for ventilation around the structure and maintained open (by a Fire Department approved method), then we can do without the Methane Barrier under the structure. Ensuring that the space beneath the modular is not enclosed is crucial to prevent a possible explosion due to methane build up.

An example of an approved method to ensure the structure is maintained open is documentation on all future plans for the site that the space beneath the modular is required to be maintained open and that approved signage will be provided to ensure compliance with this requirement. At a minimum, at least one weather resistant sign is required on each side of the structure with language indicating that the space beneath the modular cannot be enclosed due to the potential for methane build up or other similar language.

Soil Cleanup Standards, City Specification 431-92. Per the developer, digging is not being proposed at the site for the installation of the modular building as the modular units will sit on metal jacks or wood plates. However, there will be limited digging for a sewer line run. For any digging at the site, an environmental consultant (or other qualified person who has experience identifying contaminated material) is required to be on site to identify potential soil contamination and notify the Fire Department of any such contamination. No soil from the site is allowed to be imported to any other site within Huntington Beach with the approval of the Huntington Beach Fire Department.

Fire Apparatus Access

Fire Access Road Turns and Corners shall be designed with a minimum inner radius of seventeen feet (17') and a minimum outer radius of forty five feet (45') per City Specification # 401 *Minimum Standards for Fire Apparatus Access*. For Fire Department approval, reference and demonstrate compliance with City Specification # 401 *Minimum Standards for Fire Apparatus Access* on the plans.

Fire Lanes and Fire Access Roads shall be marked and signed as per the CFC, HBMC and City Specification # 415, *Fire Lanes Signage and Markings on Private, Residential, commercial and Industrial Properties*. For Fire Department approval, reference and demonstrate compliance on the plans.

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.

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.

Addressing and Street Names

Commercial Building Address Numbers shall be installed to comply with City Specification #428, Premise Identification. Building address number sets are required on front and rear of the structure and shall be a minimum of six inches (6") high with one and one half inch (1 ½") brush stroke. All address numbers are to be in a contrasting color. For Fire Department approval, reference compliance with City Specification #428 Premise Identification in the plan notes and reflect the address location on the building.

Structure or Building Address Assignments. The Planning Department shall review and make address assignments. For Fire Department approval, reference compliance with City Specification #409 Street Naming and Address Assignment Process in the plan notes.

OTHER:

- Discovery of 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.
- 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.
- Fire/Emergency Access And Site Safety shall be maintained during project construction phases in compliance with CFC Chapter 14, Fire Safety During Construction And Demolition.



**CITY OF HUNTINGTON BEACH
PLANNING DIVISION**

PROJECT IMPLEMENTATION CODE REQUIREMENTS

DATE: MARCH 12, 2013

PROJECT NAME: BEACH CITIES INTERFAITH SERVICES DISTRIBUTION CENTER

PLANNING APPLICATION NO.: PLANNING APPLICATION NO. 12-0221

ENTITLEMENTS: CONDITIONAL USE PERMIT NO. 12-035
DESIGN REVIEW NO. 12-023
VARIANCE NO. 13-004

DATE OF PLANS: FEBRUARY 14, 2013

PROJECT LOCATION: 18131 GOTHARD STREET (WEST SIDE OF GOTHARD STREET,
SOUTH OF TALBERT AVENUE)

PLAN REVIEWER: TESS NGUYEN, ASSOCIATE PLANNER

TELEPHONE/E-MAIL: (714) 374-1744/ TNGUYEN@SURFCITY-HB.ORG

PROJECT DESCRIPTION: **CONDITIONAL USE PERMIT:** TO PERMIT THE ESTABLISHMENT OF A TEMPORARY DISTRIBUTION CENTER OF FOOD, CLOTHING, AND OTHER NECESSITIES TO THE HOMELESS AND AT RISK FAMILIES ON A VACANT PORTION OF THE CLOSED ORANGE COUNTY TRANSFER STATION SITE FORMERLY USED AS A DAY LABOR WORK CENTER FOR A PERIOD NOT TO EXCEED FIVE (5) YEARS. THE DISTRIBUTION CENTER CONSISTS OF A 1,920 SQ. FT. MODULAR BUILDING, A 160 SQ. FT. METAL STORAGE CONTAINER, AND 11 PARKING SPACES.
DESIGN REVIEW: TO REVIEW THE DESIGN, COLORS, AND MATERIALS OF THE PROPOSED DISTRIBUTION CENTER.
VARIANCE: TO ALLOW THE FRONT SETBACK OF 13 FEET FOR THE MODULAR BUILDING IN LIEU OF THE REQUIRED 25 FEET.

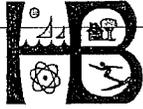
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CONDITIONAL USE PERMIT NO. 12-035/VARIANCE NO. 13-004:

1. The site plan approved by the Planning Commission shall be the conceptually approved design with the following modifications:

- a. Parking lot striping shall comply with Chapter 231 of the Zoning and Subdivision Ordinance and Title 24, California Administrative Code. **(HBZSO Chapter 231)**
 - b. Bicycle parking facilities shall be provided in accordance with the provisions of HBZSO Section 231.20 – *Bicycle Parking*. **(HBZSO Section 231.20)**
2. Prior to issuance of demolition permits, the following shall be completed:
- a. The applicant shall follow all procedural requirements and regulations of the South Coast Air Quality Management District (SCAQMD) and any other local, state, or federal law regarding the removal and disposal of any hazardous material including asbestos, lead, and PCB's. These requirements include but are not limited to: survey, identification of removal methods, containment measures, use and treatment of water, proper truck hauling, disposal procedures, and proper notification to any and all involved agencies. **(AQMD Rule 1403)**
 - b. Pursuant to the requirements of the South Coast Air Quality Management District, an asbestos survey shall be completed. **(AQMD Rule 1403)**
 - c. The applicant shall complete all Notification requirements of the South Coast Air Quality Management District. **(AQMD Rule 1403)**
 - d. The City of Huntington Beach shall receive written verification from the South Coast Air Quality Management District that the Notification procedures have been completed. **(AQMD Rule 1403)**
 - e. All asbestos shall be removed from all buildings prior to demolition of any portion of any building. **(AQMD Rule 1403)**
3. The structure(s) cannot be occupied, the final building permit(s) cannot be approved, and commencement of use cannot be started until the following has been completed:
- a. A Certificate of Occupancy must be approved and issued by the Planning and Building Department. **(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 in accordance to the requirements of Chapter 232. **(HBZSO Chapter 232)**
4. 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)**

5. Conditional Use Permit No. 12-035 and Variance No. 13-004 shall not become effective until the appeal period following the approval of the entitlement has elapsed. **(HBZSO Section 241.14)**
6. Conditional Use Permit No. 12-035 and Variance No. 13-004 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 and Building Department a minimum 30 days prior to the expiration date. **(HBZSO Section 241.16.A)**
7. The Planning Commission reserves the right to revoke Conditional Use Permit No. 12-035 and Variance No. 13-004 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)**
8. 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)**
9. 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)**
10. 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 and Building Department within three (3) days of the Planning Commission's approval of entitlements. **(California Code Section 15094)**
11. 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 Zoning Administrator. **(HBZSO Section 232.04)**
12. 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)**



CITY OF HUNTINGTON BEACH

PUBLIC WORKS INTERDEPARTMENTAL COMMUNICATION

PROJECT IMPLEMENTATION CODE REQUIREMENTS

DATE: MARCH 4, 2013

PROJECT NAME: BEACH CITIES INTERFAITH SERVICES DISTRIBUTION CENTER

ENTITLEMENTS: CUP 12-35, DR 12-23

PLNG APPLICATION NO: 2012-0221

DATE OF PLANS: FEBRUARY 14, 2013

PROJECT LOCATION: 18131 GOTHARD STREET

PROJECT PLANNER: TESS NGUYEN, ASSOCIATE PLANNER

TELEPHONE/E-MAIL: 714-374-1744 / TNGUYEN@SURFCITY-HB.ORG

PLAN REVIEWER: BOB MILANI, SENIOR CIVIL ENGINEER

TELEPHONE/E-MAIL: 714-375-1735 / BOB.MILANI@SURFCITY-HB.ORG 

PROJECT DESCRIPTION: TO PERMIT THE ESTABLISHMENT OF A DISTRIBUTION CENTER COMPOSED OF THREE MODULAR BUILDINGS (TWO @ 960 SQ. FT. AND ONE @ 300 SQ. FT.) FOR THE HOMELESS AND AT RISK FAMILIES AT A VACANT SITE FORMERLY USED AS A DAY LABOR WORK CENTER.

ATTACHED: SITE PLAN & NARRATIVE

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. A new sewer lateral shall be installed connecting to the main in Gothard Street. (ZSO 230.84)
 - b. The existing domestic water service currently serving the existing development may potentially be utilized if it is of adequate size, conforms to current standards, and is in working condition as determined by the Water Inspector. If the property owner elects to utilize the existing water service, any non-conforming water service and meter shall be upgraded to conform to the current Water Division Standards. Alternatively, a new separate domestic water service and meter may be installed per Water Division Standards and shall be sized to meet the minimum requirements set by the California Plumbing Code (CPC) (ZSO 254.04)
 - c. The irrigation water service may be combined with the domestic water service. (ZSO 230.84)
 - d. Separate backflow protection device shall be installed per Water Division Standards for domestic water service and shall be screened from view. (Resolution 5921 and State of California Administrative Code, Title 17)
 - e. The existing domestic water service and meter, if not being used shall be abandoned per Water Division Standards. (ZSO 255.04)
2. A suitable location, as approved by the City, shall be depicted on the grading plan for the necessary trash enclosure(s). The area shall be paved with an impervious surface, designed not to allow run-on from adjoining areas, designed to divert drainage from adjoining roofs and pavements diverted around the area, and screened or walled to prevent off-site transport of trash. The trash enclosure area shall be covered or roofed with a solid, impervious material. Connection of trash area drains into the storm drain system is prohibited. If feasible, the trash enclosure area shall be connected into the sanitary sewer. (DAMP)
 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)

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

4. An Encroachment Permit is required for all work within the City's right-of-way. (MC 12.38.010/MC 14.36.030)
5. 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)
6. 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)
7. 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)
8. The construction disturbance area shall be kept as small as possible. (California Stormwater BMP Handbook, Construction Erosion Control EC-1) (DAMP)
9. 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)
10. 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)

11. Comply with appropriate sections of AQMD Rule 403, particularly to minimize fugitive dust and noise to surrounding areas. (AQMD Rule 403)
12. Wind barriers shall be installed along the perimeter of the site. (DAMP)
13. 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:**

14. A Precise Grading Permit shall be issued. (MC 17.05)
15. The applicable Orange County Sanitation District Capital Facility Capacity Charge shall be paid to the City Department of Public Works. (Ordinance OCSD-40)

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

16. Complete all improvements as shown on the approved grading plans. (MC 17.05)
17. All new utilities shall be undergrounded. (MC 17.64)
18. 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)
19. Prior to grading or building permit close-out and/or the issuance of a certificate of use or a certificate of occupancy, the applicant shall:
 - a. Demonstrate that all structural Best Management Practices (BMPs) described in the Project WQMP have been constructed and installed in conformance with approved plans and specifications.
 - b. Demonstrate all drainage courses, pipes, gutters, basins, etc. are clean and properly constructed.
 - c. Demonstrate that applicant is prepared to implement all non-structural BMPs described in the Project WQMP.
 - d. Demonstrate that an adequate number of copies of the approved Project WQMP are available for the future occupiers.