

MINUTES
HUNTINGTON BEACH OFFICE OF THE ZONING ADMINISTRATOR
Room B-8 - Civic Center
2000 Main Street
Huntington Beach California

WEDNESDAY, JULY 16, 2008 - 1:30 P.M.

ZONING ADMINISTRATOR: Ricky Ramos

STAFF MEMBER: Tess Nguyen, Rami Talleh, Judy Demers, Kimberly De Coite (recording secretary)

MINUTES: **NONE**

ORAL COMMUNICATION: **NONE**

ITEM 1: CONDITIONAL USE PERMIT NO. 08-002; ADMINISTRATIVE PERMIT NO. 08-008
(HUNTINGTON PACIFICA)

APPLICANT: Jeff Packard, Sapetto Group, Inc.
PROPERTY OWNER: David Steven, Huntington-Monterey, LLC, 25821 Paseo Real, Monterey, CA 93940
REQUEST: **CUP:** To permit a 34-space parking reduction based on a parking demand analysis and a transportation demand management plan. The reduction in parking is requested to permit the conversion of 10,934 sq. ft. of general office space to medical office use within an existing 41,950 sq. ft. office building. **AP:** To permit designated parking and a control gate for a subterranean parking area.
LOCATION: 18377 Beach Boulevard, 92648 (west side of Beach Boulevard, north of Ellis Avenue)
PROJECT PLANNER: Tess Nguyen

Tess Nguyen, Associate Planner, displayed project plans and photographs and stated the purpose, location, zoning, and existing uses of the subject site. Staff presented an overview of the proposed project and the suggested findings and conditions of approval as presented in the executive summary.

Ms. Nguyen reported that one phone call and one letter from office condominium unit occupants were received in opposition to the project.

Ricky Ramos, Zoning Administrator, inquired if the proposal had been reviewed by the Public Works Department Traffic Division. Ms. Nguyen confirmed that the Transportation Manager reviewed the parking analysis and had no comments. Mr. Ramos inquired if there were any plans to install signage by the control gate to discourage the public from attempting to access the designated parking spaces within the subterranean parking lot. Ms. Nguyen noted that

anyone entering the parking area would see the surface parking before reaching the designated parking spaces within the subterranean parking area.

THE PUBLIC HEARING WAS OPENED.

Jeff Packard, applicant, stated that approving the request and allowing additional medical office uses will be beneficial to the community and local business owners. Mr. Ramos inquired if Mr. Packard foresaw any issues with the lack of signage at the control gate for the subterranean parking area and if there were any plans to install signage. Mr. Packard noted that the control gate had been in place for several years but indicated a willingness to install signage if it is a condition of approval. Mr. Ramos asked if there had been any previous incidents with the control gate. Mr. Packard responded that there were no incidents. Mr. Ramos asked about the length of time the gate has been in place, and Mr. Packard indicated that the gate had been in place since the building was built.

Adam R. Van Dyke, 18377 Beach Blvd., #326, stated that the control gate was not an issue. He noted that the reduction in parking is not in the best interest of the clients and tenants. He purchased his unit with the belief that there would be adequate parking for his use and does not feel this will be the case if the request is approved.

Keith Thomas, 18377 Beach Blvd., #214, agreed that the control gate was not a problem. He stated that the project was not in the best interest of the suite owners. He noted that there are only 82 parking spaces available for 28 units and did not feel this would be adequate for the needs of the suite owners. He did not believe the parking report accurately reflected the needs of the site. He noted that when the building is fully occupied there may be a problem with vehicle stacking at the entrance along Beach Blvd. Mr. Thomas explained that it is difficult to exit onto Beach Blvd. due to the amount of traffic and that traffic flow in the parking area may be adversely affected by this.

Mr. Ramos asked if Mr. Thomas and Mr. Van Dyke had reviewed the parking analysis. Mr. Thomas indicated that he reviewed it briefly. Mr. Ramos noted that he understood the traffic issue regarding Beach Blvd. but that it was not related to the parking reduction request.

Ms. Kelly Thomas, 18377 Beach Blvd., #214, said that she did not feel the number of parking spaces available are adequate for the number of units, particularly if the remaining units are converted to medical uses.

Mr. Ramos stated that he believed the building was in compliance to the standards at the time it was built and that the applicant had presented information to demonstrate that the parking is adequate for the intensified use of medical office space. Mr. Ramos noted that it was a difficult situation but, per the staff report and presentation, the applicant had provided information supporting the request. Mr. Ramos encouraged Mr. Van Dyke and Mr. and Ms. Thomas to review the parking analysis.

Ken Wilhelm, LSA Associates, Inc., noted that the parking survey completed was based on occupied space. He stated that the parking information regarding medical office use was based on the City Code, not on any observed rates. He stated that the analysis provided is a conservative analysis.

THERE WERE NO OTHER PERSONS PRESENT TO SPEAK FOR OR AGAINST THE REQUEST AND THE PUBLIC HEARING WAS CLOSED.

Mr. Ramos stated that based on the information presented, absent any information to refute those findings, the request was approved.

CONDITIONAL USE PERMIT NO. 08-002; ADMINISTRATIVE PERMIT NO. 08-008 WAS APPROVED BY THE ZONING ADMINISTRATOR WITH THE FOLLOWING FINDINGS AND CONDITIONS OF APPROVAL. THE ZONING ADMINISTRATOR STATED THAT THE ACTION TAKEN BY THE ZONING ADMINISTRATOR MAY BE APPEALED TO THE PLANNING COMMISSION WITHIN TEN (10) CALENDAR DAYS.

FINDINGS FOR PROJECTS EXEMPT FROM CEQA:

The Zoning Administrator finds that the project will not have any significant effect on the environment and is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to sections 15301 and 15303 of the CEQA Guidelines, because the project consists of the conversion of general office space to medical office use within an existing office building where no modifications to the exterior of the structure are proposed, and the designation of parking stalls and installation of a control gate for a subterranean parking area do not constitute as an expansion of the existing use.

FINDINGS FOR APPROVAL - CONDITIONAL USE PERMIT NO. 2008-002:

1. The parking demand of the proposed building will be less than the requirement in Schedule A (HBZSO Section 231.04). Conditional Use Permit No. 2008-002 is a request for a 34-space parking reduction to permit the conversion of 10,934 sq. ft. of general office space to medical office use within an existing 41,950 sq. ft. office building. The parking reduction is based on a parking demand analysis prepared by LSA Associates, Inc. and Pritam Deshmukh, a state-registered traffic engineer (May 1, 2008). Parking surveys of the site were conducted, resulting in a demand of 60 parking spaces for the existing occupied square footage of 23,361 sq. ft. of general office and 2,184 sq. ft. of medical office use. For the remaining unoccupied square footage, a total of 72 parking spaces would be needed for 7,655 sq. ft. of general office use and 8,750 sq. ft. of medical office use. In addition, the observed parking rates were compared to the parking rates for office buildings from the Institute of Transportation Engineers (ITE) *Parking Generation, 3rd Edition*, 2004. Based on the parking rates from ITE, a total of 132 parking spaces would be needed for 24,125 sq. ft. of general office use and 17,825 sq. ft. of medical office use. Because the observed parking rate is a more conservative estimate out of the two methods, the parking demand analysis utilized the actual site observation data. As a result, the parking demand study supports the proposed 34-space reduction in required parking and concludes that adequate on-site parking will be available to accommodate the proposed medical office uses.
2. The proposed 10,934 sq. ft. of medical office use within an existing 41,950 sq. ft. office building will not generate additional parking demand based on the parking demand analysis prepared by LSA Associates, Inc. and Pritam Deshmukh. The study relied on site

parking surveys of the existing occupied square footage (25,545 sq. ft.) and found a demand of 60 parking spaces (1/426). For the remaining unoccupied square footage (16,405 sq. ft.), a total of 72 parking spaces would be needed using the parking rates of 1/350 for general office use and 1/175 for medical office use. Based on the above parking rates, the parking demand analysis found that the proposed medical office uses will not create additional parking demand.

3. A Transportation Demand Management plan was prepared by LSA Associates, Inc. and Leslie Card, a state-registered traffic engineer (February 27, 2008) for the existing office building. The Plan incorporates transportation demand management measures to mitigate impacts of the conversion of 10,934 sq. ft. of general office use to medical office use. The measures include a transportation alternatives information center, carpool/vanpool parking spaces, bicycle parking, transit information, and information about Orange County Transportation Authority rideshare matching and vanpool subsidies programs. The Plan integrates the transportation demand management strategies required by HBZSO Section 230.36 and has been approved by the Director.

FINDINGS FOR APPROVAL - ADMINISTRATIVE PERMIT NO. 2008-008:

1. A Parking Management Plan (April 3, 2008) was submitted to designate the 50 parking spaces in the subterranean parking area for the exclusive use of individual owners within an office building.
2. The proposed parking control gate will comply with all the criteria for parking controls. The Fire Department has reviewed and approved the gate's location and emergency entry. The Public Works Department has reviewed and approved the gate's location and stacking area. The proposed control gate has a 190 ft. long driveway for vehicle stacking. In addition, the installation of the control gate will not adversely impact public coastal access because the office building is located approximately 3 miles from the coast.

**CONDITIONS OF APPROVAL - CONDITIONAL USE PERMIT NO. 2008-002/
ADMINISTRATIVE PERMIT NO. 2008-008:**

1. The plans received and dated January 15, 2008 shall be the conceptually approved design.
2. The 82 non-designated parking spaces (surface parking lot) shall be available for customers and employees.
3. A list of all office spaces, including their sizes and uses, shall be submitted to the City and updated as each condominium unit is sold.

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.

THE MEETING WAS ADJOURNED AT 1:47 PM TO THE NEXT REGULARLY SCHEDULED MEETING ON WEDNESDAY, JULY 23, 2008 AT 1:30 PM.

R. Ramos

Ricky Ramos
Zoning Administrator

:kdc