

Highlights:

Planning	2
Building Activity	3
Code Enforcement/ Neighborhood Preservation	4

Summary of Accomplishments for 2010

The Department of Planning and Building is responsible for reviewing all land use and development proposals, including zoning entitlement processing, technical review of construction drawings, issuance of building permits, field inspections, as well as code enforcement and neighborhood preservation functions. In 2010, we provided a variety of services to the public and accomplished the following:

- Received 153 zoning entitlements for processing
- Performed over 1,400 building plan reviews
- Issued over 8,200 building permits
- Conducted over 25,000 building, mechanical, electrical, plumbing, and certificate of occupancy inspections
- Responded to 3,091 code enforcement cases
- Conducted 7,710 code enforcement inspections
- Responded to approximately 49,000 phone and walk-in inquiries, and
- Processed over 62,000 phone contacts in the permit and plan check section

Several projects processed by the Department were acted on by the City Council including:

- Adoption of the Beach and Edinger Corridors Specific Plan (BECSP)
- Adoption of the Sunset Beach Specific Plan and Annexation
- Approval of the revised plans for The Village at Bella Terra and Costco
- Re-approval of the Downtown Specific Plan Update

Congratulations to the Planning and Building Staff for a great year!

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Two Departments Combined

Towards the end of 2009, combining the Department of Building and Safety and the Department of Planning was being considered since the Director of Building and Safety was retiring. Based on the workload and fiscal condition of the City at that time, the City Council determined the best option was to consolidate these departments and their functions. In January, 2010, the new Department of Planning and Building was created. The Department consists of four divisions: Planning, Permit and Plan Check Services, Inspection Services, and Code Enforcement/ Neighborhood Preservation.

The information contained herein summarizes the accomplishments for the first year of this new Department.

CITY OF HUNTINGTON BEACH QUALITY SERVICE MISSION STATEMENT:
"To maintain a safe community, a high quality of life, the most cost-effective and highest quality service, facilities, and products in response to the changing needs of our community."

Advance and Current Planning



The Village at Bella Terra



**Beach and Edinger
Corridors Specific Plan**

The Planning Division staff worked on numerous projects in 2010 including:

- City Council approved the EIR and revised plans for the Poseidon Desalination Facility; and The Ridge residential subdivision, including General Plan and Zoning Map amendments.
- City Council approved a Zoning Text Amendment regarding the duties and composition of the Design Review Board, the BECSP fee, Mobile Vendor Fee and Newsrack Removal Fee
- Planning Commission reviewed 49 items at study sessions and processed 31 applications/items at 21 meetings which included: Goldenwest Assisted Living Facility, Huntington Shorecliffs Mobile Home Park Conversion, Lugatti's Restaurant (Downtown), Newland Carwash (Appeal), Pierside Pavilion Vending Carts (Appeal), Atlanta Widening MND (Appeal), Endless Food & Fun, Beach Promenade Phase II, Plaza Almeria Vending Carts, Huntington Christian School Buildings, Tattoo & Body Piercing, T-Mobile Wireless Facility, Wells Fargo ATM (Appeal), Christ Presbyterian Church Wireless Facility (Appeal), Citation Authority (ZTA), Ink Yard Tattoo, and Black Bull Restaurant (6 Month Review), and five General Plan Conformances.
- Zoning Administrator acted on 43 applications at 28 meetings.
- Design Review Board acted on 55 applications at 14 meetings.
- Development Assistance Team reviewed 37 issues/concept plans at 23 meetings.
- Project Review Staff meetings where 196 issues/entitlements were discussed.
- Planning staff processed 19 Administrative Permits and 7 lot line adjustments.
- 31,000 public hearing notices were mailed.
- Received approval for the Municipal Solar Projects at Murdy Park, City Hall, Central Library, Sports Complex and two City Yards.
- Completed the Draft EIR for the Murdy Commons project and distributed for public review.
- California Coastal Commission approved two LCPAs related to text amendments to the ZSO for religious assembly at Peter's Landing and development adjacent to ESHA as well as the zoning for the Parkside Estates property
- Commenced CEQA process for the General Plan Circulation Element Update and finalized the draft Element
- Finalized the draft Historic Resources Survey and distributed to the Historic Resources Board for review and comment
- The Division also worked on a number of ongoing and recurring projects such as the Department's web site, budget issues, department newsletter.
- Reviewed/responded to environmental documents prepared by other jurisdictions
- Provided staff support for the Historic Resources Board, Environmental Assistance Committee, and Southeast Area Committee
- Implemented the Sire Program (scanning of files/documents) and continued the Q-matic tracking system.
- Finally, in terms of notable outreach and training, the Advance Planning staff participated in the following:
 - Participated in a panel at the ULI Urban Marketplace Conference
 - Presented a review of major projects to the Orange County Board of Realtors
 - Provided a training session on Air Quality Issues and Regulations to the Huntington Beach Leadership Academy

Planning Counter Activity

- Provided customer service to an estimated 8,112 (33/day avg.) telephone calls and 9,813 (40/day avg.) walk-in zoning inquiries
- Received 153 zoning and entitlement applications for processing
- Performed 949 over-the-counter plan checks and 509 plan checks for zoning compliance; plus 105 grading and 26 landscaping plans
- Processed 927 certificates of occupancy for new and change of business.
- Processed 70 requests for address assignments
- Issued 30 letters confirming property exemptions from flood insurance and 20 zoning conformance letters
- Processed 88 Temporary Sign Permits and 82 Temporary Activity Permits
- Received 780 (3/day avg.) calls inquiring about flood information
- Mailed approximately 8,280 flood information brochures to properties in floodplain
- Received and responded to 63 citizen inquiries via Surf City Pipeline
- Processed four Newsrack Permits (downtown area)



Permit and Plan Check Services Activity

- Provided customer service to 21,023 counter customers (85/day)
- Answered over 62,000 phone contacts
- Reviewed and approved 8,287 permits with a construction valuation of \$91,166,955
- Performed 927 over-the-counter building plan reviews
- Performed 510 large or complicated building plan reviews
- Performed 1,298 plumbing, mechanical and electrical plan reviews
- Processed 833 certificates of occupancy for new and change of business
- Scheduled and conducted 381 counter appointments
- Mailed approximately 8,287 permit notification letters and 4,563 inspection reminder letters
- Mailed 142 Customer Surveys and 993 Notice of Non-Compliance letters
- Received and responded to nine citizen inquiries via Surf City Pipeline.
- Prepared all public records, except plans, to be available via the web



Inspection Services Activity

- 2,900 customers accessed SIRE documents using department kiosk system
- Performed 25,068 building, mechanical, plumbing, electrical, and certificate of occupancy inspections annually (avg. 140/day)
- Processed 17,683 telephone inquiries
- Conducted 72 inspection meetings/training sessions - reviewed 250 issues/topics
- Provided building information at six Surf City Night Events
- Attended 12 Public Nuisance Task Force meetings
- Issued 1,100 actions on a property either 30 Day Notice or Administrative Citation
- Conducted 102 Counter meetings/appointments with customers
- Introduced and implemented 2010 Codes including the introduction of two new building codes (Residential Code & Green Building Code)



Code Enforcement/Neighborhood Preservation

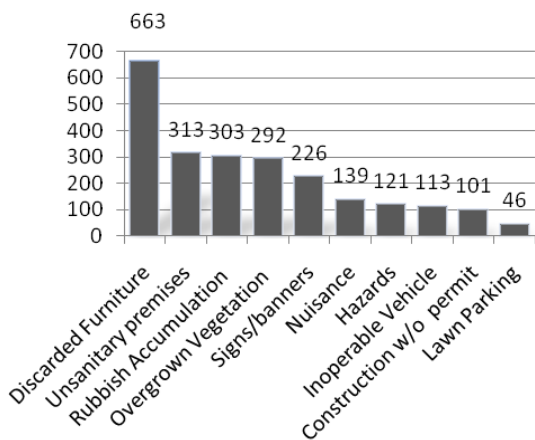


The Code Enforcement/Neighborhood Preservation Division continued its efforts in maintaining and improving the City's quality of life through education, communication, and enforcement actions. Throughout the year, the division opened 3,091 new cases, conducted 7,710 inspections, and resolved 3,081 cases.

- Received/returned over 14,000 phone calls (receiving/responding to complaints, follow-up with violators/complainants, and providing general information/resource referrals to the public about Code Enforcement and Neighborhood Preservation)
- Initiated 2,297 proactive cases to address violations observed by officers before receiving a complaint from citizens, and responded to 794 service requests from residents to address code enforcement violations
- Conducted 32 on-site visits with property owner groups, explaining code requirements and providing resource referrals to assist them in their effort to maintain their properties to the City's standards
- Issued 207 Notices of Violation to encourage voluntary compliance and 11 citations for non-compliance when voluntary compliance was not achieved
- Coordinated efforts with the Public Nuisance Task Force to address 38 nuisance properties with the cooperation of Police, Fire, Building, Public Works, and the City Attorney's Office
- On average:
 - ✓ Gained compliance and successfully resolved violations within 30 days
 - ✓ Responded to 83% of all complaints in one day or less
 - ✓ Inspected 89% of all complaints within 48 hours

Breakdown of Top 10 Code Enforcement Complaints

Top Ten Violation Types for Calendar Year 2010



Violation	Total	% of total violations
Discarded Furniture	663	24.6%
Unsanitary premises	313	11.6%
Rubbish Accumulation	303	11.2%
Overgrown Vegetation	292	10.8%
Signs/banners	226	8.4%
Nuisance	139	5.2%
Hazards	121	4.5%
Inoperable Vehicle	113	4.2%
Construction w/o permit	101	3.7%
Lawn Parking	46	1.7%