

SPECIAL  
POINTS OF  
INTEREST:

- General Plan Update
- Planning Division
- Neighborhood Preservation & Code Enforcement
- Building Division
- Planning Commission

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# 2015 Accomplishments

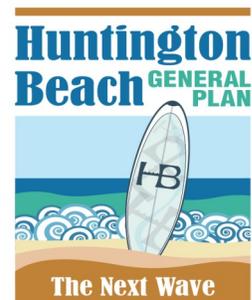
COMMUNITY  
DEVELOPMENT

CITY OF  
HUNTINGTON BEACH

2015 CONTINUED TO BE A VERY BUSY YEAR FOR THE  
COMMUNITY DEVELOPMENT DEPARTMENT.  
HERE ARE SOME OF THE ACCOMPLISHMENTS:

## General Plan Update

- Continued work on the Comprehensive General Plan Update including:
  - Held three remaining GPAC meetings
  - Held a joint City Council/Planning Commission study session
  - Obtained City Council direction on land use alternatives and key policies
  - Released the Notice of Preparation (NOP) of the Program EIR
  - Held a public NOP scoping meetings and 30-day public review and comment period
  - Completed administrative drafts of the General Plan and Coastal Resiliency Program
- Met with Coastal Commission staff on the sea Level Rise Vulnerability Assessment.
- City Council approved the following:
  - An amendment to the Historic and Cultural Resources Element of the General Plan
  - Zoning text amendment to expressly prohibit medical marijuana
  - LeBard Park and Residential Project, which includes acquisition and preservation of 6.5 acres of sports fields/ parkland
  - Zoning text amendment to amend the City's non-commercial sign regulations to comply with federal law
  - Zoning text amendment amending the City's wireless communication facility provisions related to data collection units
  - Amendment to the Beach and Edinger Corridors Specific Plan
  - Changes to the Sunset Beach Specific Plan, which were originally approved in by the City Council in 2010
- The Planning Commission approved General Plan Conformances for the disposition of surplus city land, the Orange County Flood Control District channel debris collection systems and Orange County Flood Control District installation of groundwater monitoring wells
- Staff processed an Addendum to Single Use Carryout Plastic Bag Environmental Impact Report
- Staff processed several CEQA documents for projects including: Mitigated Negative Declarations for the Admiralty, Humboldt and Brookhurst Street bridge rehab projects and provided environmental review and CEQA determinations for other City projects such as the RMDZ, CEC Grant Application, Surf City Air Show, Edinger/Beach widening/right turn lane, Huntington street/ Yorktown Avenue intersection improvements, Sunset Beach Water Main project





Be sure to check our website for the most up-to-date information on major projects!

## Administration Division

- Provided overall leadership and management for the Department.
- Directed large planning projects related to planning and zoning.
- Coordinated 18 Planning Commission meetings and 20 Zoning Administrator meetings.
- Provided financial forecasting for development departments and department revenue.
- Provided statistical tracking information to various state and local agencies.
- Prepared and organize department records, files, and public meeting agenda materials per SB90.
- Processed 54,150 required mailings and public notices annually.
- Responded to 390 citizen inquiries regarding flood plain concerns and process individual inquiries within one business day.
- Provided customer service for daily walk-in traffic and phone inquiries for the Community Development Department.

## Planning Division

- Processed approximately 135 entitlements annually in accord with the state-mandated Permit Streamlining Act and approximately 125 temporary sign permits and temporary activity permits.
- Responded to 7,200 phone requests, 11,500 walk-in inquiries, and 570 e-mail requests.
- Plan checked 1,425 plans for zoning compliance annually; process 720 over the counter plan checks; and process 66 address assignments.
- Provided staffing to: Planning Commission, Zoning Administrator, Design Review Board, Historic Resources Board, Environmental Assessment Committee and the Development Assistance Team.
- Completed processing for major projects including Airport Circle Residential, Hilton Hotel Expansion, Pacific City Residential, Parkside Estates, LeBard Park and Residential, Springhill Suites Hotel, Monogram Residential, and Urban Art Lofts.
- Continued efforts to enhance customer service and participate in the City's award winning 10-Point Plan for Businesses.

## Staff Support at the Planning & Zoning Counter

- Provided customer service to an estimated 7,528 (30/day avg.) telephone calls and 11,492 (46/day avg.) walk-in zoning inquiries.
- Received 135 zoning and entitlement applications for processing
- Performed 722 over-the-counter plan check for zoning conformance.
- Performed 1,437 plan checks for zoning compliance; plus 206 grading and 65 landscaping plans.
- Processed 662 certificates of occupancy for new and change of business
- Processed 66 request s for address assignment
- Processed 65 Temporary Activity Permits and 60 Temporary Sign Permits
- Processed 5 Wireless Permit applications
- Issued 13 letters confirming property exemptions from flood insurance
- Issued 57 zoning conformance letters
- Received 390 (1/5/day avg.) calls inquiring about flood information.
- Mailed approximately 8,280 flood information brochures to properties in flood-plain
- Received and responded to 42 Citizen Inquires via Surf City Pipeline
- Continued to implement the Sire Program (scanning of files/documents) and the Q-matic tracking system



## Entitlement Processing

- Planning Commission - reviewed 19 items at study sessions and processed 28 applications/items at 15 meetings.
- Zoning Administrator - processed 57 applications at 20 meetings.
- Design Review Board - processed 16 applications at 10 meetings.
- Development Assistance Team - reviewed 23 issues/concept plans at 16 meetings.
- Project Review Staff meetings - reviewed 300 issues/entitlements at 51 meetings.
- Processed 30 Administrative Permits by planning staff.
- Processed 5 final parcel maps, 3 final tract maps, and 8 lot line adjustments.
- Mailed approximately 54,160 public hearing notices.

## Projects Reviewed by the Planning Commission

- LA Fitness Sports Club
- Glow Hot Yoga Health Club
- Pacific City Residential
- Historical & Cultural Resources Element Update
- Sign Code Update
- Toro Burger Restaurant Alcohol
- 4 Medical Marijuana Appeals
- Blast 825 Pizza Beer & Wine
- US Taco Alcohol
- Beach & Edinger Corridors Specific Plan Update
- Medical Marijuana ZTA
- 24 Hour Fitness
- LeBard Park & Residential
- Several General Plan Conformances
- Old Crow Smokehouse Live Entertainment
- Beach Medical Pavilion
- Sea Salt Restaurant Alcohol
- Utility Data Collection ZTA
- Housing Element Update
- Jackson Residence Appeal
- Q Tattoo Establishment
- Verizon Wireless Monopalm Appeal
- Anytime Fitness Health Club

## Neighborhood Preservation & Code Enforcement

- Responded to 16,800 phone calls, 1,250 walk-in inquiries, 27,300 e-mails, and 155 Pipeline requests.
- Initiated 2,650 proactive cases per year to address code 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.
- Resolved over 2,200 code enforcement cases annually.
- Conducted over 7,975 field inspections annually.
- Coordinated efforts with the Public Nuisance Task Force to address 72 nuisance properties with the cooperation of Police, Fire, Building, Planning, Public Works, and the City Attorney's Office.
- Improved code enforcement efforts relative to news rack installations, abandoned shopping carts, vacation rentals (less than 30 days) and illegal signs.

## Permit & Plan Check Services Division

- Provided customer service to 21,900 counter customers (90/day).
- Answered over 61,500 phone contacts.
- Reviewed and approved 9,400 permits with a construction valuation of \$235,000,000.
- Performed 650 over-the-counter building plan reviews.
- Performed 865 large or complicated building plan reviews.
- Processed 400 certificates of occupancy for new and change of business.
- Scheduled and conducted 120 counter meetings/appointments.
- Mail approximately 10,000 permit notification letters and 3,000 inspection reminder letters.
- Mailed 100 Notice of Non-Compliance letters.
- Received and responded to 80 citizen inquiries via Surf City Pipeline.
- Prepared all public records, except plans, to be available via the kiosk.
- 3,800 customers accessed SIRE documents using department kiosk system.
- Provided Project Coordination to 16 Large Mixed Use Projects.
- QR reader: 3,500 customers scheduled inspections, using their Smart Phone.



# Inspection Services Division

- Performed over 38,300 building, mechanical, plumbing, and certificate of occupancy inspections annually; an average of 180 daily.
- Performed over 2,100 plumbing, mechanical, and electrical plan checks annually.
- Performed over 770 inspections and plan checks on structures for code compliance.
- Performed over 550 NPDES inspections on properties for construction runoff standards and best management practices.
- Issued 100 actions on a property either 30 Day Notice or Administrative Citation.
- Conducted 52 inspection meetings/training sessions reviewing over 150 issues/topics.
- Conducted 350 Field Meetings with developers and contractors.
- Conducted 475 Counter meetings/appointments with Customers.
- Issued 360 photovoltaic permits, with associated



## Additional Accomplishments

- Continued assisting in City's review of proposed AES Huntington Beach Energy Project reconstruction through the California Energy Commission
- Processed three Mills Act Contracts under new program
- Participated in upgrade process for Electronic Pacific City Retail opened to the public Land Management program
- Fairwind residential models opened
- Continued Pre-Application Submittal meetings for improved customer service and timely processing of entitlements

# Fiscal Year 2014/15 Accomplishments Summary

- Continued work on the General Plan Update including: held three remaining GPAC meetings, held a joint City Council/Planning Commission study session, obtained City Council direction on land use alternatives and key policies, released the Notice of Preparation (NOP) of the Program EIR, held two public NOP scoping meetings and a 30-day public review and comment period, completed administrative drafts of the General Plan and Coastal Resiliency Program, met with Coastal Commission staff on the Sea Level Rise Vulnerability Assessment.
- Completed an amendment to the Historic and Cultural Resources Element of the General Plan.
- Entitlements approved: Pacific City Residential, Beach Medical Pavilion, LA Fitness Sports Club, LeBard Park and Residential, Old Crow Smokehouse live entertainment, Medical Marijuana ZTA and the Sign Code Update.
- Maintained plan check service levels through the use of outside contract services.
- Commenced/continued inspection work on Tri-Pointe Homes-Truewind Tract, Boardwalk Apartments, Beach & Ocean Apartments, Elan Apartments, Oceana Apartments, Ford, Chrysler/Dodge and Chevrolet showrooms, Stacked restaurant, Harbor Distribution and Shea industrial buildings on Gothard.
- Completed Building, Mechanical, Electrical, and Plumbing Plan Checks for the major projects: Pacific City Residential, Monogram Apartments, Hilton Hotel expansion, HB Medical Office Building, Peirside Pavilion, 818 PCH, Newland condominiums and HB Senior Center.
- Provided project specific Inspection Services to facilitate a timely construction process at: Pacific City-Commercial, Pasea Hotel, Tri-Pointe Homes-Fairwind tract, HB Lofts, Coastal Walk Homes, Springhill Suites Hotel, and the HB Senior Center.
- Coastal Commission approved the last phase of the Brightwater and Sandover Residential Developments
- Processed and completed three (3) Mills Act contracts.
- Completed Granicus system for live-streaming of Planning Commission agendas, staff reports, and meetings.
- Completed the transfer of Sunset Beach building and land use records and processing of minor building permits and land use entitlements from the County of Orange to the City of Huntington Beach.
- Processed CEQA documents for projects including: Mitigated Negative Declarations for the Admiralty, Humboldt and Brookhurst Street bridge rehabilitation projects and provided environmental review and CEQA determinations for other City projects such as the Recycling Market Development Zones, California Energy Commission Grant Application, Edinger/Beach widening/right turn lane, Huntington Street/Yorktown Avenue intersection improvements, Sunset Beach Water Main project
- Streamlined the Certificate of Occupancy program to be more business friendly.

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