



# City of Huntington Beach

2000 MAIN STREET CALIFORNIA 92648  
DEPARTMENT OF COMMUNITY DEVELOPMENT

Planning Division  
714/536-5271

Code Enforcement Division  
714/375-5155

Building Division  
714/536-5241

April 17, 2019

Jason Robertson  
8121 Ellis Avenue  
Huntington Beach, CA 92646

**SUBJECT: ENTITLEMENT PLAN AMENDMENT NO. 2019-002 (HB CHURCH  
INTERNATINOAL SCHOOL) – 8121 ELLIS AVENUE, 92646  
PROJECT IMPLEMENTATION CODE REQUIREMENTS**

Dear Mr. Robertson:

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) 374-5317 or [jessica.bui@surfcity-hb.org](mailto:jessica.bui@surfcity-hb.org), and/or the respective source department (contact person below).

Sincerely,

A handwritten signature in black ink, appearing to be 'Jessica Bui', written in a cursive style.

Jessica Bui  
Associate Planner

Enclosures

cc: Jane James, Planning Manager  
Jason Robertson, Property Owner  
Project File



## HUNTINGTON BEACH PLANNING DIVISION

### PROJECT IMPLEMENTATION CODE REQUIREMENTS

**DATE:** APRIL 17, 2019

**PROJECT NAME:** HB CHURCH INTERNATIONAL SCHOOL

**PLANNING APPLICATION NO.** PLANNING APPLICATION NO. 19-054

**ENTITLEMENTS:** ENTITLEMENT PLAN AMENDMENT NO. 19-002

**DATE OF PLANS:** APRIL 11, 2019

**PROJECT LOCATION:** 8121 ELLIS AVENUE, 92646 (NORTH OF ELLIS AVENUE EAST OF PATTERSON LANE)

**PLAN REVIEWER:** JESSICA BUI

**TELEPHONE/E-MAIL:** (714) 374-5317, JESSICA.BUI@SURFCITY-HB.ORG

**PROJECT DESCRIPTION:** TO AMEND CONDITONAL USE PERMIT NO. 1997-027 TO ADD A PRIVATE HIGH SCHOOL FOR A MAXIMUM OF 30 STUDENTS AND A PRE-SCHOOL ESTABLISHMENT FOR A MAXIMUM OF 15 CHILDREN AT AN EXISTING RELIGIOUS ASSEMBLY USE.

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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.

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1. The site plan, floor plans, and elevations approved by the Planning Commission shall be the conceptually approved design.
  2. Schedule 1 and Schedule II controlled substances as listed under US Drug enforcement Administration shall not be kept, consumed, distributed, sold or otherwise used at this site or at this location, unless the site/location is a State Certified and State Regulated hospital with no fewer than 100 beds for patient care.
  3. The Development Services Departments (Planning, Building, Fire, and Public Works) shall be responsible for ensuring compliance with all applicable code requirements and conditions of approval. The Director of Community Development 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)**

4. EPA 19-002 shall become null and void unless exercised within one year of the date of final approval, or as modified by condition of approval. An extension of time 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. **(HBZSO Section 241.16.A)**
5. EPA 19-002 shall not become effective until the appeal period following the approval of the entitlement has elapsed. **(HBZSO Section 241.14)**
6. The project shall comply with all applicable requirements of the Municipal Code, Community Development 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)**
7. 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 Department within two (2) days of the Planning Commission's approval of entitlements. **(California Code Section 15094)**
8. 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 Community Development 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

### PROJECT IMPLEMENTATION CODE REQUIREMENTS

**DATE:** MARCH 25, 2019

**PROJECT NAME:** HB CHURCH INTERNATIONAL SCHOOL

**PLANNING APPLICATION NO.:** PLANNING APPLICATION NO. 19-002

**DATE OF PLANS:** FEBRUARY 28, 2019

**PROJECT LOCATION:** 8121 ELLIS AVENUE, 92646 (NORTH OF ELLIS AVE. AND EAST OF PATTERSON LN.)

**PROJECT PLANNER:** JESSICA BUI, ASSOCIATE PLANNER

**PLAN REVIEWER:** KHOA DUONG, P.E

**TELEPHONE/E-MAIL:** (714) 989-0213 / khoa@csgengr.com

**PROJECT DESCRIPTION:** To allow an international school and pre-school at an existing religious assembly use.

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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.

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**I. REQUIREMENTS:**

1. Submit separate plans for all disciplines; Building 3 sets, MEP 2 sets each.
2. Landscape plan is a separate submittal for irrigation and plants only. No accessory structures or flat work will be reviewed on the landscape plans.
3. **All site work for accessibility will be reviewed and inspected based on the approved architectural plans.**
4. All accessory and minor accessory structures including site MEP will be on separate permits.

**II. CODE REQUIREMENTS BASED ON PLANS & DRAWINGS SUBMITTED:**

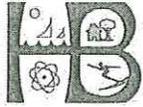
1. Project shall comply with the current state building codes adopted by the city at the time of permit application submittal. Currently they are 2016 California Building Code (CBC), 2016 California Mechanical Code, 2016 California Plumbing Code, 2016 California Electrical Code, 2016 California Energy Code, 2016 California Green Building Standards Code, 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 all project implementation code requirements and conditions of approval on the approved building plans.

3. Provide building code analysis including type of construction, allowable area and height, occupancy group requirements per Chapter 5 of the 2016 CBC.
4. Provide complete Project Information to show:
  - Buildings with fire sprinkler system
  - Number of stories
  - Building area/floor area of each floor of each building
  - Occupancy group(s)
  - Type of building construction(s)
5. Provide complete Site plan –
  - a. Show setback distances between exterior wall and property line.
  - b. Show accessible paths of travel from accessible parking stalls/public sidewalk to the building entrances along with maximum slope of 5%; and cross slope of 2%.
  - c. Show location of all curb ramps/truncated domes within the accessible paths of travel.
6. Exterior walls and openings in exterior wall must comply with Section 705 of 2016 CBC.
7. Provide egress plans –
  - a. Provide occupant load calculations to show the occupant load in each room/area along with their occupant load factors.
  - b. Show the exit paths of travel along with distances of travel.
  - c. All required exterior exit doors must be accessible to disabled persons. Please show the exit paths of travel from exterior exit doors to the public way along with maximum slope of 5%; and cross slope of 2%.
8. Provide compliance to disabled accessibility requirements of Chapter 11B of the 2016 CBC as applicable.
  - a. Site
  - b. Parking stalls
  - c. Doors
  - d. Ramps
  - e. Curb ramps
  - f. Stairways
  - g. Restrooms
  - h. All areas/rooms
  - i. Provide elevator to second Floor
  - j. Elevator must be accessible to disable persons
9. Review and provide compliance with Title 17 of the City of Huntington Beach Municipal Code, Building and Construction. This document can be found online on the city's website.

10. For projects that will include multiple licensed professions in multiple disciplines, i.e. Architect and professional engineers for specific disciplines, a Design Professional in Responsible Charge will be requested per the 2016 CBC, Section 107.3.4.
11. In addition to all of the code requirements of the 2016 California Green Building Standards Code, specifically address Construction Waste Management per Sections 5.408.1.1, 5.408.1.2, 5.408.1.3 and Building Maintenance and Operation, Section 5.410. Prior to the issuance of a building permit the permittee will be required to describe how they will comply with the sections described above. Prior to Building Final Approval, the city will require a Waste Diversion Report per Section 5.408.1.4.
12. The City of Huntington Beach has adopted the 2016 California Green Building Standards Code, including Section 5.106.5.3 for Electric Vehicle (EV)
13. Mandatory requirements for solar ready buildings California Energy Code Section 110.10(a)4

**III. COMMENTS:**

1. Planning and Building Department encourage the use of pre-submittal building plan check meetings.
2. Separate Building, Mechanical, Electrical and Plumbing Permits will be required for all exterior accessory elements of the project, including but not limited to: sculptures, light poles, walls and fences over 42" high, retaining walls over 2' high, detached trellises/patio covers, gas piping, water service, backflow anti-siphon, electrical, meter pedestals/electrical panels, storage racks for industrial/commercial projects. It will be the design professional in charge, responsibility to coordinate and submit the documents for the work described above.
3. Provide on all plan submittals for building, mechanical, electrical and plumbing permits, the Conditions of Approval and Code Requirements that are associated with the project through the entitlement process. If there is a WQMP, it is required to be attached to the plumbing plans for plan check.



## CITY OF HUNTINGTON BEACH

PUBLIC WORKS INTERDEPARTMENTAL  
COMMUNICATION

### PROJECT IMPLEMENTATION CODE REQUIREMENTS

**DATE:** MARCH 25, 2019  
**PROJECT NAME:** HB CHURCH INTERNATIONAL SCHOOL  
**ENTITLEMENTS:** EPA 19-002  
**PLNG APPLICATION NO:** 2019-0002  
**DATE OF PLANS:** FEBRUARY 28, 2019  
**PROJECT LOCATION:** 8121 ELLIS AVENUE  
**PROJECT PLANNER:** JESSICA BUI, ASSOCIATE PLANNER  
**PLAN REVIEWER:** STEVE BOGART, SENIOR CIVIL ENGINEER *SB*  
**TELEPHONE/E-MAIL:** 714-374-1692 / [SBOGART@SURFCITY-HB.ORG](mailto:SBOGART@SURFCITY-HB.ORG)  
**PROJECT DESCRIPTION:** TO ALLOW AN INTERNATIONAL SCHOOL AND PRE-SCHOOL AT AN EXISTING RELIGIOUS ASSEMBLY USE.

Pursuant to your Development Review Request, Public Works has reviewed the subject application and project plans and has no comments.

# ***Crime Prevention Through Environmental Design***

## **CITY OF HUNTINGTON BEACH POLICE DEPARTMENT**

### **CPTED DEVELOPMENT REVIEW**

**DATE:** MARCH 24, 2019  
**PROJECT NAME:** HB CHURCH INTERNATIONAL SCHOOL  
**PLANNING APP#:** PLANNING APPLICATION NO: 19-002  
**DATE OF PLANS:** FEBRUARY 28, 2019  
**PROJECT LOCATION:** 8121 ELLIS AVENUE, 92646 (NORTH OF ELLIS AVE. AND EAST OF PATTERSON LN.)  
**PLANNER:** JESSICA BUI, ASSOCIATE PLANNER  
**PLAN REVIEWER:** JAN THOMAS, CPTED CONSULTANT - HBPD  
**TELEPHONE/E-MAIL:** (949) 290-1604 [jckthomas@cox.net](mailto:jckthomas@cox.net)

**PROJECT DESCRIPTION:** TO ALLOW AN INTERNATIONAL SCHOOL AND PRE-SCHOOL AT AN EXISTING RELIGIOUS ASSEMBLY USE

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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.

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The two groups, the International Students, and Pre-School Children, should not overlap in any use, activity, or facility. These two uses are incompatible and should remain separated.

Otherwise, no concerns.