



CITY OF
HUNTINGTON BEACH

Department of Community Development

May 26, 2026

Makenna Brown
9700 Research Drive
Irvine, CA 92618

**SUBJECT: CONDITIONAL USE PERMIT NO. 25-033 (FLOATING MARINA OFFICE AND RESTROOM) – 16340 PACIFIC COAST HIGHWAY, 92649
PROJECT IMPLEMENTATION CODE REQUIREMENTS**

Dear Applicant,

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 madalyn.welch@surfcity-hb.org or 714-536-5561 and/or the respective source department (contact person below).

Sincerely,

Madalyn Welch
Senior Planner

Enclosure

cc: Mehdi Taheri, Building Division
 Steve Eros, Fire Department
 Steve Bogart, Public Works Department
 Ricky Ramos, Planning Manager
 Property Owner
 Project File



CITY OF HUNTINGTON BEACH

Department of Community Development

PLANNING DIVISION CODE REQUIREMENTS

DATE: 5/26/2026

PROJECT NAME: FLOATING MARINA OFFICE AND RESTROOM

PLANNING APPLICATION NO. PA-2025-0130

ENTITLEMENTS: CUP-2025-033

DATE OF PLANS: 4/30/2026

PROJECT LOCATION: 16340 PACIFIC COAST HIGHWAY, 92649

PLAN REVIEWER: MADALYN WELCH, SENIOR PLANNER

TELEPHONE/E-MAIL: madalyn.welch@surfcity-hb.org / 714-536-5561

PROJECT DESCRIPTION: To permit an approximately 420 sq. ft. floating restroom and approximately 580 sq. ft. floating marina office at an overall height of 12 ft. 6 in. at an existing dock.

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 should final project approval be received. If you have any questions regarding these requirements, please contact the Plan Reviewer.

CONDITIONAL USE PERMIT NO. 25-033:

1. The site plan, floor plans, and elevations approved by the Planning Commission shall be the conceptually approved design with the following modifications:
 - a. Signage on the north elevations of both structures shall be removed or the Planned Sign Program shall be modified to include such signage.
2. All exterior mechanical equipment shall be screened from view on all sides. Rooftop mechanical equipment shall be setback a minimum of 15 feet from the exterior edges of the building. Equipment to be screened includes, but is not limited to, heating, air conditioning, refrigeration equipment, plumbing lines, ductwork and transformers.



Said screening shall be architecturally compatible with the building in terms of materials and colors. If screening is not designed specifically into the building, a rooftop mechanical equipment plan showing proposed screening must be submitted for review and approval with the application for building permit(s). **(HBZSO Section 230.76)**

2. All Huntington Beach Zoning and Subdivision Ordinance and Municipal Code requirements including the Noise Ordinance. All activities including truck deliveries associated with construction, grading, remodeling, or repair shall be limited to Monday - Saturday 7:00 AM to 8:00 PM. Such activities are prohibited Sundays and Federal holidays. **(HBMC 8.40.090)**
3. The applicant shall submit a check in the amount of \$50 for the posting of a Notice of Exemption at the County of Orange Clerk's Office. The check shall be made out to the County of Orange and submitted to the Planning Division within two (2) days of the Planning Commission's action. **(California Code Section 15094)**
4. The Development Services Departments (Community Development, Fire, Public Works) shall be responsible for ensuring compliance with all applicable code requirements and conditions of approval. The Community Development Director 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. 25-033 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 Division a minimum 30 days prior to the expiration date.
6. Conditional Use Permit No. 25-033 shall not become effective until the appeal period following the approval of the entitlement has elapsed. **(HBZSO Section 241.14)**
7. The Planning Commission reserves the right to revoke Conditional Use Permit No. 25-033 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)**



CITY OF
HUNTINGTON BEACH

8. 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)**

9. 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)**

10. Any proposed cantilevered deck, dock, and/or ramp improvements located in the public waterway shall require separate permits. **(HBZSO Section 245.06)**



**CITY OF HUNTINGTON BEACH
FIRE DEPARTMENT**

CONDITIONAL USE PERMIT PLAN REVIEW

DATE: MAY 14, 2026
PROJECT NAME: PETER'S LANDING MARINA – FLOATING OFFICE AND RESTROOM
RECORD NUMBER: PA-2025-0130
PROJECT LOCATION: 16340 PACIFIC COAST HWY
PROJECT PLANNER: MADALYN WELCH, SENIOR PLANNER
PLAN REVIEWER: STEVE EROS, DEPUTY FIRE MARSHAL
TELEPHONE/E-MAIL: (714) 374-5531 / Steve.Eros@surfcity-hb.org
PROJECT DESCRIPTION: TO PERMIT A 384 SQ. FT. FLOATING RESTROOM AND A 576 SQ. FT. MARINA OFFICE ON EXISTING MARINA DOCKS LOCATED IN HUNTINGTON HARBOR.

The following is a list of code requirements deemed applicable to the proposed project based on the conceptual plans provided. 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.

PRIOR TO DEMOLITION, GRADING, SITE DEVELOPMENT, ISSUANCE OF GRADING PERMITS, BUILDING PERMITS, AND/OR CONSTRUCTION, THE FOLLOWING SHALL BE REQUIRED:

1. Fire Protection Systems

The following items shall be completed prior to issuance of a certificate of occupancy.

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. **(FD)**

Wharf Fire Hydrant Maintenance shall be current and compliant. Prior to the final approval of the building permit, the onsite fire protection systems will need to be serviced and found in compliance with the requirements found in NFPA 25, CA Edition.

2. Addressing and Street Names

The following items shall be completed prior to issuance of a certificate of occupancy.

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. Note: Units shall be identified with numbers per City Specification # 409 Street Naming and Address Assignment Process. Unit address numbers shall be a minimum of four inches (4") affixed to the units front and rear door. 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. **(FD)**

THE FOLLOWING SHALL BE MAINTAINED DURING CONSTRUCTION:

- a. Fire/Emergency Access and Site Safety shall be maintained during project construction phases in compliance with CFC Chapter 33, Fire Safety During Construction And Demolition. **(FD)**

OTHER:

- Discovery of additional 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. **(FD)**
- 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. **(FD)**

Fire Department City Specifications may be obtained at:

www.huntingtonbeachca.gov/hbfd