

**Date:**

February 23, 2026

**To:**

City of Huntington Beach  
Planning & Building Department  
2000 Main Street  
Huntington Beach, CA 92648

**Subject:**

Project Narrative and Confirmation of Current Use  
Conditional Use Permit Application  
15262 Pipeline Avenue, Huntington Beach, CA

Dear Planning & Building Staff,

This letter is submitted in support of the Conditional Use Permit (CUP) application for the existing building located at **15262 Pipeline Avenue, Huntington Beach, California**, to formally document and confirm the current operational use of the facility as an **indoor cheerleading gym with associated educational, office, and storage uses**.

**Property and Building Information**

The subject property consists of an existing industrial/commercial building with a total building area of approximately **14,000 square feet**.

**Space Utilization and Operational Allocation**

Approximately **10,500 square feet (75%)** of the building is utilized as the primary operational area supporting the cheerleading gym use. Within this operational area:

- Approximately **8,000 square feet** is dedicated to **educational and instructional activities**, including cheerleading training, skills development, conditioning, and supervised team practices.
- The remaining portion of the operational area is used for **administrative offices, support areas, and storage** directly related to the gym's day-to-day operations.

The balance of the building area is used for ancillary and support functions and is not intended for high-occupancy public assembly.

**Nature of Use**

The facility operates as an **indoor athletic and educational training center** focused on cheerleading instruction. All activities occur **entirely indoors** and are conducted under

staff supervision. The use is instructional in nature, serving youth and organized teams, and does not include outdoor activities, special events, or spectator-oriented programming.

### **Hours of Operation**

The proposed and existing hours of operation are as follows:

- **Monday through Friday:** 3:00 PM to 9:00 PM
- **Sunday:** 12:00 PM to 4:00 PM

No operations are proposed outside of these hours.

### **Occupancy Assumptions**

Occupancy at the facility is **controlled and managed through scheduled classes and staggered training sessions**. Participants are present only during assigned instructional periods, which limits simultaneous occupancy within the building. The operational model is designed to maintain occupancy levels **consistent with applicable building and fire code requirements** for an indoor recreational and instructional facility. No large gatherings, assemblies, or open-attendance events are proposed.

### **Parking and Circulation**

The majority of participants arrive via **drop-off and pick-up**, which significantly reduces on-site parking demand. On-site parking is primarily utilized by staff and limited short-term visitors. Based on the nature of the use, scheduled class structure, and staggered attendance, the facility's parking demand is **intermittent and modest** and is consistent with the City of Huntington Beach's parking expectations for similar instructional recreational uses. The project does not generate parking impacts beyond what is typical for the area.

### **Consistency with City Requirements**

The current use of the property is consistent with the City of Huntington Beach's standards for **indoor recreational and educational facilities**. The allocation of space, operational characteristics, hours of operation, and parking demand are compatible with surrounding industrial and commercial uses. No significant impacts related to traffic, parking, noise, or circulation are anticipated.


### **Request**

The applicant respectfully requests approval of the Conditional Use Permit to recognize and allow the continued operation of the cheerleading gym at **15262 Pipeline Avenue** as

described herein. We appreciate the City's review of this application and look forward to your response.

Please do not hesitate to contact us should additional information be required.

Sincerely,

A handwritten signature in black ink, appearing to read "Kimberly Robinson", with a long horizontal flourish extending to the right.

**Kimberly Robinson**

Applicant / Authorized Representative