



May 22, 2023

Kettler Education Center Maintenance & Operations Building

Narrative of proposed use of project:

1. **Description of project and services:** The proposed building, to be located on the District Office property, will serve as the permanent location for the Huntington Beach City School Districts Maintenance and Operations staff. Maintenance and Operations staff currently make trips to the District Office daily for administrative purposes from their current facilities outside of the School District's boundaries. This new Maintenance and Operations building will allow the school district to have their Maintenance and Operations staff and equipment in a location that is central to the schools they serve. *The existing 6-foot chain link fence on the west will be replaced with an 8-foot CMU wall surrounded by trees and groundcover to serve as buffer for abutting family residences.*
2. **Proposed use and square footage:** The overall building square footage is proposed to be 7,510 SF. This will include approximately 1,714 SF of office and support spaces where the 14 Maintenance and Operations staff will work when on site. The 1,951 SF dedicated to areas where maintenance work will occur will be dedicated to wood working, metal working, groundskeeping and light mechanic work. The remaining 3,845 SF of the building will be used to house the district's maintenance materials that will be stored here for use on school sites. *14 new parking spaces and 5 bike-capacity rack will be provided and designated for the new building.*
3. **Hours and Days of operation:** Monday through Friday –7:00 AM to 4:00 PM
4. **Number of employees:** 14
5. **Reason for Initiating this application:** The School District would like to centralize their Maintenance and Operations team at the District Office location. A Conditional Use Permit is required for the use of on the existing district property.
6. **Description of surrounding uses to the North, South, East and West:** The Huntington Beach City School District office property has single family residences to the North, East and West. The South of the property backs to the Play Fields at Edison Park.
7. **Description of population served by the proposed use or project:** This facility will serve the Huntington Beach City School District maintenance and operation staff.

Sincerely,
Studio W Architects

Tony Pacheco-Taylor, AIA, LEED AP
Client Leader, Associate

