



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

March 25, 2021

Chase Russell
6061 Beach Boulevard
Huntington Beach CA 92647

**SUBJECT: ENTITLEMENT PLAN AMENDMENT NO. 21-002
(CHEVRON CONVENIENCE MARKET)—16921 ALGONQUIN STREET
PROJECT IMPLEMENTATION CODE REQUIREMENTS**

Dear Mr. Russell:

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 Zoning Administrator. 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 714-374-1744 (tnguyen@surfcity-hb.org) and/or the respective source department (contact person below).

Sincerely,

Tess Nguyen

TESS NGUYEN
Associate Planner

Enclosures

cc: Bill Ford, Building Division – 714-374-1631
Dina Walton, Police Department – 714-536-5986
Steve Bogart, Public Works Department – 714-374-1692
Project File

Steve Eros, Fire Department – 714-536-5531
Jane James, Planning Manager
Jason Kelly, Planning Division



CITY OF HUNTINGTON BEACH

PROJECT IMPLEMENTATION CODE REQUIREMENTS

DATE: MARCH 4, 2021

PROJECT NAME: CHEVRON CONVENIENCE MARKET ALCOHOL SALES

PLANNING APPLICATION NO.: PLANNING APPLICATION NO. 21-017

ENTITLEMENTS: ENTITLEMENT PLAN AMENDMENT NO. 21-002

DATE OF PLANS: FEBRUARY 3, 2021

PROJECT LOCATION: 16921 ALGONQUIN STREET, 92649 (NWC OF ALGONQUIN STREET AND DAVENPORT DRIVE)

PROJECT PLANNER: TESS NGUYEN, ASSOCIATE PLANNER

PLAN REVIEWER: BILL FORD, BUILDING INSPECTOR III

TELEPHONE/E-MAIL: (714) 374-1631/ bford@surfcity-hb.org

PROJECT DESCRIPTION: TO AMEND CUP NO. 15-055:

1. TO ALLOW THE SALE OF BEER, WINE AND DISTILLED SPIRITS FOR OFF-SITE CONSUMPTION IN CONJUNCTION WITH A 1,631 SQ. FT. CONVENIENCE MARKET
2. TO AMEND THE HOURS OF OPERATION TO 24 HOURS A DAY, SEVEN DAYS A WEEK WITH ALCOHOL SALES FROM 6:00 AM TO 2:00 AM

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.

No comments in regards to change in CUP. If intending to complete changes as noted on plans attached, plans and permit will be required.



CITY OF HUNTINGTON BEACH FIRE DEPARTMENT

PROJECT IMPLEMENTATION CODE REQUIREMENTS

DATE: MARCH 12, 2021

PROJECT NAME: CHEVRON CONVENIENCE MARKET ALCOHOL SALES

PLANNING APPLICATION NO.: PLANNING APPLICATION NO. 21-017

ENTITLEMENTS: ENTITLEMENT PLAN AMENDMENT NO. 21-002

DATE OF PLANS: FEBRUARY 3, 2021

PROJECT LOCATION: 16921 ALGONQUIN STREET, 92649 (NWC OF ALGONQUIN STREET AND DAVENPORT DRIVE)

PROJECT PLANNER: TESS NGUYEN, ASSOCIATE PLANNER

PLAN REVIEWER: STEVE EROS, DEPUTY FIRE MARSHAL

TELEPHONE/E-MAIL: (714) 536-5531/ Steve.Eros@surfcity-hb.org

PROJECT DESCRIPTION: TO AMEND CUP NO. 15-055:

1. TO ALLOW THE SALE OF BEER, WINE AND DISTILLED SPIRITS FOR OFF-SITE CONSUMPTION IN CONJUNCTION WITH A 1,631 SQ. FT. CONVENIENCE MARKET
2. TO AMEND THE HOURS OF OPERATION TO 24 HOURS A DAY, SEVEN DAYS A WEEK WITH ALCOHOL SALES FROM 6:00 AM TO 2:00 AM

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

1. Fire Apparatus Access

The following items shall be completed prior to rough or precise grading plan approval.

Fire Lanes, as determined by the Fire Department, shall be posted, marked, and maintained per City Specification #415, *Fire Lanes Signage and Markings on Private, Residential, Commercial and Industrial Properties*. The site plan shall clearly identify all red fire lane curbs, both in location and length of run. The location of fire lane signs shall be depicted. No parking shall be allowed in the designated 24 foot wide fire apparatus access road or supplemental fire access per City Specification # 415. For Fire Department approval, reference and demonstrate compliance with City Specification # 401 *Minimum Standards for Fire Apparatus Access* on the plans. (FD)

2. Fire Protection Systems

Fire Extinguishers shall be installed and located in all areas to comply with California 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)

3. Fire Personnel Access

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

Main Secured Building Entries shall utilize a KNOX® Fire Department Access Key Box, installed and in compliance with City Specification #403, *Fire Access for Pedestrian or Vehicular Security Gates & Buildings*. Please contact the Huntington Beach Fire Department Administrative Office at (714) 536-5411 for information. Reference compliance with City Specification #403 - KNOX® Fire Department Access in the building plan notes. (FD)

4. 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 (10") 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 portray the address location on the building. (FD)

5. Building Construction

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

I. *Carbon Dioxide (CO₂) and Beverage Dispensing Systems*

All compressed gasses associated with the distribution of the carbonated beverages need to comply with the requirements stated in Chapter 53 of the California Fire Code. A separate fire permit may be required if the quantities of the compressed gasses exceed the quantities stated in Table 105.6.8 of the California Fire Code. The architectural set of plans will need to identify the quantities of the compressed gases being used on site and how the gases will be filled, secured, etc in compliance with the California Fire Code. An operational permit is required if the quantities exceed 100 pounds and the installation will need to comply with the requirements stated in Section 5307 of the California Fire Code. **(FD)**

II. *Egress Analysis* is required to be submitted with the architectural set of plans. The egress analysis shall indicate that the occupancy classification, occupant loads, travel distances, and the required number of exits.

III. *Exit Signs, Exit Path Markings and Emergency Illumination* will be provided in compliance with the California Fire Code and Title 24 of the California Administrative Code. Reference compliance in the plan notes. **(FD)**

THE FOLLOWING CONDITIONS SHALL BE MAINTAINED DURING CONSTRUCTION:

- a. Fire/Emergency Access And Site Safety shall be maintained during project construction phases in compliance with CFC Chapter 14, Fire Safety During Construction And Demolition. **(FD)**
- b. Fire/Emergency Access And Site Safety shall be maintained during project construction phases in compliance with City Specification #426, Fire Safety Requirements for Construction Sites. **(FD)**

OTHER:

- a. 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)**
- b. 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:

Huntington Beach Fire Department Administrative Office

City Hall 2000 Main Street, 5th floor

Huntington Beach, CA 92648

or through the City's website at

http://www.huntingtonbeachca.gov/government/departments/Fire/fire_prevention_code_enforcement/fire_dept_city_specifications.cfm

If you have any questions, please contact the Fire Prevention Division at (714) 536-5411.



CITY OF HUNTINGTON BEACH PLANNING DIVISION

PROJECT IMPLEMENTATION CODE REQUIREMENTS

DATE: MARCH 25, 2021
PROJECT NAME: CHEVRON CONVENIENCE MARKET
PLANNING APPLICATION NO.: PLANNING APPLICATION NO. 21-017
ENTITLEMENTS: ENTITLEMENT PLAN AMENDMENT NO. 21-002
DATE OF PLANS: FEBRUARY 3, 2021
PROJECT LOCATION: 16921 ALGONQUIN STREET (NWC ALGONQUIN STREET AND DAVENPORT DRIVE)
PLAN REVIEWER: TESS NGUYEN, ASSOCIATE PLANNER
TELEPHONE/E-MAIL: (714) 374-1744/ tnguyen@surfcity-hb.org
PROJECT DESCRIPTION: TO AMEND CONDITIONAL USE PERMIT NO. 15-055:

1. TO ALLOW THE SALE OF BEER, WINE, AND DISTILLED SPIRITS (ABC LICENSE TYPE 21) FOR OFF-SITE CONSUMPTION IN CONJUNCTION WITH A 1,631 SQ. FT. CONVENIENCE MARKET
2. TO AMEND THE HOURS OF OPERATION OF THE GAS STATION AND CONVENIENCE MARKET TO 24 HOURS A DAY, 7 DAYS A WEEK AND ALCOHOL SALES FROM 6:00 AM TO 2:00 AM

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 Zoning Administrator 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.

ENTITLEMENT PLAN AMENDMENT NO. 21-002:

1. The site plan, floor plans, and elevations approved by the Zoning Administrator shall be the conceptually approved design.
2. The Development Services Departments (Community Development, 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 Zoning Administrator's action. If the proposed changes are of a substantial nature, an amendment to the original entitlement

reviewed by the Zoning Administrator may be required pursuant to the provisions of HBZSO Section 241.18. **(HBZSO Section 241.18)**

3. Entitlement Plan Amendment No. 21-002 shall not become effective until the appeal period following the approval of the entitlement has elapsed. **(HBZSO Section 241.14)**
4. Entitlement Plan Amendment No. 21-002 shall become null and void unless exercised within two (2) years of the date of final approval. An extension of time may be granted by the Director of Community Development pursuant to a written request submitted to the Community Development Department a minimum 30 days prior to the expiration date. **(HBZSO Section 241.16.A)**
5. The Zoning Administrator reserves the right to revoke Entitlement Plan Amendment No. 21-002 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)**
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 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 Community Development Department within two (2) days of the Zoning Administrator's action. **(California Code Section 15094)**



CITY OF HUNTINGTON BEACH

PROJECT IMPLEMENTATION CODE REQUIREMENTS

DATE: MARCH 4, 2021

PROJECT NAME: CHEVRON CONVENIENCE MARKET ALCOHOL SALES

PLANNING APPLICATION NO.: PLANNING APPLICATION NO. 21-017

ENTITLEMENTS: ENTITLEMENT PLAN AMENDMENT NO. 21-002

DATE OF PLANS: FEBRUARY 3, 2021

PROJECT LOCATION: 16921 ALGONQUIN STREET, 92649 (NWC OF ALGONQUIN STREET AND DAVENPORT DRIVE)

PROJECT PLANNER: TESS NGUYEN, ASSOCIATE PLANNER

PLAN REVIEWER: Dina Walton, SIB- Community Services Officer

TELEPHONE/E-MAIL: (714) 536-5986/ dwalton@hbpd.org

PROJECT DESCRIPTION: TO AMEND CUP NO. 15-055:

1. TO ALLOW THE SALE OF BEER, WINE AND DISTILLED SPIRITS FOR OFF-SITE CONSUMPTION IN CONJUNCTION WITH A 1,631 SQ. FT. CONVENIENCE MARKET
2. TO AMEND THE HOURS OF OPERATION TO 24 HOURS A DAY, SEVEN DAYS A WEEK WITH ALCOHOL SALES FROM 6:00 AM TO 2:00 AM

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.

In addition to the conditions PD has already set in place on the CUP, we would like to add these additional conditions:

1. Hours of alcohol sales limited to between 6:00 AM and 2:00 AM. **(PD)**
2. Refrigerators and cabinets where alcohol is located must be locked to customers between 2:00 AM to 6:00 AM. **(PD)**

****See below for previously approved conditions- CUP 2015-055****

Previously approved conditions on CUP 2015-055

1. Prior to the sales of alcoholic beverages, the business shall obtain a California Department of Alcoholic Beverage Control (ABC) license authorizing off sale alcohol sales. The ABC license shall be limited to "Off-Sale" Type 21 – Off-Sale General. All conditions contained in the ABC license shall be adhered to.
2. Mandatory Responsible Beverage Service (RBS) training and certification shall be required for new employees within 90 days of being hired and for existing employees every 12 months. Training shall be provided by an ABC approved RBS trainer and records of the training must be maintained on-site for review. Employees may also choose to attend Licensee Education on Alcohol and Drugs (L.E.A.D) a free training provided by ABC in lieu of attending the RBS training.
3. The facility shall employ a video surveillance security system and a one-month video library. The minimum requirements for the cameras will be: color, digital recording to DVR and able to record in low light. Electronic copies of video must be made available to the Huntington Beach Police Department within 48 hours of request. Digital recordings shall be made available for viewing on-scene upon request by police officers conducting investigations.
4. "Consumption of alcohol is prohibited" signage shall be affixed and clearly visible at the exit and in the waiting area of the location.
5. No consumption of alcohol on the premises shall be allowed.
6. Entertainment is prohibited.



CITY OF HUNTINGTON BEACH

PUBLIC WORKS INTERDEPARTMENTAL COMMUNICATION

PROJECT IMPLEMENTATION CODE REQUIREMENTS

DATE: MARCH 22, 2021

PROJECT NAME: CHEVRON CONVENIENCE MARKET ALCOHOL SALES

ENTITLEMENTS: ENTITLEMENT PLAN AMENDMENT NO. 21-002

PLNG APPLICATION NO. PLANNING APPLICATION NO. 21-017

DATE OF PLANS: FEBRUARY 3, 2021

PROJECT LOCATION: 16921 ALGONQUIN STREET

PROJECT PLANNER: TESS NGUYEN, ASSOCIATE PLANNER

PLAN REVIEWER: STEVE BOGART, SENIOR CIVIL ENGINEER *SB*

TELEPHONE/E-MAIL: 714-374-1692 / SBOGART@SURFCITY-HB.ORG

PROJECT DESCRIPTION: TO AMEND CUP NO. 15-055:

1. TO ALLOW THE SALE OF BEER, WINE AND DISTILLED SPIRITS FOR OFF-SITE CONSUMPTION IN CONJUNCTION WITH A 1,631 SQ. FT. CONVENIENCE MARKET
2. TO AMEND THE HOURS OF OPERATION TO 24 HOURS A DAY, SEVEN DAYS A WEEK WITH ALCOHOL SALES FROM 6:00 AM TO 2:00 AM

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