



# **CITY OF COSTA MESA**

## **PLANNING COMMISSION**

### **Agenda**

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**Monday, February 26, 2024**

**6:00 PM**

**City Council Chambers  
77 Fair Drive**

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- Select “Join Audio via Computer.”
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- During the Public Comment Period, use the “raise hand” feature located in the participants’ window and wait for city staff to announce your name and unmute your line when it is your turn to speak. Comments are limited to 3 minutes, or as otherwise directed.

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Additionally, members of the public who wish to make a written comment on a specific agenda item, may submit a written comment via email to the [PCPublicComments@costamesaca.gov](mailto:PCPublicComments@costamesaca.gov). Comments received by 12:00 p.m. on the date of the meeting will be provided to the Commission, made available to the public, and will be part of the meeting record.

Please know that it is important for the City to allow public participation at this meeting. If you are unable to participate in the meeting via the processes set forth above, please contact the City Clerk at (714) 754-5225 or [cityclerk@costamesaca.gov](mailto:cityclerk@costamesaca.gov) and staff will attempt to accommodate you. While the City does not expect there to be any changes to the above process for participating in this meeting, if there is a change, the City will post the information as soon as possible to the City’s website.

Note that records submitted by the public will not be redacted in any way and will be posted online as submitted, including any personal contact information.

All pictures, PowerPoints, and videos submitted for display at a public meeting must be previously reviewed by staff to verify appropriateness for general audiences. No links to YouTube videos or other streaming services will be accepted, a direct video file will need to be emailed to staff prior to each meeting in order to minimize complications and to play the video without delay. The video must be one of the following formats, .mp4, .mov or .wmv. Only one file may be included per speaker for public comments. Please e-mail to [PCPublicComments@costamesaca.gov](mailto:PCPublicComments@costamesaca.gov) NO LATER THAN 12:00 Noon on the date of the meeting.

Note regarding agenda-related documents provided to a majority of the Commission after distribution of the agenda packet (GC §54957.5): Any related documents provided to a majority of the Commission after distribution of the Agenda Packets will be made available for public inspection. Such documents will be posted on the city's website and will be available at the City Clerk's office, 77 Fair Drive, Costa Mesa, CA 92626.

All cell phones and other electronic devices are to be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to conduct a phone conversation.

Free Wi-Fi is available in the Council Chambers during the meetings. The network username available is: CM\_Council. The password is: cmcouncil1953.

As a LEED Gold Certified City, Costa Mesa is fully committed to environmental sustainability. A minimum number of hard copies of the agenda will be available in the Council Chambers. For your convenience, a binder of the entire agenda packet will be at the table in the foyer of the Council Chambers for viewing. Agendas and reports can be viewed on the City website at <https://costamesa.legistar.com/Calendar.aspx>.

In compliance with the Americans with Disabilities Act, Assistive Listening headphones are available and can be checked out from the City Clerk. If you need special assistance to participate in this meeting, please contact the City Clerk at (714) 754-5225. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II].

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**PLANNING COMMISSION REGULAR MEETING**

**FEBRUARY 26, 2024 – 6:00 P.M.**

**ADAM ERETH**  
Chair

**RUSSELL TOLER**  
Vice Chair

**JOHNNY ROJAS**  
Planning Commissioner

**ANGELY ANDRADE**  
Planning Commissioner

**Karen Klepack**  
Planning Commissioner

**JON ZICH**  
Planning Commissioner

**JIMMY VIVAR**  
Planning Commissioner

**TARQUIN PREZIOSI**  
Assistant City Attorney

**Scott Drapkin**  
Assistant Director

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**ANNOUNCEMENTS AND PRESENTATIONS**

**PUBLIC COMMENTS – MATTERS NOT LISTED ON THE AGENDA**  
Comments are limited to three (3) minutes, or as otherwise directed.

**PLANNING COMMISSIONER COMMENTS AND SUGGESTIONS**

**CONSENT CALENDAR: NONE**

**PUBLIC HEARINGS:**

- 1. [PLANNING APPLICATION 22-37 TO ESTABLISH AN EVENT CENTER 24-070 WITH OUTDOOR ACTIVITIES, INCLUDING A REQUEST TO OFFER VALET PARKING AND TO DEVIATE FROM PARKING REQUIREMENTS, AT 3150 BEAR STREET](#)

RECOMMENDATION:

Staff recommends the Planning Commission adopt a Resolution to:

- 1. Find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class 1), Existing Facilities; and
- 2. Approve Planning Application 22-37, based on findings of fact and subject to conditions of approval.

**Attachments:** [Agenda Report](#)

- [1. Draft Planning Commission Resolution](#)
- [2. Applicant Letter](#)
- [3. Vicinity Map](#)
- [4. Zoning Map](#)
- [5. Valet Plan](#)
- [6. Trip Generation Letter](#)
- [7. Project Plans](#)

**OLD BUSINESS: NONE**

**NEW BUSINESS: NONE**

**DEPARTMENTAL REPORTS:**

- 1. PUBLIC WORKS REPORT
- 2. DEVELOPMENT SERVICES REPORT

**CITY ATTORNEY REPORTS:**

- 1. ASSISTANT CITY ATTORNEY REPORT

**ADJOURNMENT**

**PLANNING COMMISSION MEETING:**

Costa Mesa Planning Commission meets on the second and fourth Monday of each month at 6:00 p.m.

**APPEAL PROCEDURE:**

Unless otherwise indicated, the decision of the Planning Commission is final at 5:00 p.m., seven (7) days following the action, unless an affected party files an appeal to the City Council, or a member of City Council requests a review. Applications for appeals are available through the City Clerk’s Office; please call (714) 754-5225 for additional information.

**CONTACT CITY STAFF:**

77 Fair Drive, Costa Mesa, CA 92626  
Planning Division (714) 754-5245  
[planninginfo@costamesaca.gov](mailto:planninginfo@costamesaca.gov)



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-070

**Meeting Date:** 2/26/2024

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**TITLE:**

PLANNING APPLICATION 22-37 TO ESTABLISH AN EVENT CENTER WITH OUTDOOR ACTIVITIES, INCLUDING A REQUEST TO OFFER VALET PARKING AND TO DEVIATE FROM PARKING REQUIREMENTS, AT 3150 BEAR STREET

**DEPARTMENT: ECONOMIC AND DEVELOPMENT SERVICES DEPARTMENT/ PLANNING DIVISION**

**PRESENTED BY: CAITLYN CURLEY, ASSISTANT PLANNER**

**CONTACT INFORMATION: CAITLYN CURLEY, ASSISTANT PLANNER (714)754-5692;  
caitlyn.curley@costamesaca.gov**

**RECOMMENDATION:**

Staff recommends the Planning Commission adopt a Resolution to:

1. Find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class 1), Existing Facilities; and
2. Approve Planning Application 22-37, based on findings of fact and subject to conditions of approval.



# **PLANNING COMMISSION AGENDA REPORT**

MEETING DATE: February 26, 2024

ITEM NUMBER: PH-1

**SUBJECT: PLANNING APPLICATION 22-37 TO ESTABLISH AN EVENT CENTER WITH OUTDOOR ACTIVITIES, INCLUDING A REQUEST TO OFFER VALET PARKING AND TO DEVIATE FROM PARKING REQUIREMENTS, AT 3150 BEAR STREET**

**FROM: ECONOMIC AND DEVELOPMENT SERVICES DEPARTMENT/  
PLANNING DIVISION**

**PRESENTATION BY: CAITLYN CURLEY, ASSISTANT PLANNER**

**FOR FURTHER INFORMATION CONTACT: CAITLYN CURLEY, ASSISTANT PLANNER  
(714) 754-5692  
caitlyn.curley@costamesaca.gov**

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## **RECOMMENDATION:**

Staff recommends the Planning Commission adopt a Resolution to:

1. Find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class 1), Existing Facilities; and
2. Approve Planning Application 22-37, based on findings of fact and subject to conditions of approval.

## **APPLICANT OR AUTHORIZED AGENT:**

The applicant and property owner is the Khoshbin Company. The authorized agent is Alireza Mirzaeiramin.



## PLANNING APPLICATION SUMMARY

Location:	3150 Bear Street	Application Number:	PA-22-37
Request:	To establish an event center in the Administrative Professional (AP) zone with onsite valet parking and ancillary outdoor activities. A deviation from parking requirements is also requested.		

### **SUBJECT PROPERTY:**

### **SURROUNDING PROPERTY:**

Zone:	Administrative Professional (AP)	North:	405 Freeway
General Plan:	General Commercial	South:	CL (Commercial Limited) and PDR-LD (Planned Development Residential – Low Density)
Lot Dimensions:	580 feet x 445 feet	East:	R1 (Single Family Residential)
Lot Area:	261,360 sq. ft. (6 acres)	West:	I & R (Institutional and Recreational)
Existing Development:	Single-tenant, 65,924 square-foot office building constructed in 1978.		

## DEVELOPMENT STANDARDS COMPARISON

Development Standard	Required/Approved	Proposed/Provided
Building Height	3 stories / 44 FT <sup>1</sup>	3 stories / 44 FT
Development Lot Building Setbacks:		
Front (Along I-405)	20FT/79 FT	79 FT
Side (Bear Street)	20FT/46 FT	46 FT
Side (Interior)	88 FT/60 FT	60 FT
Rear	88 FT/314 FT	314 FT
Parking	664/241	241 <sup>2</sup>
Landscaping		
Perimeter Landscaping Abutting Street	20 FT	20 FT
<sup>1</sup> The existing building was previously approved through ZE-76-20 <sup>2</sup> up to 401 spaces with valet parking		
CEQA Status	Class 1: Existing Facilities	
Final Action	Planning Commission	

**BACKGROUND:**

The proposed use is located at 3150 Bear Street. The site is designated “General Commercial” by the Land Use Element of the General Plan and is zoned “Administrative Professional” (AP).

The subject property is approximately six acres in size and is currently developed with two structures. The primary building is a three-story 65,924-square-foot building that was constructed in 1978. The second structure houses the property’s on-site power plant. The remainder of the site is improved with 241 surface parking spaces and site landscaping, which includes the Grand Courtyard area that has colonnades, sculptures, and fountains.

The site is bounded by Bear Street and Shiffer Park to the west; the I-405 Freeway to the north; single-family residential properties to the east and south, and an office building to the south.

The Khoshbin Company purchased the property in August of 2021; however, only recently has the applicant occupied portions of the first and second stories of the primary building as office headquarters. The current office use of the space includes a social media studio (Suite 100), storage (Suite 150), professional office (Suite 200), and temporary assembly (Suite 250). The Khoshbin Company employs approximately 20 on-site employees. The third floor is currently unoccupied due to unfinished construction. As such, it will not be used for any purpose for the foreseeable future. However, should there be a need to utilize the third floor in the future, that proposed activity would be evaluated on a case-by-case basis and may require an amendment to this entitlement. In the meantime, the third floor will be physically blocked off to prevent unauthorized access, electricity to the third floor will be turned off, and the elevator will be programmed to prohibit access.

Prior to Khoshbin’s use of the site it was occupied by Trinity Broadcasting Network (TBN), a tele-evangelical church, as their international headquarters. TBN’s use of the site included offices, filming, broadcasting, and for publicly-attended church meetings for over 20 years. TBN ceased operations in 2017.

**REQUEST:**

The applicant requests Planning Commission approval of a conditional use permit to establish an event center. Although “event centers” are not a listed use in the Citywide Land Use Matrix, pursuant to Costa Mesa Municipal Code (CMMC) Section 13-30(d), when a proposed land use is not listed in the City’s Land Use Matrix, the Development Services Director shall determine if the proposed use is similar to another listed use in order to determine the appropriate entitlement process. Where no substantially similar use exists, a conditional use permit is required.

Additionally, the applicant proposes to allow outdoor activities in the Grand Courtyard ancillary to the indoor activities of the event center. This request is subject to the Planning

Commission’s approval of a minor conditional use permit pursuant CMMC Section 13-44 “Uses Underroof.”

Furthermore, the application proposes to allow for the option of valet parking. Valet parking is allowable subject to the approval of a conditional use permit pursuant to CMMC Section 13-96.

Finally, the applicant is requesting to deviate from the required parking for the event center use. Pursuant to CMMC Section 13-89.5, where it can be shown that the required parking for a nonresidential land use will substantially exceed the demand of the actual use, a reduction in the amount of required parking may be permitted with the approval of a minor conditional use permit.

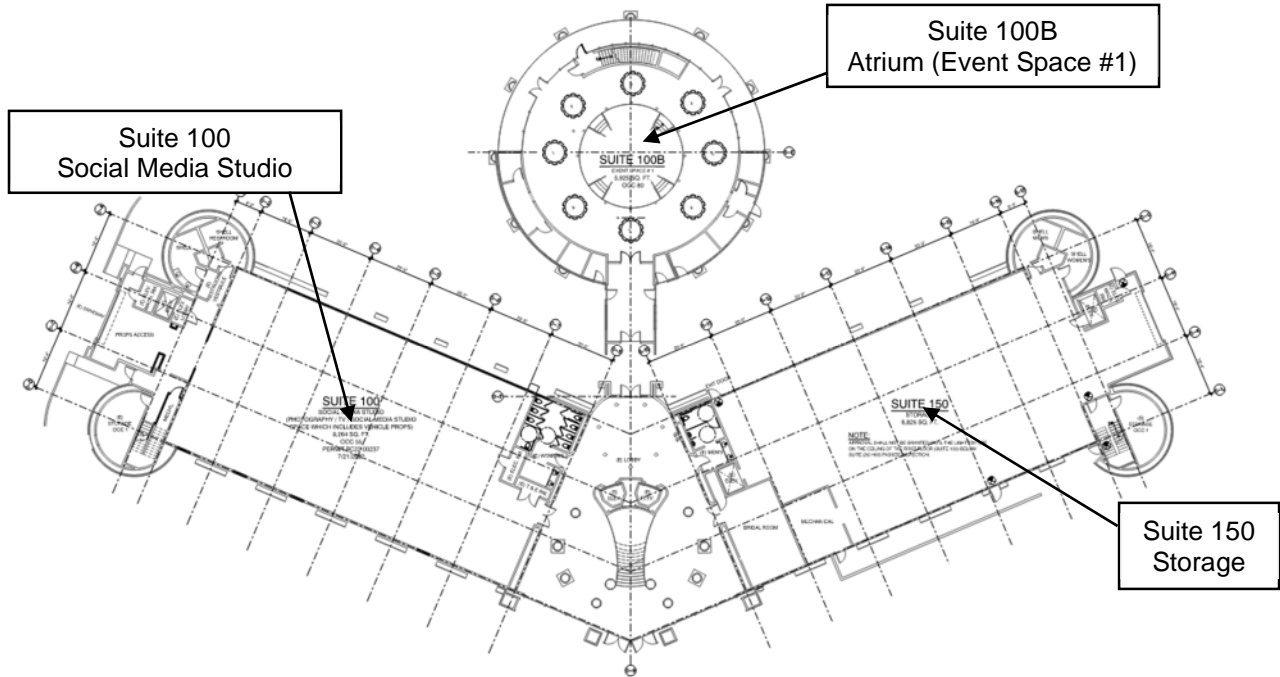
**DESCRIPTION:**

The proposed event center would consist of three interior event spaces and a fourth event space located outdoors at the grand courtyard. As previously mentioned, the third floor of the primary building is not proposed for events. Table 1 below illustrates the primary building’s floor area and intended use of each suite; and Figures 1 and 2 on the next page show the location of each suite within the building:

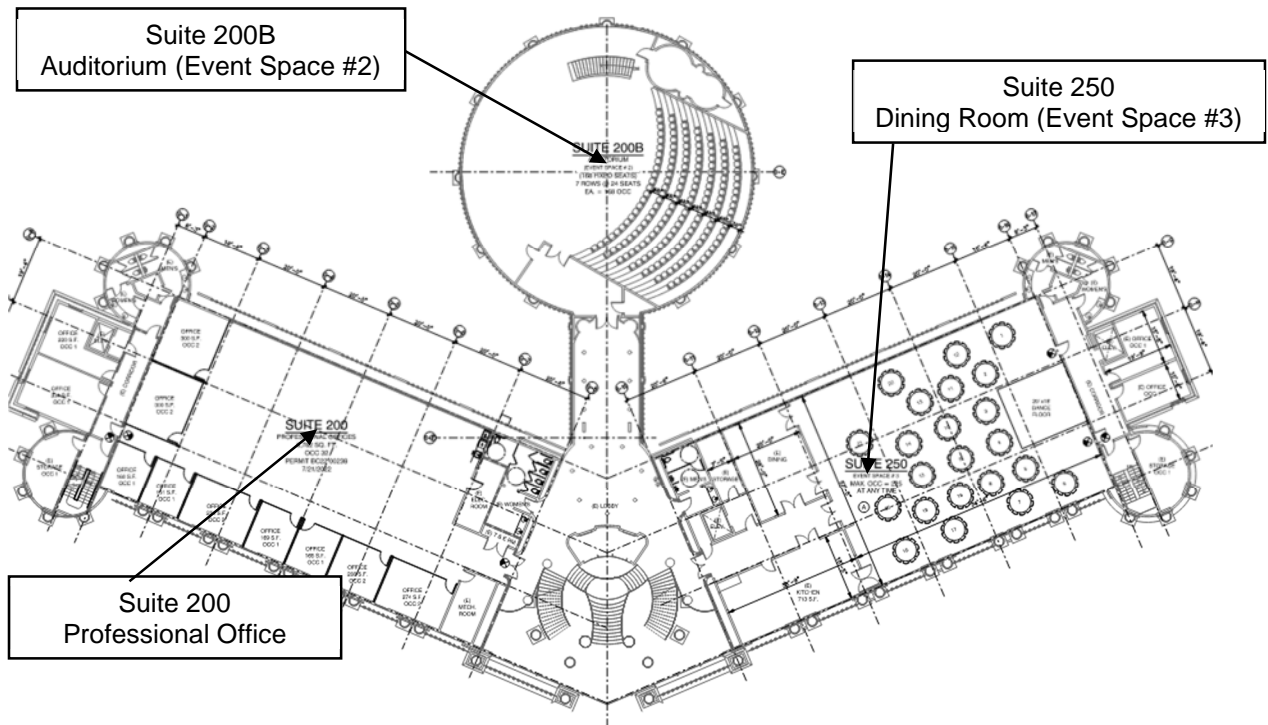
**Table 1 - Use and Floor Area by Suite**

<b>Suite</b>	<b>Area</b>	<b>Use</b>	<b>Tenant</b>
<b>100</b>	8,264 SF	Social Media Studio	Koshbin Company
<b>100B</b>	5,925 SF	Atrium (Event Space #1)	Event Center
<b>150</b>	8,825 SF	Storage	Koshbin Company
<b>200</b>	8,782 SF	Professional Office	Koshbin Company
<b>200B</b>	7,272 SF	Auditorium (Event Space #2)	Event Center
<b>250</b>	9,438 SF	Dining Room (Event Space #3)	Event Center
<b>300</b>	8,752 SF	Not in use	Not in use
<b>350</b>	8,666 SF	Not in use	Not in use
<b>Total Interior</b>	<b>65,924 SF</b>		
<b>Grand Courtyard</b>	11,798 SF	Grand Courtyard (Event Space #4)	Event Center
<b>Total:</b>	<b>77,713 SF</b>		

**Figure 1 - First Floor Layout and Uses**



**Figure 2 - Second Floor Layout and Uses**



## **ANALYSIS:**

### ***Operations***

As previously indicated, the applicant is currently using the property as an office headquarters for his business (Khoshbin Company). An office use is allowed by right in the “Administrative Professional” zoning district. The applicant has proposed to voluntarily restrict his office operations such that the event center and their headquarters office will not operate simultaneously.

As proposed, the event center could host no more than two events per day Monday through Friday from 8:00 a.m. to 10:00 p.m., and on Saturday and Sunday from 7:00 a.m. until 9:00 p.m. In consideration of the nearby residences, the applicant has proposed that outdoor event activities, including use of the Grand Courtyard, will end by 9:00 p.m.

Weddings and other ceremonies are the most commonly anticipated uses for the event center, although events such as corporate functions and fundraisers are also expected. The auditorium, specifically, is expected to be utilized generally on weekdays for corporate events; however, would be available on weekends as well. The other event spaces are expected to operate primarily during the weekends or in the evenings. The Grand Courtyard is an ancillary space to the indoor event spaces and would not be rented separately.

All events that offer food and beverages will be catered by independent vendors that are hired directly by the event host. No food preparation will occur on-site; however, a 715-square-foot prep-kitchen will be utilized in Suite 250 to support catering operations. The proposed project does not include a request for an Alcoholic and Beverage Control (ABC) license, as all beverage service and dining would be managed by catering vendors pursuant to valid licenses and approvals of other agencies such as ABC and the County of Orange Health Department.

The applicant is proposing limited live entertainment and no amplified sound on the exterior portions of the property. Live entertainment will be limited to a maximum of four musicians using only acoustic guitars, violins, harps, clarinets, and flutes.

The applicant’s proposal also prohibits multiple events from happening concurrently; however, a single event may use more than one of the four event spaces either simultaneously or sequentially. Regardless of which event spaces are used, under no circumstance will the number of attendees and staff, which include but are not limited to waitstaff, caterers, organizers, musicians, valet attendants and event managers, exceed 225 people on-site at one time.

### ***Traffic, Circulation, and Parking***

The event center will limit events to a maximum of two per day, will not allow multiple events to occur simultaneously and will restrict the headquarter offices and events from operating at the same time. Each event would also be limited to a maximum of 225 total people. To minimize traffic impacts during weekday rush hour periods, events will not start between 7:00 a.m. and 9:00 a.m. or end between 4:00 p.m. and 6:00 p.m. A trip generation letter prepared by Fehr and Peers, demonstrating these operating characteristics will result in less

than 100 peak-hour trips, is provided as Attachment 6 of this report. Because the use will generate less than 100 peak hour trips, the City does not require that a traffic study be prepared.

Site access is obtained from one driveway located along Bear Street. This driveway leads to on-site drive-aisles that wrap through the site and provide access to 241 surface parking spaces. While 241 parking spaces is more than enough parking to satisfy the demand for Koshbin Company's headquarters office (173 spaces), it is less parking than required by the CMMC for the event center use (491 required). Therefore, the applicant is seeking approval of a minor conditional use permit to deviate from the City's parking requirements of 664 parking spaces.

Suite Number	Floor Area	Use	Parking Category	Parking Rate	Required Parking
<b>100</b>	8,264 SF	Social Media Studio	Office	4/1,000	33
<b>100B</b>	5,925 SF	Atrium (Event Space #1)	Event	16/1,000	95
<b>150</b>	8,825 SF	Storage	Office	4/1,000	35
<b>200</b>	8,782 SF	Professional Office	Office	4/1,000	35
<b>200B</b>	7,272 SF / 168 seats	Auditorium (Event Space #2)	Auditorium	1 space / 3 seats	56
<b>250</b>	9,438 SF	Dining Room (Event Space #3)	Event	16/1,000	151
<b>300</b>	8,752 SF	Vacant	Office	4/1,000	35
<b>350</b>	8,666 SF	Vacant	Office	4/1,000	35
<b>Grand Courtyard</b>	11,798 SF	Grand Courtyard (Event Space #4)	Event	16/1,000	189
<b>Total:</b>	<b>77,713 SF</b>				<b>664</b>

In support of reduced parking, the event center and headquarters office will not operate concurrently, and events will be limited to 225 total people. With these operational considerations, the available on-site parking will be adequate to meet demand assuming a worst-case scenario where there is maximum attendance (guests and staff) for an event and everyone drives to the event in a single-person occupied vehicle.

Although valet parking is not required to meet anticipated parking demand, the applicant is proposing an optional valet parking service for events. The applicant proposes valet staffing to consist of two to ten attendants depending on the size of the event. When valet service is being utilized, wayfinding signage will be placed on-site to direct guests to the valet podium. Lastly, to prevent congestion on Bear Steet, the valet plan shows a provided queuing of approximately 28 vehicles on-site prior to the valet stand (the valet parking proposal is included as Attachment 5 to this report.)

## **GENERAL PLAN CONFORMANCE:**

1. **Policy LU-6.10:** Encourage a broad range of business uses that provide employment at all income levels and that make a positive contribution to the City's tax base.

**Consistency:** The addition of an event center will add to the facilities available to meet the needs of Costa Mesa businesses, organizations, and residents and will help to diversify the City's business and economic base. Given the nature of how this event center will operate, it will also provide opportunities for other businesses to grow and employ more people in areas like valet services, catering services, florists, photography, and etc.

2. **Policy LU-7.6:** Seek out opportunities to attract primary businesses within stable industries and support industries that already exist within the City.

**Consistency:** The addition of an event center will add to the range of businesses available to support the local business community.

## **JUSTIFICATIONS FOR APPROVAL:**

Pursuant to Title 13, Section 13-29(g), Conditional and Minor Conditional Use Permit Findings of the CMMC, to approve the project, the Planning Commission must make the following findings to approve the project:

**The proposed development or use is substantially compatible with developments in the same general area and would not be materially detrimental to other properties within the area.**

Operating consistent with the recommended condition of approval, the proposed event center is compatible with developments in the general area and would not be detrimental to nearby properties. The event center's daily activities would limit the maximum number of people on-site at any one time to no more than 225 (both guests and staff), would prevent the office use and event center from operating concurrently, would primarily occur indoors, and that any outside activity is conditioned to minimize potential noise impacts to the neighbors by limiting the number of musicians, types of musical instruments, and prohibiting amplified sound. There is also a condition that requires staggered arrival times to avoid potential traffic/circulation conflicts between persons departing from and arriving to the center between events. Closing times for the event center are also in line with the City's Noise Ordinance and condition the project to cease outdoor activities by 9:00 p.m. and indoor activities by 10:00 p.m.

As for parking, the minor conditional use permit request to deviate from parking is also appropriate. The City's parking code would require 664 parking spaces based on the size of the suites and uses. However, because the event center is conditioned to have a maximum capacity not exceeding 225 persons (including

attendees and staff), it is clear that the actual parking demand will be less than is otherwise required. As the site has 241 available parking spaces and the worst-case parking demand is for 225 spaces, there would be surplus available on-site and, therefore, the request to deviate from parking is reasonable. Moreover, valet parking service will help to minimize adverse impacts upon adjacent residential properties by concentrating the drop-off and pick-up of vehicles at a centralized location deeper into the project site and, importantly, away from the homes. Only one valet attendant would be responsible for transporting the vehicle between its parked location and the owner of the vehicle. As such, more intense activity proximate to the common property line would be minimized.

**Granting the conditional use permit or minor conditional use permit will not be materially detrimental to the health, safety and general welfare of the public or otherwise injurious to property or improvements within the immediate neighborhood.**

Granting conditional and minor conditional use permits will not be detrimental to the health, safety, and general welfare of the public or immediate neighborhood in that the operational characteristics of the event center have been limited to minimize negative impacts to the neighborhood. These characteristics include limiting the event's occupants to 225 people (including guests and staff), implementing a valet parking service, and prohibiting amplified sound outdoors. The event center will also not operate while any other uses are in operation. Finally, closing times have been implemented for the event center for both outdoors (9:00 p.m.) and indoors (10:00 p.m.). Additionally, because the event center is conditioned to have a maximum capacity not exceeding 225 persons (including attendees and staff), it is clear that the actual parking demand will be less than is otherwise required by code. As the site has 241 available parking spaces and the worst-case parking demand is for 225 spaces, there would be surplus available on-site and, therefore, the request to deviate from parking is reasonable. And when valet parking service is utilized, it will help to minimize adverse impacts upon adjacent residential properties by concentrating the drop-off and pick-up of vehicles at a centralized location deeper into the project site and, importantly, away from the homes. Therefore, the proposed application requests will not have a detrimental effect to the health, safety, and general welfare of the public or nearby improvements.

**Granting the conditional use permit or minor conditional use permit will not allow a use, density or intensity that is not in accordance with the general plan designation and any applicable specific plan for the property.**

The proposed use is occupying the existing building and is not proposing any modification to its square footage. While the proposed use does increase the number of vehicular trips to the site and the number of potential occupants within the building, the offset hours and operations ensure that the use will remain in conformance with the General Plan.



## **ENVIRONMENTAL DETERMINATION:**

The project is exempt from the provisions of the California Environmental Quality Act under Section 15301 (Class 1), Existing Facilities. The Project proposes a conditional use permit for an event center with valet parking, and a minor conditional use permit for outdoor activities, and a deviation from parking requirements. No substantial physical improvements to the existing building would result from the project. Furthermore, none of the exceptions that bar the application of a categorical exemption pursuant to CEQA Guidelines Section 15300.2 applies. The Project would not result in a cumulative impact; would not have a significant effect on the environment due to unusual circumstances; would not result in damage to scenic resources; is not located on a hazardous site or location and would not impact any historic resources.

## **ALTERNATIVES:**

The Planning Commission may approve the project as proposed, subject to the conditions outlined in the attached Resolution, or:

1. **Approve the project with modifications.** The Planning Commission may suggest specific changes that are necessary to alleviate concerns. If any of the additional requested changes are substantial, the item should be continued to a future meeting to allow a redesign or additional analysis. In the event of significant modifications to the proposal, staff will return with a revised Resolution incorporating new findings and/or conditions.
2. **Deny the project.** If the Planning Commission believes that there are insufficient facts to support the findings for approval, the Planning Commission must deny the application, provide facts in support of denial, and direct staff to incorporate the findings into a Resolution for denial. If the project were denied, the applicant could not submit substantially the same type of application for six months.

## **LEGAL REVIEW:**

The draft Resolution has been approved as to form by the City Attorney's Office.

## **PUBLIC NOTICE:**

Pursuant to CMMC Section 13-29(d) three types of public notification have been completed no less than 10 days prior to the date of the public hearing:

1. **Mailed notice.** A public notice was mailed to all property owners and occupants within a 500-foot radius of the project site. The required notice radius is measured from the external boundaries of the property.

2. **On-site posting.** A public notice was posted on each street frontage of the project site.
3. **Newspaper publication.** A public notice was published once in the Daily Pilot newspaper.

As of this report, no written public comments have been received. Any public comments received prior to the February 26, 2024 Planning Commission meeting will be provided separately.

**CONCLUSION:**

The proposed event center would be an asset to the community, providing employment and a gathering space for residents of the City of Costa Mesa and the region. Numerous operational conditions are proposed by the applicant and recommended to ensure neighborhood compatibility. As the subject property has been vacant for several years, rebranding the site as a gathering space for events provides a favorable opportunity to revitalize an underutilized property.

- Attachments:
1. Draft Planning Commission Resolution
  2. Applicant Letter
  3. Vicinity Map
  4. Zoning Map
  5. Valet Plan
  6. Trip Generation Letter
  7. Project Plans

**RESOLUTION NO. PC-2024-**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA APPROVING PLANNING APPLICATION 22-37 TO ESTABLISH AN EVENT CENTER WITH OUTDOOR ACTIVITIES, INCLUDING A REQUEST TO OFFER VALET PARKING AND TO DEVIATE FROM PARKING REQUIREMENTS, AT 3150 BEAR STREET**

THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA FINDS AND DECLARES AS FOLLOWS:

WHEREAS, Planning Application 22-37 was filed by Alireza Mirzaeiramin, authorized agent for the property owner, the Khoshbin Company requesting approval of the following:

A conditional use permit for an event center in the AP zone; a conditional use permit for valet parking; minor conditional use permit for outdoor activities; and a minor conditional use permit to deviate from parking requirements. The proposed project would establish a new event center that would consist of three interior event spaces (including an auditorium), and a fourth event space in the Grand Courtyard.

WHEREAS, a duly noticed public hearing held by the Planning Commission on February 26, 2024 with all persons having the opportunity to speak for and against the proposal;

WHEREAS, pursuant to the California Environmental Quality Act (CEQA), the project is exempt from the provisions of the California Environmental Quality Act (CEQA) per Section 15301 (Class 1), for Existing Facilities.

WHEREAS, the CEQA categorical exemption for this project reflects the independent judgement of the City of Costa Mesa.

NOW, THEREFORE, based on the evidence in the record and the findings contained in Exhibit A, and subject to the conditions of approval contained within Exhibit B, the Planning Commission hereby **APPROVES** Planning Application 22-37 with respect to the property described above.

BE IT FURTHER RESOLVED that the Costa Mesa Planning Commission does hereby find and determine that adoption of this Resolution is expressly predicated upon the activity as described in the staff report for Planning Application 22-37 and upon

applicant's compliance with each and all of the conditions in Exhibit B, and compliance of all applicable federal, state, and local laws. Any approval granted by this resolution shall be subject to review, modification or revocation if there is a material change that occurs in the operation, or if the applicant fails to comply with any of the conditions of approval.

BE IT FURTHER RESOLVED that if any section, division, sentence, clause, phrase or portion of this resolution, or the document in the record in support of this resolution, are for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions.

**PASSED AND ADOPTED this 26 day of February, 2024.**

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Adam Ereth, Chair  
Costa Mesa Planning Commission

STATE OF CALIFORNIA )  
COUNTY OF ORANGE )ss  
CITY OF COSTA MESA )

I, Scott Drapkin, Secretary to the Planning Commission of the City of Costa Mesa, do hereby certify that the foregoing Resolution No. PC-2024- \_\_ was passed and adopted at a regular meeting of the City of Costa Mesa Planning Commission held on February 26, 2024 by the following votes:

AYES: COMMISSIONERS  
NOES: COMMISSIONERS  
ABSENT: COMMISSIONERS  
ABSTAIN: COMMISSIONERS

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Scott Drapkin, Secretary  
Costa Mesa Planning Commission

Resolution No. PC-2024-\_\_

## EXHIBIT A

### FINDINGS

- A. **Finding:** The proposed development or use is substantially compatible with developments in the same general area and would not be materially detrimental to other properties within the area.

**Facts in Support of Findings:** Operating consistent with the recommended condition of approval, the proposed event center is compatible with developments in the general area and would not be detrimental to nearby properties. The event center's daily activities would limit the maximum number of people on-site at any one time to no more than 225 (both guests and staff), would prevent the office use and event center from operating concurrently, would primarily occur indoors, and that any outside activity is conditioned to minimize potential noise impacts to the neighbors by limiting the number of musicians, types of musical instruments, and prohibiting amplified sound. There is also a condition that requires staggered arrival times to avoid potential traffic/circulation conflicts between persons departing from and arriving to the center between events. Closing times for the event center are also in line with the City's Noise Ordinance and condition the project to end outdoor activities by 9:00 p.m. and indoor activities by 10:00 p.m.

As for parking, the minor conditional use permit request to deviate from parking is also appropriate. The City's parking code would require 664 parking spaces based on the size of the suites and uses. However, because the event center is conditioned to have a maximum capacity not exceeding 225 persons (including attendees and staff), it is clear that the actual parking demand will be less than is otherwise required. As the site has 241 available parking spaces and the worst-case parking demand is for 225 spaces, there would be surplus available on-site and, therefore, the request to deviate from parking is reasonable. Moreover, valet parking service will help to minimize adverse impacts upon adjacent residential properties by concentrating the drop-off and pick-up of vehicles at a centralized located deeper into the project site and, importantly, away from the homes. Only one valet attendant would be responsible for transporting the vehicle between its parked location and the owner of the vehicle. As such, more intense activity proximate to the common property line would be minimized.

**Finding:** Granting the conditional use permit or minor conditional use permit will not be materially detrimental to the health, safety and general welfare of the public or otherwise injurious to property or improvements within the immediate neighborhood.

**Facts in Support of Finding:** Granting conditional and minor conditional use permits will not be detrimental to the health, safety, and general welfare of the public or immediate neighborhood in that the operational characteristics of the event center have been limited to minimize negative impacts to the

neighborhood. These characteristics include limiting the event's occupants to 225 people (including guests and staff), implementing a valet parking service, and prohibiting amplified sound outdoors. The event center will also not operate while any other uses are in operation. Finally, closing times have been implemented for the event center for both outdoors (9:00 p.m.) and indoors (10:00 p.m.). Additionally, because the event center is conditioned to have a maximum capacity not exceeding 225 persons (including attendees and staff), it is clear that the actual parking demand will be less than is otherwise required by code. As the site has 241 available parking spaces and the worst-case parking demand is for 225 spaces, there would be surplus available on-site and, therefore, the request to deviate from parking is reasonable. And when valet parking service is utilized, it will help to minimize adverse impacts upon adjacent residential properties by concentrating the drop-off and pick-up of vehicles at a centralized located deeper into the project site and, importantly, away from the homes. Therefore, the proposed application requests will not have a detrimental effect to the health, safety, and general welfare of the public or nearby improvements.

**Finding:** Granting the conditional use permit or minor conditional use permit will not allow a use, density or intensity which is not in accordance with the general plan designation and any applicable specific plan for the property.

**Facts in Support of Finding:** The proposed use is occupying the existing building and is not proposing any modification to its square footage. While the proposed use does increase the number of vehicular trips to the site and the number of potential occupants within the building, the offset hours and operations ensure that the use will remain in conformance with the General Plan.

- B. The project is exempt from the provisions of the California Environmental Quality Act under Section 15301 (Class 1), Existing Facilities. The Project proposes a conditional use permit for an event center with valet parking, and a minor conditional use permit for outdoor activities, and a deviation from parking requirements. No substantial physical improvements to the existing building would result from the project. Furthermore, none of the exceptions that bar the application of a categorical exemption pursuant to CEQA Guidelines Section 15300.2 applies. The Project would not result in a cumulative impact; would not have a significant effect on the environment due to unusual circumstances; would not result in damage to scenic resources; is not located on a hazardous site or location and would not impact any historic resources.
  
- C. The project is subject to a traffic impact fee, pursuant to Chapter XII, Article 3 Transportation System Management, of Title 13 of the Costa Mesa Municipal Code.

**EXHIBIT B**

**CONDITIONS OF APPROVAL**

- PIng. 1. Approval of the planning/zoning application is valid for two (2) years from the effective date of this approval and will expire at the end of that period unless applicant establishes the use by one of the following actions: 1) a building permit has been issued and construction has commenced, and a valid building permit has been maintained by making satisfactory progress as determined by the Building Official; 2) a certificate of occupancy has been issued; or 3) the use has been established and a business license has been issued. A time extension can be requested no less than thirty (30) days or more than sixty (60) days before the expiration date of the permit and submitted with the appropriate fee for review to the Planning Division. The Director of Development Services may extend the time for an approved permit or approval to be exercised up to 180 days subject to specific findings listed in Title 13, Section 13-29 (k) (6). Only one request for an extension of 180 days may be approved by the Director. Any subsequent extension requests shall be considered by the original approval authority.
2. The conditions of approval and ordinance or code provisions of planning application PA-22-37 shall be blueprinted on the face of the site plan as part of the plan check submittal package.
3. Hours of operation shall be as outlined in the table below. Any change in the business description, hours or days of operation, etc. shall require further review of the CUP.

Use	Hours (Weekdays)	Hours (Weekends)
<b>Interior Event Spaces</b>	8:00 a.m.–10:00 p.m.	8:00 a.m.–10:00 p.m.
<b>Grand Courtyard</b>	8:00 a.m.– 9:00 p.m.	7:00 a.m.– 9:00 p.m.

4. All outdoor activities shall cease by 9:00 p.m., Sunday through Saturday.
5. A copy of the conditions of approval for the conditional use permit must be kept on premises and presented to any authorized City official upon request. New business/property owners shall be notified of conditions of approval upon transfer of business or ownership of land.
6. The use shall be limited to the type of operation as described in the authorized agent’s letter of description and staff report. Any change in the operational characteristics including, but not limited to, the hours of operation and additional services provided, shall require review by the Planning Division and may require an amendment to the conditional use permit, subject to either Zoning Administrator or Planning Commission approval, depending on the nature of the proposed change. The applicant is reminded that Code allows the Planning Commission to modify or revoke any planning application based on findings related to public nuisance and/or noncompliance with conditions of approval [Title 13, Section 13-29(o)].



7. The applicant shall defend, with the attorneys of City's choosing, indemnify, and hold harmless the City, its elected and appointed officials, agents, officers and employees from any claim, legal action, and/or proceeding (collectively referred to as "proceeding") brought against the City, including its elected and/or appointed officials, agents, officers or employees arising out of or in any way related to the City's approval of the project, including but not limited to any proceeding under the California Environmental Quality Act. The indemnification shall include, but shall not be limited to, damages, fees and/or costs awarded against the City, if any, and cost of suit, attorney's fees, and other costs, liabilities and expenses incurred in connection with such proceeding whether incurred by the applicant, the City and/or the parties initiating or bringing such proceeding. This indemnity provision shall include the applicant's obligation to indemnify the City for all the City's costs, fees, and damages that the City incurs in enforcing the defense and indemnification provisions set forth in this section.
8. The third floor will remain blocked off to all persons at all times, with physical barriers, and will not be used for any purpose at any time, unless otherwise approved by the Planning Division.
9. Power to the third floor will remain disconnected aside from required life safety systems except for if construction, inspections or other activities related to modifications to the third floor are taking place. This condition shall not apply if the City formally approves the third floor to be occupied.
10. All events shall be limited to 225 people, including guests, waitstaff, caterers, organizers, musicians, valet attendants and any other individual or group associated with the event.
11. No more than two events shall occur per day. Events may not operate concurrently.
12. No other uses shall operate on-site while any event is taking place.
13. A one-hour gap shall be maintained between all events.
14. Events shall not start or end between 7:00 a.m. and 9:00 a.m. and 4:00 p.m. and 6:00 p.m. These restrictions shall not apply to weekends.
15. No amplified music or music speakers shall be permitted outside of the building.
16. If parking problems arise, the operator shall institute whatever operational measures are necessary to minimize or eliminate the problem, including, but not limited to, reducing the event area and/or modification to the operational hours of the event center, providing subsidized use of Uber/Lyft or similar service, and/or acquisition of additional off-site parking area.
17. The parking areas and pedestrian paths shall be equipped with lighting of sufficient power to illuminate and make easily discernable the appearance and conduct of all persons on or about the sites.

18. The parking lot shall be posted with signs directing customers and employees to use consideration when entering their cars and leaving the parking lot.
19. No on-site food preparation is permitted. Food catering for special events shall not be provided by a food truck.
20. Any portion of the building and property not expressly approved as part of this application shall not be used for events.
21. The business shall be conducted, at all times, in a manner that will allow the quiet enjoyment of the surrounding neighborhood and in compliance with the City's Noise Ordinance. The applicant shall institute whatever operational measures are necessary to comply with this requirement.
22. The applicant or licensee shall not employ or use the services of any full- or part-time active or reserve peace officer currently employed by the City of Costa Mesa or any contiguous agency for security purposes.
23. The maximum occupancy, as determined by provisions of the Uniform Building Code or other applicable codes, shall be posted in public view within the premises, and it shall be the responsibility of management to ensure that this limit is not exceeded at any time. Occupant loads for the open patio area and the enclosed building area shall be calculated and posted separately.
24. Before the event center may operate, all permits required by the City shall be obtained. An approved final inspection for all required permits shall take place before the event center may operate. All work on-site shall be permitted and comply with all applicable development standards and other Planning Division requirements.
25. All traffic impact fees shall be paid prior to the issuance of any building permits associated with the event center.
26. Prior to issuance of Certificate of Occupancy (C of O) the applicant shall provide a scaled and dimensioned digital site plan(s) for the project site, on either a CD or thumb drive, to the Planning Division. All site plans shall include an accurate and precise drawing of all building footprints and property line locations for the entire project site. All buildings shall be annotated with its corresponding address and suites if applicable.
27. Valet parking for the event center shall be free to all patrons of the events occurring onsite.
- Bldg. 28. Access to a public way shall be a direct and unobstructed. [CBC 1028.5] Where access to a public way cannot be provided, a safe dispersal area shall be provided where all of the following are met:
  1. The area shall be of a size to accommodate not less than 5 square feet for each person.
  2. The area shall be located on the same lot not less than 50 feet away from the building requiring egress.
  3. The area shall be permanently maintained and identified as a safe dispersal area.
  4. The area shall be provided with a safe and unobstructed path of travel from the building.

- 29. Any changes of use or occupancy shall comply with the most recent adopted codes and an egress, accessibility, area, and plumbing fixtures analysis shall be provide for review.
- 30. Maximum allowable use area shall be determined in accordance with the applicable provisions of 2016 California Building Code sec. 506.2.
- 31. Comply with the requirements of the most recently adopted California Building Codes at the time of plan submittal or permit issuance, and California Code of Regulations also known as the California Building Standards Code, as amended by the City of Costa Mesa. Requirements for accessibility to sites, facilities, buildings and elements by individuals with disability shall comply with chapter 11B of the California Building Code.
- Fire 32. Comply with the California Fire Code requirements, including the reference standards, as adopted and amended by Costa Mesa Fire & Rescue.
- 33. Changes of use or occupancy in existing structures shall not be made unless the use or occupancy is made to comply with the requirements of the adopted California Building and Fire Codes.
- Trans. 34. All uses on-site shall not generate more than 100 peak trips per hour.
- 35. At the time of issuance of Building Permit, submit to the Transportation Division the required Traffic Impact Fee pursuant to the prevailing schedule of charges adopted by the City Council. The Traffic Impact Fee is calculated based upon the net daily trips generated by the proposed project. At the current rate the Traffic Impact Fee is estimated at \$2,009. NOTE: The Traffic Impact Fee will be recalculated at the time of issuance of Building Permit based upon any changes in the prevailing schedule of charges adopted by the City Council and in effect at that time.

**CODE REQUIREMENTS**

The following list of federal, state and local laws applicable to the project has been compiled by staff for the applicant’s reference. Any reference to “City” pertains to the City of Costa Mesa.

- Plng. 1. All contractors and subcontractors must have valid business licenses to do business in the City of Costa Mesa. Final inspections, final occupancy and utility releases will not be granted until all such licenses have been obtained.
- Bldg. 2. Comply with the requirements of the following adopted codes: 2022 California Residential Code, 2022 California Building Code, 2022 California Electrical Code, 2022 California Mechanical Code, 2022 California Plumbing Code, 2022 California Green Building Standards Code and 2022 California Energy Code (or the applicable adopted, California Residential Code, California Building Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards and California Energy Code at the time of plan submittal or permit issuance) and California Code of Regulations also

known as the California Building Standards Code, as amended by the City of Costa Mesa. Requirements for accessibility to sites, facilities, buildings and elements by individuals with disability shall comply with chapter 11B of the 2022 California Building Code.



January 29, 2024

City of Costa Mesa  
Development Services Department  
Attn: Daniel Inloes, AICP  
77 Fair Drive  
Costa Mesa, CA, 92626

**Subject: The Palazzo Banquet Facility Conditional Use Permit and Minor Conditional Use Permit**

Dear Mr. Inloes,

On behalf of The Palazzo Event Center LLC., I am pleased to resubmit this application for a Conditional Use Permit for a banquet facility with on-site valet parking, and a Minor Conditional Use Permit to allow for outdoor activities and a deviation from shared parking requirements for a proposed banquet facility located at 3150 Bear Street. Listed below is a summary of items included in the submittal package as required by the Conditional Use Permit and Minor Conditional Use Permit:

**Requested**

- Entitlements:**
1. Conditional Use Permit for an event center with on-site valet in AP zone
  2. Minor Conditional Use Permit for outdoor activities and deviation from parking requirements

- Submittal Package:**
1. Application
  2. Project Description
  3. Valet Parking Plan

**Location:** 3150 Bear Street, Costa Mesa, CA 92626  
APN: 141-521-49

**Applicant:** The Palazzo Event Center LLC.  
3150 Bear Street, Costa Mesa, CA 92626  
Phone: (949) 863-9390  
[Palazzo@khoshbin.com](mailto:Palazzo@khoshbin.com)

**Representative:** Palazzo Event Center LLC.

3150 Bear St, Suite 200, Costa Mesa, CA 92626

Attn: Alireza Mirzaei  
 3150 Bear St, Suite 200, Costa Mesa, CA 92626  
 Phone: (949) 863-9390  
 Email: [Ali@Khoshbin.com](mailto:Ali@Khoshbin.com)

**Background:** The Project Site is located at 3150 Bear Street. The site is zoned AP- Administrative Professional and has a General Plan land use designation of General Commercial. The site is bounded by Bear Street to the west, the I-405 Freeway to the north, single family residential properties to the east, and single-family residential properties as well as a music studio to the south. Shiffer Park is located to the west of the project site across Bear Street. The site and building have been vacant for approximately six years. The previous tenant was Trinity Broadcasting Network (TBN) which used the building as an international headquarters for the evangelical church. TBN used the Project Site primarily for office, filming, broadcasting, and publicly attended church meetings for over 20 years.

The Project Site is six acres and is developed with two structures which are connected via a breezeway. Main structure is three stories, 65,924 square feet, divided into west and east wing, while the rotunda in the back is two stories. The rest of the property is covered by surface parking with 241 spaces; perimeter landscaping; and a grand terrace with sculptures, colonnades, and a fountain.

**Proposal:** The proposed project would establish a new banquet facility with an on-site valet at the Project Site. The Palazzo aims to preserve existing elements of the site, such as central courtyard, fountains, exterior and interior architecture, and site layout. The current layout of the building combined with numerous amenities such as an auditorium, outdoor courtyard, private bridal suites, and different themed event spaces, allow for a wide array of events and gatherings including weddings, birthdays, corporate events, seminars, and photoshoots. The proposed project would consist of two event spaces, storage, an auditorium, professional offices, and social media studio.

**Table 1- Suites Information and Rentable Square Footages**

Suite Number	Description/ Use	Size
100	Social Media Studio	8,264 RSF
100B	Event Space #1	5,925 RSF
150	Storage / Future TI	8,825 RSF
200	Professional Office	8,782 RSF
200B	Auditorium	7,272 RSF
250	Event Space #2	9,438 RSF
300	Future TI, not to be occupied	8,752 RSF
350	Future TI, not to be occupied	8,666 RSF
	<b>Total</b>	<b>65,924 RSF</b>
	<b>Grand Courtyard</b>	<b>11,789 RSF</b>
*For more information about lobby, load factor and more breakdown, please see attached exhibits.		

**Table 2- Total Square Footages Per Use**

Social Media studio	Event Spaces (including Grand Courtyard)	Office	Auditorium	Storage
8,264	27,152	26,200	7,272	8,825

**Operations:** Event Spaces: Event spaces would be located on the first suite 100B and second floor suite 250. The target clientele for The Palazzo is weddings and ceremonies. The Palazzo would allow a maximum of two events per day. However, The Palazzo would not allow multiple events concurrently; All events to be separated by at least an hour to minimize any conflict. The Grand Courtyard would be an ancillary space to indoor event spaces and would not be rented separately. Events would not be occurring concurrently at the Grand Courtyard and the event spaces. This would ensure sufficient on-site parking for each event as well as providing a traffic and noise management component to this application. The Grand Courtyard would be utilized for photoshoots and outdoor receptions. Outdoor activities will cease by 9:00 PM. Amplified music or speakers would not be permitted for exterior events and activities; and limited to a list of approved instruments “specifically” acoustic guitar, violin, harps, clarinets, and flutes, with a maximum of 4 musicians playing at the event. all outdoor live entertainment must be at least 120ft away from the residential neighborhoods. All events shall have an occupancy limit of 225 people total (staff/back of the house/ attendees / anyone else onsite).

Events will be separated by a minimum one-hour gap to ensure no overlap of parking. All events will be catered for by independent vendors (including food and drinks), with no food preparation proposed to occur on-site. A 715-square-foot staging kitchen is provided to support back of house catering vendor operations. This kitchen serves as a preparation area only and no cooking shall occur. The proposed project does not include a request for an Alcoholic and Beverage Control (ABC) license, as all beverage service and dining would be managed by catering vendors.

Auditorium: The auditorium would be available to host seminars, corporate functions, product unveiling, and silent auctions. This space is expected to be utilized on weekdays for corporate events but would be available on weekends as well.

Office spaces: Offices will be in the west wing of the second floor. Khoshbin Company Offices would occupy the second-floor office space with approximately 20 employees. There are no immediate plans to occupy the third floor. In an event where third floor will need to be occupied, ownership will go through proper procedure to determine a code compliant use and occupancy for the suite. The parking ratio required for office per city code is 4 per 1,000. offices spaces will not be in operation during events to ensure no impact on parking and occupancy load.

Photography /TV/ Social Media Studio Space which includes Vehicle props: This suite would be an ancillary space to the Khoshbin Company Offices. Only Khoshbin employees will have access to this space. This suite is not open to the public and will not be a part of the leasable area. Therefore, additional parking has not been allocated to this suite in the shared parking calculation Table 4. This space was previously permitted under building permit number BC22-00237 and no further changes are proposed to this room as part of this application. Since this space is primarily a Vehicle prop area, there is no expected parking required since it’s supplementary to office spaces on the 2<sup>nd</sup> floor. This suite will not be in operation when events are happening. This is to ensure minimal impact on parking and occupancy load.

Storage: Storage would be located on the first floor within suite 150. This suite would be an ancillary space to the event spaces and will be used to store equipment for events (e.g., tables, chairs, decorative items, and table linens). The storage would not be rented separately and will not operate at the same time as ongoing events. This halt in operations is to ensure parking and occupancy is in compliance.

**Hours of Operation:**

Table 3 shows the hours of operation for each use.

**Table 3- Hours of Operation**

Suite Number/ Use		Days	Hours (Weekdays)	Hours (Weekends)
100B, 200B	All event spaces	Sunday-Saturday	8:00 a.m. - 10:00 p.m	
150 / 200	Storage & Office	Sunday-Saturday	8:00 a.m. - 7:00 p.m	
250	Auditorium	Sunday-Saturday	8:00 a.m. – 10:00 p.m	
-	Grand Courtyard	Sunday-Saturday	8:00 a.m. – 9:00 p.m.	7:00 a.m. – 9:00 p.m.

**\*Events may not start or end between 7am-9am and 4pm-6pm. If the offices are closed, this limit doesn’t apply to weekends.**

**\*\* Events cannot occur while other uses (office, social media studio, etc.) are in operation. Events are limited to times when the other uses are closed.**

**Parking:**

The existing surface parking lot provides 241 parking spaces. The applicant proposes a Minor Conditional Use Permit to deviate from the parking requirements based on the unique operational characteristics of the facilities. As mentioned previously, the Palazzo would limit events to a maximum of two events per day and would not allow multiple events to occur simultaneously. Table 4 demonstrates the required parking spaces per



Costa Mesa Municipal Code and provides parking spaces based on the unique operational characteristics of the banquet facility. The code requires 475 parking spaces for the center; however, by limiting the number of events permitted per day and offset hours of operation for different uses, it is anticipated that in practice only 225 parking spaces are needed given the occupancy limitation. The project is proposing a valet parking plan, implementing a valet plan allows the venue to accommodate a parking capacity of 401 vehicles, ensuring that all parking for events can be accommodated on site. Valet would be highly recommended and free of charge to our clients as it prevents people gathering after events and would provide better management for circulation of the vehicles. However, valet services would not be mandatory for events as the required parking is significantly lower than the parking supply on-site.

**Table 4- Shared Parking Calculation**

Use	Size (RSF)	Parking Ratio	Required Parking per CMMC	Required Parking during non-event business hours (weekdays 8:00 am to 5:00 pm)	Required Parking during event business hours (weekdays 5:00 pm to 7:00 pm, Weekends 8:00 am to 7:00pm)
Social Media Studio	8,264	4 per 1,000	33	N/A	N/A
Event space* (100B)	5,925	16 per 1,000	95	N/A	95
Event Spaces* (250)	9,438	16 per 1,000	151	N/A	151
Professional Offices	8,782	4 per 1,000	35	35	N/A
Auditorium (167 seats)	7,272	1 space for each 3 fixed seats	56	56	56
Storage	8,825	4 per 1,000	35	N/A	N/A
3 <sup>rd</sup> floor offices (Not in use /shell space)	17,418	4 per 1,000	70	N/A	N/A
Courtyard	11,789	16 per 1,000	189	N/A	N/A
		Total	<b>664</b>	<b>91</b>	<b>302</b>

**\*Since there can only be one on-going use at any given time (i.e. no office operation when events are happening) the required parking has been determined by the most extensive use.**

To accommodate larger events, the project is proposing a valet parking plan which is free to attendees. The proposed valet parking plan brings a total of 401 valet spaces, resulting in a surplus of 156 spaces when valet is provided and all event spaces are in use (However, it should be note that no more than one event space at a time shall be used, therefore, the largest event space available which is 9,438 RSF required 116.3 parking spaces leaving us a with a parking space surplus of 285 spaces). By ignoring painted stall lines and parking cars close together the valet company expects to be able to park approximately 1.3 times as many cars in parking stalls. Additional parking is provided by parking in the non-fire lanes drive isles. This is accomplished by ensuring the vehicles parked in the stalls are backed in as far as possible, then parking in the aisle in front of them. When valet service is being utilized, patrons would drop their cars off at a valet stand, which would be located on the west side of the property, and the cars would be parked according to the proposed valet parking plan. As proposed in the valet plan, staffing will consist of 2-10 valet attendants depending on the size of the event. The Valet team will include both Greeters and Runners. The valet parking plan shows a one-way direction with parallel parking spaces along the non-fire lanes drive aisles. The existing parking lot and space parking currently complies with the CMMC.

**Table 5- Parking Spaces Available and Proposed**

Required Spaces for Center with maximum two events per day	Number of available spaces on site	Surplus parking (weekdays 8:00 am to 10:00 pm without valet)	Number of proposed spaces with valet	Surplus parking with valet (weekdays 8:00 am to 10:00 PM, Weekends 8:00 am to 10:00 pm)	Required parking needed in practice (limited occupancy of 225)	Surplus of parking spaces in practice with valet
664	241	+150	401	+99	225	+176

**Access and**

**Traffic:**

The primary site access is via Bear Street at the western site boundary. There are two utility easement gates on the east side of the site which remain closed during the operations of the center. All circulations and access will be through the primary access point via Bear Street. A secondary fire truck access is provided through Olympic Ave on the east side of the property. All drive aisles width exceeds 25 ft. except two drive aisles on the south of the site. These drive aisles are legal non-conforming and will be used for small cars only.

**Noise:**

The banquet facility will include a grand courtyard which will be utilized for outdoor events. The grant courtyard is approximately 148 ft. away from adjacent residential properties east and 120 ft away from adjacent residential properties to the south. To ensure that noise created by the banquet facility has minimal impact to the adjacent area, amplified music and outdoor speakers will not be allowed for outdoor events and all doors will remain closed during events. All outdoor events and activities will end by 9:00 p.m. Additional noise attenuation is provided by the six-foot tall masonry wall and tall landscaping. The valet stand would be located on the west side of the property as shown

on the valet plan which has minimal impact on the adjacent residential properties due to its distance. Hybrid and electric vehicles will be parked at the eastern and southern site boundary lines to minimize vehicle noise. Valet services would be highly recommended to our clients as they prevent people gathering after events and would provide better circulation of the vehicles.

**Fire Truck**

**Access:** The width of the on-site drive aisles varies from 22 ft. to 30 ft. CMMC requires that fire access roads provide a minimum road width of 20 ft. The valet plan does not propose to park vehicles in any fire lanes. Please refer to the valet plan for on-site circulations. Fire truck access has been provided through the main entrance on Bear Street, as well as the emergency fire access to Olympic Avenue on the east side of the property.

**Security:** Security cameras will be installed in the building and throughout the site and will record the building on a regular basis.

**Community**

**Outreach:** On Saturday, September 10, 2022, The Khoshbin Company hosted an open house community meeting to introduce the proposed project to the community. Flyers were mailed to owners and occupants within 500 ft of the project site. The meeting hosted over 30 attendees from the community.

The concept of the banquet facility was introduced to the attendees in an open discussion forum. The Khoshbin Company's team answered questions from the community and discussed the proposal of an event hall. Questions from the community included questions related to general operations, privacy of the adjacent residential use to the east, and traffic. We strongly believe that the community is in support of our proposal based on the positive feedback that we received during our meeting.

Conditional use permit and minor conditional use permit findings:

- a. The proposed development or use is substantially compatible with developments in the same general area and would not be materially detrimental to other properties within the area.

The historical use of the subject site, and the intent of the construction of the building, is to accommodate office uses, assembly uses, and TV broadcasting. The proposed project would provide similar uses in that it would allow banquet facilities and offices uses. The proposed use would continue to be compatible and harmonious with uses in the same general area and would not be materially detrimental to other properties within the area as the surrounding area contains a variety of residential, commercial, and open-space uses. Office spaces would not be operational during the events, ensuring potential impacts would be avoided. With the offset hours of operation the proposed use would not

generate adverse noise, traffic, or parking impacts that are unusual for AP zone and other surrounding uses. Potential noise impacts are further mitigated by the outdoor event spaces being away from adjoining residential uses, and amplified music and outdoor speakers would not be allowed for outdoor events.

- b. Granting the conditional use permit or minor conditional use permit will not be materially detrimental to the health, safety and general welfare of the public or otherwise injurious to property or improvements within the immediate neighborhood.

The proposed project will not be materially detrimental to property within the immediate neighborhood in that the proposed use has similar operations as the historical use of the site. It would not generate adverse noise, traffic, or parking impacts that are unusual for AP zone properties. In addition, potential noise impacts are further mitigated by the outdoor event spaces being away from adjoining residential uses, and amplified music and outdoor speakers would not be allowed for outdoor events. There is sufficient parking onsite to accommodate the proposed use based on the proposed offset hours of operations.

- c. Granting the conditional use permit or minor conditional use permit will not allow a use, density or intensity which is not in accordance with the general plan designation and any applicable specific plan for the property.

The proposed use is consistent with the General Plan land use designation and compliant with the Zoning Code in that the Administrative Professional is intended for a variety of offices, churches, and religious assemblies. This proposed project would be consistent with the historical use of the site; however, an event center/banquet facility is not a specified use in the City's Zoning Code Land Use Matrix and, therefore, requires a Conditional Use Permit in the AP zone. The proposed project is consistent with General Plan Land Use Policies LU-1.1 and LU-6.1 in that the proposed project encourages a mix of land uses, provides commercial goods and services, and employment opportunities in consideration of the needs of the business and residential segments of the community. Therefore, the proposed use is consistent with the General Plan. In addition, the proposed development intensity is consistent with the General Plan because no additional square footage is proposed.

Should you have any questions regarding this Application, please feel free to contact me at (858) 705-8184 or [Ali@Khoshbin.com](mailto:Ali@Khoshbin.com),

Sincerely,



Alireza Mirzaei



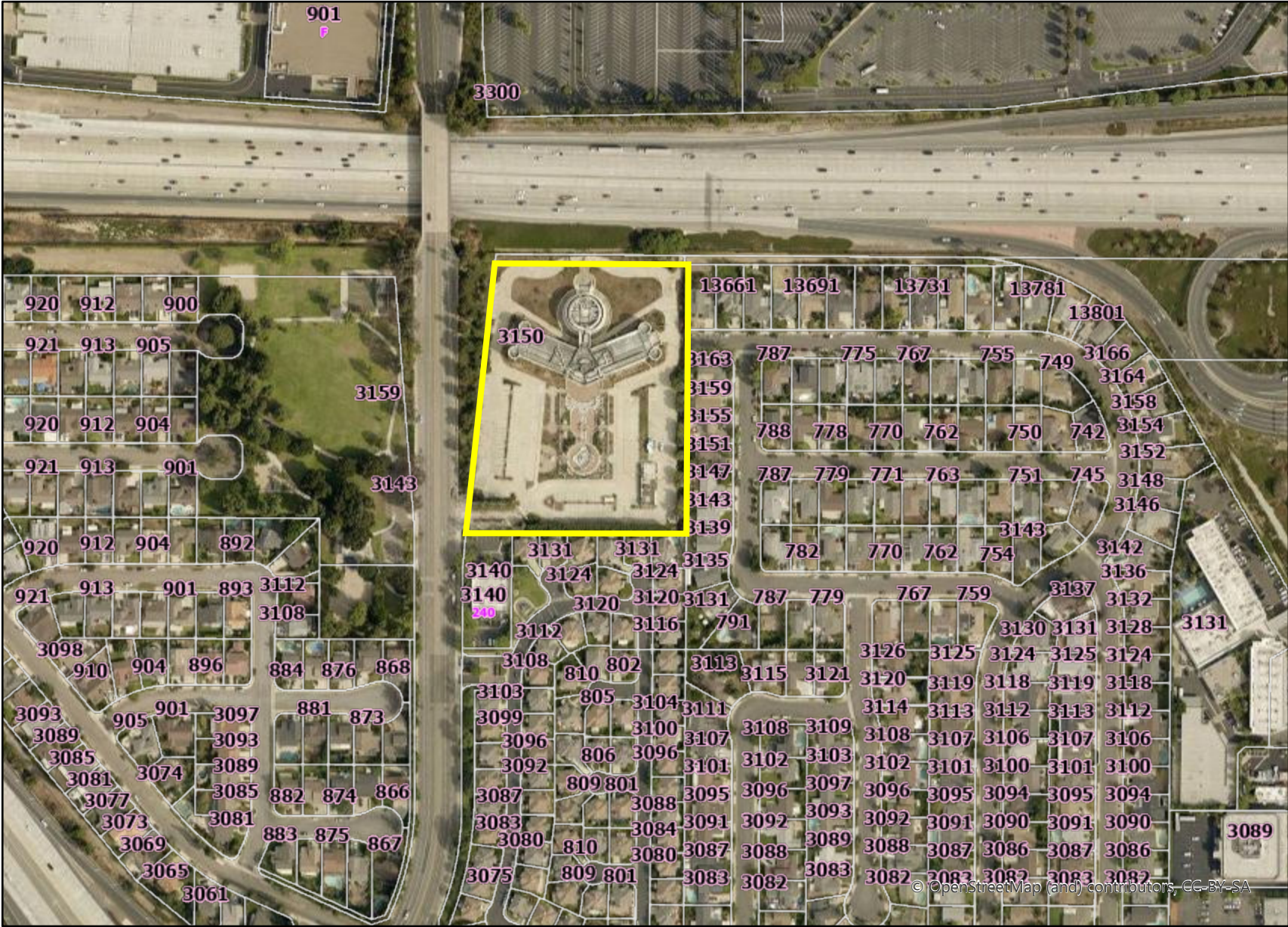






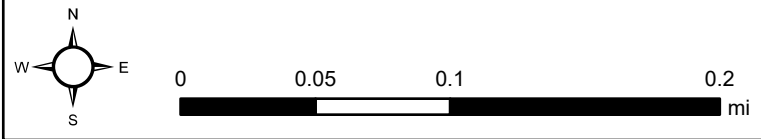






### Legend

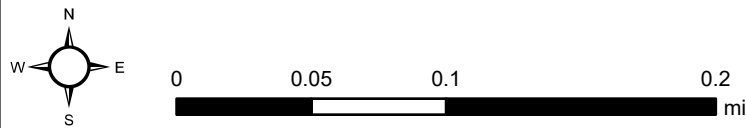
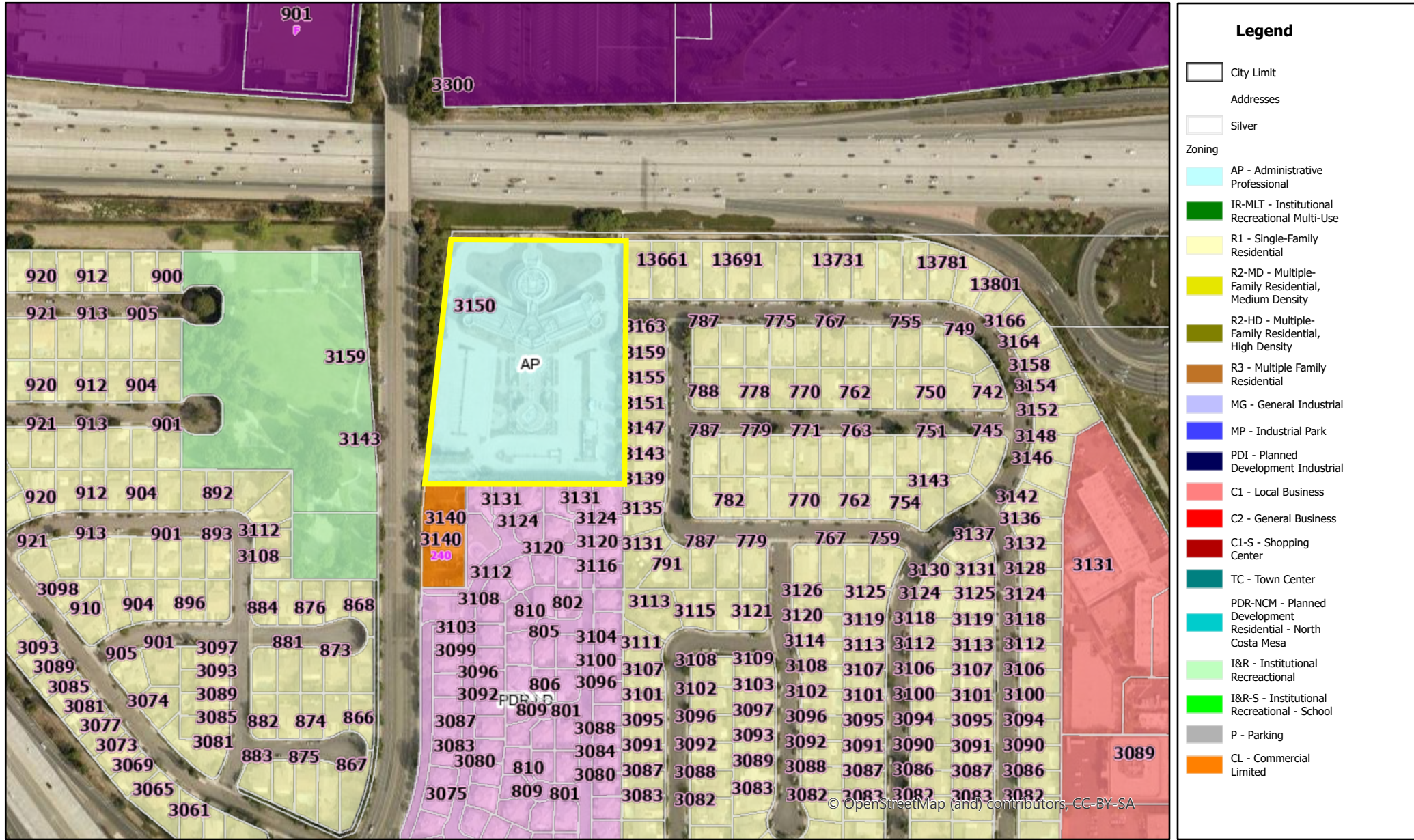
- City Limit
- Addresses
- Silver



The City of Costa Mesa makes no guarantee as to the accuracy of any of the information provided and assumes no liability for any errors, omissions, or inaccuracies.

WGS 1984 Web Mercator Auxiliary Sphere  
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**42**



The City of Costa Mesa makes no guarantee as to the accuracy of any of the information provided and assumes no liability for any errors, omissions, or inaccuracies.



# VALET PARKING PROPOSAL

PREPARED FOR:

**THE PALAZZO BY KHOSHBIN**  
3150 BEAR ST, COSTA MESA, CA 92626

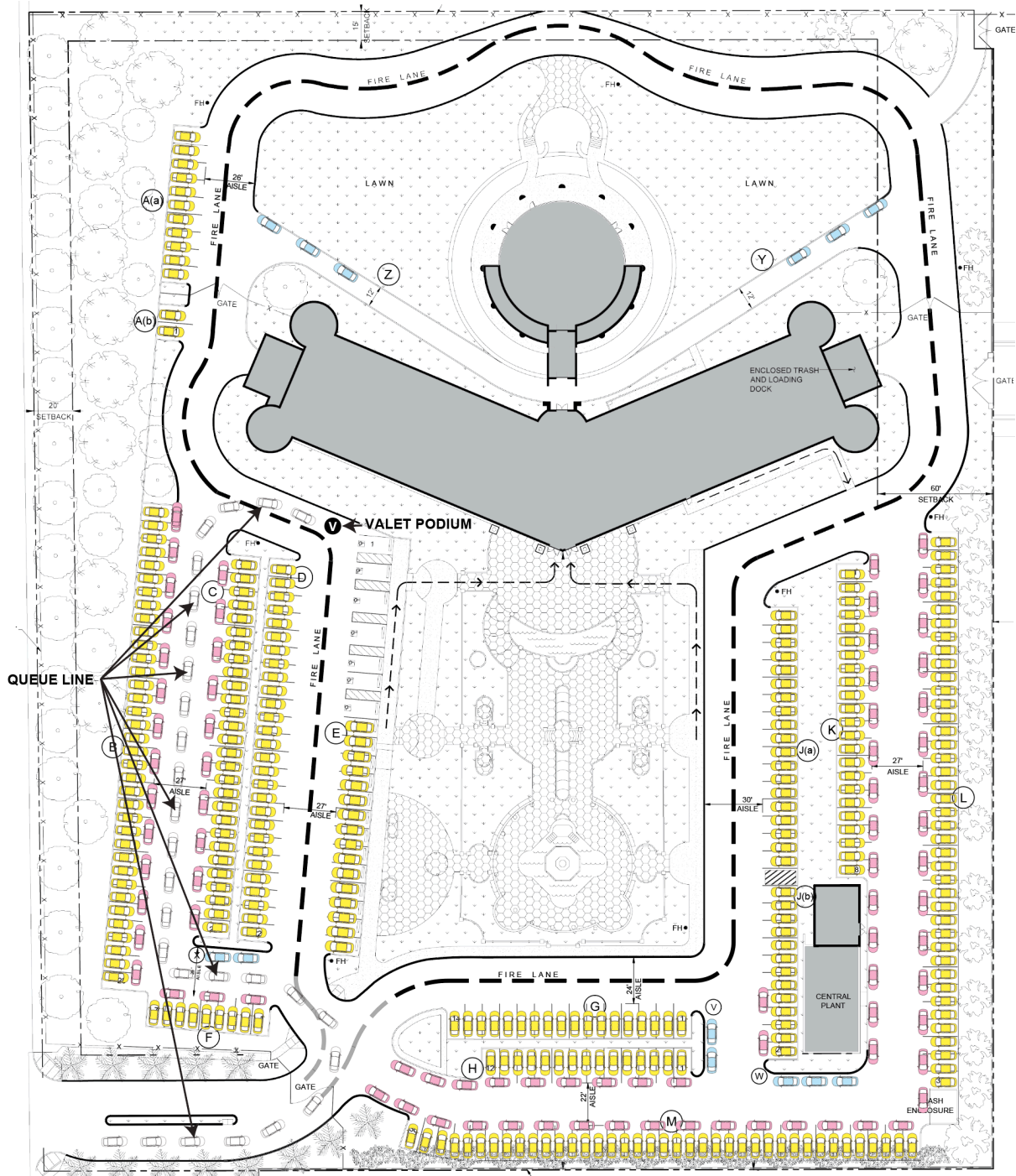
*Streamline Valet Inc. | 1278 Glennerye #190 | Laguna Beach | CA | 92651  
1.888.71.VALET*

# PURPOSE

Streamline Valet Inc. (SVI) is proposing to offer valet parking for the property located at the address **3150 Bear St, Costa Mesa, CA 92626**.

# PARKING AREA

241 Total Stalls (Including ADA/Handicap). (234 stalls used for valet).



# PARKING GAINS

## Stall Parking: (Yellow vehicles)

By ignoring painted stall lines and parking cars close together SVI expects to be able to park approximately 1.3 times as many cars in parking stalls. This is estimated from taking the average width of a car (5.8') and dividing that by a 9' stall (with an additional 1' added to allow for entry and exit out of car doors). **This will allow us to valet park an additional 57 vehicles on the property.**

*(298 vehicles via valet stall parking)*

*(7 vehicles via ADA/Handicap stall parking)*

**305 vehicles total via stall parking - including 7 stalls reserved for ADA/Handicap**

## In Isle Parking / Perimeter Parking (Staging): (Pink/Blue vehicles)

The gain for staged parking is approximately 1 extra valet vehicle per every 2 marked stalls. This is accomplished by ensuring the vehicles parked in the stalls are backed in as far as possible, then parking in the aisle in front of them. We will also be able to utilize curbs and areas in front of dumpsters or other unused asphalt. **This will allow us to valet park an additional 96 vehicles on the property.**

*(96 cars via staging)*

## Parking Calculations

By using the above mentioned valet parking techniques, **we anticipate being able to park an additional 153 vehicles on the property for a total of 401 vehicles. This would yield a 66.4% increase in available parking.**

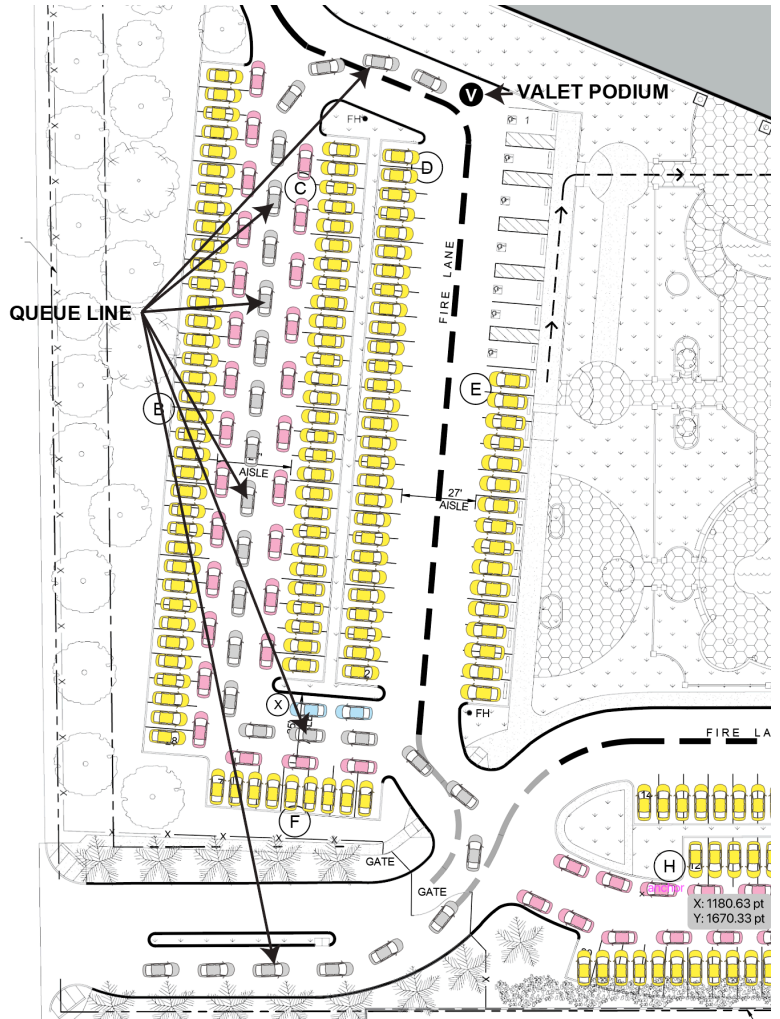
AREA	Original	Increased (x1.3)	Staged Gain	Total Cars
A (a)	9	11	0	11
A (b)	2	2	0	2
B	28	36	14	50
C	22	28	10	38
D	22	28	0	28
E (ADA)	7	0	0	7
E	13	16	0	16
F	7	9	3	12
G	14	18	0	18
H	12	15	9	24
J (a)	15	19	0	19
J (b)	10	13	2	15
K	18	23	14	37
L	32	41	15	56
M	30	39	16	55
Z	0	0	3	3
Y	0	0	3	3
X	0	0	2	2
W	0	0	3	3
V	0	0	2	2
TOTALS:	241	298	96	401

# QUEUING LINES AND DISTANCES

All valet parking calculations use averages for vehicle length, number of guests per vehicle and load/unload times.

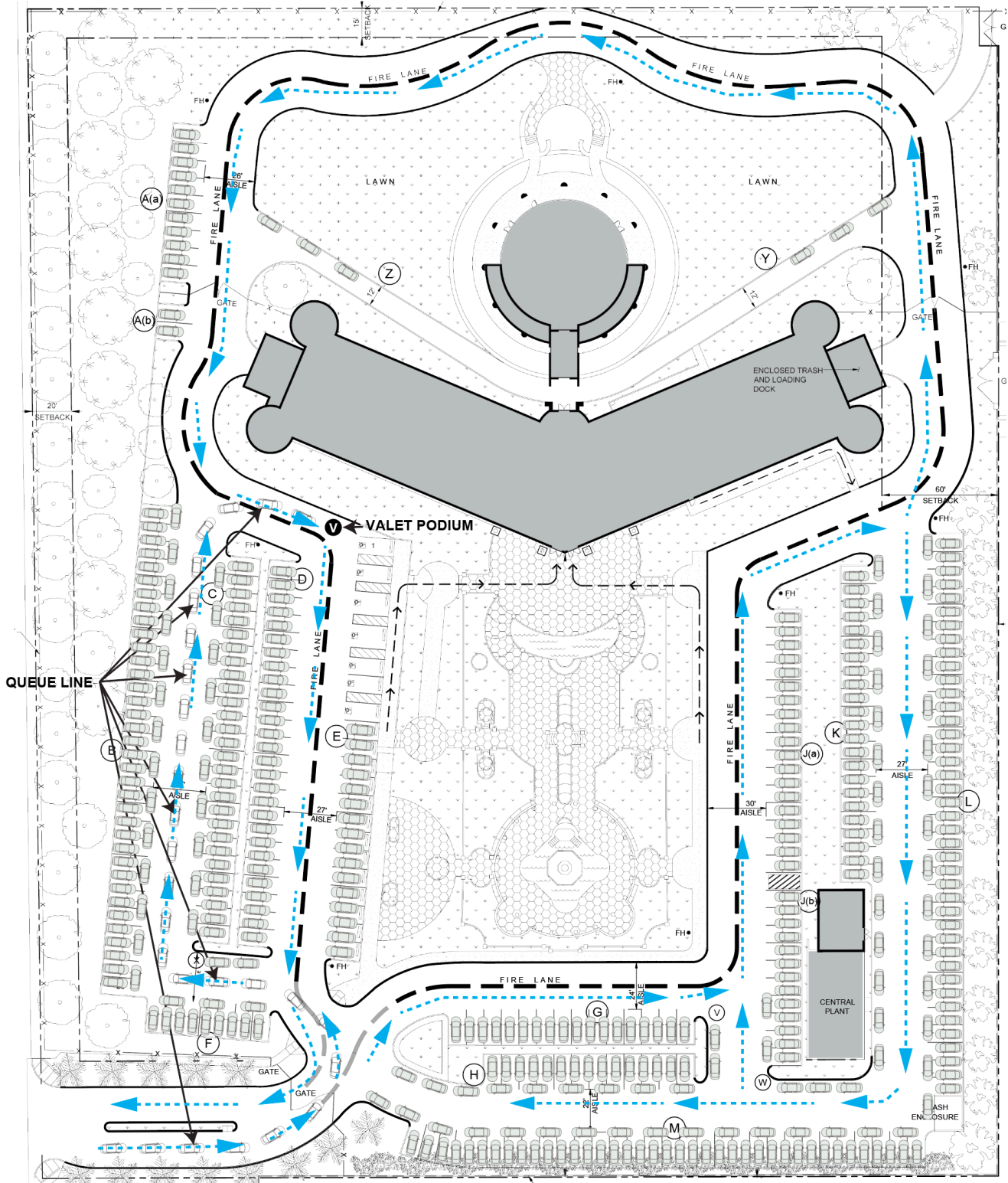
- Average vehicle length: 15ft
- Average vehicle width: 5.8ft
- Average space between vehicles: 3 ft
- Average number of guests per car (corporate event): 1.5 passengers
- Average number of guests per car (wedding/party) : 2.5 passengers
- Average load / unload time: 30 seconds

The distance from the entrance of the property to the valet drop-off area is approximately 521 ft. This distance should allow for about **28 cars in the standard queue line** without blocking traffic at the entrance. Valet Greeters are trained to constantly move the line forward to prevent the line from



# FLOW OF TRAFFIC

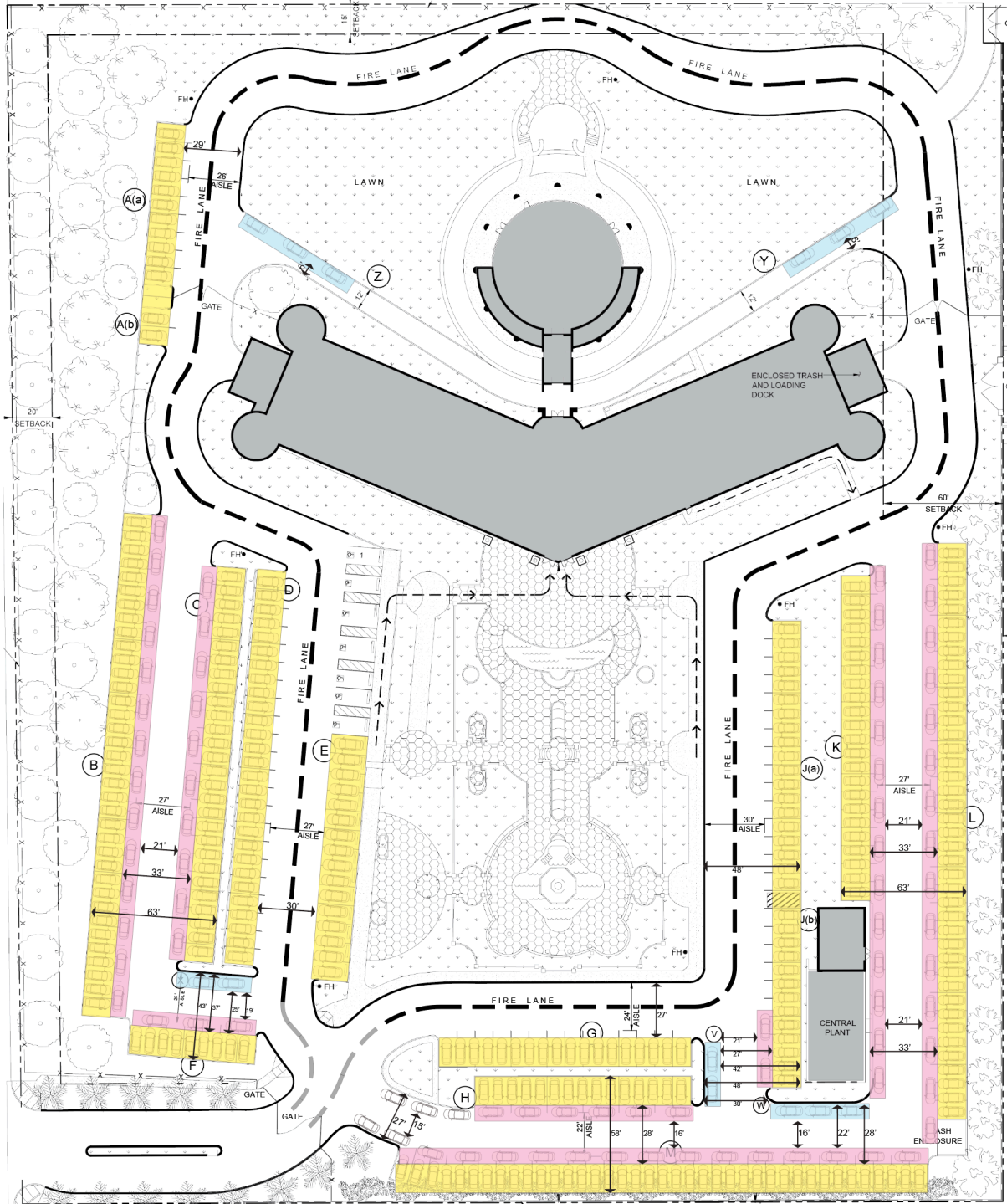
Please see the diagram below for the general flow of traffic.





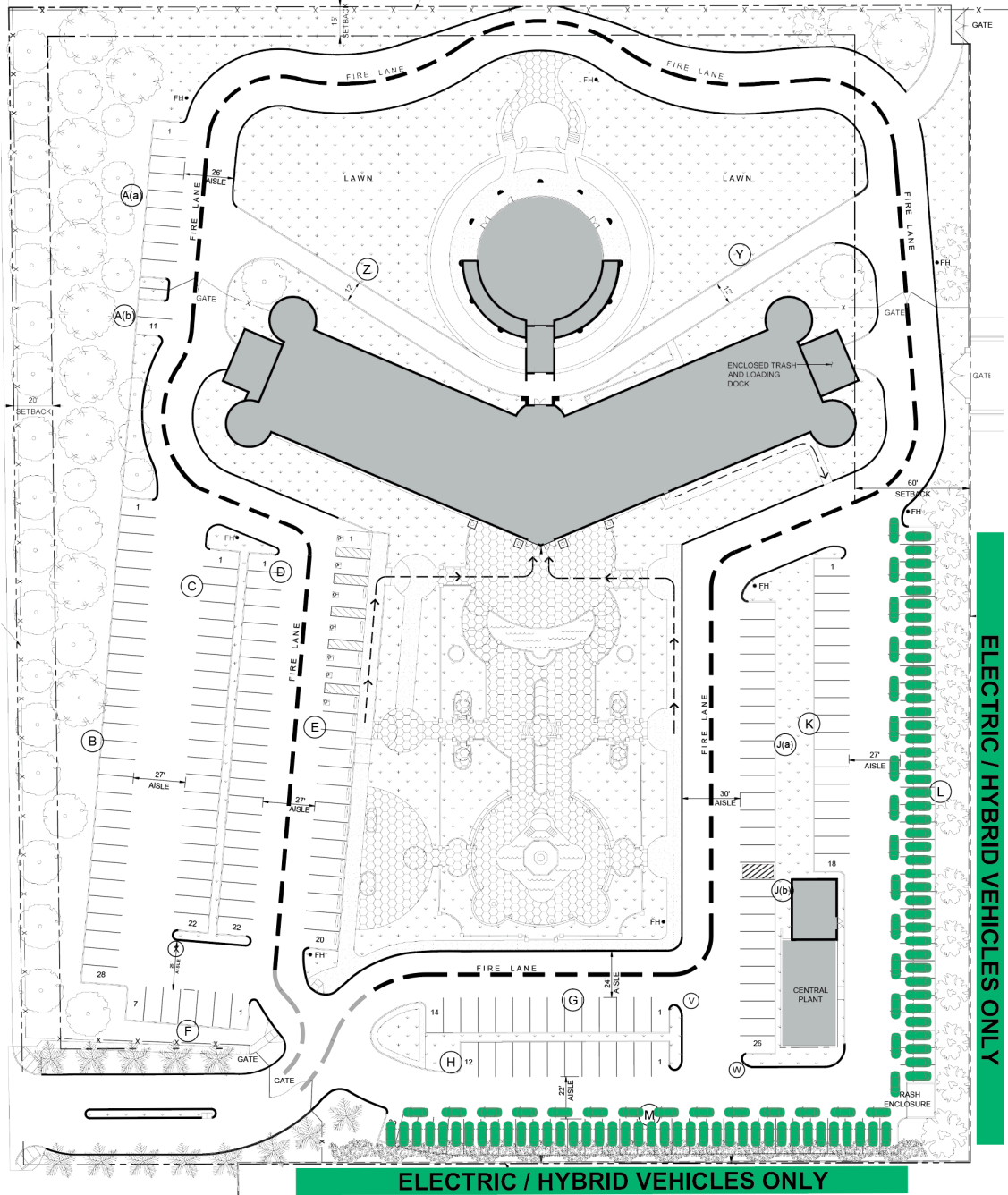
# PARKING DIMENSIONS

Please see diagram below for parking dimensions with valet parking. Please note all dimensions are approximate and are based off of average vehicle dimensions. Different size vehicles will account for different aisle widths. Valet attendants are trained to park larger vehicles in areas where aisle length will not be an issue. (See page 4 for average vehicle sizes)



# NEIGHBORHOOD NOISE CONCERNS

Because this property shares borders with many residential properties on the East and South sides, we will designate certain areas (M,L) to park only hybrid and electric vehicles in order to reduce the amount of noise pollution for neighbors. Please see diagram below.



## STAFFING

Staffing will consist of 2-10 Valet Attendants with various responsibilities. The team will include both Greeters and Runners.

**Greeters** are trained to manage the flow of traffic, welcome and greet guests and ensure the queue line is constantly moving forward. Greeters will also be responsible for receiving tickets and calling out vehicles to runners to be returned to guests when they are ready to leave.

**Runners** are trained to clear the queue line by parking cars in available parking stalls or staging cars when all available spaces become full. Runners will also be responsible for retrieving guest cars for departure.

Valet attendants have the first and last impression on guests. At Streamline Valet Inc. all attendants are trained on customer service to ensure all guests are treated with care and respect on their way in and out of the property.

## VALET DUTIES AND RESPONSIBILITIES

Including but Not Limited to:

- Providing Exceptional Service to all Guests
- Safely Unloading Guests/Contents
- Issuing Valet Tickets and Documenting Number of Guests per Night
- Safely Parking and Securing all Valet Vehicles
- Securing all Vehicle Keys in Valet Lock Box
- Collecting Valet Service Fee From Guests
- Safely Delivering Guest Vehicle

## **UNIFORMS AND APPEARANCE**

The standard uniform for Streamline Valet Parking Attendants is a navy polo shirt (containing our Streamline logo), tucked into black non-denim pants. Our attendants are required to wear a black dress belt and wear predominately black running shoes. Uniforms are always to be clean, neat, and in overall good shape.

Valet attendants will maintain a neat, clean-cut and clean-shaven, professional appearance at all times. Valet attendants will not be permitted to have goatees or wear earrings if they are males. Excessive jewelry, tattoos and body piercing is strictly prohibited. In addition, Valet Attendants will always be required to conduct themselves in a professional manner.

Streamline Valet takes service and appearance very seriously. Please see the following page for an excerpt from our Employee Handbook, which every employee receives when they are hired:

## Expectations

As a Valet Parking Attendant, you will be expected to provide the highest level of service to our clients and guests. When a guest or client allows you to take control of their vehicle, they are in essence letting you into their home while they are gone. It is of the utmost importance to be physically and socially presentable, and to do the right thing at all times. This includes smiling, being attentive and having good approachable posture, running fast and driving slow, being safe and courteous at all times, and again, always doing the right thing. The details below provide a road map to what is expected of you. If you have any questions please ask your training supervisor.

### Appearance

Your appearance should resemble that of someone that would serve you at a fine dining restaurant. Your uniform should be clean, complete, and you should be well groomed.

#### *Uniform requirements:*

- Clean Streamline Valet polo shirt\*
- Clean black pants – no denim allowed at any time\*\*
- Black belt
- Running shoes – predominately black
- Name Tag

#### *Grooming standards:*

- Clean shaven or well-trimmed beard
- Hair combed and styled or long hair pulled back
- No visible tattoos or piercings\*\*\*

\* Private party attire is white, long sleeve button up shirt and black tie.

\*\* Certain shift allow black shorts, management will advise when this is the case.

\*\*\* Piercings must be removed unless management approves, any tattoos should be covered.



## **EQUIPMENT**

Streamline Valet will provide all necessary signs; a locked, moveable commercial grade key-podium; cones; claim checks, and all other tools of the trade. All of these items will be kept in good shape.

## **CANCELLATION**

This can be cancelled at any time, by any party, for any reason, by giving Streamline Valet Inc. 24 hour notice.

## **ADDITIONAL INFORMATION**

Any request for additional information should be directed to:

**Tim Earlywine, Founder and President**

[tim@streamlinevalet.net](mailto:tim@streamlinevalet.net)

Cell: 949.235.2620



# Memorandum

Date: January 12, 2024  
 To: Alireza Mirzaei, The Khoshbin Company Inc.  
 From: Paul Herrmann, P.E.  
**Subject: Palazzo Banquet Facility Trip Generation Assessment**

*OC24-1031*

Fehr & Peers has reviewed the proposed Palazzo Banquet Facility project and determined that the project would not require a transportation impact study. A detailed description of the project and project trip generation estimates are provided below.

## **Project Description**

The project is located at 3150 Bear Street, Costa Mesa, California. The site is zoned AP- Administrative Professional and has a General Plan land use designation of General Commercial. The site is bounded by Bear Street to the west, the I-405 Freeway to the north, single family residential properties to the east, and single-family residential properties and a music studio to the south. The site and existing building have been vacant for approximately six years but has recently been occupied by The Khoshbin Company operating approximately 40,000 square feet of office space with approximately 20 employees. The property provides 241 surface parking spaces.

The proposed project would establish a new banquet facility with an on-site valet. Types of events on site are expected to be primarily weddings and ceremonies, but may also include birthdays, corporate events, seminars, and photoshoots. The Palazzo would allow a maximum of two events per day. However, the Palazzo would not allow multiple events concurrently. When two events occur on the same day, the first event ending time would be separated by at least an hour from the second event starting time to minimize any conflict. All events shall have an occupancy limit of 225 people total including attendees, staff/back of the house, or anyone else onsite.

The event space hours of operation are between 8:00 AM to 10:00 PM on weekends and weekdays. However, the City has required that event start and end times are restricted from occurring during weekday commute rush hours (7:00 AM to 9:00 AM and 4:00 PM to 6:00 PM). Events are also restricted from occurring while other uses onsite (office, social media studio, etc.) are in operation.



## Project Trip Generation

Project trip generation estimates are typically prepared for time periods when adjacent street traffic is highest, which for this project is Bear Street during weekday commute rush hours (7:00 AM to 9:00 AM and 4:00 PM to 6:00 PM). However, due to the restrictions placed on events, the project is not anticipated to generate traffic during these time periods. It is anticipated that during the largest events (200 guest capacity served by 25 employees), there may be as many as 25 employees accessing/departing the site before or after events.

Per the *City of Costa Mesa Transportation Impact Analysis (TIA) Guidelines (2020)*, a transportation impact study shall be required for all development projects estimated to generate fifty (50) or more vehicle trip ends during a peak hour. **As the project is restricted from operating during both AM and PM peak hours, it would not generate enough vehicle trips to warrant further study.**

Additional calculations are provided below that evaluate a “worst-case,” at-capacity event onsite during the peak arrival or departure period generated by the project. In this scenario presented below, the peak hour is assumed to be the hour before the event starts or the hour after the event ends. Typically, project trip generation estimates are determined using trip generation rates from *Trip Generation, 11<sup>th</sup> Edition* (Institute of Transportation Engineers [ITE], 2021), but the Trip Generation Handbook does not provide rates for events that are proposed as part of this project. Therefore, the following assumptions were applied to estimate arrival/departure trip generation:

- 200 guests (arrive/depart during the peak hour)
  - 5% of guests utilize rideshare/taxi services (counted as 1 inbound trip and 1 outbound trip) at an average vehicle occupancy of 1.5 guests per vehicle
    - 14 peak hour trips
  - Guests that drive themselves will utilize an average vehicle occupancy of 2.5 guests per vehicle
    - 76 peak hour trips
- 25 employees (arrive/depart outside the peak hour)
  - Zero peak hour trips
- Total: 90 peak hour trips

The above calculations estimate that the highest capacity events are likely to generate approximately 90 trips during the arrival and departure period immediately prior to or following the event.





**BUILDING AND SAFETY (B&S)**  
1. All design and construction shall comply with the latest California adopted codes.  
2. All accessible parking spaces, access aisles, and path-of-travel shall be accessible for individual with disabilities.  
3. Specify the Type of Construction, if the building have fire sprinkler, and existing and propose occupancy.

**PERMITS:**

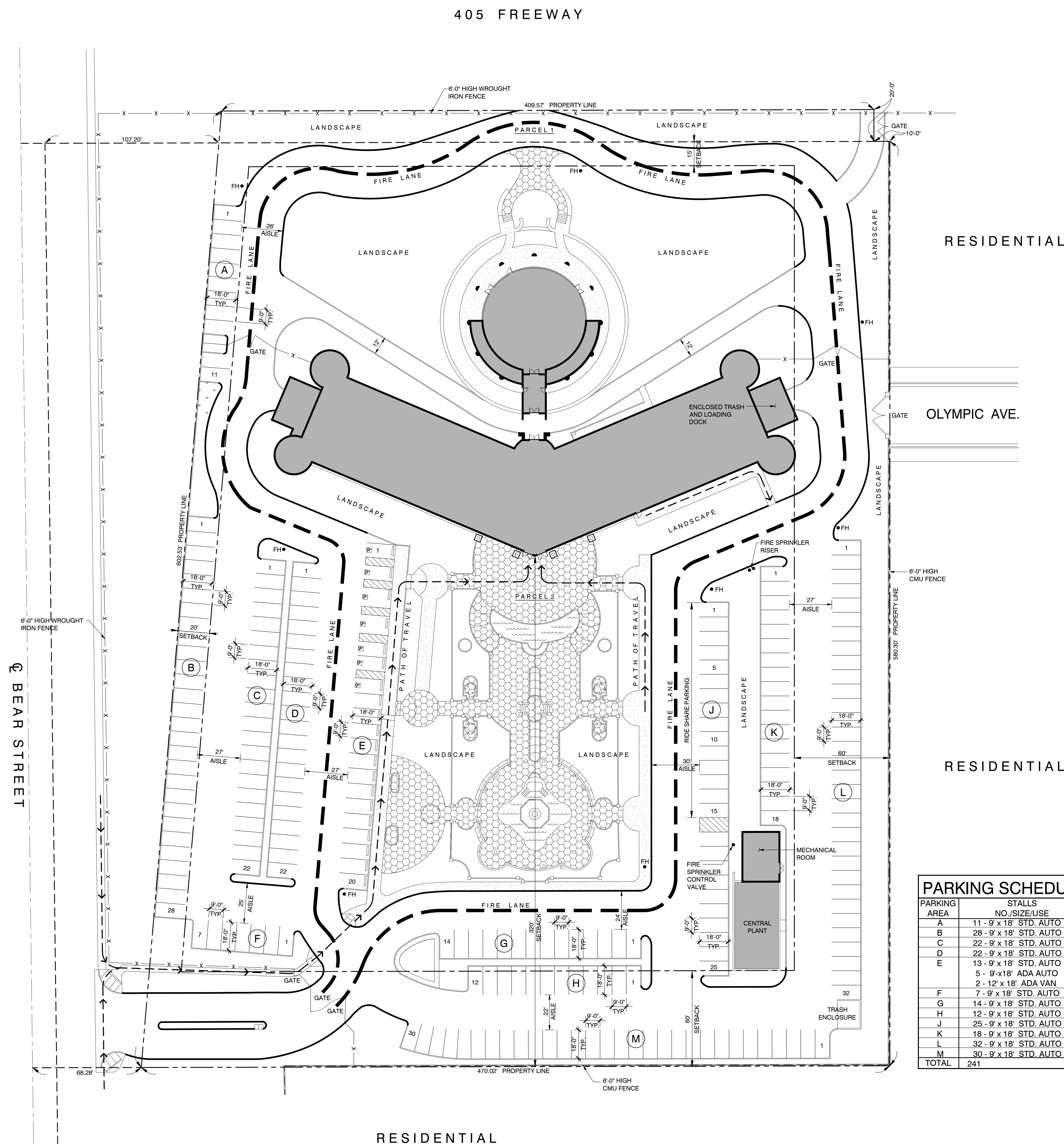
DEMO FLOORS 1, 2 & 3  
BC21-00616  
10/05/2021

SUITE 100 - FIRST FLOOR  
BC22-00337  
07/21/2022

SUITE 200 - SECOND FLOOR  
BC22-00238  
07/21/2022

**LEGEND:**

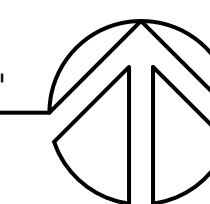
- BUILDING OUTLINE
- - - PROPERTY LINE
- - - SETBACK LINE
- x x x 6'-0" HIGH WROUGHT IRON FENCE LINE
- - - 6'-0" HIGH CMU FENCE LINE
- FIRE LANE
- RED PAINTED CURB
- FH • FIRE HYDRANT
- PATH OF TRAVEL
- CONCRETE HARDSCAPE
- (E) PAVERS (13, 774 R.S.F.)
- (E) WATER FEATURE



PARKING AREA	STALLS NO./SIZE/USE
A	11 - 9' x 18' STD. AUTO
B	28 - 9' x 18' STD. AUTO
C	22 - 9' x 18' STD. AUTO
D	22 - 9' x 18' STD. AUTO
E	13 - 9' x 18' STD. AUTO 5 - 9' x 18' ADA AUTO 2 - 12' x 18' ADA VAN
F	7 - 9' x 18' STD. AUTO
G	14 - 9' x 18' STD. AUTO
H	12 - 9' x 18' STD. AUTO
J	25 - 9' x 18' STD. AUTO
K	18 - 9' x 18' STD. AUTO
L	32 - 9' x 18' STD. AUTO
M	30 - 9' x 18' STD. AUTO
TOTAL	241

**SITE PLAN (AP ZONE)**  
3150 BEAR STREET, COSTA MESA CA 92629

SCALE: 1" = 30'-0"

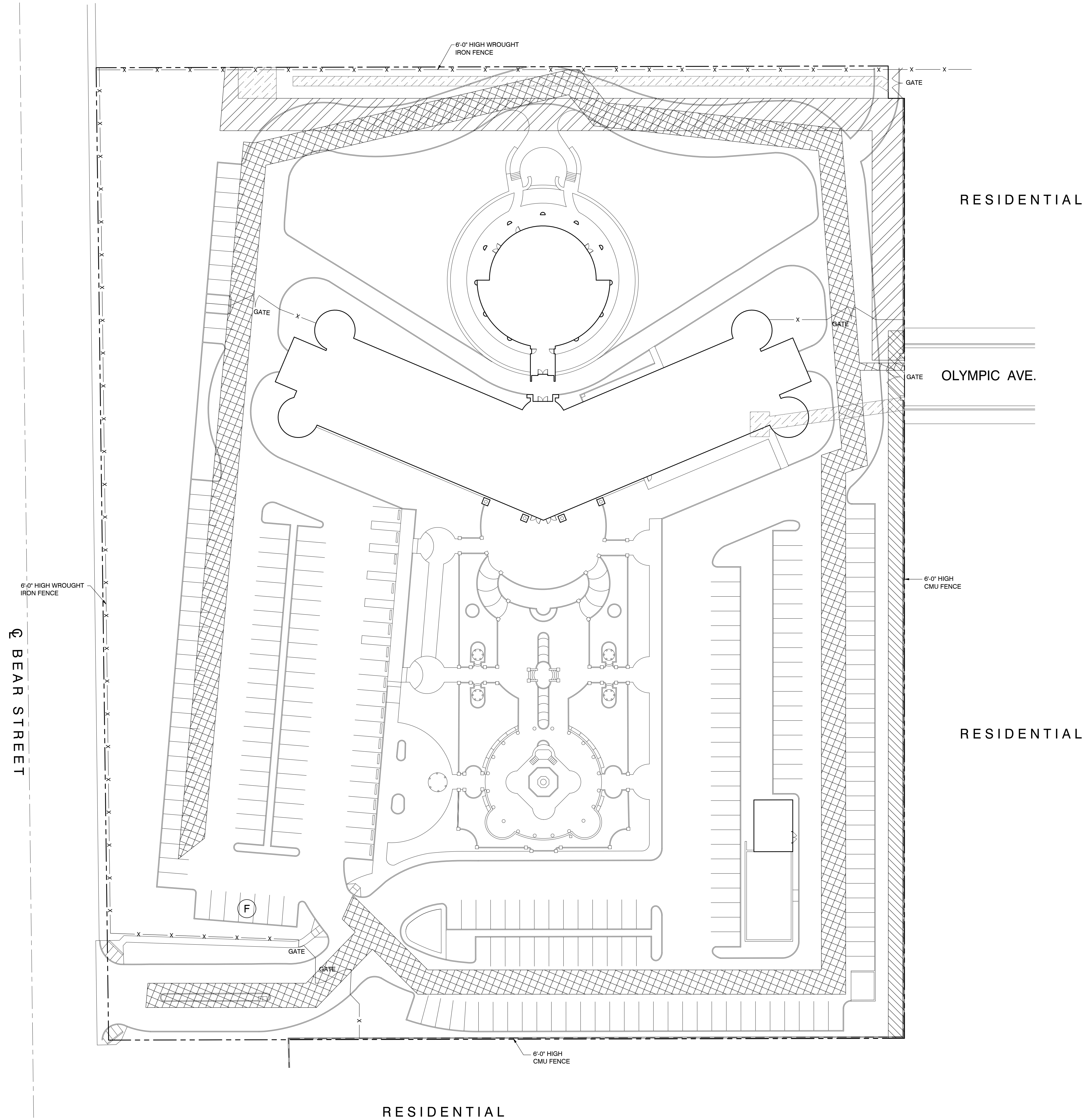
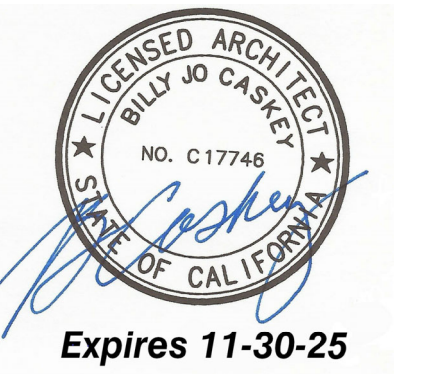


405 FREEWAY

BILL CASKEY  
+ ASSOCIATES, INC.

630 CAMEO HIGHLANDS DRIVE  
CORONA DEL MAR, CA 92625  
TEL: (714)624-7086  
EMAIL: bjcdesign@sbcglobal.net

DRAWING DATE: 1/4/2024



**LEGEND:**

	EXISTING MWD EASEMENT
	EXISTING OCSD EASEMENT
	EXISTING CMSD EASEMENT
	EXISTING SCE EASEMENT

EASEMENT PLAN  
3150 BEAR STREET, COSTA MESA CA 92629

SCALE: 1" = 30'-0"



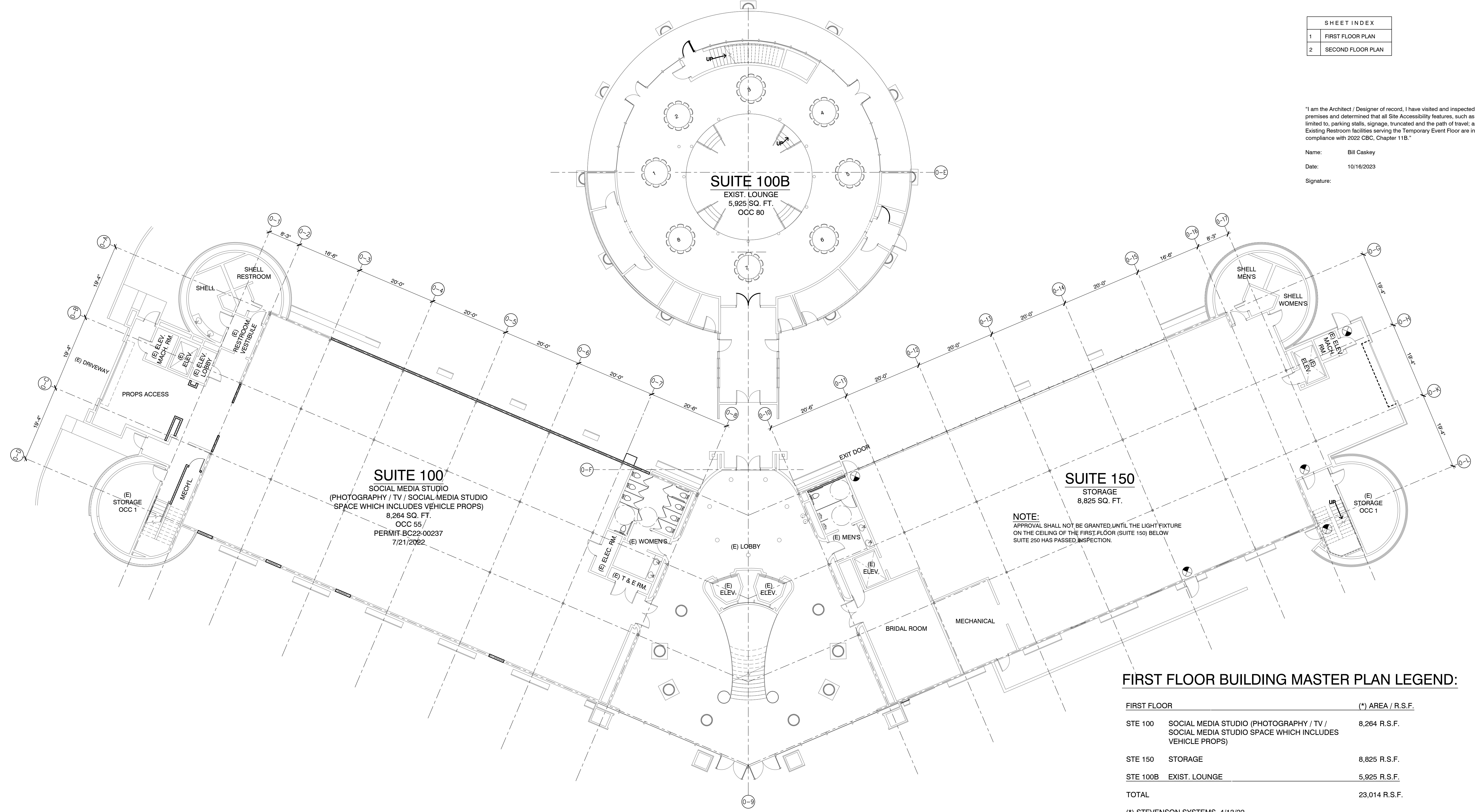
**BUILDING AND SAFETY (B&S): EVENT SPACE SUITE 100B USE FOR WEDDING AND CEREMONY**

- All area of the Event Space shall be accessible for wheelchair comply with Chapter 11B. An accessible path-of-travel shall be provided from the accessible parking space to the accessible bathroom and to the event area. (CBC 11B-902.3)
- All egress from the Event Space shall comply with Chapter 10 of the CBC (the number of exits, width of the exit, travel distance, and the mean of exit).
- The occupant load for the Event Space shall be calculated using the Table 1004.5. The occupant load factor shall matches with the use closely match with the propose use of the space and shall meet the more stringent of all occupancies that are served.
- An existing floor plan demo shall be provided for plan check.

SHEET INDEX	
1	FIRST FLOOR PLAN
2	SECOND FLOOR PLAN

"I am the Architect / Designer of record. I have visited and inspected the premises and determined that all Site Accessibility features, such as but not limited to, parking stalls, signage, truncated and the path of travel; and the Existing Restroom facilities serving the Temporary Event Floor are in compliance with 2022 CBC, Chapter 11B."

Name: Bill Caskey  
Date: 10/16/2023  
Signature:



**NOTE:**  
APPROVAL SHALL NOT BE GRANTED UNTIL THE LIGHT FIXTURE ON THE CEILING OF THE FIRST FLOOR (SUITE 150) BELOW SUITE 250 HAS PASSED INSPECTION.

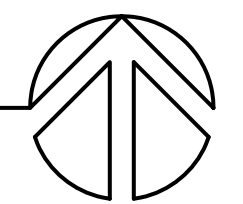
**FIRST FLOOR BUILDING MASTER PLAN LEGEND:**

FIRST FLOOR	(*) AREA / R.S.F.
STE 100 SOCIAL MEDIA STUDIO (PHOTOGRAPHY / TV / SOCIAL MEDIA STUDIO SPACE WHICH INCLUDES VEHICLE PROPS)	8,264 R.S.F.
STE 150 STORAGE	8,825 R.S.F.
STE 100B EXIST. LOUNGE	5,925 R.S.F.
<b>TOTAL</b>	<b>23,014 R.S.F.</b>

- (\*) STEVENSON SYSTEMS 4/13/22
- ⊗ = EXIT DOORS - EQUIPPED WITH PANIC HARDWARE / EXIT SIGNS ABOVE DOORS
- OCCUPANCY TYPE: B OFFICE  
FLOORS: 3  
CONSTRUCTION TYPE: TYPE V / AUTOMATIC SPRINKLERS THROUGHOUT. THE SPRINKLER SYSTEM & ALL FIRE PREVENTION WILL BE OPERATIONAL.

**PERMIT / DEMO**  
BC21-00616  
10/05/2021

**FIRST FLOOR PLAN**  
SCALE: 3/32" = 1'-0"





**BUILDING AND SAFETY (B&S): EVENT SPACE SUITE 200B USE FOR SEMINAR, CORPORATE FUNCTION, PRODUCTS UNAVAILABLE, AND SILENCE AUCTION.**

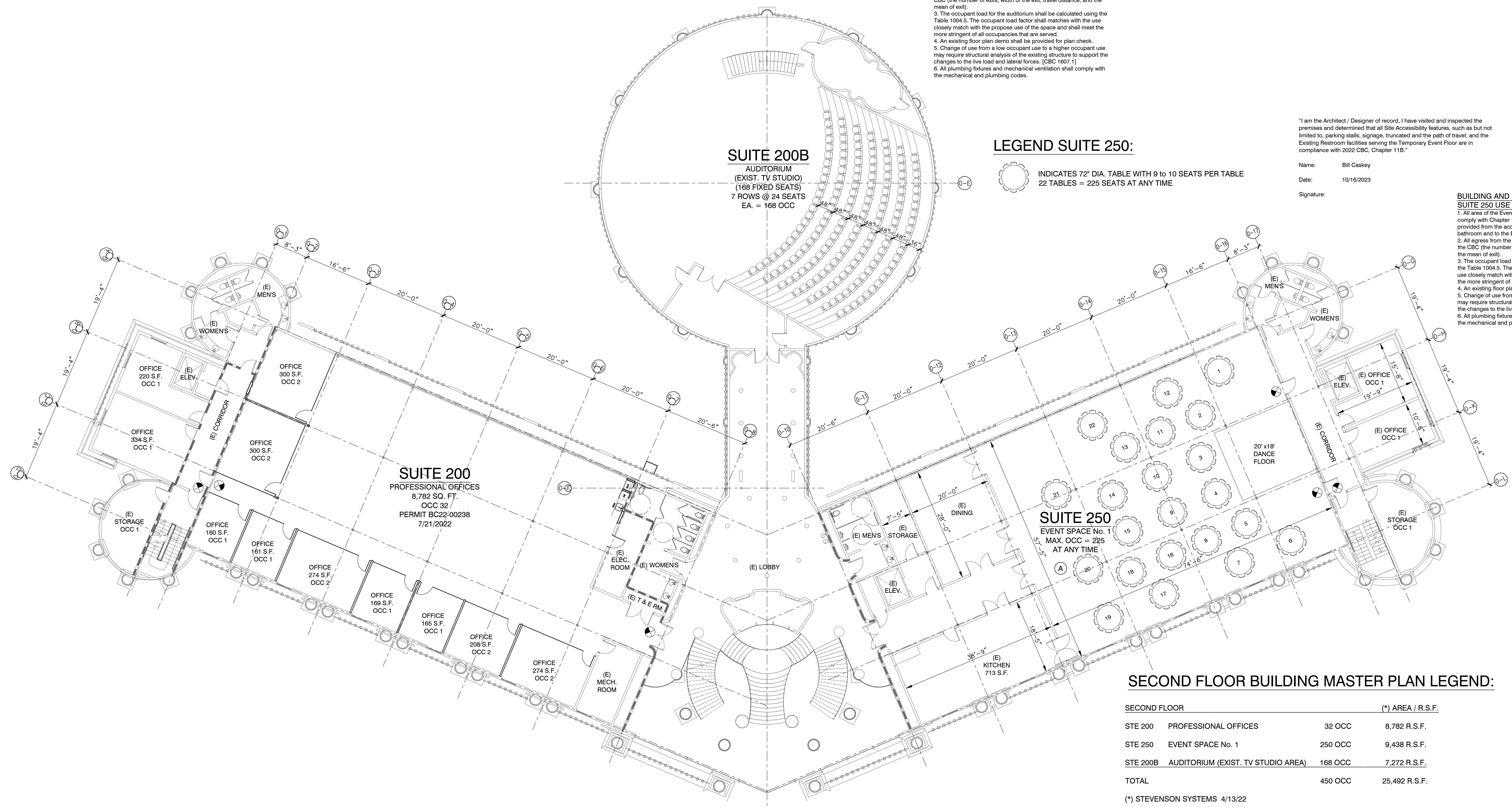
- All area of the auditorium shall be accessible for wheelchair comply with Chapter 11B. An accessible path-of-travel shall be provided from the accessible parking space to the accessible bathroom and to the auditorium. [CBC 11B-202.3]
- All egress from the auditorium shall comply with Chapter 10 of the CBC (the number of exits, width of the exit, travel distance, and the mean of exit).
- The occupant load for the auditorium shall be calculated using the Table 1004.5. The occupant load factor shall matches with the use closely match with the propose use of the space and shall meet the more stringent of all occupancies that are served.
- An existing floor plan demo shall be provided for plan check.
- Change of use from a low occupant use to a higher occupant use may require structural analysis of the existing structure to support the changes to the live load and lateral forces. [CBC 1607.1]
- All plumbing fixtures and mechanical ventilation shall comply with the mechanical and plumbing codes.

"I am the Architect / Designer of record. I have visited and inspected the premises and determined that all Site Accessibility features, such as but not limited to, parking stalls, signage, truncated and the path of travel, and the Existing Restroom facilities serving the Temporary Event Floor are in compliance with 2022 CBC, Chapter 11B."

Name: Bill Caskey  
Date: 10/16/2023  
Signature:

**BUILDING AND SAFETY (B&S): EVENT SPACE SUITE 250 USE FOR WEDDING AND CEREMONY.**

- All area of the Event Space shall be accessible for wheelchair comply with Chapter 11B. An accessible path-of-travel shall be provided from the accessible parking space to the accessible bathroom and to the Event Space. [CBC 11B-202.3]
- All egress from the Event Space shall comply with Chapter 10 of the CBC (the number of exits, width of the exit, travel distance, and the mean of exit).
- The occupant load for the Event Space shall be calculated using the Table 1004.5. The occupant load factor shall matches with the use closely match with the propose use of the space and shall meet the more stringent of all occupancies that are served.
- An existing floor plan demo shall be provided for plan check.
- Change of use from a low occupant use to a higher occupant use may require structural analysis of the existing structure to support the changes to the live load and lateral forces. [CBC 1607.1]
- All plumbing fixtures and mechanical ventilation shall comply with the mechanical and plumbing codes.



**LEGEND SUITE 250:**

INDICATES 72" DIA. TABLE WITH 9 TO 10 SEATS PER TABLE  
22 TABLES = 225 SEATS AT ANY TIME

**SECOND FLOOR BUILDING MASTER PLAN LEGEND:**

SECOND FLOOR	(*) AREA / R.S.F.
STE 200 PROFESSIONAL OFFICES	32 OCC 8,782 R.S.F.
STE 250 EVENT SPACE No. 1	250 OCC 9,438 R.S.F.
STE 200B AUDITORIUM (EXIST. TV STUDIO AREA)	168 OCC 7,272 R.S.F.
<b>TOTAL</b>	<b>450 OCC 25,492 R.S.F.</b>

- (\*) STEVENSON SYSTEMS 4/13/22
- EXIT DOORS - EQUIPPED WITH PANIC HARDWARE / EXIT SIGNS ABOVE DOORS
  - PROVIDE SIGN: "MAXIMUM OCCUPANTS 250"
- OCCUPANCY TYPE: B OFFICE  
FLOORS: 3  
CONSTRUCTION TYPE: TYPE V / AUTOMATIC SPRINKLERS THROUGHOUT. THE SPRINKLER SYSTEM & ALL FIRE PREVENTION WILL BE OPERATIONAL.

**PERMIT / DEMO**  
BC21-00616  
10/05/2021

**SECOND FLOOR PLAN**

SCALE: 3/32" = 1'-0"

