

April 22, 2016

TO: Mayor and City Council
Planning Commission
City Manager

From: Jeffery W. Gibson, Community Development Director

SUBJECT: Community Development Director Action for Following Request(s) for the week
of **April 18, 2016 – April 22, 2016.**

EVENT PERMIT:

Applicant: Kubota Tractor Corporation

Case No.: EVN16-00016

Location: 3401 Del Amo Boulevard

Zoning: M-2

Summary: Request for Administrative Approval for an employee appreciation lunch including two food trucks on April 26, 2016 11:30am-1:00pm on property located in the M-2 Zone at 3401 Del Amo Boulevard.

APPROVED

04/21/16

MINOR USE PERMIT:

Applicant: John Tretheway

Case No.: MUP16-00002

Location: 22724 Hawthorne Boulevard, Unit C

Zoning: H-MP (Hawthorne Boulevard Corridor Specific Plan – Meadow Park)

Summary: Administrative Approval of a Minor Use Permit to allow the operation a physical fitness center on property located in the Hawthorne Boulevard Corridor Specific Plan Meadow Park Zone at 22724 Hawthorne Boulevard, Unit C.

APPROVED

04/22/16



278846

City of Torrance, Community Development Department Jeffrey W. Gibson, Director
3031 Torrance Blvd., Torrance, CA 90503, Phone (310) 618-5990 Fax (310) 618-5829

TEMPORARY PARKING LOT EVENT PERMIT APPLICATION

Parts I, II, and III to be completed by the Applicant. Please print or type.

I. BUSINESS OWNER INFORMATION/PROPOSED EVENT LOCATION

Name of Applicant				Kubota Tractor Corporation			
Name of Business				Kubota Tractor Corporation			
Property Address (proposed parking lot event location)			City	State	Zip Code		
3401 Del Amo Blvd			TORRANCE	CA	90503		
Name of Business Owner		Contact Phone Number		Email			
Kubota Tractor Corporation		310-310-3370		[REDACTED]			
Mailing Address (if different from above)			City	State	Zip Code		

II. EVENT AND SITE INFORMATION

Check type of approval requested:

- Promotional Outdoor Event
- Outdoor Gathering Of People
- Includes Amplified Sound
- Pumpkin Sales Lot
- Christmas Tree Sales Lot
- Other (Please Describe): _____
- Security # of Guards _____
- Armed (Y/N) _____

Describe the proposed event: Employee Appreciation Lunch for 180 employees
under (1) 40' x 70' tent. Event furniture includes
(20) 60' round tables and (200) chairs. Two food trucks.

Date(s) and Hours of event:		Hours:	
Date:	From: 4/27 To: 4/27	From: 11:30 AM To: 1:00 PM	
Set Up Date(s):	From: 4/27 To: 4/27	Clean Up Date: 4/27	

Site Information:			
Zoning	Total Lot Area (in sq. ft)	Total Number of Parking Spaces On-Site	Number Parking Spaces Displaced by the Event
M2	116,368 sq ft	174	29

III. STANDARDS AND REQUIREMENTS

By signing this application form, I as the business owner and/or the property owner, hereby acknowledge that I have read and agree to comply with all applicable City standards regulating the proposed temporary use(s) and the following conditions of approval:

- a) No person will use any existing parking lot for a temporary parking lot sales event or a temporary parking lot special event, as defined in Sections 91.2.165 and 91.2.166 respectively, without first obtaining the prior approval of a Temporary Parking Lot Event Permit.
- b) The location of the proposed event is within an existing parking lot area and is being held by a permanent on-site business.
- c) The proposed event will not disrupt circulation of traffic within the parking lot or within the vicinity as determined by consideration of the location and design of on-site driveways; the on-site parking and circulation, including pedestrian movements; and the on-site lighting and traffic signage in relation to the location of the proposed parking lot event.

- d) The proposed event will not be materially detrimental to the public welfare or to the property of other persons located in the vicinity.
- e) The proposed event will not cover more than ten percent of the required parking spaces.
- f) The proposed event will not cause a shortage of parking for or restrict access to the existing uses.
- g) The business establishment proposing the event has not exceeded the maximum allowable number of four events per business establishment per calendar year.
- h) There are no other temporary parking lot sales or special events occurring on the same parking lot and during the same time period.
- i) All temporary structures, equipment and debris will be removed and the parking lot area will be cleaned and restored to its original condition within one calendar day immediately following the last effective date of the approval for the event.
- j) The operation of a pumpkin or a Christmas tree sales lot will conform to the requirements of Subsections c) and d) 2 through d) 5 of Section 92.2.9 regulating pumpkin and Christmas tree sales on vacant property (summarized below).
- k) The Community Development Director may impose additional conditions to the approval of the Temporary Parking Lot Event Permit to insure the preservation of the public peace, safety, health, and general welfare.
- l) Any violations of Section 93.1.7, other applicable Sections of the Torrance Municipal Code, and/or conditions of approval may result in enforcement actions, immediate suspension of the issued Temporary Parking Lot Event Permit and the denial of an application for such future event permits by the operator and/or the property owner.

Additional requirement for pumpkins or Christmas trees sales:

- a) No permit will be issued prior to September 1st for a pumpkin lot and November 1st for Christmas tree lot.
- b) Site preparation and set up for the sales lot will not commence prior to September 20th for a pumpkin sales lot, and November 15th for a Christmas tree sales lot.
- c) Sales operations to the public for a pumpkin lot will begin no earlier than October 10th and end no later than October 31st.
- d) Sales operations to the public for a Christmas tree lot will begin no earlier than the day after Thanksgiving and end no later than December 25th.
- e) The proposed sales operation is conducted between the hours of 9:00 a.m. to 10:00 p.m. daily.

APPLICANT		BUSINESS OWNER AND/OR PROPERTY OWNER	
Print Name of Applicant Kubota Tractor Corporation		Print Name of Business Owner and/or Property Owner Kubota Tractor Corporation	
Mailing Address 3401 Del Amo Blvd Torrance CA 90503		Mailing Address 3401 Del Amo Blvd Torrance, CA 90503	
Contact Phone Number 310 370 3370		Contact Phone Number 310-370-3370	
Signature 		Signature 	
Date 4/29/16		Date 4/19/16	

IV. FOR CITY USE ONLY - DO NOT WRITE BELOW THIS LINE

Plot Plan Attached Other Information Attached:

Application/Case No.	Date of Acceptance	Fee Amount	Accepted By:
EVN16-00016	4/20/16	\$227	
Fire	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	<input checked="" type="checkbox"/> See Remarks	By: Date: 4/20/16
Building	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	<input checked="" type="checkbox"/> See Remarks	By: Date: 4/20/16
Environmental	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	<input checked="" type="checkbox"/> See Remarks	By: Date: 4/20/16
Police	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	<input checked="" type="checkbox"/> See Remarks	By: Date: 4/20/16

See food truck comments

REMARKS

Please log comments in Permit Plan

Fire	Tent permit with fire safety inspection.
Building	- OBTAIN SAFETY INSPECTION PERMIT FOR THE TENT - NO OBSTRUCTION TO ANY H.S. PATHS
Environmental	Obtain separate approval for amplified sound from Business License division.
Police	Permit diagram shows proper security measures were taken to block off entrances to event (hard barricades). One of the food trucks "Los Lobos" does not have a permit, but The Grilled Cheese truck has a permit.

STAFF ASSESSMENT AND RECOMMENDATION (COMMUNITY DEVELOPMENT DEPARTMENT)

- The applicant has satisfied all the standards and requirements of the Permit. Therefore staff recommends approval of the Temporary Parking Lot Event Permit subject to the Standards and Requirements contained in Section III of this approval.
- The application does not meet the standards and requirements for issuance of a Temporary Parking Lot Event Permit and therefore staff recommends denial. The following standards/requirements were not met:
see attached conditions

Assessment Made By:	
Name: [Redacted]	Title: Planning Assistant.
Recommended By:	
Name: [Redacted]	Title: Penny Kaye

COMMUNITY DEVELOPMENT DIRECTOR APPROVAL

This request for a Seasonal Sales Permit is:

- Approved Denied

Temporary Parking Lot Permit Number: _____

[Redacted Signature]
 Jeffery W. Gibson
 Community Development Director

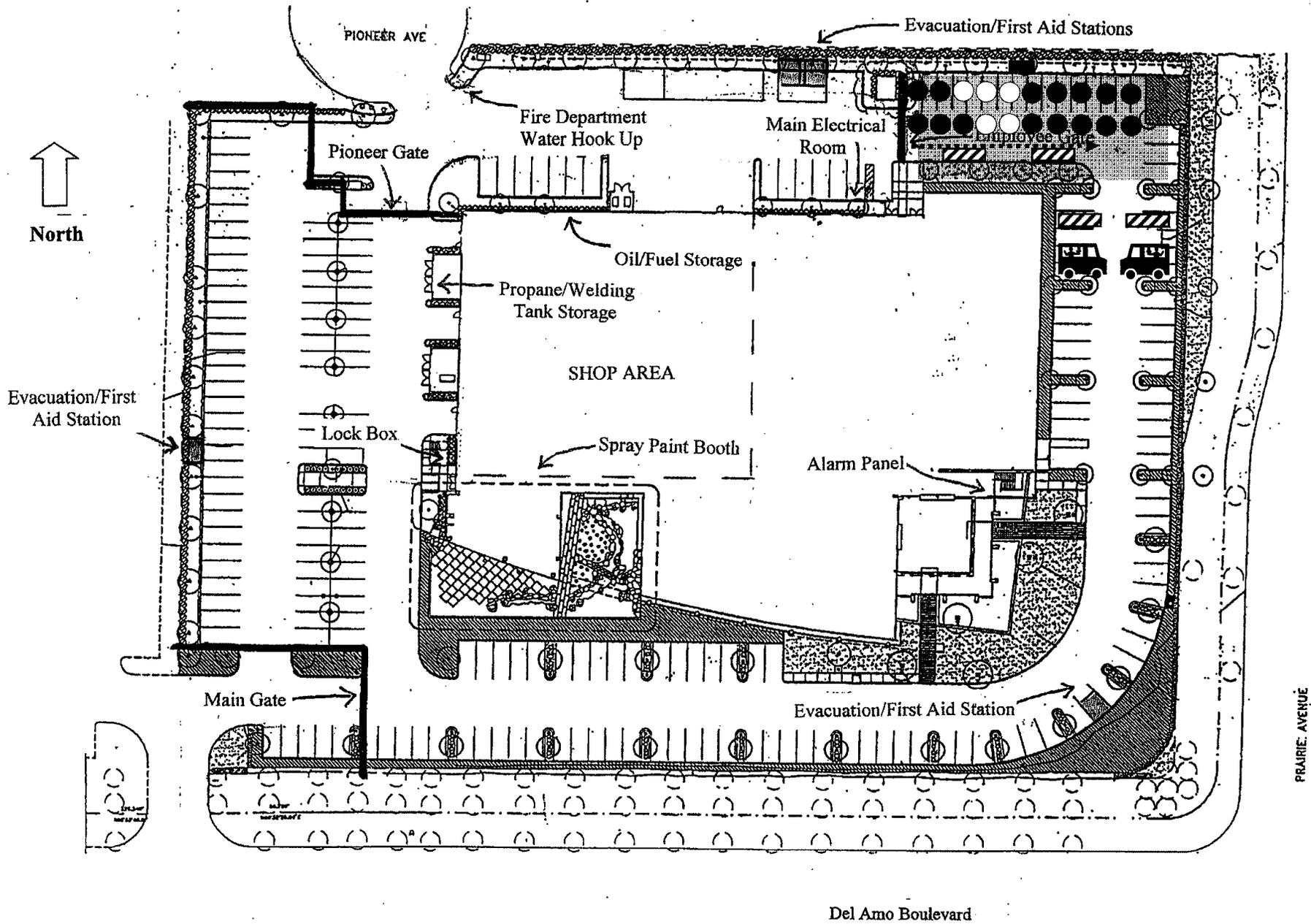
21 April 16
 Date:

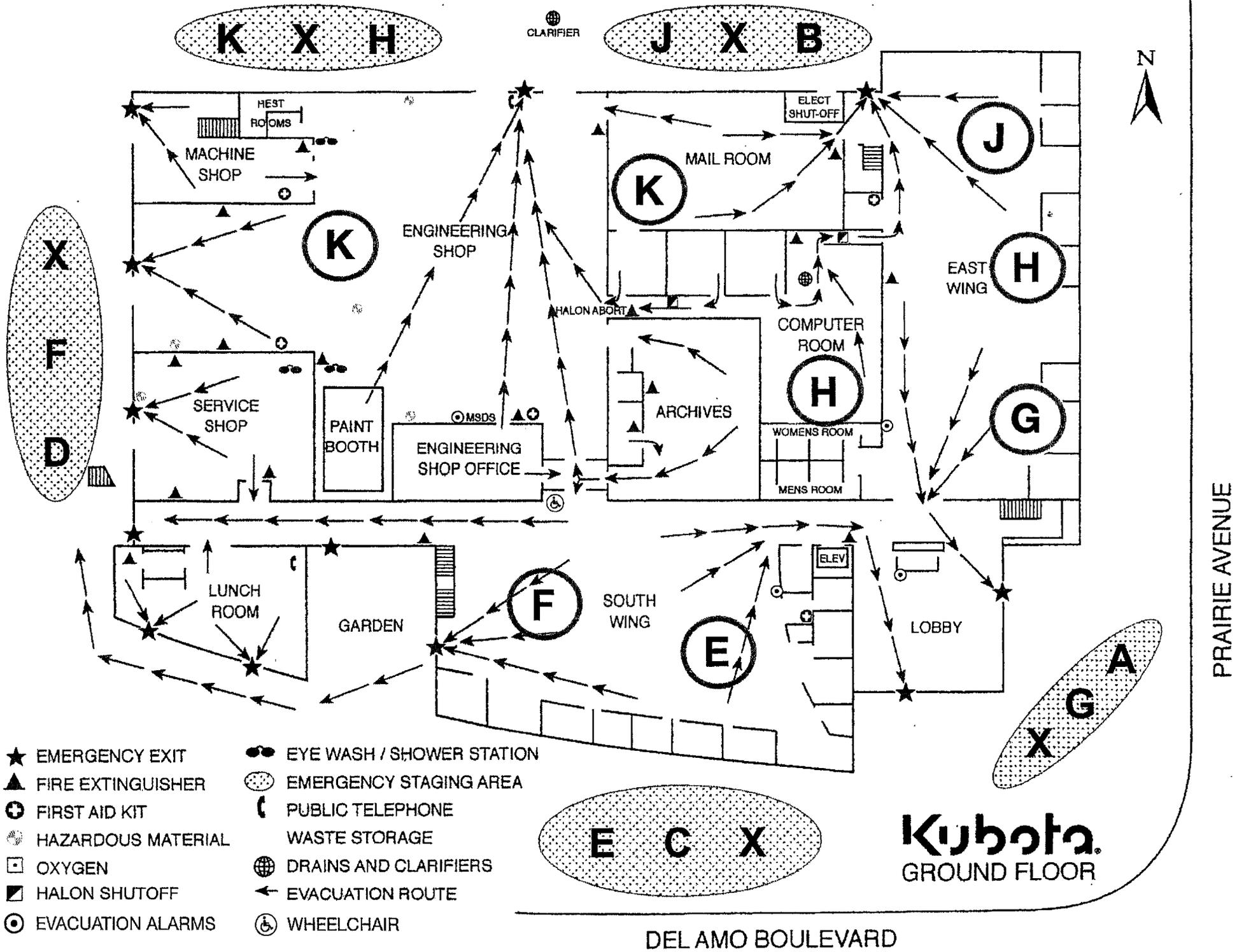
Decisions by the Community Development Director pertaining to a Temporary Parking Permit Lot Event Permit are appealable to the Planning Commission within five (5) calendar days following the above date of approval or denial.

EVN Planning Conditions

- No encroachment permitted into public R-O-W, fire lane, or drive aisles/parking areas, other than the area shown on attached plot plan.
- No blocking of any handicap access or parking spaces (other than the area proposed on attached plot plan) is permitted.
- All event activities shall be contained within noted area on attached plot plan.
- Clean up of the site shall take place per date/time on application and the site shall be returned to its previous state held prior to the event.
- No illegal signs, banners, balloons out side of the proposed tent(s)
- No sign holders/twirlers, illegal signs, banners, flags etc. are permitted.
- Amplified sound permit must be obtained

Kubota Tractor Corp
3401 Del Amo Blvd
Torrance CA 90503

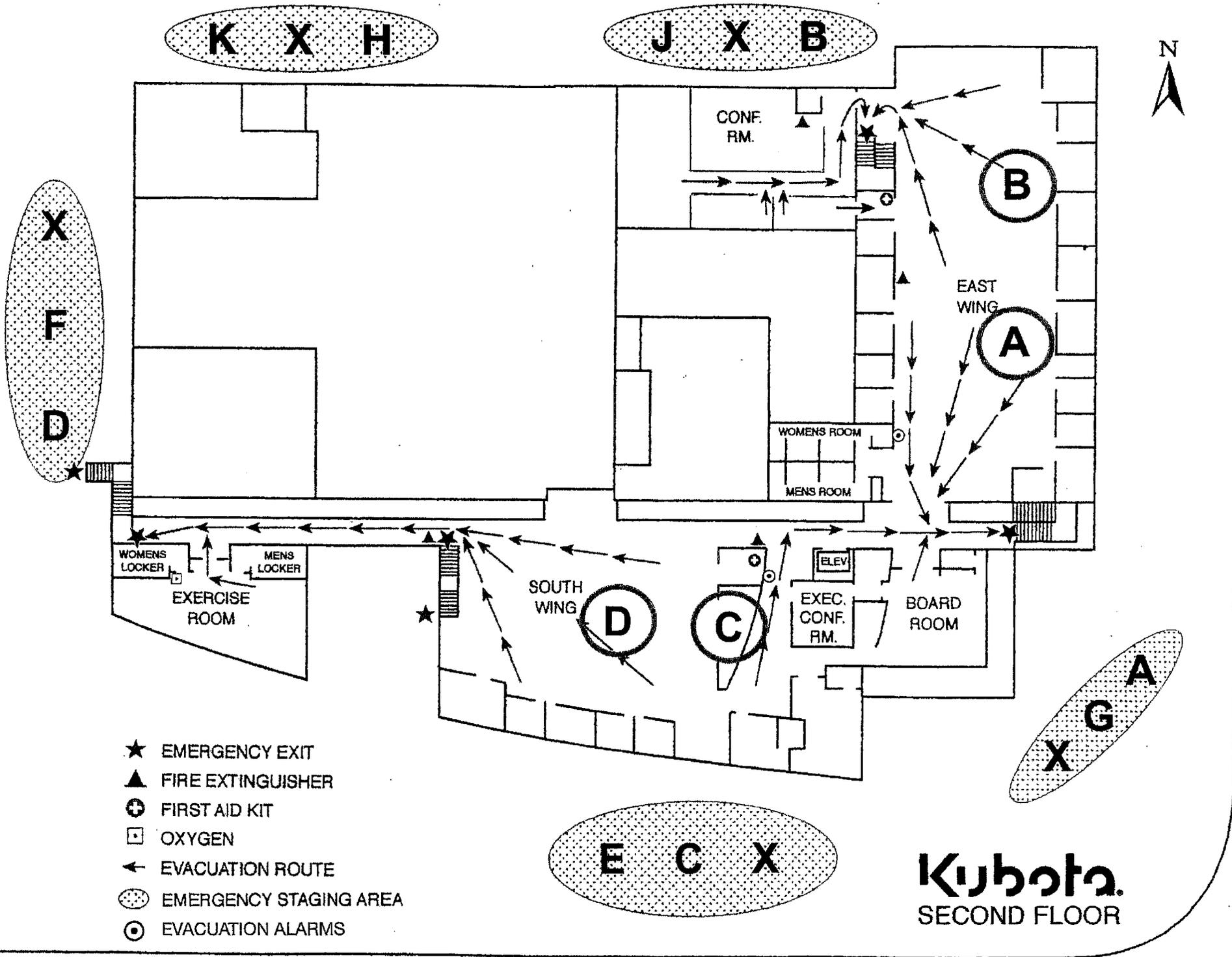




Kubota
GROUND FLOOR

DEL AMO BOULEVARD

PRAIRIE AVENUE



Kubota.
SECOND FLOOR

DEL AMO BOULEVARD

PRAIRIE AVENUE

DATE: April 20, 2016
TO: Jeffery W. Gibson, Community Development Director
FROM: Development Review Division
SUBJECT: Minor Use Permit 16-00002 – John Tretheway

Request for approval of a Minor Use Permit to allow the operation a physical fitness center on property located within the H-MP Zone at 22724 Hawthorne Blvd, Unit C.

Applicant: John Tretheway
Case No: MUP16-00002
Location: 22724 Hawthorne Boulevard, Unit C
Zoning: H-MP (Hawthorne Boulevard Corridor Specific Plan – Meadow Park)

The applicant, John Tretheway, is requesting approval of a Minor Use Permit to allow the operation of a physical fitness center specializing in corrective exercise and golf fitness within the Hawthorne Boulevard Corridor Specific Plan – Meadow Park District at 22724 Hawthorne Blvd, Unit C. A Minor Use Permit is required within the Meadow Park District for Personal Improvement Services over 1,200 square feet in area and with more than six participants on-site for instruction at one time.

The proposed fitness center will occupy an existing 1,326 square foot tenant space within a 20,050 square foot commercial building. The building was approved in 1973 by the Planning Commission via a Precise Plan of Development (PRE73-10) and constructed in 1974. Past records indicate there have been additional entitlements to allow a real estate training center within the commercial building (CUP73-27), as well as administrative reviews for other types of service uses. In 1996 a Minor Development Permit (MDP96-00003) was approved to allow exterior renovations for a golf retailer.

The fitness center plans to offer private and group sessions for adult golf players. Private sessions will be held by appointment at a 1:1 participant to instructor ratio, with group sessions held at a 6:1 ratio. Sessions will be conducted across two workout areas, which include free weights, a treadmill, and other equipment. There will also be a waiting area and a restroom. The proposed operating hours are 6:00 am to 7:00 pm, Monday through Friday, with occasional weekend appointments.

The proposed fitness center will be replacing a previous personal improvement use with the same parking ratio, so no net increase in parking is needed. The building is currently a mixture of various commercial uses including retail operations and an infant-toddler gym. The building provides parking in excess of 130 parking stalls, with parking available in the front and rear areas. As the number of participants is limited and there is no expansion of floor area proposed as a part of this proposal, in the judgment of staff, there will be sufficient on-site parking to accommodate the existing uses and the proposed use based on the total parking on the site.

Staff conducted a site visit of the property and did not observe any code violations. The project is of a quality and character that is compatible with the surrounding area and will not be materially detrimental to existing development. The proposed business is compatible with the existing uses within the commercial building and with other surrounding commercial uses.

To approve a Minor Use Permit in the Hawthorne Boulevard Corridor Specific Plan, the Community Development Director is required to make the following findings:

- A) That the property for which this Minor Use Permit is approved is located at 22724 Hawthorne Boulevard, Unit C;
- B) That the property's Assessor Parcel Number is 7368-004-054;

- C) That the proposed fitness center is a permissible use within the Hawthorne Boulevard Corridor Specific Plan Meadow Park Sub District with a Minor Use Permit, and that the proposed use is consistent with the purpose and requirements of the Hawthorne Boulevard Corridor Specific Plan Meadow Park Sub District, and complies with all of the applicable provisions under the Specific Plan and provisions of the Zoning Ordinance;
- D) That the proposed fitness center conforms to all applicable design guidelines and design review criteria of the Hawthorne Boulevard Corridor Specific Plan. Further, the proposed fitness center has been designed to minimize possibly intrusive impacts on residential properties;
- E) That the building and surrounding parking lot is physically suitable for the proposed fitness center, as conditioned, and no additional square footage is proposed so as to not interfere with the existing uses and vehicular traffic;
- F) That by virtue of a high quality design and construction, the proposed fitness center will positively contribute to the orderly and harmonious development of the Hawthorne Boulevard Corridor and the general welfare of the City;
- G) That the proposed fitness center will enhance the commercial development of the area so as to increase the taxable value of real property and sales tax return to the City, and to maintain the stability and value of the property and of the Hawthorne Boulevard Corridor as a desirable commercial area by promoting a diversity of uses within the commercial building;
- H) That traffic impacts have been mitigated, in whole or in part by the design of the on-site circulation system so as to minimize hazard and congestion, to facilitate on-site movements between adjacent properties, and to maximize opportunities for pedestrian and transit connections;
- I) That there are adequate provisions for water, sanitation, and public utilities and services to ensure that the proposed fitness center is not detrimental to public health and safety because the pad building is an existing site.
- J) That the proposed fitness center is consistent with the objectives, policies, general land uses and programs of the Torrance General Plan as the use encourages a balanced distribution of commercial development and promotes the economic health of the Meadow Park Sub District;
- K) That the proposed fitness center will not be materially detrimental to the public interest, health, safety, convenience or welfare; and
- L) That minor alterations of existing structures are Categorically Exempt by the 2015 Guidelines for Implementation of the California Environmental Quality Act, Article 19, Section 15301. Since the proposed tenant improvements are limited to the interior of an existing building and will not be adding additional square footage, the establishment of a fitness center is not deemed an expansion of use and conforms to this exemption.

Based on the preceding findings, staff recommends approval of the request subject to the following conditions:

1. That if this Minor Use Permit is not implemented within one year after the approval, it shall expire and become null and void unless extended by the Community Development Director for an additional period, as provided for in Section 92.27.1 of the Torrance Municipal Code; (Planning)
2. That the fitness center shall not have more than 6 participants receiving instruction at one time and not more than 1 instructor on site at one time; (Planning)
3. That the business hours of operation shall be 6:00 a.m. to 7:00 p.m., Sunday through Saturday; (Planning)

4. That all training shall be done inside the building and away from neighboring residential properties; (Environmental)
5. That address numbers shall be provided and measure at a minimum 9" in height and be a color that contrasts with the color of façade; (Environmental)
6. That all signs (new, modified or revised) shall adhere to the approved sign program for the center and be approved by the Environmental Division with appeal rights to the Planning Commission; (Environmental)
7. That prohibited signage for this use includes: freestanding, portable, or A-frame signs; signs attached to light or utility poles and trees; inflatable signs, signs attached to the roof of the building; persons holding signs; electronically changeable signs, air-assisted signs, and flag or bow banners; and (Environmental)
8. That a noise attenuation plan shall be submitted to the Environmental Division prior to the issuance of any building permit. The acoustical engineer / noise consultant shall contact the Environmental Division prior to conducting the noise study. The recommendations of the noise attenuation plan shall be adhered to, so that when the proposed development is completed, noise from this use will comply with the noise ordinance of the Torrance Municipal Code, will not disturb the internal tenants, and will not disturb neighboring tenants. (Environmental)

The applicant is advised that Code requirements have been included as an attachment to the staff report, and are not subject to modification.

Prepared by,



Leo Oorts
Planning Assistant

Recommended by,



Gregg D. Lodan, AICP
Planning Manager

Attachments:

1. Code Requirements
2. Site Plan and Floor Plan

This request for Minor Use Permit 16-00002 has been APPROVED DENIED per Section 92.28.1 of the Torrance Municipal Code.



Jeffery W. Gibson
Community Development Director

22 April 16

Date

Decisions made by the Community Development Director are appealable to the Planning Commission within fifteen (15) calendar days following the above date of approval or denial.

CODE REQUIREMENTS

The following is a partial list of Code requirements applicable to the proposed project. Not all possible Code requirements are provided here and the applicant is strongly advised to contact each individual department for further clarification. Code requirements may not be waived or altered. They are provided for information purposes only.

ENGINEERING:

- Replace broken and grinded sidewalk along the project frontage on Hawthorne Boulevard per Caltrans standards; (Engineering)
- Obtain an Encroachment Permit from Caltrans (213-897-3631) for any work (proposed or required by the City) in the public right-of-way on Hawthorne Blvd. Proof of Caltrans Encroachment Permit application submittal is required prior to issuance of Building Permit

ENVIRONMENTAL:

- Lot sweeping, deliveries, and trash pick-up are prohibited between 10 P.M. and 7 A.M. per Torrance Code (92.30.4).
- The Van Accessible loading area shall be at least 8 feet wide and the words "NO PARKING" shall be painted on the ground within each loading access aisle in white lettering no less than 12 inches high and located so that it is visible to traffic enforcement officials.
- Direct lighting away from residential land uses per Torrance Code (92.30.5).

FIRE PREVENTION:

- Separate submittal for TI work for fire sprinklers or additional fire alarm devices.