



Corrected

City of Costa Mesa Inter Office Memorandum

TO: CITY COUNCIL AND PLANNING COMMISSION
CC: TOM HATCH, GARY ARMSTRONG, AND JAY TREVINO
FROM: WILLA BOUWENS-KILLEEN, ZONING ADMINISTRATOR
DATE: JULY 21, 2016
SUBJECT: ZONING ADMINISTRATOR DECISION

DT for WDK

This is to advise you of the following decision(s) made by the Zoning Administrator within the last week. The decision(s) will become final unless a member of the Planning Commission or City Council requests a review of the decision(s) or an interested party files an appeal by 5:00 p.m. on July 28, 2016. Project descriptions have been kept brief for this notice. As a result, there may be details to the project or conditions of approval that would be of interest to you in deciding whether to request a review of a decision. Please feel free to contact me by e-mail at willa.bouwens-killeen@costamesaca.gov if you have any questions or would like further details.

ZA-16-19 2900 BRISTOL STREET, SUITE E208

A request to operate an "Escape Room" located within the Waters at Creekside office park. The use provides an entertainment venue where a group of people (typically 2 to 8 individuals) work together on a themed game similar to a scavenger hunt to solve clues, puzzles, and riddles before participants can "escape" the game room. Guests are not physically locked in the facility, but remain in the game suites for one hour to play the game. The hours of operation are Monday through Thursday 5 PM to 11 PM and Friday through Sunday 11 AM to 11 PM. Small corporate events may occur during weekday hours (8AM to 5 PM) by appointment only with participants and employees arriving by carpool so to not exceed the 5 parking spaces allotted to this office. Due to these business activities, a deviation from shared parking requirements is also requested.

Approved, subject to conditions of approval.

Comments received: Ten contacts in opposition;
Seventeen contacts in support

COLGAN, JULIE

From: Robert Getter <rgetter@projectlinets.com>
Sent: Wednesday, July 20, 2016 5:33 PM
To: PLANNING COMMISSION
Cc: 'Linda Chen'
Subject: Zoning Application ZA-16-19 at 2900 Bristol, Suite E208

My name is Robert Getter, and my company works from the same Waters complex as the proposed zoning application. The purpose of this email is to encourage you not to approve the subject application for the following reasons:

1. Application does not meet parking requirements. The applicant states typically 2-8 gamers will participate, and obviously there will also be workers. My understanding is that this unit has 5 approved parking spaces. Parking is a huge issue for our complex. Frequently I am not able to find parking in our shared lot and end up parking some distance away. This is most unacceptable for my clients visiting my office.
2. Who would monitor the parking situation to verify the applicant stays within the limits?
3. My understanding is that proposed hours include 11 am to 11 pm on Fridays, and could include other daytime hours during the week for "small corporate events". Again, parking will be a problem for these daytime hours. Who will verify hours of operation?
4. Proposed gaming business and hours to 11 pm are a concern in terms of precedent in that it is inconsistent with the character of the other businesses in the complex. If this is approved, what is to say some other type of gaming – e.g. paintball or videogaming – won't be next? How about a nighttime escort or massage service (someone already tried this). What will they all be eating, drinking, vaping, etc.? This is a professional office complex – my company is an engineering business, an accountant's office is across the hall, and other businesses nearby include a senior care company, a hotel network, a credit card company, etc. This is not an entertainment complex, and I am concerned that my engineering clients will be turned off by the type of visitors that would result from the present application and other similar future applications.

Thank you and best regards,

Robert Getter, P.E. | ProjectLine Technical Services | Infrastructure Engineering
2900 Bristol, Suite D-103, Costa Mesa, CA 92626 | 714 540-5460 | Mobile 949 351-9718

COLGAN, JULIE

From: Ralph Moore <ralph@smxrtos.com>
Sent: Wednesday, July 20, 2016 5:43 PM
To: PLANNING COMMISSION
Cc: David Moore; 'Betty Martin-Danner'; 'Karen Fredericks'
Subject: Application Number ZA-16-19 for Escape Room

Gentlemen:

We are strongly opposed to this application. We have recently suffered through an abuse of parking spaces by a company called "Soft Landings". They substantially exceeded their allotted spaces with the net result that other tenants had difficulty parking near their offices and some actually lost customers. Finally it was necessary to number spaces, give out parking permits, and post a guard.

This new applicant appears poised to do the same. We understand that they are entitled to only 5 spaces, yet are likely to use 20. As you well know, land in Orange County is expensive. A significant portion of the rent we pay for our office suite goes to pay for the land that our allotted parking spaces occupy. Were you to grant this request you would, in effect, be licensing these people to steal from the rest of us.

Their business is more appropriately located in a strip mall where more parking spaces are allocated per unit of store space. Of course, the store space costs more per square foot. As I pointed out above, this is because parking space is expensive. Of course these people want to locate in Waters Business Park because it is cheaper. How nice for them -- they save money and the rest of us suffer!

Should you decide to let them do this, you would be making very unfair decision.

Sincerely,
Ralph Moore
President
Micro Digital Inc.
Unit 204G.

COLGAN, JULIE

From: Chris Hoff <chrishoffmft@gmail.com>
Sent: Saturday, July 09, 2016 4:18 PM
To: PLANNING COMMISSION
Subject: Application No. ZA-16-19

Hello-

I currently own two suites in the Waters (C-208 & C-104) and am writing to request that the planning commission deny **Application No. ZA-16-19**.

Although the applicants say that "small" corporate events will be held during regular hours, as a business owner I know that corporate events are lucrative, and although the applicants assure that their business will be run in the evening, these corporate events will grow if the business is to survive and stress the already limited parking the Waters has available. Also, there are other non public entertainment businesses that have extended hours in the Waters that will feel the stress of this zoning decision, my business included. This is an entertainment business that should be located in an appropriate venue and not at The Waters.

Once again please deny **Application No. ZA-16-19**.

I can be reached at the email and number below.

--

Chris Hoff PhD, LMFT
Hoff Consulting Group
California Family Institute
2900 Bristol Ave. Suite C-208
Costa Mesa, CA 92626
714-767-5861
chrishoffmft@gmail.com
www.hoffconsultinggroup.com
www.californiafamilyinstitute.org

COLGAN, JULIE

From: dsybert@burba.com
Sent: Monday, July 18, 2016 4:01 PM
To: PLANNING COMMISSION
Subject: Application No. ZA-16-19; RE: 2900 Bristol Street, Suite E208

To Whom It May Concern:

I am contacting you in regard to the subject Notice of a Zoning Administrator Decision Date. I am writing to express concerns related to the already limited parking that is available in this business park and the impact that this new business may have. Over the past year we have had serious issues with one tenant in particular (who has since moved the majority of their offices) utilizing more than their allotted parking spaces per unit. The association and management company spent a great deal of time and money in effort to alleviate the parking issues while said tenant was operating out of this location. Now that the majority of their offices have moved, parking is no longer an issue.

Should this application be approved I would like to make sure that our concern regarding the operation of a themed gaming facility and its potential impact on the availability of parking in this location is on record.

As I am unfamiliar with the shared parking program that is being requested, to deviate from the parking code, I would like someone from your office to get in touch with me as soon as possible to provide additional information as it may help alleviate our concerns.

Thank you!

David Sybert
Administrative Manager, BHN
Tel: +1.714.540.9300 ext. 109
www.Burba.com

COLGAN, JULIE

Subject: Zoning Variance concern - Appl Za-16-19

From: Rick Yuill [<mailto:rick@csi-cm.com>]

Sent: Wednesday, July 20, 2016 11:08 AM

To: GLADSON, ADRIENNE <ADRIENNE.GLADSON@costamesaca.gov>

Cc: Creekside Office Condominium Assoc <kim@millenniummanagement.com>

Subject: Zoning Variance concern - Appl Za-16-19

Hi Adrienne

Application no. ZA-16-19

Thank you for taking time to talk with me last week. Let me introduce myself. My name is Rick Yuill, a Costa Mesa resident and the owner of 2900 Bristol Street, Units D206 & D207. I am the President of the Board of Directors for Creekside Phase I. Phase I consists of 72 units with approximately 60 owners. We have serious concerns about approving a zoning variance for 2900 Bristol St, E208. Their business type does not conform to existing business types in our campus.

We are concerned that parking allotment of 3/1000 sq ft is not enough to meet their business needs. We don't know how many rooms they have for their venue, but with two employees and 2-8 patrons per room, they could easily exceed their allotment. They state their business will operate after normal business hours except Friday but also state they will do business during business hours and they will "suggest carpooling". That sounds ok on the surface but the question is how we ensure that their patrons will not find it more convenient to park here. The only way to effectively regulate parking is for the Associations to hire a parking monitoring service which is an expense we are not willing to bear.

Our campus is just recovering from a business that abused their parking allotment for over a year and created a nightmare for owners, tenants and their clients. If this variance is approved it could open the door to the "Slippery Slope" for other non-conforming business types. We want to preserve the ambiance and keep our office complex a Business/Professional Service campus.

For the above reasons we oppose the proposed zoning variance.

Thank you

Rick Yuill

Card Services Ignite Payments CM

2900 Bristol St D-206

Costa Mesa, CA 92626

www.csi-cm.com

714.424.2900 800.889.8822 Ph

714.424.2909 800.423.8167 Fax

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City of Costa Mesa

TELEPHONE RECORD

Date: July 21, 2016

Name: Edward Herbst

Address: Building J owner at Waters at Creekside

Call Received by: Adrienne J. Gladson AICP, Planning Consultant

COMMENTS:

Objects to the request ZA 16-19. His concern is parking. A prior tenant in Building E (and in the complex) brought parking issues to the complex. Concern that this element will impact the mix of tenants. He objects to opening the door to entertainment at Waters at Creekside.



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City of Costa Mesa

TELEPHONE RECORD

Date: July 20, 2016

Name: Randy Tribolet

Address: Unit owner at Waters at Creekside (on the Board of Directors too)

Call Received by: Adrienne J. Gladson AICP, Planning Consultant

COMMENTS:

Objects to the request ZA 16-19. His concern is parking. We have a problem with parking over here with parking already. This application to exceed the parking requirements would add to the problems.



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City of Costa Mesa

TELEPHONE RECORD

Date: July 20, 2016

Name: Theresa Brim
Karen Fredricks

Address: Property Managers for Phase 2 and Building G/J at Waters at Creekside
Call Received by: Adrienne J. Gladson AICP, Planning Consultant

COMMENTS:

Object on the basis of impact to parking and after hour's issues. Concerned this will bring more of this kind of use to the complex. Just resolved a prior parking issue and do not want to see that happen again.

COLGAN, JULIE

Subject: ApplicationNo. ZA-16-19

From: ANDI KANG [<mailto:akang@crownwm.com>]
Sent: Thursday, July 21, 2016 10:08 AM
To: GLADSON, ADRIENNE <ADRIENNE.GLADSON@costamesaca.gov>
Cc: Andi Kang <akang8@gmail.com>; ANDI KANG <akang@crownwm.com>
Subject: Fw: ApplicationNo. ZA-16-19

From: ANDI KANG
Sent: Thursday, July 21, 2016 9:44 AM
To: adrienne.gladson@costamesca.gov
Cc: ANDI KANG; Andi Kang
Subject: ApplicationNo. ZA-16-19
Site address: 2900 Bristol Street, Ste E208

Dear Adrienne:

I am strongly **opposing** the Zoning Change to operate an Escape Room for the following reasons:

- * We already have ongoing parking issues with the current tenants and visitors. We also have inappropriate parking issues during lunch time and at dinner time with our neighboring restaurants and the Anti Mall customers who park in our parking lot without permission. We have found it impossible to police this parking issue. The shared parking program with a parking code change will only make this issue even worse. We can't police the current parking problems and this business will make it worse. I have had my clients actually have to drive around the entire lot several times before they are able to park and apologize for being late to the appointment.
- * It is not the appropriate type of business for our business park. This entertainment venue does not conform to the existing types of businesses.
- * We would like to have QUIET enjoyment and a quiet work environment.
- * As a financial planner, I work many days after 6:00 pm and on weekends especially during tax season and we have clients appointments in the evening.

Once again, I OPPOSE having a zoning change for this new business. An entertainment venue is **NOT** appropriate for our business park. I also do not want to have a shared parking program. It has been difficult enough having tenants and visitors of tenants trying to find parking.

If you would like to call me for further clarification, please contact me at the number below.

Thank you,

Andi Kang
Andi Y.H. Kang, CFP®, CAP®
President
Crown Wealth Management
2900 Bristol Street, Suite B106
Costa Mesa, CA 92626
Office: (714) 962-1800
Fax: (714) 962-1812



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City of Costa Mesa

TELEPHONE RECORD

Date: July 21, 2016

Name: Marcel Pahmer

Address: Suite owner of B104

Call Received by: Adrienne J. Gladson AICP, Planning Consultant

COMMENTS:

Objects to the request ZA 16-19. His concern is parking. It will be up to other unit owners to monitor parking and bear the cost of that. He has no problem with nights or weekends, but on Friday it would be a concern. If approved, he would ask that the telephone number of the escape room business and the owner of the suite be shared with all the Waters at Creekside in case parking issues do occur.



Received
 City of Costa Mesa
 Development Services Department

JUL 20 2016

Support for an Escape Room Business at The Waters at Creekside
 2900 Bristol Street Building E, Suite 208 Costa Mesa

Escape Room Description:

An escape room is a fun interactive game where 2-8 participants work together to find clues and solve puzzles to "escape" the room in less than 60 minutes. A game is prescheduled on the business website.

An escape room game is great for team building events for corporations and organizations. There is still a maximum of 8 participants in a game.

Business Operation:

The hours of operation are Monday - Thursday 5PM to 11PM and Friday - Sunday 11AM to 11PM. On Fridays, there is a maximum of 5 participants per game during 11AM to 3PM.

We support having an Escape Room business at The Waters at Creekside, 2900 Bristol Street Building E, Suite 208, Costa Mesa.

Signature	Company & Title	Address	Date
	JOHN J. PULLUS ^{OWNER} CPA	2900 BRISTOL ST STE E-202	07/20/16
	Rejwica Heath - Kyle Dignan COO	E201	07/20/16
	Wilmor Psychology	2900 BRISTOL ST SUITE E103	7/20/16
	Michael Uram, MA, LMFT	G-201	7/20/16
	SAS Tax	G104	7/20/16
	The Morris Law Group	G-108	7/20/16
	MODUS Acupuncture	G-103	7/20/16
	Civic Consulting	J-207	7/20/16
	Transparent Productions	G106	7/20/16
	Tribulet & Associates	A101	7/20/16
	Law office of Jim	A208	7/20/16
	Chiropractic	A201	7/20/16
	Central One	F	7-20-16
	The Raise Foundation	J201	7-20/16
	Efficient Optimized Billing, COO	J205a	7/20/16
	Topica Co	E 206	7/20/16



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City of Costa Mesa

TELEPHONE RECORD

Date: July 19, 2016

Name: David Sybert

Address: Unit owner at Waters at Creekside

Call Received by: Adrienne J. Gladson AICP, Planning Consultant

COMMENTS:

Does not object to the use. Does want to go on record that he has concerns about the parking especially since he had too much experience with a prior use at the complex. With the limitations the applicant has put in place the parking would be better.



CITY OF COSTA MESA

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DEVELOPMENT SERVICES DEPARTMENT

July 21, 2016

Allen Hibanada
Trapzone Escape Rooms
607 Hamilton St. #A5
Costa Mesa, CA 92627

**RE: ZONING APPLICATION ZA-16-19 – A REQUEST TO OPERATE TWO
ESCAPE ROOMS (DBA: TRAPZONE – ESCAPE ROOMS) AT
2900 BRISTOL STREET, STE E208 COSTA MESA**

Dear Mr. Hibanada:

City staff's review of your zoning application for the above-referenced project has been completed. The application, as described in the attached project description, has been approved, based on the findings and subject to the conditions of approval and code requirements (attached). The decision will become final at **5:00 p.m. on July 28, 2016**, unless appealed by an affected party, including filing of the necessary application and payment of the appropriate fee, or called up for review by a member of the Planning Commission or City Council.

If you have any questions regarding this letter, please feel free to contact the project planner, Adrienne J. Gladson, AICP, at (714) 754-5609, or at adrienne.gladson@costamesaca.gov.

Sincerely,

WILLA BOUWENS-KILLEEN, AICP
Zoning Administrator

Attachments: Project Description and Analysis
Findings, Conditions of Approval, Code Requirements
Site and Floor Plans

cc: Building Safety Division

PROJECT DESCRIPTION

The project site is located at the Waters at Creekside office complex at the southeast corner of Bristol Street and Randolph Avenue. The property is approximately 8 acres in size and fully improved with a parking lot shared by all the tenants. The property was developed in 1980s and includes two and three-story office buildings with a total parking supply of 424 spaces. The property is south and east of the Lab and Camp restaurant and retail complexes located along Bristol which is why the applicant selected this neighborhood for the escape room business.

The property is zoned C2 (General Business), and has a General Plan land use designation of GC (General Commercial). The surrounding neighborhood includes commercial properties to the north and west and multi-family residential to the east. The 73 and 55 freeway are directly south and to the east of the subject site.

The applicant requests to occupy the second floor suite containing 1,683 gross square feet within Building E (E208) for "Escape Room" business. This is a new type of entertainment business where guests in groups of 2 to 8 people voluntarily agree to stay in a game room to play "escape room" scenarios. Participants work together on a themed game similar to a scavenger hunt to solve clues, puzzles, and riddles in order to escape. This is a timed activity lasting for one hour, and it serves as a fun team building and communication strengthening exercise for participants. A total of 2 game rooms would occur offering different game scenarios with two levels of difficulty. Attendees would book sessions through an on-line application at a cost of \$30.00 per person for each session.

The physical layout of the submitted floor plan (see page 2 of the *Statement of Use* document attachment) shows the suite divided into Escape Room 1 and Escape Room 2 with a bathroom, waiting room, and control room. The hours of business would be evenings and weekends (Monday through Thursday from 5 PM to 11PM; Friday through Sunday from 11AM to 11 PM). No daytime (during 8AM-5PM) business hours would occur during Mondays through Thursdays at any time, except on Fridays when the escape room could be open from 11AM and 3PM with 1 escape room available with no more than 4 participants and 1 employee at the facility. This Friday limitation is imposed by the property owner to ensure that Friday daytime parking demand will not negatively impact the parking needs of the Building E as 5 parking stalls are allotted to this suite during these business hours.

ANALYSIS

The entertainment use requested in ZA-16-19 is conditionally allowed in the C2 zone. The use itself should not generate noise or other impacts that would affect surrounding offices; the primary issue of concern associated with the use is parking. The parking demand is outlined and memorialized by the applicant's *Statement of Use* description attached. The applicant has voluntarily agreed to limit the maximum number of persons in the facility, including employees, to no more than 20 people. Further limitations are

also in place on Friday during 11AM to 3PM as noted in the project description on page 2. The Waters at Creekside complex has a total supply of approximately 463 parking spaces which are all collectively shared by the 9 buildings totaling approximately 142,000SF (Building E is allotted 76 spaces as it is credited a parking rate of 4 spaces per 1,000 square feet). A review of the tenant mix in the Building E and the balance of the complex finds that most of the tenants are closed after 5PM and nearly all are closed on weekends. Staff finds that the escape room use will generate nearly all of their parking demand during off-peak hours (after 5 PM on weekdays and on weekends) when most of businesses in the building are closed freeing up the escape room to use -- at a worst case -- 20 of the existing 76 spaces allotted to this building. This limit along with the high probability of guests carpooling to the business and the pedestrian nature of SoBeca's urban neighborhood, parking during night-time and weekend hours will be adequate. Additionally, guests and employees Fridays between 11AM to 3PM will be limited to no more than 4 participants and 1 employee due to the allotted parking of 5 stalls during this timeframe. Lastly, a condition of approval is included requiring a 30-minute gap between sessions to allow participants of each session to leave the site before participants of the next session arrive at the premises. With these parameters, staff finds that the use should not impact parking.

Based upon these facts and the conditions of approval, the use will function successfully and is deemed compatible for the existing office complex and the surrounding neighborhood.

General Plan Consistency

The proposed project is consistent with the Zoning Code and the City's General Plan. No construction is proposed for the suite except tenant improvements related to life safety needs for persons in the establishment. With the proposed limitations on hours of operation and number of occupants in the suite at peak times of the day, adequate parking is also provided. The use is innovative and plays off the urban mixed uses of the SoBeca urban plan by creating improved opportunities to activate city life as well as enhance business vitality for the neighborhood. These operational factors, in conjunction with the proposed conditions of approval, should limit impacts on the surrounding uses.

FINDINGS

- A. The information presented complies with Costa Mesa Municipal Code Section 13-29(g)(2) in that:
1. The proposed use is compatible with developments in the same general area; specifically, the business will operate inside an existing commercial office suite with parking demand met by the existing parking supply in the complex and, by the nature of the use, should not generate noise or other impacts. The use is innovative and plays off the urban mixed uses of the SoBeca urban plan by creating improved opportunities to activate city life as well as enhance business

vitality for the neighborhood.

2. Granting the Minor Conditional Use Permit will not be detrimental to the health, safety and general welfare of the public or other properties or improvements within the immediate vicinity because the project will be required to comply with conditions of approval including, but not limited to, a limitation on hours of operation to off-peak hours, in addition to all life safety requirements of the California Building Code.

3. Granting the Minor Conditional Use Permit will not allow a use, density or intensity that is not in accordance with the General Plan designation for the property. No construction or expansion is proposed for the site and the building/suite will continue to be used similarly like a commercial office with limitations in place on the escape room activities to avoid parking impacts. This, in conjunction with the proposed conditions of approval, should limit impacts on the surrounding uses.

B. The information presented complies with Costa Mesa Municipal Code Section 13-29(e) in that:

1. With compliance with the conditions of approval and code requirements, there will be a compatible and harmonious relationship between the proposed use and the site development, and uses that exist or have been approved for the general neighborhood.

2. Safety and compatibility of the use of existing parking areas, and other project features noted in the Statement of Use document which includes all operational aspects of the business have been considered and will not negatively affect businesses in the building or surrounding properties.

3. The use will be required to comply with applicable performance standards described elsewhere in the Zoning Code.

4. The use is consistent with the General Plan in that entertainment uses can be conditionally approved.

5. This zoning application is for a project-specific case and is not to be construed to be setting a precedent for future development.

C. The project has been reviewed for compliance with the California Environmental Quality Act (CEQA), the CEQA Guidelines, and the City environmental procedures, and has been found to be exempt under Section 15301, Class 1, Existing Facilities, of the CEQA Guidelines.

D. The project is exempt from Chapter XII, Article 3, Transportation System

Management, of Title 13 of the Costa Mesa Municipal Code.

CONDITIONS OF APPROVAL

- Plng. 1. The hours of operation of the business shall be limited to between 5 PM and 11PM Monday through Thursday and 11AM to 11PM on Friday through Sunday. During Friday daytime hours between 11AM to 3PM only 1 game room shall be used with 4 participants and 1 employee permitted in the facility.
2. Participants coming to the escape room shall be encourage to carpool and employees shall park in the spaces along the south property line across from Building E.
3. The game time schedule shall include a 30-minute gap between each session to allow participants adequate time to vacate facility and parking lot before the next session begins.
4. No alcoholic beverages or food service shall occur in the premises.

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. Approval of the zoning application is valid for one year 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) obtains building permits for the authorized construction and initiates construction; and/or 2) obtains a business license and/or legally establishes the business. If the applicant is unable to establish the use/obtain building permits within the one-year time period, the applicant may request an extension of time. The Planning Division must receive a written request for the time extension prior to the expiration of the zoning application.
2. Permits shall be obtained for all signs according to the provisions of the Costa Mesa Sign Ordinance.
3. All escape room activities shall be wholly conducted within Suite E208 with all suite doors and windows closed. No outside game related activities shall be permitted at any time on the Waters at Creekside site.
- Bus. 4. All contractors and subcontractors must have valid business licenses to do
Lic. 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. 5. Comply with the requirements of the following adopted codes Code, 2013 California Building Code, 2013 California Electrical code, 2013 California Mechanical code , 2013 California Plumbing code , 2013 California Green Building Standards Code and 2013 California Energy Code (or the applicable adopted, 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 2013 California Building Code.

SPECIAL DISTRICT REQUIREMENTS

The requirements of the following special districts are hereby forwarded to the applicant:

- Sani. 1. It is recommended that the developer contact the Costa Mesa Sanitary District at (949) 645-8400 for current district requirements.
- AQMD 2. Applicant shall contact the Air Quality Management District (800) 288-7664 for potential additional conditions of development or for additional permits required by the district.

June 9, 2016

City of Costa Mesa
Development Services Department
77 Fair Dr.
Costa Mesa, CA 92628

Dear Zoning Administrator of Costa Mesa:

This letter serves as our application for a Minor Conditional Use Permit. We, Spy or Civilian LLC, are requesting to operate an escape room business in the city of Costa Mesa, located on 2900 Bristol Street, Building E, Suite #208, Costa Mesa, CA 92626. Below we have summarized our business description and proposed operations for your review (Please refer to the Statement of Use Letter for further details):

1. Spy or Civilian LLC (DBA: TrapZone) provides a fun and entertaining real-life scavenger hunt where 2-8 people work together to find clues and solve puzzles and riddles. Participants are given a story behind the theme of the game and the objective is to unlock the room before the game time expires.
 - a. Our business is similar to Escape X and Eskape in Irvine, CA
2. There are two full-time employees, inclusive of co-owners.
3. All parking lot spaces are available to participants, however carpooling is recommended.
4. Hours of Operations are as follows:
 - a. Monday thru Thursday: 5:00pm - 11:00pm
 - b. Friday thru Sunday: 11:00am - 11:00pm
 - i. On Fridays, there is a maximum of 4 participants during the hours of 11:00am - 3:00pm

Regards,

Allen Hibanada, Julie Hom, Norman Nie
Spy or Civilian LLC

Attachments:

1. Statement of Use

JUL 20 2016

Statement of Use

Company Name: Spy or Civilian, LLC

Doing Business As: TrapZone

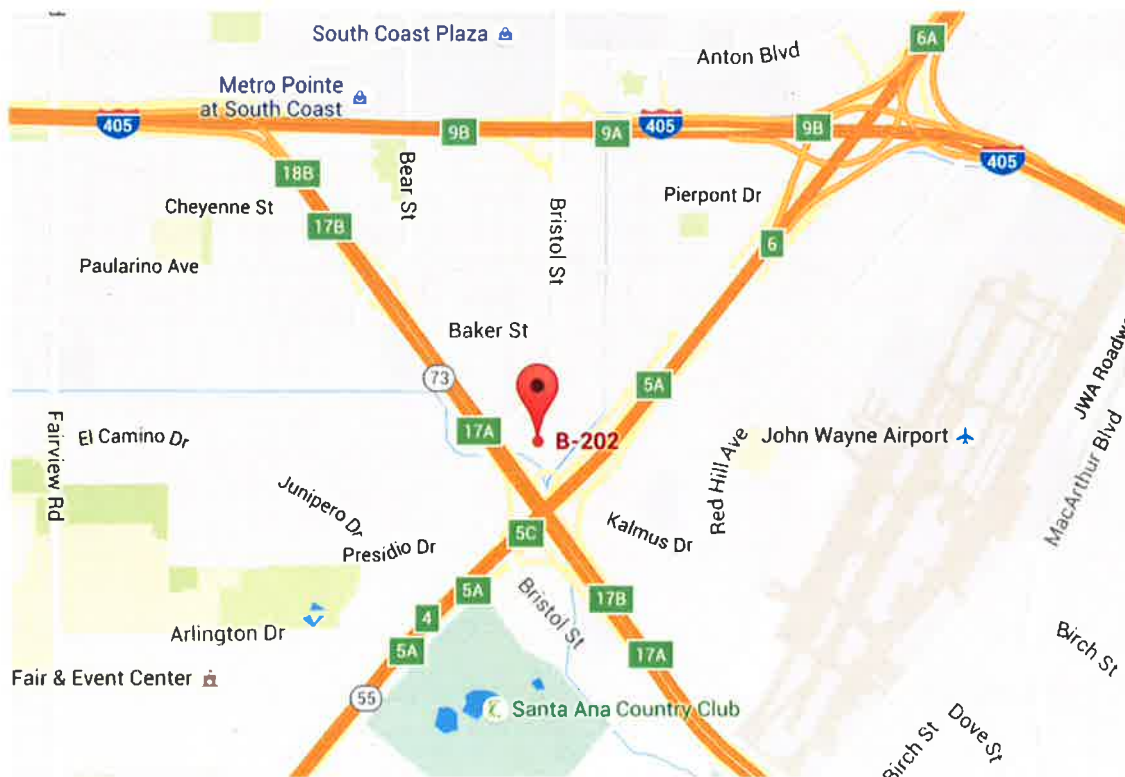
Business Type: Entertainment - Escape Games

Business Summary:

An Escape Room is a fun and entertaining real-life scavenger hunt where 2-8 people work together to find clues and solve puzzles and riddles. Participants are given a story behind the theme of the game and the objective is to unlock the room before game time expires. Each room is specially designed around the story and theme, immersing participants into the experience. Escape room participants come for a variety of reasons - family and friends activity, corporate team building events, and birthday celebration activity.

Employees: There are two full-time employees.

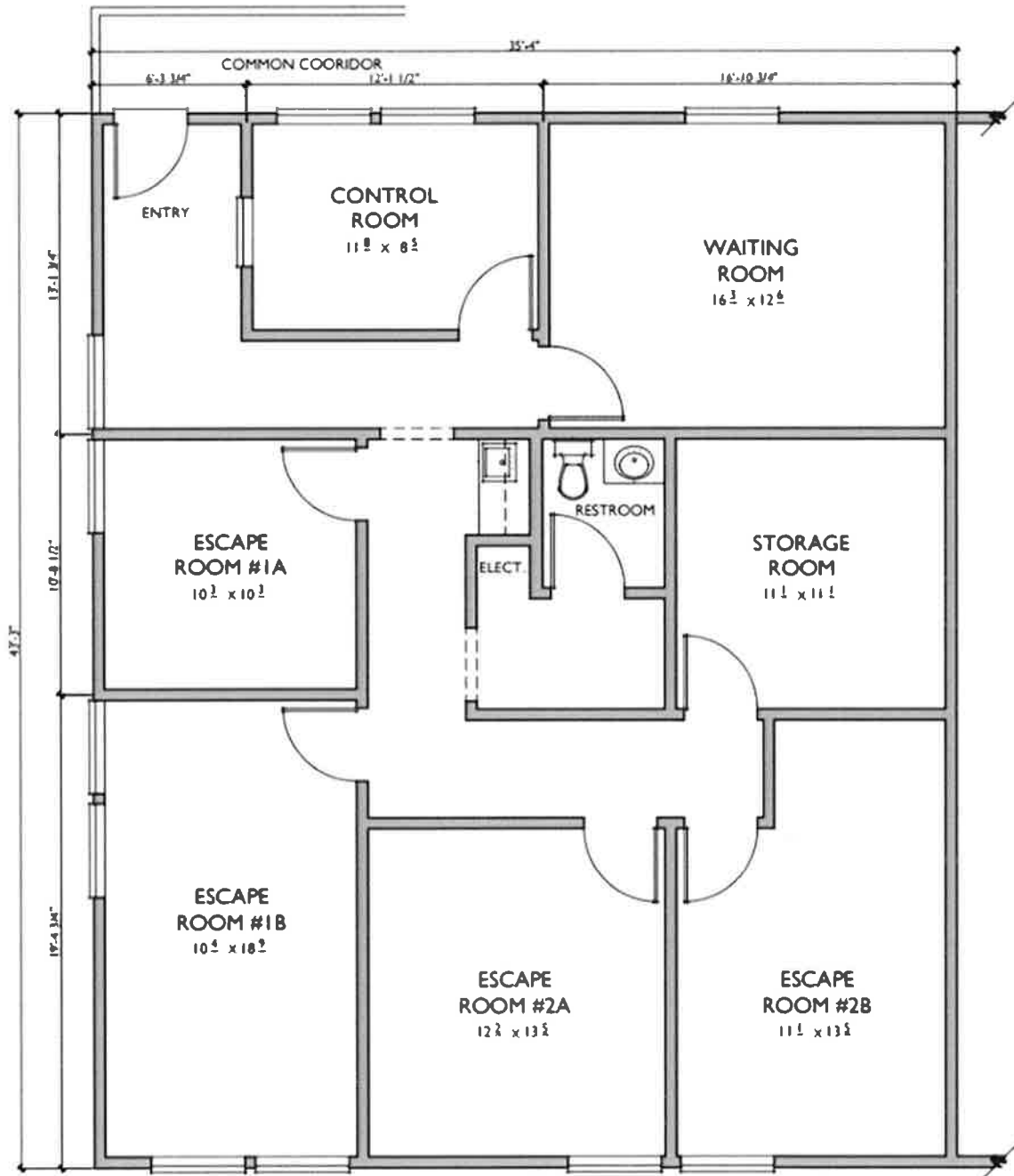
Potential Location: 2900 Bristol St., Suite 208, Bldg E, Costa Mesa



TRAPZONE

ESCAPE ROOMS

Location Size & Floor Plan*: 1,683 SF





Parking Access: All parking lot spaces are available to customers, however carpooling is recommended.

Hours of Operations & Logistics: M-Th 5-11pm, Fri-Sun 11am-11pm. On Fridays, there is a maximum of 4 participants during 11am-3pm.

Example of daily trips for escape room:

Time	Room #1	Room #2 (Avail. Dec)	Max Guests	Total Employees	Total People
02:30			0	1	1
03:00	8		8	1	9
03:30	8		8	1	9
04:00	0	8	8	1	9
04:30	0	8	8	1	9
05:00	8	0	8	1	9
05:30	8	0	8	1	9
06:00	0	8	8	1	9
06:30	0	8	8	1	9
07:00	8	0	8	1	9
07:30	8	0	8	1	9
08:00	0		0	1	1
08:30	0		0	1	1

Hours of Operations for Building E:

Suite #	Tenant Name	Leased SF	Usable SF	Hours of Operations
101-108	DDS Legal Services	7,860	6,721	M-F 8am-5pm, Closed weekends
103	South Coast Counseling	1,073	917	By appt, Closed weekends
201	Conversion Ventures	1,137	987	M-F 9am-5pm, Closed weekends
202	John J. Pulles, CPA	1,138	987	M-F 9am-6pm, Closed weekends
203	The Speech Lab	1,115	968	M-F 4pm-8pm, Sat-Sun 9am-4:30pm
204-205	R2A Architecture	3,093	2,684	M-T 7am-5pm, F 7am-11am, Closed weekends
206	Tepia Co.	1,682	1,460	M-F 10am-4pm, Closed weekends

TRAPZONE

ESCAPE ROOMS

208	TrapZone	1,683	1,460
	Total	18,781	16,184

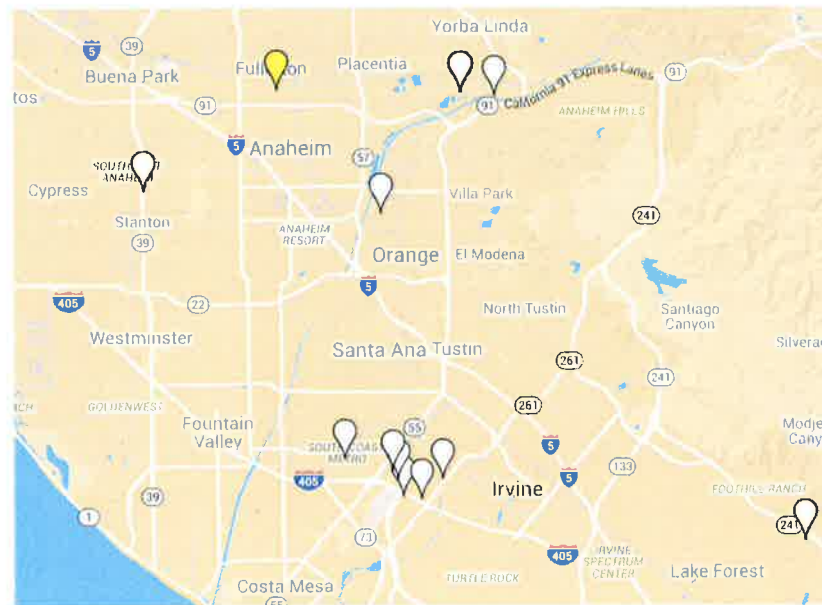
Schedule: Games are scheduled by participants online before arrival.

Participants: In a given period, participants can range from 2 to 8 people. Similar to movie theater entertainment, participants select a specific time and receive a ticket for the game. Alcohol will be strictly prohibited.

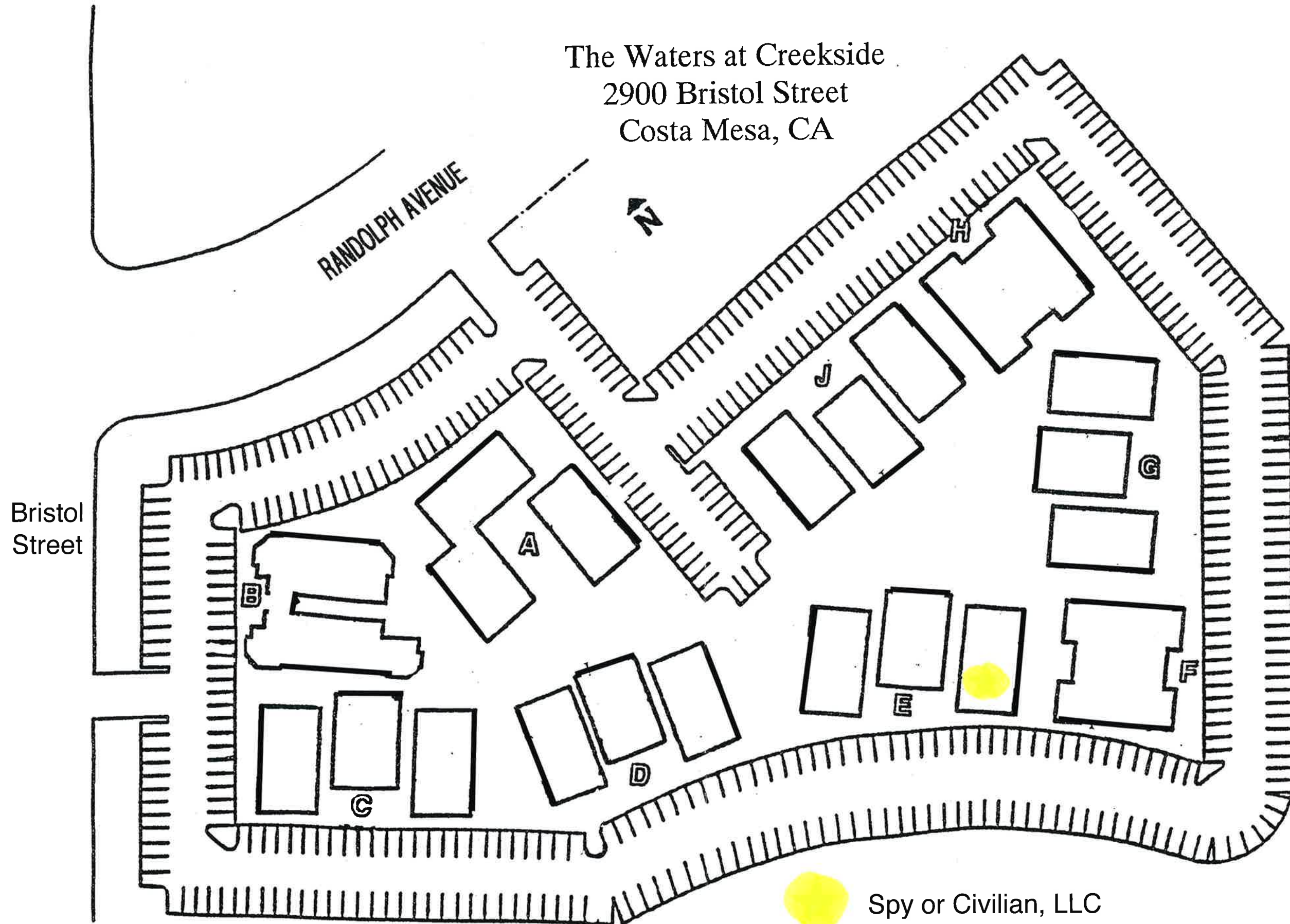
Age Limit: Participants under the age of 18 years old will require a signed waiver from a parent/guardian.


Emergency Event: In the event of an emergency (i.e., fire, earthquake, and flood), all rooms will be equipped with door handles that immediately open the door and end the game.

Other Escape Rooms: There are 11 escape rooms in neighboring cities, including Irvine, Anaheim, and Fullerton. Below are areas of escape rooms as of April of 2016.

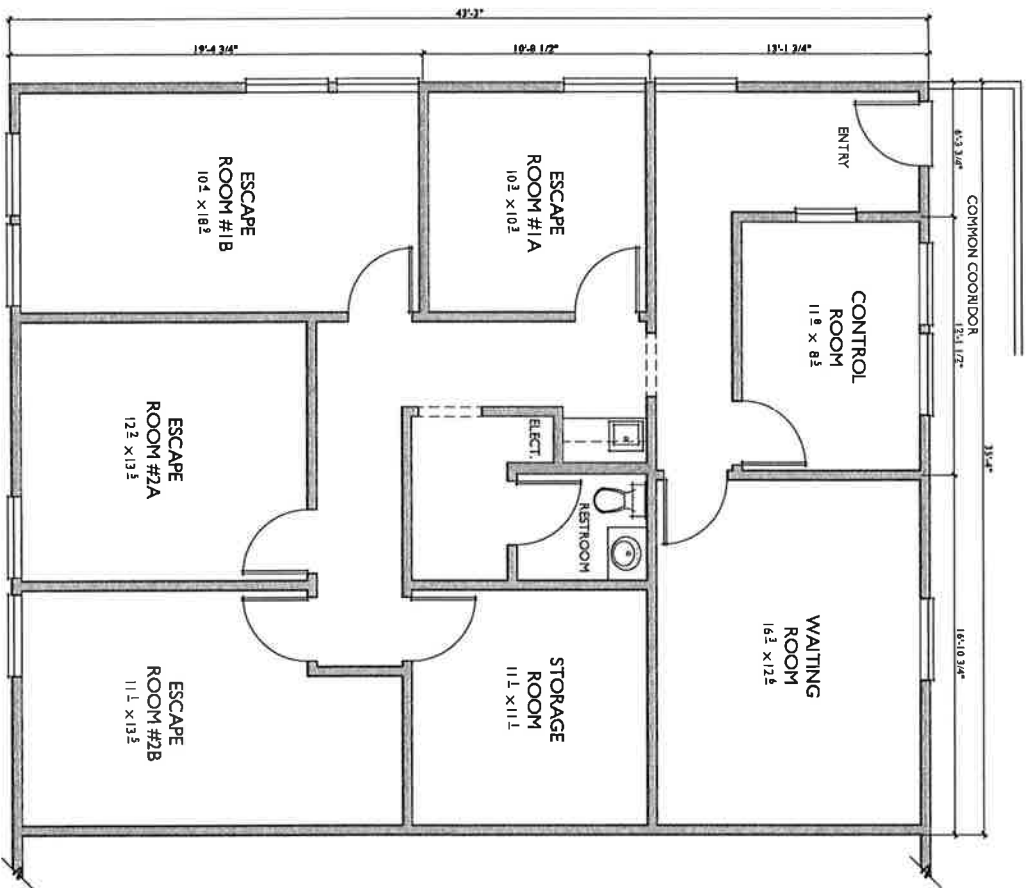


The Waters at Creekside
2900 Bristol Street
Costa Mesa, CA

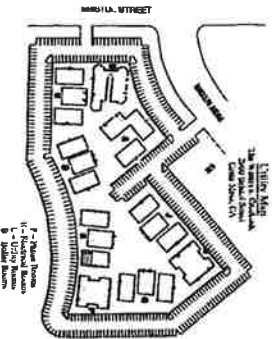


 Spy or Civilian, LLC

424 Total Parking Spaces
(excluding Handicap spaces)



TOTAL SQUARE FOOTAGE: ±1,528 SQ.FT.



SPY OR CIVILIAN, LLC

2900 BRISTOL ST. SUITE #208 BLDG. E
COSTA MESA, CA. 92626

ALLEN HIBANADA 626.991.1982
JULIE HOM 714.393.9719
NORMAN NIE 949.742.5288

FLOOR PLAN

SCALE: 1/4" = 1'-0"



06.08.2016