

**HUNTINGTON LANDMARK ACC APPROVAL & HB CITY PERMITS**

REV 2018.11.20 - DM

This list may not be all inclusive. In the event of a discrepancy between this document and City of Huntington Beach requirements, the most restrictive standard shall prevail.

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**ACC Approval and HB City Permit are required for alterations or changes to a unit or garage for the following:**

- Air Conditioners;
- Atrium Covers - Breakers Units (note: dryer venting change);
- Awnings, over 54" or electric (must also have architectural drawings and an ACC electrical application);
- Bathroom Upgrade - if plumbing, drywall and/or electrical changed;
- Chair Lift (except low DC voltage);
- Doors, Exterior- non-retrofit (removal of existing frame);
- Doors, Interior - (if enlarged or structural wall is altered);
- Electrical wiring/outlet or fixture (in walls or ceiling) where none existed;
- Electric - exterior outlet;
- Electric - interior ceiling fans;
- Elevators;
- Fences (Slump Stone/Block Wall);
- Furnaces/Forced-Air Units;
- Furnace Venting, relocating;
- Garage Doors (see Maintenance Committee Specs);
- Hydro- tubs;
- Plumbing - Moving drains or pipes in walls or floor for tub, toilet or sink;
- Skylights (15" x 15" or larger);
- Tubs/Showers;
- Walls, Interior - add/move/remove, requires certification and wet stamp by a certified structural engineer;
- Water Heaters;
- Water Softeners/Water Treatment Equipment;
- Windows - Non-retrofit (new location/frame) requires certification and wet stamp by a certified structural engineer;
- Garden windows are NOT allowed.

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**No city permit or ACC approval (If no in-the-wall or floor, plumbing, electrical changes or drywall removal):**

- Bathroom Upgrade (cabinet/counter top/sink/toilet, medicine cabinet in existing spaces same for same – NO tub replacements);
- Carpet, interior (first-floor only, 2<sup>nd</sup> story flooring requires approval);
- Doors, Interior – retrofit (existing frame intact);
- Electrical - switch/outlet/faceplate (retrofit, same location)
- Electrical - fixture or exhaust fan (retrofit, same location);
- Flooring, Interior (except 2<sup>nd</sup>-story Units);
- Kitchen Upgrade - (cabinet/countertop/sink/appliances in existing spaces, same-for-same);
- Paint and Wallpaper;
- Water - valves & drain lines within interior of unit.

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**ACC Approval but no HB City Permit is required for the following:**

- Acoustic Ceiling Removal - all phases due to asbestos containment (Phase 1- additionally requires ACC approval due to electric heating);
- Attachments – to building, hanging plants also require Landscape Committee approval and sign-off;
- Awnings (under 54" & manual, or replacement of fabric);
- Bathroom Exhaust Fans;
- Cement - walkways where one does not exist;
- Chair Lift (low DC voltage) needs electrical permit;
- Doors, Exterior - retrofit (existing frame intact);
- Doors, Interior - (if non-structural wall is altered);
- Doors, Security/Screen - (including retractable screen);
- Flag Pole Brackets - in wood (not stucco or shingles);
- Flood Lights - in exterior existing fixture;
- Flooring Changes - 2nd story Units;
- Garage - door opener;
- Garage - shelves (built-in or changes to existing storage);
- Gutters/Downspouts (new and changes);
- Hand Rails - by owner (must meet code);
- Laundry Room Doors - in patio or balcony;
- Satellite Dish – fascia-mount only, no roof penetrations – NOTE: The **ONLY** ACC-approved installer is **Interstar Communications** - strictly enforced;
- Skylights/ Solar Tubes (14"x 14" or smaller);
- Windows - retrofit (existing frame intact);
- Windows - exterior sills/shelves/boxes;
- Windows - screens (new must match window frame);
- Windows - tint.

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**The following items are NOT permitted:**

- Flag Poles (permanent/free standing);
- Sheds/structures above the fence-line;
- Plastic/fiberglass sheathing over open roofs;
- Hanging sunshades or blinds on outside of windows or on patios/balconies;
- Tile/pavers/carpet on balconies, patios, porch, and breezeway floor

**I ACKNOWLEDGE RECEIPT OF THIS DOCUMENT**

**Print Name:**

**Signature:**

**Unit#**

**Date:**