



April 28, 2026

Ms. Ying Zhang  
Sunflower Studio  
980 Roosevelt, Suite 100  
Irvine, CA 92620

**Sent Via Email:**  
[zoehhz@hotmail.com](mailto:zoehhz@hotmail.com)

**Subject: Approval of Administrative Use Permit 00964202-PAUP for Sunflower Studio at 980 Roosevelt, Suite 100, in Planning Area 8 (Northwood)**

Dear Ms. Zhang:

Community Development Department staff reviewed Administrative Use Permit 00964202-PAUP to operate a new commercial school, Sunflower Studio, at 980 Roosevelt, Suite 100, within Jeffrey Office Park. The office park is bounded by Roosevelt to the north, Jeffrey Road to the east, and Interstate 5 (I-5) Freeway to the south. Surrounding land uses include residential to the west, Cypress Village Shopping Center to the north, and the Jeffrey Open Space Trail to the east. The office park is located within Planning Area 8 (Northwood) and is zoned 4.2G Community Commercial.

As described in the applicant's letter of justification, Sunflower Studio proposes to operate within Suite 100, totaling 450 square feet, on the first floor of an existing 19,177-square-foot multi-tenant office building (Enclosure 1). The facility will provide instructor-led art instruction for students under the age of 18 through scheduled, appointment-based classes conducted in small group settings of three students, with a maximum of three students and one instructor present at any one time. All activities will occur within the existing tenant space, and no exterior modifications to the building, site circulation, or parking configuration are proposed (Enclosure 2).

Section 1-2-1 of the Irvine Zoning Ordinance defines "school, commercial" as "a business establishment where instruction is given, in exchange for payment of a fee. Examples of subjects taught include, but are not limited to, dance, computer skills, music, and martial arts. Based on the business description contained in the applicant's letter of justification, the proposed use is classified as a commercial school, which is conditionally permitted in the 4.2G Community Commercial zone with the approval of an administrative use permit.

#### *Parking*

Section 4-3-4 of the Irvine Zoning Ordinance identifies the parking requirements for a "school, commercial" as "one space per instructor and employee, plus one space per

three students.” Sunflower Studio will operate with a maximum of one instructor and three students on-site at any one time, requiring two parking spaces.

Jeffrey Office Park was approved under Master Plan 00402399-PMP with a total gross floor area of 312,655 square feet. The approved parking calculation for the site requires 1,125 parking stalls (first 250,000 square feet parked at one space per 250 square feet, and the remaining square footage parked at one space per 500 square feet). Based on the approved parking ratio, the subject 450-square-foot tenant space is allocated two spaces. Therefore, the existing parking allocation for the subject tenant space is sufficient to accommodate the proposed commercial school, and no restriping or parking reconfiguration of the existing parking area is proposed. To ensure continued compliance with Zoning Ordinance parking requirements, Condition 6.19 has been added to this project, which limits the maximum on-site occupancy to one instructor and three students, not to exceed four individuals at any one time.

#### *Special Land Use Restrictions*

Jeffrey Office Park is subject to Special Land Use Restrictions (SLURs), which establish maximum square footage and vehicle trip allocations for the project site. The property is part of Spectrum Project No. 08-02, which is allocated 289 AM peak-hour trips, 275 PM peak-hour trips, and 3,191 average daily trips (ADT).

According to the applicant’s operational schedule, Sunflower Studio operates on a scheduled, appointment-based model with a maximum of three students and one instructor present at any one time (Enclosure 3). Classes will occur Monday through Saturday from 11 a.m. to 12:30 p.m., 1:15 to 2:45 p.m., 3 to 4:30 p.m., and 4:40 to 6:30 p.m. No class sessions shall begin or end during the defined AM or PM peak-hour periods (7 to 8:30 a.m. and 4:45 to 6:15 p.m.), thereby minimizing overlap with peak commuter traffic hours. Additionally, pick-up and drop-off activity will occur outside peak traffic periods. Given the limited occupancy, small group format, and staggered class times, the anticipated vehicle trips associated with the commercial school are minimal and comparable to the trips that would be generated by the previously entitled office use. Accordingly, the proposed commercial school can be accommodated within the existing SLURs trip allocation for Jeffrey Office Park. Condition 6.19 requires that operations occur in accordance with the approved operational schedule to ensure continued compliance with the site’s trip limitations.

#### *California Environmental Quality Act*

Pursuant to Section 4 of the City of Irvine California Environmental Quality Act (CEQA) procedures and Article 19 of the State CEQA Guidelines, it has been determined that the proposed commercial school is categorically exempt from the requirements of CEQA, under Section 15301, Class 1, Existing Facilities. A Notice of Exemption has been prepared by staff and is provided with this letter (Enclosure 4).

### *Findings*

Based on the submittal, the Director of Community Development makes the following findings, pursuant to Section 2-33-7 of the Irvine Zoning Ordinance, and hereby approves Administrative Use Permit 00964202-PAUP.

- A. The administrative use will comply with all the applicable development standards of the Zoning Ordinance and the purpose of the zoning district in which the site is located.

The project supports the purpose of the 4.2G Community Commercial zone by introducing a community-serving instructional use that is consistent with the district's intent to provide a mix of commercial and service-oriented uses that serve the surrounding residential population. The project does not propose any exterior modifications to the building, changes to site circulation, alterations to landscaping, or reconfiguration of existing drive aisles or driveways. All improvements are limited to interior tenant improvements within the existing suite. As such, the project complies with all applicable site development standards, including but not limited to parking, building height, floor area, setbacks, and landscaping.

Based on the proposed operation, two parking spaces are required for the use, and two are provided. Additionally, Condition 6.19 limits the maximum on-site occupancy to one instructor and three students, not to exceed four individuals at any one time, to ensure continued compliance with the applicable parking requirements. Therefore, the proposed use is consistent with the intent of the zoning district and complies with all applicable provisions of the Irvine Zoning Ordinance.

- B. Adequate traffic circulation, off-street parking, and pedestrian safety will be maintained during the operation of the administrative use.

The proposed commercial school will occupy a 450-square-foot tenant space within an existing 19,177-square-foot multi-tenant office building within Jeffrey Office Park, and involves no changes to the existing site layout, building footprint, or circulation pattern. All improvements are limited to interior tenant improvements. The use requires two parking spaces, and the existing shared parking supply within Jeffrey Office Park is sufficient to accommodate this demand.

Classes will be conducted on a scheduled appointment basis outside peak traffic periods, which limits overlapping arrival and departure activity and reduces potential circulation conflicts. Condition 6.19, which restricts occupancy and requires operations to occur in accordance with the approved operational schedule, will ensure that traffic and parking remain consistent with the analysis contained herein. Additionally, the project does not propose any modifications to existing walkways, pedestrian access points, on-site lighting, or site circulation features. All vehicular

and pedestrian access will continue to occur through the previously approved and constructed circulation system within Jeffrey Office Park. Given the limited occupancy, small group instructional format, and scheduled class times, arrival and departure activity will be dispersed and limited in scale. Therefore, the proposed commercial school will not adversely impact the existing circulation patterns within the office development and will have no effect on the off-street parking nor negatively impact pedestrian safety.

- C. The administrative use will not impair the character and integrity of the zoning district and surrounding area.

The proposed use includes the operation of a commercial school offering instructor-led art instruction within an existing multi-tenant office building in the 4.2G Community Commercial zone, which is intended to provide goods and services to the community. The use is minor in scale, operates indoors, and will not result in any exterior modifications. The instructional nature of the business is compatible with surrounding office uses. Therefore, the proposed use will not impair the character or integrity of the zoning district or surrounding area.

- D. The proposed use is in harmony with applicable City policies and the intent and purpose of the zoning district involved.

The project site's zoning designation of 4.2G Community Commercial identifies the intent and purpose of the zone as an area that accommodates a variety of complementary office and service uses within an office environment. The proposed commercial school expands the range of services available to residents and families of Planning Area 8 (Northwood) and the broader community. The use also aligns with the community's interest in cultural enrichment and personal development. Additionally, the project contributes to the local economy through employment opportunities and small business investment. Therefore, the proposed commercial school use is in harmony with City policies, and the intent and purpose of the 4.2G Community Commercial zoning regulations.

- E. The administrative use will not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity.

The proposed commercial school will contribute to the overall vibrancy within the area by providing a valuable service for the residents of Irvine and the surrounding area. The commercial school is also compatible with surrounding businesses, which include office buildings and other commercial schools. The commercial school's operational model ensures a low impact on the area. Further, the project does not involve any changes to the existing building footprint, square footage, landscaping, driveways, or circulation system. Therefore, the commercial school use will not

negatively impact adjacent tenants, the surrounding area, or other uses within the Jeffrey Office Park.

The approval is subject to the following conditions of approval:

Standard Condition 6.1

DISCRETIONARY CASE CHARGES

The applicant is responsible for paying all charges related to the processing of this discretionary case application within 30 days of the issuance of the final invoice or prior to the issuance of building permits for this project, whichever occurs first. Failure to pay all charges shall result in delays in the issuance of required permits or may result in the revocation of the approval of this application.

Standard Condition 6.2

LEGAL ACTION - HOLD HARMLESS

In accordance with the provisions of Section 5-5-114 of the Irvine Municipal Code and Government Code Section 66474.9, the applicant shall defend, indemnify, and hold harmless the City of Irvine and its agents, officers, and employees from and against any claim, action, or proceeding against the City agency or its agents, officers, or employees to attack, set aside, void, or annul an approval by the City, including, without limitation, an action by an advisory agency, appeal board, or legislative body concerning this discretionary approval. This defense and indemnification shall include the payment of all legal costs incurred on behalf of the City in connection with the application, and the defense of any claim, action or proceeding challenging the approval. The City will promptly notify the applicant of any claim, action, or proceeding and will cooperate fully in the defense.

In the event a legal challenge to the discretionary approval is successful, and an award of attorney fees is made to the challenger, the applicant shall be responsible to pay the full amount of such an award.

Condition 6.19

OPERATIONAL RESTRICTIONS

This approval allows the operation of a commercial school. The business shall operate in accordance with the following conditions:

- A. Sunflower Studio shall conduct classes in accordance with the approved Operational Schedule. Classes shall occur Monday through Saturday from 11 a.m. to 6:30 p.m. No classes shall occur outside of these approved hours.
- B. No instructor, staff, student drop-off, or student pick-up shall occur within the morning peak-hour period of 7 to 8:30 a.m. or the evening peak-hour period of 4:45 to 6:15 p.m. Class sessions and instruction shall not begin or end within the peak-hour periods.

- C. To minimize parking impacts and ensure smooth transitions between sessions, all classes shall be scheduled with at least a 10-minute interval between consecutive sessions.
- D. The approved use shall operate as a commercial school within the existing tenant space. The maximum on-site occupancy within the suite shall be limited to one instructor and up to three students at any one time, for a total of four occupants at any one time. The maximum occupancy shall not be exceeded at any time. The approved occupancy limit is based on the operational characteristics of the use and associated parking analysis and shall be maintained for the duration of the use.
- E. Any increase in occupancy or intensification of the use shall require review and approval by the City. The applicant shall obtain all required building permits for tenant improvements associated with the change of use and shall comply with all applicable Building and Safety requirements, including any required Certificate of Occupancy. Upon cessation of the approved use, any subsequent use of the tenant space shall be subject to applicable City review and approval requirements

Condition 6.20

BUILDING OCCUPANCY

The applicant shall ensure the building is not used or occupied, in whole or in part, without a valid Certificate of Occupancy (CofO), as required by Section 111 of the California Building Code.

Condition 6.21

BUSINESS LICENSE

The applicant shall obtain an approved City of Irvine business license before initiating any business operations in accordance with the Irvine Municipal Code.

The submitted letter of justification, floor plan, operational schedule, and parking summary are integral components of this approval. This approval is contingent upon the applicant obtaining a valid business license and securing all applicable permits prior to commencing business operations, including, but not limited to, building, electrical, and any other permits required by the City of Irvine. Any modification to the approved floor plan, or any change to the operational characteristics of the business that creates an inconsistency with the information provided in this correspondence, results in an intensification of use, or introduces new impacts not previously evaluated, shall render this administrative use permit approval null and void and shall require resubmittal for further review and approval.

Condition 6.22

NON-TRANSFERABILITY AND EXPIRATION

Approval of this administrative use permit is specific to the business operation and operator described in the application materials reviewed and approved by the City. This

Ms. Ying Zhang  
April 28, 2026  
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administrative use permit does not run with the land and is not transferable to a different operator, owner, or business entity. Pursuant to Chapter 2-33, *Administrative Use Permit*, and Chapter 2-10, *Enforcement and Revocation Procedures*, of the Irvine Zoning Ordinance, this administrative use permit shall automatically expire upon closure or cessation of the approved business operations at the subject site. Any subsequent operator proposing to conduct a similar use at the subject location shall be required to apply for and obtain a new administrative use permit, subject to independent review and approval in accordance with the procedures set forth in Chapter 2-33, *Administrative Use Permit*, of the Irvine Zoning Ordinance.

Condition 6.23

COMPLIANCE WITH PRIOR APPROVALS

All applicable conditions of approval associated with original Master Plan 00402399-PMP issued for Jeffrey Office Park and any subsequent modifications shall remain in full force and effect.

Unless an appeal is filed prior to the expiration of the five-day appeal period ending at 5 p.m. Tuesday, May 5, 2026, the approval granted by this letter shall become effective Wednesday, May 6, 2026.

Please note that any permits cannot be issued until all fees associated with this application are paid in full. Should you have any questions regarding this approval, please contact Assistant Planner Samantha Zepeda at 949-724-5427 or via email [SZepeda@cityofirvine.org](mailto:SZepeda@cityofirvine.org).

Sincerely,



Stephanie Frady, AICP  
Director of Community Development

Enclosures:

1. Project Letter of Justification
2. Project Plans
3. Operational Schedule
4. Notice of Exemption

ec: Alyssa Matheus, Planning Manager  
Chris Chung, Principal Planner  
File(s): 00964202-PAUP; 00402399-PMP

## Letter of Justification

1. Contact information:

name: Ying Zhang

phone number: 9498660637

email address: [zoezhz@hotmail.com](mailto:zoezhz@hotmail.com)

2. Detailed description of the existing and/or proposed use

Plan to an art studio, providing students with an education in arts.

Class focuses on the development of technical skills in drawing and painting.

3. Location of the proposed use, including building address, if available

980 Roosevelt, Suite 100D, Irvine, CA92620

4. Size of operation in gross square feet or acres

450 sqf

5. Number of employees

1

6. Hours of operation

Monday to Saturday 10:30am - 7:00pm

7. Types of use(s) proposed

Art Studio

8. Use, manufacture, or generation of any hazardous materials and/or waster

Don't have any hazardous materials

9. Maximum number of students and instructors at any given time

ENCLOSURE 1

Maximum number of students:3

Instructors:1

10. Any additional special events outside the regularly scheduled classes.

No

11. Changes in the seasonal schedule (i.e. summer and winter breaks).

Same schedule

12. Can the general public rent your facility?

No

13. Confirm if there are any changes to access, circulation, or parking.

No

14. Provide more information about the project. Are there only classes, does the space allow others to rent the art studio?

Only Classes

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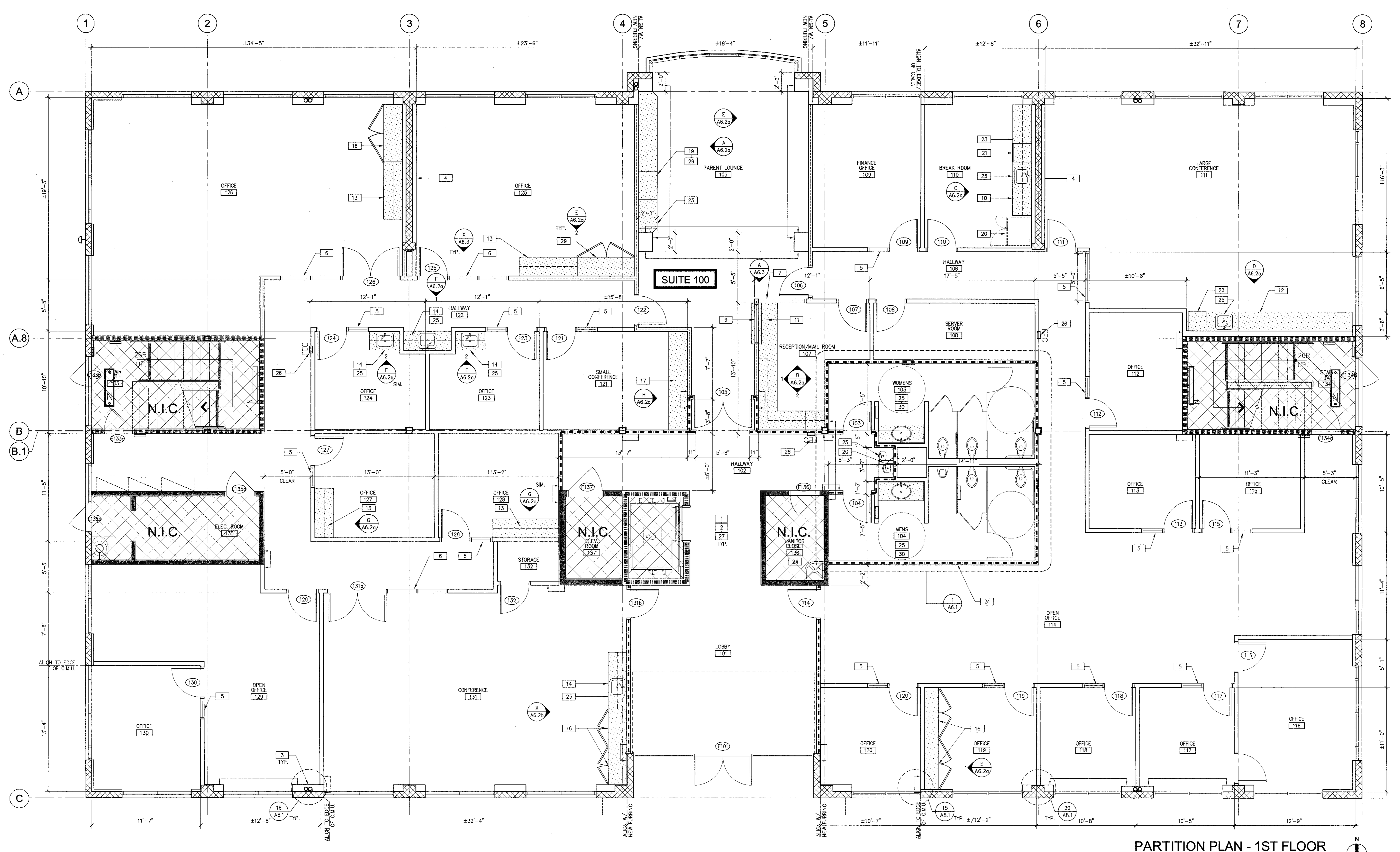
**GREAT FAR EAST**  
 BUILDING 15  
 980 ROOSEVELT AVE.  
 IRVINE, CA

PARTITION PLAN - 1ST FLOOR	
DATE	REMARKS
07/09/06	ISSUE FOR PLAN CHECK

PA / PM: H. PARK  
 DRAWN BY: A.A.  
 JOB NO.: IRV08-6043-00

SHEET  
**A2.1a**

ISSUE FOR PLAN CHECK - 07/09/06



**PARTITION PLAN - 1ST FLOOR**  
 SCALE: 1/4"=1'-0"

**City of Irvine**  
**APPROVED**

BY **SAMANTHA ZEPEDA**

CASE # **00964202-PAUP**

DATE **04/28/26**

- PLAN SPECIFIC NOTES**
- EXTERIOR CMU WALLS TO BE FURRED WITH 2-1/2" METAL STUDS, FIBERGLASS INSULATION AND (1) LAYER 5/8" GYP. BOARD TO 6" ABOVE CEILING AND CONTINUE WITH INSULATION (ONLY) TO DECK ABOVE. AT OPEN CEILING AREAS, FURRING TO BE PROVIDED TO DECK ABOVE. FURRING TO CONTINUE ABOVE & BELOW WINDOWS WHICH ARE NOT FULL HEIGHT. GYP. BOARD TO WRAP WINDOW FRAME AT SILL, JAMB AND HEAD. (SEE MECH. DWGS. FOR R-VALUE OF INSULATION.)
  - ALL COLUMNS TO BE LAMINATED WITH (1) LAYER 5/8" GYP. BOARD TO 6" ABOVE CEILING, U.N.O.
  - FURR-OUT ROOF DRAINS AS REQUIRED. MINIMIZE SIZE OF FURRING.
  - CONCRETE SHEAR WALL TO BE FURRED WITH 2-1/2" METAL STUDS AND (1) LAYER 5/8" GYP. BOARD TO 6" ABOVE CEILING.
  - PROVIDE NEW 2'-0" SIDELITE, U.N.O.
  - PROVIDE NEW (2) 3'-0" WIDE X 1/4" THICK FULL-HEIGHT TEMPERED GLASS IN FRAME TO MATCH DOOR FRAMES WITH INTERMEDIATE VERTICAL MULLION. TOP OF FRAME TO MATCH TOP OF DOOR FRAME AND BOTTOM OF FRAME SIMILAR TO SIDELITES.
  - PROVIDE 5'-0" WIDE X 4'-0" HIGH X 1/4" THICK, TEMPERED GLASS FIXED WINDOW IN FRAME TO MATCH DOOR FRAMES. BOTTOM OF SILL TO BE AT 3'-6" A.F.F.

- PLAN SPECIFIC NOTES, CONT.**
- PROVIDE TEMPERED GLASS FIXED WINDOWS WITH INTERMEDIATE VERTICAL AND HORIZONTAL MULLIONS IN FRAME TO MATCH DOOR FRAMES. ALIGN TOP OF FRAME WITH TOP OF DOOR FRAME AND BOTTOM OF FRAME AT FLOOR SIMILAR TO SIDELITES. SEE ELEVATION ON SHEET AB.4.
  - PROVIDE 4'-0" HIGH X 4'-0" WIDE X 1/4" THICK TEMPERED, SLIDING GLASS WINDOW CONSISTING OF (2) PANELS IN ALUMINUM CHANNEL. TOP OF SILL TO BE AT 3'-6" A.F.F. SPEC. OR LAURENCE SLIDING GLASS PASS THRU ASSEMBLY OR EQUAL. PROVIDE PLAM TRANSACTION COUNTER.
  - PROVIDE PLASTIC LAMINATE UPPER & LOWER CABINERY WITH DRAWERS, BACK SPLASH AND SINGLE-BASIN STAINLESS STEEL SINK WITH GARBAGE DISPOSAL.
  - PROVIDE PLASTIC LAMINATE UPPER & LOWER CABINERY WITH DRAWERS, BUILT-IN MAIL SLOTS AND NO BACK SPLASH.
  - PROVIDE PLASTIC LAMINATE LOWER CABINERY WITH SINGLE-BASIN STAINLESS STEEL SINK AND NO DRAWERS.
  - PROVIDE PLASTIC LAMINATE UPPER & LOWER CABINERY WITH DRAWERS AND NO BACK SPLASH.
  - PROVIDE PLASTIC LAMINATE UPPER & LOWER CABINERY WITH BACK SPLASH AND SINGLE-BASIN STAINLESS STEEL SINK.
  - PROVIDE PLASTIC LAMINATE UPPER & LOWER CABINERY WITH DRAWERS AND TRANSACTION TOP.
  - PROVIDE PLASTIC LAMINATE FULL-HEIGHT CABINETS WITH ADJUSTABLE SHELVING AND DOORS.

- PLAN SPECIFIC NOTES, CONT.**
- PROVIDE PLASTIC LAMINATE LOWER CABINERY, NO DRAWERS OR BACK SPLASH.
  - PROVIDE PLASTIC LAMINATE UPPER & LOWER CABINERY WITH DRAWERS, BACK SPLASH AND SINGLE-BASIN STAINLESS STEEL SINK WITH GARBAGE DISPOSAL AND INSTA-HOT.
  - PROVIDE PLASTIC LAMINATE COUNTER AT 42" A.F.F. WITH BUILT-IN WALL BRACKETS AND LOWER CABINERY.
  - REFRIGERATOR TO BE PROVIDED AND INSTALLED BY TENANT. PROVIDE RECESSED WATER LINE FOR ICE MAKER.
  - UNDER-COUNTER REFRIGERATOR TO BE PROVIDED AND INSTALLED BY TENANT.
  - PROVIDE HI-LO DRINKING FOUNTAIN. SEE PLUMB. DRAWINGS. SEE DETAIL 5 ON SHEET AB.3.
  - COFFEE MAKER TO BE PROVIDED AND INSTALLED BY TENANT. PROVIDE RECESSED WATER LINE.
  - PROVIDE WATER HEATER. SEE PLUMB. DRAWINGS.
  - SAW-CUT EXISTING CONCRETE FLOOR THIS AREA AS REQUIRED FOR NEW PLUMBING. SEE DETAIL 6 ON SHEET AB.3.
  - PROVIDE SEMI-RECESSED FIRE EXTINGUISHER CABINET AND FIRE EXTINGUISHER BY POTTER-ROBEW. CABINET TO BE ALTA SERIES #7013-DV, STEEL WITH RECOATABLE WHITE FINISH - PAINT (SEMI-GLOSS) TO MATCH ADJACENT WALL. EXTINGUISHER TO BE #3005, 2A:10B:C. SEE DETAIL 3 ON SHEET AB.3.

- PLAN SPECIFIC NOTES, CONT.**
- ALL FULL HEIGHT WALLS TO BE INSULATED FULLY WITH R-11 UNFACED FIBERGLASS INSULATION.
  - EXISTING GUARDRAIL TO BE REMOVED ON ALL SIDES. PROVIDE NEW GLASS & STAINLESS STEEL GUARDRAIL ON OPEN SIDE ONLY. SEE ELEVATIONS FOR DETAILS.
  - MILLWORK IN THIS AREA TO BE PRICES AS ALTERNATE.
  - REFER TO SHEET AB.1 FOR ENLARGED RESTROOM PLAN.
  - ALL FULL HEIGHT WALLS AT RESTROOMS TO BE CONSTRUCTED WITH 6" METAL STUDS AND INSULATED FULLY WITH R-11 UNFACED FIBERGLASS INSULATION.

**WALL LEGEND**

	EXISTING 2-HR RATED PARTITION
	EXISTING 1-HR RATED PARTITION
	EXISTING CMU WALL W/ NEW FURRING
	FULL HEIGHT NON-RATED PARTITION TO STRUCTURE
	FULL HEIGHT PARTITION TO 6" ABOVE CEILING
	PARTITION TO UNDERSIDE OF CEILING

NOTE: SEE METAL WALL STUD TABLE ON SHEET AB.1 TO SELECT APPROPRIATE WALL STUD SIZE FOR WALL HEIGHT.

SEE SHEET A0.2 FOR GENERAL NOTES

Common space

Sunflower Studio  
450 sqf

CAUTION: IF THIS SHEET IS NOT 30"x42" IT IS A REDUCED PRINT

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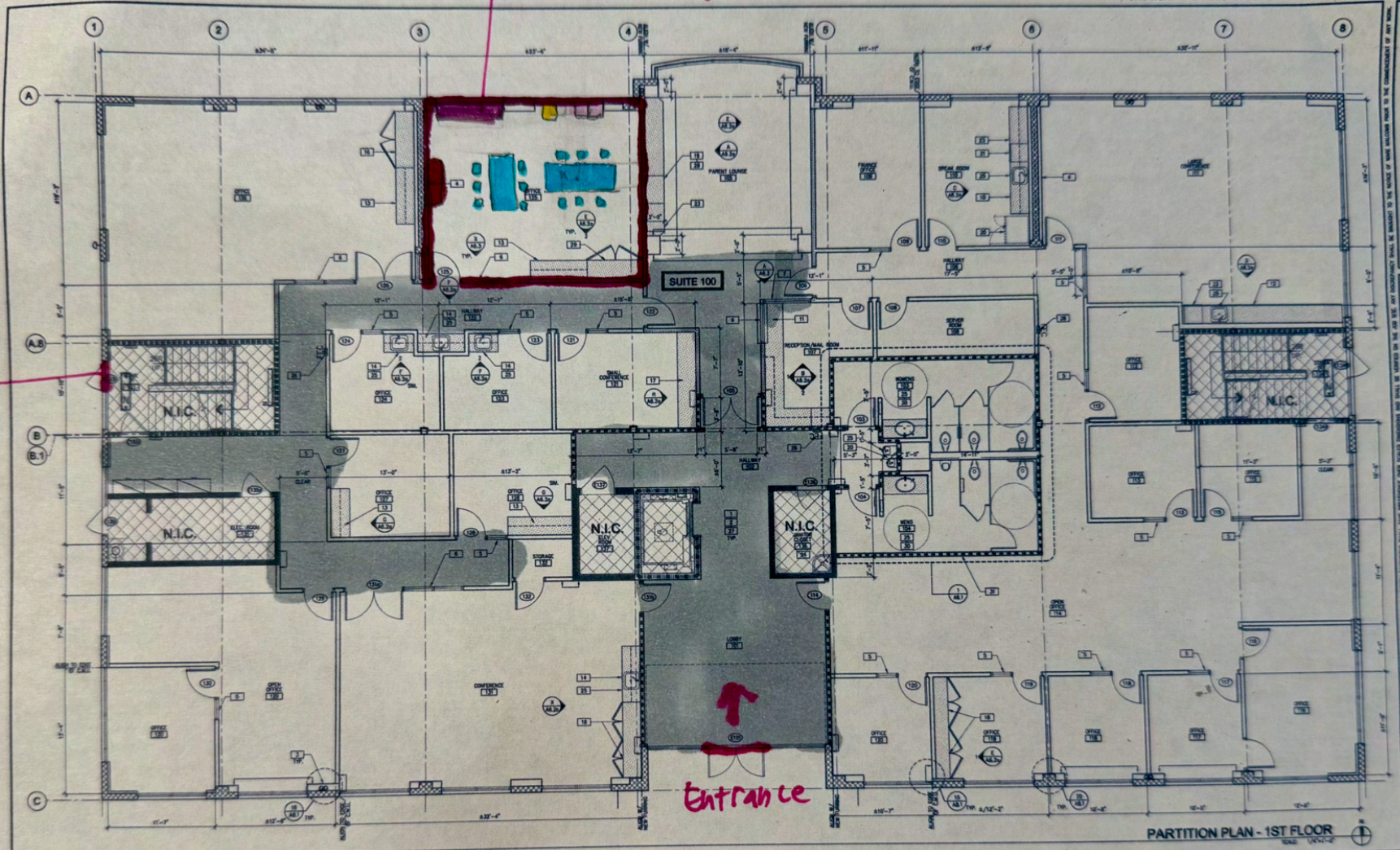
**PARTITION PLAN - 1ST FLOOR**

DATE: 04/28/26  
BY: SAMANTHA ZEPEDA  
PROJECT: GREAT FAR EAST BUILDING 15  
SHEET: A2.1a

ISSUE FOR PLAN CHECK - 07/09/08

Exit

Entrance



**City of Irvine**  
**APPROVED**

BY SAMANTHA ZEPEDA

CASE # 00964202-PAUP

DATE 04/28/26

**PLAN SPECIFIC NOTES**

- 1. EXTERIOR CURB WALLS TO BE FINISHED WITH 2-1/2" METAL STUDS, FIBERGLASS INSULATION AND (1) LAYER 5/8" GYP. BOARD TO 6" ABOVE CEILING AND CONTINUE WITH INSULATION (ONLY TO DECK ABOVE). AT OPEN CEILING BREAK, FINISHING TO BE PROVIDED TO DECK ABOVE. FINISHING TO CONTINUE ABOVE & BELOW WINDOW WHICH ARE NOT FULL HEIGHT. GYP. BOARD TO MATCH WINDOW FRAME AT FULL-HIGH AND HALF. (SEE MICH. SPEC. FOR R-VALUE OF INSULATION.)
- 2. ALL COLUMNS TO BE LAMINATED WITH (1) LAYER 5/8" GYP. BOARD TO 6" ABOVE CEILING, UNLESS AS NOTED.
- 3. FURN-OFF ROOF DRAINAGE AS REQUIRED. MINIMIZE SIZE OF FURNING.
- 4. CONCRETE BREAK WALL TO BE FINISHED WITH 2-1/2" METAL STUDS AND (1) LAYER 5/8" GYP. BOARD TO 6" ABOVE CEILING.
- 5. FINISH NEW 2'-0" SQUARE, UNLESS NOTED.
- 6. FINISH NEW (1) 2'-0" WIDE x 1-1/4" THICK FULL-HEIGHT TEMPERED GLASS IN FRAME TO MATCH SOFFIT FRAMES WITH INTERMEDIATE VERTICAL WALLS. TOP OF FRAME TO MATCH TOP OF SOFFIT FRAME AND BOTTOM OF FRAME TO MATCH SOFFIT.
- 7. FINISH 2'-0" WIDE x 4'-0" HIGH x 1-1/4" THICK TEMPERED GLASS FINED WINDOW IN FRAME TO MATCH SOFFIT FRAMES. BOTTOM OF SILL TO BE AT 2'-0" A.F.F.

**PLAN SPECIFIC NOTES CONT.**

- 8. PROVIDE TEMPERED GLASS FINED WINDOWS WITH INTERMEDIATE VERTICAL AND HORIZONTAL WALLS IN FRAME TO MATCH SOFFIT FRAMES. ALIGN TOP OF FRAME WITH TOP OF SOFFIT FRAME AND BOTTOM OF FRAME AT FLOOR FINISH TO MATCH FLOOR FINISH. SEE ELEVATION ON SHEET A-1.
- 9. PROVIDE 4'-0" HIGH x 4'-0" WIDE x 1-1/4" THICK TEMPERED, SLOING GLASS WINDOW CONSISTING OF (2) PANELS IN ALUMINUM CHANNEL. TOP OF SILL TO BE AT 2'-0" A.F.F. UNLESS OTHERWISE NOTED. SLOING GLASS PANELS TO BE ASSEMBLED BY EQUAL. PROVIDE PLAIN TRANSLATION CORNER.
- 10. PROVIDE PLASTIC LAMINATE UPPER & LOWER CABINETS WITH DRAWERS, BACK SPLASH AND SINGLE-BASH STAINLESS STEEL SINK WITH GARAGE DISPOSAL.
- 11. PROVIDE PLASTIC LAMINATE UPPER & LOWER CABINETS WITH DRAWERS, BACK SPLASH AND NO DRAWERS.
- 12. PROVIDE PLASTIC LAMINATE LOWER CABINETS WITH SINGLE-BASH STAINLESS STEEL SINK AND NO DRAWERS.
- 13. PROVIDE PLASTIC LAMINATE UPPER & LOWER CABINETS WITH DRAWERS AND NO BACK SPLASH.
- 14. PROVIDE PLASTIC LAMINATE UPPER & LOWER CABINETS WITH BACK SPLASH AND SINGLE-BASH STAINLESS STEEL SINK.
- 15. PROVIDE PLASTIC LAMINATE UPPER & LOWER CABINETS WITH DRAWERS AND TRANSLATION TOP.
- 16. PROVIDE PLASTIC LAMINATE FULL-HEIGHT CABINETS WITH ADJUSTABLE SHELVING AND DOORS.

**PLAN SPECIFIC NOTES CONT.**

- 17. PROVIDE PLASTIC LAMINATE LOWER CABINETS, NO DRAWERS OR BACK SPLASH.
- 18. PROVIDE PLASTIC LAMINATE UPPER & LOWER CABINETS WITH DRAWERS, BACK SPLASH AND SINGLE-BASH STAINLESS STEEL SINK WITH GARAGE DISPOSAL, AND MICROWAVE.
- 19. PROVIDE PLASTIC LAMINATE COUNTER AT 42" A.F.F. WITH BUILT-IN WALL MOUNTED FIRE LOWER CABINETS.
- 20. REFRIGERATOR TO BE PROVIDED AND INSTALLED BY TENANT. PROVIDE NEEDED WATER LINE FOR ICE MAKER.
- 21. UNDER-COUNTER REFRIGERATION TO BE PROVIDED AND INSTALLED BY TENANT.
- 22. PROVIDE 10-LO DRINKING FOUNTAIN. SEE PLUMB. DRAWINGS. SEE DETAIL 5 ON SHEET A-3.
- 23. COUNTER TOPS TO BE PROVIDED AND INSTALLED BY TENANT. PROVIDE NEEDED WATER LINE.
- 24. PROVIDE WATER HEATER. SEE PLUMB. DRAWINGS.
- 25. SINK-O-LIT EXISTING CONCRETE FLOOR THIS AREA AS REQUIRED FOR NEW PLUMBING. SEE DETAIL 9 ON SHEET A-3.
- 26. PROVIDE SEMI-RECESSED FIRE EXTINGUISHER CABINET AND FIRE EXTINGUISHER BY FUTURE OCCUPANT. CONFORM TO THE ALTA STANDARDS (ENF-30) STEEL WITH RECOGNIZABLE WHITE FINISH - PAINT (ENF-30-003) TO MATCH ADJACENT WALL. EXTINGUISHER TO BE PROVIDED BY TENANT. SEE DETAIL 3 ON SHEET A-3.

**PLAN SPECIFIC NOTES CONT.**

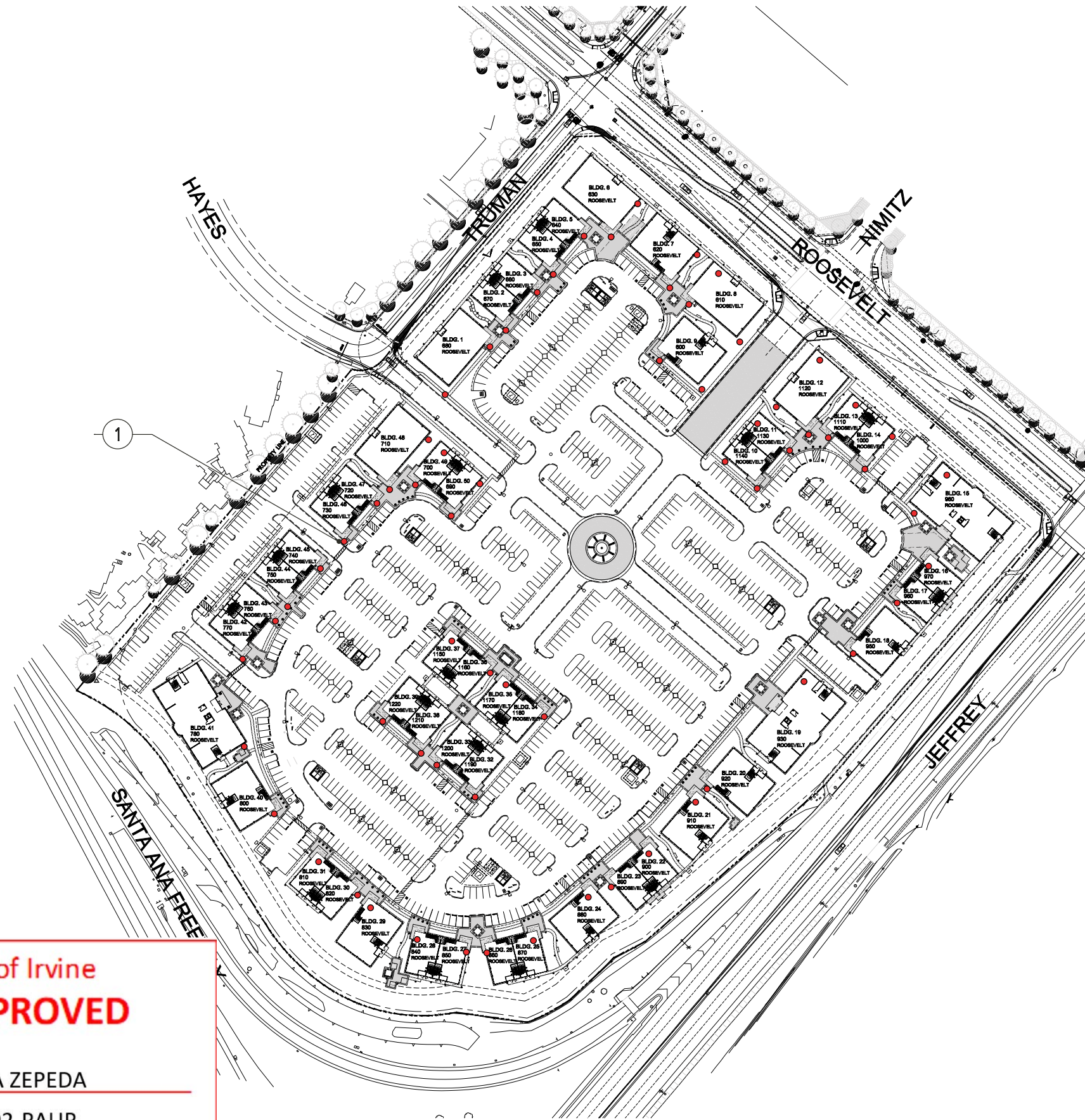
- 27. ALL FULL HEIGHT WALLS TO BE INSULATED FULLY WITH R-13 UNFACED FIBERGLASS INSULATION.
- 28. EXISTING CHANGEOUTS TO BE REWORKED ON ALL ISLES. PROVIDE NEW GLASS & STAINLESS STEEL CHANGEOUTS ON ISLES. SEE DETAIL 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100.
- 29. WALLS IN THIS AREA TO BE FINISH AS ALTERNATE.
- 30. REFER TO SHEET A-1 FOR ENLARGED RESTROOM PLAN.
- 31. ALL FULL HEIGHT WALLS AT RESTROOMS TO BE CONSTRUCTED WITH 2" METAL STUDS AND INSULATED FULLY WITH R-13 UNFACED FIBERGLASS INSULATION.

**WALL LEGEND**



SEE SHEET A-2 FOR GENERAL NOTES

Address	Qty
600	2
610	3
620	2
630	2
640	1
650	1
660	1
670	1
680	2
690	2
700	2
710	2
720	1
730	1
740	1
750	1
760	1
770	1
780	1
800	1
810	1
820	1
830	1
840	1
850	1
860	1
870	1
880	1
890	1
900	1
910	1
920	1
930	1
950	1
960	1
970	1
980	2
1000	2
1110	2
1120	3
1130	2
1140	2
1150	1
1160	1
1170	1
1180	1
1190	1
1200	1
1210	1
1220	1



# Jeffrey Office Park

600-1220 Roosevelt Avenue  
Irvine, CA

Project Developer:  
Bacchus Development  
8801 Research Drive  
Irvine, CA 92618

Design Notes:  
1. Address Number Locations

**City of Irvine**  
**APPROVED**

BY SAMANTHA ZEPEDA

CASE # 00964202-PAUP

DATE 04/28/26

## Number Locations

TODD TRAVIS  
*Design* GROUP

P.O. Box 1396  
Pauma Valley, CA 92061  
tel 949 903-5111 fax 760 742-2351

Sheet: **3.b**

Scale: nts

Date: 06-05-2006

Revision: 10: 07-05-2011 Job No.: 05-1562

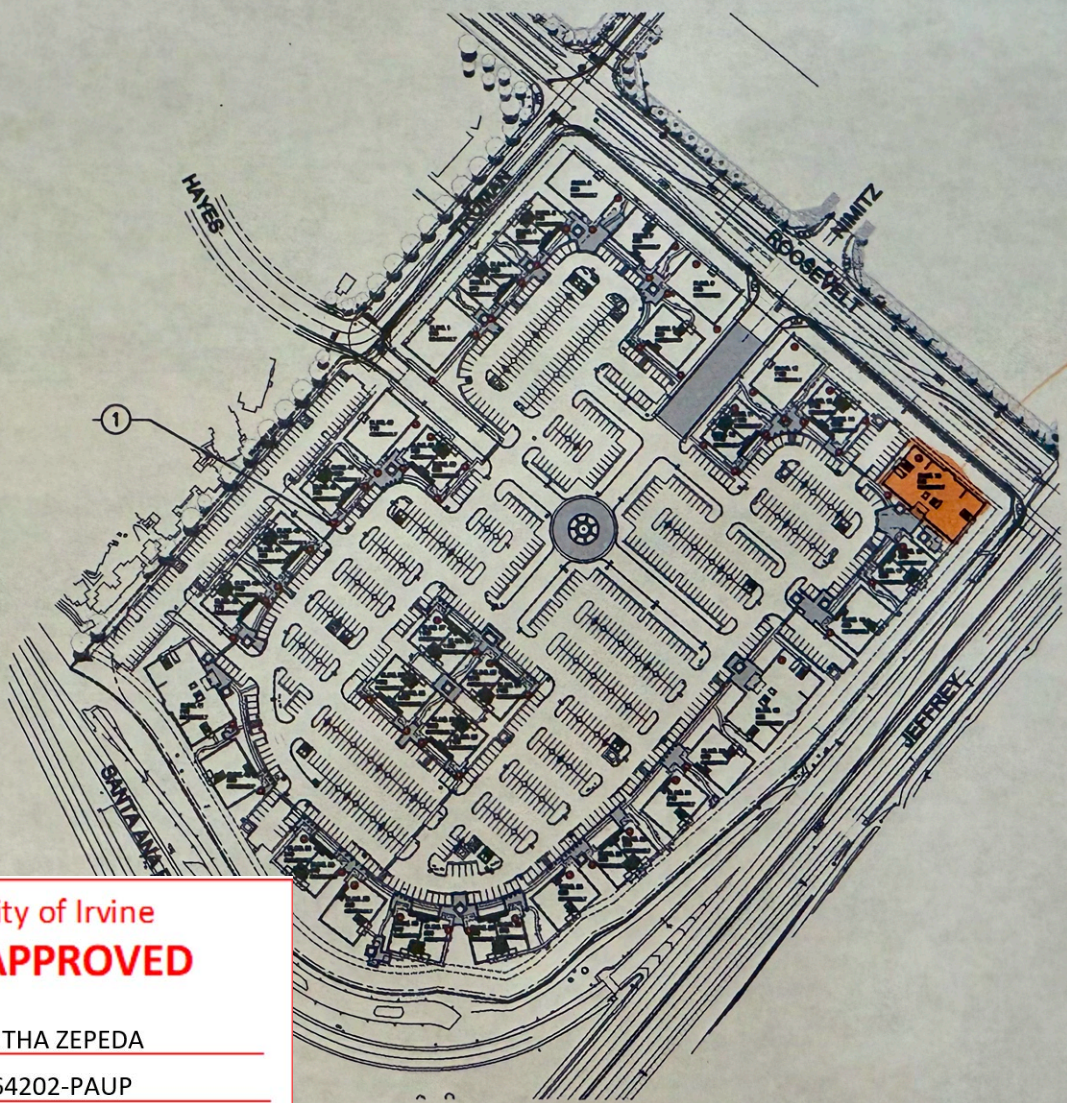
Designer: TT

Address	Qty
600	2
610	3
620	2
630	2
640	1
650	1
660	1
670	1
680	2
690	2
700	2
710	2
720	1
730	1
740	1
750	1
760	1
770	1
780	1
800	1
810	1
820	1
830	1
840	1
850	1
860	1
870	1
880	1
890	1
900	1
910	1
920	1
930	1
950	1
960	1
970	1
980	2
1000	2
1110	2
1120	3
1130	2
1140	2
1150	1
1160	1
1170	1
1180	1
1190	1
1200	1
1210	1
1220	2

City of Irvine  
**APPROVED**

BY SAMANTHA ZEPEDA  
CASE # 00964202-PAUP  
DATE 04/28/26

**Locations**



→ 980 Roosevelt  
2 stories

## Jeffrey Office Park

600-1220 Roosevelt Avenue  
Irvine, CA

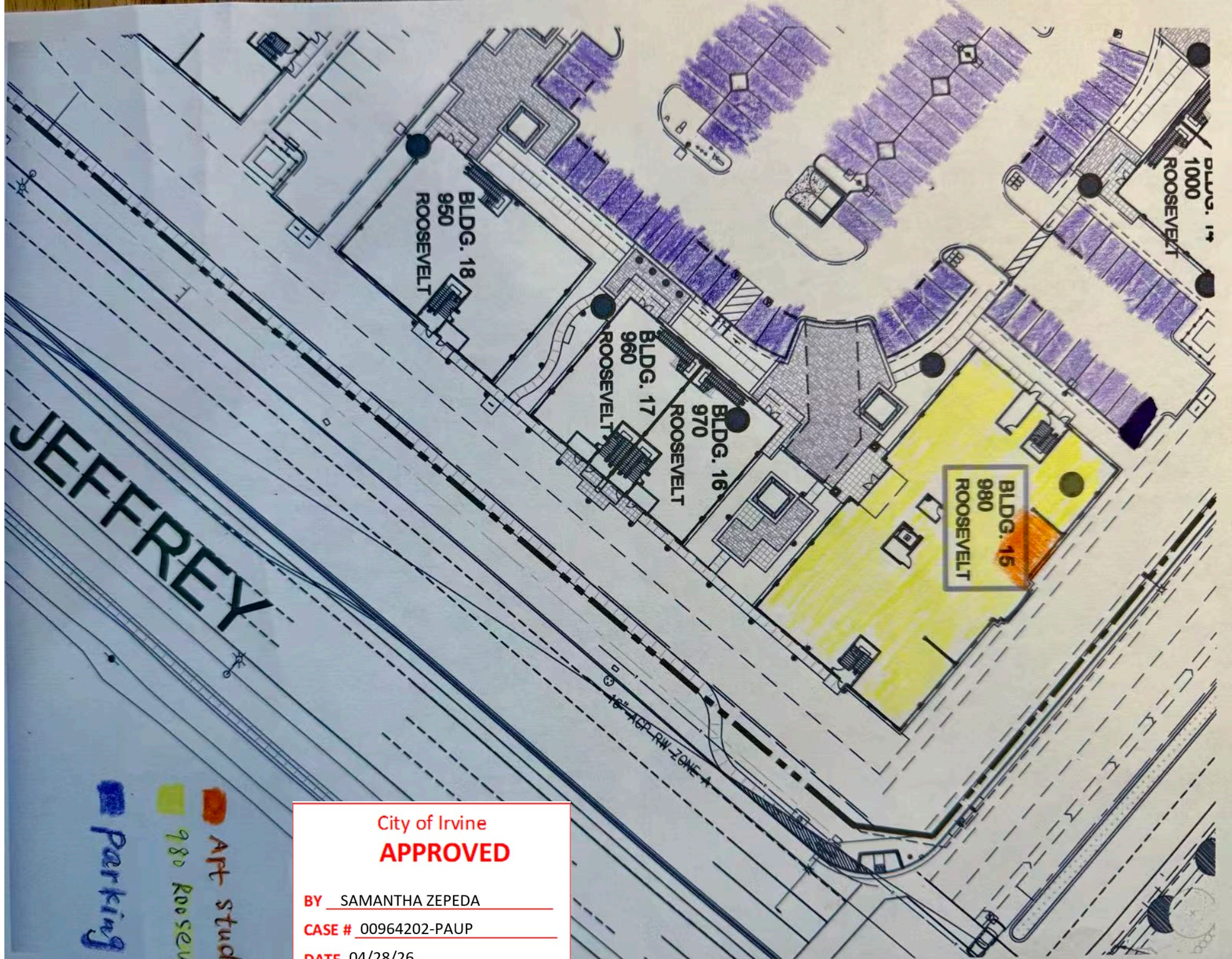
Project Developer:  
Bacchus Development  
8801 Research Drive  
Irvine, CA 92618

Design Notes:  
1. Address Number Locations

TODD TRAVIS  
*Design* GROUP

150, Box 1296  
Plumas Valley, CA 92061  
tel 909 933-8111 fax 708 743-2381

Sheet: **3b**





# OPERATIONAL SCHEDULE TEMPLATE

## OPERATIONAL SCHEDULE

FILL OUT ONE TABLE FOR EACH DAY IF SCHEDULE VARIES DAY TO DAY

MONDAY  
  TUESDAY  
  WEDNESDAY  
  THURSDAY  
  FRIDAY  
  SATURDAY  
  SUNDAY

ACTIVITY DESCRIPTION	START TIME	END TIME	NO. OF PARTICIPANTS UNDER AGE 18	NO. OF PARTICIPANTS OVER AGE 18	NO. OF PARENTS/ GUARDIANS WAITING
CLASS 1	11:00 AM	12:30 PM	3	0	0
CLASS 2	1:15 PM	2:45 PM	3	0	0
CLASS 3	3:00 PM	4:30 PM	3	0	0
CLASS 4	5:00 PM	6:30 PM	3	0	0

## INSTRUCTOR & STAFF SCHEDULE

FILL OUT ONE TABLE FOR EACH DAY IF SCHEDULE VARIES DAY TO DAY

MONDAY  
  TUESDAY  
  WEDNESDAY  
  THURSDAY  
  FRIDAY  
  SATURDAY  
  SUNDAY

SPECIFY INSTRUCTOR OR STAFF	ARRIVAL TIME	DEPARTURE TIME
1	11:00 AM	12:30 PM
1	1:30 PM	3:00 PM
1	3:00 PM	4:30 PM
1	5:00 PM	6:30 PM



# NOTICE OF EXEMPTION

**TO:**  State of California  
Office of Planning & Research  
PO Box 3044  
Sacramento, CA 95812-3044

County Clerk  
County of Orange  
PO Box 238  
Santa Ana, CA 92702

**FROM:**

City of Irvine  
Community Development Department  
PO Box 19575  
Irvine, CA 92623-9575  
**Attn: Samantha Zepeda  
Assistant Planner  
949-724-5427**

**SUBJECT** Filing of **Notice of Exemption** in compliance with Section 15062 of the Public Resources Code.

**Project Title and File No.:** Administrative Use Permit 00964202-PAUP for Sunflower Studio

**Project Location:** 980 Roosevelt in Planning Area 8 (Northwood), in the City of Irvine, County of Orange  
(include County)

**Project Description:** Operation of a commercial school (art instruction) within a 450-square-foot tenant space located inside an existing multi-tenant office building at Jeffrey Office Park.

**Approving Public Agency:** City of Irvine  
Director of Community Development  
PO Box 19575  
Irvine, CA 92623-9575

**Approval Date:** April 27, 2026  
**Resolution No.** n/a

**Project Applicant:** Sunflower Studio  
980 Roosevelt, Suite 100  
Irvine, CA 92620  
Attn: Ying Zhang  
949-866-0637  
[zoezhz@hotmail.com](mailto:zoezhz@hotmail.com)

**Exempt Status:**  
(check one)

- Ministerial (Section 21080(b)(1); 15268)
- Declared Emergency (Section 21080(b)(3); 15269(a))
- Emergency Project (Section 21080(b)(4); 15269(b)(c))
- Statutory Exemption:
- Categorical Exemption: Section 15301, Class 1 - Existing Facilities
- General Rule Exemption (Section 15061(b)(3))

**Reasons Why Project Is Exempt:** The project is exempt pursuant to CEQA Guidelines Section 15301 (Class 1) Existing Facilities, which allows for the operation, repair, maintenance, permitting, or minor alteration of existing facilities involving negligible or no expansion of existing or former use. The proposed use will operate within an existing tenant space and the project does not include any physical modifications to the building or project site.

Samantha Zepeda,  
Assistant Planner

**Name and Title**

**Signature**

April 28, 2026

**Date**