

From: [Selby, Rick \[US\] \(AS\)](#)
To: [Thai, Tonee](#); [Schank, Deborah](#)
Cc: [Selby, Rick \[US\] \(AS\)](#)
Subject: Additional materials for Hearing Officer
Date: March 26, 2025 10:59:14 AM
Attachments: [1715 W Balboa Blvd Newport Beach - Structural Observation Report - Roof framing 2024-02-28a.pdf](#)
[1715 W Balboa Blvd Newport Beach - Building Height Certification 2024-02-16.pdf](#)
[1715 W Balboa Blvd Newport Beach - Inspection Card back side with note from Marshall Shelton regarding shear approval 2024-01-19.pdf](#)
[1715 W Balboa Blvd Newport Beach - Structural Observation Report - Shear walls and hold downs 2024-01-25a.pdf](#)
[1715 W Balboa Blvd Newport Beach - CIVIC website with note from Marshall Shelton regarding shear approval 2024-01-19.pdf](#)

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Tonee, Debi –

I greatly appreciate your support for our project at 1715 W Balboa Blvd. I would please like to complete this project as soon as possible.

Please find attached additional materials for the Hearing Officer regarding the hearing for 1715 W Balboa Blvd to be held on 3/27/25. These materials were previously submitted to the inspector as part of the normal inspection process, however, I did not see these materials in the Staff Report for the hearing.

Materials attached are:

- Building Height Certification
- Structural Observation Report for Roof Framing
- Structural Observation Report for Shear Walls and Hold Downs
- Partial pass for all Shear and Hold Downs from Inspection Card by Marshall Shelton on 1/19/24 with his note that said “Shear OK except need SPN and Struc Obs”.
- Partial pass for all Shear and Hold Downs from CIVIC website by Marshall Shelton on 1/19/24 with his note that said “OK except need sore plate nailing and structural observation”. The Structural Observation Report is attached to this email, and Chad Shelton inspected the final sill plate nailing on the second and third floors on 8/27/24.

Can you please reply to confirm receipt of these materials? If you have any questions, can you please let me know?

Thank you,
Richard Selby
949-400-8941, cell



CITY OF NEWPORT BEACH

COMMUNITY DEVELOPMENT DEPARTMENT

BUILDING DIVISION

100 Civic Center Drive | P.O. Box 1768 | Newport Beach, CA 92658-8915
www.newportbeachca.gov | (949) 644-3200

Hearing Officer - March 27, 2025
Item No. 1d - Additional Materials Received
1715 W. Balboa Blvd. - Three-Year Construction Extension Limit

BUILDING HEIGHT CERTIFICATION

Project Street Address: 1715 W Balboa Blvd, Newport Beach, CA 92663

Building Permit Number(s): X2020-1565, X2021-2338, X2021-2339, XR2023-0347

As the surveyor of record for the project at the above address, I hereby certify that I have reviewed the City of Newport Beach approved plan and original topographic survey and based the elevations listed below on those plans.

Elevations shall include an allowance for roofing material thickness if not yet installed. Provide each critical ridge and flat roof, or roof deck railing elevations indicated on the approved plans. Use the format below on the back of this form if additional space is necessary or further explanation is needed. Provide original copy to the inspector before roof framing inspection.

All elevation points are based on: ☒ NAVD88 ☐ NGVD29 ☐ Assumed

Please provide the following elevation information for the highest roof ridges, flat roofs, or parapets/guardrails. Additional elevation points may be requested by the Building Inspector.

RIDGES (3:12 slope or greater)

1. Approved elevation point of ridge is 37.95 and actual elevation point is 37.90 (3rd Floor)
2. Approved elevation point of ridge is _____ and actual elevation point is _____.
3. Approved elevation point of ridge is _____ and actual elevation point is _____.

FLAT ROOFS, PARAPETS AND GUARDRAILS

1. Approved elevation point of flat roof or parapet is 32.95 and actual elevation point is 31.75 (2nd Floor)
2. Approved elevation point of flat roof or parapet is _____ and actual elevation point is _____.
3. Approved elevation point of flat roof or parapet is _____ and actual elevation point is _____.

I certify that the above height measurements are correct and the above project:

- ☒ IS in compliance with the City-approved plans.
- ☐ IS NOT in compliance with the City-approved plans (Provide explanation).

Please describe any deviation from the City-approved plans on the back of this form.


Surveyor or Civil Engineer's* signature and seal
(Wet stamp and signature required)



2/16/2024
Date

* License number of 33965 or lower



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Structural Observation Report

Project Address: 1715 W BALBOA BLVD	Report Date: 2024-02-28	CNB Inspector Name: MARSHALL SHELTON	CNB Permit #: X2020-1565, X2021-2338, X2021-2339, XR2023-0347
Building Owner Name: RICHARD SELBY	Owner's Mailing Address (if different from site): PO BOX 10849, NEWPORT BEACH, CA 92658	Owner's Telephone #: 949-400-8941	CNB Plan Check #: 1208-2020, REV21-0969, REV21-1356, REV21-1823, REV2023-0229
Full Name of Structural Observer (SO): SYED ADNAN KHADER	SO E-mail Address: syed@burkese.com	SO Telephone #: 657-289-0460 (108)	SO License / Reg. #: C 94064

PLEASE INDICATE STRUCTURAL ELEMENTS AND CONNECTIONS OBSERVED (check applicable boxes)

FOUNDATIONS	SHEAR WALLS	FRAMES	DIAPHRAGMS (Floor/Roof)	INDICATE LOCATION(S) OBSERVED	DATE OBSERVED
<input type="checkbox"/> Conventional Footings & Slab	<input type="checkbox"/> Concrete	<input type="checkbox"/> Steel	<input type="checkbox"/> Concrete		
<input type="checkbox"/> Mat Foundation, Prestressed Concrete	<input type="checkbox"/> Masonry	<input type="checkbox"/> Concrete	<input type="checkbox"/> Steel Deck		
<input type="checkbox"/> Caissons, Piles,	<input type="checkbox"/> Wood or Manuf. Shear Panels	<input type="checkbox"/> Masonry	<input type="checkbox"/> Wood		
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	<input checked="" type="checkbox"/> Other:	1st, 2nd and 3rd level roof framing	2024-02-28

☒ ITEMS CHECKED ABOVE ARE APPROVED AND WITHOUT DEFICIENCIES.

☐ OBSERVED DEFICIENCIES AND COMMENTS:

☐ REPORT CONTINUED ON ATTACHED PAGES.

☐ FINAL STRUCTURAL OBSERVATION REPORT:

The structure generally complies with the approved construction documents, and all observed deficiencies were corrected.

I declare that the following statements are true to the best of my knowledge:

1. I am the licensed design professional retained by the owner to be in responsible charge of the structural observation;
2. I, or another licensed design professional whom I have designated above and is under my responsible charge, have performed the required site visits at each significant construction stage to verify that the structure is in general conformance with the approved construction documents;
3. I understand that all deficiencies which I have documented must be corrected, prior to final acceptance of the structural systems by the City of Newport Beach, Building Division.

Syed Adnan Khader

2024-02-28

SIGNATURE OF STRUCTURAL OBSERVER OF RECORD

DATE



STAMP OF STRUCTURAL OBSERVER

STRUCTURAL OBSERVATION DOES NOT WAIVE ANY REQUIREMENTS FOR BUILDING INSPECTION BY AUTHORIZED EMPLOYEES OF THE CITY OF NEWPORT BEACH.

STRUCTURAL OBSERVATION REPORT INSTRUCTIONS

When structural observation is required for a project, the structural observer shall perform site visits at significant construction stages throughout the progress of the work. Site visit frequency shall allow for correction of observed deficiencies without substantial effort or uncovering of the completed work. Structural observation site visits shall be performed for each construction stage identified on the approved construction documents.

The structural observer may utilize the City of Newport Beach "Structural Observation Report" form, or a similarly formatted report, to record the required observation visits. If the City's form is not used the alternate report shall be on the structural observer's letterhead, state the site address, plan check and permit numbers, stages and elements observed, date observed, and complete contact information for the structural observer. All structural observation reports, regardless of form used, shall include the license stamp and wet signature of the structural observer responsible for the project.

OBSERVED DEFICIENCIES

When a deficiency is noted, the structural observer shall give copies of the completed structural observation report to the owner or owner's representative, project contractor, and the Chief Building Official or designee.

The contractor shall resolve all deficiencies prior to final inspection or acceptance of the structural work by the Chief Building Official, or designee.

FINAL STRUCTURAL OBSERVATION REPORT

The structural observer shall submit a final structural observation report to the Chief Building Official, or designee, upon completion of the structural system. The final structural observation report shall state that the structural system conforms to the approved construction documents and that all previously observed deficiencies have been corrected. Final inspection or other acceptance of the structural system by the Chief Building Official, or designee, will not occur until the final structural observation report is received.



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Structural Observation Report

Project Address: 1715 W BALBOA BLVD	Report Date: 2024-01-25	CNB Inspector Name: MARSHALL SHELTON	CNB Permit #: X2020-1565, X2021-2338, X2021-2339, XR2023-0347
Building Owner Name: RICHARD SELBY	Owner's Mailing Address (if different from site): PO BOX 10849, NEWPORT BEACH, CA 92658	Owner's Telephone #: 949-400-8941	CNB Plan Check #: 1208-2020, REV21-0969, REV21-1356, REV21-1823, REV2023-0229
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<input type="checkbox"/> Caissons, Piles,	<input checked="" type="checkbox"/> Wood or Manuf. Shear Panels	<input type="checkbox"/> Masonry	<input type="checkbox"/> Wood	1st, 2nd and 3rd level shear walls and holdowns.	2024-01-25
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	<input type="checkbox"/> Other:		

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Syed Adnan Khader

2024-01-25

SIGNATURE OF STRUCTURAL OBSERVER OF RECORD

DATE



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5/9/23 2nd fl. frame OK pending struc. obs. MSR

1/19/24

Shear OK except
and struc obs.

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MSR

