



# City of Costa Mesa

## Inter Office Memorandum

**TO:** CITY COUNCIL AND PLANNING COMMISSION  
**CC:** TOM HATCH, GARY ARMSTRONG, AND CLAIRE FLYNN  
**FROM:** WILLA BOUWENS-KILLEEN, ZONING ADMINISTRATOR  
**DATE:** AUGUST 8, 2013  
**SUBJECT:** ZONING ADMINISTRATOR DECISION(S)

*WBR*

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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 August 15, 2013. 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](mailto:willa.bouwens-killeen@costamesaca.gov) if you have any questions or would like further details.

**ZA-13-13**     284 Walnut Street  
Minor Design Review to construct a two-story residence in the R1 zone with a deviation from the City's Residential Design Guidelines related to average second story side yard setback on one side only (10-foot average recommended; 6.5-foot average proposed).

Approved, subject to conditions.

Comments received: None.



# CITY OF COSTA MESA

P.O. BOX 1200 • 77 FAIR DRIVE • CALIFORNIA 92628-1200

DEVELOPMENT SERVICES DEPARTMENT

August 8, 2013

Mr. Steven Sennikoff  
5500 E Second Street, Suite 2  
Long Beach, CA 90803

**RE: ZONING APPLICATION ZA-13-13  
MINOR DESIGN REVIEW FOR A NEW TWO-STORY SINGLE-FAMILY  
RESIDENCE WITH AN ATTACHED GARAGE  
284 WALNUT STREET, COSTA MESA**

Dear Mr. Sennikoff:

City staff's review of Zoning Application ZA-13-13 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, code requirements, and special district requirements (attached). The decision will become final at 5 p.m. on August 15, 2013, 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, Aaron Hollister, at (714) 754-5136, or at [aaron.hollister@costamesaca.gov](mailto:aaron.hollister@costamesaca.gov).

Sincerely,

WILLA BOUWENS-KILLEEN, AICP  
Zoning Administrator

Attachments:      Project Description  
                         Findings  
                         Conditions of Approval, Code Requirements, and Special District  
                         Requirements  
                         Approved Conceptual Plans

cc:      Engineering  
         Fire Protection Analyst  
         Building Safety Division



## **PROJECT DESCRIPTION**

- The subject property is located at 284 Walnut Street, within a primarily single-family residential neighborhood in the R1 Zoning District. The properties immediately abutting the subject property include a mix of single-story single-family residences, single-story multi-family structures, two-story multi-family structures, and two-story single-family residential structures.

The proposed project involves the following:

- Demolition of the existing single-story single-family residence. (Existing two car garage to be retained.)
- Construction of a new two-story, 3,187 square-foot single-family residence and attached, tandem single-car garage, as well as the remodel of an existing two-car garage.
- Proposal to deviate from the Residential Design Guidelines; specifically, to provide a reduced side yard setback for the second floor on one side of the structure; 10 feet average setback recommended, 6.5 feet average setback proposed.

## **ANALYSIS:**

A minor design review is required since the proposed second floor does not meet the recommended 10-foot average side yard setback on the left/west side of the property. City staff considers the proposed 3.5-foot reduction to be a minor deviation from the Residential Design Guidelines.

The Residential Design Guidelines were adopted to promote quality and compatible design by promoting design excellence. Consequently, standards such as the 10-foot average side setback for second floors are intended to promote design excellence. However, the Residential Design Guidelines also allow consideration to be given for designs that further promote design excellence without satisfying the specific criteria.

The proposed project contains many elements desired by the Residential Design Guidelines:

- Varied height and elevations achieved through the variation of building planes, the application of a covered porch along the front of the residence, and variation in roof forms.
- Exterior materials such as varied wood siding treatments, decorative window surrounds, projecting bay windows, and varied divided-lite window panes.
- Privacy impacts on the adjacent neighbors are expected to be minimal. The number and area of window openings at the second floor have been minimized towards the east and west side property lines. On the easterly second-floor elevation, two clerestory windows are proposed in the master bedroom. Both

clerestory windows are to be located approximately five feet, two inches above the finished second floor with a glazed area of approximately two square feet each. Second floor windows also would be located in each of the bathrooms on the east and west elevations. Privacy impacts should be minimized because of the windows will be relatively small; located above the bathtub; and/or will be of an opaque finish to provide privacy for occupants of the bathrooms.

The current General Plan land use designation for the subject property is Low Density Residential, which requires a minimum of 5,445 sq.ft. of lot area per unit. Since the proposed development is to construct one, two-story single-family residence on a 6,386 square-foot lot and is, therefore, consistent with the General Plan land use designation.

## FINDINGS

- A. The information presented substantially complies with Costa Mesa Municipal Code, Section 13-29(g)(14) in that the proposed construction is substantially compatible and harmonious with existing and/or anticipated development on surrounding properties despite the request to deviate from the side yard setback along the left/west property line. This includes site planning, landscaping, appearance, scale of structures, location of windows, and any other applicable features relative to a compatible and attractive development.

The exterior design of the proposed residence exhibits a contemporary-style that incorporates the use of varied wood siding treatments, decorative window surrounds, projecting bay windows, varied divided-lite window panes and varied rooflines to enhance the overall design of the house and to add interest to the neighborhood streetscape. The proposed development would not negatively impact the surrounding properties or aesthetics of the neighborhood since the two-story structure includes a single story garage located at the rear of the property and the building has been articulated to reduce the apparent height and mass of the structure with varied roof forms and building planes. In addition, the proposed side yard setbacks are sufficient and allows for installation of additional trees for privacy, if necessary. Currently, there are other two-story residences in the immediate area. Privacy impacts upon the adjacent neighbors immediately located to the east and west are expected to be minimal. Minimal windows are proposed along the elevations of the second story addition and are of a design and location to minimize impacts on the privacy of the adjoining neighbors.

- B. The proposed project complies with Costa Mesa Municipal Code Section 13-29 (e) because:
1. The proposed development and use is compatible and harmonious with uses both on-site as well as those on surrounding properties.
  2. Safety and compatibility of the design of the buildings, parking areas, landscaping, and other site features including functional aspects of the site development such as automobile and pedestrian circulation have been considered.
  3. The project is consistent with the General Plan designation because the proposed residence will not exceed the General Plan density for the site.



4. The zoning application is for a project-specific case and does not establish 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 15303, Class 3, New Construction, 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 conditions of approval, code provisions, and special district requirements of Zoning Application ZA-13-13 shall be blueprinted on the face of the site plan as part of the plan check submittal package.
  2. The applicant shall contact the Planning Division to arrange a Planning inspection of the site prior to the release of occupancy. This inspection is to confirm that the conditions of approval and code requirements have been satisfied.
  3. The subject property's ultimate finished grade level may not be filled/raised unless it is necessary to provide proper drainage, and in no case shall it be raised in excess of 36 inches above the finished grade of any abutting property. If additional fill dirt is needed to provide acceptable on-site stormwater flow to a public street, an alternative means of accommodating that drainage shall be approved by the City's Building Official prior to issuance of any grading or building permits. Such alternatives may include subsurface tie-in to public stormwater facilities, subsurface drainage collection systems and/or sumps with mechanical pump discharge in-lieu of gravity flow. If mechanical pump method is determined appropriate, said mechanical pump(s) shall be continuously maintained in working order. In any case, development of subject property shall preserve or improve the existing pattern of drainage on abutting properties.
  4. No modification(s) of the approved building elevations including, but not limited to, changes that increase the building height, additional or modification of second story windows, removal of building articulation, or a change of the finish material(s), shall be made during construction without prior Planning Division written approval. Failure to obtain prior Planning Division approval for any modifications could result in the requirement of the applicant to (re)process the modification through a discretionary review process such as a design review, a variance, or in the requirement to modify the construction to reflect the approved plans.

5. Demolition permits for the existing structures shall be obtained and all work and inspections shall be completed prior to final building inspections. Applicant is notified that a written notice to the Air Quality Management District (AQMD) may be required ten (10) days prior to demolition.
6. Every effort shall be made to follow sustainable building (i.e., "green") practices in the construction of the residence. The applicant may contact the Building Safety Division at (714) 754-5273 for further information.
7. Landscape plans shall incorporate water-efficient landscape treatment. No artificial turf shall be permitted.
8. The applicant shall contact the current cable company prior to issuance of building permits to arrange for pre-wiring for future cable communication service.
9. The project is subject to compliance with all applicable Federal, State, and local laws. A copy of the applicable Costa Mesa Municipal Code requirements has been forwarded to the Applicant and, where applicable, the Authorized Agent, for reference.
10. All on-site utility services shall be installed underground, or provisions made for future undergrounding, if it is impractical at this time.
11. Existing mature trees shall be retained wherever possible. Should it be necessary to remove existing trees, the applicant shall submit a written request and justification to the Planning Division. A report from a California-licensed arborist shall be required as part of the justification. Replacement trees shall be of a size consistent with trees to be removed and may be required on a 1:1 basis. This requirement shall be completed under the direction of the Planning Division.
12. All on-site utility services shall be installed underground.
13. Installation of all utility meters shall be performed in a manner so as to obscure the installation from view from any place on or off the property. The installation vault, wall cabinet, or wall box under the direction of the Planning Division.
- Park. 14. The applicant shall plant one (1) 24" box *Tristania conferta* in the City's right-of-way.



**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.        | <ol style="list-style-type: none"> <li>1. Approval of the zoning application is valid for one (1) year from the effective date of this approval and will expire at the end of that period unless applicant establishes the use by obtaining building permits for the authorized construction and initiates construction. If the applicant is unable to 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 <u>prior</u> to the expiration of the zoning application.</li> <li>2. Development shall comply with all requirements of Article 1, Chapter 5, and Article 9, Chapter 5 of Title 13 of the Costa Mesa Municipal Code relating to development standards for residential projects.</li> <li>3. All noise-generating construction activities shall be limited to 7:00 a.m. to 7:00 p.m. Monday through Friday and 9:00 a.m. to 6:00 p.m. Saturday. Noise-generating construction activities shall be <u>prohibited</u> on Sunday and the following Federal holidays: New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.</li> <li>4. The street address shall be visible from the public street and may be displayed either on the front door, on the fascia adjacent to the main entrance, or on another prominent location. Numerals shall be a minimum six (6) inches in height with not less than one-half-inch stroke and shall contrast sharply with the background.</li> <li>5. Any new mechanical equipment such as air-conditioning equipment and duct work shall be screened from view in a manner approved by the Planning Division. Any roof-mounted equipment is prohibited.</li> <li>6. All unpaved areas visible from public rights-of-ways shall be landscaped and the landscaping shall be maintained in a healthy condition, free of dying, dead, diseased, decayed, discarded, and/or overgrown vegetation.</li> </ol> |
| Bus.<br>Lic. | <ol style="list-style-type: none"> <li>7. All contractors and subcontractors must have valid business licenses to do 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.</li> </ol>   |
| Bldg.        | <ol style="list-style-type: none"> <li>8. Applicant shall comply with the requirements of the 2010 California Building Code, 2010 California Residential Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards Code and 2010 California Energy Code (or the applicable adopted California Building Code, California Residential Code California Electrical Code, California Mechanical Code California Plumbing Code,</li> </ol>  |

California Green Building Standards and California Energy Code (at the time of plan submittal) and California Code of Regulations also known as the California Building Standards Code, as amended by the City of Costa Mesa.

- Eng. 15. At the time of development, submit for approval an off-site plan to the Engineering Division and grading plan to the Building Division that shows sewer, water, existing parkway improvements and the limits of work on the site, and hydrology calculations, both prepared by a registered civil engineer or architect. Cross lot drainage shall not occur. Construction access approval shall be obtained prior to building or engineering permits being issued by the City of Costa Mesa. Pay off-site plan check fee per Section 13-29(2)(b) of the C.C.M.M.C. and an approved off-site plan shall be required prior to engineering permits being issued by the City of Costa Mesa.
16. Obtain a permit from the City of Costa Mesa, Engineering Division, at the time of development and then construct P.C.C. driveway approach per City of Costa Mesa Standards as shown on the Offsite Plan. Location and dimensions are subject to the approval of the Transportation Services Manager. ADA compliance required for all new driveway approaches.
17. Fulfill Drainage Ordinance Fee requirements prior to approval of plans.
18. For demolition, grading, or building permits involving projects with a valuation of \$10,000 or more, the contractor shall use a City-permitted hauler(s) to haul any debris or solid waste from the job site (refer to Section 8-83(h), Regulations, of Title 8 of the Costa Mesa Municipal Code). Use of a City-permitted hauler for such projects is the responsibility of the designated contractor. Non-compliance is subject to an administrative penalty as follows: \$1,000 or 3% of the total project value, whichever is greater.
19. Maintain the public right-of-way in a "wet-down" condition to prevent excessive dust and promptly remove any spillage from the public right-of-way by sweeping or sprinkling.
- Fire 20. Provide smoke detectors per CRC.
21. Provide Residential Fire Sprinkler Systems per CRC.

### **SPECIAL DISTRICT REQUIREMENTS**

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

- Sani. 1. It is recommended that the applicant contact the Costa Mesa Sanitary District at (949) 645-8400 for current district requirements.

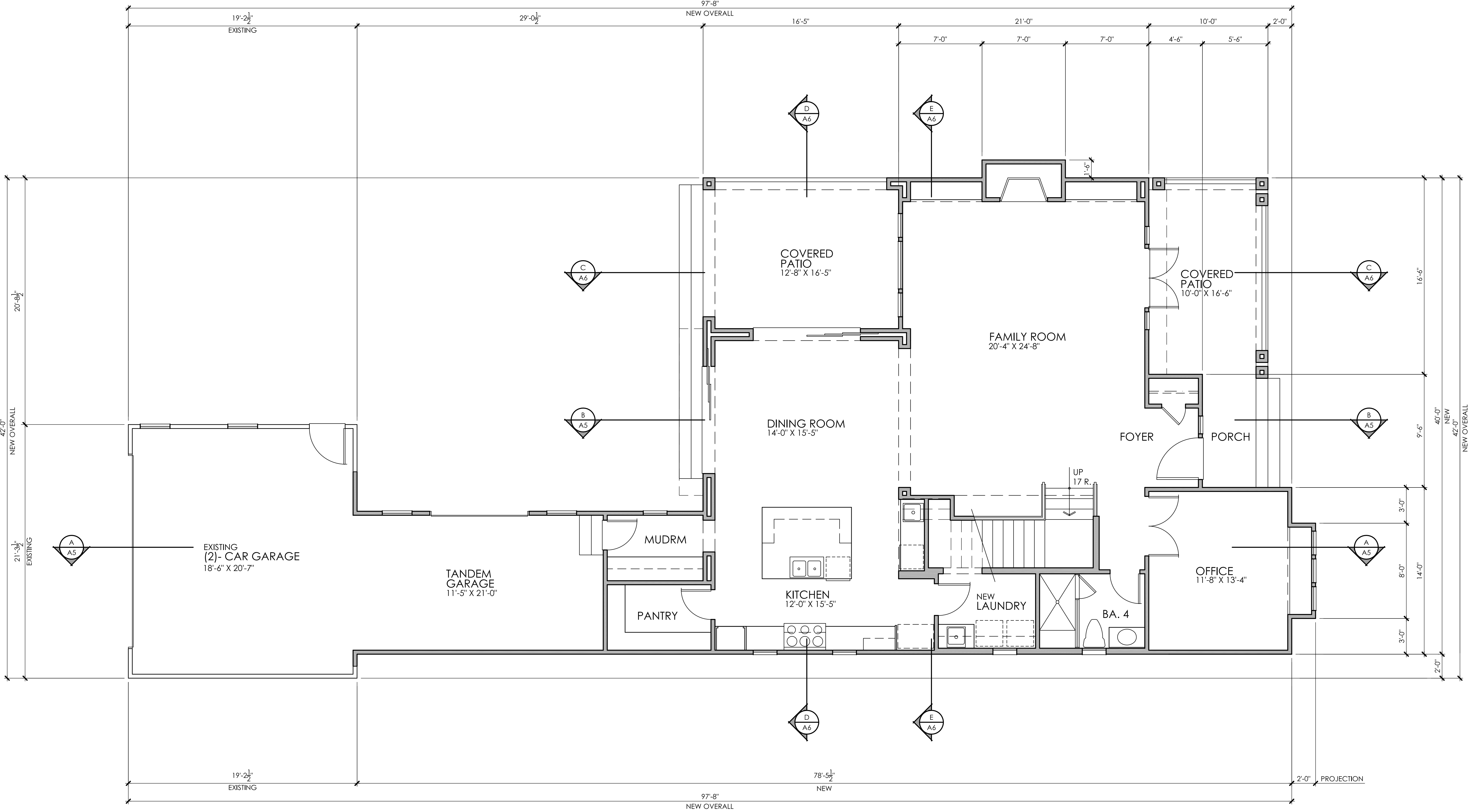


- AQMD 2. Applicant shall contact the Air Quality Management District (800) 288-7664 for potential additional conditions of development or for additional permits required by the district.
- State 3. Applicant shall comply with the requirements of the California Department of Food and Agriculture (CDFA) to determine if red imported fire ants (RIFA) exist on the property prior to any soil movement or excavation.



SECOND STORY TO FIRST STORY RATIO:	MAXIMUM	=	80.0%	=	1818.37 S.F.
	PROPOSED	=	69.3%	=	1575.75 S.F.
OPEN SPACE:	MINIMUM	=	40.0%	=	2554.64 S.F.
	PROPOSED	=	43.2%	=	2756.92 S.F.
REAR YARD COVERAGE NOT APPLICABLE WHEN ABUTTING ALLEY.					

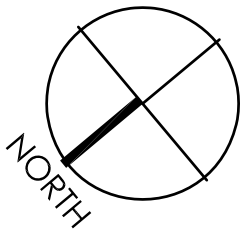




FIRST FLOOR PLAN

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

FIRST FLOOR		1616.00 S.F.
SECOND FLOOR		1575.75 S.F.
TOTAL LIVABLE		3187.75 S.F.
EXISTING GARAGE		408.96 S.F.
NEW TANDEM GARAGE		248.00 S.F.
TOTAL GARAGE		656.96 S.F.



FIRST FLOOR PLAN

SHEET NUMBER	SET ISSUE DATE	PLAN CHECK NUMBER	SET REVISIONS
A2	02 JULY 13	-	ADDITIONAL WORK DESIGN REVIEW CORRECTIONS
	PROJECT NUMBER	PURPOSE	
	13005	MINOR DESIGN REVIEW	



CUSTOM HOME  
**AJ AND GARRETT WHITFIELD**  
284 WALNUT STREET  
COSTA MESA, CALIFORNIA 92627

5500 East 2nd Street, Suite 2  
Naples Island  
Long Beach, California 90803

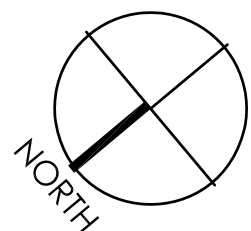
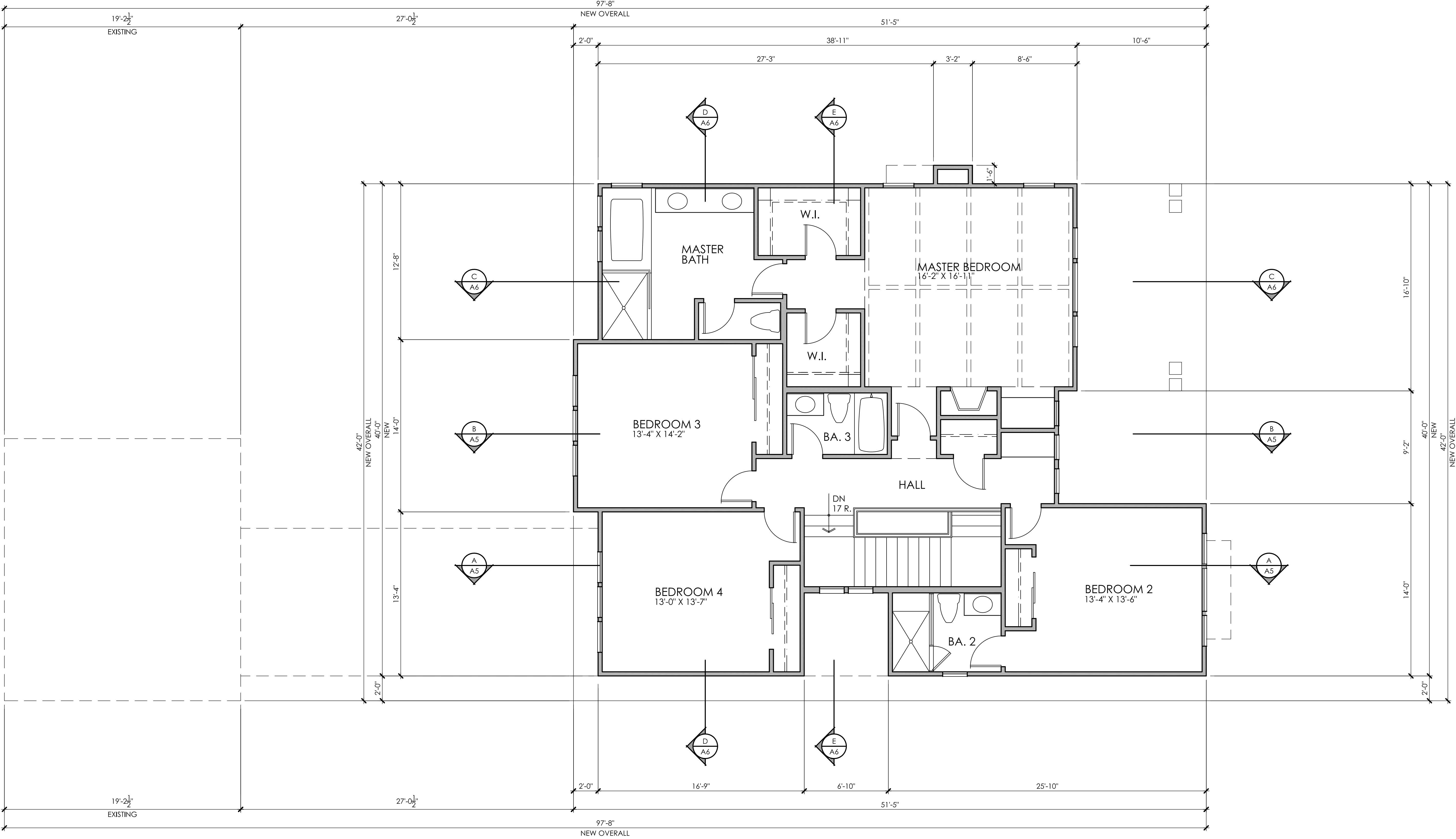
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SECOND FLOOR PLAN

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



SECOND FLOOR PLAN

SHEET NUMBER	PLAN CHECK NUMBER	SET REVISIONS
A3	-	REVISIONS
PROJECT NUMBER	PURPOSE	DATE
13005	MINOR DESIGN REVIEW	



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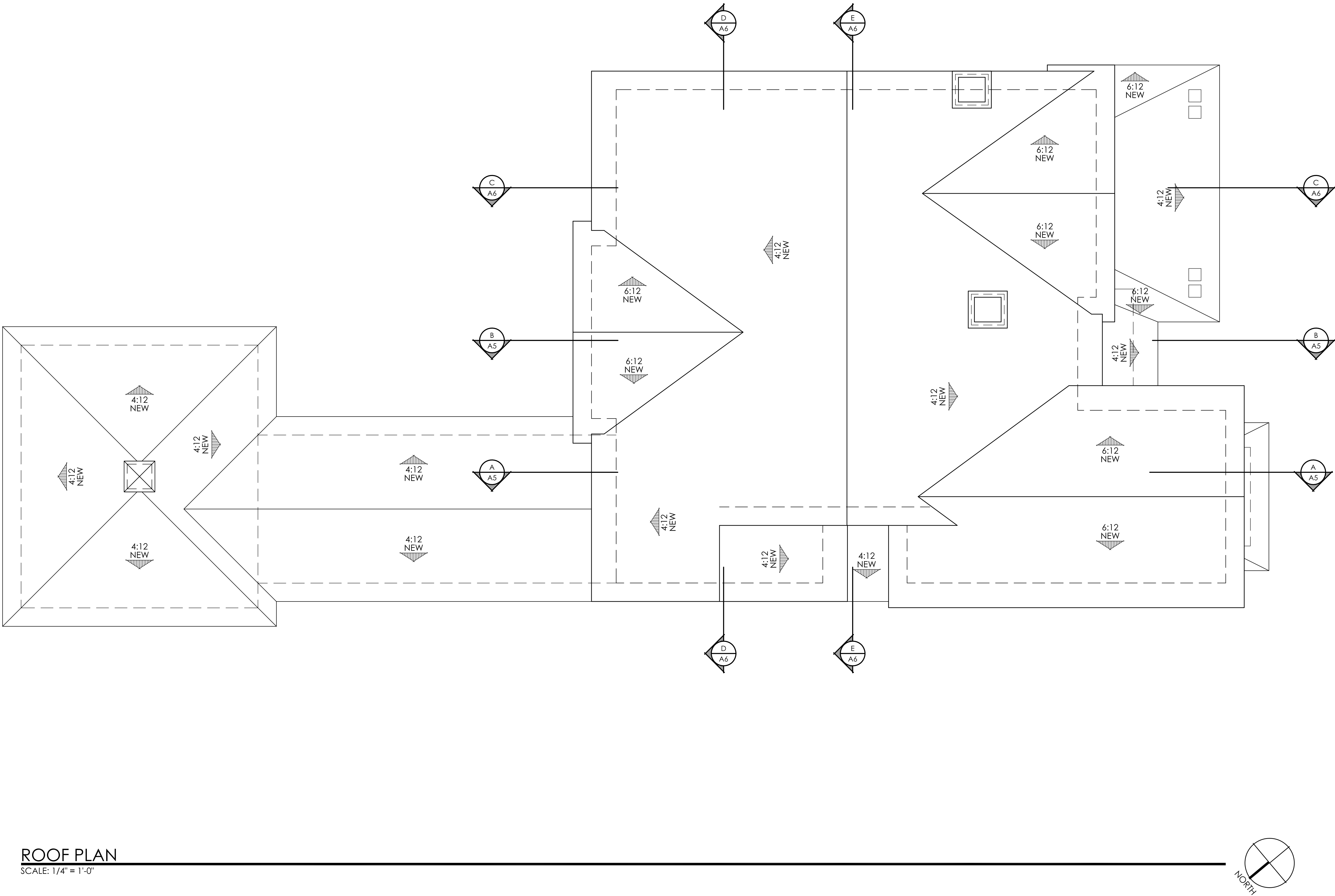
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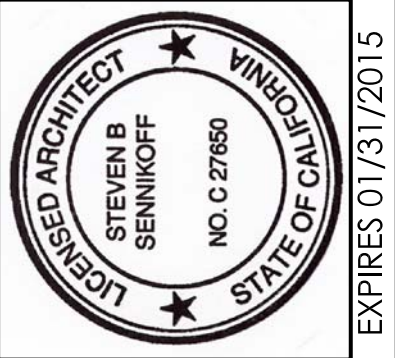


ROOF PLAN  
SCALE: 1/4" = 1'-0"

ROOF MATERIAL LIST  
ASPHALT SHINGLE ROOFING AT UPPER ROOFS

ROOF PLAN

SHEET NUMBER	SET ISSUE DATE	PLAN CHECK NUMBER	SET REVISIONS
A4	02 JULY 13	-	REVISIONS DATE BY
	PROJECT NUMBER	PURPOSE	
	13005	MINOR	
		DESIGN REVIEW	

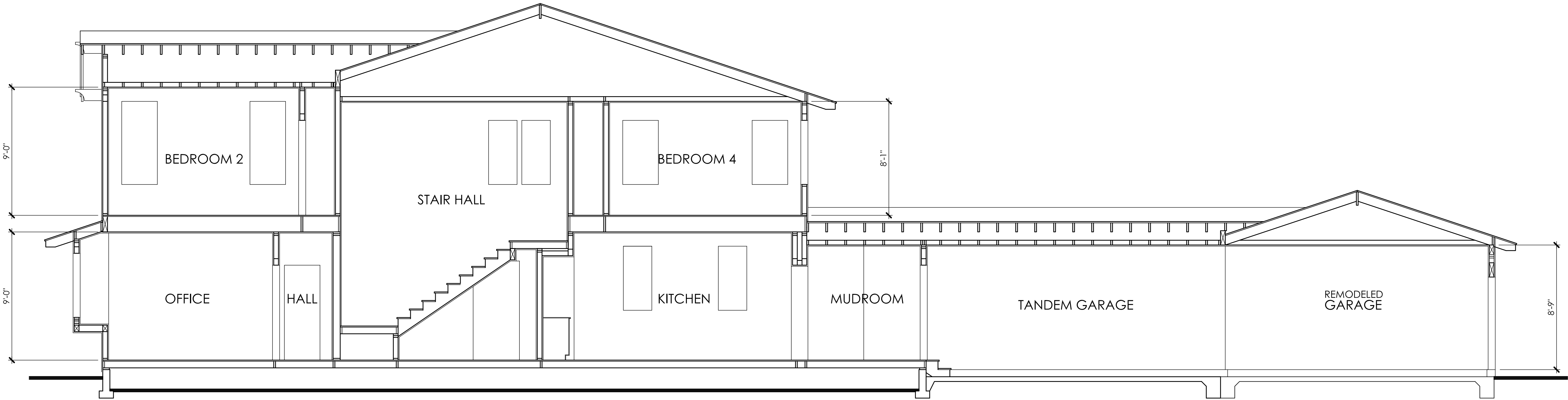


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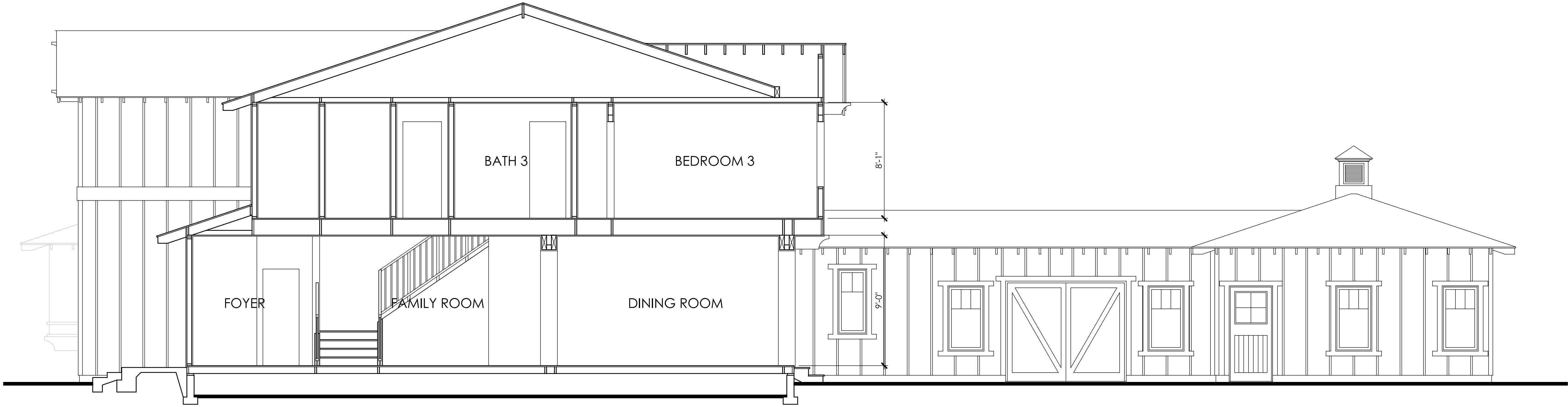
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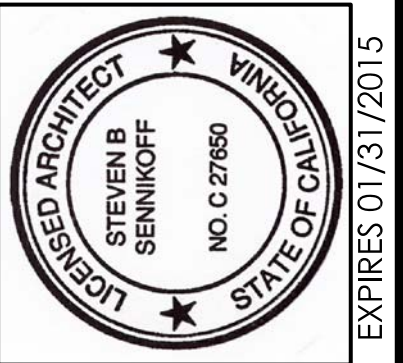
SECTION AA  
SCALE: 1/4" = 1'-0"



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

SECTIONS

SHEET NUMBER <b>A5</b>	SET ISSUE DATE 02 JULY 13	PLAN CHECK NUMBER -	SET REVISIONS A REVISIONS B REVISIONS C REVISIONS D REVISIONS E REVISIONS F REVISIONS G REVISIONS H REVISIONS I REVISIONS J REVISIONS K REVISIONS L REVISIONS M REVISIONS N REVISIONS O REVISIONS P REVISIONS Q REVISIONS R REVISIONS S REVISIONS T REVISIONS U REVISIONS V REVISIONS W REVISIONS X REVISIONS Y REVISIONS Z REVISIONS
	PROJECT NUMBER 13005	PURPOSE MINOR DESIGN REVIEW	



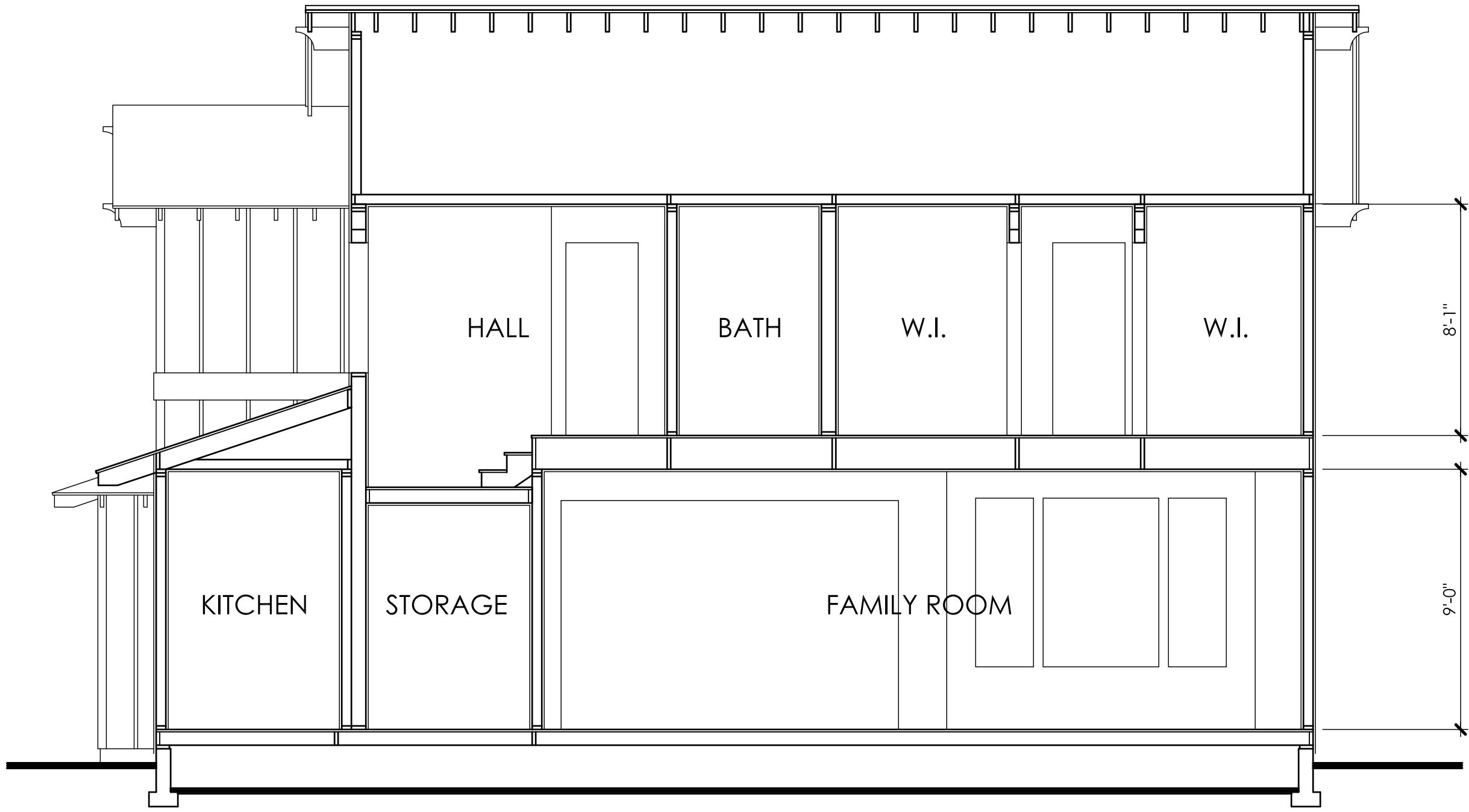
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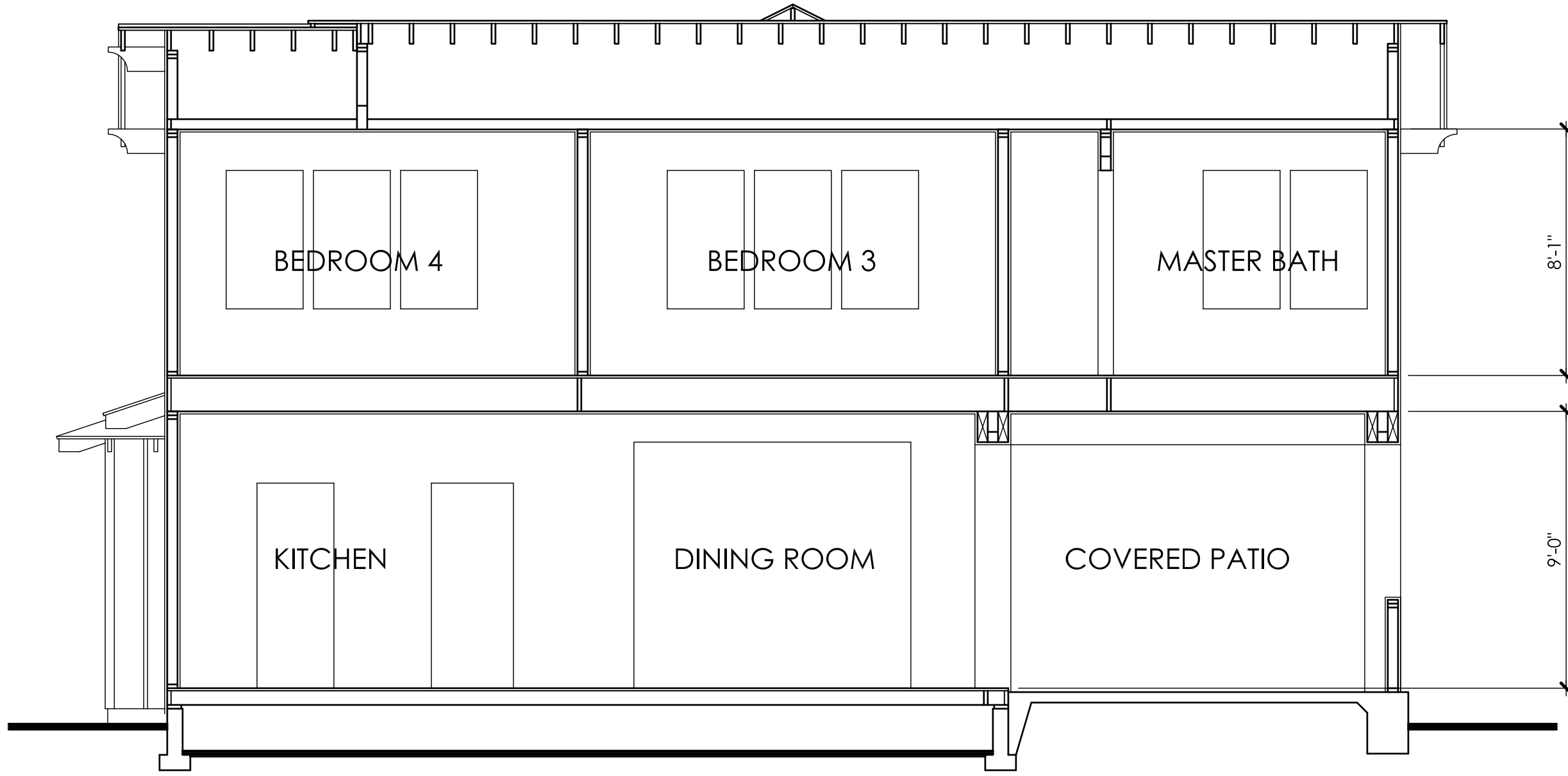
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SECTION EE

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



SECTION DD

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



SECTION CC

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

SECTIONS

SHEET NUMBER	SET ISSUE DATE	PLAN CHECK NUMBER	SET REVISIONS
A6	02 JULY 13	-	REVISIONS
PROJECT NUMBER	PURPOSE	MINOR	DESIGN REVIEW
13005			



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EAST ELEVATION

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



SOUTH ELEVATION

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

ELEVATION MATERIAL LIST

- ASPHALT SHINGLE ROOFING AT UPPER ROOFS
- METAL STANDING SEAM ROOFING AT LOWER ROOFS
- BOARD AND BATTON SIDING BY HARDIE BOARD
- WOOD TRIM BY HARDIE BOARD
- VINYL WINDOWS
- WOOD DOORS
- METAL GARAGE DOOR

EXTERIOR ELEVATIONS

SHEET NUMBER	SET ISSUE DATE	PLAN CHECK NUMBER	SET REVISIONS
A7	02 JULY 13	-	REVISIONS
	PROJECT NUMBER	PURPOSE	
	13005	MINOR	
		DESIGN REVIEW	



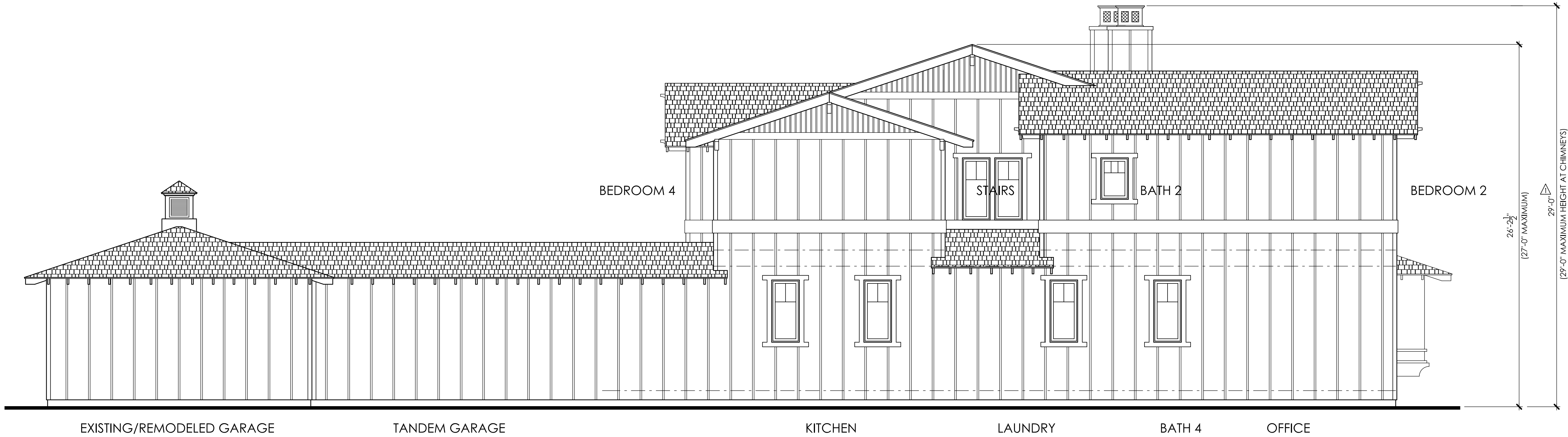
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WEST ELEVATION

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



NORTH ELEVATION

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

ELEVATION MATERIAL LIST

- ASPHALT SHINGLE ROOFING AT UPPER ROOFS
- METAL STANDING SEAM ROOFING AT LOWER ROOFS
- BOARD AND BATTON SIDING BY HARDIE BOARD
- WOOD TRIM BY HARDIE BOARD
- VINYL WINDOWS
- WOOD DOORS
- METAL GARAGE DOOR

EXTERIOR ELEVATIONS

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