

**MEETING MINUTES OF THE CITY OF  
COSTA MESA PLANNING COMMISSION**

**July 23, 2018**

*These meeting minutes represent an "action minute" format with a concise summary of the meeting. A video of the meeting may be viewed on the City's website at [www.costamesaca.gov](http://www.costamesaca.gov) or purchased on DVD upon request.*

The Chair called the meeting to order (00:00:22).

Vice Chair de Arakal led the Pledge of Allegiance.

**ROLL CALL**

Present: Chair Stephan Andranian  
Vice Chair Byron de Arakal  
Commissioner Jeffrey Harlan  
Commissioner Jon Zich

Absent: Commissioner Carla Navarro Woods (Arrived at 6:14 p.m.)

Staff: Barry Curtis, Director of Economic and Development Services  
Jennifer Le, Assistant Director of Development Services  
Yolanda Summerhill, Deputy City Attorney  
Bart Mejia, City Engineer  
Willa Bouwens-Killeen, Zoning Administrator  
Nancy Huynh, Associate Planner  
Justin Arios, Assistant Planner  
Julie Colgan, Recording Secretary

**ELECTION OF OFFICERS:**

**1. Selection of Liaison to the Housing and Public Service Grant Committee**

**MOTION: Nominate Vice Chair de Arakal for the position.**

**Moved by Commissioner Harlan, seconded by Chair Andranian.**

The motion carried by the following roll call vote:

Ayes: Andranian, de Arakal, Harlan, Zich

Noes: None

Absent: Navarro Woods

Abstained: None

**2. Selection of Liaison to the Traffic Impact Fee Ad Hoc Committee**

**MOTION: Nominate Commissioner Zich for the position.**

**Moved by Vice Chair de Arakal, seconded by Chair Andranian.**

The motion carried by the following roll call vote:

Ayes: Andranian, de Arakal, Harlan, Zich

Noes: None

Absent: Navarro Woods

Abstained: None

#### **ANNOUNCEMENTS AND PRESENTATIONS:**

None.

#### **PUBLIC COMMENTS:**

None.

#### **PLANNING COMMISSIONER COMMENTS AND SUGGESTIONS:**

Vice Chair de Arakal stated he will be sending a briefing to staff on Assembly Bill 448 and acknowledged the passing of longtime Costa Mesa resident and community servant Hank Panian.

#### **CONSENT CALENDAR:**

##### **1. MINUTES FOR THE MEETING OF JUNE 21, 2018**

**MOTION: Move that the Planning Commission approve the minutes of the June 21, 2018 meeting.**

**Moved by Commissioner Harlan, seconded by Chair Andranian.**

The motion carried by the following roll call vote:

Ayes: Andranian, de Arakal, Harlan, Zich

Noes: None

Absent: Navarro Woods

Abstained: None

#### **PUBLIC HEARINGS (00:07:04)**

##### **1. PLANNING APPLICATION 17-42 FOR A CONDITIONAL USE PERMIT FOR MODIFIED OPERATIONS AT AN EXISTING CHURCH (ST. MARY ARMENIAN CHURCH) IN CONJUNCTION WITH PROPOSED RENOVATIONS AND ADDITIONS LOCATED AT 148 22ND STREET (INCLUDING ADDRESSES 118 22ND STREET AND 126 22ND STREET)**

**Project Description:** Planning Application 17-42 is a request for a Conditional Use Permit to modify operations at an existing church (St. Mary Armenian Church), in conjunction with proposed renovations and additions. The proposed project includes: renovation of the existing church building including the addition of ancillary offices and classrooms for Saturday/Sunday school; construction of a new 8,618-square-foot assembly hall; demolition of two residential structures to accommodate parking lot improvements for 99 parking spaces; and a new landscaped courtyard/plaza.



This item was continued from the April 9, 2018 and the May 14, 2018 Planning Commission meetings.

**Environmental Determination:** The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15303 (Class 3), New Construction.

One ex-parte communication to report: Commissioner Zich met with the applicant.

Justin Arios, Assistant Planner, presented the staff report.

Commissioner Navarro Woods arrived to the meeting at 6:14 p.m.

Commissioner Zich asked if there has been a request for permit parking for the surrounding residential area. Bart Mejia, City Engineer, responded no.

Vice Chair de Arakal, Jennifer Le, Assistant Director of Development Services and staff discussed whether the 2013 data from the California Energy Commission is the latest available; whether other public or government agencies do similar studies; whether the ancillary use of the assembly hall precludes independent use of the church; and why the assembly hall use is not considered a banquet hall use for parking purposes.

#### **PUBLIC COMMENTS**

Mark Asdourian, authorized agent for St. Mary Armenian Church, stated he accepts all the recommendations and conditions of approval.

Commissioner Zich and Father Moushegh Tashjian discussed the average attendance of services at the church.

Commissioner Harlan, Mr. Asdourian, and Barry Curtis, Director of Economic and Development Services, discussed how the California Energy Commission study directly related to the project site.

An unidentified speaker spoke in support of this item.

Beth Refakes, Costa Mesa resident, stated concerns with the parking and the parking calculation used; questioned whether the conditions of approval will be enforced; and stated it is a good project and asset to the community.

Paul Hatchigan, Godfather of the church, spoke in support of this item and addressed parking concerns.

Mr. Asdourian provided closing comments.

The Chair closed the public hearing.

Commissioners and Ms. Le discussed what the word "associated" meant in Condition of Approval No. 3 and whether staff is concerned with the vehicle occupancy stated in Condition of Approval No. 4.

**MOTION: Move that the Planning Commission approve Planning Application 17-42, subject to conditions of approval and the findings and exhibits; and find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15303, for New Construction with the following modification made by staff:**

**Condition of Approval No. 4 to read: “Assembly Hall events (including weddings, baptisms, funeral services, fundraising events, cultural activities, etc.) shall not exceed 248 persons. The church operator shall demonstrate the observed vehicle occupancy for events at this location, either through a study or analysis deemed acceptable by the City. Based on observed conditions, the Director of Economic and Development Services may modify the maximum persons allowed for Assembly Hall events as appropriate considering the observed vehicle occupancy rate”.**

**Moved by Vice Chair de Arakal, seconded by Commissioner Zich.**

Vice Chair de Arakal provided comments on the motion.

Chair Andranian spoke in support of the motion.

**RESOLUTION PC-18-49 – A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA APPROVING CONDITIONAL USE PERMIT PA-17-42 FOR MODIFIED OPERATIONS AT AN EXISTING CHURCH (ST. MARY ARMENIAN CHURCH) IN CONJUNCTION WITH PROPOSED RENOVATIONS AND ADDITIONS, LOCATED AT 148 22ND STREET (INCLUDING ADDRESSES 118 22ND STREET AND 126 22ND STREET)**

The motion carried by the following roll call vote:

Ayes: Andranian, de Arakal, Harlan, Navarro Woods, Zich  
Noes: None  
Absent: None  
Abstained: None

The Chair explained the appeal process.

**2. PLANNING APPLICATION 18-13 FOR A CONDITIONAL USE PERMIT TO OPERATE AN ANIMAL ADOPTION CENTER BY PRICELESS PET RESCUE AT 1536 NEWPORT BOULEVARD**

**Project Description:** Planning Application 18-13 is a request for a Conditional Use Permit to allow an animal adoption center within an existing 2,202-square-foot commercial building located at 1536 Newport Boulevard. The request includes the following:

1. Conditional Use Permit to operate an animal adoption center that will be operated by Priceless Pet Rescue (PPR); and
2. Minor Conditional Use Permit to allow a deviation from parking requirements.

**Environmental Determination:** The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 (Class 1), Existing Facilities.

No ex-parte communications to report.



Nancy Huynh, Associate Planner, presented the staff report.

Lieutenant Vic Bakkila, Police Department (Animal Control), stated concerns with the location; noise occurring to the surrounding neighborhood; and the animals being walked offsite.

Anna Rodriguez, Police Department (Animal Control officer), stated public safety concerns that have occurred while she is on duty.

Commissioner Navarro Woods, Lieutenant Bakkila, and Ms. Rodriguez discussed their public safety concerns.

Commissioners and staff discussed where dog walking would occur; whether the parking would be restriped to parallel spaces; whether staff visited the other PPR facilities; the contract the City has with PPR; the deviation from parking requirements being requested; and where the animals come from that will be housed in the facility.

### **PUBLIC COMMENTS**

Kenneth Hamilton, applicant, stated he has read the conditions of approval and agreed to them. He presented a slideshow.

Commissioners, Mr. Hamilton, and Lisa Price, Executive Director of PPR, discussed the reason behind the request to walk the dogs offsite; whether there is a restriction on the number of dogs that are taken on walks; whether all the animals will be from Costa Mesa; the reason for their request to modify a condition increasing the number of volunteers onsite; whether animals can be adopted from the Newport Center; whether an animal will continue to be housed indefinitely until they are adopted; how many Costa Mesa volunteers they have; staffing; when dog walking occurs; and how dogs with behavioral issues would be managed at the facility.

Stan Hatch, Costa Mesa resident, spoke in opposition to this item.

Willard Chilcott spoke in opposition to this item.

Becca Walls spoke in support of this item.

Dana Lavin spoke in support of this item.

Stephanie Chilcott, Costa Mesa resident, spoke in opposition to this item.

Beth Refakes, Costa Mesa resident, stated concerns with the location; parking; noise; walking the dogs safely; and cleaning up the dog messes from the walks.

An unidentified speaker spoke in support of this item.

Ms. Price and Mr. Hamilton responded to public comments.

The Chair closed the public hearing.

Commissioner Zich and Ms. Le discussed whether the conditional use permit is ever up for renewal or review.

Commissioner Harlan and staff discussed if a pet shop is allowed by right in the C2 zone.

**MOTION:** Move that the Planning Commission find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class 1), Existing Facilities; and approve Planning Application 18-13, subject to conditions of approval with the following modifications:

**Condition of Approval No. 1 to read:** “The use shall be limited to the type of operation described in this staff report: An animal adoption center for rescued cats and dogs. During hours of operations when the business is closed to visitors, a maximum of six combined employees and adult volunteers shall be allowed. During hours of operations when the business is open to visitors, a maximum of three combined employees and adult volunteers per shift shall be allowed. There shall be no restriction to the maximum number of volunteers under the age of 18. Proposed hours of operations when the business is open to visitors are 12 PM to 7 PM, Wednesday through Friday, 12 PM to 5 PM on Saturday and 12 PM to 4 PM on Sunday. Hours of operations when the business is closed to visitors are 7AM to 12PM, Wednesday through Sunday and all day Monday and Tuesday.

Any change in the operational characteristics including, but not limited to, hours of operation, number of kennels and condos, or additional animal care services such as boarding facility will require approval of an amendment to the conditional use permit, subject to Zoning Administrator or Planning Commission approval depending on the nature of the change”.

**Condition of Approval No. 10 to read:** “Dog-walking shall be performed under proper safety protocols and suitable cleaning procedures shall be implemented to prevent being a nuisance to the surrounding neighborhood. Each employee or volunteer shall only be allowed to walk one dog at a time and shall exercise responsible control over the dog when utilizing the public areas including sidewalks”.

**Moved by Commissioner Harlan, seconded by Commissioner Navarro Woods.**

Commissioner Harlan spoke on the motion.

Vice Chair de Arakal spoke in support of the motion.

Commissioner Zich spoke in support of the motion.

Chair Andranian spoke in opposition to the motion.

**SUBSTITUTE MOTION:** Move that the Planning Commission approve PA-18-13 as described in the previous motion and add a condition that the item be brought back in one-year for review by the Planning Commission.

**Condition of Approval No. 21 to read:** “Within one year of the commencement of operations, the Conditional Use Permit shall be reviewed by Planning Commission to evaluate compliance with the conditions of approval”.

**Moved by Chair Andranian, seconded by Commissioner Zich.**

Commissioner Navarro Woods spoke in support of the substitute motion.



Vice Chair de Arakal, Ms. Le, Yolanda Summerhill, Deputy City Attorney, discussed the process for Planning Commission to review a conditional use permit after it has been issued and the business is operating.

**RESOLUTION PC-18-50 – A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA APPROVING PLANNING APPLICATION 18-13 FOR A CONDITIONAL USE PERMIT TO OPERATE AN ANIMAL ADOPTION CENTER AND MINOR CONDITIONAL USE PERMIT TO ALLOW A DEVIATION FROM PARKING REQUIREMENTS FOR A PROPOSED PROJECT AT 1536 NEWPORT BOULEVARD**

The motion carried by the following roll call vote:

Ayes: Andranian, Navarro Woods, Zich  
Noes: de Arakal, Harlan  
Absent: None  
Abstained: None

The Chair explained the appeal process.

The Commission called for a break at 8:54 p.m.

The Commission reconvened at 8:59 p.m.

**3. ZONING APPLICATIONS 18-19, 18-21, 18-22, AND 18-25 FOR MINOR CONDITIONAL USE PERMITS TO INSTALL SMALL CELL FACILITIES ON TOP OF FOUR SOUTHERN CALIFORNIA EDISON STREETLIGHT POLES**

**Project Description:** A request for four Minor Conditional Use Permits (MCUP) to allow the installation of small cell facilities on top of four Southern California Edison (SCE) streetlight poles, located within public street rights-of-way adjacent to 1155 Baker Street, 1046 Valencia Street, 3120 Manistee Drive, and 643 Victoria Street.

**Environmental Determination:** The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15303 (Class 3), New Construction.

No ex-parte communications to report.

Vice Chair de Arakal recused himself at 9 p.m.

Nancy Huynh, Associate Planner, presented the staff report.

Commissioner Navarro Woods and Ms. Le discussed why the radio frequency report is required after construction and not before.

**PUBLIC COMMENTS**

Jennifer Johnson, applicant, stated she has read the conditions of approval and agreed to them. She presented a slideshow.

Commissioners and Ms. Johnson discussed the poles that are being replaced; whether Sprint will be the only carrier using the proposed small cell facilities; the propagation maps; whether the 1046 Valencia Street small cell location could move to a different site; what type of obtrusions hinder small cell facilities; whether the 3120 Manistee Drive small cell location could move to a different site; antennae length; and shroud length.

Commissioner Navarro Woods and Ms. Le discussed the criteria for small cell shroud lengths in the City's zoning code.

An unidentified speaker spoke in opposition to these items.

Ms. Johnson provided closing comments.

Commissioner Navarro Woods and Ms. Johnson discussed whether a 26-inch shroud length is possible and whether visual impacts to the community was considered.

The Chair closed the public hearing.

Commissioner Zich and Ms. Le discussed the overall telecommunication network requirements and if the applications met the City's design guidelines.

Ms. Summerhill clarified that the wireless telecommunication systems are heavy regulated by the Federal Government and therefore the City can regulate the zoning and aesthetics and the discussion should focus on that.

**MOTION: Move that the Planning Commission find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15303 (Class 3), New Construction; and approve Zoning Applications 18-19, subject to conditions of approval.**

**Moved by Chair Andranian, seconded by Commissioner Harlan.**

**RESOLUTION PC-18-51 – A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA APPROVING MINOR CONDITIONAL USE PERMIT ZA-18-19 TO INSTALL A SMALL CELL FACILITY ON TOP OF A STREETLIGHT POLE WITHIN EXISTING PUBLIC STREET RIGHT OF WAY ADJACENT TO 1155 BAKER STREET**

The motion carried by the following roll call vote:

Ayes: Andranian, Harlan, Navarro Woods, Zich  
Noes: None  
Absent: None  
Abstained: de Arakal

The Chair explained the appeal process.

**MOTION: Move that the Planning Commission find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15303 (Class 3), New Construction; and approve Zoning Applications 18-21, subject to conditions of approval.**

**Moved by Chair Andranian, seconded by Commissioner Harlan.**



**SUBSTITUTE MOTION:** Continue ZA-18-21 until the applicant had an opportunity to confirm with her RF Engineers whether moving the placement of that pole one block up to Mission and Mendoza is possible based on the aesthetic impacts to the number of residents that would see that pole.

**Moved by Commissioner Navarro Woods**

Motion died due to lack of a second.

Commissioner Zich asked if residents within a radius of these locations were notified. Ms. Huynh responded yes, within 500 feet of each proposed location were notified.

**RESOLUTION PC-18-52 – A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA APPROVING MINOR CONDITIONAL USE PERMIT ZA-18-21 TO INSTALL A SMALL CELL FACILITY ON TOP OF A STREETLIGHT POLE WITHIN EXISTING PUBLIC STREET RIGHT OF WAY ADJACENT TO 1046 VALENCIA STREET**

The motion carried by the following roll call vote:

Ayes: Andranian, Harlan, Zich  
Noes: Navarro Woods  
Absent: None  
Abstained: de Arakal

The Chair explained the appeal process.

**MOTION:** Move that the Planning Commission find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15303 (Class 3), New Construction; and approve Zoning Applications 18-22, subject to the conditions of approval.

**Moved by Chair Andranian, seconded by Commissioner Harlan.**

**SUBSTITUTE MOTION:** Move that the Planning Commission consider alternative locations for the proposed facility on 3120 Manistee Drive on the premise that the visual impacts would be greater than if it is relocated to Paularino Avenue provided that the RF Engineers determine that it is feasible and that the carrier's rights to provide that service it not obstructed.

**Moved by Commissioner Navarro Woods**

Motion died due to lack of a second.

**RESOLUTION PC-18-53 – A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA APPROVING MINOR CONDITIONAL USE PERMIT ZA-18-22 TO INSTALL A SMALL CELL FACILITY ON TOP OF A STREETLIGHT POLE WITHIN EXISTING PUBLIC STREET RIGHT OF WAY ADJACENT TO 3120 MANISTEE DRIVE**

The motion carried by the following roll call vote:

Ayes: Andranian, Harlan, Zich  
Noes: Navarro Woods  
Absent: None

Abstained: de Arakal

The Chair explained the appeal process.

**MOTION: Move that the Planning Commission find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15303 (Class 3), New Construction; and approve Zoning Applications 18-25, subject to the conditions of approval.**

**Moved by Chair Andranian, seconded by Commissioner Harlan.**

**RESOLUTION PC-18-54 – A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA APPROVING MINOR CONDITIONAL USE PERMIT ZA-18-25 TO INSTALL A SMALL CELL FACILITY ON TOP OF A STREETLIGHT POLE WITHIN EXISTING PUBLIC STREET RIGHT OF WAY ADJACENT TO 643 VICTORIA STREET**

The motion carried by the following roll call vote:

Ayes: Andranian, Harlan, Navarro Woods, Zich

Noes: None

Absent: None

Abstained: de Arakal

The Chair explained the appeal process.

Vice Chair de Arakal re-entered Chambers at 9:46 p.m.

### **NEW BUSINESS:**

#### **1. POLICY DISCUSSION – PARALLEL PARKING IN FRONT OF REQUIRED COVERED PARKING SPACES**

Jennifer Le, Assistant Director of Development Services, presented the staff report.

Commissioners and Ms. Le discussed whether a new development project in Alternative 2, Scenario 2, would have to have a 19-foot paved approach to the garage from an alley and whether it applies to small lot projects.

Commissioner Zich asked whether a remodel project could ask for a variance in Scenario 2 where a 19-foot approach to the garage from an alley is required.

Mr. Curtis responded that a code amendment could address situations where non-conforming lots in Scenario 2 could remain if a remodel to the garage occurred and not be required to have a 19-foot approach to the driveway.

Garrett Whitfield stated opposition to prohibiting parallel parking spaces behind garages in a single-family residence in an R1 zone.

The Chair closed the public hearing.



Vice Chair de Arakal stated he did not support scenarios where the garage is blocked. He spoke in support of Scenario 5 as his preferred option, then Scenario 4 and Scenario 2 being the least preferred; and opposed Scenario's 1 and 3.

Commissioner Harlan and Willa Bouwens-Killeen, Zoning Administrator, discussed typical lot dimensions and sizes for single family properties.

Chair Andranian and staff discussed whether blocking one car parked in the garage is a typical condition allowed by Code and, if so, suggested that Scenario's 2 through 5 would work; and whether this policy addresses alley parking for single residential units only which the city code does not address.

The Commissioners and staff discussed which scenarios the Commission would support; how many lots would be affected; whether revised parking policy would apply to both private and public alleys; whether parallel parking variance applications could be approved on a case-by-case basis; whether a new code amendment would be the best way to address parallel parking; and whether it is a problem to have alley-loaded single-family detached homes.

The Commissioners discussed their recommended policy on parallel parking.

**MOTION: Move that the Planning Commission indicates that the parallel parking configuration shown in Scenario 1 allowing parallel parking behind a garage (blocking both garage spaces) is acceptable and should continue to be allowed.**

**Moved by Chair Andranian.**

Died due to lack of a second.

**SUBSTITUTE MOTION: Move that the Planning Commission recommended to staff Alternative 2 (as described in the staff report) indicating that parallel parking behind a garage (blocking both garage spaces) as a means of complying with open parking space requirements is not acceptable. The Commission suggested that staff allow for alternative open parking space configurations (shown as Scenarios 2 through 5 in the staff report).**

**Moved by Vice Chair de Arakal, seconded by Commissioner Zich.**

The motion carried by the following roll call vote:

Ayes: Andranian, de Arakal, Harlan, Navarro Woods, Zich  
Noes: None  
Absent: None  
Abstained: None

#### **DEPARTMENTAL REPORT(S)**

1. Public Services Report – none.
2. Development Services Report – none.

#### **CITY ATTORNEY'S OFFICE REPORT(S)**

1. City Attorney – none.

**ADJOURNMENT (04:39:32)**

Submitted by:

  
\_\_\_\_\_  
BARRY CURTIS, SECRETARY  
COSTA MESA PLANNING COMMISSION