

**Revised 04-18-19**  
**Added Consent Calendar Item No. 2**



**PLANNING COMMISSION AMENDED AGENDA**  
**April 22, 2019**

\*Pre-Meeting Agenda Review begins at **5:30 p.m.** in Meeting Room 102,  
Costa Mesa Senior Center, 695 West 19th Street, Costa Mesa, California

\*\*Planning Commission Meeting begins at **6:00 p.m.** in Grand Hall 1,  
Costa Mesa Senior Center, 695 West 19th Street, Costa Mesa, California

**CALL TO ORDER.**

**PLEDGE OF ALLEGIANCE TO THE FLAG.**

**ROLL CALL:** Chair: Byron de Arakal  
Vice Chair: Jeffrey Harlan  
Commissioners: Kedarious Colbert, Carla Navarro Woods, Jon Zich

**ANNOUNCEMENTS AND PRESENTATIONS:**

**PUBLIC COMMENTS:**

To ensure fair and equal treatment of all who appear before the Planning Commission, and to expedite City business, speakers may be limited to three minutes during Public Comments to speak on any item within the Planning Commission's jurisdiction, which is not listed on the Agenda. This time may be extended for good cause by the Chair or by majority vote of the Planning Commission. In accordance with Costa Mesa Municipal Code, Sec. 2-64 (1): No person in the audience shall engage in disorderly, disruptive, disturbing, delaying or boisterous conduct.

**PLANNING COMMISSIONER COMMENTS AND SUGGESTIONS:**

**CONSENT CALENDAR:**

All matters listed under the Consent Calendar are considered to be routine and will be acted upon in one motion. There will be no separate discussion of these items unless members of the Planning Commission, staff, or the public request specific items to be discussed and/or removed from the Consent Calendar for discussion. Items removed from the Consent Calendar will be discussed and voted upon immediately following Planning Commission action on the remainder of the Consent Calendar. Members of the public who wish to discuss Consent Calendar items should come forward to the microphone upon invitation by the Chair, state their name (optional), and item number to be addressed.

**CONSENT CALENDAR:**

- 1. **MINUTES FOR THE MEETING OF MARCH 25, 2019**

**Recommended Action:** Approve the minutes of a meeting of the Planning Commission held on March 25, 2019.

- 2. **GENERAL PLAN CONFORMITY RESOLUTION FOR THE CITY OF COSTA MESA ONE-YEAR AND FIVE YEAR 2019-2020-2024/25 CAPITAL IMPROVEMENT PROGRAMS**

**Recommended Action:** Staff recommends that the Planning Commission adopt a Resolution to:

- 1. Find that the General Plan conformance finding for the City’s proposed Capital Improvement Programs is not a “project” and is not subject to CEQA; and
- 2. Adopt a Resolution finding that the City’s proposed Capital Improvement Programs are in conformance with the 2015-2035 General Plan.

**PUBLIC HEARINGS:**

*PROCEDURE: Announcement of Public Hearing Item, Report of Ex Parte Communications, Staff Report Presentation, Commission Questions for Staff, Open Public Hearing, Close Public Hearing, Motion*

- 1. **PLANNING APPLICATION 19-09 FOR A MARIJUANA DISTRIBUTION FACILITY (SHELF LIFE, INC.) AT 3505 CADILLAC AVENUE, UNIT O-107**

**Project Description:** Planning Application 19-09 is a request for a Conditional Use Permit (CUP) for a marijuana distribution facility within a 1,907-square-foot tenant space in an existing industrial building. The facility would be operated by Shelf Life, Inc. The proposed facility would distribute pre-packaged cannabis products and source material produced by licensed cannabis manufacturers and cultivators, including flower, oils, waxes, beverages, and similar products. No extraction or manufacturing of cannabis would occur at this facility. Rooms include reception and lobby areas, storage rooms, and ancillary offices. Distribution vehicles would be loaded outside the suite in a designated loading area proposed within the parking lot. The facility would have security

systems (card readers, security cameras, etc.) throughout the facility. No cultivation of marijuana, or marijuana dispensary, is permitted.

**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.

**Recommended Action:** Staff recommends that the Planning Commission adopt a Resolution to:

1. Find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 (Class 1), Existing Facilities; and
2. Adopt a Resolution to approve Planning Application 19-09, subject to conditions of approval.

2. **PLANNING APPLICATION 19-02 AND TENTATIVE PARCEL MAP 2018-193 FOR A TWO-UNIT RESIDENTIAL COMMON INTEREST DEVELOPMENT AT 172 EAST WILSON STREET**

**Project Description:** Planning Application 19-02 is a request for the following:

1. Design Review for a Residential Common Interest Development consisting of two, two-story, attached condominium units on a 7,451-square-foot parcel. The proposed units would each be 2,559 square feet in area with four bedrooms, five bathrooms, and an attached two-car garage; and
2. Tentative Parcel Map 2018-193 to establish a two-unit condominium map.

**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.

**Recommended Action:** Staff recommends that the Planning Commission adopt a Resolution to:

1. Find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15303 (New Construction or Conversion of Small Structures); and
2. Approve Planning Application 19-02 and Tentative Parcel Map 2018-193, subject to conditions of approval.

3. **ZONING APPLICATIONS 18-63 AND 18-64, A REQUEST FOR TWO MINOR CONDITIONAL USE PERMITS TO INSTALL SMALL CELL FACILITIES ON TOP OF TWO WOOD UTILITY POLES ADJACENT TO 3590 HARBOR GATEWAY NORTH AND 1050 ARLINGTON DRIVE**

**Project Description:** Zoning Applications 18-63 and 18-64 are requests for two Minor Conditional Use Permits (MCUP) to allow the installation of small cell facilities on two

wood utility poles, located within public street rights-of-way adjacent to 3590 Harbor Gateway North and 1050 Arlington Drive.

**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 and Section 15303 (Class 3), New Construction.

**Recommended Action:** Staff recommends that the Planning Commission adopt a Resolution to:

1. Find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 (Class 1), Existing Facilities, and Section 15303 (Class 3), New Construction; and
2. Consider two MCUP applications in a single public hearing and adopt individual Resolutions to approve Zoning Applications 18-63 and 18-64 to install small cell facilities, that are designed and configured as depicted in Design Alternate 2, on a jointly-owned wood utility pole.

**DEPARTMENTAL REPORTS:**

1. **Public Services Report**  
**Recommended Action:** Receive and file
2. **Development Services Report**  
**Recommended Action:** Receive and file

**CITY ATTORNEY'S OFFICE REPORT:**

1. **City Attorney**  
**Recommended Action:** Receive and file

**ADJOURNMENT**

Next Meeting: Planning Commission regular meeting, May 13, 2019, 6 PM, Costa Mesa Senior Center, 695 West 19th Street, Costa Mesa, California

## ADDITIONAL INFORMATION

### **PLANNING COMMISSION MEETINGS:**

Costa Mesa Planning Commission meets the second and fourth Monday of each month at 6:00 p.m. While the Costa Mesa Council Chambers are under construction, the Planning Commission meetings will be held at the Costa Mesa Senior Center located at 695 West 19th Street, Costa Mesa, California. All Planning Commission meetings are open to the public.

The Planning Commission and staff hold an Agenda Review Study Session at 5:30 p.m., prior to the regular meeting, in Meeting Room 102 at the Costa Mesa Senior Center located at 695 West 19<sup>th</sup> Street, Costa Mesa, California. This session is open to the public. Each member of the public will be given the opportunity to speak for one (1) minute on study session items.

### **PUBLIC COMMENTS – MATTER LISTED ON THE AGENDA:**

Members of the public desiring to speak during the Public Comments period on a matter listed on the agenda are not required to submit a speaker card but may choose to voluntarily complete a card for facilitation of the minutes and possible follow-up to their comments. Each speaker is limited to three minutes.

1. Any written communications, photos, or other materials for copying and distribution to the Planning Commission must be 10 pages or less and submitted to the Planning Department **NO LATER THAN 12:00 p.m.** on the day of the hearing. Materials can be e-mailed to [PlanningCommission@costamesaca.gov](mailto:PlanningCommission@costamesaca.gov). If the public wishes to submit written communication, photos, or other material for distribution to the Planning Commission at the meeting or AFTER 12:00 p.m. the day of the hearing, 10 copies will need to be provided for distribution. Please note that NO copies of written communication will be made AFTER 12:00 p.m. **Please note that there is not an overhead projector available for this meeting.**
2. **All cell phones and other electronic devices are to be turned off or set to vibrate.** Members of the audience are requested to step outside the Costa Mesa Senior Center to conduct a phone conversation.
3. Free Wi-Fi is available at the Costa Mesa Senior Center during the meetings. The username is SCWIFI. Password is !@cm99

In compliance with the Americans with Disabilities Act of 1990, Assistive Listening headphones located inside the Costa Mesa Senior Center are available at all Costa Mesa Planning Commission meetings and can be checked out from the Planning Department. If you need special assistance to participate in this meeting, please contact the Planning Department at 714.754.5245. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II]. Language translation services are available for this meeting by calling 714.754.5245 at least 48 hours in advance. Habrá servicio de interpretación disponible para éstas juntas llamando al 714.754.5245 por lo menos con 48 horas de anticipación.

**AGENDA REPORTS:**

Reports may be obtained on the City's web site at [www.costamesaca.gov](http://www.costamesaca.gov). Agenda Packets are available for public review in three-ring binders located at the Planning Division Counter at City Hall located at 77 Fair Drive, Costa Mesa, California on the second floor during normal business hours and at the Costa Mesa Senior Center during the Planning Commission meeting. In addition, such writings and documents may be posted, whenever possible, as part of the agenda, on the City's website at [www.costamesaca.gov](http://www.costamesaca.gov).

**APPEAL PROCEDURE:**

Unless otherwise indicated, the decision of the Planning Commission is final at 5:00 p.m., seven (7) days following the action, unless an aggrieved party files an appeal to the City Council, or a member of City Council requests a review of the action. Applications for appeals are available in the City Clerk's office.

**CONTACT US:**

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