



City of Costa Mesa

Inter Office Memorandum

TO: CITY COUNCIL, PLANNING COMMISSION
CC: LORI ANN FARRELL HARRISON, JENNIFER LE,
AND BARRY CURTIS
FROM: WILLA BOUWENS-KILLEEN, ZONING ADMINISTRATOR
DATE: JULY 3, 2019
SUBJECT: ZONING ADMINISTRATOR DECISION(S)

This is to advise you of the following decision(s) made by the Zoning Administrator within the last week. Project descriptions have been kept brief for this notice. Please feel free to contact me by e-mail at willa.bouwens-killeen@costamesaca.gov if you have any questions or would like further details. The decision will become final at 5:00 p.m. on July 10, 2019, 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.

ZA-18-55

975 WEST 18TH STREET

Zoning Application 18-55 is a request for a Minor Conditional Use Permit to construct three mini-storage warehouse buildings totaling 18,792 sq. ft. for the proposed use of vehicle storage only. Building A (5,100 sq. ft.) and Building B (5,750 sq. ft.) will be available for monthly rentals as individual storage units, whereas Building C (8,745 sq. ft.) will be used for personal auto storage use by the property owner.

Environmental Determination: The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15332 (Class 32), Infill Development.

Approved, subject to conditions.

Comments received: None.

[ZA-19-25](#)

**274 PALMER STREET, 278 PALMER STREET, AND
273 KNOX STREET**

Zoning Application 19-25 is a request for a Minor Conditional Use Permit for a shared access of a private alley between 274 Palmer Street, 278 Palmer Street, and 273 Knox Street in order to facilitate the construction of a new two-car garage and a craft room at 278 Palmer Street.

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.

Approved, subject to conditions.

Comments received: None.

[ZA-19-38](#)

3070, 3080, AND 3090 BRISTOL STREET

Zoning Application 19-38 is a request for a Minor Conditional Use Permit to:

1. Remodel existing courtyard space between multiple office buildings to allow for outdoor activity space. The proposed improvements to the space include banquette seating and tables, two shade canopies, art wall installations, site lighting, and additional paving and landscape.
2. Deviate from parking requirements to allow for interior improvements including a fitness center, conference room, tenant lounge, and marketing center space. Use of these spaces are limited to only tenants of the three subject buildings.

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.

Approved, subject to conditions.

Comments received: [One opposed](#).

[ZA-19-39](#)

3100 AND 3150 BRISTOL STREET

Zoning Application 19-39 is a request for a Minor Conditional Use Permit to remodel the existing courtyard space between multiple office buildings to allow for an outdoor activity space. Proposed improvements to the space include a stair structure with stepped seating, a shade canopy, benches and tables, art wall installations, site lighting, and additional paving and landscape.

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.

Approved, subject to conditions.

Comments received: None.

[ZA-19-43](#)

3151 AIRWAY AVENUE, SUITE M3

Zoning Application 19-43 is a request for a Minor Conditional Use Permit to deviate from shared parking requirements due to unique operating characteristics for a medical office (Insight Vision Center). The proposed use would operate Monday through Thursday 10AM to 7PM, Friday 10 AM to 3 PM and Saturday 9AM to 2PM, by appointment only, with no more than 13 occupants in the suite, including doctors, staff, and patients.

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.

Approved, subject to conditions.

Comments received: 2 inquires.