




# City of Costa Mesa

## Inter Office Memorandum

**TO:** CITY COUNCIL, PLANNING COMMISSION  
**CC:** LORI ANN FARRELL HARRISON AND JENNIFER LE  
**FROM:** SCOTT DRAPKIN, ASSISTANT DIRECTOR OF DEVELOPMENT  
SERVICES / ZONING ADMINISTRATOR   
**DATE:** FEBRUARY 10, 2022  
**SUBJECT:** ZONING ADMINISTRATOR DECISION(S)

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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 [scott.drapkin@costamesaca.gov](mailto:scott.drapkin@costamesaca.gov) if you have any questions or would like further details. The decision will become final at 5:00 p.m. on February 17, 2022, 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 City Council.

[ZA-21-43](#)

3505 Cadillac Avenue, Ste. J5

**Description:** Zoning Application 21-43 is a request for a Minor Conditional Use Permit (MCUP) to amend an approved Conditional Use Permit (CUP), PA-17-45, for a cannabis manufacturing and distribution business. The proposed amendment would eliminate all cannabis manufacturing uses and reconfigure the previously approved floor plan for a cannabis distribution only facility with ancillary offices. The applicant has an existing cannabis manufacturing facility approved under PA-18-20 by Planning Commission. The applicant proposes to take over the existing suite for their cannabis distribution business with offices for order processing and fulfillment as well as marketing. No cannabis cultivation or retail cannabis sales (storefront or delivery) at the subject property will be authorized by the proposed amendment. Any future cannabis manufacturing uses proposed at the subject property will require another CUP amendment. Staff is recommending that the use be approved subject to conditions of approval.

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

**Description:** Zoning Application 21-35 is a request for a Minor Conditional Use Permit (MCUP) to amend an approved Conditional Use Permit, PA-18-39, for a cannabis manufacturing business. The proposed amendment would allow the existing cannabis manufacturing business to deliver cannabis and/or cannabis products to physical addresses within the City, and potentially to locations in other jurisdictions subject to regulation by those jurisdictions. No cannabis cultivation or storefront retail sales at the subject property will be authorized by the proposed amendment. Staff is recommending that the use be approved subject to existing conditions of approval and additional conditions of approval, including but not limited to, limiting delivery to the hours of 7 AM and 10 PM; prohibiting deliveries to schools, daycares, and youth centers; limiting deliveries to be made to a physical address that is not on publicly owned land; requiring deliveries to be made in enclosed motor vehicles equipped with a Global Positioning System and secured storage; requiring delivery employees to verify the age of the customer and prepare a receipt for each delivery; and prohibiting the general public from entering the licensed premises of the subject property.

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