




# City of Costa Mesa Inter Office Memorandum

**TO:** CITY COUNCIL, PLANNING COMMISSION  
**CC:** LORI ANN FARRELL HARRISON AND CECILIA GALLARDO-DALY  
**FROM:** SCOTT DRAPKIN, ASSISTANT DIRECTOR OF DEVELOPMENT  
SERVICES / ZONING ADMINISTRATOR   
**DATE:** July 3, 2024  
**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. 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 June 4, 2024, 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. If appealed or called up for review, the project would be reviewed by the Planning Commission.

**PMSP-23-0001**

**1021 Baker Street**

**Description:** Zoning Application PMSP-23-0001 is a request to amend the master plan for St. John the Baptist Church and School to allow the construction of a new 10,843-square-foot multi-purpose gymnasium that includes sport court, seating, and stage; to relocate an existing 3,510-square-foot portable modular classroom to a different location on-site; and to replace the existing lunch shelter with new 2,217-square-foot lunch shelter. No changes are proposed that would increase staffing or student enrollment.

**Environmental Determination:** The project is categorically exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class 1) Existing facilities and Section 15314 (Class 14) Minor Additions to Schools.

**Zoning Administrator Decision:** Approved, subject to conditions.

**Comments:** None