



# 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 22, 2024  
SUBJECT: ZONING ADMINISTRATOR DECISION(S)

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 July 29, 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-23-0006**

**2969 Mesa Verde Drive East**

**Description:** Minor Conditional Use Permit to re-establish the Friends of the Library use in an existing modular trailer located in the back corner of the parking lot at the Mesa Verde Branch of the Orange County Library for a period of 10 years.

**Environmental Determination:** The project is categorically exempt from the California Environmental Quality Act (CEQA) per Sections 15303 (Class 3), New Construction and Conversion of Small Structures, and 15311 (Class 11), Accessory Structures, of the CEQA Guidelines.

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

**Comments:** None