




# City of Costa Mesa Inter Office Memorandum

**TO:** CITY COUNCIL, PLANNING COMMISSION  
**CC:** LORI ANN FARRELL HARRISON AND CARRIE TAI  
**FROM:** SCOTT DRAPKIN, ASSISTANT DIRECTOR OF DEVELOPMENT  
SERVICES / ZONING ADMINISTRATOR   
**DATE:** NOVEMBER 12, 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 November 19, 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.

## [PMCP-24-0009](#)

2956 Bristol Street

**Description:** Zoning Application PMCP-24-0009 is a request for a Minor Conditional Use Permit and Development Review to allow for a new 1,350-square-foot drive-through and walk-up Starbucks with hours of operation from 4:00 am to 11:00 pm. Site improvements include a new drive through lane, parking lot, trash enclosure, landscaping, and new masonry walls and hedge.

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

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

**Comments:** None

## [PPSP-24-0001](#)

3100 Bristol Street

**Description:** Planned Signing Program Application PPSP-24-0001 is a request for a Minor Conditional Use Permit for a Planned Signing Program at Canvas, including deviations from the maximum permitted sign area, and the number, location, type and

size of signs, such as directional, first-floor eyebrow wall signs, blade, informational, monument and upper-floor wall signs. The directional and informational electronic changeable copy signs will be located within the interior of the complex.

**Environmental Determination:** The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15311 (Class 11), Accessory Structures.

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

**Comments:** [One](#)