




# City of Costa Mesa

## Inter Office Memorandum

TO: CITY COUNCIL AND PLANNING COMMISSION  
CC: TOM HATCH, PETER NAGHAVI, AND CLAIRE FLYNN  
FROM: WILLA BOUWENS-KILLEEN, ZONING ADMINISTRATOR  
DATE: DECEMBER 6, 2012  
SUBJECT: ZONING ADMINISTRATOR DECISION(S)



This is to advise you of the following decision(s) made by the Zoning Administrator within the last week. The decision(s) will become final unless a member of the Planning Commission or City Council requests a review of the decision(s) or an interested party files an appeal by 5:00 p.m. on December 13, 2012. Project descriptions have been kept brief for this notice. As a result, there may be details to the project or conditions of approval that would be of interest to you in deciding whether to request a review of a decision. Please feel free to contact me by e-mail at [willa.bouwens-killeen@costamesa.gov](mailto:willa.bouwens-killeen@costamesa.gov) if you have any questions or would like further details.

### **ZA-03-88 A1 3210 Park Center Drive**

First amendment to Planned Sign Program ZA-03-88 for Pacific Arts Plaza to allow the following:

- (1) An additional freestanding monument sign on Anton Boulevard; and
- (2) Two 24-inch high "eyebrow" building signs (one 36-inch high building sign currently permitted).

Approved, subject to conditions.

Comments received: None.

### **ZA-12-29 2845 Mesa Verde Drive East**

Minor conditional use permit to deviate from shared parking requirements in conjunction with conversion of three office buildings into a church complex. The church will have off set hours of operation from the other uses on two adjacent properties. An existing reciprocal parking agreement exists between the three properties.

Approved, subject to conditions.

Comments received: None.

**ZA-12-33      811 Victoria Street/ 2139 and 2145 Placentia Avenue**

Minor conditional use permit to utilize two existing storage containers as private showcase galleries of art, fashion illustrations, lifestyle exhibits, and goods. The exhibit galleries shall be open from 8AM to 5PM, Monday through Sunday, or by appointment. There will be no public sale of goods or access by the general public. The galleries are proposed to be used by employees of the lifestyle brand and viewed from the exterior of the structures by clients, sales staff, and design partners. Interior access by the general public will not be allowed.

Approved, subject to conditions.

Comments received: None.



# CITY OF COSTA MESA

P.O. BOX 1200 • 77 FAIR DRIVE • CALIFORNIA 92628-1200

DEVELOPMENT SERVICES DEPARTMENT

December 6, 2012

David J. Babb  
Babb & Associates  
1469 Voyager Drive  
Tustin, CA 92782

**RE: ZONING APPLICATION ZA-03-88 A1  
AMENDMENT TO PLANNED SIGN PROGRAM TO ALLOW ONE  
ADDITIONAL WALL SIGN AND A DEVIATION FROM THE MINIMUM 300-  
FOOT SEPARATION REQUIREMENTS FOR FREESTANDING SIGNS  
3200 BRISTOL STREET; 3200-3210 PARK CENTER DRIVE; 601-675 ANTON  
BOULEVARD (PACIFIC ARTS PLAZA)**

Dear Mr. Babb:

Review of the amendment to the planned signing program for the above-referenced project has been completed. The application, as described in the attached project description, has been approved, based on the findings and subject to the conditions of approval and code requirements (attached). The decision will become final at 5 p.m. on December 13, 2012, 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.

If you have any questions regarding this letter, please feel free to contact the project planner, Minoo Ashabi, at (714) 754-5610, or at [minoo.ashabi@costamesaca.gov](mailto:minoo.ashabi@costamesaca.gov).

Sincerely,

WILLA BOUWENS-KILLEEN, AICP  
Zoning Administrator

Attachments: Project Description/ Findings  
Conditions of Approval, Code Requirements  
Approved Conceptual Plans

cc: Engineering  
Fire Protection Analyst  
Building Safety Division



## **PROJECT DESCRIPTION**

The applicant requests an amendment to the existing planned signing program for the Pacific Arts Plaza. Pacific Arts Plaza is bounded by Bristol Street on the west, Anton Avenue on the north, Avenue of the Arts on the east, and the 405 Freeway on the south. The surrounding area is developed with office towers and commercial uses such as South Coast Plaza.

The purpose of the planned signing program is to provide maximum incentive and latitude in sign variety and design in response to special circumstances without circumventing the objectives of the Code. Two new signs are proposed for the Pacific Arts Plaza Planned Signing Program: a new monument sign and a second building wall sign for a new tenant space.

The purpose of the new monument sign is to identify office tenants located at 611 Anton Boulevard. The monument sign would be the same size and configuration as other monument/address signs in this sign program with a height of seven feet, six inches and a sign copy area of a maximum of 30 square feet. The monument sign will be illuminated.

The approved Planned Sign Program (ZA-03-88) indicated that a maximum of 799 square feet of sign area was permitted for freestanding signs along Anton Boulevard. The additional monument sign would add 30 square feet to the existing 290 square feet for a total area of 320 square feet. Consequently, the proposed sign area complies with the maximum allowable sign area for the street frontage.

### **Monument Sign**

Three monument signs are currently located along this block of Anton Boulevard. Per the Zoning Code, the minimum distance between freestanding signs is 300 feet. Pacific Arts Plaza includes approximately 700 linear feet of Anton Boulevard. The new monument sign would be the fourth sign along this frontage, to be placed approximately 80 feet from the nearest existing sign at the corner of Anton Boulevard and Park Center Drive and approximately 150 feet from the nearest monument sign to the east. The new sign would be placed near the driveway exit from the parking lot without interfering with driver visibility. The sign location and landscape area adhere to the development standards for freestanding signs and are similar to two other freestanding signs located near driveway entrances. The sign will provide direction to the visitors of 611 Anton Boulevard.

Given the number, scale and spacing of buildings and related signage, the new monument sign will be complementary with other signage in the area even though the location does not comply with the minimum distance requirement. The location of the proposed monument sign conforms to the development standards for signs and does not impede driver visibility. The proposed monument sign is low in scale and the total sign area is less than half the total free standing sign area permitted under the approved planned sign program.



## **Second Building Wall Sign**

An existing tenant space at 3210 Park Center Drive was recently split into two. The new building wall sign, designed as an eyebrow sign, would serve to identify the new tenant space on the north side of the building. The two wall signs would be a maximum of 24 inches in height and 40 square feet in area for a total of 80 square feet of sign area. A total of 150 square feet of sign area is permitted for the building which has a façade length of 100 linear feet. The new sign will not exceed the maximum allowable sign area permitted under Code and is consistent with the maximum area allowed by the approved Planned Sign Program. The signs would be illuminated and constructed of individual channel letters.

The new building wall sign is compatible in size with the existing sign for the tenant space on the south side of the building. The sign location provides a counterbalance to existing 'Specialty's' sign. The new sign complies with the overall sign provisions of the approved Planned Sign Program. The wall sign is appropriate in size and placement for the new tenant space.

## **FINDINGS**

- A. The planned signing program substantially complies with Costa Mesa Municipal Code Section 13-29(g)(8) because:
  - 1. The proposed signage is consistent with the intent of the Sign Code and the General Plan.
  - 2. The proposed amendments to the planned sign program are consistent with similar signage within the area, taking into account sign style and shape, materials, letter style, colors, and illumination.
  - 3. The signs allowed under the planned signing program are compatible with the buildings and developments they identify in size, design, height and materials.
  - 4. Approval does not constitute a grant of special privilege or allow substantially greater visibility than what the standard sign provisions allow or what other similar properties in the area enjoy. Pacific Arts Plaza contains a variety of commercial buildings and high rise towers; the added signage will provide better directions to visitor and be compatible with the area in general.
- B. The proposed project complies with Costa Mesa Municipal Code Section 13-29(e) because:
  - 1. Compatible and harmonious relationship between the proposed building and site development, and use(s), and the building and site developments, and uses that exist or have been approved for the general neighborhood. The new signs are compatible in size, location and general design with the existing on-site signs.
  - 2. Safety and compatibility of the design of buildings, parking area, landscaping, luminaries and other site features which may include functional aspects of the site development such as automobile and pedestrian circulation. The monument signs are placed in landscaped



planters and do not interfere with pedestrian or vehicular circulation. The new building wall sign serves to identify the business in a newly created tenant space.

3. Compliance with any performance standards as prescribed elsewhere in this Zoning Code. The new monument sign complies with the overall limitations on maximum area and size allowed for freestanding signs. The new wall sign complies with the limitations on total sign area and placement on the building.
  4. Consistency with the general plan and the North Costa Mesa Specific Plan. The new signs help ensure the long term viability of the communities economic base by supporting the existing commercial and office uses.
  5. The planning application is for a project-specific case and is not to be construed to be setting a precedent for future development. The planned sign program is designed specifically for the Pacific Arts Plaza which has unique characteristics in terms of building placement and visibility.
- C. The project has been reviewed for compliance with the California Environmental Quality Act (CEQA), the CEQA Guidelines, and the City environmental procedures, and has been found to be categorical exempt under Section 15311, Class 11, Accessory Structures, of the CEQA Guidelines.
- D. The project is exempt from Chapter XII, Article 3 Transportation System Management, of Title 13 of the Costa Mesa Municipal Code.

### **CONDITIONS OF APPROVAL**

- PIng. 1. The new signs shall be consistent with the approvals granted under ZA-03-88 and ZA-03-88A1.

### **CODE REQUIREMENTS**

The following list of federal, state and local laws applicable to the project has been compiled by staff for the applicant's reference. Any reference to "City" pertains to the City of Costa Mesa.

- PIng. 1. All contractors and subcontractors must have valid business licenses to do business in the City of Costa Mesa. Final inspections, final occupancy and utility releases will not be granted until all such licenses have been obtained.
2. Approval of the zoning action is valid for one (1) year and will expire at the end of that period unless building permits are obtained or the applicant applies for and is granted an extension of time.
3. Permits shall be obtained for all signs according to the provisions of the Costa Mesa Sign Ordinance.
- Bldg. 4. Comply with the requirements of the Uniform Building Code as to design and construction.

- Trans.      5. New freestanding signs shall not be located within the public right-of-way or within the on-site (as measured from property line, not curb face), 10 foot by 10 foot, sight triangle located adjacent to any drive approach.



October 19, 2012

Minoo Ashabi, Senior Planner  
City of Costa Mesa  
Planning Division  
P.O. Box 1200  
Costa Mesa, CA 92628-1200

David J. Baab  
Baab & Associates  
dbaab@baabcorp.com

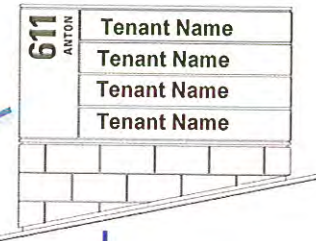
**Subject:** Pacific Arts Plaza, Costa Mesa, CA (601, 611, 633, 655, & 675 Anton Boulevard;  
3200 Bristol Street; and 3200 & 3210 Park Center Drive)  
**Amendment to Planned Signing Program, dated 10/19/11, approved on 11/14/11**  
**Pages 2, 3, 4D, and 4G, dated 10/19/12**  
**Application Letter / Project Description**

**Dear Minoo:**

Gregg Walti of Irvine Company has asked me to submit the attached revision to the *Planned Signing Program* for Pacific Arts Plaza to make the following changes:

- 1) Add another monument sign on Anton (Sign Type D).
- 2) Change Sign Type G at 3210 Park Center Drive: allowing two (2) 24-inch high eyebrow signs instead of one 36-inch high parapet sign.

The purpose of the new monument sign is to provide identification for new office tenants located in 611 Anton, the existing office tower between T.G.I. Fridays and Mastro's Steakhouse; and the purpose of the change of Sign Type G at 3210 Park Center Drive is to provide two eyebrow signs for the two tenants in this building, allowing a sign for the future tenant on the north side of the building (at red arrow below) similar to the new eyebrow sign for Specialty's:

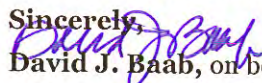


Attached are:

Completed Application Form  
Justification for Approval  
Fee Payment  
Public Notice Materials  
Twenty-two (22) copies of revised Pages 2, 3, 4D, and 4G, dated 10/19/12

Please call if you have any questions.

Sincerely,

  
David J. Baab, on behalf of Irvine Company

cc: Jeff Davis, Irvine Company, Entitlement  
Claire Flynn, City of Costa Mesa  
Chris Gash, Gary Gerson, Chris Popma, and Gregg Walti, Irvine Company Office Properties  
Sandy MacAdams, David Morgan, and Brad Neal, Irvine Company, UPD





October 19, 2012

David J. Baab  
Baab & Associates  
dbaab@baabcorp.com

Minoo Ashabi, Senior Planner  
City of Costa Mesa  
Planning Division  
P.O. Box 1200  
Costa Mesa, CA 92628-1200

**Subject:** Pacific Arts Plaza, Costa Mesa, CA  
601, 611, 633, 655, & 675 Anton Boulevard;  
3200 Bristol Street; and 3200 & 3210 Park Center Drive  
**Amendment to *Planned Signing Program*, dated 10/19/11, approved on 11/14/11**  
**Pages 2, 3, 4D, and 4G, dated 10/19/12**  
**Justification for Approval**

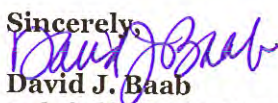
Dear Minoo:

The Amendment to the *Planned Signing Program* is justified for the following reasons:

- 1) The new Sign Type D and revised Sign G at 3210 Park Center Drive are compatible to signs permitted in the same general area because:
  - a. The new Sign Type D would be designed using the same criteria as used for the existing Sign Type D monument signs at Pacific Arts Plaza.
  - b. The new Sign Type D would provide four more spaces for new business names in 611 Anton, which is a large multi-tenant office tower that is set back from the street and located between low-rise pad buildings, (making building-mounted signs on the office tower difficult to see from a car); and which has an existing monument sign with no space left for new business names.
  - c. The revised Sign G at 3210 Park Center Drive will make the existing eyebrow sign for Specialty's consistent with the *Planned Signing Program*; and allow a similar sign for the future tenant on the north side of this two-tenant building
- 2) The new Sign Type D and revised Sign G at 3210 Park Center Drive would not be materially detrimental to other properties in the same area because:
  - a. The new Sign Type D would be placed in a wide lawn area near 611 Anton that would give an eastbound driver ample time to change lanes to enter the visitor parking lot or to right onto Avenue of the Arts to enter the parking structure.
  - b. The new Sign Type D also responds to the Anton Boulevard becoming a busier street, with the addition of a new freeway onramp and offramp, and with the continued upgrading of buildings along this street, making clearer tenant signage more helpful to keep a smooth flow of traffic.
  - c. The two 24-inch high eyebrow signs as Sign G at 3210 Park Center Drive will have less of an impact to other properties in the same area than the currently-allowed 36-inch high parapet sign, due to their lower location of the sign on the building and smaller height of the letters.

Please call if you have any questions.

Sincerely,



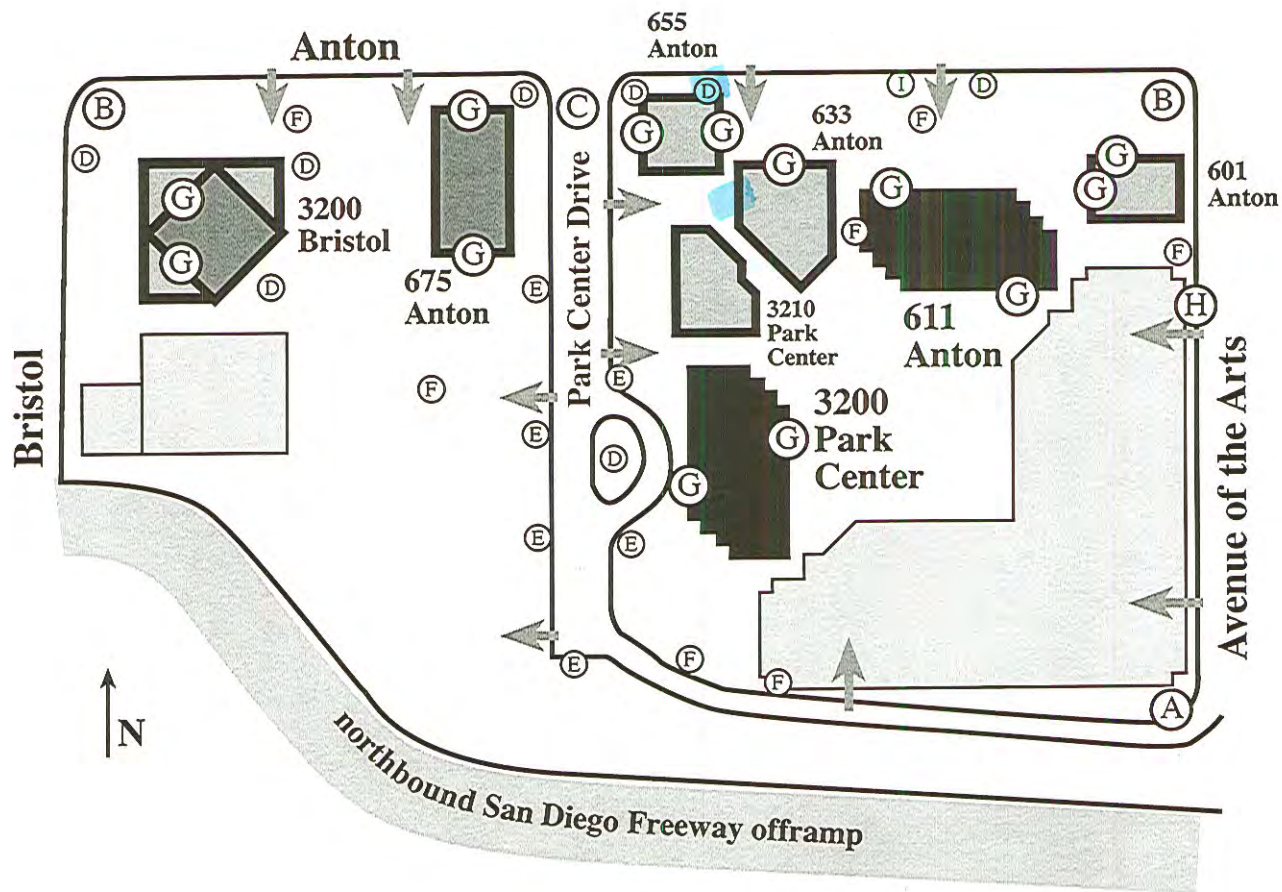
David J. Baab  
on behalf of Irvine Company

| SIGN TYPE | DESCRIPTION                              | SIGN LOCATION            | MAX. QUANTITY | MAX. SIGN AREA<br>(EACH FACE)                  | MAX. HEIGHT OF SIGN<br>ABOVE GROUND | MAX. LENGTH  | ILLUMINATION PERMITTED? |
|-----------|--|--------------------------|---------------|--|-------------------------------------|--------------|-------------------------|
| A         | FREEWAY<br>SIGN                          | FREESTANDING<br>SIGN     | 1             | 700 SF FOR STRUCTURE<br>508 SF FOR SIGN COPY   | 35 FT.<br>AT ADJACENT CURB          | 20 FT.       | YES                     |
| B         | PYLON<br>SIGN                            | FREESTANDING<br>SIGN     | 2             | 125 SF FOR STRUCTURE<br>100 SF FOR SIGN COPY   | 25 FT.<br>AT MIDPOINT               | 5 FT.        | YES                     |
| C         | ENTRY<br>SIGN                            | FREESTANDING<br>SIGN     | 1             | 125 SF FOR STRUCTURE<br>88 SF FOR SIGN COPY    | 5 FT.<br>AT MIDPOINT                | 25 FT.       | YES                     |
| D         | MULTI-TENANT<br>MONUMENT SIGN            | FREESTANDING<br>SIGN     | 8             | 45 SF FOR STRUCTURE<br>30 SF FOR SIGN COPY     | 6 FT.<br>AT MIDPOINT                | 7.5 FT.      | YES                     |
| E         | LARGE<br>DIRECTIONAL SIGN                | FREESTANDING<br>SIGN     | 6             | 27 SF FOR STRUCTURE<br>23 SF FOR SIGN COPY     | 6 FT.<br>AT MIDPOINT                | 4.5 FT.      | YES                     |
| F         | SMALL<br>DIRECTIONAL SIGN                | FREESTANDING<br>SIGN     | 7             | 17.5 SF FOR STRUCTURE<br>10.5 SF FOR SIGN COPY | 5 FT.<br>AT MIDPOINT                | 3.5 FT.      | YES                     |
| G         | BUILDING-MOUNTED<br>TENANT SIGN          | BUILDING-MOUNTED<br>SIGN | SEE<br>P. 4G  | SEE<br>P. 4G                                   | SEE<br>P. 4G                        | SEE<br>P. 4G | YES                     |
| H         | PARKING STRUCTURE<br>IDENTIFICATION SIGN | GARAGE-MOUNTED<br>SIGN   | 1             | 75 SF FOR STRUCTURE<br>75 SF FOR SIGN COPY     | 35 FT.                              | 3 FT.        | YES                     |
| I         | SINGLE-TENANT<br>MONUMENT SIGN           | FREESTANDING<br>SIGN     | 1             | 20 SF FOR STRUCTURE<br>15 SF FOR SIGN COPY     | 8 FT.<br>AT MIDPOINT                | 2.5 FT.      | YES                     |

SIGN SUMMARY





PAGE 2





## LEGEND

- (A) Freeway Sign
- (B) Pylon Sign
- (C) Entry Sign
- (D) Multi-Tenant Monument Sign
- (E) Large Directional Sign
- (F) Small Directional Sign
- (G) Building-Mounted Tenant Sign  
(only parapet sign locations shown,  
eyebrow sign locations not shown)
- (H) Parking Structure Identification Sign
- (I) Single-Tenant Monument Sign

-  Low-rise building
-  Mid-rise building
-  High-rise building
-  Parking structure

SITE PLAN

PAGE 3

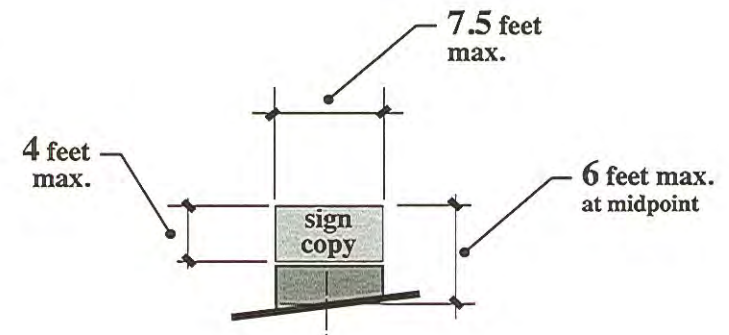
PACIFIC ARTS PLAZA  
PLANNED SIGNING PROGRAM

October 19, 2012

|                              |   |
|------------------------------|---|
| Purpose:                     | To identify building address and tenant names   |
| Maximum Number:              | Eight, double-faced signs   |
| Location:                    | As shown on Page 3<br>On private property, outside of sight distance triangles                  |
| Sign Copy:                   | Building address and up to four tenant names  |
| Maximum Sign Structure Size: | 6 feet high at sign midpoint<br>7.5 feet wide   |
| Maximum Sign Structure Area: | 45 square feet  |
| Maximum Sign Copy Area:      | 30 square feet  |
| Maximum Letter Size:         | 12 inches high  |
| Sign Construction/Material:  | Metal cabinet with stone veneer   |
|                              | Address: Raised letters mounted to metal panel<br>Tenant names: Push-thru letters in metal pans |
| Illumination:                | Internal illumination and halo-illumination allowed   |
| Letterstyle:                 | Designated project typeface   |
| Color:                       | Sign copy color should contrast with background color   |

# SIGN TYPE D

## MULTI-TENANT MONUMENT SIGN



SIGN TYPE D  
ELEVATION / SPECIFICATIONS

PAGE 4D

PACIFIC ARTS PLAZA  
PLANNED SIGNING PROGRAM



# SIGN TYPE G

## BUILDING-MOUNTED TENANT SIGN

|                            |  |
|----------------------------|--|
| Purpose:                   | To identify tenant   |
| Sign Copy:                 | Business name and symbol   |
| Location of Parapet Signs: | At top of building at locations shown on Page 3  |
| Location of Eyebrow Signs: | Above 1st floor, except for sign facing Bristol<br>at 3200 Bristol, which may be located above 3rd floor |

| Maximum Number and Size:    | Parapet Signs        | Eyebrow Signs        |
|-----------------------------|----------------------|----------------------|
| <b>High rise buildings:</b> |                      |                      |
| 611 Anton                   | Two (2) 500 SF signs | Two (2) 40 SF signs  |
| 3200 Park Center Drive      | Two (2) 500 SF signs | Two (2) 40 SF signs  |
| <b>Mid rise buildings:</b>  |                      |                      |
| 675 Anton                   | Two (2) 350 SF signs | Two (2) 40 SF signs  |
| 3200 Bristol                | Two (2) 250 SF signs | Five (5) 40 SF signs |
| <b>Low rise buildings:</b>  |                      |                      |
| 601 Anton                   | Two (2) 75 SF signs  | Two (2) 40 SF signs  |
| 633 Anton                   | One (1) 75 SF sign   | None                 |
| 655 Anton                   | Two (2) 75 SF signs  | None                 |
| 3210 Park Center Drive      | None                 | Two (2) 40 SF signs  |

| Max. Letter / Symbol Height: | Parapet Signs | Eyebrow Signs |
|------------------------------|---------------|---------------|
| <b>High rise buildings:</b>  |               |               |
| 611 Anton                    | 66 inches     | 24 inches     |
| 3200 Park Center Drive       | 66 inches     | 24 inches     |
| <b>Mid rise buildings:</b>   |               |               |
| 675 Anton                    | 48 inches     | 24 inches     |
| 3200 Bristol                 | 48 inches     | 24 inches     |
| <b>Low rise buildings:</b>   |               |               |
| 601 Anton                    | 36 inches     | n/a           |
| 633 Anton                    | 36 inches     | n/a           |
| 655 Anton                    | 36 inches     | n/a           |
| 3210 Park Center Drive       | n/a           | 24 inches     |

|               |   |
|---------------|---|
| Illumination: | Internal illumination or halo-illumination allowed    |
| Letterstyle:  | Tenant's typeface or designated project typeface      |
| Color:        | Sign copy color should contrast with background color |

SIGN TYPE G  
ELEVATION / SPECIFICATIONS

PAGE 4G

PACIFIC ARTS PLAZA  
PLANNED SIGNING PROGRAM



# CITY OF COSTA MESA

P.O. BOX 1200 • 77 FAIR DRIVE • CALIFORNIA 92628-1200

DEVELOPMENT SERVICES DEPARTMENT

December 6, 2012

Bill Mason  
3276 Dakota Avenue  
Costa Mesa, CA 92626

**RE: ZONING APPLICATION ZA-12-29  
MINOR CONDITIONAL USE PERMIT TO ALLOW SHARED PARKING FOR A  
PROPOSED CHURCH.  
2845 MESA VERDE DRIVE EAST (ORANGE COAST UNITARIAN  
UNIVERSALIST CHURCH), COSTA MESA**

Dear Mr. Mason:

Staff's review of your zoning application for the above-referenced project has been completed. The application, as described in the attached project description, has been approved, based on the findings and subject to the conditions of approval and code requirements (attached). The decision will become final at 5 p.m. on December 13, 2012, 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.

If you have any questions regarding this letter, please feel free to contact the project planner, Antonio Gardea, at (714) 754-5136, or at [antonio.gardea@costamesaca.gov](mailto:antonio.gardea@costamesaca.gov).

Sincerely,

WILLA BOUWENS-KILLEEN, AICP  
Zoning Administrator

Attachments:      Project Description  
                         Findings  
                         Conditions of Approval, Code Requirements, and Special District  
                         Requirements  
                         Approved Conceptual Plans

cc:                    Engineering  
                         Fire Protection Analyst  
                         Building Safety Division



## **PROJECT DESCRIPTION**

The property is located at the northwest corner of Mesa Verde Drive and Adams Avenue. The site consists of three parcels with a shared surface parking lot: Parcel 1 (1700 Adams Avenue) is developed with a two-story office building; Parcel 2 (1720 Adams Avenue) is developed with a two-story retail building and a detached ancillary building; and Parcel 3 (2845 Mesa Verde Drive) is developed as an office and retail complex with a two-story building and two, one-story buildings. A total of 225 parking spaces are provided for the three parcels. The property is zoned C1 (Local Business) and has a General Plan land use designation of General Commercial.

This application is to consider shared parking for conversion of the existing office complex on Parcel 3 for the church use. The complex consists of the following:

- Building #1: An existing 3,644 square-foot, two-story building. The building would be used for worship services on Sunday and incorporate a 2,316 square-foot sanctuary with no fixed seating. A 534 square-foot addition is also proposed to improve the functionality of the building.
- Building #2: An existing 7,866 square-foot, one-story building. The building would include church related offices and retail uses and a fellowship hall with kitchen facilities. The fellowship hall will be used as temporary sanctuary space while Building #1 is being renovated.
- Building #3: An existing 4,286 square-foot, one-story, office and retail building.

Proposed hours of operation:

- Offices: (4 church staff maximum); Weekly, Sunday – Thursday 8:30 a.m. to 1:30 p.m.
- Sanctuary: Worship Services - Sunday 9:00 a.m. – 1:00 p.m.; Christmas Eve Services; Saturday evening concerts/major dinners; and occasional Saturday weddings, funerals, etc.
- Classrooms:
  - Religious Education - Sunday 11:00 a.m. – 1:00 p.m.
  - Meetings – Sunday mornings
  - Workshops – Saturday 8:00 a.m. - 4:00 p.m.
  - Evening Classes – weeknights 7:00 – 9:00 p.m.
  - Piano Lessons – two weekdays 2:00 – 6:00 p.m.
- Public Poll site – Election Tuesdays

Parking – A total of 225 on-site parking spaces are provided for the various uses on the three parcel site. A recorded shared parking access agreement exists between the parcels. Based on the parking ratio of one parking space for every 35 square feet of assembly area, the proposed church use requires 66 on-site parking spaces. Applying the parking ratio for church uses and adding the demand analysis for the existing uses, a total of 291 parking spaces are required for the entire site during weekdays (refer to attachment). However, peak weekend demand (139 spaces) can be accommodated by existing parking spaces. Therefore, staff does not anticipate any parking impacts because of the set hours of operation proposed by this church.



Several storage sheds are located in required parking spaces at the northwest corner of the property. Because weekday parking demand is exactly 225 spaces, all required parking shall remain available to the other uses that share the surface parking lot. Additionally, the landscaping on the south side of the building needs to be repaired and the parking lot needs to be restriped. Lastly, there are patches on the building where signs have been removed exposing a different building color than the remainder of the building. Consequently, conditions of approval have been added requiring the correction of these items.

The use, as conditioned, is consistent with the Zoning Code and the City's General Plan because, with the proposed conditions, the proposed use helps maintain a balance of land uses throughout the community.

### **FINDINGS**

- A. The information presented complies with Costa Mesa Municipal Code Section 13-29(g)(2) in that the proposed use is compatible with developments in the same general area. Granting the minor conditional use permit will not be detrimental to the health, safety and general welfare of the public or other properties or improvements within the immediate vicinity. Granting the minor conditional use permit will not allow a use, density or intensity that is not in accordance with the general plan designation for the property. Specifically, staff does not anticipate any parking impacts because of the off-set hours of operation proposed by the church.
- B. The proposed project complies with Costa Mesa Municipal Code Section 13-29 (e) because:
  - 1. The proposed use is compatible and harmonious with uses both on-site as well as those on surrounding properties.
  - 2. Safety and compatibility of the design of the buildings, and other site features including functional aspects of the site development, such as automobile and pedestrian circulation, have been considered.
  - 3. The use is consistent with the General Plan designation because the project will not exceed the allowable General Plan intensity for the site.
- C. The project has been reviewed for compliance with the California Environmental Quality Act (CEQA), the CEQA Guidelines, and the City environmental procedures, and has been found to be exempt under Section 15301, Class 1, Existing Facilities, of the CEQA Guidelines.
- D. The project is exempt from Chapter XII, Article 3, Transportation System Management, of Title 13 of the Costa Mesa Municipal Code.



## **CONDITIONS OF APPROVAL**

- Plng. 1. The use shall be limited to the type of operation as described in the staff report and the attached applicant's description letter. The hours of operation shall be limited to the following:  
**Offices:** Sunday – Thursday 8:30 a.m. to 1:30 p.m.  
**Sanctuary:** Sunday 9:00 a.m. – 1:00 p.m.; Christmas Eve (Worship Services)  
**Classroom space** - Sunday 11:00 a.m. – 1:00 p.m.; Saturday 8:00 a.m. - 4:00 p.m.; Weeknights 7:00 – 9:00 p.m. (Workshops) Weekdays 2:00 – 6:00 p.m. (Piano lessons)
2. If parking shortages or other parking-related problems arise, the operator shall institute whatever operational measures necessary to minimize or eliminate the problem, including, but not limited to reducing the number of or eliminating scheduled worship services.
3. The use shall be conducted, at all times, in a manner that will allow the quiet enjoyment of the surrounding neighborhood. The applicant and/or business owner shall institute whatever security and operational measures are necessary to comply with this requirement.
4. The applicant shall contact the Planning Division to arrange a Planning inspection of the site prior to commencement of the worship services. This inspection is to confirm that the conditions of approval and code requirements have been satisfied.

## **CODE REQUIREMENTS**

The following list of federal, state, and local laws applicable to the project has been compiled by staff for the applicant's reference. Any reference to "City" pertains to the City of Costa Mesa.

- Plng. 1. Approval of the zoning application is valid for one (1) year from the effective date of this approval and will expire at the end of that period unless applicant establishes the use by one of the following actions: 1) obtains building permits for the authorized construction and initiates construction; and/or 2) obtains a business license and/or legally establishes the business. If the applicant is unable to establish the use/obtain building permits within the one-year time period, a time extension may be requested. The Planning Division must receive a written request for the time extension prior to the zoning application expiration.
2. Permits shall be obtained for all signs according to the provisions of the Costa Mesa Sign Ordinance.
3. Use shall comply with all requirements of Articles 3 and 9, Chapter V, Title 13 of the Costa Mesa Municipal Code relating to commercial development standards.
4. The buildings shall be painted in one consistent color, the landscaping repaired, and the parking lot restriped prior to occupancy of the buildings by the church.



5. Parking stalls shall be double-striped in accordance with City standards.
6. Street address shall be visible from the public street and shall be displayed on the freestanding sign. If there is no freestanding sign, the street address may be displayed on the fascia adjacent to the main entrance or on another prominent location. Numerals shall be a minimum twelve (12) inches in height with not less than three-fourth-inch stroke and shall contrast sharply with the background. Identification of individual units shall be provided adjacent to the unit entrances. Letters or numerals shall be four (4) inches in height with not less than one-fourth-inch stroke and shall contrast sharply with the background.
7. The storage sheds shall be removed from the property within 30 days of Zoning Administrator action or prior to release of building permits for the addition.
- Bldg. 8. Comply with the requirements of the 2010 California Building Code, 2010 California Residential Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards Code and 2010 California Energy Code (or the applicable adopted California Building Code, California Residential Code California Electrical Code, California Mechanical Code California Plumbing Code, California Green Building Standards and California Energy Code at the time of plan submittal) and California Code of Regulations also known as the California Building Standards Code, as amended by the City of Costa Mesa.
9. Sanitary Code Requirements #16 - Applicant shall contact the Air Quality Management District (AQMD) at (800) 288-7664 for potential additional conditions of development or for additional permits required by AQMD.
10. Sanitary Code Requirements #19 - Comply with the requirements of the California Department of Food and Agriculture (CDFA) to determine if red imported fire ants exist on the property prior to any soil movement or excavation. Call CDFA at (714) 708-1910 for information.
- Bus. 11. All contractors and subcontractors must have valid business licenses to do business in the City of Costa Mesa. Final inspections, final occupancy and utility releases will not be granted until all such licenses have been obtained.
- Lic. 12. Business license(s) shall be obtained prior to the initiation of the business.
- Parks 13. Applicant shall install a *Pinus canariensis* tree, 24-inch box minimum size, in the parkway in the vacant tree site. Street trees shall be spaced at 30' on center. Street trees in the front setback shall meet with the approval of the parks and parkways division.

#### **SPECIAL DISTRICT REQUIREMENTS**

The requirement of the following special districts are hereby forwarded to the applicant:

- Sani. 1. It is recommended that the applicant contact the Costa Mesa Sanitary District at 949.645.8400 for current district requirements.



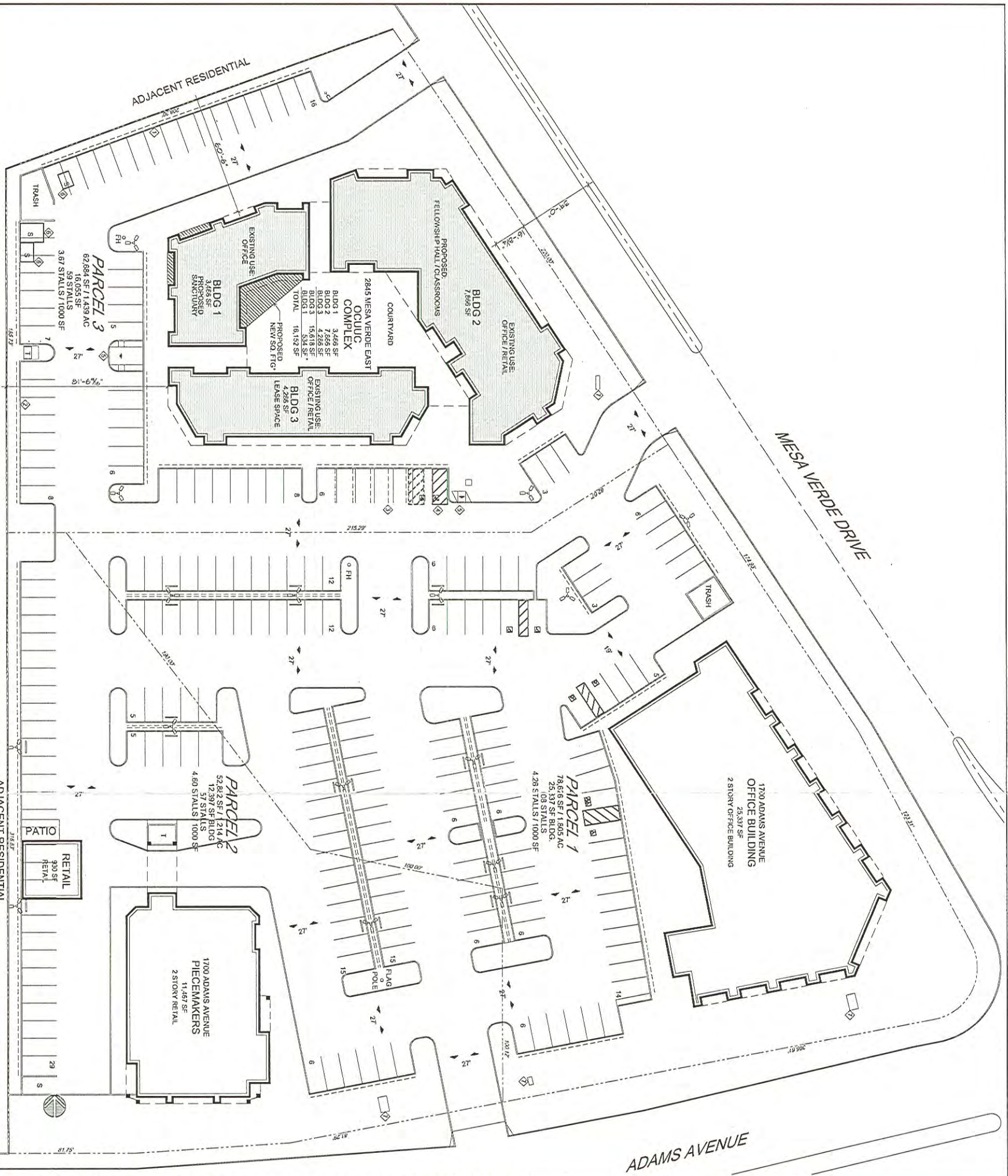
- AQMD 2. Applicant shall contact the Air Quality Management District at 800.288.7664 for potential additional conditions of development or for additional permits required by the district.

| Orange Coast Universalist Unitarian Church Shared Parking Analysis |                       |                       |                                |                     |                                       |          |
|--|-----------------------|-----------------------|--------------------------------|---------------------|---------------------------------------|----------|
| USE  | Office                |                       | Medical<br>Office<br>(Sq. Ft.) | Retail<br>(Sq. Ft.) | Total<br>Parking<br>Demand<br>by Hour |          |
|  | <100,000<br>(Sq. Ft.) | >100,000<br>(Sq. Ft.) |                                |                     |                                       |          |
|  | 32,431                | -                     | 9,067                          | 12,397              |                                       |          |
| PEAK DEMAND  | 130                   | -                     | 54                             | 50                  | 234                                   |          |
| WEEKDAY  |                       |                       |                                |                     |                                       | Weekdays |
| 6:00 AM  | 4                     | -                     | 2                              | -                   | 6                                     | 6:00 AM  |
| 7:00 AM  | 26                    | -                     | 11                             | 4                   | 41                                    | 7:00 AM  |
| 8:00 AM  | 82                    | -                     | 34                             | 8                   | 124                                   | 8:00 AM  |
| 9:00 AM  | 121                   | -                     | 51                             | 20                  | 191                                   | 9:00 AM  |
| 10:00 AM   | 130                   | -                     | 54                             | 32                  | 216                                   | 10:00 AM |
| 11:00 AM   | 130                   | -                     | 54                             | 41                  | 225                                   | 11:00 AM |
| NOON   | 117                   | -                     | 49                             | 46                  | 211                                   | NOON     |
| 1:00 PM  | 117                   | -                     | 49                             | 47                  | 213                                   | 1:00 PM  |
| 2:00 PM  | 126                   | -                     | 53                             | 46                  | 224                                   | 2:00 PM  |
| 3:00 PM  | 121                   | -                     | 51                             | 45                  | 216                                   | 3:00 PM  |
| 4:00 PM  | 100                   | -                     | 42                             | 41                  | 183                                   | 4:00 PM  |
| 5:00 PM  | 61                    | -                     | 26                             | 37                  | 124                                   | 5:00 PM  |
| 6:00 PM  | 30                    | -                     | 13                             | 39                  | 81                                    | 6:00 PM  |
| 7:00 PM  | 9                     | -                     | 4                              | 42                  | 55                                    | 7:00 PM  |
| 8:00 PM  | 9                     | -                     | 4                              | 41                  | 54                                    | 8:00 PM  |
| 9:00 PM  | 4                     | -                     | 2                              | 29                  | 34                                    | 9:00 PM  |
| 10:00 PM   | 4                     | -                     | 2                              | 15                  | 20                                    | 10:00 PM |
| 11:00 PM   | -                     | -                     | -                              | 6                   | 6                                     | 11:00 PM |
| MIDNIGHT   | -                     | -                     | -                              | -                   | -                                     | MIDNIGHT |
| MAXIMUM WEEKDAY DEMAND   |                       |                       | 291                            |                     |                                       |          |



| WEEKEND                |    |   |     |                |    |          |
|------------------------|----|---|-----|----------------|----|----------|
|                        |    |   |     |                |    | Weekend  |
| 6:00 AM                | -  | - | -   | -              | -  | 6:00 AM  |
| 7:00 AM                | 4  | - | 2   | 1              | 7  | 7:00 AM  |
| 8:00 AM                | 13 | - | 5   | 5              | 23 | 8:00 AM  |
| 9:00 AM                | 17 | - | 7   | 15             | 39 | 9:00 AM  |
| 10:00 AM               | 17 | - | 7   | 22             | 46 | 10:00 AM |
| 11:00 AM               | 22 | - | 9   | 36             | 68 | 11:00 AM |
| NOON                   | 22 | - | 9   | 42             | 73 | NOON     |
| 1:00 PM                | 17 | - | 7   | 47             | 71 | 1:00 PM  |
| 2:00 PM                | 13 | - | 5   | 50             | 68 | 2:00 PM  |
| 3:00 PM                | 9  | - | 4   | 50             | 62 | 3:00 PM  |
| 4:00 PM                | 9  | - | 4   | 45             | 58 | 4:00 PM  |
| 5:00 PM                | 4  | - | 2   | 37             | 43 | 5:00 PM  |
| 6:00 PM                | 4  | - | 2   | 32             | 38 | 6:00 PM  |
| 7:00 PM                | 4  | - | 2   | 30             | 35 | 7:00 PM  |
| 8:00 PM                | 4  | - | 2   | 27             | 33 | 8:00 PM  |
| 9:00 PM                | -  | - | -   | 20             | 20 | 9:00 PM  |
| 10:00 PM               | -  | - | -   | 19             | 19 | 10:00 PM |
| 11:00 PM               | -  | - | -   | 6              | 6  | 11:00 PM |
| MIDNIGHT               | -  | - | -   | -              | -  | MIDNIGHT |
| MAXIMUM WEEKEND DEMAND |    |   | 73  | 66 Church Uses |    |          |
|                        |    |   | 66  |                |    |          |
| PARKING PROVIDED       |    |   | 225 |                |    |          |
| REQUIRED PARKING       |    |   | 291 | 139            |    |          |



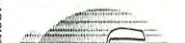



| Source       | Client/Tenant                           | Hours of Operation             |
|--------------|---|--------------------------------|
| 5200<br>1543 | CHRYSLER<br>DENTAL NORTH D.C.           | 4 days/week<br>Dental/weekdays |
| 101<br>1500  | CHRYSLER OF COVINGE                     | 4 days/week<br>Dental/week     |
| 102<br>300   | ORION PLAZA AND ORIO<br>AT ENTERTAINERS | 4 days/week<br>Dental/week     |
| 103<br>3450  | HANSON HILLS BROS                       | 4 days/week<br>Dental/week     |
| 104<br>1815  | PRINCE PLAZA - 104th<br>Dental          | 4 days/week<br>Dental/week     |
| 107<br>1555  | CR. LISA HUNG<br>CR. LISA HUNG          | 4 days/week<br>Dental/week     |
| 110<br>2889  | CR. LISA HUNG<br>CR. LISA HUNG          | 4 days/week<br>Dental/week     |
| 200<br>5000  | PRINCE PLAZA - 104th<br>Dental          | 4 days/week<br>Dental/week     |
| 201<br>2000  | PRINCE PLAZA - 104th<br>Dental          | 4 days/week<br>Dental/week     |
| 203<br>400   | PRINCE PLAZA - 104th<br>Dental          | 4 days/week<br>Dental/week     |
| 205<br>400   | PRINCE PLAZA - 104th<br>Dental          | 4 days/week<br>Dental/week     |
| 210<br>833   | PRINCE PLAZA - 104th<br>Dental          | 4 days/week<br>Dental/week     |
| 211<br>1000  | PRINCE PLAZA - 104th<br>Dental          | 4 days/week<br>Dental/week     |
| 212<br>955   | PRINCE PLAZA - 104th<br>Dental          | 4 days/week<br>Dental/week     |
| 214<br>2000  | PRINCE PLAZA - 104th<br>Dental          | 4 days/week<br>Dental/week     |
| 215<br>1055  | PRINCE PLAZA - 104th<br>Dental          | 4 days/week<br>Dental/week     |

| 1700 ADAMS AVENUE TENANTS |         |
|---------------------------|---------|
| Occupations               | Various |
| Decreases                 | 2m      |
| Extra Cash                | 25000   |
| Occupations               | Various |
| Decreases                 | 2m      |
| Extra Cash                | 25000   |
| Occupations               | Various |
| Decreases                 | 2m      |
| Extra Cash                | 25000   |

|      |         |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
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|  <p>ARCHITECTURE PLANNING INTERIORS<br/>         WILLIAM MASON, ARCHITECT INC.<br/>         3230 DRAKOTA AVENUE<br/>         COLUMBIA, MO 65206<br/>         714.427.0528 FAX 714.427.0526<br/>         EMAIL: wmaaplan@sigmail.com</p>  |      |          |      |          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---|------|----------|------|----------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| <p>ARCHITECT'S STAMP</p>   |      |          |      |          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <p>CONSULTANT'S STAMP</p>   |      |          |      |          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| <p>PROJECT:</p> <p>ORANGE COAST<br/>         UNITARIAN<br/>         UNIVERSALIST<br/>         CHURCH COMPLEX</p> <p>2845 MESA VERDE DRIVE EAST<br/>         COSTA MESA, CA 92626</p>  |      |          |      |          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <p>OWNER:</p> <p>ORANGE COAST<br/>         UNITARIAN<br/>         UNIVERSALIST<br/>         CHURCH COMPLEX</p> <p>2845 MESA VERDE DRIVE EAST<br/>         COSTA MESA, CA 92626</p>  |      |          |      |          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <p>PROJECT NO. 12.012.00</p> <p>SCALE: AS NOTED</p> <p>DATE: 10/7/12</p> <p>DRAWN BY:</p> <p>REVIEWED BY:</p> <p>ISSUED FOR BID</p> <p>ISSUED FOR CONST.</p> <p>SHEET TITLE:</p> <p>TENANT<br/>         OCCUPANCY<br/>         SITE PLAN</p> <p>SHEET NO.</p> <p>SP-1</p>   |      |          |      |          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |





# CITY OF COSTA MESA

P.O. BOX 1200 • 77 FAIR DRIVE • CALIFORNIA 92628-1200

DEVELOPMENT SERVICES DEPARTMENT

December 6, 2012

Rafter F. Corporation  
22431 Antonio Parkway, # B160-404  
Rancho Santa Margarita, CA 92688

**RE: ZONING APPLICATION ZA-12-33  
MINOR CONDITIONAL USE PERMIT TO ALLOW THE CONVERSION OF  
SHIPPING CONTAINERS TO A CLOTHING/ART GALLERY DISPLAY SPACE  
811 VICTORIA STREET - 2139 & 2145 PLACENTIA AVENUE, COSTA MESA**

Dear Sir or Madam:

Staff's review of your zoning application for the above-referenced project has been completed. The application, as described in the attached project description, has been approved, based on the findings and subject to the conditions of approval and code requirements (attached). The decision will become final at 5 p.m. on December 13, 2012, 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.

If you have any questions regarding this letter, please feel free to contact the project planner, Mel Lee, at (714) 754-5611, or at [mel.lee@costamesaca.gov](mailto:mel.lee@costamesaca.gov).

Sincerely,

WILLA BOUWENS-KILLEEN, AICP  
Zoning Administrator

Attachments:      Project Description  
                         Findings  
                         Conditions of Approval, Code Requirements, and Special District  
                         Requirements  
                         Approved Conceptual Plans

cc:                    Engineering  
                         Fire Protection Analyst  
                         Building Safety Division

Darrin Wilson  
2139 Placentia Avenue  
Costa Mesa, CA 92627

Katrina Anne Foley  
1600 Dove Street, Suite 101  
Newport Beach, California 92660



## **PROJECT DESCRIPTION**

- The subject property (811 Victoria Street) is located on the south side of Victoria Street west of Placentia Avenue, and contains an approximately 1,100 square-foot, one-story commercial building. The property is zoned AP (Administrative Professional) and has a General Plan designation of Neighborhood Commercial. The two abutting properties (2139 and 2145 Placentia Avenue) are zoned C1 (Local Business District) and also have a General Plan designation of Neighborhood Commercial.
- The applicant requests approval of a minor conditional use permit (MCUP) to allow two existing storage containers to be utilized as a display/art gallery. It is the applicant's intention to provide electricity to the containers. The container building plans are currently in plan check.
- The shipping containers will not be accessed by clients/customers. The use is restricted to a display gallery only with no walk-ins or customer access. Customers will be able to view the displays from standing outside the containers only. Only authorized employees will be allowed inside the containers for set up/ take down of the displays or to organize or clean the displays. The display/galleries will be open by appointment only between the hours of 9:00 am and 11:00 pm, Monday through Sunday.
- The use, as conditioned, is consistent with the Zoning Code and the City's General Plan because, with the proposed conditions, the proposed use should not adversely impact surrounding uses. Specifically, with the recommended conditions of approval, the use will be consistent with surrounding uses, as specified in Objective LU-1F.2 of the General Plan Land Use Element.

## **FINDINGS**

- A. The information presented complies with Costa Mesa Municipal Code Section 13-29(g)(2) in that the proposed use is compatible with developments in the same general area. Granting the minor conditional use permit will not be detrimental to the health, safety and general welfare of the public or other properties or improvements within the immediate vicinity. Granting the minor conditional use permit will not allow a use, density or intensity, that is not in accordance with the general plan designation for the property. Specifically, The shipping containers will not be accessed by clients/customers. The use is restricted to a display gallery only with no walk-ins or customer access. Customers will be able to view the displays from standing outside the containers only. Only authorized employees will be allowed inside the containers for set up/ take down of the displays or to organize or clean the displays. The display/galleries will be open by appointment only between the hours of 9:00 am and 11:00 pm, Monday through Sunday. Additionally, if parking shortages or other parking-related problems arise, the business operator will be required to institute whatever operational measures necessary to minimize or eliminate the problem.
- B. The proposed project complies with Costa Mesa Municipal Code Section 13-29 (e) because:



1. The proposed use is compatible and harmonious with uses both on-site as well as those on surrounding properties. The shipping containers will not be accessed by clients/customers. The use is restricted to a display gallery only with no walk-ins or customer access.
  2. Safety and compatibility of the design of the buildings, and other site features including functional aspects of the site development such as automobile and pedestrian circulation have been considered.
  3. The use is consistent with the General Plan designation because the project will not exceed the allowable General Plan intensity for the site.
- C. The project has been reviewed for compliance with the California Environmental Quality Act (CEQA), the CEQA Guidelines, and the City environmental procedures, and has been found to be exempt under Section 15301, Class 1, Existing Facilities, of the CEQA Guidelines.
- D. The project is exempt from Chapter XII, Article 3, Transportation System Management, of Title 13 of the Costa Mesa Municipal Code.

#### **CONDITIONS OF APPROVAL**

- Plng. 1. The use shall be limited to the type of operation as described in this staff report and the attached applicant's description letter. Any change in the operational characteristics including, but not limited to, the hours of operation and additional operation provided, shall require review by the Planning Division and may require an amendment to the minor conditional use permit, subject to either Zoning Administrator or Planning Commission approval, depending on the nature of the proposed change. The applicant is reminded that Code allows the Planning Commission to modify or revoke any planning application based on findings related to public nuisance and/or noncompliance with conditions of approval [Title 13, Section 13-29(o)].
2. The shipping containers shall not be accessed by clients/customers. The use is restricted to a display gallery only with no walk-ins or customer access. Customers shall view the displays from standing outside the containers only. Only authorized employees shall be allowed inside the containers for set up/ take down of the displays or to organize or clean the displays.
  3. The display/galleries shall be open by appointment only between the hours of 9:00 am and 11:00 pm, Monday through Sunday.
  4. If parking shortages or other parking-related problems arise, the business operator shall institute whatever operational measures necessary to minimize or eliminate the problem.
  5. The use shall be conducted, at all times, in a manner that will allow the quiet enjoyment of the surrounding neighborhood. The applicant and/or business owner shall institute whatever security and operational measures are necessary to comply with this requirement.
  6. The conditions of approval, code requirements, and special district



requirements of ZA-12-33 shall be blueprinted on the face of the site plan as part of the plan check submittal package.

7. The applicant shall contact the Planning Division to arrange Planning inspection of the site prior to the release of utilities. This inspection is to confirm that the conditions of approval and code requirements have been satisfied.

### **CODE REQUIREMENTS**

The following list of federal, state, and local laws applicable to the project has been compiled by staff for the applicant's reference. Any reference to "City" pertains to the City of Costa Mesa.

1. Permits shall be obtained for all signs according to the provisions of the Costa Mesa Sign Ordinance.
2. Use shall comply with all requirements of Code Sections 13-43 Article 3, Chapter V, Title 13 of the Costa Mesa Municipal Code relating to commercial development standards.
3. Parking stalls shall be double-striped in accordance with City standards.
- Bldg. 4. Comply with the requirements of the 2010 California Building Code, 2010 California Residential Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards Code and 2010 California Energy Code (or the applicable adopted California Building Code, California Residential Code California Electrical Code, California Mechanical Code California Plumbing Code, California Green Building Standards and California Energy Code at the time of plan submittal) and California Code of Regulations also known as the California Building Standards Code, as amended by the City of Costa Mesa.
- Bus. 5. All contractors and subcontractors must have valid business licenses to do  
Lic. business in the City of Costa Mesa. Final inspections, final occupancy and utility releases will not be granted until all such licenses have been obtained.
6. Business license(s) shall be obtained.

### **SPECIAL DISTRICT REQUIREMENTS**

The requirements of the following special districts are hereby forwarded to the applicant:

- Sani. 1. It is recommended that the applicant contact the Costa Mesa Sanitary District at 949.645.8400 for current district requirements.
- AQMD 2. Applicant shall contact the Air Quality Management District 800.288.7664 for potential additional conditions of development or for additional permits required by the district.



October 15, 2012

To Whom It May Concern:  
City of Costa Mesa Building / Planning Department  
Costa Mesa, CA

To Whom It May Concern,

I am the current property owner at 811 Victoria Avenue in Costa Mesa, and I am requesting the approval for the current modification / additions to the building on the property. We have recently spoken to Mr. Randy Buck, the Chief Inspector, and we have followed up with conversations at the Building / Planning department.

Our business, Townes, is requesting approval for upgrades to two existing shipping containers that are located on our lot. The shipping containers are currently used as storage facilities for our business, and we would like to upgrade the containers for use as a display/gallery. It is our intention to provide electrical to the containers.

The existing lot currently includes administrative offices at the center of the property as well as the two shipping containers located at the back of the property. The containers are obscured almost entirely from public view, both by existing office and by shrubbery that surround the property. In conversations with the city, it is our understanding that this use is compliant with the current zoning. Our business (a lifestyle brand) intends to use the display/galleries as a private showcase gallery.

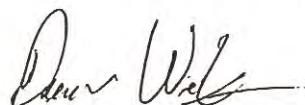
The display/galleries are not intended to be used by the public; rather they are a way of showcasing our brand internally (to design partners and design clients). The display/galleries will display our unique brand of art and lifestyle (including art and fashion illustrations), however they will only be open during an appointment and will be closed at all other times when no clients are on site. The display/galleries will be open by appointment and invitation only and we expect to be taking appointments between 9am - 11pm Monday through Sunday. There is to be no public access to the interior of the containers as they will hold the items for show display. The public will be able to view the items in the display/galleries by standing outside the containers. Only authorized employees will be allowed inside the containers to set-up, take-down, organize and clean the display/galleries.

The adjacent properties will accommodate the needed parking as they currently do now. The display/galleries will not be used for public sale of goods. The display/galleries will be used only by our internal staff (clients and sales / design partners that already visit our offices), and we do not intend to increase the intensity of the buildings current use.

In addition to the 811 Victoria address, our business also currently operates out of two other adjacent properties; 2145 Placentia Ave. and 2139 Placentia Ave. Ultimately, it is our intention to upgrade all of these properties in a way that we sincerely believe will contribute to the value of not only our properties, but that of the entire community. Our business has been operating out of 2139 Placentia Ave. since 2008 and we believe that we have contributed to the economic, cultural, and aesthetic vitality of the area during that time. We believe that our long-term goals serve not only as an improvement to the needs of our business, but also as an improvement to the neighborhood at large.

Through this request, we hope that you can help us with these desperately needed improvements. We look forward to working with you.

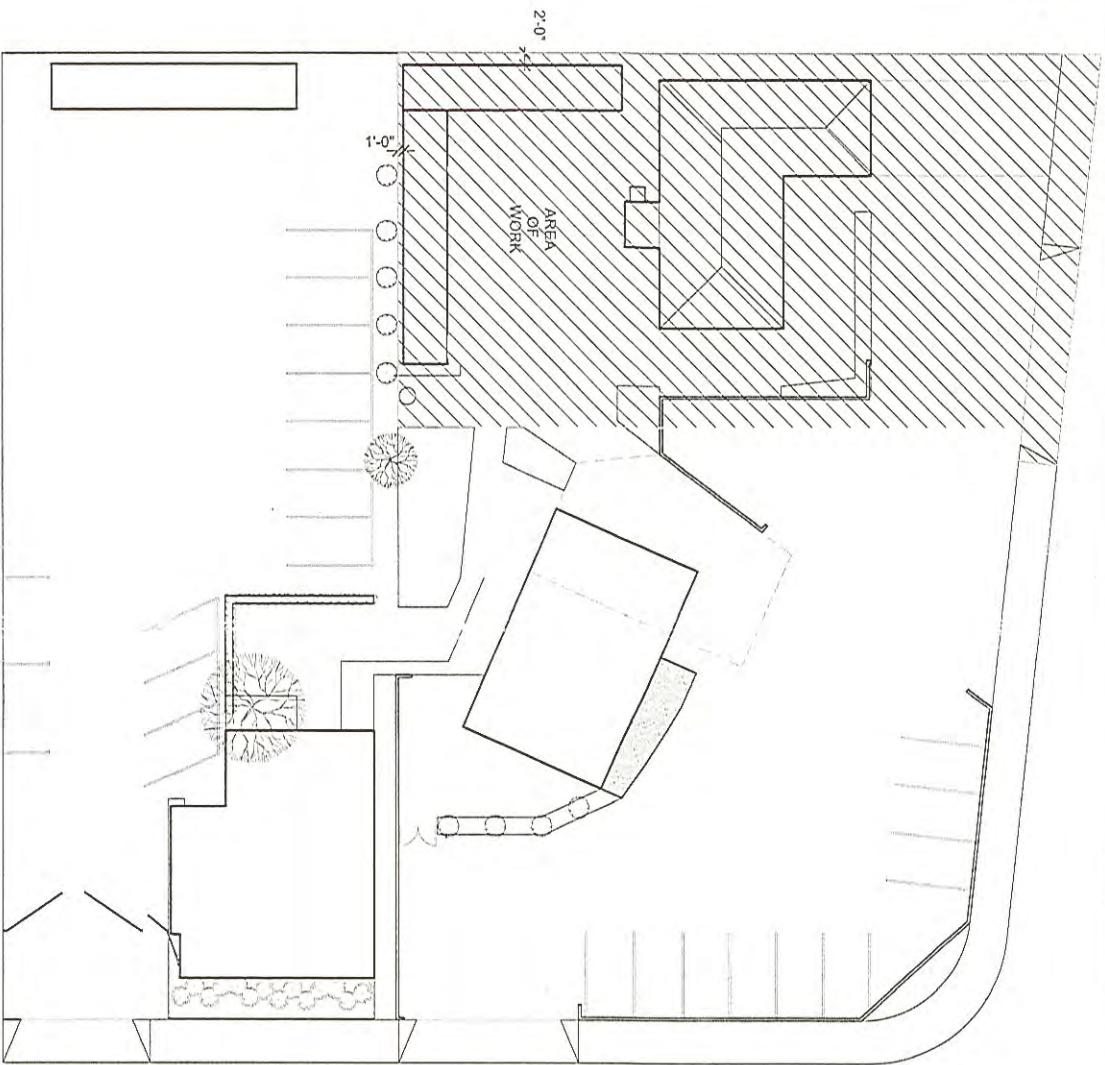
Respectfully,



Darrin Wilson



MINOR CONDITIONAL USE PERMIT/  
ADMINISTRATIVE ADJUSTMENT NO. 12-33  
**Approval in Concept**  
SUBJECT TO CONDITIONS  
CITY OF COSTA MESA  
PLANNING DEPT.  
BY ME/JSR DATE 12/6/12



**TOWNES POP-UPS**  
2139 PLACENTIA AVE, COSTA MESA, CA

RAFTER F CORPORATION  
22411 ANTONIO PARK, #100-401  
RANCHO SANTA MARGARITA, CA 92688  
949-269-8920 OFFICE  
949-269-8920 FAX  
C# 954542

PROJECT NUMBER : 0000  
SCALE : AS NOTED  
DRAWING DATE : 11/13/12  
DRAWN BY : ER  
CHECKED BY : ER

DRAWING DESCRIPTION  
**SITE PLAN**

DRAWING NUMBER

**A1**

**SITE PLAN**

1/16"=1'-0"

**1**

| ISSUED BY | REVISION | DATE |
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TOWNES POP-UPS

2139 PLACENTIA AVE, COSTA MESA, CA

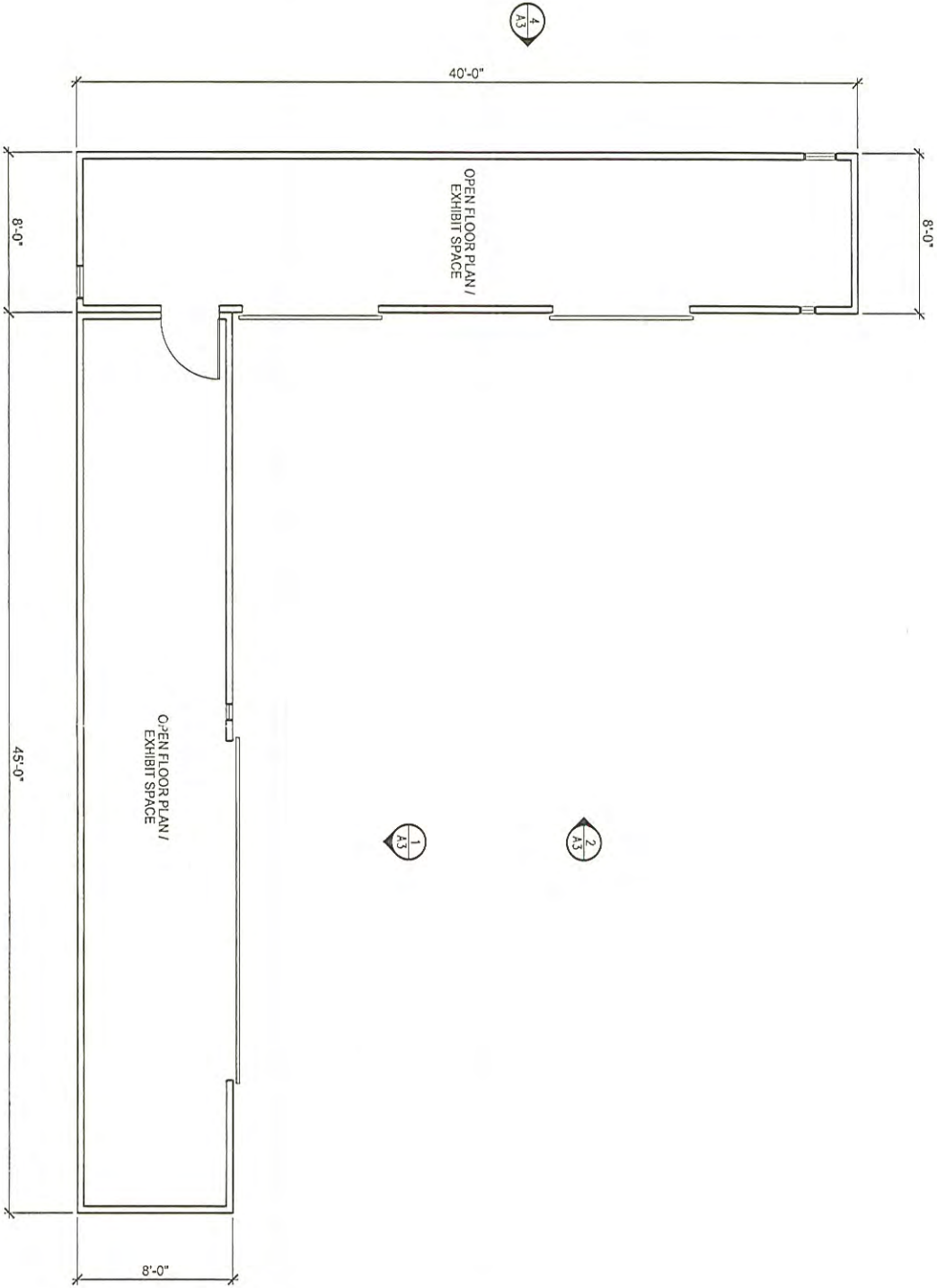
RAFTER F CORPORATION  
22431 ANTONIO PKWY, #9160-104  
RANCHO SANTA ANITA, COSTA MESA, CA 92683  
949-398-0567 PHONE  
949-398-0567 FAX  
CL# 954542

PROJECT NUMBER : 0000  
SCALE : AS NOTED  
DRAWING DATE : 11/13/12  
DRAWN BY : ER  
CHECKED BY : ER

DRAWING DESCRIPTION  
FLOOR PLAN

DRAWING NUMBER

A2



FLOOR PLAN

1/4"=1'-0"

1



| ISSUED | REVISION | DATE |
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TOWNES POP-UPS

2139 PLACENTIA AVE, COSTA MESA, CA

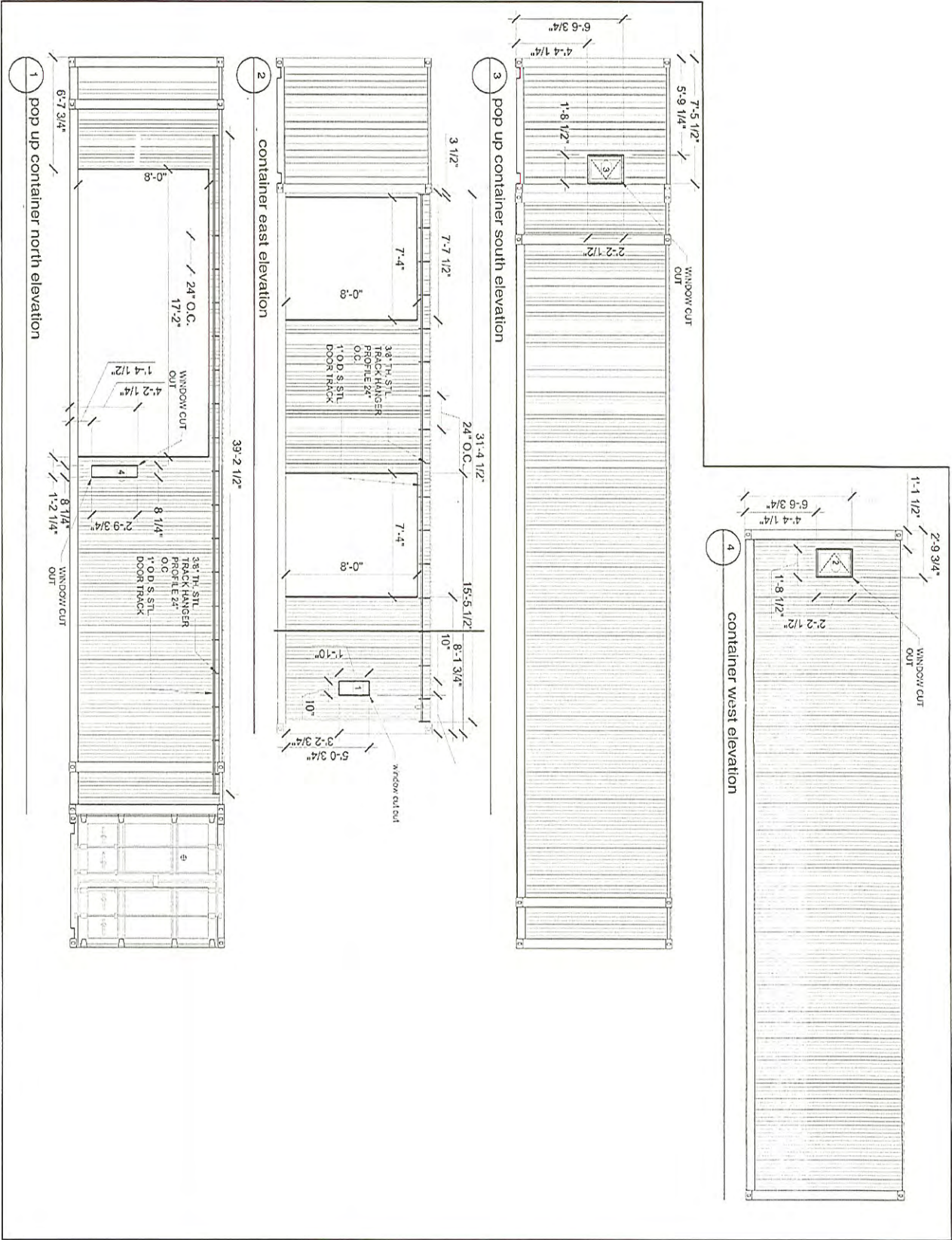
RAFTERE CORPORATION  
 22431 JUNCO PARK #318-104  
 RANCHO SANTA ANITA, CA 92683  
 949-269-8920 OFFICE  
 949-398-0567 FAX  
 CLP 334342

PROJECT NUMBER : 0000  
 SCALE : AS NOTED  
 DRAWING DATE : 11/13/12  
 DRAWN BY : ER  
 CHECKED BY : ER

DRAWING DESCRIPTION  
 EXTERIOR  
 ELEVATIONS

DRAWING NUMBER

A3



EXTERIOR ELEVATIONS

1/4"=1'-0"

1