



# CITY OF NEWPORT BEACH ZONING ADMINISTRATOR AGENDA

## ZOOM

Thursday, October 30, 2025 - 10:00 AM

### **Zoning Administrator Members:**

**Benjamin M. Zdeba, AICP, Zoning Administrator**

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The City of Newport Beach will conduct the Zoning Administrator meeting via Zoom. As a member of the public, if you would like to participate in this meeting, you can participate via the following options:

1. You can connect with a computer by joining through Zoom. Click the link below to register for the meeting using a valid email address. You will receive a confirmation email allowing you to join the meeting: : [https://us06web.zoom.us/webinar/register/WN\\_N3aMZ928Sj-U6crML2\\_UFg](https://us06web.zoom.us/webinar/register/WN_N3aMZ928Sj-U6crML2_UFg)
2. You may connect by Telephone/Audio Only by calling: 669-900-9128. The webinar ID is 852 8493 7636#.
3. Attendees must "raise their hand" if they would like to speak during Public Comments. If attending by phone, press \*9.

The agenda will be posted at least seventy-two (72) hours in advance of each regular meeting and the public will be allowed to comment on agenda items before the Zoning Administrator, as well as items not on the agenda but are within the subject matter jurisdiction of the Zoning Administrator. The Zoning Administrator may limit public comments to a reasonable amount of time, generally three (3) minutes per person.

The agendas, minutes, and staff reports are available on the City's website at: [www.newportbeachca.gov/zoningadministrator](http://www.newportbeachca.gov/zoningadministrator) and for public inspection in the Community Development Department, Planning Division located at 100 Civic Center Drive, during normal business hours. If you have any questions or require copies of any of the staff reports or other documentation, please contact the Community Development Department, Planning Division staff at 949-644-3200.

Please Note: All mail or written communications (including email) from the public, residents, or applicants regarding an agenda item must be submitted by 12:00 p.m. on the business day immediately prior to the meeting. This allows time for the Zoning Administrator to adequately consider the submitted correspondence. Comments can be emailed to [CDD@newportbeachca.gov](mailto:CDD@newportbeachca.gov), and all emails will be made part of the record.

The City of Newport Beach's goal is to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, we will attempt to accommodate you in every reasonable manner. Please contact Benjamin M. Zdeba, AICP, Zoning Administrator, at least forty-eight (48) hours prior to the meeting to inform us of your needs and to determine if accommodation is feasible at 949-644-3253 or [bzdeba@newportbeachca.gov](mailto:bzdeba@newportbeachca.gov).

If in the future, you wish to challenge in court any of the matters on this agenda for which a public hearing is to be conducted, you may be limited to raising only those issues which you (or someone else) raised orally at the public hearing or in written correspondence received by the City at or before the hearing.

**APPEAL PERIOD:** An appeal may be filed with the Director of Community Development or City Clerk, as applicable, within fourteen (14) days following the date the action or decision was rendered unless a different period of time is specified by the Municipal Code (e.g., Title 19 allows ten (10) day appeal period for tentative parcel and tract maps, lot line adjustments, or lot mergers). For additional information on filing an appeal, contact the Planning Division at 949-644-3200.

## **I. CALL MEETING TO ORDER**

## **II. REQUEST FOR CONTINUANCES**

## **III. APPROVAL OF MINUTES**

### **1. Draft Minutes of October 16, 2025**

#### ***Recommended Action***

1. Approve and File

[Draft Minutes of October 16, 2025](#)

[1a Additional Materials Mosher Draft Minutes of 10-16-2025](#)

**IV. PUBLIC HEARING ITEM(S)**

**2. Uptown Newport Development Agreement Annual Review (PA2025-0159)**  
**Site Location: 4321 Jamboree Road**

***Project Summary***

An annual review of Development Agreement No. DA2012-003 (DA) for Uptown Newport Planned Community (PC-58), pursuant to Section 15.45.080 (Periodic Review) of the Newport Beach Municipal Code and Section 65865.1 of the California Government Code.

***Recommended Action***

1. Conduct a public hearing;
2. Find the annual review is exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15321, Class 21 (Enforcement Actions by Regulatory Agencies) of the CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3
3. Find that the applicant has demonstrated good faith compliance with the terms of Development Agreement No. DA2012-003; and
4. Receive and file the Annual Report of Development Agreement for Uptown Newport Planned Community (Attachment No. ZA 2).

**ITEM NO 2 STAFF REPORT**

[2a Additional Materials Mosher PA2025-0159](#)

**3. DeCarrier Residential Condominiums Tentative Parcel Map and Coastal Development Permit (PA2025-0029)**  
**Site Location: 306 Marguerite Avenue Unit A, B and C**

***Project Summary***

A request for a coastal development permit (CDP) to demolish an existing triplex and construct a new, three-story, 3,886 square-foot two-unit residence with 430 square feet of attached, single-car garages and two carport spaces for a total of four parking spaces. The project also includes a 304 square-foot internal Accessory Dwelling Unit (ADU) for a total of three dwelling units proposed on the site. Also proposed is the construction of additional appurtenances such as walls, fences, patios, hardscape, drainage devices, and landscaping. The project complies with all applicable development standards and no deviations are requested. A tentative parcel map (TPM) is requested to allow for an airspace subdivision of the primary units for individual sale (i.e., for condominium purposes). No waivers of Title 19 (Subdivisions) of the Newport Beach Municipal Code (NBMC) are proposed. The

tentative parcel map would allow the two primary dwelling units to be sold individually. A CDP is required because the Property is located within the coastal zone.

***Recommended Action***

1. Conduct a public hearing;
2. Find this project exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303 under Class 3 (New Construction or Conversion of Small Structures) of the CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, and pursuant to Section 15315 under Class 15 (Minor Land Divisions) of the CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, because it has no potential to have a significant effect on the environment; and
3. Adopt Draft Zoning Administrator Resolution No. \_ approving the Tentative Parcel Map and Coastal Development Permit (Attachment No. ZA 1).

[ITEM NO. 3 STAFF REPORT](#)

[3a Additional Materials Hughes PA2025-0029](#)

[3a Additional Materials Mosher PA2025-0029](#)

4. **Balboa Residence Coastal Development Permit (PA2025-0140)**  
**Site Location: 1204 East Balboa Boulevard**

***Project Summary***

The applicant requests a coastal development permit (CDP) to demolish an existing duplex and construct a new three-story 2,490 square-foot single-unit dwelling with an attached 307 square-foot junior accessory dwelling unit (JADU) and attached 434 square-foot two-car garage. The project includes landscape, hardscape, and subsurface drainage facilities all within the confines of private property. The project complies with all development standards and no deviations from the municipal code are requested.

The property is bisected by the coastal permit jurisdiction boundary resulting in a portion of the patio accessory improvements and the seawall improvements to be within the California Coastal Commission's (CCC) permit jurisdiction. This CDP is intended to cover portions of the Project within the City's permit authority as designated in Title 21 (Local Coastal Program Implementation Plan) of the Newport Beach Municipal Code (NBMC).

***Recommended Action***

1. Conduct a public hearing;
2. Find this project exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303 under Class 3 (New Construction or Conversion of

Small Structures) of the CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, because it has no potential to have a significant effect on the environment; and

3. Adopt Draft Zoning Administrator Resolution No. ZA2025-### approving the Coastal Development Permit filed as PA2025-0140.

[ITEM NO. 4 STAFF REPORT](#)

**5. DeFranco Residence Coastal Development Permit (PA2025-0088)**

**Site Location: 2772 Circle Drive**

***Project Summary***

A coastal development permit (CDP) to allow for the construction of a 709 square-foot addition and interior remodel to an existing single-unit residence. The addition is for two new bedrooms, two new bathrooms, a new laundry room and the expansion of the existing storage room. The project also includes an interior remodel to the existing kitchen and bathrooms. The project complies with all development standards and no deviations from the Newport Beach Municipal Code (NBMC) are requested.

***Recommended Action***

1. Conduct a public hearing;
2. Find this project exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 under Class 1 (Existing Facilities) of the CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, because it has no potential to have a significant effect on the environment; and
3. Adopt Draft Zoning Administrator Resolution No. \_ approving Coastal Development Permit No. PA2025-0088 (Attachment No. ZA 1).

[ITEM NO 5 STAFF REPORT](#)

[5a Additional Materials Mosher PA2025-0088](#)

**V. PUBLIC COMMENTS ON NON-AGENDA ITEMS**

*Public comments are invited on agenda and non-agenda items generally considered to be within the subject matter jurisdiction of the Zoning Administrator. Speakers must limit comments to three (3) minutes. Before speaking, we invite, but do not require, you to state your name for the record. The Zoning Administrator has the discretion to extend or shorten the speakers' time limit on agenda or non-agenda items, provided the time limit adjustment is applied equally to all speakers. As a courtesy, please turn cell phones off or set them in the silent mode.*

**VI. ADJOURNMENT**