

**NEWPORT BEACH ZONING ADMINISTRATOR MINUTES
100 CIVIC CENTER DRIVE, NEWPORT BEACH
ZOOM**

**THURSDAY, APRIL 30, 2026
REGULAR MEETING – 10:00 A.M.**

I. CALL TO ORDER – The meeting was called to order at 10:00 a.m.

Staff Present (Remote): Liz Westmoreland, AICP, Zoning Administrator
Jerry Arregui, Assistant Planner
Melinda Whelan, Associate Planner
Cameron Younger, Planning Technician
Laura Rodriguez, Assistant Planner

II. REQUEST FOR CONTINUANCES

None.

III. APPROVAL OF MINUTES

ITEM NO. 1 MINUTES OF APRIL 16, 2026

Action: Approved

IV. PUBLIC HEARING ITEMS

**ITEM NO. 2 Hoag Memorial Hospital Presbyterian CareMar Medical Building Addition Coastal
Development Permit (PA2025-0177)
Site Location: 1 Hoag Drive Council District 2**

Jerry Arregui, Assistant Planner, provided a brief project description stating that the request is for an amendment to the approved Coastal Development Permit (CDP), to allow for an 8,828-square-foot expansion to a 28,158-square-foot medical building that is currently under construction on Hoag Hospital's lower campus, resulting in a total floor area of 36,986 square feet. Assistant Planner Arregui highlighted that the Zoning Administrator approved the original CDP on January 30, 2025, authorizing the construction of a 28-bed short-stay residential care program on the first floor, which would operate 24 hours a day, 7 days a week and six outpatient therapy group classrooms on the second floor, which would operate Monday through Friday from 8 a.m. to 9 p.m.

The requested expansion would include an additional ten beds on the first floor, resulting in a 38-bed short-stay residential care program, and an additional two classrooms on the second floor, resulting in a total of 8 classrooms. The proposed expansion conforms to all applicable standards of Planned Community No. 38, as detailed in Table 1 of the Staff Report. Assistant Planner Arregui stated that all setbacks would remain the same, with the exception of an approximately five-foot extension to the south towards Pacific Coast Highway. The height of building would remain the same as originally approved at 34 feet and 6 inches. The proposed expansion would not result in any changes to the viewshed of nearby coastal view roads and viewpoints and therefore does not have the potential to degrade the visual quality of the coastal zone or impact public views. With the proposed operations, the building is expected to produce 296 average daily trips, which does not trigger the threshold to require additional traffic analysis pursuant to the City's traffic phasing ordinance.

If approved, the application would supersede the previously approved CDP. Assistant Planner Arregui noted that Staff had a revision request for Action No.1 of Section 4 of the Draft Resolution to provide more detail regarding CEQA.

In response to Zoning Administrator Westmoreland's question regarding the conditions of approval from the original CDP, Assistant Planner Arregui confirmed that all previous conditions have been carried forward and updated as necessary.

Applicant Randy Regier of Hoag Hospital stated that he had reviewed the draft resolution and agrees with all the required conditions.

Zoning Administrator Westmoreland opened the public hearing. Seeing that no one from the public wished to comment, the public hearing was closed.

Zoning Administrator Westmoreland acknowledged one written public comment regarding property values and clarified that the subject matter was outside of the Zoning Administrator's purview.

Action: Approved as amended

ITEM NO. 3 Burgess Residence Modification Permit and Coastal Development Permit (PA2025-0246)
Site Location: 1512 West Ocean Front Council District 1

Jerry Arregui, Assistant Planner, provided a brief project description stating that the request is for a Coastal Development Permit to allow renovations to an existing two-story, non-conforming triplex. The request also includes an application for a Modification Permit to allow a reduction to the required width of a carport. The subject property is located within the R-2 Zoning District, which allows for two units on a single lot. Both the existing triplex and three-car garage are considered non-conforming, along with a variety of other non-conforming features including encroachments of accessory structures into the setback area. The project would renovate the triplex to result in a three-story, 3,031-square-foot duplex and 449-square-foot ADU. The existing three-car garage would be converted to a 572-square-foot two-car garage along with a tandem, two-car, carport adjacent to it. All existing encroachments into the setback areas would be removed.

The project would not result in a reduction of residential density as it would still include three units in the form of a duplex and ADU and would conform to the R-2 Zoning District. The project would conform to all other applicable standards of the City's Local Coastal Implementation Plan, including floor limits, setbacks, height, number and type of off-street parking spaces provided onsite. The project would increase public access to the beach as it provides one additional onsite parking space.

Assistant Planner Arregui stated that the project does not include any features that would obstruct coastal access or interfere with nearby coastal locations. The project is not located near any coastal viewpoints and does not have the potential to degrade the quality of the Coastal Zone or impact public views.

Regarding the Modification Permit to reduce the required carport width, Assistant Planner Arregui stated that the zoning code allows for encroachments of a garage wall for a duplex when there is an adjacent carport. The project would not qualify for this standard as there is a conflict with the California Building Code (CBC) for three or more unit projects. Assistant Planner Arregui highlights that providing a two-car garage along the adjacent carport while maintaining a three-foot setback would be physically infeasible given the lot's width. Referring to Figure 2 of the Staff Report, Mr. Arregui noted that allowing the carport to be placed partially within the buildable area and partially within the setback area, would allow for the opposite side of the property to maintain an egress path of 36 inches as required under the CBC. Staff analyzed design alternatives for the garage and carport, and determined that the proposed design best meets the purposes and intent of the project.

Assistant Planner Arregui highlighted Condition of Approval No. 9, which requires the garage to be maintained permanently for parking purposes. If any additional demolition or scope is proposed, the project may be required to provide the minimum carport width.

Applicant John Morgan, on behalf of the Owner, stated that he had reviewed the draft resolution and agrees with all the required conditions.

Zoning Administrator Westmoreland opened the public hearing. Seeing that no one from the public wished to comment, the public hearing was closed.

Action: Approved

ITEM NO. 4 Humphries Residence Coastal Development Permit (PA2026-0012)
Site Location: 6804 West Ocean Front Council District 1

Melinda Whelan, Associate Planner, provided a brief project description stating that the request is for a coastal development permit to demolish an existing single-unit residence and construct a new, three-story, 2,994-square-foot, single-unit residence including an attached 429-square-foot attached two-car garage. The new residence would comply with all development standards including height, setbacks, floor area, and parking. The property fronts West Ocean Front Beach, which is approximately 500 feet wide. A coastal hazards report found that due to the wide sandy beach, projected sea-level rise, and project's proposed finished floor of 14.65 feet, the structure will be reasonably safe for its expected lifetime of 75 years.

The existing development is adjacent to the ocean front and includes an approved encroachment patio. Associate Planner Whelan noted that should any future changes to the patio be proposed, additional review from both Planning and Public Works would be required. The Project does not impede vertical or lateral access to the beach or impact coastal views. Access is provided along Orange Avenue and Fern Street and the nearest coastal viewpoint is over 1,000 feet north at Newport Shores Park. While the site is near West Newport Park, the residential structures within the viewshed are all one or two-story single or two-unit residences and do not impact views. The front of the residence, which is visible from the ocean front, has step-backs, balconies, provides modulation, and does not have tall walls that could block views of the beach.

In response to Zoning Administrator Westmoreland's question regarding Condition of Approval No. 14, Associate Planner Whelan clarified that the condition applies to the encroachment patio only.

Applicant Bill Guidero, on behalf of the Owner, stated that he had reviewed the draft resolution and agrees with all the required conditions.

Zoning Administrator Westmoreland opened the public hearing. Seeing that no one from the public wished to comment, the public hearing was closed.

Action: Approved

ITEM NO. 5 Hauptert Residence Coastal Development Permit (PA2026-0011)
Site Location: 1560 East Ocean Front Council District 1

Cameron Younger, Planning Technician, provided a brief project description stating that the request is for a coastal development permit for the demolition of an existing single-unit dwelling in the R-1 Zone and for the construction of a 3,700-square-foot three-story, single-unit dwelling with an attached 585-square-foot two-car garage. The project is consistent with the City's Coastal Land Use Plan and compatible with the neighborhood as the area is predominately developed with similar single and two-unit residences. A coastal hazards report completed by Skelly Engineering in July 2025 found that coastal hazards would not impact the property for the next 75 years as the proposed project has minimal risk for flooding.

The proposed single-unit residence conforms with all applicable development standards, including floor-area, setbacks and step-backs, height, and off-street parking. The project does not impact any coastal view roads, public accessways, or viewpoints as identified in the Coastal Land Use Plan.

Planning Technician Younger stated that staff did not receive any public comments for this item and requested revisions to the draft resolution to include standard findings and conditions as it relates to the provided coastal hazards report that was not included in the draft resolution.

Applicant Bill Guidero, on behalf of the Owner, stated that he had reviewed the draft resolution and agrees with all the required conditions.

Zoning Administrator Westmoreland opened the public hearing. Seeing that no one from the public wished to comment, the public hearing was closed.

Action: Approved as amended

ITEM NO. 6 1209 West Balboa Boulevard Condominiums Coastal Development Permit (PA2025-0238)
Site Location: 1209 West Balboa Boulevard Council District 1

Cameron Younger, Planning Technician, provided a brief project description stating that the request is for a coastal development permit and tentative parcel map for a two-unit condominium purposes. The project is located in the R-2 zone and has an existing three-unit residence. The applicant has submitted project plans for the demolition of the existing structure and the construction of a three-unit residence with an internal ADU. A Categorical Exclusion Order (CEO) will be submitted to the Coastal Commission separately for the construction of the duplex and ADU, which will be handled during the plan-check phase. Planning Technician Younger highlighted that due to the property's non-conforming third unit and in compliance with the Housing Crisis Act's requirement that a housing project may not result in a net loss of units, an internal ADU had been proposed.

The project does not involve a change in land use, density, or intensity that would result in increased demand for public access and recreational activities in the coastal zone. It is not adjacent to any coastal viewpoint, public accessway, or view road as identified in the Coastal Land Use Plan. The nearest coastal viewpoint is located approximately 1,200 feet southeast of the property at Veteran's Memorial Park. It does not obstruct beach access as vertical access is maintained adjacent to 12th Street.

Planning Technician Younger stated that Staff has not received any public comments for this item and requested that Fact 2 in the Statement of Facts of the Resolution to be corrected to reflect the accurate square footage of the units and garage.

Applicant Joseph Remick of Sage Modern, on behalf of the Owner, stated that he had reviewed the draft resolution and agrees with all the required conditions.

Zoning Administrator opened the public hearing. Seeing that no one from the public wished to comment, the public hearing was closed.

Action: Approved as amended

ITEM NO. 7 MarcWest Boat Operations Limited Term Permit (More Than 90 Days) and Coastal Development Permit (PA2025-0239)
Site Location: 504 South Bay Front Council District 5

Laura Rodriguez, Assistant Planner, provided a brief project description stating that the request is for a limited term permit and a coastal development permit to authorize a boat rental operation for up to one year. The property is located on Balboa Island and zoned as Mixed-Use Water, which permits marine activities. Due to the site's limited on-site parking, the project is required to obtain a limited term permit along with a marine activities permit in order to support the off-street parking required. Assistant Planner Rodriguez noted that if approved, the applicant would be required to obtain the marine activities permit from the City's Harbor Department prior to operating the limited term permit.

The applicant is intending to use an existing office space within 504 South Bay Front for administrative operations. The two tri-toon boats for the project would be docked at an existing commercial dock in front of the property. The applicant intends to rent out each tri-toon two times per day maximum. Each tri-toon can fit up to 10 passengers. During the first 90 days of operations, the applicant plans to have a soft opening, where

they will operate one tri-toon per day. This is intended to have a more controlled launch and assess demand. After the first 90 days, the applicant plans to have both tri-toons fully operational. The proposed hours of operation would be 10 a.m. to 5 p.m.

To address parking, the applicant will be advising customers to park in the Balboa Pier lot on the Balboa Peninsula and to use the ferry to access the project site. Assistant Planner Rodriguez noted that the applicant intends to offer credit to those who provide proof of receipt of off-site parking or rideshare to incentivize and encourage parking off Balboa Island. Use of the Balboa Pier lot is appropriate for this project as it operates on a first-come, first-serve basis, offers full day parking within the operational hours of the project, and is intended to be used for coastal access and recreation. The project will not have any impact public access to the coast and will encourage access and use of the harbor.

In regards to concerns about trash, Assistant Planner Rodriguez noted that the applicant plans to place a trash receptacle on each tri-toon as well as a trash bin on the commercial dock. Bins will be fitted with lids to prevent any trash from spilling into the Bay and trash will be removed daily.

Assistant Planner Rodriguez noted a few revisions, clarifying that Condition of Approval No. 2 will read “expansion in use” rather than “expansion in area”. Additionally, the callout of the Coastal Development Permit and Limited Term Permit will be abbreviated to read CDP and LTP. Condition of Approval No. 5 will read as “Marine Activities Permit” and Condition of Approval No. 12 will read as “the applicant shall provide a \$20 credit”. Finally, language has been added to Condition of Approval No. 15 clarifying that trash will be taken out daily.

Applicant Sandie Marchese of MarcWest, on behalf of the Owner, stated that she had reviewed the draft resolution and agrees with all the required conditions.

Zoning Administrator Westmoreland opened the public hearing. Seeing that no one from the public wished to comment, the public hearing was closed.

Action: Approved as amended

V. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

VI. ADJOURNMENT

The hearing was adjourned at 10:38 a.m.

The agenda for the Zoning Administrator Hearing was posted on April 24, 2026, at 2:10 p.m. on the digital display board located inside the vestibule of the Council Chambers at 100 Civic Center Drive and on the City’s website on April 24, 2026, at 2 p.m.

Liz Westmoreland, AICP
Zoning Administrator