

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

**THURSDAY, FEBRUARY 12, 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
Cameron Younger, Planning Technician
Jerry Arregui, Assistant Planner

II. REQUEST FOR CONTINUANCES

None.

III. APPROVAL OF MINUTES

ITEM NO. 1 MINUTES OF JANUARY 29, 2026

Action: Approved

IV. PUBLIC HEARING ITEMS

**ITEM NO. 2 Main Street Chronic Tacos Minor Use Permit (PA2025-0218)
Site Location: 301 Main Street**

Council District 1

Cameron Younger, Planning Technician, provided a brief project description stating that the request is for a Type 41 ABC License to allow beer and wine sales to the existing Chronic Tacos establishment. The project site is located in the commercial visitor serving zone, which allows for areas appropriate for accommodation, services and goods primarily designed to serve visitors of the City. As this project does not include any physical improvements to the site, a Coastal Development Permit is not required.

The existing restaurant totals approximately 1,741 square feet with approximately 400 square feet dedicated to the customer seating area. In September 1983 City Council approved Use Permit 3042 to establish a take-out restaurant facility. If the proposed minor use permit is approved, it will supersede Use Permit 3042. The establishment will remain as a restaurant, and late hours of operation are not proposed. The restaurant will maintain its existing hours of operation from 10 a.m. to 8 p.m. Mondays through Thursdays and from 9 a.m. to 10 p.m. Friday through Sunday.

The Newport Beach Police Department reviewed this project and had no objection to the proposed request with the inclusion of specific conditions. The restaurant is located in the Balboa Village Parking Management Overlay and is not required to provide onsite parking. The establishment has been conditioned to maintain their waste disposal at its current location at 208 Washington Street and is required to notify the city if this agreement is terminated in the future.

In response to written public comments from Mr. Jim Mosher, Planning Technician Younger recommended the revision of Condition of Approval No. 1 to include a site plan only. Also recommended was a revision of Condition of Approval No. 7 to reflect the proposed hours of operation. She recommended a revision to Condition of Approval No. 14 to reflect that noise generating activities are not allowed on Saturdays. Planning Technician Younger also requested striking of Condition of Approval Nos. 18, 24, to avoid repetition. Finally, Planning Technician Younger called for Fact 2 of Finding A regarding parking to be moved to Finding C.

In response to Zoning Administrator Westmoreland, Planning Technician Younger confirmed that all appropriate conditions for operation of a restaurant have been included in the draft resolution.

In response to Zoning Administrator Westmoreland, Planning Technician Younger confirmed the intended request for Condition of Approval No. 1 is for require compliance with the floor plan, not the site plan.

In response to Zoning Administrator Westmoreland, Planning Technician Younger confirmed that the Condition of Approval No. 7 will be revised with the full hours of operation.

Applicant Daniel Biello, on behalf of Chronic Tacos, stated that he had reviewed the draft resolution and agreed with all the required conditions as amended.

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. 3 Sage Hill School Sign Modification Permit (PA2025-0161)
Site Location: 20402 Newport Coast Drive

Council District 7

Jerry Arregui, Assistant Planner, provided a brief project description stating that the proposal is a request for a modification permit to allow an increase in the maximum permitted sign area Sage Hill School. Sage Hill School is located on an approximately 20-acre property on the East side of Newport Coast Drive. The property is primarily surrounded by open space, which is part of the Central region of the Natural Community Conservation Plan. The property also borders the Coyote Canyon Landfill and State Highway 73. The nearest residential neighborhood is located approximately 2,800 feet away to the West, across the Coyote Canyon landfill, and is not within the school's line of sight. The project is to install signage on the rear of an existing, unfinished baseball scoreboard. The scoreboard faces Newport Coast Drive and has an area of approximately 500 square feet. The unfinished area is proposed to be covered with an exterior grade canvas material with a 183-square-foot illuminated sign to identify the school. The sign would cover approximately 32% of the total scoreboard area.

To address potential lighting impacts, the project includes a requirement of the preparation of a photometric study, prohibition of overnight illumination, requirement to install a dimmer, and the authority of the Community Development Director to require illumination adjustments. Staff believe that the sign is proportional to the property's large frontage and is designed to minimize impacts.

Assistant Planner Arregui recommended a modification to Condition of Approval No. 5 to specify that the study shall show that lights should not exceed 1-foot candle at all property lines. Mr. Arregui also recommended striking of a portion of Fact No. 9 in support of finding E, which references that the sign shall be illuminated concurrently with the field lighting. This is no longer necessary due to the requirement of a photometric study for the sign.

Staff received a written public comment from Mr. Jim Mosher regarding the authority of the Zoning Administrator to review this modification permit. Assistant Planner Arregui clarified that modification permits can be reviewed by the Planning Commission or the Zoning Administrator. This item does not require specific review by the Planning Commission and is appropriately reviewed by the Zoning Administrator. In any case, the Zoning Administrator has the authority to refer any item to the Planning Commission if they determine that is the more appropriate review authority.

Applicant Shawna Schaffner of CAA Planning, on behalf of the Sage Hill School, stated that she had reviewed the draft resolution and agreed with all the required conditions.

In response to Zoning Administrator Westmoreland's question regarding draft Condition of Approval No. 6 prohibiting overnight lighting, Applicant Shawna Schaffner confirmed that night lighting at the school generally ceases at 11 p.m. and requested that the condition be modified to allow illumination of the sign during the same hours.

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

Action: Approved

V. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

VI. ADJOURNMENT

The hearing was adjourned at 10:17 a.m.

The agenda for the Zoning Administrator Hearing was posted on February 6, 2026, at 9:30 a.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 February 6, 2026, at 9:25 a.m.

Benjamin Zdeba, AICP
Zoning Administrator

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