



CITY OF NEWPORT BEACH ZONING ADMINISTRATOR AGENDA

ZOOM

Thursday, May 28, 2026 - 10:00 AM

Zoning Administrator Members:

Liz Westmoreland, AICP, Zoning Administrator

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_MPVgcKKmRcC7C1EWsZATtA
2. You may connect by Telephone/Audio Only by calling: 669-900-9128. The webinar ID is 865 8758 5857.
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 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, 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 Liz Westmoreland, 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 949-644-3234 or Lwestmoreland@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 May 14, 2026

Recommended Action

1. Approve and File

[Draft Minutes of May 14, 2026](#)

IV. PUBLIC HEARING ITEM(S)

2. Boyd Residence Coastal Development Permit (PA2026-0035)

Site Location: 426 Via Lido Nord

Project Summary

A coastal development permit (CDP) request to allow for the demolition of an existing single-unit residence and the construction of a new, two-story, 3,120-square-foot, single-unit residence including a 389-square-foot attached two-car garage. The proposed development also includes additional appurtenances such as walls, fences, hardscape, drainage devices, and landscaping. The project complies with all development standards and no deviations from the Newport Beach Municipal Code (NBMC) are requested.

Recommendation

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. _ approving the Coastal Development Permit filed as PA2026-0035 (Attachment No. ZA 1).

[Item No. 2 Staff Report](#)

[2a Additional Materials Received Mosher PA2026-0035](#)

3. Bayview LLC Comprehensive Sign Program and Modification Permit (PA2026-0042)

Site Location: 3501 Jamboree Road

Project Summary

A request for a comprehensive sign program (CSP) to establish design parameters for all signage for an existing six-story, 324,053-square-foot, professional and administrative office building. Additionally, a request for a modification permit to authorize increased sign area for six wall signs and increased sign height for two monument signs, which exceed the maximum allowed by Chapter 20.42 (Sign Standards) of the Newport Beach Municipal Code (NBMC). If approved, the project will supersede all previous approvals related to signage.

The CSP requests the following deviations:

- a. **Primary Tenant Signs** - The allowance of 6 primary tenant identification signs located on three separate building where the NBMC allows one wall sign per tenant

or building frontage.

b. **Secondary Tenant Signage** - The allowance of 10 secondary tenant identification signs located on three separate building frontages where the NBMC allows one wall sign per tenant or building frontage.

c. **Placement of Wall Signs** - The allowance of all wall signage to not be located within the middle 50% of their respective building frontages, where the NBMC requires wall signs to be located within the middle 50% of the building or tenant frontage.

d. **Secondary Tenant Sign Area** - Installation of 48-square-foot, internally illuminated, wall signs located on the Jamboree Road and Bristol Street frontages. The NBMC allows a maximum of 37.5 square feet per secondary tenant frontage.

e. **Number of Freestanding Signs** - The allowance of five freestanding signs, where the NBMC allows one freestanding sign per site.

f. **Freestanding Sign Area** - The allowance of a two freestanding signs to be limited to a maximum sign area of 79.5 square feet where the NBMC allows a maximum sign area of 75 square feet.

The Modification Permit requests the following deviations:

a. **Primary Tenant Wall Sign Area** - Installation of six 168-square-foot, internally illuminated, wall signs, located on the Jamboree Road, Bristol Street, and Bayview Circle frontages. The NBMC allows a maximum sign area of 75 square feet per primary tenant frontage.

b. **Monument Sign Height** - Installation of two freestanding signs on Bayview Circle to have a maximum average height of 8 feet, where the NBMC allows freestanding signs to have a maximum average height of 6 feet.

Recommended Action

1. Conduct a public hearing;
2. Find this project exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15311 under Class 11 (Accessory 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. __ approving the Comprehensive Sign Program and Modification Permit filed as PA2026-0042 (Attachment No. ZA 1).

[Item No. 3 Staff Report](#)

[3a Additional Materials Received Mosher PA2026-0042](#)

4. **Zinc Café Temporary Patio and Hours Expansion Limited Term Permit (More Than 90 Days) (PA2026-0039)**
Site Location: 3222 East Coast Highway

Project Summary

A request for a limited term permit (LTP) to remodel and expand the existing outdoor dining patio and to extend the hours of operation at Zinc Café and Market. The Café component and outdoor patio are currently permitted to operate from 7 a.m. to 8:30 p.m., daily, and the outdoor dining patio area is limited to 250 square feet. The LTP is requested to temporarily increase the amount of outdoor dining area by 251 square feet, for a total area of 501 square feet, and to temporarily extend the hours of operation for the Café and patio until 11 p.m., daily. The Market component is authorized to operate from 7 a.m. to 10 p.m., daily, and no changes are proposed to the market operation. If approved, the LTP would allow the Café to operate with these enhanced characteristics for up to one year. The Café would maintain its Type 41 (On-Sale Beer and Wine Eating Pace) Alcoholic Beverage Control (ABC) License that was previously authorized.

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, because it has no potential to have a significant effect on the environment; and
3. Adopt Draft Zoning Administrator Resolution No. _ approving the Limited Term Permit filed as PA2026-0039 (Attachment No. ZA 1).

[Item No. 4 Staff Report](#)[4a Additional Materials Received Frey PA2026-00039](#)[4b Additional Materials Received Carlini PA2026-00039](#)[4c Additional Materials Received Wilson PA2026-00039](#)[4d Additional Materials Received Mosher PA2026-00039](#)

5. Wagner and Pottharst Residence Coastal Development Permit (PA2026-0022)

Site Location: 1301 East Balboa Boulevard

Project Summary

A request for a coastal development permit to demolish an existing duplex and construct a new, three-story, 2,042-square foot single-unit dwelling with a 994-square-foot accessory dwelling unit (ADU), and an attached 388-square-foot two-car garage. Also included is the installation of hardscape, drainage, site walls, and patio improvements. All improvements authorized by this CDP will be located on private property.

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. _ approving Coastal Development Permit filed as PA2026-0022 (Attachment No. ZA 1).

[Item No. 5 Staff Report](#)

6. Dinuzzo Residence Modification Permit (PA2026-0007)

Site Location: 715 Patolita Drive

Project Summary

The applicant requests a modification permit to allow an approximately 42% addition to an existing 1,773-square-foot single-family dwelling with non-conforming parking. Title 20 (Planning and Zoning) of the Newport Beach Municipal Code (NBMC) limits additions to 10% of the existing gross floor area when the minimum required parking dimensions are not provided. The existing garage is considered non-conforming due to depth, as the garage has an interior clear dimension of approximately 16 feet, and 8-inches instead of the 20-foot depth required. The width of the garage complies with the NBMC (Project).

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, because it has no potential to have a significant effect on the environment; and
3. Adopt Draft Zoning Administrator Resolution No. _ approving the Modification Permit filed as PA2026-0007 (Attachment No. ZA 1).

[Item No. 6 Staff Report](#)

[6a Additional Materials Received After Deadline Mosher PA2026-0007](#)

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

