



# CITY OF NEWPORT BEACH ZONING ADMINISTRATOR AGENDA

## ZOOM

Thursday, September 25, 2025 - 10:00 AM

### ***Zoning Administrator Members:***

**Liz Westmoreland, 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\\_3WA65gd0Q6aUjqQuWE1uxA](https://us06web.zoom.us/webinar/register/WN_3WA65gd0Q6aUjqQuWE1uxA)
2. You may connect by Telephone/Audio Only by calling: 669-900-9128. The webinar ID is 833 0141 7588#.
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 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](mailto: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 September 11, 2025**

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

1. Approve and File

[Draft Minutes of September 11, 2025](#)

[1a Additional Materials Received Staff Draft Minutes](#)

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

**2. 207 43rd Street LLC and Gibson Residences Tentative Parcel Map and Coastal Development Permit (PA2024-0189)**

**Site Location: 207 43rd Street and 209 & 209 ½ 43rd Street**

***Project Summary***

A tentative parcel map and a coastal development permit (CDP) to adjust the shared interior property lines between two parcels. The lot line adjustment will result in approximately 285 square feet being reallocated from 207 43rd Street to 209 43rd Street. There will be no change in the numbers of parcels. A tentative parcel map is required to relocate the shared property line between the two properties with requested deviations from the design standards of Title 19 (Subdivisions) for lot width and area. Since the properties are in the coastal zone, a coastal development permit is required.

***Recommended Action***

1. Conduct a public hearing;
2. Find this project exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15305 under Class 5 (Minor Alterations in Land Use Limitations) 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 Tentative Parcel Map and Coastal Development Permit filed as PA2024-0189.

**ITEM NO. 2 STAFF REPORT**

**3. Cue Zone Minor Use Permit and Staff Approval (PA2025-0134)**

**Site Location: 4229 Birch Street, Suite 175 & 180**

***Project Summary***

A minor use permit and staff approval to allow an indoor cue sports club (Large Health/Fitness Facility - Over 2,000 square feet) within an existing 5,200-square-foot commercial tenant space. The club is membership-based and focuses on the coaching and development of various indoor cue sports. The applicant is proposing minor modifications to the interior of space. No late hours (after 11:00 p.m.) or alcohol service are proposed. Additionally, a staff approval is requested to reduce the required parking spaces of the commercial center by six spaces.

***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 Minor Use Permit and Staff Approval No. PA2025-0134.

ITEM NO. 3 STAFF REPORT

**4. Greaves Residence Modification Permit (PA2025-0157)**

**Site Location: 910 Kings Road**

***Project Summary***

A request for a modification permit to allow a 515-square-foot addition to an existing 2,912-square-foot single-unit dwelling with an attached 422-square-foot two-car garage. The existing garage is considered legal nonconforming because it does not meet the minimum required interior dimensions. The garage provides the minimum required depth of 20 feet; however, the existing width is substandard at 19 feet, 8 inches when the minimum requirement is 20 feet. A modification permit is required pursuant to Newport Beach Municipal Code (NBMC) Section 20.38.060 (Nonconforming Parking) as the applicant proposes an addition of more than 10% of the existing gross square footage of the residence without altering the existing nonconforming garage for compliance. The project meets all applicable development standards, and no other deviations are requested..

***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 Modification Permit No. PA2025-0157.

ITEM NO. 4 STAFF REPORT

**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