

Attachment No. PC 2

Project Description

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Project Description

To: Mr. Jerry Arregui, Assistant Planner
City of Newport Beach
100 Civic Center Dr
Newport Beach, CA 92660

From: Austin Hahn, Allegro Civil Engineers, P.C.

CC:

Date: 01.23.2026

Re: Conditional Use Permit: Fletcher Jones – Non-Revenue Parking Lot - 20052 SW Birch
Street **PA2023-0220 – Submittal #3**

Dear Mr. Arregui,

Allegro Civil Engineers, PC, is working with Fletcher Jones Management Group (FJMG) to develop, in cooperation with City of Newport Beach staff, a non-revenue parking lot located at 20052 SW Birch Street. The parking lot shall have direct access to 2172, 2192 and 2222 Bristol (PA2022-128). The services provided by this project are limited to:

- Vehicle charging
- Customer Vehicle Parking/Inventory (no customer access to this property will be provided)

These functions are not specifically designated in City of Newport Beach Municipal Code Section 20.90.120, but the nearest published use would most likely be:

- Any other uses which the Planning Commission finds consistent with the purpose and intent of this district.

The services provided do not include:

- All uses not listed in this section as permitted.
- Outdoor storage of any equipment, materials, apparatus or vehicles greater than one ton unless allowed by a use permit under subsection (C) of this section (Temporary Uses Permitted).
- Adult entertainment businesses and adult-oriented businesses.
- Educational institutions.
- Hospitals and nursing homes.
- Residential uses.
- Manufacturing uses, unless allowed by a use permit under subsection (C) of this section (Temporary Uses Permitted).
- Day nurseries.
- Automobile wrecking, junk and salvage yards.
- Vehicle engine/transmission rebuilding as a primary use.

- Any use which the Community Development Director finds would result in conditions or circumstances contrary to public health, safety and general welfare.

The above uses are prohibited within the Business Park (BP) land use designation of Santa Ana Heights Specific Plan. Vehicle inventory and EV charging uses are not prohibited. As such, the proposed facility does not support a prohibited use.

The site information requested in the City of Newport Beach Conditional & Minor Use Permit Information document is listed below:

Table 1: Project Site Information

Lot Area	18,041 SF	Building Height	N/A – No Building
Lot Width	66.02'	Landscaping (%)	4,417 SF (24.5%)
Lot Depth	300.24'	Paving (%)	13,624 SF (75.5%)
Required Setbacks		Parking	39 stalls on-site
• Front	10-foot landscape setback	Number of Employees	4 (Maximum, per shift)
• Sides	3-foot landscape setback	Number of Seats	N/A
• Rear	10-foot landscape setback	Dwelling Units	N/A
Gross Floor Area	N/A	Hours of Operation	5:00 AM to 10:00 PM Monday through Saturday; 6:00 AM to 10:00 PM Sunday to match Conditions of Approval (PA 2022-0128)
Floor Area Ratio	N/A	Use	Parking lot
Building/Lot Coverage	0%	Disturbed Area	19,229 SF

The parking lot shall have direct access to Birch Street. There is a proposed fence along Birch Street to limit access to the lot to private use for temporary storage parking of motor vehicles using the Fletcher Jones Airport Shuttle Service. There are 39 proposed parking spaces on the Birch lot, 4 of which shall provide EV charging. Due to the proposed cross-access between the Birch and Bristol lots, the following parking summary is provided, which includes combined parking stall counts for both sites. Note that there is no proposed permanent structure on the subject area (Birch lot). Delivery trucks may access the site via the northern entrances on Bristol Street or the gated western entrance on Birch Street, but this is not expected to be a regular route for deliveries. Delivery times, car drop-offs, and car pickups will occur during the hours of operation specified in Table 1.

Table 2: Parking Summary

	Stalls Provided	Stalls Required
Proposed parking at 20052 SW Birch		
Standard Stalls (9'x17')*	35	0
EV Stalls (9'x17')*	4	0
ADA Stalls (9'x18')	0	0
Total	39	0
Total Proposed Parking for Bristol and Birch lots		
Standard Stalls (9'x17')*	59 (3 employee)	3
EV Stalls (9'x17')*	13	9
ADA Stalls (9'x18')**	3 (1 ex)	1
Total	114	4

*Note: 2 feet less length if adjacent to landscape buffer.

**Note: Vehicle storage 1/500 sf of office (0 REQ'D), Auto washing 1/200 SF of Office (3 REQ'D)

Per the meeting on 02/24/2025, as discussed with city staff, it is assumed that the subject property shall comply with the required landscaping buffers via incorporation of the standard 6' tall slump wall. Per the DRC meeting on 04/17/2025, as discussed with city staff, there is a required 10-foot landscape setback along the rear setback abutting the SP-7 Santa Ana Heights Specific Plan – Residential Equestrian District and along the front yard abutting the public right-of-way.

Fletcher Jones is also aware that the proposed use is not explicitly permitted under the SP-7 Business Park District and that the Planning Commission shall hold a public hearing in order to make a determination on the proposed use based on the intent of the zoning district. We believe that a non-revenue generating parking lot associated with a passenger shuttle service provides a use more consistent with the spirit of the Specific Plan than multiple non-confirming single family homes on a lot intended for General Commercial Uses. Fletcher Jones is also aware of the direction of city staff to amend the existing PA2023-0220 application with the updated proposed use and to submit materials such as the updated site plan and other required materials.

Thank you for your assistance on this project,



Austin Hahn

President

Allegro Civil Engineers, PC

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