

**NEWPORT BEACH ZONING ADMINISTRATOR MINUTES
100 CIVIC CENTER DRIVE, NEWPORT BEACH
CORONA DEL MAR CONFERENCE ROOM (BAY E-1ST FLOOR)**

**THURSDAY, JULY 25, 2019
REGULAR MEETING – 3:00 P.M.**

I. CALL TO ORDER – The meeting was called to order at 3:00 p.m.

Staff Present: Rosalinh Ung, Zoning Administrator
David Lee, Assistant Planner
Melinda Whelan, Assistant Planner
Patrick Achis, Planning Technician
Joselyn Perez, Planning Technician

II. REQUEST FOR CONTINUANCES

Staff requested Item Number No. 3 be continued to August 15, 2019 Zoning Administrator Hearing.

III. APPROVAL OF MINUTES

ITEM NO. 1 MINUTES OF JULY 11, 2019

Action: Approved

IV. PUBLIC HEARING ITEMS

**ITEM NO. 2 Narcissus Waterpointe, LLC Residential Condominiums Tentative Parcel
Map No. NP2019-005 (PA2019-068)
Site Location: 613 and 613 1/2 Narcissus Avenue Council District 6**

Joselyn Perez, Planning Technician, provided a brief project description stating that a duplex is currently under construction and the development is consistent with the zoning code development including height, setbacks, parking, and floor area. The project is consistent with the site's R-2 zoning designation which allows for two units. The tentative parcel map would allow each unit to be sold separately as condominiums. There are no waivers of the subdivision development standards. The project is located outside of the coastal zone and does not require a coastal development permit.

Ms. Perez stated that the draft resolution requires two corrections: modify Section 2. California Environmental Quality Act to include additional language *"the exceptions to these categorical exemptions under Section 15300.2 are not applicable. The project location does not impact an environmental resource of hazardous or critical concern, does not result in cumulative impacts, does not have a significant effect on the environment due to unusual circumstances, does not damage scenic resources within a state scenic highway, is not a hazardous waste site, and is not identified as a historical resource"*, and change the date item was heard from June 13 to July 25.

A representative of the applicant, James "Buzz" Person stated that he had reviewed the draft resolution and agrees with all of the required conditions.

The 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. 3 Pleasantville Road Partners, LLC Residential Condominiums Coastal Development
Permit No. CD2019-022 and Tentative Parcel Map No. NP2019-007 (PA2019-071)
Site Location: 319 Jasmine Avenue Council District 6**

Action: Continued to August 15, 2019

**ITEM NO. 4 Harbor View Broadmoor Community Association Clubhouse Minor Use
Permit No. UP2019-024 (PA2019-091)
Site Location: 1234 Sand Point Way Council District 6**

David Lee, Assistant Planner, provided a brief project description stating that the request is for a minor use permit for a new clubhouse for the Harbor View Broadmoor Community Association. The applicant proposes to demolish the existing clubhouse and replace it with a new clubhouse, which includes a multi-purpose room, restrooms, and a patio shade cover. The clubhouse is to be used for Association residents and their guests. No public events shall be held in the clubhouse. Mr. Lee stated that there is no use permit for the existing clubhouse and a use permit is required for the proposed clubhouse. Mr. Lee also stated that the association regulates the operational hours of the clubhouse from 6:00 a.m. to 10:00 p.m., and that the Staff does not find it necessary to restrict the hours of operation, since it is restricted to be used only by association members and their guests.

Applicant Jeff Smith of Smith Architects, on behalf of the owner, stated that he had reviewed the draft resolution and agrees with all of the required conditions.

The Zoning Administrator opened the public hearing.

In response to Mr. Jim Mosher, a member of the public, Mr. Lee stated that the association could modify the hours of operation for the clubhouse by approval from community board meetings to operate past 10:00 p.m. for certain occasions. The City would be enforcing noise issues, which is a condition of approval.

The Zoning Administrator closed the public hearing.

Action: Approved

**ITEM NO. 5 Matthews Residence Lot Merger No. LM2018-002 and Coastal Development
Permit No. CD2018-017 (PA2018-040)
Site Location: 1712 and 1718 Galaxy Drive Council District 3**

Patrick Achis, Planning Technician, provided a brief project description stating that the request is for a lot merger and coastal development permit to combine two legal lots under common ownership and allow the consolidation of two existing single-family residences into a single residence through an existing, unpermitted hallway connection. The project complies with all applicable development standards and future development is conditioned to limit the intensification of building bulk. Based on the reduction in density, a coastal development permit is required pursuant to Title 21 (Local Coastal Program Implementation Plan) of the Municipal Code. The sites do not currently provide nor inhibit public coastal access or recreational opportunities. Due to the distance of the proposed development from the public viewpoints and the project's compliance with height and setbacks, the project will not impact coastal view. Staff submitted the lot merger exhibit as an additional material because it was inadvertently omitted from the staff report. A modification to Public Work's Condition No. 5 was made to require the removal of unpermitted improvements within the Back Bay/State property prior to the building permit final for the hallway connection and addition. Staff recommended approval of the project and indicated the applicant's team and owner were present and available for questions.

Applicant Jay Ferguson, on behalf of the Owner, stated that he had reviewed the draft resolution and agreed with all of the required conditions.

The Zoning Administrator opened the public hearing.

One member of the public, Mr. Jim Mosher, spoke and asked for clarification on what type of unpermitted encroachments were being referenced as part of Condition No. 5 and how the unpermitted hallway came to be. He further sought clarification on the development standards for the privacy wall and the number of bedrooms.

Mr. Achis responded that the unpermitted improvements beyond the subject property were revealed through the City's GIS aerial photos and it is not clear if it comprises vegetation, walls, or a combination of both. The applicant assured staff that all these unpermitted improvements have since been removed, and Condition No. 5 has been included to ensure the removal of all unpermitted improvements with field verification from the City's building inspectors. Staff continued that the existing hallway is unpermitted and the subject application is being sought by the applicant to allow this structure and consolidate the two existing single-family residences into a single residence. The privacy wall is located adjacent to the rear setback area and is compliant with the height standards in the subject sites' zoning district. Mr. Achis deferred to the applicant team and owner to speak to the number of bedrooms on the floor plans.

The Zoning Administrator stated the R-1-6000 zoning district does not have an open space requirement and development is allowed up to sixty-percent of the lot area. The project is compliant at 54-percent lot coverage, including the hallway connection. The Zoning Administrator then asked for the owner's clarification on the number of bedrooms on the floor plan.

John Mathews, Owner, confirmed the site's final configuration be a one-bedroom, single-family residence.

The Zoning Administrator closed the public hearing.

Action: Approved

V. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

VI. ADJOURNMENT

The hearing was adjourned at 3:25 p.m.

The agenda for the Zoning Administrator Hearing was posted on July 18, 2019, at 4:00 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 July 18, 2019, at 4:45 p.m.

Rosalinh Ung
Zoning Administrator