



# CITY OF NEWPORT BEACH ZONING ADMINISTRATOR AGENDA

## ZOOM

Thursday, April 24, 2025 - 10:00 AM

### **Zoning Administrator Members:**

**Benjamin M. Zdeba, 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\\_MJPxXKwMShiTE5fri\\_pszw](https://us06web.zoom.us/webinar/register/WN_MJPxXKwMShiTE5fri_pszw)
2. You may connect by Telephone/Audio Only by calling: 669-900-9128. The webinar ID is 896 7193 8853#.
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 Benjamin M. Zdeba, 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 949-644-3253 or [bzdeba@newportbeachca.gov](mailto:bzdeba@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. DRAFT MINUTES OF APRIL 10, 2025**

### **1. Draft Minutes of April 10, 2025**

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

1. Approve and File

[Draft Minutes of April 10, 2025](#)**IV. PUBLIC HEARING ITEM(S)****2. HFO 2 LLC Residence Coastal Development Permit (PA2024-0214)****Site Location: 1036 West Ocean Front*****Project Summary***

A request for a coastal development permit (CDP) to allow the demolition of an existing single-unit dwelling and construction of a three-story 5,032-square-foot single-unit dwelling with an attached 729-square-foot three-car garage. The project also includes landscaping, hardscaping, and site walls. The project complies with all applicable development standards and no deviations are requested. 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 No. PA2024-0214 (Attachment No. ZA 1).

[ITEM NO. 2 STAFF REPORT](#)**3. Valencia Residence Modification Permit (PA2025-0012)****Site Location: 10 Whitesands Drive*****Project Summary***

A request for a modification permit to allow the construction of retaining walls at a maximum height of 17 feet when measured at the base of the wall (finished grade) where the Newport Beach Municipal Code (NBMC) limits the height to 8 feet. The retaining walls will allow the applicant to excavate the sloping hillside in the rear of the property for future development of accessory structures.

***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 the Modification Permit filed as PA2025-0012 (Attachment No. ZA 1).

[ITEM NO. 3 STAFF REPORT](#)

4. **Luke's Lobster Minor Use Permit (PA2025-0016)**  
**Site Location: 329 Marine Avenue**

***Project Summary***

A request for a minor use permit (MUP) to operate a new "Take Out Service, Fast Casual" eating and drinking establishment within an existing commercial structure. The applicant proposes minor tenant improvements to convert the existing 365-square-foot space from a bicycle repair and retail business into an eating and drinking establishment with no seats. The proposed hours of operation are from 11:00 a.m. to 10:00 p.m., daily, and no alcohol service is proposed.

***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 the Minor Use Permit filed as PA2025-0016 (Attachment No. ZA 1).

[ITEM NO. 4 STAFF REPORT](#)

5. **Jasper Coffee Minor Use Permit (PA2025-0021)**  
**Site Location: 329 Marine Avenue**

***Project Summary***

A request for a minor use permit (MUP) to operate a new "Take Out Service, Fast Casual" eating and drinking establishment within an existing commercial structure. The applicant proposes minor tenant improvement to convert the existing 326-square-foot space from a bicycle repair and retail business into an eating and drinking establishment with no seats. The proposed hours of operation are from 7:00 a.m. to 10:00 p.m., daily, and no alcohol service is proposed.

***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

filed as PA2025-0021 (Attachment No. ZA 1).

[ITEM NO. 5 STAFF REPORT](#)

**6. Camp James Limited Term Permit and Coastal Development Permit (PA2025-0003)**

**Site Location: 1131 Back Bay Drive**

***Project Summary***

A request for a limited term permit (less than 90 days) and coastal development permit (CDP) to allow the operation of an outdoor summer camp for children on a portion of the Newport Dunes property. The camp will operate between the hours of 8:30 a.m. and 4:30 p.m., on weekdays, from June 9, 2025, through August 15, 2025. The camp will offer recreational programming including drama, dance, martial arts, sports, swimming, boating, and nature education to approximately 400 children per week. The camp will use temporary facilities including a portable office, portable restrooms, tables, canopies, storage bins, and a stage. All temporary structures will be removed after expiration of this limited term permit. No permanent improvements to the property are proposed.

***Recommended Action***

1. Conduct a public hearing;
2. Find this project exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15304 under Class 4 (Minor Alterations to Land) 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 Limited Term Permit and Coastal Development Permit filed as PA2025-0003 (Attachment No. ZA 1).

[ITEM NO. 6 STAFF REPORT](#)

[6a Additional Materials Received Hoffman PA2025-0003](#)

**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**