



PLANNING COMMISSION AGENDA REPORT

MEETING DATE: FEBRUARY 22, 2016

ITEM NUMBER: **CC-2**

**SUBJECT: GENERAL PLAN CONFORMITY RESOLUTION
PROPOSED RELOCATION OF THE COSTA MESA SANITARY DISTRICT
HEADQUARTERS LOCATED TO 290 PAULARINO AVENUE**

FROM: DEVELOPMENT SERVICES DEPARTMENT / PLANNING DIVISION

DATE: FEBRUARY 11, 2016

**FOR FURTHER INFORMATION CONTACT: RYAN LOOMIS, ASSOCIATE PLANNER
(714) 754-5608, ryan.loomis@costamesaca.gov**

DESCRIPTION

The Costa Mesa Sanitary District proposes to relocate their existing headquarters from the current site located at 628 West 19th Street, to an office building located at 290 Paularino Avenue. The property at 290 Paularino Avenue is located on a 0.90-acre property in the MP (Industrial Park) zone and IP (Industrial Park) land use designation, in what is commonly known as the Airport Industrial Area.

Pursuant to Government Code Section 65402 (Restrictions on Acquisition and Disposal of Real Property), the Costa Mesa Planning Commission must find that actions related to acquiring, using, or disposing public property are in conformance with the City's 2000 General Plan. The Planning Commission must also find that the proposed action will serve the public interest and is a public benefit.

RECOMMENDATION

Adopt a resolution (Attachment 1) finding that the proposed relocation of Costa Mesa Sanitary District to 290 Paularino Avenue is in conformance with the City of Costa Mesa 2000 General Plan, will serve the public interest, and is a public benefit.

BACKGROUND

Site Location/Environs

The Costa Mesa Sanitary District (CMSD) is planning to sell their existing headquarters located at 628 West 19th Street, and relocating the administrative offices to 290 Paularino Avenue. Several firms have located their main or regional headquarters in the Airport Industrial Area and are often single tenants in large structures. The MP zone is intended for large, concentrated industrial areas where the aim of development is to create a spacious environment in a park-like setting. Surrounding properties to the north, south (across Paularino Avenue), east (across Red Hill Avenue), and west are also located within the MP zone.

No wastewater equipment will be stored at 290 Paularino Avenue, however Costa Mesa Sanitary District (CMSD) will be relocating a vehicle electrical charger from the District Yard to the 290 Paularino Avenue site.

ANALYSIS

Government Code Section 65402 requires the Planning Commission to review and approve certain actions related to City property. Actions related to acquiring, using, or disposing of public property within the City of Costa Mesa require the Planning Commission to review the proposed use for conformity with the General Plan and find that the action is anticipated to serve the public interest and will be a public benefit.

Floor Area Ratio

In the Industrial Park designation, the allowable floor area ratios are 0.20 for high traffic generating uses, 0.30 for moderate traffic generating uses, 0.40 for low traffic generating uses, and 0.75 for very low traffic generating uses. The moderate traffic category allows uses with daily trip generation rates between 8 and 15 trip ends per 1,000 square-feet of floor area. Allowable uses under this standard include central administrative offices, research and business park type uses.

The proposed use as central administrative offices would generate an average daily trip rate of 11 trips per 1,000 square feet; therefore, the use would require an FAR of 0.30 as a moderate traffic generating use. Based on a 0.30 FAR, the 0.9-acre project site would allow for an approximately 11,700 square foot building. The building at 290 Paularino Avenue is 11,294 square feet, meeting FAR requirements for the proposed uses.

Parking

As discussed, the Costa Mesa Sanitary District (CMSD) headquarters are considered a central administrative office. The parking requirements for central administrative offices is 4 spaces per 1,000 square feet of gross floor area; therefore the 11,294 square foot office building requires 45 parking spaces. The proposed relocation site currently has 41

spaces; however the building was developed and has been historically used as office space. Therefore, the parking is legal non-conforming and may continue as existing. If needed, additional parking could be provided through restriping of the parking lot.

GENERAL PLAN CONFORMANCE

Future development of all land within the City of Costa Mesa is guided by the General Plan adopted in 2002. The Land Use Element of the General Plan directs long-range development in the City by indicating the location and extent of development to be allowed. The General Plan sets forth land use goals, policies, and objectives that guide new development. Staff has found the proposal in compliance with the City’s 2000 General Plan for the following reasons:

The following analysis evaluates the proposed project’s consistency with specific goals, and objectives of the General Plan, Land Use Element.

- 1. **Goal LU-2: Development:** *It is the goal of the City of Costa Mesa to establish development policies that will create and maintain an aesthetically pleasing and functional environment and minimize impacts on existing physical and social resources.*

Consistency: As described in the Land Use Element, it is the City’s goal to create and maintain an aesthetically pleasing and functional environment and minimize impacts on existing physical resources. The General Plan land use designation for the proposed relocation site is Industrial Park (IP). Per the General Plan, Industrial Park is intended for large, concentrated industrial areas with a variety of industrial and compatible office and support commercial uses. The aim of development within the Industrial Park area is to create a spacious environment in a park-like setting. Because the proposed relocation for the headquarters of Costa Mesa Sanitary District is located in an areas intended for central administrative office uses, it is consistent with the General Plan land use designation. Given that the proposed relocation will not result in any adverse impacts existing physical and social resources, the proposed relocation conforms to the General Plan.

- 2. **Objective LU-3A:** *Ensure availability of adequate community facilities and provision of the highest level of public services possible, taking into consideration budgetary constraints and effects on the surrounding area.*

Consistency: The proposed relocation of Costa Mesa Sanitary District will provide a larger facility for operations. The relocation site is located within an industrial area and would be compatible with uses within the surrounding area. Therefore, the project is consistent with this objective.

PUBLIC BENEFIT CONFORMANCE

The proposed action is anticipated to serve the public interest and is anticipated to be a public benefit due to the following reasons:

- The relocation will provide additional parking for the public, employees, and for public meetings. Inadequate public parking exists at the current 628 W. 19th Street location as all the offices are occupied during normal business hours. The existing site (628 W. 19th Street) currently has 14 parking spaces. During normal business hours, there are approximately only three parking spaces available for the public. The Department of Motor Vehicle (DMV) use adjacent to the current site provides a challenge for the public to park along Meyer Place. Furthermore, during Board of Directors study session meetings, which occur every 2nd Tuesday of the month, CMSD staff park in the City of Costa Mesa Senior Center parking lot to ensure there is adequate parking at 628 W 19th Street for the Board and the public. The proposed location currently has 41 spaces. As such, the new facility would provide almost three times more parking than the existing location.
- The relocation will provide additional meeting space for public meetings. The current site at 628 W. 19th Street has inadequate public seating during Board of Directors meetings. The maximum public seating for Board meetings ranges from four to seven (there are only four public seats available when presentations are viewed from a pull down screen). Board members have heard from their constituents that one of the reasons why they do not attend Board meetings is due to the lack of seating. The 290 Paularino Avenue building will allow CMSD to create a Board room that will include a dais for the Board of Directors and adequate seating for staff and the public. It is anticipated that up to 30 public seats will be available at the 290 Paularino building for Board of Directors meetings. In addition, the Board of Directors recognizes there are limited meeting rooms within the city for community, business and/or educational meetings. The current location at 628 W. 19th Street does not have a room large enough to meet the demand, but the 290 Paularino Avenue building is large enough to have such a room. A reservation program will be put in place where residents and/or non-profit organizations can rent the room for a nominal fee.
- The relocation will accommodate future growth for CMSD. CMSD currently contracts out inspection and engineering services. In the future, CMSD may decide to bring this service in-house by hiring its own inspector and engineer; however, there are no available offices at 628 W. 19th Street or at the District Yard to accommodate the additional staff. The 290 Paularino Avenue building will have additional offices that will allow CMSD to house its own inspector and engineer.

ENVIRONMENTAL DETERMINATION

The propose relocation is exempt from the provisions of the California Environmental Quality Act under Section 15301 (Class 1), Existing Facilities because the action includes relocation of office uses into an existing facility, and would not result in any development.

CONCLUSION

The proposed relocation of Costa Mesa Sanitary District is in conformance with the City of Costa Mesa 2000 General Plan and is anticipated to serve the public interest and will be a public benefit.



RYAN LOOMIS
Associate Planner



CLAIRE FLYNN, AICP
Assistant Development Services Director

Attachments: 1. Draft Planning Commission Resolution and Exhibits
2. Letter of Justification/Project Description

Distribution: Director of Economic & Development Services/Deputy CEO
Senior Deputy City Attorney
Public Services Director
City Engineer
Transportation Services Manager
Fire Protection Analyst
File (2)

Applicant: Scott Carroll, SDA, ICMA-CM
General Manager
Costa Mesa Sanitary District
628 W. 19th Street
Costa Mesa, CA 92627

RESOLUTION NO. PC-16-___

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA FINDING THAT THE RELOCATION OF THE COSTA MESA SANITARY DISTRICT OFFICE IS IN CONFORMANCE WITH THE CITY OF COSTA MESA 2000 GENERAL PLAN AND WILL SERVE THE PUBLIC INTEREST AND IS A PUBLIC BENEFIT.

THE PLANNING COMMISSION OF THE CITY OF COSTA MESA HEREBY RESOLVES AS FOLLOWS:

WHEREAS, the Costa Mesa City Council adopted the City of Costa Mesa 2000 General Plan on January 22, 2002; and,

WHEREAS, the Government Code of the State of California, Section 65402, provides in part that a local agency shall not acquire or lease real property nor abandon or dispose of any real property, nor construct a public building or structure in any county or city, until the location, purpose, and extent of such activity has been reported upon as to conformity with the adopted General Plan applicable thereto; and,

WHEREAS, the City of Costa Mesa proposes to allow relocation of Costa Mesa Sanitary District located at 290 Paularino Avenue, as shown in Exhibit B; and,

WHEREAS, pursuant to the California Environmental Quality Act (CEQA), the proposed relocation is exempt from the provisions of the California Environmental Quality Act under Section 15301 (Class 1), Existing Facilities, because the action would include an existing facility used to provide public utility services; and,

WHEREAS, on February 22, 2016, the Costa Mesa Planning Commission reviewed the proposed relocation exhibit and findings;

NOW, THEREFORE, BE IT RESOLVED that, based on the evidence in the record and the findings contained in Exhibit A, the Planning Commission does hereby find the proposed relocation to be in conformance with the City of Costa Mesa 2000 General Plan and serves the public interest and is a public benefit.

PASSED AND ADOPTED this 22nd day of February 2016.

Robert L. Dickson, Chair
Costa Mesa Planning Commission

STATE OF CALIFORNIA)
)ss
COUNTY OF ORANGE)

I, Claire Flynn, Secretary to the Planning Commission of the City of Costa Mesa, do hereby certify that the foregoing Resolution was passed and adopted at a meeting of the City of Costa Mesa Planning Commission held on February 22, 2016, by the following votes:

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSENT: COMMISSIONERS

ABSTAIN: COMMISSIONERS

Claire L. Flynn, Secretary
Costa Mesa Planning Commission

EXHIBIT A

FINDINGS (APPROVE)

- A. The information presented substantially complies with the City of Costa Mesa 2000 General Plan Section 2.6 (Goal) LU-2 in that:

Finding: The project complies with the City of Costa Mesa 2000 General Plan and meets the purpose and intent to establish development policies that will create and maintain an aesthetically pleasing and functional environment and minimize impacts on existing physical and social resources.

Facts in Support of Findings: It is the City's goal to create and maintain an aesthetically pleasing and functional environment and minimize impacts on existing physical resources. The General Plan land use designation for the proposed relocation site is Industrial Park (IP). Per the General Plan, Industrial Park is intended for large, concentrated industrial areas with a variety of industrial and compatible office and support commercial uses. The aim of development within the Industrial Park area is to create a spacious environment in a park-like setting. Because the proposed relocation for the headquarters of Costa Mesa Sanitary District is located in an areas intended for central administrative office uses, it is consistent with the General Plan land use designation. Given that the proposed relocation will not result in any adverse impacts existing physical and social resources, the proposed relocation conforms to the General Plan.

- B. The information presented substantially complies with the City of Costa Mesa 2000 General Plan Section 2.6 (Obj.) LU-3A in that:

Finding: As described in the Land Use Element, it is the City's goal and objective to ensure availability of adequate community facilities and provision of the highest level of public services possible, taking into consideration budgetary constraints and effects on the surrounding area.

Facts in Support of Findings: The proposed relocation of Costa Mesa Sanitary District will provide a larger facility for operations. The relocation site is located within an industrial area and would be compatible with uses within the surrounding area. Therefore, the project is consistent with this objective.

- C. The Planning Commission must also find that the relocation of Costa Mesa Sanitary District (CMSD) will serve the public interest and is a public benefit. The proposed action is anticipated to serve the public interest and is anticipated to be a public benefit in that:

- The relocation will provide additional parking for the public, employees, and public meetings. Inadequate public parking exists at the current 628 W. 19th

Street location as all the offices are occupied during normal business hours. The existing site (628 W. 19th Street) currently has 14 parking spaces. During normal business hours, there are approximately only three parking spaces available for the public. The Department of Motor Vehicle (DMV) use adjacent to the current site provides a challenge for the public to park along Meyer Place. Furthermore, during Board of Directors study session meetings, which occur every 2nd Tuesday of the month, CMSD staff park in the City of Costa Mesa Senior Center parking lot to ensure there is adequate parking at 628 W 19th Street for the Board and the public. The proposed location currently has 41 spaces. As such, the new facility would provide almost three times more parking than the existing location.

- The relocation will provide additional meeting space for public meetings. The current site at 628 W. 19th Street has inadequate public seating during Board of Directors meetings. The maximum public seating for Board meetings ranges from four to seven (there are only four public seats available when presentations are viewed from a pull down screen). Board members have heard from their constituents that one of the reasons why they do not attend Board meetings is due to the lack of seating. The 290 Paularino Avenue building will allow CMSD to create a Board room that will include a dais for the Board of Directors and adequate seating for staff and the public. It is anticipated that up to 30 public seats will be available at the 290 Paularino building for Board of Directors meetings. In addition, the Board of Directors recognizes there are limited meeting rooms within the city for community, business and/or educational meetings. The current location at 628 W. 19th Street does not have a room large enough to meet the demand, but the 290 Paularino Avenue building is large enough to have such a room. A reservation program will be put in place where residents and/or non-profit organizations can rent the room for a nominal fee.
 - The relocation will accommodate future growth for CMSD. CMSD currently contracts out inspection and engineering services. In the future, CMSD may decide to bring this service in-house by hiring its own inspector and engineer; however, there are no available offices at 628 W. 19th Street or at the District Yard to accommodate the additional staff. The 290 Paularino Avenue building will have additional offices that will allow CMSD to house its own inspector and engineer.
- D. The relocation is exempt from the provisions of the California Environmental Quality Act under Section 15301 (Class 1), Existing Facilities, because the action would include an existing facility used to provide public utility services.

Current CMSD HQ
628 W 19th Street



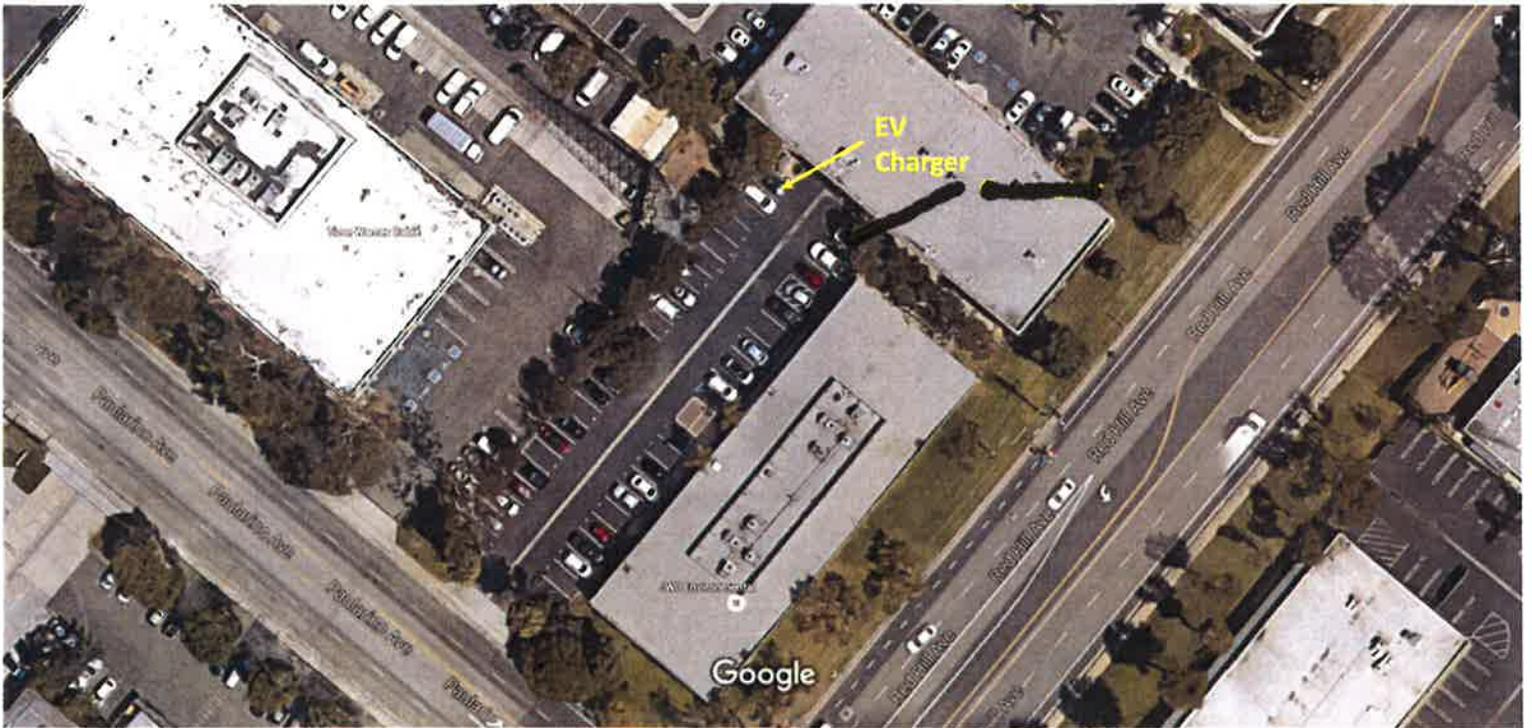
30kW diesel
generator

Building Permit #
BC11-00522

**174 W Wilson Street (CMSD Yard)
Charging Station**



Proposed CMSD HQ
290 Paularino Ave



LOOMIS, RYAN**Subject:** FW: New CMSD HQ Building

From: Scott Carroll [mailto:scarroll@cmsdca.gov]
Sent: Friday, February 12, 2016 8:04 AM
To: LOOMIS, RYAN <RYAN.LOOMIS@costamesaca.gov>
Subject: RE: New CMSD HQ Building

There are several reasons why CMSD wants to move to Paularino Ave.

1. **Inadequate public parking.** All the offices at 628 W. 19th Street are being occupied during normal business hours. Only three parking spaces are available to the public and with the DMV located next door finding parking on Meyer Place is very challenging for our customers. Furthermore, during Board of Directors study session meetings, which occur every 2nd Tuesday of the month, CMSD staff park in the City of Costa Mesa Senior Center parking lot to ensure there is adequate parking at 628 W 19th Street for the Board and the public.
2. **Inadequate public seating during Board of Directors meetings.** The maximum public seating for Board meetings ranges from four to seven (there are only four public seats available when presentations are viewed from a pull down screen). Board members have heard from their constituents that one of the reasons why they do not attend Board meetings is due to the lack of seating. The Paularino building will allow CMSD to create a Board room that will include a dais for the Board of Directors and adequate seating for staff and the public. It is anticipated that up to 30 public seats will be available at the Paularino building for Board of Directors meetings.
3. **Accommodate future growth for CMSD.** CMSD currently contracts out inspection and engineering services. One day, CMSD may decide to bring this service in-house by hiring its own inspector and engineer; however, there are no available offices at 628 W. 19th Street or at the District Yard to accommodate the additional staff. The Paularino building will have additional offices that will allow CMSD to house its own inspector and engineer.
4. **Meeting Room for the public.** The Board of Directors recognizes there are limited meeting rooms within the city for community, business and/or educational meetings. 628 W. 19th Street does not have a room large enough to meet the demand, but the Paularino building is large enough to have such a room. A reservation program will be put in place where residents and/or non-profit organizations can rent the room for a nominal fee.

Scott Carroll, SDA, ICMA-CM

General Manager | Costa Mesa Sanitary District | Website: www.cmsdca.gov

phone: 949.645.8400 | email: scarroll@cmsdca.gov |



From: Scott Carroll [<mailto:scarroll@cmsdca.gov>]
Sent: Wednesday, February 10, 2016 8:03 AM
To: LOOMIS, RYAN <RYAN.LOOMIS@costamesaca.gov>
Subject: RE: New CMSD HQ Building

Ryan,

Change of plans. I decided we are not going to install a permanent generator at the site because I do not want to give up precious parking spaces. How is everything else going? Do you foresee any issues?

Scott Carroll, SDA, ICMA-CM

General Manager | Costa Mesa Sanitary District | Website: www.cmsdca.gov

phone: 949.645.8400 | email: scarroll@cmsdca.gov |



From: Scott Carroll [<mailto:scarroll@cmsdca.gov>]
Sent: Monday, January 04, 2016 10:14 AM
To: FLYNN, CLAIRE <CLAIRE.FLYNN@costamesaca.gov>
Subject: New CMSD HQ Building

Happy New Year, Claire!

The Costa Mesa Sanitary District (CMSD) is currently in escrow to purchase the building at 209 Paularino Avenue. The plan is to sell our existing HQ at 628 W. 19th Street and relocate our administrative offices at 209 Paularino Avenue. No wastewater equipment will be stored at 209 Paularino, but I believe I will have to relocate the generator at 628 W 19th Street to the new building because that was the condition to obtain approval from the City for installing a permanent generator. Also, I would like to relocate the vehicle electrical charger at the District Yard to the new building so I can relocate my code enforcement officer.

Can you please check with the zoning at 209 Paularino to determine if CMSD needs a Planning Commission General Plan conformance finding? Please advise on what CMSD needs to obtain to conform with city land use regulations. Thank you.

Scott Carroll, SDA, ICMA-CM

General Manager | Costa Mesa Sanitary District | Website: www.cmsdca.gov

phone: 949.645.8400 | email: scarroll@cmsdca.gov |

