



# City of Costa Mesa

## Inter Office Memorandum

**TO:** CITY COUNCIL AND PLANNING COMMISSION  
**CC:** TOM HATCH, GARY ARMSTRONG, AND JERRY GUARRACINO  
**FROM:** WILLA BOUWENS-KILLEEN, ZONING ADMINISTRATOR *WKB*  
**DATE:** MARCH 6, 2014  
**SUBJECT:** ZONING ADMINISTRATOR DECISION(S)

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This is to advise you of the following decision(s) made by the Zoning Administrator within the last week. The decision(s) will become final unless a member of the Planning Commission or City Council requests a review of the decision(s) or an interested party files an appeal by 5:00 p.m. on March 13, 2014. Project descriptions have been kept brief for this notice. As a result, there may be details to the project or conditions of approval that would be of interest to you in deciding whether to request a review of a decision. Please feel free to contact me by e-mail at [willa.bouwens-killeen@costamesaca.gov](mailto:willa.bouwens-killeen@costamesaca.gov) if you have any questions or would like further details.

**ZA-14-01**

2651 Club Mesa Place  
Minor Conditional Use Permit to construct a 1,134 square foot detached garage. The property is developed with a 2,082 square foot residence.

Approved, subject to conditions.

Comments received: None.



# CITY OF COSTA MESA

P.O. BOX 1200 • 77 FAIR DRIVE • CALIFORNIA 92628-1200

DEVELOPMENT SERVICES DEPARTMENT

March 6, 2014

Daniel Parsel  
2651 Club Mesa Drive  
Costa Mesa, CA 92627

**RE: ZONING APPLICATION ZA-14-01  
MINOR CONDITIONAL USE PERMIT TO CONSTRUCT AN OVERSIZE  
GARAGE  
2651 CLUB MESA DRIVE, COSTA MESA**

Dear Mr. Parsel:

City staff's review of your zoning application for the above-referenced project has been completed. The application, as described in the attached project description, has been approved, based on the findings and subject to the conditions of approval and code requirements (attached). The decision will become final at 5:00 p.m. on March 13, 2014, unless appealed by an affected party, including filing of the necessary application and payment of the appropriate fee, or called up for review by a member of the Planning Commission or City Council.

If you have any questions regarding this letter, please feel free to contact the project planner, Chelsea Crager, at (714) 754-5609, or at [chelsea.crager@costamesaca.gov](mailto:chelsea.crager@costamesaca.gov).

Sincerely,

WILLA BOUWENS-KILLEEN, AICP  
Zoning Administrator

Attachments:      Project Description  
                         Findings  
                         Conditions of Approval, Code Requirements, and Special District  
                         Requirements  
                         Approved Conceptual Plans

cc:                    Engineering  
                         Fire Protection Analyst  
                         Building Safety Division

## **PROJECT DESCRIPTION**

### *Location*

The subject property (2651 Club Mesa Place) is located at the end of a cul-de-sac in an R1 (Single Family Residential) zone. The lot is 8,995 square feet and is improved with an existing one-story single family residence and detached garage. The subject property is surrounded by similar properties also zoned R1.

### *Proposed Project*

The applicant proposes to construct a 1,134 square foot detached garage (700 square foot maximum allowed) at the rear of the property, setback 10 feet from the rear property line and 12 feet from the closest side (right) property line. The garage will be used for two covered parking spaces and a workshop space. The existing detached garage will be demolished.

A minor conditional use permit is required for the excess garage area; all other development standards are to be satisfied.

## **ANALYSIS**

The oversized garage will provide two covered parking spaces for the residence, the same number that is provided in the existing detached garage. The garage, though oversized, meets all required setback and separation requirements. The bulk of the garage will not be readily visible from the street. Additionally, the rear of the lot is wide enough that the garage does not appear to be out of scale with the subject or surrounding properties.

The proposed garage, as conditioned, is consistent with the Zoning Code and the City's General Plan because the proposed oversized garage should not adversely impact the surrounding uses. Specifically, with the recommended conditions of approval and the code requirements, the use will be consistent with surrounding uses, as specified in Objectives CD-7A.1 and CD-7A.2 and of the General Plan Community Design Element.

When visiting the site, staff noted a deteriorated driveway on the property. Per Code requirements, the applicant will be required to repair or replace the driveway so it is free of potholes, cracks, breaks, lifting, and other deteriorated conditions.

## **FINDINGS**

- A. The information presented complies with Costa Mesa Municipal Code Section 13-29(g)(2) in that:

1. The proposed use is compatible with developments in the same general area, specifically setback requirements are met and the proposed garage will have an architectural design similar to the existing residence, with the bulk of the garage not readily visible from the street.
  2. Granting the Minor Conditional Use Permit will not be detrimental to the health, safety and general welfare of the public or other properties or improvements within the immediate vicinity because the new structure will have to comply with all requirements of the California Building Code.
  3. Granting the Minor Conditional Use Permit will not allow a use, density or intensity that is not in accordance with the General Plan designation for the property since the garage is a permitted subordinate structure to the existing residence.
- B. The information presented complies with Costa Mesa Municipal Code Section 13-29(e) in that:
1. There will be a compatible and harmonious relationship between the proposed building and the site development, and use(s), and the building and site developments, and uses that exist or have been approved for the general neighborhood. The subject property is a large lot, allowing the oversized garage to be in scale with the rest of the site and neighborhood.
  2. Safety and compatibility of the design of buildings, parking area, landscaping, luminaries, and other site features which may include functional aspects of the site development such as automobile and pedestrian circulation have been considered and will not be affected by the new structure.
  3. The structure complies with performance standards described elsewhere in this Zoning Code. Specifically with the exception of the size of the garage, all development standards are met.
  4. The structure is consistent with the General Plan, specifically Land Use Element Objective LU-1F.5 and Community Design Element Objective CD-7A.1.
  5. This zoning application is for a project-specific case and is not to be construed to be setting a precedent for future development.
- C. The project has been reviewed for compliance with the California Environmental Quality Act (CEQA), the CEQA Guidelines, and the City environmental procedures, and has been found to be exempt under Section 15303, Class 3(e), New Construction, of the CEQA Guidelines.
- D. The project is exempt from Chapter XII, Article 3, Transportation System Management, of Title 13 of the Costa Mesa Municipal Code.

### CONDITIONS OF APPROVAL

- PIng.
1. The project shall be limited to the type of building as described in this staff report and in the attached plans. Any change in the use, size, or design shall require review by the Planning Division and may require an amendment to the Minor Conditional Use Permit.
  2. The architectural style, colors, and materials of the proposed garage shall match the existing residence.
  3. A minimum 20 foot by 20 foot clear inside dimension shall be provided for the two-car garage. The proposed garage shall be used only for non-habitable purposes.
  4. The conditions of approval, code requirements, and special district requirements of ZA-14-01 shall be blueprinted on the face of the site plan as part of the plan check submittal package.
  5. The applicant shall contact the Planning Division to arrange a Planning inspection of the site prior to occupancy permit. This inspection is to confirm that the conditions of approval and code requirements have been satisfied.
  6. All on-site utility services shall be installed underground or with the ability to be underground in the future.

### CODE REQUIREMENTS

The following list of federal, state, and local laws applicable to the project has been compiled by staff for the applicant's reference. Any reference to "City" pertains to the City of Costa Mesa.

- PIng.
1. Approval of the planning application is valid for one (1) year from the effective date of this approval and will expire at the end of that period unless applicant establishes the use by obtaining building permits for the authorized construction and initiates construction. If the applicant is unable to obtain building permits within the one-year time period, the applicant may request an extension of time. The Planning Division must receive a written request for the time extension prior to the expiration of the planning application.
  2. All construction-related activity shall be limited to between the hours of 7 a.m. and 7 p.m., Monday through Friday, and 9 a.m. to 6 p.m. Saturday. Construction is prohibited on Sundays and federal holidays. Exceptions may be made for activities that will not generate noise audible from off-site, such as painting and other quiet interior work.
  3. Any new mechanical equipment such as air-conditioning equipment and duct work shall be screened from view in a manner approved by the Planning Division. All roof-mounted equipment is prohibited.
  4. Installation of all utility meters shall be performed in a manner so as to

obscure the installation from view from any place on or off the property. The installation vault, wall cabinet, or wall box shall be installed under the direction of the Planning Division.

5. Repair or replace the driveway so it is free of potholes, cracks, breaks, lifting, and other deteriorated conditions.
- Bldg. 6. Comply with the requirements of the 2013 California Building Code, 2013 California Electrical Code, 2013 California Energy Code (or the applicable adopted California Building Code, California Electrical Code, and California Energy Code at the time of plan submittal or permit issuance), and California Code of Regulations also known as the California Building Standards Code, as amended by the City of Costa Mesa.
7. Comply with the requirements of the California Department of Food and Agriculture (CDFA) to determine if red imported fire ants exist on the property prior to any soil movement or excavation. Call CDFA at (714) 708-1910 for information.
- Bus. 8. All contractors and subcontractors must have valid business licenses to do  
Lic. business in the City of Costa Mesa. Final inspections will not be granted until all such licenses have been obtained.
- Eng. 9. For demolition, grading, or building permits involving projects with a valuation of \$10,000 or more, the contractor shall use a City-permitted hauler(s) to haul any debris or solid waste from the job site (refer to Section 8-83(h), Regulations, of Title 8 of the Costa Mesa Municipal Code). Use of a City-permitted hauler for such projects is the responsibility of the designated contractor. Non-compliance is subject to an administrative penalty as follows: \$1,000 or 3% of the total project value, whichever is greater.

### **SPECIAL DISTRICT REQUIREMENTS**

The requirements of the following special districts are hereby forwarded to the applicant:

- Sani. 1. It is recommended that the applicant contact the Costa Mesa Sanitary District at 949.645.8400 for current district requirements.
- AQMD 2. Applicant shall contact the Air Quality Management District (800) 288-7664 for potential additional conditions of development or for additional permits required by AQMD.

**PLANNING APPLICATION SUMMARY**

Location: 2651 Club Mesa Drive Permit No.: ZA-14-01

Request: Construct new detached garage

**SUBJECT PROPERTY:**

Zone: R1  
 General Plan: Low Density Residential  
 Lot Dimensions: Irregular  
 Lot Area: 8,995 S.F.  
 Original Development: One-story, single-family residence with detached garage

**SURROUNDING PROPERTY:**

North: Single-Family Residential  
 South: Single-Family Residential  
 East: Single-Family Residential  
 West: Single-Family Residential

**DEVELOPMENT STANDARD COMPARISON**

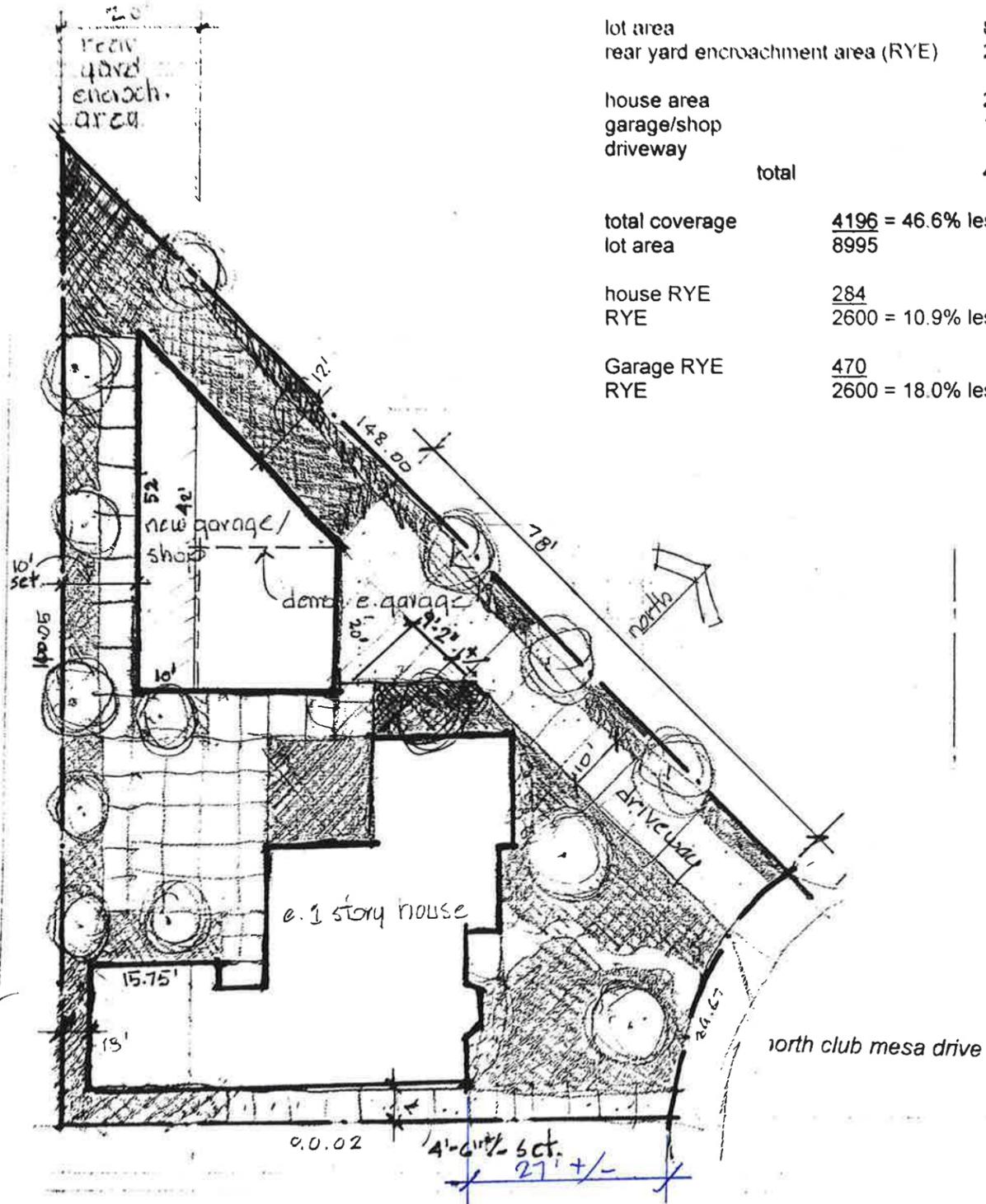
<u>Development Standard</u>	<u>Code Requirement</u>	<u>Proposed/Provided</u>
Density:		
Zone	1 du: 6,000 S.F.	1 du: 8,995 S.F.
General Plan		
Building Coverage:		
Building – residence totals		2,082 S.F.
Building – garage	700 S.F. max.	1,134 S.F. <sup>1</sup>
Driveway		980 S.F.
TOTAL – coverage	5,397 S.F. max. (60%)	4,196 S.F. (47%)
Open Space	3,598 S.F. (40%)	4,799 S.F. (53%)
Building Height:	2 stories/27 FT max.	1 story/15 FT
Building Separation:	6 FT	9 FT 2 IN
Residence Setbacks:		
Front	20 FT	27 FT
Side (left/right)	5 FT /5 FT	4 FT 6 IN <sup>2</sup> / 10 FT
Rear	10 FT	4 FT 3 IN <sup>2</sup>
Garage Setbacks:		
Rear	10 FT	10 FT
Side (right)	5 FT	12 FT
Rear Yard Coverage:		
Building – Main Residence	650 S.F. (25%)	284 S.F.
Accessory Structure – Garage <sup>1</sup>	1,300 S.F. (50%)	470 S.F.
Parking Totals:		
Covered	2	2
Open	2	2
TOTAL	4	4

Final Action: Approved with conditions  
 Environmental Determination: Exempt

1. Minor Conditional Use Permit requested
2. Legal nonconforming

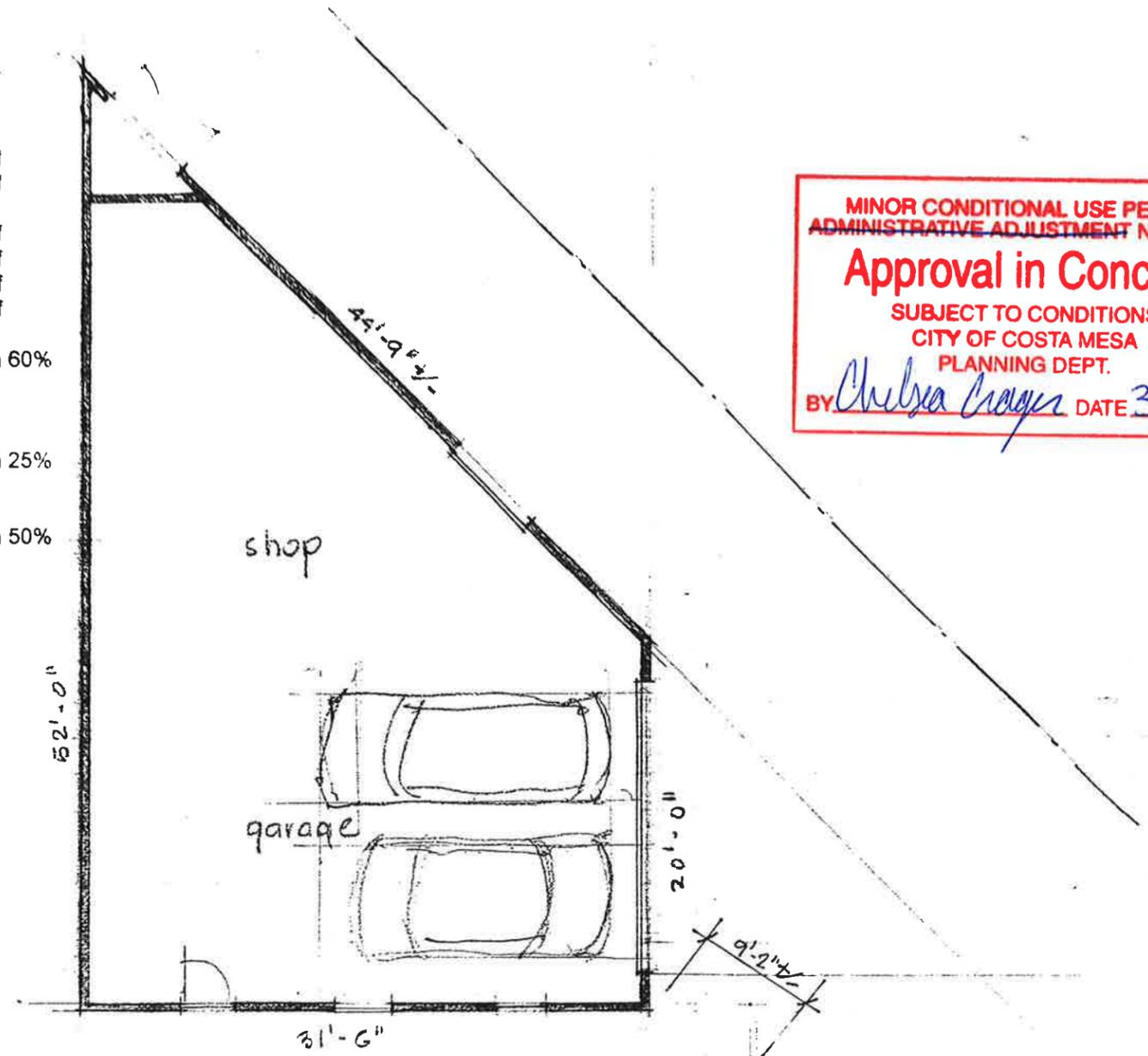
MINOR CONDITIONAL USE PERMIT/  
 ADMINISTRATIVE ADJUSTMENT NO. 2A-14-01  
**Approval in Concept**  
 SUBJECT TO CONDITIONS  
 CITY OF COSTA MESA  
 PLANNING DEPT.  
 BY: *Chelsea Croger* DATE 3/16/14

lot area	8995 sf
rear yard encroachment area (RYE)	2600 sf
house area	2082 sf
garage/shop	1134 sf
driveway	980 sf
<b>total</b>	<b>4196 sf</b>
total coverage	4196 = 46.6% less than 60%
lot area	8995
house RYE	284
RYE	2600 = 10.9% less than 25%
Garage RYE	470
RYE	2600 = 18.0% less than 50%



**SITE PLAN** n.t.s.

- #1 garage - (rear yard encroachment) rye  
 $52' \times 42' \div 2 = 47'$  length  $\times$  10' width = 470 s.f.
- #2 house - (rear yard encroachment) rye  
 $15.75' \times 19' = 299.25$  s.f.



**GARAGE - SHOP FLOOR PLAN** 1/4"=1'-0"

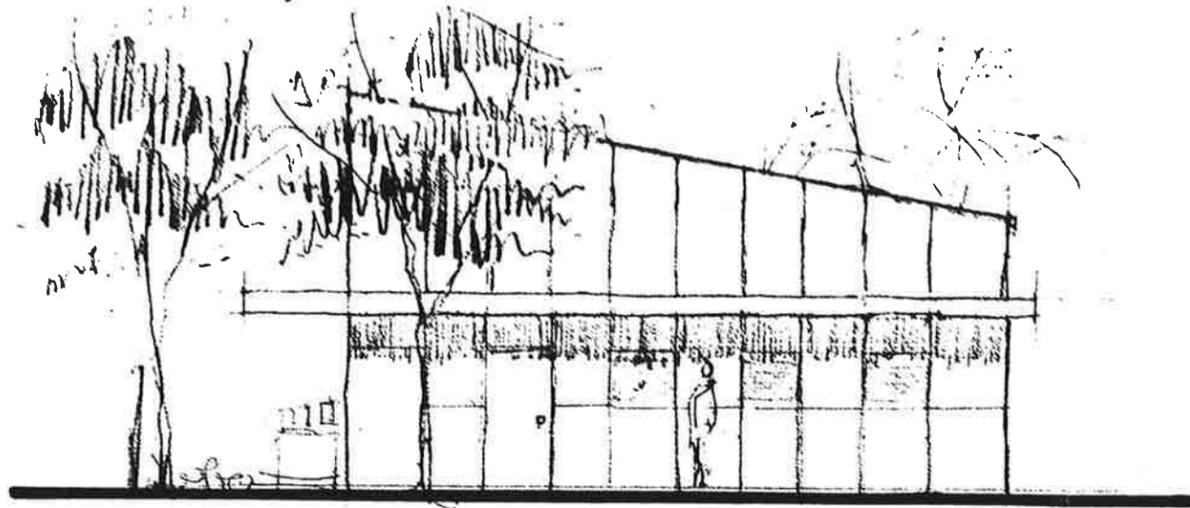
exist.  
one story house

**PARSEL GARAGE - SHOP ADDITION**  
 2651 Club Mesa Drive  
 Costa Mesa, CA 92627

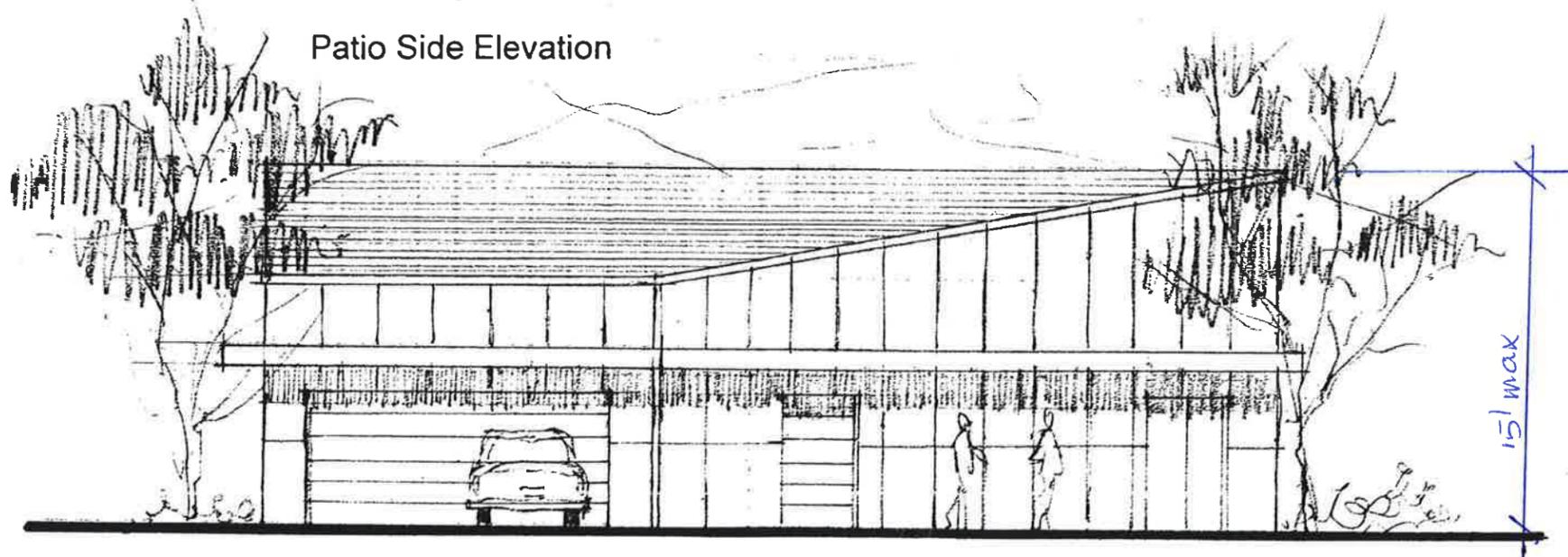
12-12-13  
 updated - 2-6-14  
 updated - 2-19-14

**Architectural Consulting**  
 Emily Dulaski, AIA

417 Harding Street Studio  
 Newport Beach, CA 92661  
 949-490-1924  
 rollypulaski@gmail.com  
 rollypulaski.com



Patio Side Elevation



Street Elevation

**PARSEL GARAGE – SHOP ADDITION**  
2651 Club Mesa Drive  
Costa Mesa, Ca 92627 12-12-13

**Architectural  
Consulting**

Dolly Pulaski, AIA

412 Harding Street Studio  
Newport Beach, CA 92661

949 400-1934  
dollypulaski@gmail.com  
dollypulaski.com