



City of Costa Mesa

Inter Office Memorandum

TO: CITY COUNCIL, PLANNING COMMISSION
CC: TAMARA LETOURNEAU, JENNIFER LE, AND BARRY CURTIS
FROM: WILLA BOUWENS-KILLEEN, ZONING ADMINISTRATOR
DATE: MARCH 25, 2019
SUBJECT: ZONING ADMINISTRATOR DECISION(S)

This is to advise you of the following decision(s) made by the Zoning Administrator within the last week. Project descriptions have been kept brief for this notice. Please feel free to contact me by e-mail at willa.bouwens-killeen@costamesaca.gov if you have any questions or would like further details. The decision will become final at 5:00 p.m. on April 1, 2019, 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.

ZA-19-18

1540 SUPERIOR AVENUE

Zoning Application 19-18 is a request for a Minor Conditional Use Permit to allow an administrative office use within an existing 4,388-square-foot building and to allow three of the required parking spaces to be provided within a garage incorporated into the building. The proposed office use will be to support the existing operations and services at Share Our Selves (SOS) – which is adjacent at 1550 Superior Avenue. The proposed use will also include a secure shuttle stop service to support the City of Costa Mesa's temporary interim and permanent bridge shelters. The shuttle service will be managed by City staff and Mercy House. Clients and patients of SOS will not have access to the proposed administrative office and it will be used exclusively by SOS staff only.

Approved, subject to conditions.

Comments received: [16 in opposition and 1 voice message in opposition.](#)