



# **CITY OF COSTA MESA**

## **PLANNING COMMISSION**

### **Agenda**

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**Monday, December 8, 2025**

**6:00 PM**

**City Council Chambers**  
**77 Fair Drive**

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Members of the public are welcome to speak during the meeting when the Chair opens the floor for public comment. There is no need to register in advance or complete a comment card. When it's time to comment, line up at one of the two podiums in the room and wait for your turn. Each speaker will have up to 3 minutes (or as directed) to address the Commission.

To maintain a respectful and orderly atmosphere during the meeting, attendees shall refrain from using horns or amplified speakers. Signs and props may be brought into the Chamber, provided they do not exceed 11 inches by 18 inches in size and do not hinder the visibility of other attendees. The possession of poles, sticks, or stakes is strictly prohibited.

All attendees must remain seated while in the chamber until instructed by the Presiding Officer to approach and line up for public comment. To ensure safety and maintain order during the proceedings, standing or congregating in the aisles or foyer is strictly prohibited.

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During the Public Comment Period, press \*9 to add yourself to the queue and wait for city staff to announce your name/phone number and press \*6 to unmute your line when it is your turn to speak. Comments are limited to 3 minutes, or as otherwise directed.

4. Additionally, members of the public who wish to make a written comment on a specific agenda item, may submit a written comment via email to the [PCPublicComments@costamesaca.gov](mailto:PCPublicComments@costamesaca.gov). Comments received by 12:00 p.m. on the date of the meeting will be provided to the Commission, made available to the public, and will be part of the meeting record.

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Note regarding agenda-related documents provided to a majority of the Commission after distribution of the agenda packet (GC §54957.5): Any related documents provided to a majority of the Commission after distribution of the Agenda Packets will be made available for public inspection. Such documents will be posted on the city's website and will be available at the City Clerk's office, 77 Fair Drive, Costa Mesa, CA 92626.

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**PLANNING COMMISSION REGULAR MEETING****DECEMBER 8, 2025 – 6:00 P.M.****JEFFREY HARLAN  
CHAIR****JON ZICH  
VICE CHAIR****ANGELY ANDRADE  
PLANNING COMMISSIONER****ROBERT DICKSON  
PLANNING COMMISSIONER****KAREN KLEPACK  
PLANNING COMMISSIONER****DAVID MARTINEZ  
PLANNING COMMISSIONER****JOHNNY ROJAS  
PLANNING COMMISSIONER****TARQUIN PREZIOSI  
ASSISTANT CITY ATTORNEY****CARRIE TAI  
DIRECTOR****CALL TO ORDER****PLEDGE OF ALLEGIANCE****ROLL CALL****ANNOUNCEMENTS AND PRESENTATIONS****PUBLIC COMMENTS – MATTERS NOT LISTED ON THE AGENDA**  
Comments are limited to three (3) minutes, or as otherwise directed.**PLANNING COMMISSIONER COMMENTS AND SUGGESTIONS****CONSENT CALENDAR:**

1. [\*\*NOVEMBER 10, 2025, UNOFFICIAL MEETING MINUTES\*\*](#) [\*\*25-607\*\*](#)

**RECOMMENDATION:**

Planning Commission approve the regular meeting minutes of November 10, 2025

**Attachments:** [\*\*NOVEMBER 10, 2025 UNOFFICIAL MEETING MINUTES\*\*](#)

**PUBLIC HEARINGS:**

1. [CALL TO REVIEW \(PAPL-25-0004\) ZONING ADMINISTRATOR 25-611 APPROVAL OF A MINOR CONDITIONAL USE PERMIT \(PMCP-24-0029\) FOR A NEW WIRELESS COMMUNICATION FACILITY AT 2065 PLACENTIA AVENUE](#)

**RECOMMENDATION:**

Staff recommends that the Planning Commission continue this item to the Planning Commission meeting of March 23, 2026.

**Attachments:** [Agenda Report](#)

1. [Continuance Letter](#)

2. [DESIGN REVIEW \(PDES-25-0002\) AND TENTATIVE PARCEL MAP 25-608 2025-141 FOR A RESIDENTIAL SMALL LOT SUBDIVISION TO CREATE TWO PARCELS, EACH CONTAINING A NEW TWO-STORY DETACHED SINGLE-FAMILY RESIDENCE AND AN ATTACHED TWO-CAR GARAGE AT 2396 ORANGE AVENUE](#)

**RECOMMENDATION:**

Staff recommends the Planning Commission adopt a Resolution to:

1. Find that the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15315 (Class 15) Minor Divisions of Land, and Section 15303 (Class 3) New Construction or Conversion of Small Structures. In addition, this project is statutorily exempt from the requirements of CEQA pursuant to Public Resources Code section 21080.66 (Housing Development Projects); and
2. Approve Parcel Map No. 2025-141 and Design Review PDES-25-0002 based on findings of fact and subject to conditions of approval.

**Attachments:** [Agenda Report](#)

1. [Planning Commission Draft Resolution](#)
2. [Applicant Letter](#)
3. [Vicinity Map](#)
4. [Zoning Map](#)
5. [Site Photos](#)
6. [Project Plans](#)

3. [AN ORDINANCE TO AMEND TITLE 13 OF THE COSTA MESA 25-609 MUNICIPAL CODE TO ALLOW FOR MINISTERIAL APPROVAL OF TWO-UNIT SMALL LOT ORDINANCE PROJECTS \(PCTY-25-0007\)](#)

RECOMMENDATION:

Staff recommends the Planning Commission adopt a Resolution to:

1. Find that the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant CEQA Guidelines Section 15061(b) (3); and
2. Recommend that the City Council adopt an Ordinance approving Code Amendment PCTY-25-0007, amending Title 13 of the Costa Mesa Municipal Code (Zoning Code) pertaining to two-unit Small Lot Ordinance projects.

**Attachments:** [Agenda Report](#)

- [1. Draft Resolution](#)
- [2. Track-Changes-Redline Version](#)
- [3. Checklist](#)

**OLD BUSINESS: NONE.**

**NEW BUSINESS:**

1. [STUDY SESSION TO INTRODUCE THE APPROACH TO THE 25-612 NEIGHBORHOODS WHERE WE ALL BELONG \(HOUSING ELEMENT AND MEASURE K REZONING\) - PCTY-25-0008](#)

RECOMMENDATION:

Staff recommends the Planning Commission receive a presentation from staff and provide feedback regarding the approach to the Neighborhoods Where We All Belong (Housing Element programs and Measure K) rezoning effort.

**Attachments:** [Agenda Report](#)

- [1. Rezoning Map](#)
- [2. Additional Development Regulations of Measure K Sites Map](#)
- [3. Approach to Urban Plans Overlays Specific Plans](#)
- [4. Example Draft MOUD for Housing Element Sites](#)

2. [REVIEW AND APPROVE THE 2026 PLANNING COMMISSION 25-610 MEETING CALENDAR](#)

RECOMMENDATION:

Staff recommends the Planning Commission review and approve the proposed 2026 Planning Commission Meeting Calendar.

**Attachments:** [Agenda Report](#)

[1. Draft 2026 Planning Commission Meeting Dates](#)

**DEPARTMENTAL REPORTS:**

1. PUBLIC WORKS REPORT
2. DEVELOPMENT SERVICES REPORT

**CITY ATTORNEY REPORTS:**

1. CITY ATTORNEY REPORT

**ADJOURNMENT**

PLANNING COMMISSION MEETING:

Costa Mesa Planning Commission meets on the second and fourth Monday of each month at 6:00 p.m.

APPEAL PROCEDURE:

Unless otherwise indicated, the decision of the Planning Commission is final at 5:00 p.m., seven (7) days following the action, unless an affected party files an appeal to the City Council, or a member of City Council requests a review. Applications for appeals are available through the City Clerk's Office; please call (714) 754-5225 for additional information.

CONTACT CITY STAFF:

77 Fair Drive, Costa Mesa, CA 92626  
Planning Division (714) 754-5245  
[planninginfo@costamesaca.gov](mailto:planninginfo@costamesaca.gov)



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 25-607

**Meeting Date:** 12/8/2025

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**TITLE:**

**NOVEMBER 10, 2025, UNOFFICIAL MEETING MINUTES**

**DEPARTMENT:** ECONOMIC AND DEVELOPMENT SERVICES DEPARTMENT/  
PLANNING DIVISION

**RECOMMENDATION:**

Planning Commission approve the regular meeting minutes of November 10, 2025



## **REGULAR PLANNING COMMISSION MONDAY, NOVEMBER 10, 2025 - MINUTES**

**CALL TO ORDER** - The Regular Planning Commission Meeting was called to order by Chair Harlan at 6:00 p.m.

**PLEDGE OF ALLEGIANCE TO THE FLAG** - Commissioner Rojas led the Pledge of Allegiance.

### **ROLL CALL**

Present: Chair Jeffrey Harlan, Vice Chair Jon Zich, Commissioner Angely Andrade, Commissioner Robert Dickson, Commissioner Karen Klepack, Commissioner David Martinez, Commissioner Johnny Rojas

Absent: None

**ANNOUNCEMENTS AND PRESENTATIONS:** None.

### **PUBLIC COMMENTS - MATTERS NOT LISTED ON THE AGENDA:**

Wendy Simao expressed concerns about ongoing noise disturbances from the gym at 140 E. 17th Street, noting amplified instruction beginning as early as 7:00 a.m. and occurring daily. She questioned the accuracy of the recent sound study, stated that the noise continues to impact nearby residents, and urged the City to better regulate the facility.

### **PLANNING COMMISSIONER COMMENTS AND SUGGESTIONS:**

Commissioner Martinez announced several upcoming events, including the Hoops for Hope fundraiser on November 12, the Community Bike Skills Workshop on November 15, and the Safe Routes to School workshop on November 17, and shared positive feedback about the College Park Elementary bike bus program. He requested an update on the City's pre-approved ADU/JADU plans, noting the timeline on the website appears outdated, and asked for a future review and update of the Planning Commission bylaws.

Commissioner Dickson followed up on a public comment regarding difficulties using the T.E.S.S.A system and noted he has experienced similar challenges locating project



information. He requested an update on the system's functionality, including what has been scanned, what is searchable, and what is available to the public, and asked that staff provide a status report at a future meeting.

Commissioner Rojas extended well-wishes to all veterans in recognition of Veterans Day. He expressed appreciation for their service, time, and contributions to the country.

Vice Chair Zich supported concerns raised about the T.E.S.S.A. system and suggested arranging a face-to-face meeting between staff and the commenter to address usability issues. He also encouraged the City to explore more creative solutions regarding ongoing noise concerns at the gym on East 17th Street. Lastly, he reiterated his request for a regularly updated list of all active planning applications to be included in Planning Commission materials.

Chair Harlan noted that at the previous meeting staff reported the gym had received a permit for its event and stated that Ms. Simao should have been notified. He agreed there is likely more the City can do regarding CUP enforcement and encouraged the Ms. Simao to also bring the matter to the City Council's attention.

#### **CONSENT CALENDAR:**

##### **1. October 27, 2025, UNOFFICIAL MEETING MINUTES**

###### **MOVED/SECOND: ZICH/ MARTINEZ**

**MOTION:** to approve Consent Calendar.

###### **The motion carried by the following roll call vote:**

**Ayes:** Chair Harlan, Vice Chair Zich, Commissioner Andrade, Commissioner Dickson, Commissioner Klepack, Commissioner Martinez, Commissioner Rojas

**Nays:** None

**Absent:** None

**Recused:** None

**Motion carried:** 7-0

###### **ACTION:**

Planning Commission approved consent calendar items.

-----**END OF CONSENT CALENDAR**-----

#### **PUBLIC HEARINGS:**

##### **1. CONDITIONAL USE PERMIT PCUP-25-0011 TO OPERATE A CAT LOUNGE WITH 15 ADOPTABLE CATS AND ANCILLARY RETAIL ("PURRS IN PARADISE") AT 2981 BRISTOL STREET, SUITE B3**

Two ex-parte communications reported.

Presentation by Assistant Planner, Jeffery Rimando.

Ben Leo stated he read and agreed to the conditions if approval.

Public comments:

Chris Bennett, thanked the Commission and staff for their work and expressed strong support for the proposed shop, noting enthusiasm for bringing a unique concept like a cat lounge to Costa Mesa. He shared that unusual and innovative business ideas are becoming more common and acknowledged that older code requirements may not always align with new types of uses. He appreciated the Commission's consideration and hoped future projects would not require frequent hearings.

Shaheen Sadeghi of LAB Holding thanked the Commission and staff for their time and emphasized the company's long history of supporting small, creative businesses in Costa Mesa. He explained that newer, more unconventional business concepts often don't fit older sections of the City code and encouraged continued efforts to modernize regulations to streamline the approval process. He noted that lengthy CUP timelines can be financially challenging for small tenants and suggested exploring minor use permits to allow staff-level approvals for certain projects.

Motion Discussion:

A motion was made to find the project exempt from CEQA and to approve the Conditional Use Permit with two modifications: (1) setting operating hours to 9:00 a.m.-10:00 p.m.; and (2) adding a condition(s) that children under 6 were not allowed and requiring that children under 12 must be accompanied by an adult.

The motion was amended to find the project exempt from CEQA and to approve the Conditional Use Permit with two modifications: (1) setting operating hours to 9:00 a.m.-10:00 p.m.; and (2) adding a condition requiring that children under 12 be accompanied by an adult.

A substitute motion was made to overturn staff's determination and classify the business as a permitted use rather than requiring a CUP, including refunding the CUP fee. This motion did not receive a second.

Commissioners expressed enthusiastic support for the project and highlighted its value for pet adoption and creative small businesses. Several members noted that

unique business types often struggle within an outdated use matrix and encouraged future updates to streamline approvals.

**MOVED/SECOND: DICKSON/ZICH**

**MOTION:** To move staff recommendations with the following modifications: setting operating hours to 9:00 a.m.-10:00 p.m. and adding a condition requiring that children under 12 be accompanied by an adult.

**Ayes:** Chair Harlan, Vice Chair Zich, Commissioner Andrade, Commissioner Dickson, Commissioner Klepack, Commissioner Rojas, Commissioner Martinez

**Nays:** None

**Absent:** None

**Recused:** None

**Motion carried:** 7-0

**ACTION:**

The Planning Commission adopted a resolution to:

1. Find that the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Class 1) Existing Facilities; and
2. Approve Conditional Use Permit PCUP-25-0011 based on findings of fact and subject to conditions of approval.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**1. HOUSING ELEMENT IMPLEMENTATION (NEIGHBORHOODS WHERE WE ALL BELONG) PUBLIC ENGAGEMENT UPDATE**

Presentation by Planning Manager Anna McGill, Cathy Tang Saez, Dudek, and Taylor Funderburk, Kearns and West.

Staff and consultants presented an update on the "Neighborhoods Where We All Belong (NWWAB)" Round 1 community visioning process explaining that the NWWAB efforts will implement state housing law and Measure K by rezoning selected commercial and industrial areas to allow housing and by creating objective design standards and zoning code updates to accommodate 11,760 RHNA units plus the required buffer (17,042 units total). They summarized Round 1 outreach, which included an open house, neighborhood workshops, focused discussions, pop-ups, and an online survey in English and Spanish, yielding several key themes: a desire for more diverse and affordable housing options, better multimodal access and safer streets, more open space and gathering places, thoughtful design in mixed-use areas, and clear, transparent communication. Consultants noted that this input will be used to shape technical work such as

development standards for housing projects including setbacks, open space requirements, permitted mixed uses, design standards, and streamlined review under CEQA. The team noted that draft regulations will be brought back in later rounds for review with the public and Planning Commission/City Council. Commissioners asked about the possibility of accelerating the timeline, the strategy for rezoning versus overlays, the City's ongoing obligations under RHNA, and how much control the City retains over issues like parking and building form under state law. Several commissioners also expressed concern that actual participation remains a very small share of the community, urged more direct and candid messaging about the scale and impacts of future development, and encouraged continued outreach in less traditional venues and coordination with the development community to ensure standards are workable in practice.

Public comments:

Andrew Kenny, stated he closely follows housing and urban planning issues, expressed support for the City's housing and rezoning efforts and acknowledged the challenge of making technical topics like zoning engaging to the general public. He noted that many people his age feel politically disenfranchised and assume their input won't lead to action, which he believes contributes to low participation and is part of a broader trend rather than a failure of this specific outreach effort. He added that more residents are likely to engage once visible changes begin to occur.

Motion Discussion:

Commissioners thanked staff for the presentation and emphasized the importance of broad community participation as the project moves forward. Members noted that differing viewpoints on the Commission highlight the need for more public voices to help shape compromise and informed decision-making. They expressed appreciation for the outreach completed so far and stated they look forward to reviewing draft materials and continued community feedback in the next phase.

**MOVED/SECOND: DICKSON/ANDRADE**

**MOTION:** To move staff recommendation.

**Ayes:** Chair Harlan, Vice Chair Zich, Commissioner Andrade, Commissioner Dickson, Commissioner Klepack, Commissioner Rojas, Commissioner Martinez

**Nays:** None

**Absent:** None

**Recused:** None

**Motion carried:** 7-0

**ACTION:**

The Planning Commission received staff presentation.

**REPORT - PUBLIC WORKS** - Mr. Yang wished everyone a Happy Veterans Day.

**REPORT - DEVELOPMENT SERVICES** - Ms. Tai reported that the City Council approved a General Plan amendment to ensure consistency with the adopted Housing Element and introduced the triennial Building and Fire Code updates for first reading. Upcoming environmental impact report scoping meetings were announced for the Fairview Developmental Center Specific Plan on November 17 and for the Neighborhoods Where We All Belong effort on December 10. Staff also noted that the November 24 Planning Commission meeting is expected to be canceled due to a lack of agenda items and extended Veterans Day well-wishes.

**REPORT - ASSISTANT CITY ATTORNEY** - Mr. Preziosi noted that the Redondo Beach case is expected to be petitioned to the California Supreme Court, and cities may soon be asked to provide amicus support through the League of California Cities. He also clarified that while applicants may appeal a Director's Land-Use Determination under Zoning Code Section 13-30, the Planning Commission cannot act as an appellate body on such matters unless an appeal is formally filed and listed on the agenda.

**ADJOURNMENT AT 8:33 p.m.**

The Commission adjourned the meeting in memory of Christopher Aldana, a dedicated Assistant Planner who served Costa Mesa since 2022 and was admired for his professionalism, warmth, and positive spirit. His contributions included several notable projects, and he was deeply valued by colleagues, friends, and family. The Commission expressed gratitude for his service and extended condolences to all who were touched by his life.

Submitted by:

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CARRIE TAI, SECRETARY  
COSTA MESA PLANNING COMMISSION



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 25-611

**Meeting Date:** 12/8/2025

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**TITLE:**

CALL TO REVIEW (PAPL-25-0004) ZONING ADMINISTRATOR APPROVAL OF A MINOR  
CONDITIONAL USE PERMIT (PMCP-24-0029) FOR A NEW WIRELESS COMMUNICATION  
FACILITY AT 2065 PLACENTIA AVENUE

**DEPARTMENT:** ECONOMIC AND DEVELOPMENT SERVICES DEPARTMENT /  
PLANNING DIVISION

**PRESENTED BY:** JUSTIN ARIOS, ASSOCIATE PLANNER

**CONTACT INFORMATION:** JUSTIN ARIOS, 714-754-5667; Justin.Arios@costamesaca.gov

**RECOMMENDATION:**

Staff recommends that the Planning Commission continue this item to the Planning Commission meeting of March 23, 2026.



# PLANNING COMMISSION AGENDA REPORT

MEETING DATE: DECEMBER 8, 2025

ITEM NUMBER: PH-1

**SUBJECT: CALL TO REVIEW (PAPL-25-0004) ZONING ADMINISTRATOR APPROVAL OF A MINOR CONDITIONAL USE PERMIT (PMCP-24-0029) FOR A NEW WIRELESS COMMUNICATION FACILITY AT 2065 PLACENTIA AVENUE**

**FROM: ECONOMIC AND DEVELOPMENT SERVICES DEPARTMENT / PLANNING DIVISION**

**PRESENTATION BY: JUSTIN ARIOS, ASSOCIATE PLANNER**

**FOR FURTHER INFORMATION CONTACT: JUSTIN ARIOS  
714-754-5667  
Justin.Arios@costamesaca.gov**

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## **RECOMMENDATION:**

Staff recommends that the Planning Commission continue this item to the Planning Commission meeting of March 23, 2026.

## **APPLICANT OR AUTHORIZED AGENT:**

The authorized agent is John McDonald (Eukon Group), representing the property owner, Public Storage Partners LTD.

## **EXECUTIVE SUMMARY**

On July 17, 2025, the City's Zoning Administrator approved a Minor Conditional Use Permit (MCUP) to allow for a new 55-foot tall wireless facility disguised as a pine tree (mono-pine) on a property with an existing, similar 55-foot tall mono-pine. A support facility for the mono-pine is proposed to be located inside three existing storage units adjacent to the proposed mono-pine.

On July 24, 2025, Council Member Reynolds submitted an “application for review” of the approval to be considered by the Planning Commission. The Council Member was concerned that “many residents have raised a variety of concerns about the potential impacts, [...] especially on this mixed-use corridor”.

On September 8, 2025, the Planning Commission reviewed the “application for review”. During the public hearing the Commission expressed concern with the project proposed. The project was continued to the December 8<sup>th</sup> Planning Commission hearing, allowing the applicant time to explore relocating the tower on the site and to provide additional coverage data at different heights. In discussion, Commissioners clarified the standard of review and emphasized the importance of addressing residents' concerns, including noise, aesthetics, and maintenance of existing facilities. The Commission encouraged the applicant to engage directly with neighbors before returning, consider locating the tower closer to Placentia Avenue within the industrial area, and potentially modifying or extending the existing tower rather than adding a new one.

The applicant has submitted a request for the item to be continued to the March 23, 2026 Planning Commission meeting to allow additional time to address the outstanding comments from the previous Planning Commission meeting and finalize the necessary materials for review. (Attachment 1)



Applicant Letter – Request for Continuance  
AT&T Wireless Facility CLL03466  
2065 Placentia Ave

Dear Planning Staff,

On behalf of the applicant, we respectfully request a continuance of this item to the March 23rd hearing date. This continuance is needed to allow additional time to address outstanding comments and finalize the necessary materials for review.

Thank you for your consideration.

Sincerely,  
John McDonald  
Eukon Group, on behalf of AT&T Mobility

**EukonGroup**

an SFC Communications, Inc. company

65 Post, Suite #1000  
Irvine, CA 92618  
(949) 553-8566



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 25-608

**Meeting Date:** 12/8/2025

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**TITLE:**

DESIGN REVIEW (PDES-25-0002) AND TENTATIVE PARCEL MAP 2025-141 FOR A RESIDENTIAL SMALL LOT SUBDIVISION TO CREATE TWO PARCELS, EACH CONTAINING A NEW TWO-STORY DETACHED SINGLE-FAMILY RESIDENCE AND AN ATTACHED TWO-CAR GARAGE AT 2396 ORANGE AVENUE

**DEPARTMENT:** ECONOMIC AND DEVELOPMENT SERVICES  
DEPARTMENT/PLANNING DIVISION

**PRESENTED BY:** JEFFREY RIMANDO, ASSISTANT PLANNER

**CONTACT INFORMATION:** JEFFREY RIMANDO, 714-754-5012;  
Jeffrey.Rimando@costamesaca.gov

**RECOMMENDATION:**

Staff recommends the Planning Commission adopt a Resolution to:

1. Find that the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15315 (Class 15) Minor Divisions of Land, and Section 15303 (Class 3) New Construction or Conversion of Small Structures. In addition, this project is statutorily exempt from the requirements of CEQA pursuant to Public Resources Code section 21080.66 (Housing Development Projects); and
2. Approve Parcel Map No. 2025-141 and Design Review PDES-25-0002 based on findings of fact and subject to conditions of approval.



## PLANNING COMMISSION AGENDA REPORT

MEETING DATE: DECEMBER 8, 2025    ITEM NUMBER: PH-2

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**SUBJECT:    DESIGN REVIEW (PDES-25-0002) AND TENTATIVE PARCEL MAP 2025-141 FOR A RESIDENTIAL SMALL LOT SUBDIVISION TO CREATE TWO PARCELS, EACH CONTAINING A NEW TWO-STORY DETACHED SINGLE-FAMILY RESIDENCE AND AN ATTACHED TWO-CAR GARAGE AT 2396 ORANGE AVENUE**

**FROM:       ECONOMIC AND DEVELOPMENT SERVICES  
               DEPARTMENT/PLANNING DIVISION**

**PRESENTATION BY:    JEFFREY RIMANDO, ASSISTANT PLANNER**

**FOR FURTHER                JEFFREY RIMANDO  
INFORMATION             714-754-5012  
CONTACT:                  Jeffrey.Rimando@costamesaca.gov**

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### **RECOMMENDATION:**

Staff recommends the Planning Commission adopt a Resolution to:

1. Find that the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15315 (Class 15) Minor Divisions of Land, and Section 15303 (Class 3) New Construction or Conversion of Small Structures. In addition, this project is statutorily exempt from the requirements of CEQA pursuant to Public Resources Code section 21080.66 (Housing Development Projects); and
2. Approve Parcel Map No. 2025-141 and Design Review PDES-25-0002 based on findings of fact and subject to conditions of approval.

### **APPLICANT OR AUTHORIZED AGENT:**

The applicant and authorized agent is Rod Jeheber representing the property owner, Hal and Nancy Moorefield Family Trust.

### **PLANNING APPLICATION SUMMARY**

Location:	2396 Orange Avenue	Application Number:	PDES-25-0002
Request:	Parcel Map and Design Review for a residential small lot subdivision project consisting of two, two-story, detached single family dwelling units with attached two-car garages.		

**SUBJECT PROPERTY:**
**SURROUNDING PROPERTY:**

Zone:	R2-MD (Multiple-Family Residential, Medium Density)	North (across Orange Ave):	R2-MD
General Plan:	Medium Density Residential	South:	R2-MD
Lot Dimensions:	Irregularly Shaped	East (across Santa Isabel Ave):	R1 (Single-Family Residential)
Lot Area:	7,580 SF	West:	R2-MD
Existing Development:	One two-story, single-family dwelling with an attached two-car garage.		

### **DEVELOPMENT STANDARDS COMPARISON**

Development Standard	Small Lot Standards	Proposed/Provided
<b>Lot Size</b>		
Lot Width/Depth	No Standard	Parcel 1: 56 FT 8 IN / 46 FT 6 IN Parcel 2: 68 FT 5 IN / 46 FT 6 IN
Lot Area	No Standard	Gross: 7,580 SF Net: 6,952 SF <sup>1</sup>  Parcel 1 (Gross): 4,060 SF Parcel 2 (Gross): 3,520 SF  Parcel 1 (Net): 3,752 SF <sup>1</sup> Parcel 2 (Net): 3,200 SF <sup>1</sup>
<b>Density/Intensity</b>		
DUs Per Acre (Residential)	1 DU / 3,630 SF of Lot Area 2 units maximum allowed	Total of two units
<b>Building Height</b>		
	2 Stories / 27 FT	2 stories / 26 FT 8 IN (29 FT to top of chimney) <sup>2</sup>
<b>Open Space</b>		
Overall Open Space	35% of development area	3,407 SF (49%)
Private Open Space	200 SF / Min. 10 FT	Parcel 1: 381 SF Parcel 2: 602 SF
<b>Residential Guidelines</b>		
2 <sup>nd</sup> Floor to 1 <sup>st</sup> Floor Ratio	Maximum 100%	Unit 1 (Parcel 2): 87% Unit 2 (Parcel 1): 92%
<b>Development Lot Building Setbacks</b>		
Front	20 FT	20 FT 1 IN
Side (right/street)	10 FT	10 FT 1 IN (9 FT 1 IN to fireplace) <sup>3</sup>
Side (left/interior)	5 FT	5 FT 1 IN
Rear	15 FT	15 FT 1 IN
Distance Between Main Buildings	6 FT	13 FT 2 IN
<b>Parking</b>		

Garage		2-car garage per unit	2-car garage/unit (4 spaces)
Open		2 spaces per unit	2 spaces/unit (4 spaces)
Total Parking		8 spaces	8 spaces
CEQA Review	Exempt per CEQA Guidelines Section 15315 (Minor Division of Land) and Section 15303 (New Construction or Conversion of Small Structures) and Public Resources Code section 21080.66 (Housing Development Projects)		
Final Action	Planning Commission		
<sup>1</sup> Square footage of parcel after the dedication of a 5-foot sidewalk easement. <sup>2</sup> Chimneys may extend two feet above the maximum building height. <sup>3</sup> Fireplaces may encroach two feet into the required setback area.			

## **EXECUTIVE SUMMARY**

The applicant is requesting approval of a two-unit small lot residential subdivision project for the development of two new parcels, each with a two-story, detached single-family residence and an attached two-car garage. The proposed subdivision would allow for individual ownership of the units. Staff supports the request because the proposed small lot subdivision project is consistent with applicable goals, objectives, and policies of the General Plan, complies with applicable provisions of the Zoning Ordinance and respective findings, and would be compatible with surrounding residentially zoned development.

## **BACKGROUND**

The project site is located on the southern corner of the intersection of Orange Avenue and Santa Isabel Avenue, in Eastside Costa Mesa. The project site is a corner lot located on a level, generally rectangular 7,580-square-foot parcel.

The property has a General Plan Land Use designation of Medium Density Residential (MDR) and is zoned Multiple-Family Residential District, Medium Density (R2-MD). The project site is surrounded by residential development that consists of multiple- and single-family residences. Properties abutting the project to the southwest, southeast, and across Orange Avenue to the northwest are also zoned R2-MD. Properties across Santa Isabel Avenue are zoned Single-Family Residential District (R1).

Exhibit 1 Project Location



Current development on the property consists of one single-family residence with a two-car garage, which based on historic aerial photographs, was constructed in the late 1940s. There is no permit on file with the City for the construction of the residence due to the construction occurring prior to City incorporation. The residence has a driveway with access from Orange Avenue that leads to a two-car garage. This structure is proposed to be demolished to allow for the proposed project.

Exhibit 2 Existing Street View of 2396 Orange Avenue

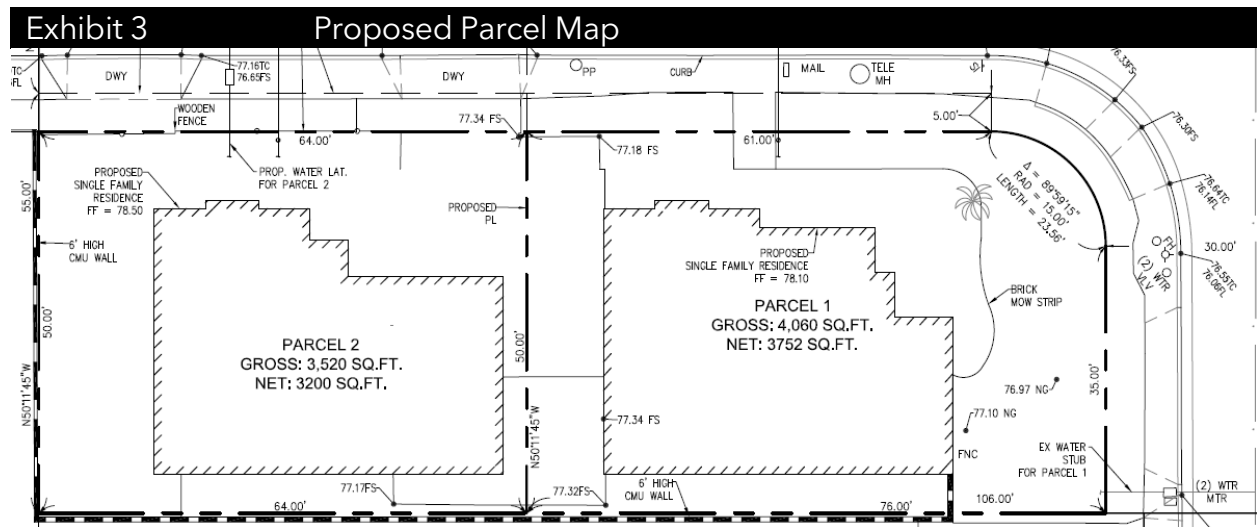




## REQUEST

The applicant is requesting approval for a Small Lot Subdivision including a tentative parcel map and design review to facilitate the development of two, two-story single family residences each with an attached two-car garage.

The proposed parcel map, as shown in Exhibit 3 below, will subdivide the 7,580 square-foot parcel into two parcels. Parcel 1 is proposed to be 4,060 square feet and Parcel 2 is proposed to be 3,520 square feet. The tentative parcel map also provides a five-foot wide sidewalk easement at the northwest side of the property along Orange Avenue that would span across both parcels. The easement results in a total development lot size of 6,952 square feet resulting in Parcel 1 to be 3,752 net square feet and Parcel 2 to be 3,200 net square feet after the dedication.



The proposed development includes two new two-story single-family residences that are approximately 2,291 square feet (Unit A) and 2,186 square feet (Unit B), with attached two car garages, and three bedrooms. The maximum height of each residence is proposed to be 26 feet 8 inches, with a 29 foot chimney. Table 1 below provides a summary of the residential development proposed on each Parcel.

	1 <sup>st</sup> Floor Area (SF)	Garage	2 <sup>nd</sup> Floor Area (SF)	2 <sup>nd</sup> Floor/ 1 <sup>st</sup> Floor Ratio	Bed-room Count	Bath-rooms (Full/Half)	Parking Spaces (Garage /Open)	Gross Lot Area (SF)
Unit A (Parcel 1)	1,033	417	1,258	0.87	3	3 Full / 1 Half	2/2	4,060
Unit B (Parcel 2)	907	489	1,279	0.92	3	3 Full/ 1 Half	2/2	3,520

## **ANALYSIS**

### ***Residential Small Lot Subdivision / Tentative Parcel Map***

The Costa Mesa Municipal Code (CMMC) requires that the maximum density of a small lot subdivision be consistent with the underlying zoning district (R2-MD) and development standards are required pursuant to CMMC Section 13-42.3(b)(1-6). The R2-MD zone allows a density of 12 units per acre (one unit per 3,630 square feet of lot area). Although the five-foot sidewalk easement would reduce the square footage of the subject property from 7,580 square feet down to 6,952 square feet, the maximum density of a small lot subdivision is based on the gross acreage of the lot – the total area of a lot of land before public streets, easements, or other areas to be dedicated or reserved for public use are deducted from such lot. The project proposes two units on the existing lot with a gross acreage of 7,580 square feet (11.5 units per acre) and therefore complies with the density requirements. While the 3,630 square feet lot average is noted for the density purposes, the City's Residential Small Lot Subdivision standards do not require a minimum lot size, allowing for some flexibility in the lot subdivision, to accommodate lot features such as land dedications, easements, driveways, etc.

The Tentative Parcel Map application proposes to create two lots consisting of Parcel 1 (4,060 square feet) and Parcel 2 (3,520 square feet). Parcel 1 is proposed at the corner of the intersection with the dwelling oriented towards Santa Isabel Avenue, and Parcel 2 is proposed as an interior lot with an approximate 64 feet of street frontage on Orange Avenue. As noted above, the project includes a sidewalk easement along the Orange Avenue frontage.

A comparison of the required development standards and the proposed project is provided above in the "Development Standards Comparison" table and as proposed, the project is designed in compliance with the City's standards.

### ***Design Review***

Pursuant to CMMC Section 13-42.2, a new residential small lot development project shall be processed according to the City's Design Review procedures (CMMC Section 13-29). The City's Design Review application process ensures that the proposed development meets the intent of the Residential Design Guidelines.

### ***Residential Design Guidelines***

The proposed development, as shown in Exhibit 4 below, meets the intent of the City's Residential Design Guidelines as follows:

- **Second-Story Design and Building Mass:** The City's Residential Design Guidelines requires that second-story floor areas should not exceed 100 percent



of the first-story floor area (including attached garage areas). The second-story floor area of Unit A has been designed with an area 87% and Unit B has been designed with a floor area that is 92% of the first story area. Each proposed residence has been designed with articulation and off-sets on the various elevations to avoid boxy appearances. The elevations for the proposed development include multiple building planes and varied roof forms to soften the surplus mass of the second story. The elevations also include varied facades and articulations with stone veneer and stucco.

- **Second-Story Setbacks:** According to the *Residential Design Guidelines*, a five-foot second-story setback is required for units less than 2,700 square feet of living area. Both units are proposed at less than 2,700 square feet with a five-foot secondary setback and therefore, are in compliance with the second-story setback requirements.
- **Elevation Treatments:** All units feature a variety of projections and include articulation on each wall, varying roof types and materials. Building materials include stone veneer and stucco and standing seam metal roofing.
- **Window Placement:** The location of the windows included consideration for design and privacy of neighboring properties. The abutting property to the southwest (2390 Orange Avenue) consists of a single-story single-family dwelling in the front portion of the lot that is set back five feet from the shared property line of Parcel 2. The minimum distance between the existing dwelling and the proposed Unit B would be approximately 20 feet. The abutting property to the southeast (207 Santa Isabel Avenue) consists of a single-story single-family dwelling with a detached garage. The dwelling is set back 12 feet from the shared property line and is buffered by an existing driveway. The second-story windows of the proposed dwellings would be located without direct views into the neighboring properties. The first-story windows are located behind a proposed six-foot block wall which is proposed to be constructed on the property line between the neighboring properties, which would further eliminate privacy impacts for the existing neighboring properties.
- **Consistency in Architectural Design:** The proposed design includes modern features with exterior materials and finishes including stucco, stone veneer and a standing seam metal roofing that are durable and require minimal maintenance. In addition, each façade features a variety of overhangs, materials, and roof forms, which provides visual interest and façade articulation (see the below Exhibit 4).

Exhibit 4 Colored Elevations



The immediately surrounding neighborhood features a diverse collection of architectural styles including residences with modern and eclectic influences, residences with craftsman features, and other traditional styles (see the below Exhibit 5 and 6). The varying use of materials ranging from stucco and brick veneer to wood siding and the use of articulation and off-sets for two-story residences are common throughout the neighborhood which would be compatible with the proposed design.

Exhibit 5 Neighboring Property Street View Examples



Exhibit 6 Neighboring Property Street View Examples



## ***Open Space***

The CMMC requires that each unit be provided a minimum of 200 square feet of open space with no dimension being smaller than 10 feet. The units are proposed to be constructed to comply with the CMMC required private open space. Unit A provides 381 square feet of private open space with a minimum of 10 feet in depth and Unit B provides 602 square feet of private open space with a minimum of 15 feet in depth. The proposed dwellings also include adequate space for three trash containers without being visible from the public right of way.

## ***Parking and Circulation***

The project complies with the City's Small Lot Subdivision Parking standard for units proposed with three bedrooms as indicated in Table 2 below.

Table 2      Parking Requirements		
	Requirement	Proposed
Garage Parking Spaces	4 spaces (2 per unit)	4 spaces
Open Parking	4 spaces (2 per unit for 3 or more bedroom units)	4 spaces

Pursuant to the Residential Small Lot Subdivision standards, the minimum driveway width is required to be 10-foot. The project complies with a minimum 17-foot-wide driveway on each parcel. Each driveway provides access to the respective unit's two-car garage and the two open-parking spaces are proposed on each driveway. As required by the CMMC and as conditioned, all parking and driveways shall consist of decorative concrete, pavers, or other material subject to review by the Development Services Director prior to issuance of building permits.

## ***Fences and Walls***

Pursuant to CMMC Section 13-75, the project is required to install a six-foot tall masonry wall around the perimeter of the proposed development lot. The final design of the walls will be reviewed as part of the building permit submittal. Any future modifications to the site walls and fencing are subject to review and approval of the Planning Division and may require building permits to be issued prior to installation. The heights and locations of walls and fences shall comply with the CMMC requirements as well as applicable visibility standards for traffic safety.

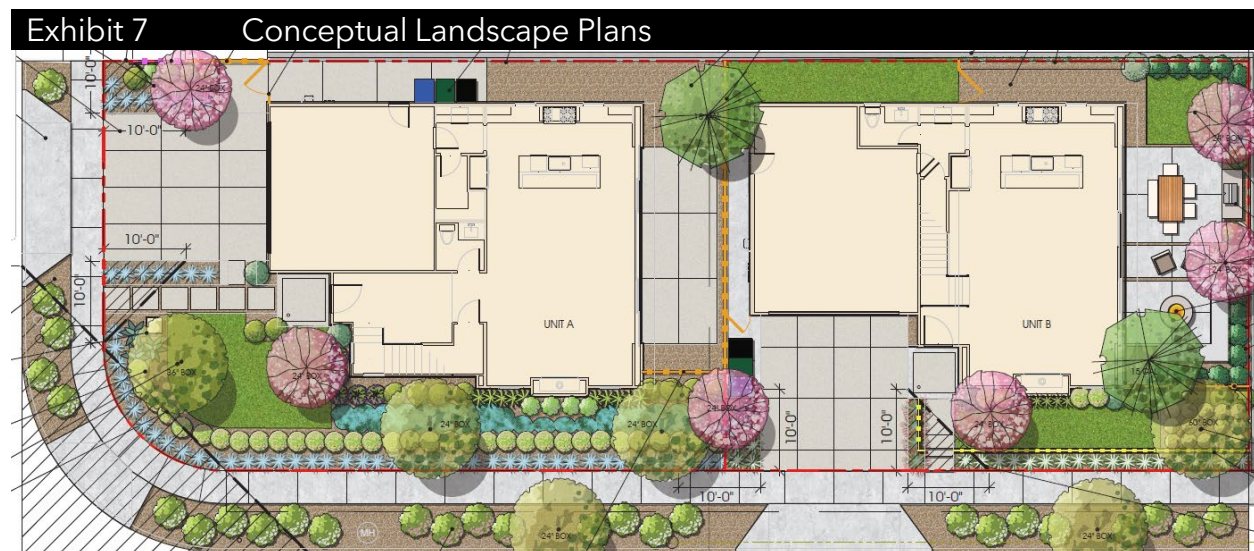
## ***Landscaping***

Per CMMC Section 13-106, all required landscape areas shall consist of drought tolerant plant material and shall meet the minimum number of plant types based on the total landscape square footage. As shown in Exhibit 7 below, the project proposes a total of

2,341 square feet of landscaping with a mixture of usable and decorative landscaping. The number of plants and trees required and proposed is provided in Table 3 below.

Table 3 Landscaping Requirements		
	Requirement	Proposed
<b>Tree Count</b>	12 (one, 15-gallon tree or larger per 200 square feet of landscape area)	12
<b>Shrub Count</b>	93 (one shrub for every 25 square feet of landscape area)	241
<b>Groundcover coverage</b>	70% with the remaining area to incorporate uncontaminated compost/mulch	70%

In addition to the on-site trees, two street trees are proposed to further improve the streetscape. A California licensed landscape architect will prepare landscape plans conforming with the CMMC and water efficiency landscape guidelines prior to issuance of building permits.



## Utilities

The CMMC requires that new construction provide undergrounding of all utilities on site, including existing utility poles. As required, all new and existing utilities will be installed underground. Conditions of approval require that any new backflow preventers or related equipment be installed outside of the front landscape setback and be screened from view from any location on- or off-site. As required by the CMMC, all utility meters shall be screened from view from the public right of way and neighboring properties. Conditions of approval will require that prior to building permit approval, the applicant shall submit for approval of a comprehensive utilities plan to ensure that the water and sewer mains are adequate, and utility upgrades will be required if the existing

infrastructure is not adequate. The plan will be reviewed by both the City's Building Division and Public Works Department at time of building permit submittal.

## **GENERAL PLAN CONFORMANCE**

The following analysis further evaluates the proposed project's consistency with specific policies and objectives of the 2015-2035 General Plan.

1. **Policy LU-1.3:** "Strongly encourage the development of residential uses and owner-occupied housing (single-family detached residences, condominiums, townhouses) where feasible to improve the balance between rental and ownership housing opportunities."

**Consistency:** The proposed project is in conformance with General Plan Policy LU-1.3 in that the proposed scope of work consists of demolishing two rental single-family dwellings and detached garages located on a multi-family zoned parcel (R2-MD) and to construct two, two-story detached ownership single-family dwelling units with attached garages on separate parcels, which will maximize the ownership opportunities of a residential property.

2. **Policy LU-2A:** "Promote land use patterns and development that contribute to community and neighborhood identity."

**Consistency:** The project site is within an established residential neighborhood featuring various single-family dwellings and multi-family developments. The proposed project complies with General Plan Objective LU-2A in that the proposed development is consistent with the types of development within the surrounding neighborhood and contributes to architectural design that complies with the residential design standards in the neighborhood.

3. **Policy HOU-3.4:** "Consider the potential impact of new housing opportunities and their impacts on existing residential neighborhoods when reviewing development applications affecting residential properties."

**Consistency:** The project would not negatively affect surrounding residential properties as privacy impacts have been considered in the development of the project and the proposed development will generally improve neighborhood and streetscape aesthetics. The project would be in an established residential neighborhood and would increase the ownership opportunities in the City.



## **FINDINGS**

Pursuant to Title 13, Section 13-29(g)(13) and (14), "Findings for Tentative Parcel Maps and Design Review," in order to approve the project, the Planning Commission must find that the evidence presented in the administrative record substantially meets the following applicable required findings:

### ***Tentative Parcel Map Findings - Costa Mesa Municipal Code Section 13-29(g)(13)***

- a) *The creation of the subdivision and related improvements is consistent with the General Plan, any applicable specific plan, and the Zoning Code.*

The Medium Density Residential General Plan land use designation establishes a maximum allowable density of 12 units per acre. The subject parcel is 7,580 square feet in area. Although a five-foot sidewalk easement would reduce the square footage of the subject property from 7,580 square feet down to 6,952 square feet, the maximum density of a small lot subdivision is based on the gross acreage of the lot. The parcel map would allow for a new residential project that would be consistent with the General Plan land use designation of Medium Density Residential and the R2-MD zone that allows for one unit per 3,630 square feet of lot area. The project design complies with the applicable development standards for a residential small lot subdivision. The proposed parcel map is consistent with General Plan Land Use Objectives LU-1A and LU-2A, in that the subdivision allows for a project that would promote homeownership opportunities and improve the balance between rental and ownership housing in the City, and the parcel map would allow for redevelopment of an existing parcel which would improve and maintain quality of the neighborhood by improved architecture, aesthetics, and landscaping.

- b) *The proposed use of the subdivision is compatible with the General Plan.*

The subject property has a General Plan land use designation of Medium Density Residential, which allows multiple-family residential uses at a maximum of 12 dwelling units per acre. The existing parcel is 7,580 square feet in area. The Parcel Map proposes a residential use that would not exceed the maximum density allowed per the General Plan. In addition, the subdivision allows for a project that would promote homeownership opportunities and improve the balance between rental and ownership housing in the City, and the parcel map would allow for redevelopment of an existing parcel which would improve and maintain quality of the neighborhood by improved architecture, aesthetics, and landscaping, pursuant to General Plan Land Use Objectives LU-1A and LU-2A.

- c) The subject property is physically suitable to accommodate the subdivision in terms of type, design and density of development, and will not result in substantial environmental damage nor public health problems, based on compliance with the Zoning Code and General Plan, and consideration of appropriate environmental information.

The property is flat and has been previously graded and is located within an established residential neighborhood. The property is currently improved with residential uses and is suitable to accommodate two residential units. The size of the lot is also suitable since the proposed development meets all applicable development standards including, setbacks, parking, and open space. The parcel map proposes to subdivide a parcel into two lots that does not exceed the minimum R2-MD maximum density of one dwelling unit for 3,630 square-feet of lot area. While the 3,630 square-foot lot area is noted for the purposes of calculating density, the City's Residential Small Lot Subdivision standards do not require a minimum lot size. Adequate infrastructure exists to serve the proposed project and the project will not result in the loss of any habitat, result in a negative impact on the environment as a whole or require extensive infrastructure improvements to provide service to the site.

- d) The design of the subdivision provides, to the extent feasible, for future passive or natural heating and cooling opportunities in the subdivision, as required by State Government Code section 66473.1.

The project provides 49 percent open space for the overall development and each unit will have at least 200 square feet of private open space area. The open space will accommodate landscaping that can be provided throughout the site with adequate setbacks for airflow, and trees for site shading. The project is proposed to include operable windows and will be fully insulated as required by the building code.

- e) The division and development will not unreasonably interfere with the free and complete exercise of a public entity and/or public utility rights-of-way and/or easements within the tract.

The project has been reviewed by the Public Works Department and there are no conflicts with the City's or other utility agencies' rights-of-way or easements.

- f) The discharge of sewage from this land division into the public sewer system will not violate the requirements of the State Regional Water Quality Control Board pursuant to Division 7 (commencing with State Water Code section 13000).

The lot currently has connections to the public sewer system for the existing residential units. The parcel map would allow for a residential project that would not include physical changes to the lot that would result in discharge into the public sewer system in violation of State requirements. Furthermore, the applicant will be required to comply with the regulations set forth by the Costa Mesa Sanitation District and Mesa Water District. Compliance with the Costa Mesa Sanitation District and Mesa Water District involves the implementation of a Stormwater Pollution Prevention Plan (SWPPP) for construction-related activities, which will specify the “best management practices” (BMPs) that the project will be required to implement during construction activities to ensure that all potential pollutants of concern (including sediment) are prevented, minimized, and/or otherwise appropriately treated prior to being discharged from the subject property.

As indicated above, the project complies with above findings to approve the Tentative Parcel Map. In addition, pursuant to the Subdivision Map Act, Government Code Section 66474, a parcel map must be denied if one or more findings are made:

*That the proposed map is not consistent with applicable general and specific plans as specified in Section 65451;*

The proposed subdivision map is consistent with the goals, objectives, policies, and land use designations of the applicable General Plan and any relevant Specific Plans adopted for the area. The project complies with all applicable land use, circulation, and development standards and furthers the intent of the City's planning documents. Therefore, this finding cannot be made.

*That the design or improvement of the proposed subdivision is not consistent with applicable general and specific plans;*

The design and proposed improvements of the subdivision, including lot configuration, access, and infrastructure, conform with applicable General and Specific Plan policies and standards. Improvements are consistent with the planned infrastructure network and development pattern anticipated in the area. Therefore, this finding cannot be made.

*That the site is not physically suitable for the type of development;*

The site is physically suitable for the type of development proposed. The topography, existing conditions, and lack of physical constraints such as flood zones or geologic hazards allow for safe and feasible development. Necessary utilities and infrastructure can be provided to support the proposed use. Therefore, this finding cannot be made.



That the site is not physically suitable for the proposed density of development;

The proposed density of development is consistent with zoning regulations and the land use designation for the site. The site can adequately accommodate the proposed number of lots or units without resulting in overcrowding or unsafe conditions. Adequate access, open space, and public services are available to support the proposed density. Therefore, this finding cannot be made.

That the design of the subdivision or the proposed improvements are likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat;

The design of the subdivision and associated improvements will not cause substantial environmental damage or significantly and avoidably impact fish or wildlife habitat in that there are no environmentally sensitive areas within or around the site. Therefore, this finding cannot be made.

That the design of the subdivision or type of improvements is likely to cause serious public health problems; and

The design of the subdivision and proposed improvements will not result in any serious public health problems. The project will comply with all applicable building codes, health regulations, and safety standards. Required public services, including fire protection, water, and wastewater infrastructure, are available and sufficient to serve the development. Therefore, this finding cannot be made.

That the design of the subdivision or the type of improvements will conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision. In this connection, the governing body may approve a map if it finds that alternate easements, for access or for use, will be provided, and that these will be substantially equivalent to ones previously acquired by the public. This subsection shall apply only to easements of record or to easements established by judgment of a court of competent jurisdiction and no authority is hereby granted to a legislative body to determine that the public at large has acquired easements for access through or use of property within the proposed subdivision."

The subdivision does not conflict with any public easements for access or use. All existing public easements of record have been identified and appropriately preserved, or alternate easements of substantially equivalent utility will be provided where necessary. The proposed map ensures continued public access and utility connectivity as required. Therefore, this finding cannot be made.

Pursuant to the proposed subdivision design, none of the above findings for denial can be made or associated with the proposed project.

### **Design Review Findings - Costa Mesa Municipal Code Section 13-29(g)(14)**

- a) The project complies with the City of Costa Mesa Zoning Code and meets the purpose and intent of the residential design guidelines, which are intended to promote design excellence in new residential construction, with consideration being given to compatibility with the established residential community. The design review includes site planning, preservation of overall open space, landscaping, appearance, mass and scale of structures, location of windows, varied roof forms and roof plane breaks, and any other applicable design features.

The project proposes a maximum density of one dwelling unit per 3,630 square feet of lot area, which is consistent with the maximum allowable density for the R2-MD Zone and the Medium Density Residential land use designation. The project complies with all other applicable Zoning Code standards including setbacks, parking, and open space. The project design incorporates elevations with varied roof forms and projections including eaves and overhangs to provide visual interest as viewed from the street. The exterior materials include stone veneer, white stucco and standing seam metal roofing. The architecture of the homes includes varying roof forms, wall planes, and exterior materials which allow it to avoid a boxy two-story design. Landscaping throughout the project meets code requirements and the project would introduce 12 new trees on-site. The project will not result in privacy impacts to the surrounding residences based on the proposed window fenestration patterns and the proposed setbacks from the neighboring properties.

- b) The visual prominence associated with the construction of a two-story house or addition in a predominantly single-story neighborhood has been reduced through appropriate transitions between the first and second floors and the provision of second floor offsets to avoid unrelieved two-story walls.

The neighborhood includes a mixture of one and two-story residential properties consisting of single- and multiple-family residences. The abutting property to the southeast consists of a one-story residence and the abutting property to the southwest consists of two detached single-family residences. The second story design proposes a second-floor area that will not exceed the floor area of the first floor which complies with the design guidelines.

- c) As applicable to affordable multi-family housing developments, the project complies with the maximum density standards allowed pursuant to the general plan and provides affordable housing to low or very low-income households, as

defined by the California Department of Housing and Community Development. The project includes long-term affordability covenants in compliance with State law.

The application does not include nor is required to provide an affordable multi-housing development component and therefore, the requirement to include an affordability covenant is not applicable to the project.

## **ENVIRONMENTAL DETERMINATION**

The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15315 (Class 15), Minor Land Divisions for the parcel map application, and Section 15303 (Class 3), New Construction or Conversion of Small Structures for the design review application.

Under Class 15, the division of property in urbanized areas is exempt from the provisions of CEQA if the subdivision: is zoned for residential use, is being subdivided into four or fewer parcels, conforms with the General Plan and Zoning Code, is accessible and serviceable by utilities, was not involved in a division of a larger parcel within the previous two years, and has an average slope less than 20 percent. The proposed project meets the aforementioned conditions as described under CEQA Section 15315 in that:

- The project is located within the City of Costa Mesa and is consistent with the R2-MD Zoning Designation and the Medium Density Residential General Plan Designation because it proposes lot areas and development in compliance with zoning requirements, and proposes a density allowed by the General Plan Land Use Density;
- The project site is serviceable by all utilities and is accessible to the public right of way;
- The parcel has not been involved in a previous subdivision in the previous two years; and
- The parcel has been previously graded, is relatively flat and has an average slope less than 20 percent.

Under Section 15303 (Class 3), a project is exempt from the provisions of CEQA if it includes the construction or conversion of less than three new single-family residences in an urbanized area. The proposed project meets this requirement in that it includes the replacement of two existing single-family residences with two new single-family residences in an urban area. Lastly, none of the exceptions that bar the application of a categorical exemption pursuant to CEQA Guidelines Section 15300.2 applies. Specifically, the project would not result in a cumulative environmental impact; would not have a significant effect on the environment due to unusual circumstances; would not result in damage to scenic resources; is not located on a hazardous site or location; and would not impact any historic resources.

## **ALTERNATIVES**

As an alternative to the recommended action, the Planning Commission may:

1. Approve the project with modifications. The Planning Commission may suggest specific changes that are necessary to alleviate concerns. If any of the additional requested changes are substantial, the item should be continued to a future meeting to allow a redesign or additional analysis. In the event of significant modifications to the proposal, staff will return with a revised Resolution incorporating new findings and/or conditions.
2. Deny the project. If the Planning Commission believes that there are insufficient facts to support the findings for approval, the Planning Commission must deny the application, provide facts in support of denial, and direct staff to incorporate the findings into a Resolution for denial. If the project is denied, the applicant could not submit substantially the same type of application for six months. However, because this project is subject to the Housing Accountability Act (Government Code Section 65589.5), if the Planning Commission denies the housing project, and the development is determined to be consistent with applicable, objective general plan, zoning, and subdivision standards and criteria, including design review standards, the Planning Commission must make the following written findings:
  - The housing development project would have a specific, adverse impact upon the public health or safety unless the project is disapproved or approved upon the condition that the project be developed at a lower density; and
  - There is no feasible method to satisfactorily mitigate or avoid the adverse impact, other than the disapproval of the housing development project or the approval of the project upon the condition that it be developed at a lower density. (Feasible means capable of being accomplished in a successful manner within a reasonable period of time, taking into account economic, environmental, social, and technological factors.)

## **LEGAL REVIEW**

The draft Resolution and this report have been approved as to form by the City Attorney's Office.

## **PUBLIC NOTICE**

Pursuant to CMMC Section 13-29(d) three types of public notification have been completed no less than 10 days prior to the date of the public hearing:

1. **Mailed notice.** A public notice was mailed to all property owners and occupants within a 500-foot radius of the project site November 25, 2025. The required notice radius is measured from the external boundaries of the property.
2. **On-site posting.** A public notice was posted on each street frontage of the project site on November 26, 2025.
3. **Newspaper publication.** A public notice was published once in the Daily Pilot newspaper on November 28, 2025.

As of the completion date of this report, no written public comments have been received. Any public comments received prior to the December 8, 2025, Planning Commission meeting will be provided separately.

## **CONCLUSION**

Staff supports the applicant's request to develop the proposed Residential Small Lot Subdivision because it is consistent with the City's R2-MD zoning designation and the General Plan. The project would provide homeownership opportunities to improve the balance between rental and ownership housing in the City. In addition, the proposed development complies with the City's Subdivision and Development Review standards and complies with the City's Residential Design Guidelines. Lastly, the State's Housing Accountability Act (Government Code Section 65589.5) applies to this project and generally requires that cities approve housing projects that are consistent with the General Plan and zoning, unless the City can make specific State mandated findings for denial (further discussed in the "Alternatives" section of this report).

**RESOLUTION NO. PC-2025-****A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA APPROVING DESIGN REVIEW (PDES-25-0002) AND TENTATIVE PARCEL MAP 2025-141 TO CREATE TWO PARCELS, EACH CONTAINING A NEW TWO-STORY DETACHED, SINGLE-FAMILY RESIDENCE WITH AN ATTACHED TWO-CAR GARAGE IN THE R2-MD ZONE AT 2396 ORANGE AVENUE**

THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA HEREBY FINDS AND DECLARES AS FOLLOWS:

WHEREAS, Planning Application PDES-25-0002 and Tentative Parcel Map 2025-141 was filed by Rod Jeheber, authorized agent for the property owner, Hal and Nancy Moorefield Family Trust, requesting approval of the following: Tentative Parcel Map and Design Review for a residential small lot subdivision project consisting of two, two-story, detached single family dwelling units with attached two-car garages;

WHEREAS, a duly noticed public hearing held by the Planning Commission on December 8, 2025, with all persons having the opportunity to speak for and against the proposal;

WHEREAS, pursuant to the California Environmental Quality Act (CEQA), the project is exempt from the provisions of the California Environmental Quality Act (CEQA) per Section 15315 (Class 15) Minor Division of Land, and Section 15303 (Class 3) New Construction or Conversion of Small Structures, and Public Resources Code section 21080.66 (Housing Development Projects), and

WHEREAS, the CEQA categorical exemption for this project reflects the independent judgement of the City of Costa Mesa.

NOW, THEREFORE, based on the evidence in the record and the findings contained in Exhibit A, and subject to the conditions of approval contained within Exhibit B, the Planning Commission hereby **APPROVES** Planning Application PDES-25-0002 and Tentative Parcel Map No. 2025-141 with respect to the property described above.

BE IT FURTHER RESOLVED that the Costa Mesa Planning Commission does hereby find and determine that adoption of this Resolution is expressly predicated upon the activity as described in the staff report for Planning Application PDES-25-0002 and Tentative Parcel Map No. 2025-141 and upon applicant's compliance with each and all of

the conditions in Exhibit B, and compliance of all applicable federal, state, and local laws. Any approval granted by this resolution shall be subject to review, modification or revocation if there is a material change that occurs in the operation, or if the applicant fails to comply with any of the conditions of approval.

BE IT FURTHER RESOLVED that if any section, division, sentence, clause, phrase or portion of this resolution, or the document in the record in support of this resolution, are for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions.

**PASSED AND ADOPTED this 8th day of December, 2025.**

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Jeffrey Harlan, Chair  
Costa Mesa Planning Commission

STATE OF CALIFORNIA   )  
COUNTY OF ORANGE    )ss  
CITY OF COSTA MESA    )

I, Carrie Tai, Secretary to the Planning Commission of the City of Costa Mesa, do hereby certify that the foregoing Resolution No. PC-2025- was passed and adopted at a regular meeting of the City of Costa Mesa Planning Commission held on December 8, 2025 by the following votes:

AYES:           COMMISSIONERS

NOES:           COMMISSIONERS

ABSENT:        COMMISSIONERS

ABSTAIN:       COMMISSIONERS

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Carrie Tai, Secretary  
Costa Mesa Planning Commission

Resolution No. PC-2025-



## EXHIBIT A

### **FINDINGS**

- A. The proposed project complies with Costa Mesa Municipal Code Section 13-29(g)(13) and (14):

#### ***Tentative Parcel Map Findings – CMMC Section 13-29(g)(13)***

**Finding:** *The creation of the subdivision and related improvements is consistent with the general plan, any applicable specific plan, and the Zoning Code.*

**Facts in Support of Findings:** The Medium Density Residential General Plan land use designation establishes a maximum allowable density of 12 units per acre. The subject parcel is 7,580 square feet in area. Although a five-foot sidewalk easement would reduce the square footage of the subject property from 7,580 square feet down to 6,952 square feet, the maximum density of a small lot subdivision is based on the gross acreage of the lot. The parcel map would allow for a new residential project that would be consistent with the General Plan land use designation of Medium Density Residential and the R2-MD zone that allows for one unit per 3,630 square feet of lot area. The project design complies with the applicable development standards for a residential small lot subdivision. The proposed parcel map is consistent with General Plan Land Use Objectives LU-1A and LU-2A, in that the subdivision allows for a project that would promote homeownership opportunities and improve the balance between rental and ownership housing in the City, and the parcel map would allow for redevelopment of an existing parcel which would improve and maintain quality of the neighborhood by improved architecture, aesthetics, and landscaping.

**Finding:** *The proposed use of the subdivision is compatible with the General Plan.*

**Facts in Support of Finding:** The subject property has a General Plan land use designation of Medium Density Residential, which allows multiple-family residential uses at a maximum of 12 dwelling units per acre. The existing parcel is 7,580 square feet in area. The Parcel Map proposes a residential use that would not exceed the maximum density allowed per the General Plan. In addition, the subdivision allows for a project that would promote homeownership opportunities and improve the balance between rental and ownership housing in the City, and the parcel map would allow for redevelopment of an existing parcel which would improve and maintain quality of the neighborhood by improved architecture, aesthetics, and landscaping, pursuant to General Plan Land Use Objectives LU-1A and LU-2A.

**Finding:** *The subject property is physically suitable to accommodate the subdivision in terms of type, design and density of development, and will not result in substantial environmental damage nor public health problems, based on compliance with the*

*Zoning Code and General Plan, and consideration of appropriate environmental information.*

**Facts in Support of Finding:** The property is flat and has been previously graded and is located within an established residential neighborhood. The property is currently improved with residential uses and is suitable to accommodate two residential units. The size of the lot is also suitable since the proposed development meets all applicable development standards including, setbacks, parking, and open space. The parcel map proposes to subdivide a parcel into two lots that does not exceed the minimum R2-MD maximum density of one dwelling unit for 3,630 square-feet of lot area. While the 3,630 square-foot lot area is noted for the purposes of calculating density, the City's Residential Small Lot Subdivision standards do not require a minimum lot size. Adequate infrastructure exists to serve the proposed project and the project will not result in the loss of any habitat, result in a negative impact on the environment as a whole or require extensive infrastructure improvements to provide service to the site.

**Finding:** *The design of the subdivision provides, to the extent feasible, for future passive or natural heating and cooling opportunities in the subdivision, as required by State Government Code section 66473.1.*

**Facts in Support of Findings:** The project provides 49 percent open space for the overall development and each unit will have at least 200 square feet of private open space area. The open space will accommodate landscaping that can be provided throughout the site with adequate setbacks for airflow, and trees for site shading. The project is proposed to include operable windows and will be fully insulated as required by the building code.

**Finding:** *The division and development will not unreasonably interfere with the free and complete exercise of the public entity and/or public utility rights-of-way and/or easements within the tract.*

**Facts in Support of Finding:** The project has been reviewed by the Public Works Department and there are no conflicts with the City's or other utility agencies' rights-of-way or easements.

**Finding:** *The discharge of sewage from this land division into the public sewer system will not violate the requirements of the State Regional Water Quality Control Board pursuant to Division 7 (commencing with State Water Code section 13000).*

**Facts in Support of Finding:** The lot currently has connections to the public sewer system for the existing residential units. The parcel map would allow for a residential project that would not include physical changes to the lot that would result in discharge into the public sewer system in violation of State requirements. Furthermore, the applicant will be required to comply with the

regulations set forth by the Costa Mesa Sanitation District and Mesa Water District. Compliance with the Costa Mesa Sanitation District and Mesa Water District involves the implementation of a Stormwater Pollution Prevention Plan (SWPPP) for construction-related activities, which will specify the “best management practices” (BMPs) that the project will be required to implement during construction activities to ensure that all potential pollutants of concern (including sediment) are prevented, minimized, and/or otherwise appropriately treated prior to being discharged from the subject property.

As indicated above, the project complies with above findings to approve the Tentative Parcel Map. In addition, pursuant to the Subdivision Map Act, Government Code Section 66474, a parcel map must be denied if one or more findings are made:

**Finding:** *That the proposed map is not consistent with applicable general and specific plans as specified in Section 65451;*

**Facts in Support of Findings:** The proposed subdivision map is consistent with the goals, objectives, policies, and land use designations of the applicable General Plan and any relevant Specific Plans adopted for the area. The project complies with all applicable land use, circulation, and development standards and furthers the intent of the City’s planning documents. Therefore, this finding cannot be made.

**Finding:** *That the design or improvement of the proposed subdivision is not consistent with applicable general and specific plans;*

**Facts in Support of Findings:** The design and proposed improvements of the subdivision, including lot configuration, access, and infrastructure, conform with applicable General and Specific Plan policies and standards. Improvements are consistent with the planned infrastructure network and development pattern anticipated in the area. Therefore, this finding cannot be made.

**Finding:** *That the site is not physically suitable for the type of development;*

**Facts in Support of Findings:** The site is physically suitable for the type of development proposed. The topography, existing conditions, and lack of physical constraints such as flood zones or geologic hazards allow for safe and feasible development. Necessary utilities and infrastructure can be provided to support the proposed use. Therefore, this finding cannot be made.

**Finding:** *That the site is not physically suitable for the proposed density of development;*

**Facts in Support of Findings:** The proposed density of development is consistent with zoning regulations and the land use designation for the site. The site can adequately accommodate the proposed number of lots or units without resulting in overcrowding or unsafe conditions. Adequate access, open space, and public

services are available to support the proposed density. Therefore, this finding cannot be made.

**Finding:** *That the design of the subdivision or the proposed improvements are likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat;*

**Facts in Support of Findings:** The design of the subdivision and associated improvements will not cause substantial environmental damage or significantly and avoidably impact fish or wildlife habitat in that there are no environmentally sensitive areas within or around the site. Therefore, this finding cannot be made.

**Finding:** *That the design of the subdivision or type of improvements is likely to cause serious public health problems; and*

**Facts in Support of Findings:** The design of the subdivision and proposed improvements will not result in any serious public health problems. The project will comply with all applicable building codes, health regulations, and safety standards. Required public services, including fire protection, water, and wastewater infrastructure, are available and sufficient to serve the development. Therefore, this finding cannot be made.

**Finding:** *That the design of the subdivision or the type of improvements will conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision. In this connection, the governing body may approve a map if it finds that alternate easements, for access or for use, will be provided, and that these will be substantially equivalent to ones previously acquired by the public. This subsection shall apply only to easements of record or to easements established by judgment of a court of competent jurisdiction and no authority is hereby granted to a legislative body to determine that the public at large has acquired easements for access through or use of property within the proposed subdivision."*

**Facts in Support of Findings:** The subdivision does not conflict with any public easements for access or use. All existing public easements of record have been identified and appropriately preserved, or alternate easements of substantially equivalent utility will be provided where necessary. The proposed map ensures continued public access and utility connectivity as required. Therefore, this finding cannot be made.

Pursuant to the proposed subdivision design, none of the above findings for denial can be made or associated with the proposed project.

#### ***Design Review Findings – CMMC Section 13-29(g)(14)***

**Finding:** *The project complies with the City of Costa Mesa Zoning Code and meets the purpose and intent of the residential design guidelines, which are intended to promote design excellence in new residential construction, with consideration being*

*given to compatibility with the established residential community. This design review includes site planning, preservation of overall open space, landscaping, appearance, mass and scale of structures, location of windows, varied roof forms and roof plane breaks, and any other applicable design features.*

**Facts in Support of Findings:** The project proposes a maximum density of one dwelling unit per 3,630 square feet of lot area, which is consistent with the maximum allowable density for the R2-MD Zone and the Medium Density Residential land use designation. The project complies with all other applicable Zoning Code standards including setbacks, parking, and open space. The project design incorporates elevations with varied roof forms and projections including eaves and overhangs to provide visual interest as viewed from the street. The exterior materials include stone veneer, white stucco and standing seam metal roofing. The architecture of the homes includes varying roof forms, wall planes, and exterior materials which allow it to avoid a boxy two-story design. Landscaping throughout the project meets code requirements and the project would introduce 12 new trees on-site. The project will not result in privacy impacts to the surrounding residences based on the proposed window fenestration patterns and the proposed setbacks from the neighboring properties.

**Finding:** *The visual prominence associated with the construction of a two-story house or addition in a predominantly single-story neighborhood has been reduced through appropriate transitions between the first and second floors and the provision of second floor offsets to avoid unrelieved two-story walls.*

**Facts in Support of Finding:** The neighborhood includes a mixture of one and two-story residential properties consisting of single- and multiple-family residences. The abutting property to the southeast consists of a one-story residence and the abutting property to the southwest consists of two detached single-family residences. The second story design proposes a second-floor area that will not exceed the floor area of the first floor which complies with the design guidelines.

**Finding:** *As applicable to affordable multi-family housing developments, the project complies with the maximum density standards allowed pursuant to the general plan and provides affordable housing to low or very low-income households, as defined by the California Department of Housing and Community Development. The project includes long-term affordability covenants in compliance with state law.*

**Facts in Support of Finding:** The application does not include nor is required to provide an affordable multi-housing development component and therefore, the requirement to include an affordability covenant is not applicable to the project.

- B. The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15315 (Class 15), Minor Land Divisions for the parcel map application, and Section 15303

(Class 3), New Construction or Conversion of Small Structures for the design review application. The Project is also statutorily from CEQA exempt pursuant to Public Resources Code section 21080.66 (Housing Development Projects).

Under Class 15, the division of property in urbanized areas is exempt from the provisions of CEQA if the subdivision: is zoned for residential use, is being subdivided into four or fewer parcels, conforms with the General Plan and Zoning Code, is accessible and serviceable by utilities, was not involved in a division of a larger parcel within the previous two years, and has an average slope less than 20 percent. The proposed project meets the aforementioned conditions as described under CEQA Section 15315 in that:

- The project is located within the City of Costa Mesa and is consistent with the R2-MD Zoning Designation and the Medium Density Residential General Plan Designation because it proposes lot areas and development in compliance with zoning requirements, and proposes a density allowed by the General Plan Land Use Density;
- The project site is serviceable by all utilities and is accessible to the public right of way;
- The parcel has not been involved in a previous subdivision in the previous two years; and
- The parcel has been previously graded, is relatively flat and has an average slope less than 20 percent.

Additionally, under Section 15303 (Class 3), a project is exempt from the provisions of CEQA if it includes the construction or conversion of less than three new single-family residences in an urbanized area. The proposed project meets this requirement in that it includes the replacement of two existing single-family residences with two new single-family residences in an urban area. Lastly, none of the exceptions that bar the application of a categorical exemption pursuant to CEQA Guidelines Section 15300.2 applies. Specifically, the project would not result in a cumulative environmental impact; would not have a significant effect on the environment due to unusual circumstances; would not result in damage to scenic resources; is not located on a hazardous site or location; and would not impact any historic resources.

- C. The project is not subject to a traffic impact fee, pursuant to Chapter XII, Article 3 Transportation System Management, of Title 13 of the Costa Mesa Municipal Code.

## **EXHIBIT B**

### **CONDITIONS OF APPROVAL**

- Plng.      1.      Approval of Design Review 25-0002 and Tentative Parcel Map No. 2025-141 is valid for two (2) years from the effective date of this approval and will expire at the end of that period unless applicant establishes the use by one of the following actions: 1) a building permit has been issued and construction has commenced, and a valid building permit has been maintained by making satisfactory progress as determined by the Building Official; 2) a certificate of occupancy has been issued. A time extension can be requested no less than thirty (30) days or more than sixty (60) days before the expiration date of the permit and submitted with the appropriate fee for review to the Planning Division. The Director of Development Services may extend the time for an approved permit or approval to be exercised up to 180 days subject to specific findings listed in Title 13, Section 13-29 (k) (6). Only one request for an extension of 180 days may be approved by the Director. Any subsequent extension requests shall be considered by the original approval authority.
2.      The conditions of approval for Design Review 25-0002 and Tentative Parcel Map No. 25-141 shall be blueprinted on the face of the site plan as part of the plan check submittal package. Address assignment shall be requested from the Planning Division prior to submittal of working drawings for plan check. The approved address of individual units, suites, buildings, etc., shall be blueprinted on the site plan and on all floor plans in the working drawings.
3.      The final subdivision map shall be recorded with the County prior to the issuance of grading permits or building permits for the proposed development.
4.      The applicant shall install a six-foot high decorative block wall around the perimeter of the proposed development lot pursuant to the CMMC. Where walls on adjacent properties already exist, the applicant shall work with the adjacent property owner(s) to prevent side-by-side walls with gaps in between them and/or provide adequate privacy screen by trees and landscaping.
5.      Prior to building permit final, the developer shall construct decorative block walls or wood fencing on the interior property lines of the development lot pursuant to the CMMC. Any future modifications to the fencing on the interior property lines after project completion shall be first reviewed and approved by the Development Services Director and any required permits obtained prior to installation. The location and height of walls and fences shall comply with Code requirements, as well as any visibility standards for traffic safety related to ingress and egress.
6.      No modification(s) of the approved building elevations including, but not limited to, change of architectural type, changes that increase the building height, removal of building articulation, or a change of the finish material(s), shall be made during construction without prior Planning Division written approval. Elevations shall not be modified unless otherwise approved by Development Services Director as consistent with the architectural design and features of the proposed development. Failure to obtain prior Planning Division approval of the modification could result in the requirement of the applicant to (re)process the

modification through a discretionary review process, or in the requirement to modify the construction to reflect the approved plans.

7. Trash receptacles shall be screened from view, and designed and located appropriately to minimize potential noise and odor impacts to residential areas.
8. Any ground floor exterior decks/patios shall not be built higher than six inches above natural grade.
9. Backflow preventers, and any other approved above-ground utility improvement shall be located outside of the required street setback area and shall be screened from view, under direction of Planning staff. Any deviation from this requirement shall be subject to review and approval of the Development Services Director.
10. The applicant shall defend, indemnify, and hold harmless the City, its elected and appointed officials, agents, officers and employees from any claim, legal action, or proceeding (collectively referred to as "proceeding") brought against the City, its elected and appointed officials, agents, officers or employees arising out of, or which are in any way related to, the applicant's project, or any approval granted by City related to the applicant's project. The indemnification shall include, but not be limited to, damages, fees and/or costs awarded against the City, if any, and cost of suit, attorney's fees, and other costs, liabilities and expenses incurred in connection with such proceeding whether incurred by the applicant, the City and/or the parties initiating or bringing such proceeding. This indemnity provision shall include the applicant's obligation to indemnify the City for all the City's costs, fees, and damages that the City incurs in enforcing the indemnification provisions set forth in this section. City shall have the right to choose its own legal counsel to represent the City's interests, and applicant shall indemnify City for all such costs incurred by City.
11. The landscaping of this project shall comply with the City's landscaping requirements and any applicable guidelines (i.e. Water Efficient Landscape Guidelines). A final landscape plan shall be submitted with the plan check submittal.
12. All driveways and parking areas shall consist of decorative concrete, pavers or other materials as deemed appropriate by the Development Services Director. The final landscape concept plan shall indicate the landscape palette and the design/material of paved areas, and the landscape/hardscape plan shall be approved by the Planning Division prior to issuance of building permits.
13. The applicant shall contact the current cable company prior to issuance of building permits to arrange for pre-wiring for future cable communication service.
14. The applicant shall contact the Planning Division to arrange a Planning inspection of the site prior to the release of occupancy/utilities. This inspection is to confirm that the conditions of approval and code requirements have been satisfied.
15. A precise grading plan shall be submitted and clearly identify the lowest and highest elevation point of the development. The lowest point of the finished surface elevation of either the ground, paving or sidewalk within the area between



the building and the property line, or when the property line is more than five (5) feet from the building, between the building and a line five (5) feet from the building.

16. On-site lighting shall be provided in all parking areas, vehicular access ways, and along major walkways. The lighting shall be directed onto driveways and walkways within the project and away from dwelling units and adjacent properties to minimize light and glare impacts and shall be of a type approved by the development services department.
17. Prior to building permit issuance, the applicant shall submit a comprehensive utilities plan that shows utility design, undergrounding and required dedications/easements. The plan will be reviewed by both the City's Building Division and Public Works Department.
- Eng. 18. Two copies of the Final Map and one copy of the Property Boundary closure calculations shall be submitted to the City of Costa Mesa Engineering Division for checking.
19. Submit updated Title Report of subject property.
20. The Parcel Map shall be developed in full compliance of CCMMC Sec. 13-208 through 13-261 inclusive.
21. Submit seven copies, one duplicate mylar and an electronic copy of recorded map or signed plan to Engineering Division, City of Costa Mesa, prior to occupancy.
22. In accordance with C.M.M.C. Section 13-230, the Subdivider shall submit street improvement plans and/or off-site plans at the time of first submittal of the Final Parcel Map. Plan check fee shall be paid per C.M.M.C. Section 13-231.
23. Prior to recordation of a final map, the surveyor/engineer preparing the map shall tie the boundary of the map into the Horizontal Control System established by the County Surveyor and shall submit to the City Engineer and the County Surveyor a digital-graphic file of said map in a manner described in Sub-article 11/12, Sections 7-9-330/7-9-337 of the Orange County Subdivision Code.
24. Survey Monuments shall be preserved and referenced or set pursuant to Section 8771 of the Professional Land Surveyors Act and Business and Professional code.
25. Submit cash deposit or surety bond to guarantee monumentation prior to approval of the map. Amount to be determined by City Engineer.
26. Dedicate a 5-foot public street and highway easement behind existing right of way line on Orange Avenue.
27. At the time of development submit for approval an Offsite Plan to the Engineering Division and Grading Plan to the Building Division that shows Sewer, Water, Existing Parkway Improvements and the limits of work on the site prepared by a

registered Civil Engineer. Cross lot drainage shall not occur. Construction Access approval must be obtained prior to Building or Engineering Permits being issued by the City of Costa Mesa.

28. Pay Offsite Plan Check fee per Section 13-231 of the C.C.M.M.C. and an approved Offsite Plan shall be required prior to Engineering Permits being issued by the City of Costa Mesa.
29. Maintain the public Right-of-Way in a “wet-down” condition to prevent excessive dust and remove any spillage from the public Right-of-Way by sweeping or sprinkling.
30. Obtain a permit from the City of Costa Mesa, Engineering Division, at the time of development and then construct P.C.C. Residential sidewalk per City of Costa Mesa Standards as shown on the Offsite Plan, including four (4) feet clear around obstructions in the sidewalk.
31. Obtain a permit from the City of Costa Mesa, Engineering Division, at the time of development and then construct P.C.C. driveway approaches per City of Costa Mesa Standards as shown on the Offsite Plan. Location and dimensions are subject to the approval of the Transportation Services Manager. ADA compliance required for all new driveway approaches.
32. Obtain a permit from the City of Costa Mesa, Engineering Division, at the time of development and then reconstruct Wheelchair Ramp on the corner of Orange Avenue and Santa Isabel Avenue.
33. Fulfill Drainage Ordinance Fee requirements prior to: Approval of Final Map/Approval of Plans.
34. In order to comply with the 2003 Drainage Area Management Plan (DAMP), the proposed Project shall prepare a Water Quality Management Plan conforming to the Current National Pollution Discharge Elimination System (NPDES) and the Model WQMP, prepared by a Licensed Civil Engineer or Environmental Engineer, which shall be submitted to the Department of Public Works for review and approval. a) A WQMP (Priority or Non-Priority) shall be maintained and updated as needed to satisfy the requirements of the adopted NPDES program. The plan shall ensure that the existing water quality measures for all improved phases of the project are adhered to. b) Location of BMPs shall not be within the public right-of-way.

## **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. All contractors and subcontractors must have valid business licenses to do business in the City of Costa Mesa. Final inspections, final occupancy and utility releases will not be granted until all such licenses have been obtained.

2. The location and height of walls, fences, and landscaping shall comply with Code requirements, as well as any visibility standards for traffic safety related to ingress and egress.
3. All noise-generating construction activities shall be limited to 7 a.m. to 7 p.m. Monday through Friday and 9 a.m. to 6 p.m. Saturday. Noise-generating construction activities shall be prohibited on Sunday and the following Federal holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
4. Development shall comply with all requirements of Section 13-32 and Article 2.5, Title 13, of the Costa Mesa Municipal Code relating to development standards for residential projects.
5. Prior to the issuance of building permits, the applicant shall contact the US Postal Service with regard to location and design of mail delivery facilities. Such facilities shall be shown on the site plan, landscape plan, and/or floor plan.
6. Address assignment shall be requested from the Planning Division prior to submittal of working drawings for plan check. The approved address of individual units, suits, building, etc., shall be blueprinted on the site plan and on all floor plans in the working drawings.
7. All on-site utility services shall be installed underground pursuant to CMMC section 13-71(d).
8. Installation of all new 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 shall be in a manner acceptable to the public utility and shall be in the form of a vault, wall cabinet, or wall box under the direction of the Planning Division.
9. Any mechanical equipment such as air-conditioning equipment and duct work shall be screened from view in a manner approved by the Planning Division.
10. Detailed landscape and irrigation plans, which meet the requirements set forth in Costa Mesa Municipal Code Sections 13-101 through 13-108 and the City's Water Efficient Landscape Guidelines, shall be required as part of the project plan check review and approval process. Plans shall be forwarded to the Planning Division for final approval prior to issuance of building permits.
11. Landscaping and irrigation shall be installed in accordance with the approved plans prior to final inspection or occupancy clearance.
12. A minimum 20-foot by 20-foot clear inside dimension shall be provided for the two-car garages, with minimum garage door width of 16 feet and automatic garage door openers. The proposed garages shall be used for parking as required by code as it is not habitable space; further excess storage which prevents parking the required number of vehicles is prohibited.

- Bldg.
13. Comply with the requirements of the most recent adopted California Residential Code, California Building Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards, California Energy Code, and California Code of Regulations also known as the California Building Standards Code, as amended by the City of Costa Mesa.
  14. If soil contamination exists, then remediation plans shall be submitted to both the Building Division and the County of Orange for review, approval and issuing a permit. Building permit(s) shall not be issued until the soil is certified as clean and usable by a Soil's Engineer.
  15. Plans shall be prepared under the supervision of a registered California Architect or Engineer. Plan shall be stamped and signed by the registered California Architect or Engineer.
  16. Maximum area of exterior wall openings and fire rating shall be determined in accordance with the applicable provisions of California Residential Code.
  17. Construction/ improvements that encroach within Public Utility Easements shall require written approvals from the utility companies associated with that easement.
  18. Prior to the Building Div. (AQMD) issuing a demolition permit contact South Coast Air Quality Management District located at: 21865 Copley Dr. Diamond Bar, CA 91765-4178 Tel: 909- 396-2000 Or Visit their web site <http://www.costamesaca.gov/modules/showdocument.aspx?documentid=2338>  
1 The Building Div. will not issue a demolition permit until an Identification no. is provided by AQMD.
  19. New residential construction shall be fire-sprinkler.
  20. Submit a precise grading plans, an erosion control plan and a hydrology study. A precise grading plan shall not be required if any of the following are met: 1- An excavation which does not exceed 50 CY on any one site and which is less than 2 ft in vertical depth, or which does not create a cut slope greater than 1 ½:1 (excluding foundation area). 2- A fill less than 1 foot in depth placed on natural grade with a slope flatter than 5:1, which does not exceed 50 CY on any one lot and does not obstruct a drainage course. 3- A fill less than 3 ft in depth, not intended to support structures, which does not exceed 50 CY on any one lot and does not obstruct a drainage course. Prior to issuing the Building permit, the rough grading certificate shall be submitted to the Building Div.
  21. Submit a soils report for this project. Soil's Report recommendations shall be blueprinted on both the architectural and the precise grading plans.
  22. On graded sites the top of exterior foundation shall extend above the elevation of the street gutter at point of discharge or the inlet of an approved discharge devise a minimum of 12 inches plus 2 percent. CRC 403.1.7.3 ii- Lots shall be graded to drain surface water away from foundation walls. The grade shall fall a minimum of 6 inches within the first 10 feet. CRC R401.3

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| Fire   | 23. | Comply with the requirements of the 2022 California Fire Code, including the reference standards, as adopted and amended by Costa Mesa Fire & Rescue.  |
|        | 24. | NFPA 13D Sprinkler systems to be installed. Note for contractor awareness: NFPA 13D 11.2.3.1 Waterflow Devices - Where waterflow detection devices are installed, these devices, including the associated alarm circuits, shall be flow tested through the inspector's test connection and shall result in an audible alarm on the premises. |
| Sani.  | 25. | It is recommended that the developer contact the Costa Mesa Sanitary District at (949) 645-8400 for current district requirements.   |
| School | 26. | Pay applicable Newport Mesa Unified School District fees to the Building Division prior to issuance of building permits.   |

R.A. Jeheber Residential Design, Inc.  
 410 32<sup>nd</sup> Street, Suite 202  
 Newport Beach, CA 92663  
 949-322-3188  
 rajeheber@gmail.com

May 19<sup>th</sup>, 2025

City of Costa Mesa  
 Planning Division  
 77 Fair Drive  
 Costa Mesa, CA 92626

**RE: Application for Small Lot Subdivision – 2396 Orange Ave / 119-092-34**

Dear Planning Division,

I am writing to formally apply for a small lot subdivision located at 2396 Orange Ave / 119-092-34 in the City of Costa Mesa. The purpose of this proposal is to subdivide the existing parcel into two (2) individual lots in accordance with the City's Small Lot Subdivision Ordinance and the applicable zoning regulations.

**Project Description:**

The proposed project involves the development of two (2) new residential units on a 6,952 square foot lot, currently zoned R2-MD Multiple-Family Residential – Medium Density. The subdivision will allow each unit to be placed on a separate fee-simple lot, promoting homeownership opportunities while maintaining a cohesive architectural design. Each unit will be 2,700 square feet, with three (3) bedrooms and three and one half (3-1/2) bathrooms, and will include private yards, two-car garages, with two-car guest parking.

**Compliance and Planning Considerations:**

This proposal has been carefully designed to meet all applicable zoning standards, including setbacks, height limits, parking requirements, and open space provisions. The architectural style and site layout have been developed with consideration for the surrounding neighborhood context and the City's design guidelines. The project will contribute to the City's housing goals by increasing the availability of high-quality, attainable housing options.

**Community and Environmental Impact:**

The proposed development will have a minimal impact on the surrounding community and infrastructure. A preliminary analysis indicates that the project will not result in significant environmental effects, and any necessary assessments or mitigations will be addressed during the entitlement process.

We are committed to working closely with City staff to ensure this project aligns with the vision and goals of Costa Mesa's General Plan and Zoning Code. Enclosed with this letter, please find all required application materials, including the

tentative parcel map, site plans, elevations, and applicable fees.

Please feel free to contact me at 949-322-3188 or [rajeheber@gmail.com](mailto:rajeheber@gmail.com) if you need any additional information or clarification regarding this application. I look forward to your review and to moving forward with this exciting project.

Sincerely,

A handwritten signature in black ink that reads "Rod A. Jeheber". The signature is written in a cursive, flowing style.

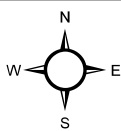
**Rod A. Jeheber**  
Building Designer  
R.A. Jeheber Residential Design, Inc.



# 2396 Orange Ave - Vicinity Map

## Legend

-  City Limit
-  Streets



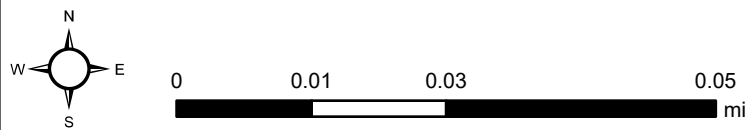
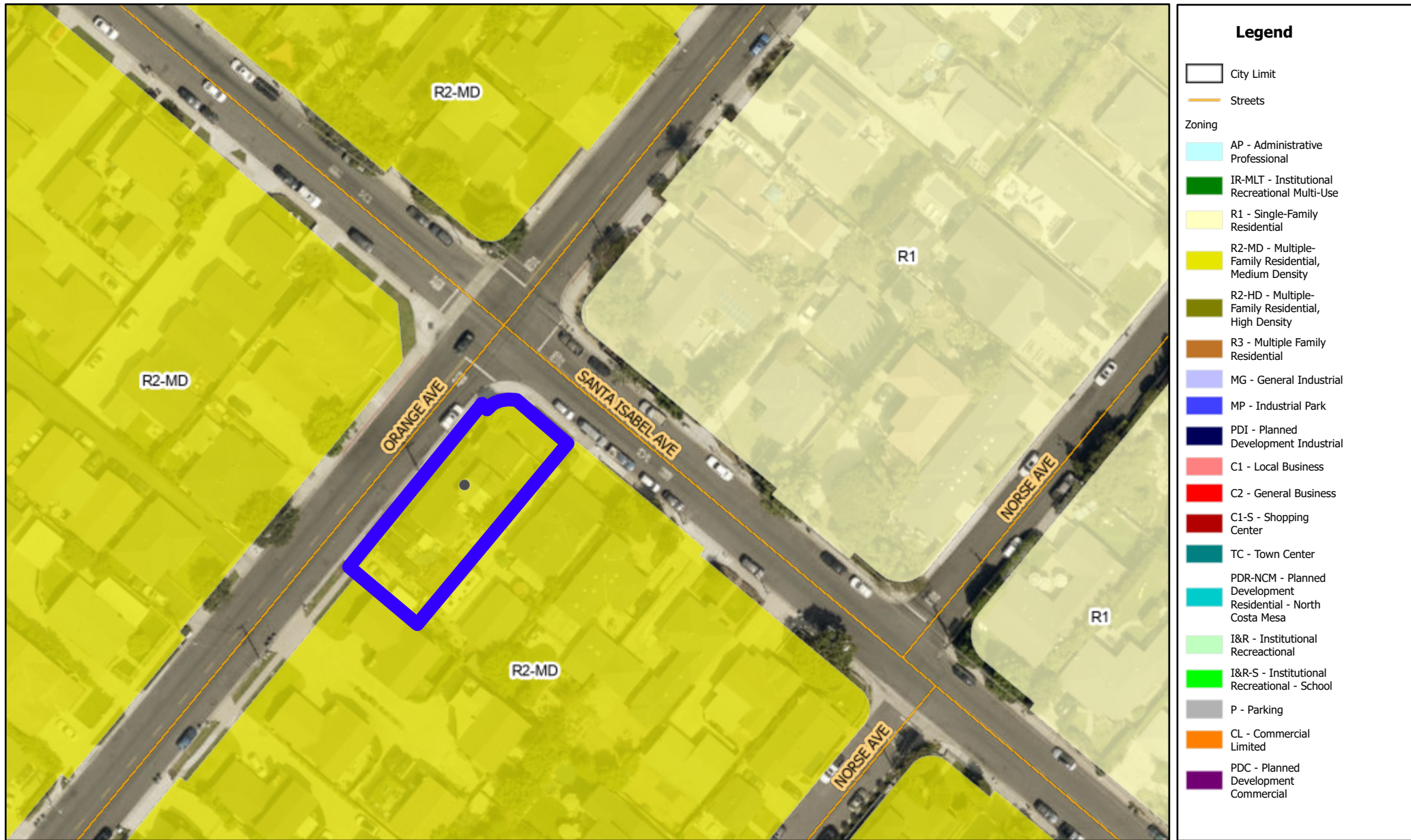
0 0.01 0.03 0.05  
mi

The City of Costa Mesa makes no guarantee as to the accuracy of any of the information provided and assumes no liability for any errors, omissions, or inaccuracies.

WGS 1984 Web Mercator Auxiliary Sphere  
© City of Costa Mesa



# 2396 Orange Ave - Zoning Map



The City of Costa Mesa makes no guarantee as to the accuracy of any of the information provided and assumes no liability for any errors, omissions, or inaccuracies.

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© City of Costa Mesa



**2396 Orange Ave – (Orange Ave Elevation View)**





**2396 Orange Ave – (Santa Isabel Ave Elevation View)**









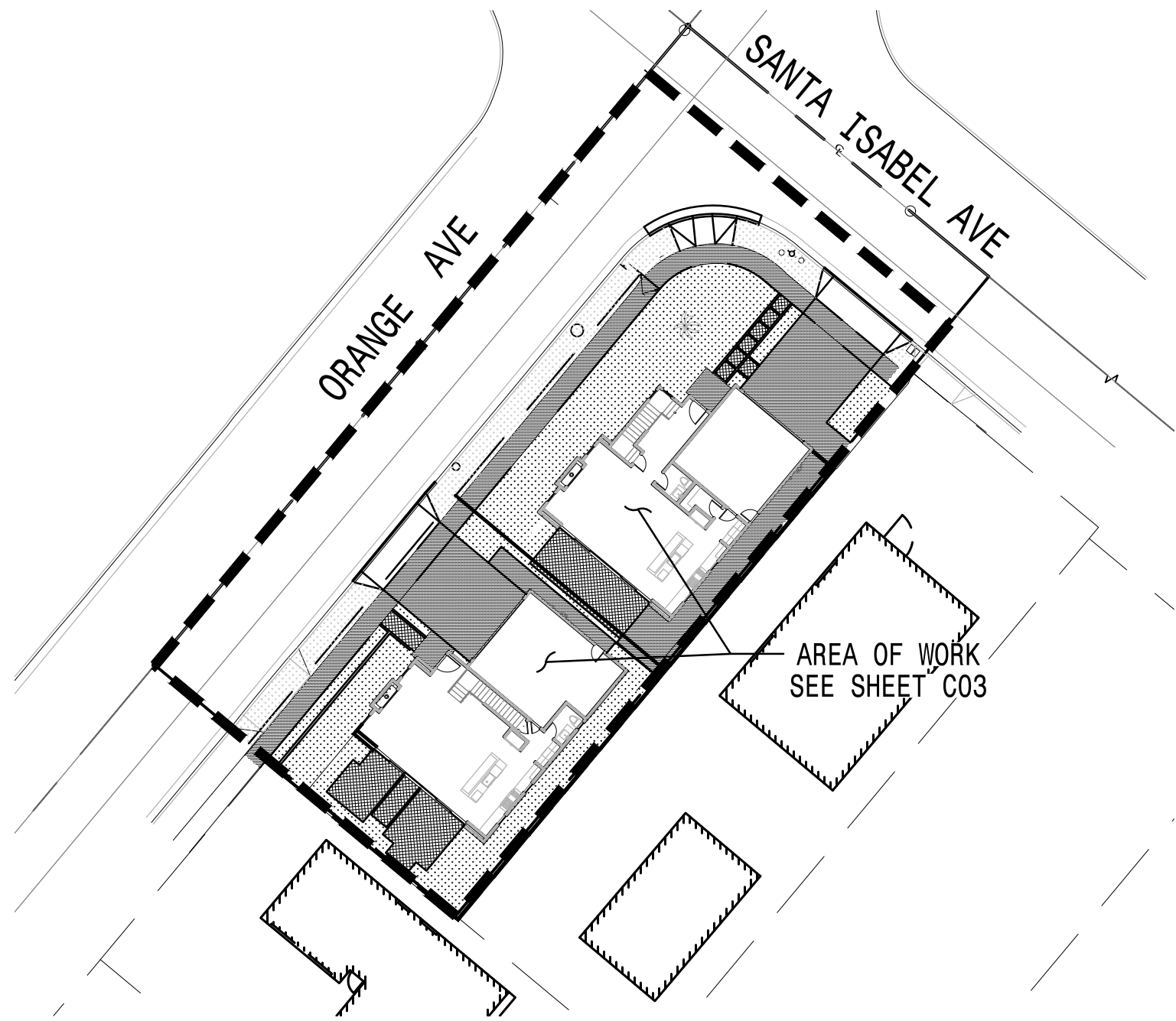
GRADING NOTES:

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE GRADING-CODE OF THE COUNTY OF ORANGE AND ANY AMENDMENTS BY THE CITY OF COSTA MESA OR SPECIAL REQUIREMENTS OF THE PERMIT. A COPY OF THE GRADING CODE AND MANUAL SHALL BE RETAINED ON THE JOB SITE WHILE WORK IS IN PROGRESS.
2. GRADING SHALL NOT BE STARTED WITHOUT FIRST NOTIFYING THE CITY INSPECTOR. A PRE-GRADING MEETING ON THE SITE IS REQUIRED BEFORE START OF GRADING WITH THE FOLLOWING PEOPLE PRESENT: OWNER, GRADING CONTRACTOR, DESIGN CIVIL ENGINEER, SOIL ENGINEER, ENGINEERING GEOLOGIST, DISTRICT GRADING INSPECTOR AND WHEN REQUIRED THE ARCHAEOLOGIST AND PALEONTOLOGIST. THE REQUIRED INSPECTIONS FOR GRADING WILL BE EXPLAINED AT THIS MEETING.
3. ISSUANCE OF A GRADING PERMIT DOES NOT ELIMINATE THE NEED FOR PERMITS FROM OTHER AGENCIES WITH REGULATORY RESPONSIBILITIES FOR CONSTRUCTION ACTIVITIES ASSOCIATED WITH THE WORK AUTHORIZED ON THIS PLAN.
4. THE GRADING PERMIT AND AN APPROVED COPY OF THE GRADING PLAN SHALL BE ON THE PERMITTED SITE WHILE WORK IS IN PROGRESS.
5. PRELIMINARY SOIL AND GEOLOGY REPORTS AND ALL SUBSEQUENT REPORTS AS APPROVED BY THE BUILDING DIVISION ARE CONSIDERED A PART OF THE APPROVED GRADING PLAN.
6. THE SOIL ENGINEER AND ENGINEERING GEOLOGIST SHALL PERFORM SUFFICIENT INSPECTIONS AND BE AVAILABLE DURING GRADING AND CONSTRUCTION TO VERIFY COMPLIANCE WITH THE PLANS, SPECIFICATIONS AND THE CODE WITHIN THEIR PURVIEW.
7. THE CIVIL ENGINEER SHALL BE AVAILABLE DURING GRADING TO VERIFY COMPLIANCE WITH THE PLANS, SPECIFICATIONS, CODE AND ANY SPECIAL CONDITIONS OF THE PERMIT WITHIN THEIR PURVIEW.
8. THE SOIL ENGINEER AND ENGINEERING GEOLOGIST SHALL, AFTER CLEARING AND PRIOR TO THE PLACEMENT OF FILL IN CANYONS, INSPECT EACH, CANYON FOR AREAS OF ADVERSE STABILITY AND TO DETERMINE THE PRESENCE OR ABSENCE OF SUBSURFACE WATER OR SPRING FLOW. IF NEEDED, SUB DRAINS WILL BE DESIGNED AND CONSTRUCTED PRIOR TO THE PLACEMENT OF FILL IN EACH RESPECTIVE CANYON.
9. SUB DRAIN OUTLETS SHALL BE COMPLETED AT THE BEGINNING OF THE SUB DRAIN CONSTRUCTION. THE EXACT LOCATION OF THE SUB DRAINS SHALL BE SURVEYED IN THE FIELD FOR LINE/GRADE AND SHOWN ON AS-GRADED PLANS.
11. AREAS TO RECEIVE FILL SHALL BE PROPERLY PREPARED AND APPROVED IN WRITING BY THE SOIL ENGINEER AND THE BUILDING OFFICIAL PRIOR TO PLACING FILL.
12. FILLS SHALL BE BENCHED INTO COMPETENT MATERIAL PER PFRO STANDARD PLAN NO. 1322.
13. ALL EXISTING FILLS SHALL BE APPROVED BY THE BUILDING OFFICIAL OR REMOVED PRIOR TO PLACING ADDITIONAL FILLS.
14. FILLS SHALL BE COMPACTED THROUGHOUT TO A MINIMUM OF 90% RELATIVE COMPACTION. AGGREGATE BASE FOR ASPHALTIC AREAS SHALL BE COMPACTED TO A MINIMUM OF 95% RELATIVE COMPACTION.
15. CUT AND FILL SLOPES SHALL BE NO STEEPER THAN 2- FOOT HORIZONTAL TO 1-FOOT VERTICAL (2:1) EXCEPT WHERE SPECIFICALLY APPROVED OTHERWISE.
16. ALL CUT SLOPES SHALL BE INVESTIGATED BOTH DURING AND AFTER GRADING BY THE ENGINEERING GEOLOGIST TO DETERMINE IF ANY SLOPE STABILITY PROBLEM EXISTS. SHOULD EXCAVATION DISCLOSE ANY GEOLOGICAL HAZARDS OR POTENTIAL GEOLOGICAL HAZARDS, THE ENGINEERING GEOLOGIST SHALL SUBMIT RECOMMENDED TREATMENT TO THE BUILDING OFFICIAL FOR APPROVAL.
17. WHERE SUPPORT OR BUTTRESSING OF CUT AND NATURAL SLOPES IS DETERMINED TO BE NECESSARY BY THE ENGINEERING GEOLOGIST AND SOIL ENGINEER, THE SOIL ENGINEER SHALL SUBMIT DESIGN, LOCATIONS AND CALCULATIONS TO THE BUILDING OFFICIAL PRIOR TO CONSTRUCTION; THE ENGINEERING GEOLOGIST AND SOIL ENGINEER SHALL INSPECT AND CONTROL THE CONSTRUCTION OF THE BUTTRESSING AND CERTIFY TO THE STABILITY OF THE SLOPE AND ADJACENT STRUCTURES UPON COMPLETION
18. WHEN CUT PADS ARE BROUGHT TO NEAR GRADE, THE ENGINEERING GEOLOGIST SHALL DETERMINE IF THE BEDROCK IS EXTENSIVELY FRACTURED OR FAULTED AND WILL READILY TRANSMIT WATER. IF CONSIDERED NECESSARY BY THE ENGINEERING GEOLOGIST AND SOIL ENGINEER, A COMPACTED FILL BLANKET WILL BE PLACED.
19. ALL TRENCH BACKFILL SHALL BE TESTED AND APPROVED BY THE SOIL ENGINEER.
20. ANY EXISTING IRRIGATION LINES AND CISTERNS SHALL BE REMOVED OR CRUSHED IN PLACE AND APPROVED BY THE BUILDING OFFICIAL AND SOIL ENGINEER.
21. ANY EXISTING WATER WELLS SHALL BE ABANDONED IN COMPLIANCE WITH THE SPECIFICATIONS APPROVED BY ORANGE COUNTY, HEALTH CARE AGENCY, AND DIVISION OF ENVIRONMENTAL HEALTH.
22. ANY EXISTING CESSPOOLS AND SEPTIC TANKS SHALL BE ABANDONED IN COMPLIANCE WITH THE CALIFORNIA PLUMBING CODE.
23. STOCKPILING OF EXCESS MATERIAL SHALL BE APPROVED BY THE BUILDING OFFICIAL PRIOR TO EXCAVATION.
24. EXPORT SOIL MUST BE TRANSPORTED TO A LEGAL DUMP OR TO A PERMITTED SITE APPROVED BY THE BUILDING DIVISION.
25. THE PERMITTEE IS RESPONSIBLE FOR DUST CONTROL MEASURES.
27. THE PERMITTEE SHALL GIVE REASONABLE NOTICE TO THE OWNER OF ADJOINING LANDS AND BUILDINGS PRIOR TO BEGINNING EXCAVATIONS WHICH MAY AFFECT THE LATERAL AND SUBJACENT SUPPORT OF THE ADJOINING PROPERTY. THE NOTICE SHALL STATE THE INTENDED DEPTH OF EXCAVATION AND WHEN THE EXCAVATION WILL COMMENCE. THE ADJOINING OWNER SHALL BE ALLOWED AT LEAST 30 DAYS AND REASONABLE ACCESS. ON THE PERMITTED PROPERTY TO PROTECT HIS STRUCTURE, IF HE SO DESIRES, UNLESS OTHERWISE PROTECTED BY LAW.
28. ALL CONCRETE STRUCTURES THAT COME IN CONTACT WITH THE ON-SITE SOILS SHALL BE CONSTRUCTED WITH TYPE V CEMENT, UNLESS DEEMED UNNECESSARY BY SOLUBLE SULFATE-CONTENT TESTS CONDUCTED BY THE SOIL ENGINEER.
29. SLOPES EXCEEDING 5 FEET IN HEIGHT SHALL BE PLANTED WITH AN APPROVED PLANT MATERIAL. IN ADDITION, SLOPES EXCEEDING 15 FEET IN HEIGHT SHALL BE PROVIDED WITH, AN APPROVED IRRIGATION SYSTEM, UNLESS OTHERWISE APPROVED BY THE BUILDING OFFICIAL.
30. ALL EXISTING DRAINAGE COURSES THROUGH THIS-SITE SHALL REMAIN OPEN UNTIL FACILITIES TO HANDLE STORM WATER ARE APPROVED AND FUNCTIONAL; HOWEVER, IN. ANY CASE, THE PERMITTEE SHALL BE HELD LIABLE FOR ANY DAMAGE DUE TO OBSTRUCTING NATURAL DRAINAGE PATTERNS.
31. SANITARY FACILITIES SHALL MAINTAIN ON THE SITE.
32. THE LOCATION AND PROTECTION OF ALL UTILITIES IS THE RESPONSIBILITY OF THE PERMITTEE.
33. APPROVED PROTECTIVE MEASURES AND TEMPORARY DRAINAGE PROVISIONS SHALL BE USED TO PROTECT ADJOINING PROPERTIES DURING GRADING.
34. GRADING OPERATIONS INCLUDING MAINTENANCE OF EQUIPMENT HUMAN OCCUPANCY SHALL BE CONDUCTED BETWEEN THE HOURS OF 7:00 A.M. AND 7 P.M. MONDAY THRU FRIDAY. SATURDAYS 9:00 A.M. THRU 6:00 P.M. PROHIBITED ALL HOURS SUNDAYS AND THE FOLLOWING FEDERAL HOLIDAYS: CHRISTMAS DAY , NEW YEARS DAY, MEMORIAL DAY ,INDEPENDENCE DAY, LABOR DAY AND THANKSGIVING DAY. CMIC SEC 13-279  
(A) ALL CONSTRUCTION VEHICLES OR EQUIPMENT, FIXED OR MOBILE, OPERATED WITHIN 1,000' OF A DWELLING SHALL BE EQUIPPED WITH PROPERLY OPERATING AND MAINTAINED MUFFLERS.  
(C) STOCKPILING AND/OR VEHICLE STAGING AREAS SHALL BE LOCATED AS FAR A PRACTICABLE FROM DWELLINGS AND WITHIN THE LIMITS OF GRADING PERMIT.
35. GRADING AND EXCAVATION SHALL BE HALTED DURING PERIODS OF HIGH WINDS. ACCORDING TO AQMD MEASURE F-4, HIGH WINDS ARE DEFINED AS 30 MPH OR GREATER. THIS LEVEL OCCURS ONLY UNDER UNUSUALLY EXTREME CONDITIONS, SUCH AS SANTA ANA WIND CONDITIONS.
36. ASPHALT SECTIONS MUST BE: PARKING STALLS = 3" A/C OVER 6" A/B, DRIVES 3" A/C OVER 10" (COMM.) 12" (INDUSTRIAL). OR: PRIOR TO ROUGH GRADE RELEASE FOR BUILDING PERMITS BY THE CITY INSPECTOR, THE SOIL ENGINEER SHALL SUBMIT FOR APPROVAL, PAVEMENT SECTION RECOMMENDATIONS BASED ON "R" VALUE ANALYSIS OF THE SUB-GRADE SOILS, AND EXPECTED TRAFFIC INDICES.
37. ROOF GUTTERS SHALL BE INSTALLED TO PREVENT ROOF DRAINAGE FROM FALLING ON MANUFACTURED SLOPES.
38. THE CIVIL ENGINEER, AS A CONDITION OF ROUGH GRADE APPROVAL, SHALL PROVIDE A BLUE TOP WITH ACCOMPANYING WITNESS STAKE, SET AT THE CENTER OF EACH PAD REFLECTING THE PAD ELEVATION FOR PRECISE PERMITS AND A BLUE TOP WITH WITNESS STAKE SET AT THE DRAINAGE SWALE HIGH-POINT REFLECTING THE HIGH POINT ELEVATION FOR PRELIMINARY PERMITS.
39. PRIOR TO FINAL APPROVAL, THE CIVIL ENGINEER SHALL CERTIFY TO, THE BUILDING OFFICIAL THE AMOUNT OF EARTH MOVED DURING THE GRADING OPERATION
40. THE ENGINEERING GEOLOGIST SHALL PERFORM PERIODIC INSPECTIONS AND SUBMIT A COMPLETE REPORT AND MAP UPON COMPLETION OF THE ROUGH GRADING.
41. THE GRADING CONTRACTOR SHALL SUBMIT A STATEMENT OF COMPLIANCE TO THE APPROVED GRADING PLAN PRIOR TO FINAL APPROVAL.
42. THE COMPACTION REPORT AND APPROVAL FROM THE SOIL ENGINEER SHALL INDICATE THE TYPE OF FIELD TESTING PERFORMED. THE METHOD OF OBTAINING THE IN-PLACE DENSITY SHALL BE IDENTIFIED WHETHER SAND CONE, DRIVER RING, OR SHALL BE NOTED FOR EACH. SUFFICIENT MAXIMUM DENSITY DETERMINATIONS SHALL BE PERFORMED TO VERIFY THE ACCURACY OF THE MAXIMUM DENSITY CURVES USED BY THE FIELD TECHNICIAN.
43. IN THE EVENT THAT SOIL CONTAMINATION IS DISCOVERED DURING EXCAVATION AND REMOVAL OF AN EXISTING TANK, WORK SHALL BE STOPPED UNTIL A SITE ASSESSMENT AND MITIGATION PLAN HAS BEEN PREPARED, SUBMITTED AND APPROVED BY HCA/ENVIRONMENTAL HEALTH AND PSDS/GRADING.

# CIVIL IMPROVEMENTS PLAN

## FOR 2396 ORANGE AVE., COSTA MESA, CA 92627

### APN: 119-092-34



SHEET INDEX

- C01 - TITLE SHEET
- C02 - EROSION & DEMOLITION CONTROL PLAN
- C03 - GRADING PLAN
- C04 - UTILITY PLAN
- C05 - TOPOGRAPHIC SURVEY

FEMA FLOOD DATA:

FLOOD ZONE: ZONE X  
MAP NO.: 06059C026K

BASIS OF BEARINGS:

THE BASIS OF BEARINGS FOR THIS SURVEY THE CENTERLINE OF ORANGE STREET (FORMERLY NEWPORT), AS SHOWN ON THE TRACT MAP RECORDED IN BOOK 14, PAGES 11-12, OF MAPS, BEING NORTH 39°49'00" EAST.

BENCHMARK:

DESIGNATION: CM-25-77  
ELEVATION: 69.356'  
DATUM: NAVD 88

DESCRIPTION:

DESCRIBED BY OCS 2001 - FOUND 3 3/4" OCS ALUMINUM BENCHMARK DISK STAMPED "CM-25-77", SET IN THE WESTERLY CORNER OF A 4 FT. BY 6 FT. CONCRETE CATCH BASIN. MONUMENT IS LOCATED IN THE NORTHERLY CORNER OF THE INTERSECTION OF ELDEN AVENUE AND MONTE VISTA AVENUE, 21 FT. NORTHERLY OF THE CENTERLINE OF MONTE VISTA AND 55.5 WESTERLY OF THE CENTERLINE OF ELDEN AVENUE. MONUMENT IS SET LEVEL WITH THE TOP OF THE CURB.

CONTACT INFORMATION:

OWNER:

HAL & NANCY MOOREFIELD FAMILY TRUST  
108 VIA ESCORIAL  
SAN CLEMENTE, CA 92672  
(310) 503-1506

CIVIL ENGINEER:

PLUMP ENGINEERING, INC.  
914 E. KATELLA AVE.  
ANAHEIM, CA 92805  
(714) 385-1835

SURVEYOR:

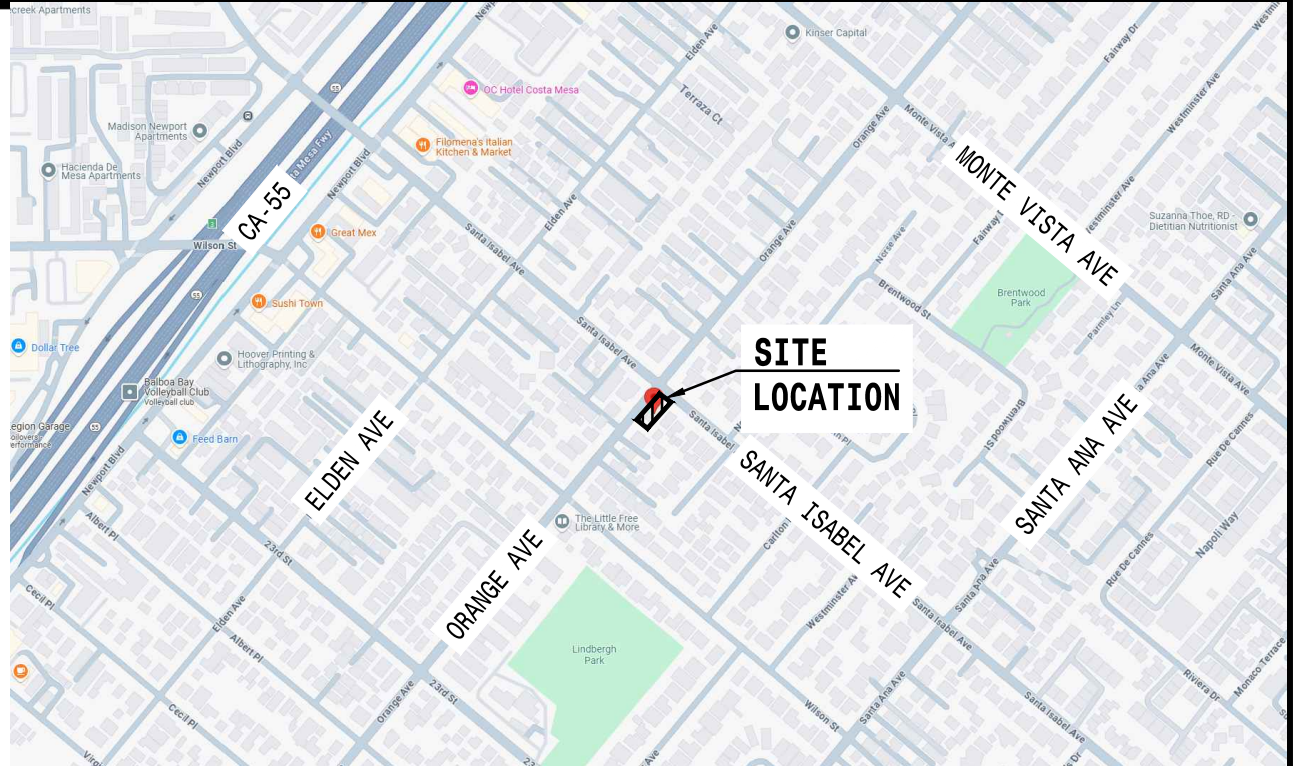
PLUMP ENGINEERING, INC.  
914 E. KATELLA AVE.  
ANAHEIM, CA 92805  
SURVEY DEPARTMENT  
(714) 385-1835

ARCHITECT:

RA. JEHEBER RESIDENTIAL DESIGN, INC  
410 32ND STREET, SUITE 202.  
NEWPORT BEACH, CA 92663  
(949) 322-3188

GEOTECH:

EGA CONSULTANTS, INC.  
375-C MONTE VISTA AVE  
COSTA MESA, CA 92627



VICINITY MAP  
N.T.S.



PROJECT INFORMATION:

PROJECT ADDRESS: 2396 ORANGE AVE.  
COSTA MESA, CA 92627  
PROPERTY AREA: 7,577 SF  
TOTAL IMPERVIOUS AREA: 4,844 SF  
APN: 119-092-34  
TOPOGRAPHY SOURCE: PLUMP ENGINEERING INC.  
(SURVEY TEAM)  
TOPOGRAPHY DATE: 05-20-2022

UTILITIES CONTACT INFORMATION:

SOUTHERN CALIFORNIA EDISON

SANTA ANA CA 92707  
(714) 895-0244

SOUTHERN CALIFORNIA GAS

738 S HARBOR BLVD.  
SANTA ANA, CA 92704  
(800) 427-2200

MESA CONSOLIDATED WATER DISTRICT

1965 PLACENTIA AVE.  
COSTA MESA, CA 92627  
(949) 631-1200

COSTA MESA SANITARY DISTRICT

290 PAULARINO AVE.  
COSTA MESA, CA 92626  
(949) 645-8400

AT&T

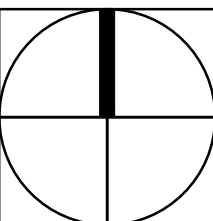
288 E 17TH ST UNIT C  
COSTA MESA, CA 92627  
(949) 764-0021

LEGEND:

- A/C - ASPHALT PAVEMENT
- BC - BUILDING CORNER
- BFPV - BACK FLOW PREVENT VALVE
- BW - BLOCK WALL
- CB - CATCH BASIN
- CBD - CONCRETE BOLLARD
- C/L - CENTERLINE
- CONC - CONCRETE
- DDC - DOUBLE DETECTOR CHECK VALVE
- DEC - DECORATIVE
- DI - DROP INLET
- DRN - DRAIN
- E - ELECTRIC
- EPB - ELECTRIC PULL BOX
- EX - EXIST
- FH - FIRE HYDRANT
- FNC - FENCE
- FS - FINISHED SURFACE
- GA - GUY ANCHOR
- HC - HANDICAP
- ICV - IRRIGATION CONTROL VALVE
- LP - LIGHT POLE
- L/S - LANDSCAPING
- MH - MANHOLE
- O/H - OVERHANG
- PB - PULLBOX
- PL - PROPERTY LINE
- PS - PARKING STALL
- RD - ROOF DRAIN
- RET - RETAINING WALL
- SCO - SEWER CLEANOUT
- SMH - SEWER MANHOLE
- SN - SIGN
- ST LT - STREET LIGHT
- SW - SIDEWALK
- TC - TOP OF CURB
- TE - TRASH ENCLOSURE
- WFN - WOOD FENCE
- WM - WATER METER
- WV - WATER VALVE
- XXX.XX - PROPOSED ELEVATION
- (XXX.XX) - EXISTING ELEVATION
- - - - - EXISTING PROPERTY LINE
- - - - - FENCE
- TREE



30' 0 30' 60' 90'  
SCALE: 1" = 30'



BENCH MARK:

DESIGNATION: CM-25-77  
ELEVATION: 69.356'  
DATUM: NAVD 88

DESCRIPTION:

DESCRIBED BY OCS 2001 - FOUND 3 3/4" OCS ALUMINUM BENCHMARK DISK STAMPED "CM-25-77", SET IN THE WESTERLY CORNER OF A 4 FT. BY 6 FT. CONCRETE CATCH BASIN. MONUMENT IS LOCATED IN THE NORTHERLY CORNER OF THE INTERSECTION OF ELDEN AVENUE AND MONTE VISTA AVENUE, 21 FT. NORTHERLY OF THE CENTERLINE OF MONTE VISTA AND 55.5 WESTERLY OF THE CENTERLINE OF ELDEN AVENUE. MONUMENT IS SET LEVEL WITH THE TOP OF THE CURB.

BASIS OF BEARINGS:

THE BASIS OF BEARINGS FOR THIS SURVEY THE CENTERLINE OF RESERVOIR STREET, AS SHOWN ON THE RECORD OF SURVEY RECORDED IN BOOK 48, PAGE 47, OF RECORDS OF SURVEY, BEING NORTH 01°29'30" WEST.

REVISIONS			
DATE	NO.	DESCRIPTION	BY (CHK'D/APP)

DESIGN BY: TT

DRAWN BY: TT/PE

CHECKED BY: TT

DATE: 9/2/2025



PLUMP ENGINEERING INC.  
CONSULTING ENGINEERS IN STRUCTURAL,  
MECHANICAL, PLUMBING, ELECTRICAL,  
CIVIL, SURVEYING, ARCHITECTURAL  
914 E. KATELLA AVENUE  
ANAHEIM, CALIFORNIA 92805  
(714) 385-1835, FAX (714) 385-1834

TRYFON TRYFONOPOULOS

9/2/2025  
DATE



TITLE SHEET

2396 ORANGE AVE., COSTA MESA, CA 92627

DRAWING NO.

C01

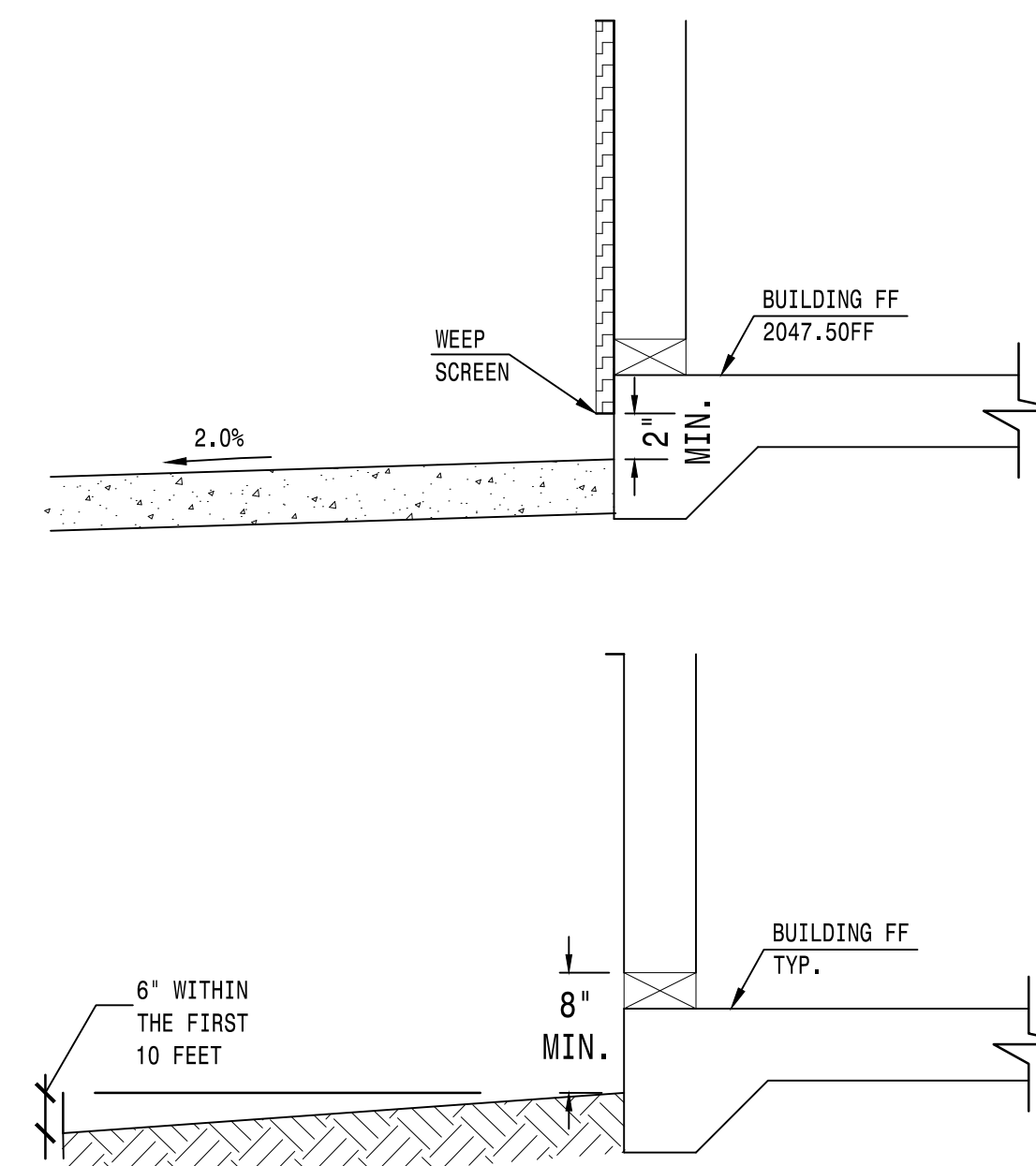
SHEET: 1 OF 5


PROJECT NO.  
2111025










 LANDSCAPE AREA (2,335 SF)

 PCC PAVEMENT (2,008 SF)

**UTILITY LOCATION NOTE:**  
EXACT WATER MAIN AND SEWER MAIN LOCATIONS AND DEPTHS PER IRVINE RANCH WATER DEPARTMENT.

**BUILDING SECTIONS SHALL FOLLOW CURRENT CBC CODE**

CBC1804.3/CRCR401.3

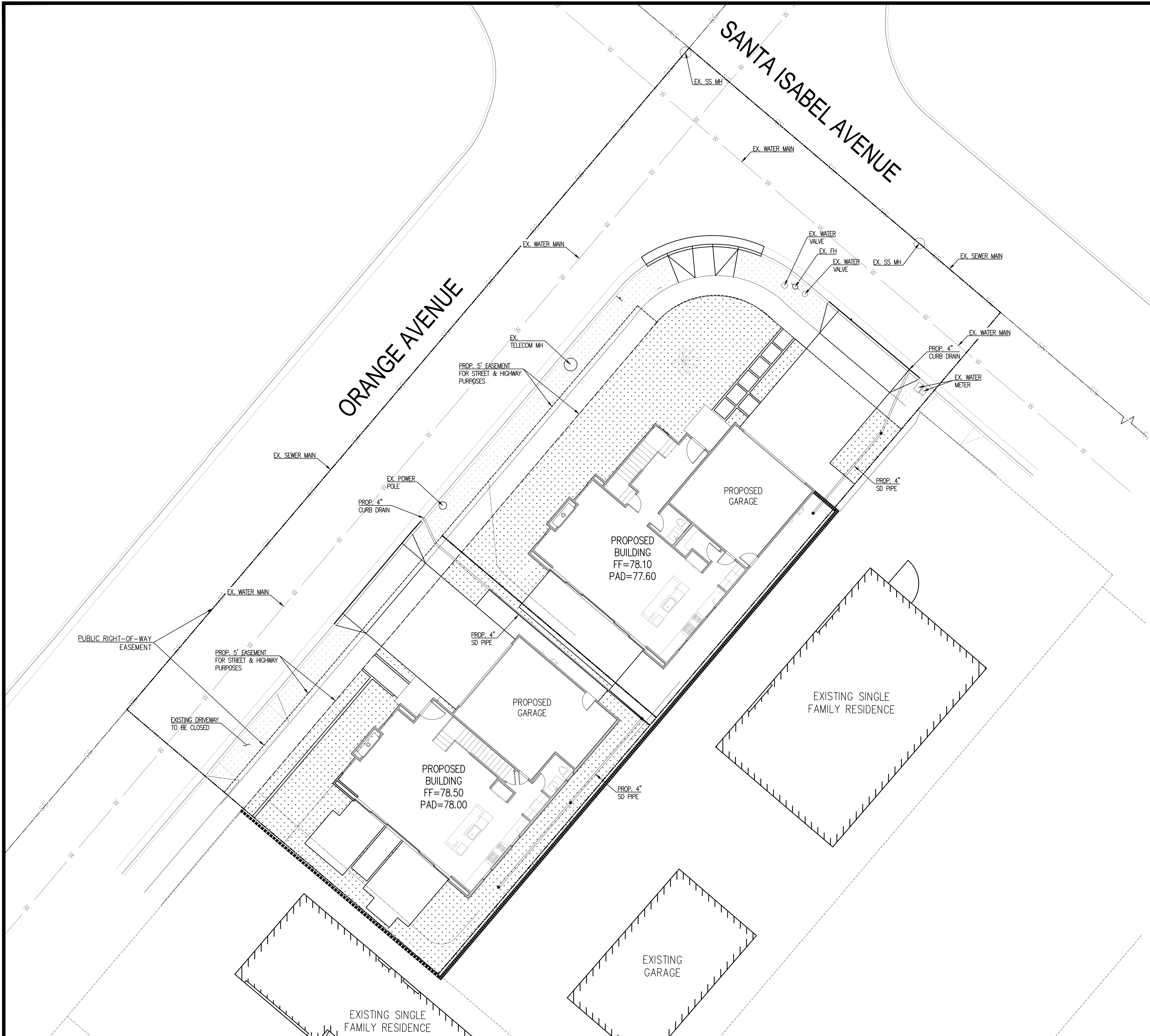
CBC2304.11.2.2/CRCR317.1(2)

CBC2512.1.2/CRCR703.6.2.1

10' 0 10' 20' 30'

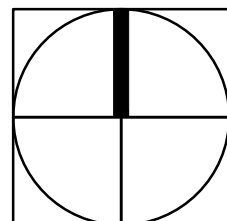
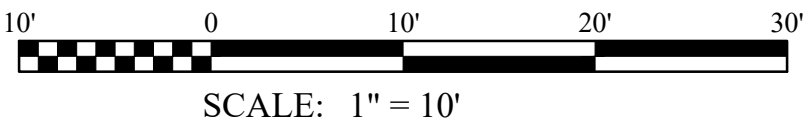
SCALE: 1" = 10'

DRAWING NO. <b>C03</b>
SHEET: 3 OF 5
PROJECT NO. <b>2111025</b>



- NOTE**
1. CONTRACTOR TO LOCATE EXISTING UTILITIES HORIZONTAL & VERTICAL LOCATION & NOTIFY OWNER/ARCHITECT & ENGINEER.
  2. CONTRACTOR TO CAP EXISTING UTILITIES FOR FUTURE CONNECTION TO PROPOSED BUILDING.
  3. CONTRACTOR TO REMOVE AS NEEDED EXISTING UTILITIES FROM UNDER PROPOSED BUILDING SLAB LOCATION.

**UTILITY LOCATION NOTE:**  
EXACT WATER MAIN AND SEWER MAIN LOCATIONS AND DEPTHS PER IRVINE RANCH WATER DEPARTMENT.



**BENCH MARK:**  
DESIGNATION: 04-25-77  
ELEVATION: 69.367  
DATUM: NAVD 88

**DESCRIPTION:**  
DESCRIBED BY OCT 2001 - FOUND 3 3/4" DIS ALUMINUM BENCHMARK DISK STAMPED "04-25-77". SET IN THE WESTERN CORNER OF A 4 FT. BY 8 FT. CONCRETE CATCH BASIN. MONUMENT IS LOCATED IN THE NORTHERLY CORNER OF THE INTERSECTION OF ELLEN AVENUE AND WHITE VISTA AVENUE, 21 FT. NORTHERLY OF THE CENTERLINE OF WHITE VISTA AND 55.5 WESTERLY OF THE CENTERLINE OF ELLEN AVENUE. MONUMENT IS SET LEVEL WITH THE TOP OF THE CURB.

**BASIS OF BEARINGS:**  
THE BASIS OF BEARINGS FOR THIS SURVEY THE CENTERLINE OF RESERVOIR STREET, AS SHOWN ON THE RECORD OF SURVEY RECORDED IN BOOK 68, PAGE 47, OF RECORDS OF SURVEY, BEING NORTH 01°29'30" WEST.


REVISIONS			
DATE	NO.	DESCRIPTION	BY (CHK'D/APP)

DESIGN BY: TT

DRAWN BY: TT/PE


CHECKED BY: TT

DATE: 9/2/2025



**PLUMP ENGINEERING INC.**  
CONSULTING ENGINEERS IN STRUCTURAL,  
MECHANICAL, PLUMBING, ELECTRICAL,  
CIVIL, SURVEYING, ARCHITECTURAL

914 E. KATELLA AVENUE  
ANAHEIM, CALIFORNIA 92805  
(714) 385-1835, FAX (714) 385-1834



TRYFON TRYFONOPOULOS

REGISTERED PROFESSIONAL ENGINEER  
TRYFON P. TRYFONOPOULOS  
NO. 65859  
EXP. 12/31/25  
CIVIL  
STATE OF CALIFORNIA

DATE: 9/2/2025

**UTILITY PLAN**

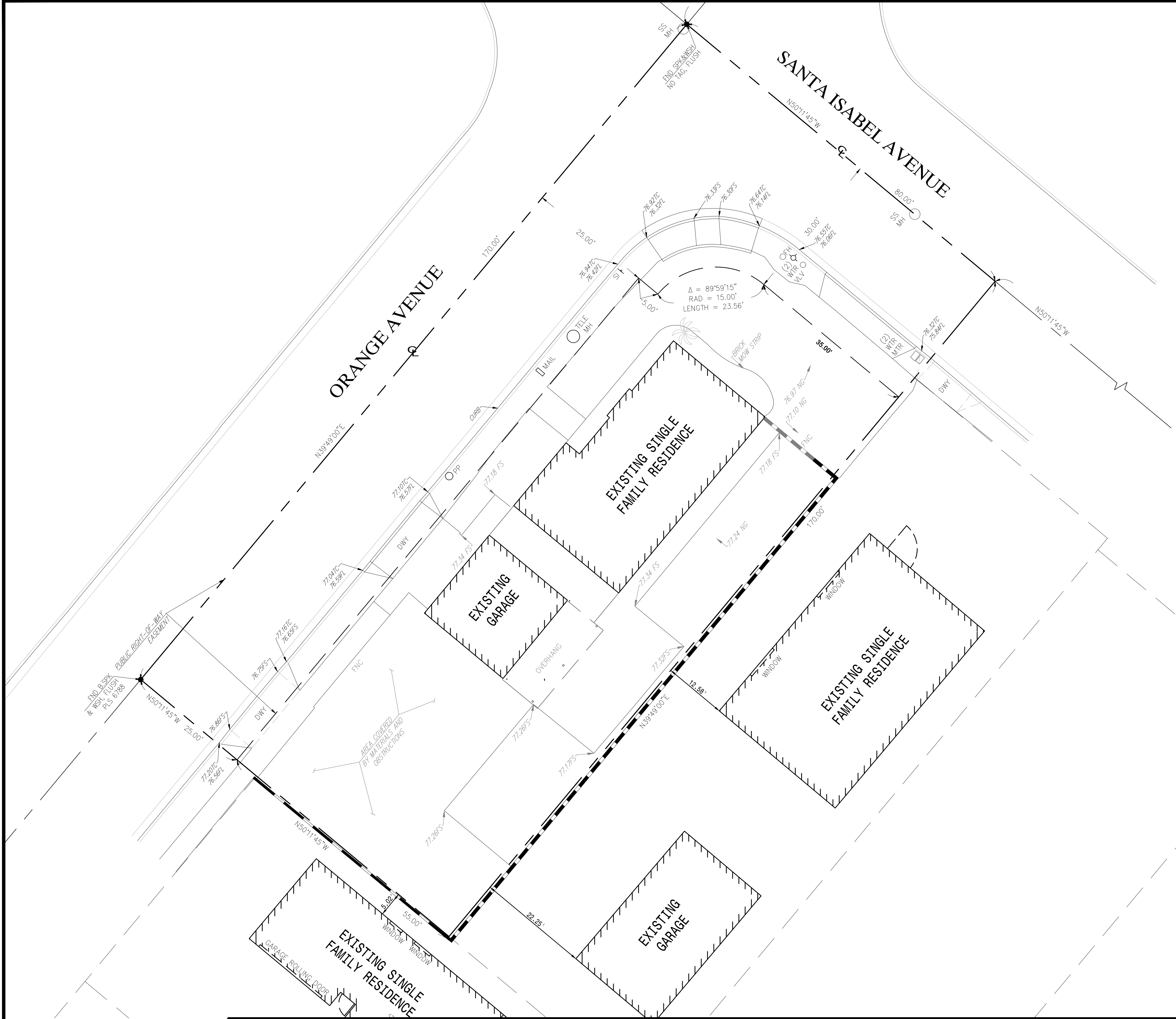
2396 ORANGE AVE., COSTA MESA, CA 92627

DRAWING NO.  
**C04**

SHEET: 4 OF 5

PROJECT NO.  
**2111025**

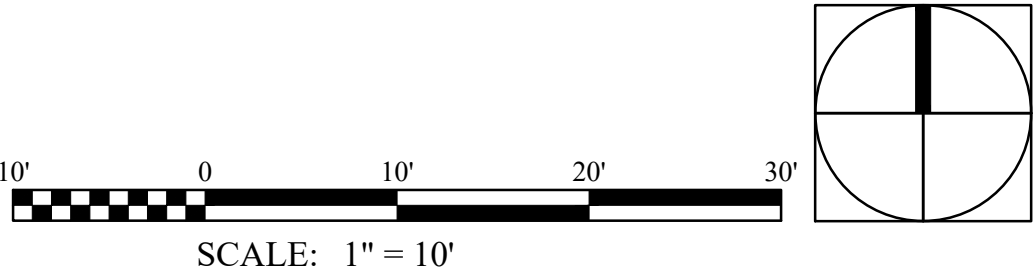




**BASIS OF BEARINGS:**  
THE BASIS OF BEARINGS FOR THIS SURVEY THE CENTERLINE OF RESERVOIR STREET, AS SHOWN ON THE RECORD OF SURVEY RECORDED IN BOOK 68, PAGE 47, OF RECORDS OF SURVEY, BEING NORTH 01°29'30" WEST.

**BENCHMARK:**  
DESIGNATION: CM-25-77  
ELEVATION: 69.356'  
DATUM: NAVD 88

**DESCRIPTION:**  
DESCRIBED BY OCS 2001 - FOUND 3 3/4" OCS ALUMINUM BENCHMARK DISK STAMPED "CM-25-77", SET IN THE WESTERLY CORNER OF A 4 FT. BY 6 FT. CONCRETE CATCH BASIN. MONUMENT IS LOCATED IN THE NORTHERLY CORNER OF THE INTERSECTION OF ELDEN AVENUE AND MONTE VISTA AVENUE, 21 FT. NORTHERLY OF THE CENTERLINE OF MONTE VISTA AND 55.5 WESTERLY OF THE CENTERLINE OF ELDEN AVENUE. MONUMENT IS SET LEVEL WITH THE TOP OF THE CURB.



**BENCH MARK:**  
DESIGNATION: CM-25-77  
ELEVATION: 69.356'  
DATUM: NAVD 88

**DESCRIPTION:**  
DESCRIBED BY OCS 2001 - FOUND 3 3/4" OCS ALUMINUM BENCHMARK DISK STAMPED "CM-25-77", SET IN THE WESTERLY CORNER OF A 4 FT. BY 6 FT. CONCRETE CATCH BASIN. MONUMENT IS LOCATED IN THE NORTHERLY CORNER OF THE INTERSECTION OF ELDEN AVENUE AND MONTE VISTA AVENUE, 21 FT. NORTHERLY OF THE CENTERLINE OF MONTE VISTA AND 55.5 WESTERLY OF THE CENTERLINE OF ELDEN AVENUE. MONUMENT IS SET LEVEL WITH THE TOP OF THE CURB.

**BASIS OF BEARINGS:**  
THE BASIS OF BEARINGS FOR THIS SURVEY THE CENTERLINE OF RESERVOIR STREET, AS SHOWN ON THE RECORD OF SURVEY RECORDED IN BOOK 68, PAGE 47, OF RECORDS OF SURVEY, BEING NORTH 01°29'30" WEST.


REVISIONS			
DATE	NO.	DESCRIPTION	BY (CHK/APP)

DESIGN BY: TT

DRAWN BY: TT/PE

CHECKED BY: TT

DATE: 9/2/2025



**PLUMP ENGINEERING INC.**  
CONSULTING ENGINEERS IN STRUCTURAL,  
MECHANICAL, PLUMBING, ELECTRICAL,  
CIVIL, SURVEYING, ARCHITECTURAL

914 E. KATELLA AVENUE  
ANAHEIM, CALIFORNIA 92805  
(714) 385-1835, FAX (714) 385-1834

*Tryfon Tryfonopoulos*  
TRYFON TRYFONOPOULOS

9/2/2025  
DATE



**TOPOGRAPHIC SURVEY**

2396 ORANGE AVE., COSTA MESA, CA 92627

DRAWING NO.  
**C05**

SHEET: 5 OF 5

PROJECT NO.  
**2111025**

LEGAL DESCRIPTION:

THE NORTHWESTERLY 80 FEET OF THE NORTHEASTERLY 170 FEET OF THE PORTION OF LOT 108 OF TRACT NO. 300, IN THE CITY OF COSTA MESA, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 14, PAGES 11 AND 12 MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

BEGINNING AT THE POINT OF INTERSECTION OF THE EXTENDED NORTHWESTERLY LINE OF SAID LOT 108 WITH THE CENTER LINE OF SANTA ISABEL AVENUE, AS SHOWN ON SAID MAP OF TRACT NO. 300 AND RUNNING THENCE SOUTH 50°11'45"E EAST ALONG SAID CENTER LINE 330 FEET; THENCE SOUTH 39°48'45"W WEST 330 FEET; THENCE NORTH 50°11'45"W WEST 330 FEET TO A POINT IN THE NORTHWESTERLY LINE OF SAID LOT 108; THENCE NORTH 39°48'45"E EAST 330 FEET TO THE POINT OF BEGINNING.

ASSESSOR'S PARCEL NO: 119-092-34

BASIS OF BEARING:

THE BASIS OF BEARINGS FOR THIS SURVEY THE CENTERLINE OF ORANGE STREET (FORMERLY NEWPORT), AS SHOWN ON THE TRACT MAP RECORDED IN BOOK 14, PAGES 11-12, OF MAPS, BEING NORTH 39°49'00" EAST.

BENCHMARK:

DESIGNATION: CM-25-77  
ELEVATION: 69.356'  
DATUM: NAVD 88

DESCRIPTION:

DESCRIBED BY OCS 2001 - FOUND 3 3/4" OCS ALUMINUM BENCHMARK DISK STAMPED "CM-25-77", SET IN THE WESTERLY CORNER OF A 4 FT. BY 6 FT. CONCRETE CATCH BASIN. MONUMENT IS LOCATED IN THE NORTHERLY CORNER OF THE INTERSECTION OF ELDEN AVENUE AND MONTE VISTA AVENUE, 21 FT. NORTHERLY OF THE CENTERLINE OF MONTE VISTA AND 55.5 WESTERLY OF THE CENTERLINE OF ELDEN AVENUE. MONUMENT IS SET LEVEL WITH THE TOP OF THE CURB.

SCOPE OF WORK:

SUBDIVIDE OF EXISTING PRIVATE PROPERTY INTO TWO PARCELS FOR PURPOSE OF CONSTRUCTION OF NEW HOMES

EXISTING SITE IS SINGLE FAMILY RESIDENCE WITH GARAGE

EXISTING AND PROPOSED ZONING:

THE LAND IS CURRENTLY, AND SHALL REMAIN, IN THE ZONING MULTIPLY FAMILY RESIDENTIAL MEDIUM DENSITY (R2-MD)

UTILITY PROVIDERS:

WATER: MESA WATER DISTRICT  
949.631.1200

ELECTRIC: SOUTHERN CALIFORNIA EDISON (SCE)  
800.655.4555

GAS: SOUTHERN CALIFORNIA GAS COMPANY (SOCALGAS)  
800.427.2200

CABLE: COX COMMUNICATIONS  
800.234.3993  
SPECTRUM  
888.255.5789  
AT&T  
800.310.2355

ADJACENT PROPERTY INFORMATION:

SOUTHWEST PROPERTY -  
APN: 119-092-26  
ADDRESS: 207 SANTA ISABEL AVE, COSTA MESA, CA 92627  
OWNER: ERIC BURTON / CHRISTINA BURTON  
ZONING: MULTIPLY FAMILY RESIDENTIAL MEDIUM DENSITY (R2-MD)

SOUTHEAST PROPERTY -  
APN: 119-092-48  
ADDRESS: 2390 ORANGE AVE, COSTA MESA, CA 92627  
OWNER: KHOSH MEHDI TR / KHOSH FAMILY TR  
ZONING: MULTIPLY FAMILY RESIDENTIAL MEDIUM DENSITY (R2-MD)

EXISTING EASEMENTS:

PUBLIC RIGHT-OF-WAY EASEMENT OVER ORANGE AVENUE AND SANTA ISABEL AVENUE. PLOTTED HEREON.

EXISTING PARCELS

PARCEL 1

GROSS AREA: 7,580 SQ.FT..  
APN: 119-092-34  
USAGE: RESIDENTIAL

PROPOSED PARCELS

PARCEL 1  
GROSS AREA: 4,060 SQ.FT.  
NET AREA: 3,752 SQ.FT.  
USAGE: RESIDENTIAL

PARCEL 2  
GROSS AREA: 3,520 SQ.FT.  
NET AREA: 3,200 SQ.FT.  
USAGE: RESIDENTIAL

SITE INFORMATION NOTE:

SEE CIVIL PLAN SHEETS FOR INFORMATION REGARDING SITE ELEVATIONS, GRADES, CONTOURS.

PROPERTY OWNER:

HAL & NANCY MOOREFIELD FAMILY TRUST  
108 VIA ESCORIAL  
SAN CLEMENTE, CA 92672

APPLICANT:

MOOREFIELD CONSTRUCTION  
600 NORTH TUSTIN AVENUE, SUITE 210  
SANTA ANA, CA 92705  
714.972.0700

ARCHITECT:

R.A. JEHEBER  
RESIDENTIAL DESIGN, INC  
410 32ND STREET, SUITE 202  
NEWPORT BEACH, CALIFORNIA 92663  
949.723.4393 (RAJEHEBER@GMAIL.COM)

SURVEYOR:

PLUMP ENGINEERING, INC.  
914 E KATELLA AVENUE  
ANAHEIM, CA 92805  
714.385.1835

CIVIL ENGINEER:

PLUMP ENGINEERING, INC.  
914 E KATELLA AVENUE  
ANAHEIM, CA 92805  
714.385.1835

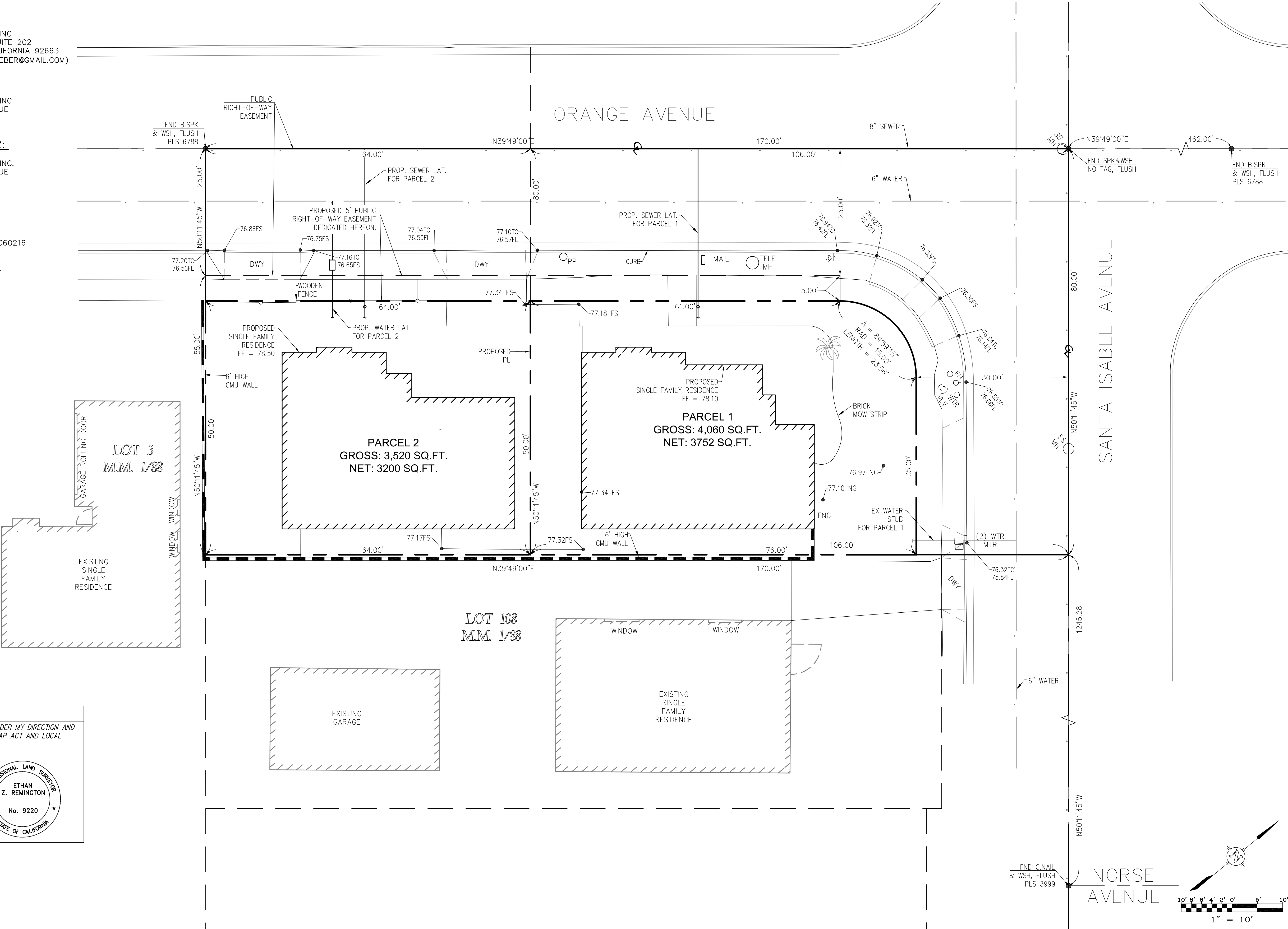
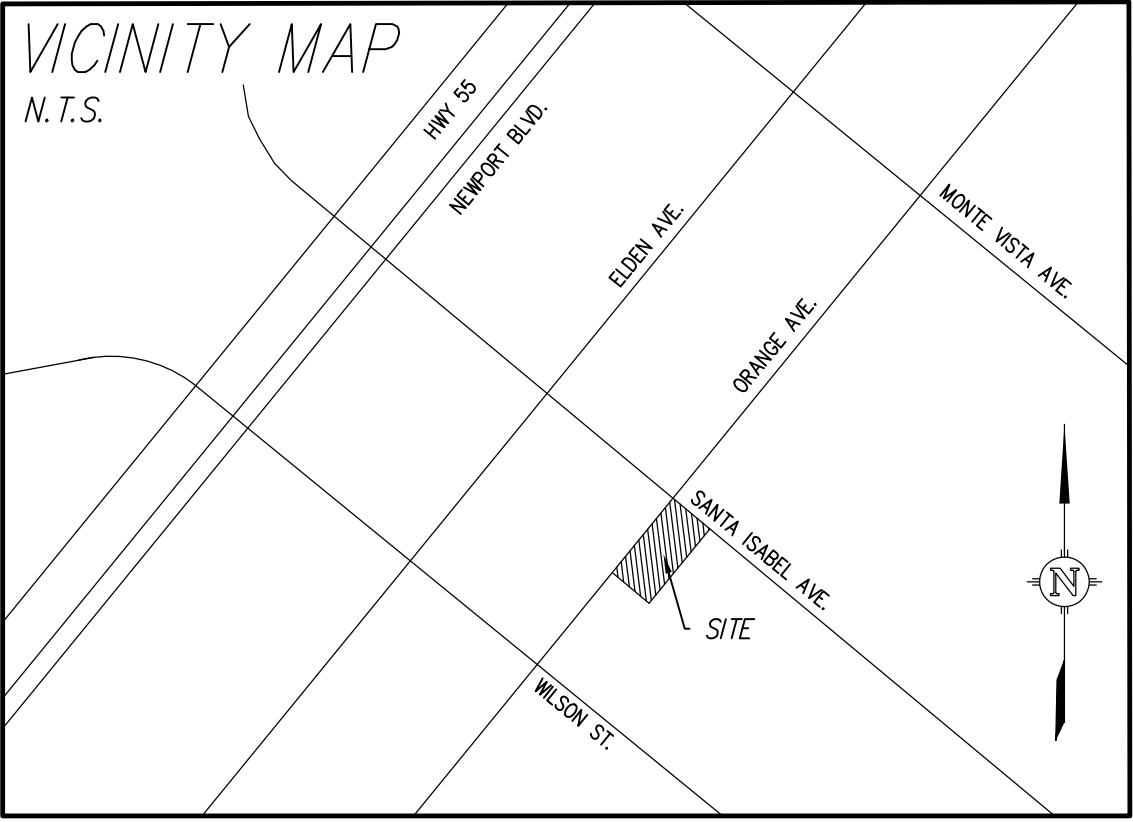
FEMA ZONE:

FLOOD COSTA MESA  
COMMUNITY NUMBER 060216  
ZONE X

USAGE: RESIDENTIAL

TENTATIVE PARCEL MAP NO. 2025-141

IN THE CITY OF COSTA MESA, COUNTY OF ORANGE, STATE OF CALIFORNIA  
BEING A PORTION OF LOT 108 OF TRACT NO. 300, IN THE CITY OF COSTA MESA, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 14, PAGES 11 AND 12 MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.



SURVEYOR'S STATEMENT

I HEREBY STATE THAT THIS TENTATIVE MAP PREPARED BY ME OR UNDER MY DIRECTION AND IS IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF HAL MOOREFIELD.

*Ethan Z. Remington*  
ETHAN Z. REMINGTON, PLS 9220  
LICENSE EXPIRES 09-30-2027



REVISIONS:

PLUMP ENGINEERING, INC.  
CONSULTING ENGINEERS IN STRUCTURAL,  
MECHANICAL, PLUMBING, ELECTRICAL,  
CIVIL, SURVEYING, AND ARCHITECTURAL  
914 E. KATELLA AVENUE  
ANAHEIM, CALIFORNIA 92805  
(714) 385-1835 FAX (714) 385-1834



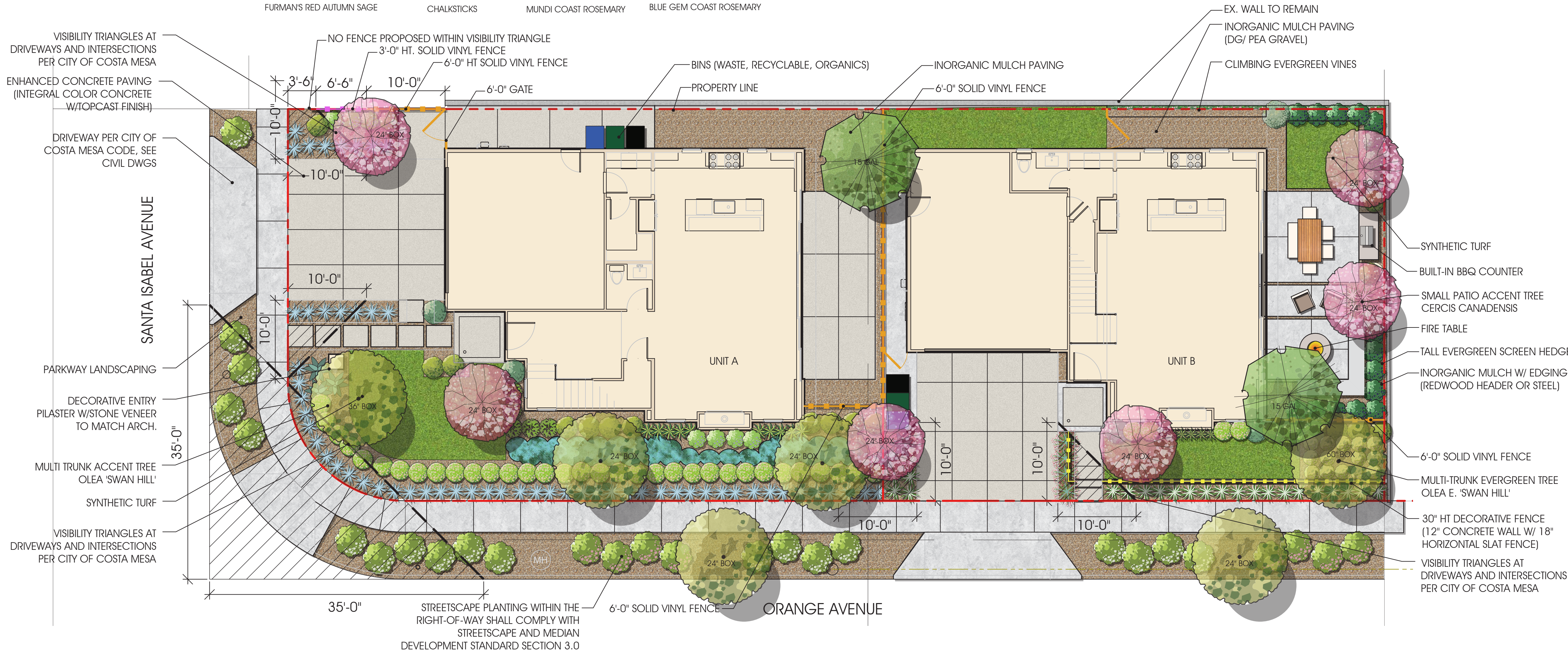
TENTATIVE PARCEL MAP 2025-141

2396 ORANGE AVENUE  
COSTA MESA, CA 92627

PREPARED FOR: MOOREFIELD CONSTRUCTION

SHEET OF	1	SCALE	1" = 10'
	1	DATE:	10/13/2025
FILE NO.	2111025		DRAWN BY: EG
			CHKD. BY: RDF





PLANT PALETTE

Symbol	Botanical Name	Common Name	WUCOLS (Region 3)	SIZE	QTY	COMMENTS
TREES						
	Cercis canadensis 'Forest Pansy' (D)	Eastern Redbud	Low	24" Box	6	
	Lophostemon confertus (E)	Brisbane Box	Mod	15 gal.	2	
	Olea e. 'Swan Hill' (E)	Swan Hill Olive (non-fruiting)	Mod	60" box 36" box 24" box 24" box	1 1 2 2	Unit B Unit A Unit A R.O.W.

SHRUBS/ GROUNDCOVERS

	Agave species	Agave	Low	5 gal	5	
	Cupressus 'Tiny Tower'	Tiny Tower Cypress	Low	15 gal	4	
	Dianella tasmanica 'Variegata'	Variegated Flax Lily	Mod	5 gal	14	
	Festuca mairai	Mairai Fescue	Low	1 gal	58	
	Hesperaloe parviflora	Red Yucca	Low	5 gal	8	
	Lavandula allardii 'Meerlo'	Meerlo English Lavender	Low	5 gal	14	
	Lomandra 'Breeze'	Dwarf Mat Rush	Low	5 gal	23	
	Myoporum 'Pink'	Myoporum	Low	1 gal	4	
	Olea 'Little Ollie'	Little Ollie Olive	Low	5 gal	17	
	Podocarpus 'Icee Blue'	Icee Blue Podocarpus	Low	15 gal	1	
	Prunus caroliniana 'Compacta'	Compact Cherry Laurel	Mod	5 gal	17	
	Rosa 'Flower Carpet'	Groundcover Rose	Mod	5 gal	38	
	Salvia leucantha	Mexican Bush Sage	Low	5 gal	5	
	Westringia f. 'Munda'	Mundi Coast Rosemary	Low	5 gal	19	
	Westringia 'Blue Gem'	Blue Gem Coast Rosemary	Low	5 gal	8	

	Senecio serpens	Chalksticks	Low	4" pot @ 24" O.C.	
	Synthetic Turf				
	Decorative Rock/ Cobble				
	30" DECORATIVE FENCE				
	3-0" SOLID VINYL FENCE				
	6-0" SOLID VINYL FENCE				

NOTES:  
PLANT MATERIAL NOT LISTED MAY BE USED, SUBJECT TO APPROVAL BY THE CITY.  
ALL LANDSCAPE PLANS AND INSTALLATIONS SHALL ADHERE TO CITY DESIGN GUIDELINES, CODES AND REGULATIONS.  
ALL LANDSCAPE AREAS SHALL RECEIVE AUTOMATIC IRRIGATION SYSTEM.  
ALL LANDSCAPE INSTALLATION SHALL BE PERMANENTLY MAINTAINED.



CREEPING GROUNDCOVER OR CRUSHED ROCK BETWEEN PAVING  
ENHANCED CONCRETE PAVING (INTEGRAL COLOR CONCRETE W/TOPCAST FINISH)



WOOD SLAT FENCE ON LOW CONCRETE WALL - MAX HT 30"  
6-0" VINYL PRIVACY FENCE

LANDSCAPE AREA TABULATION - UNIT A			LANDSCAPE AREA TABULATION - UNIT B		
GROSS SITE AREA	3,752	S.F.	GROSS SITE AREA	3200	S.F.
TOTAL LANDSCAPE AREA	1414	S.F.	TOTAL LANDSCAPE AREA	927	S.F.
PLANTING AREA	837	S.F.	PLANTING AREA	604	S.F.
TURF AREA	374	S.F.	TURF AREA	241	S.F.
MULCH PAVING	203	S.F.	MULCH PAVING	83	S.F.
TOTAL SHRUBS REQUIRED			TOTAL SHRUBS REQUIRED		
2,305 S.F. / 25 S.F.	93		1,817 S.F. / 25 S.F.	73	
5 GAL MIN (60%)	56		5 GAL MIN (60%)	44	
TOTAL SHRUBS PROVIDED	150		TOTAL SHRUBS PROVIDED	91	
5 GAL OR GREATER	72		5 GAL OR GREATER	83	
TOTAL TREES REQUIRED			TOTAL TREES REQUIRED		
1414 S.F. / 200 S.F.	7		921 S.F. / 200 S.F.	5	
TOTAL TREES PROVIDED	7		TOTAL TREES PROVIDED	5	
EVERGREEN	4		EVERGREEN	2	
DECIDUOUS	3		DECIDUOUS	3	
TOTAL TREES FOR OVERALL SITE - REQUIRED PROVIDED	12 (50% EVERGREEN REQUIRED)		TOTAL TREES FOR OVERALL SITE - REQUIRED PROVIDED	12 (50% EVERGREEN PROVIDED)	

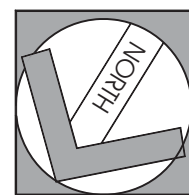
VICINITY MAP



CONCEPTUAL LANDSCAPE PLAN

2396 ORANGE AVENUE  
COSTA MESA, CA 92627

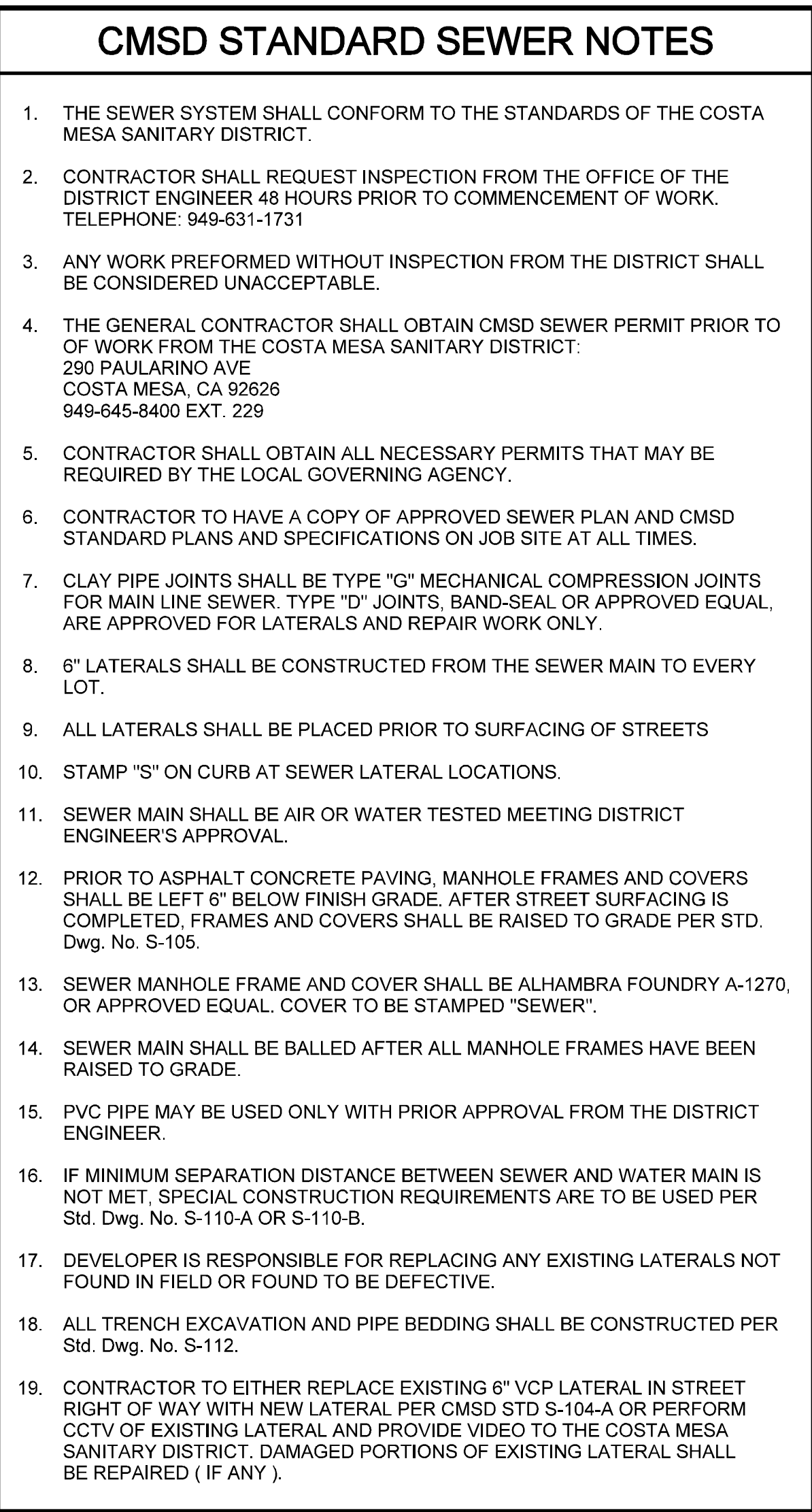
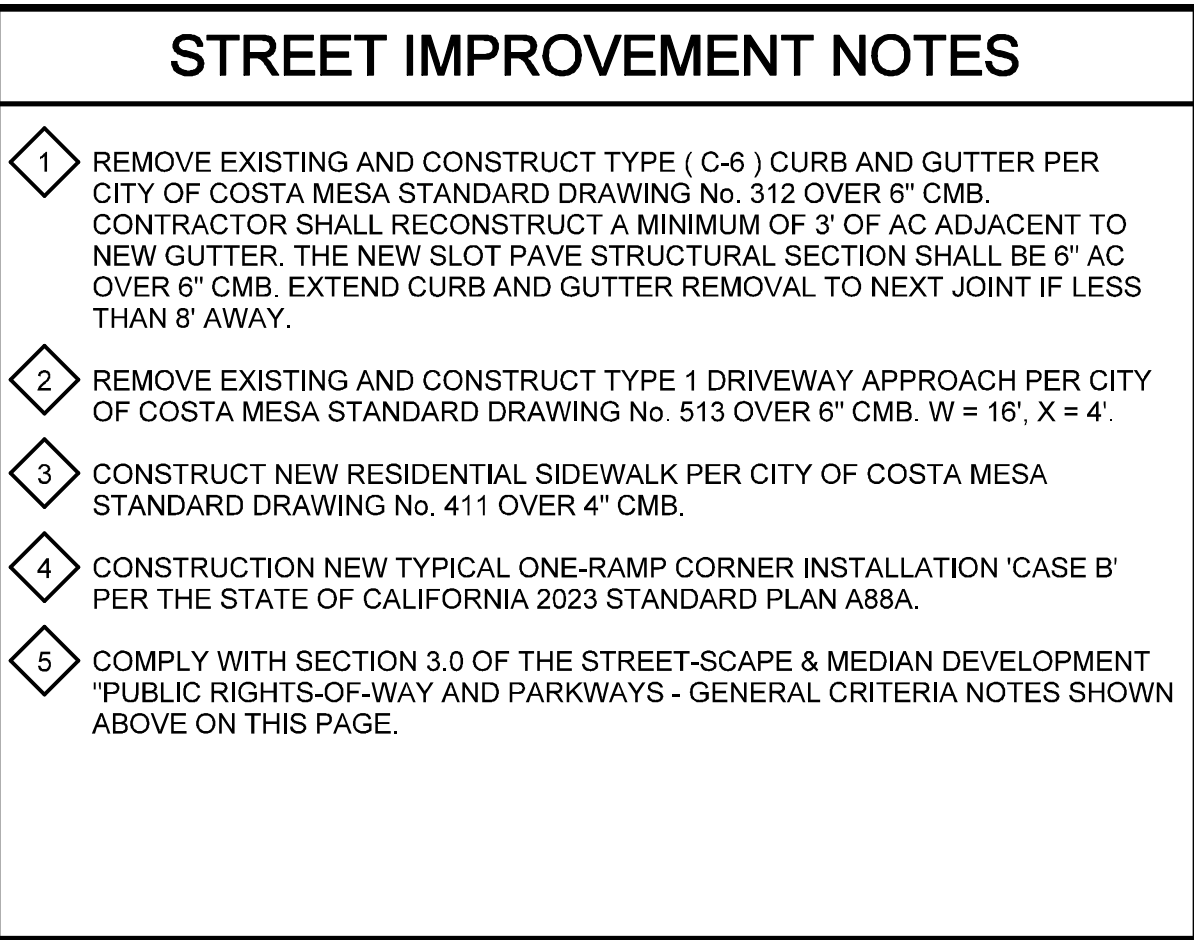
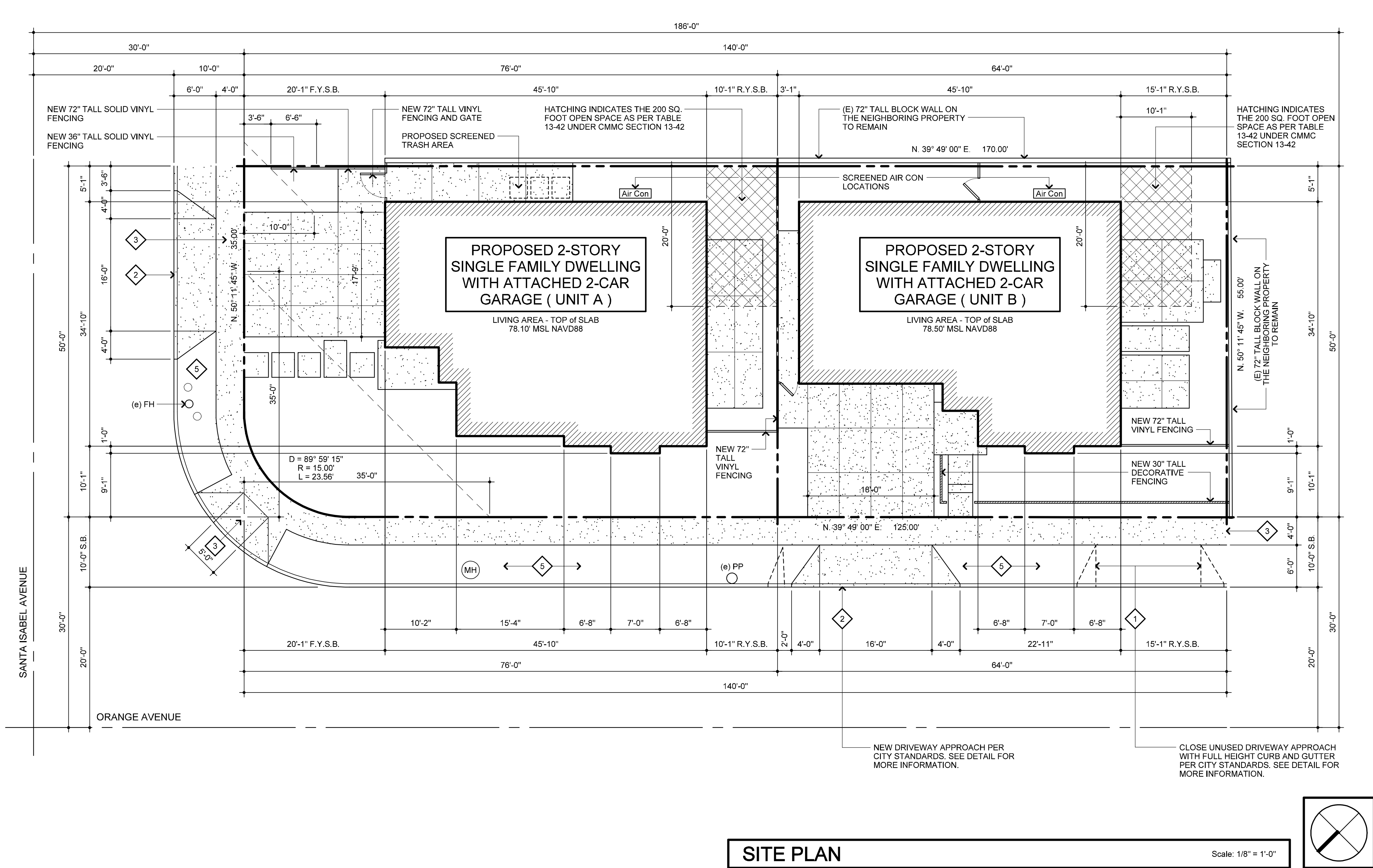
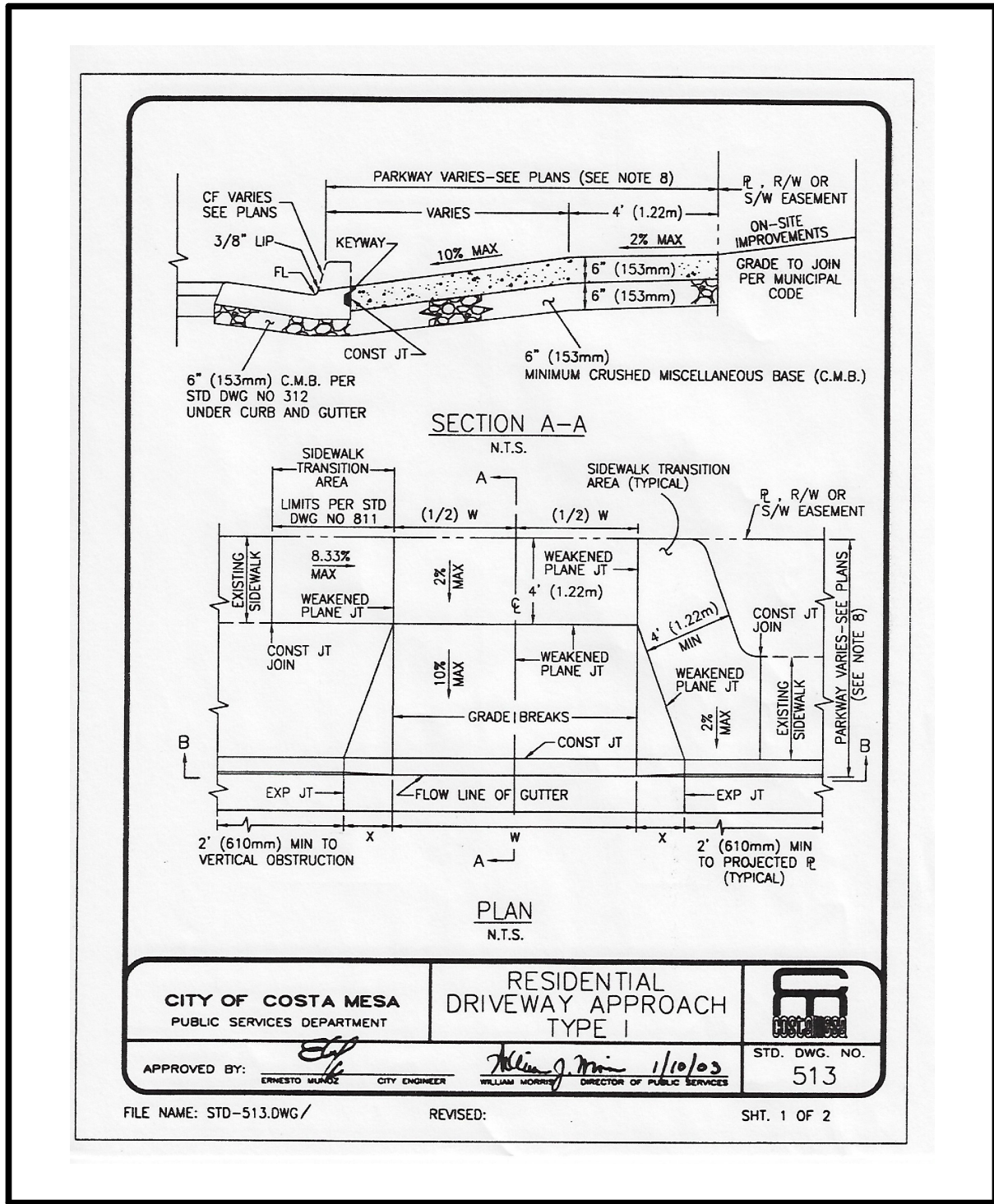
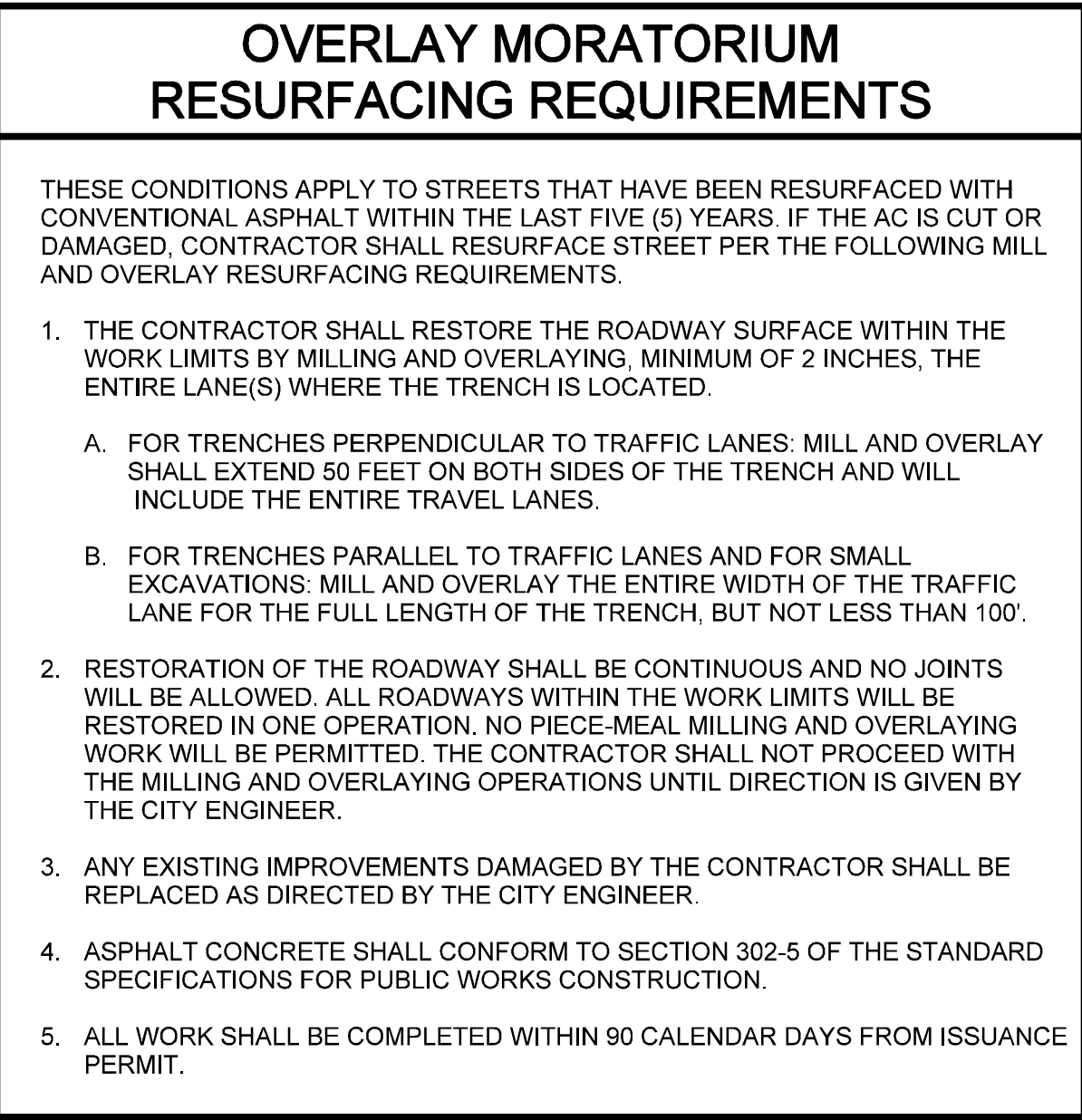
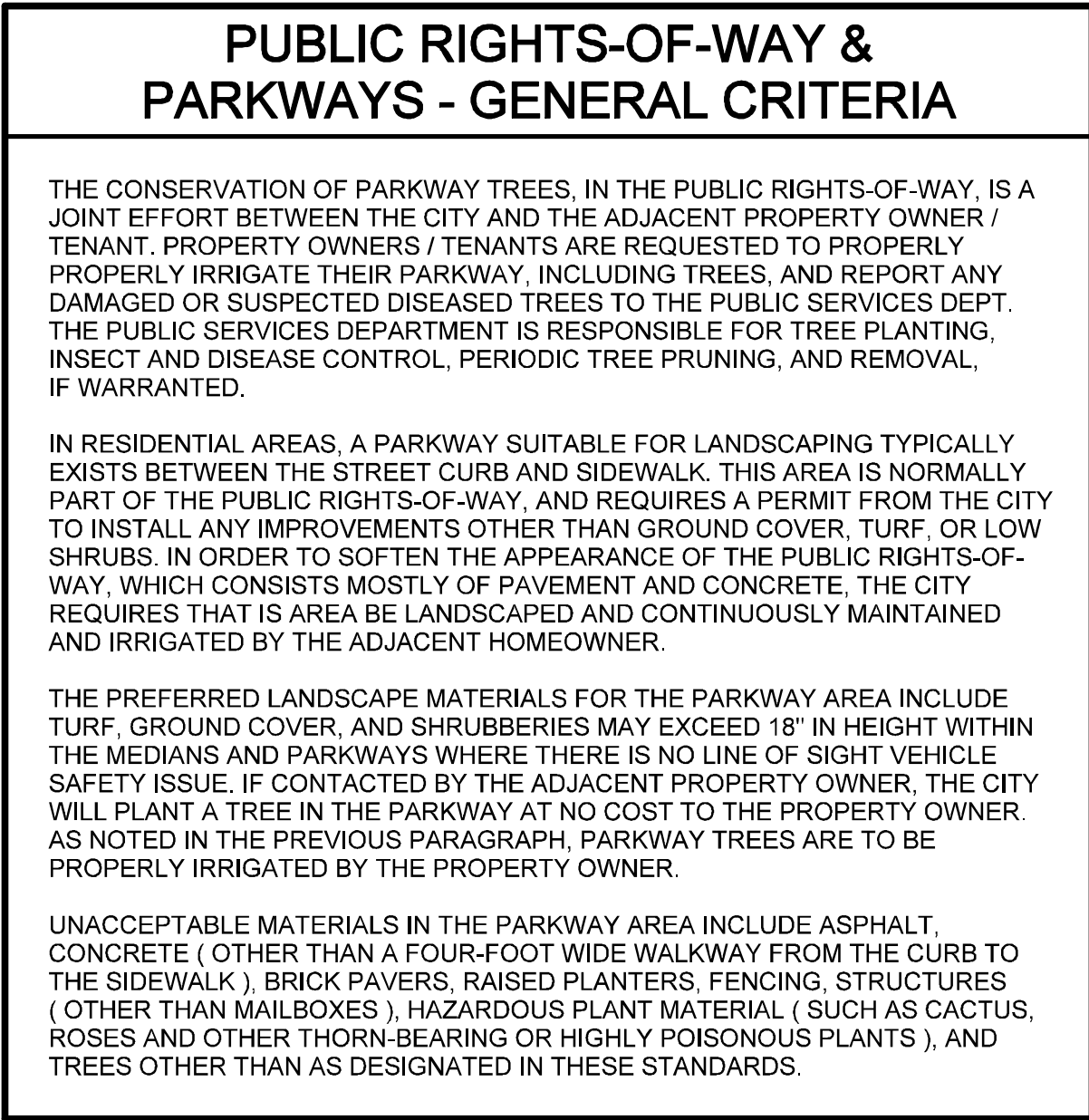
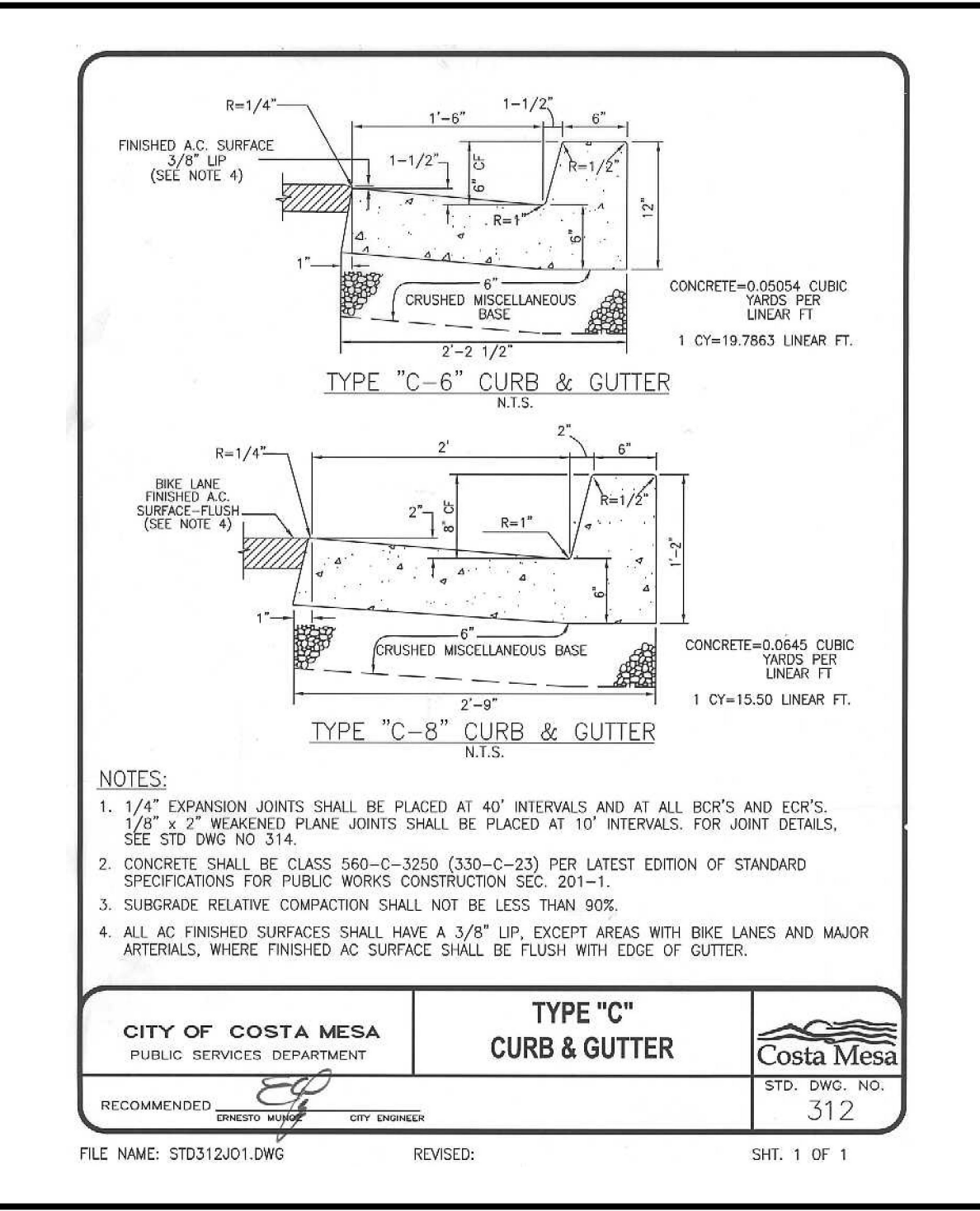
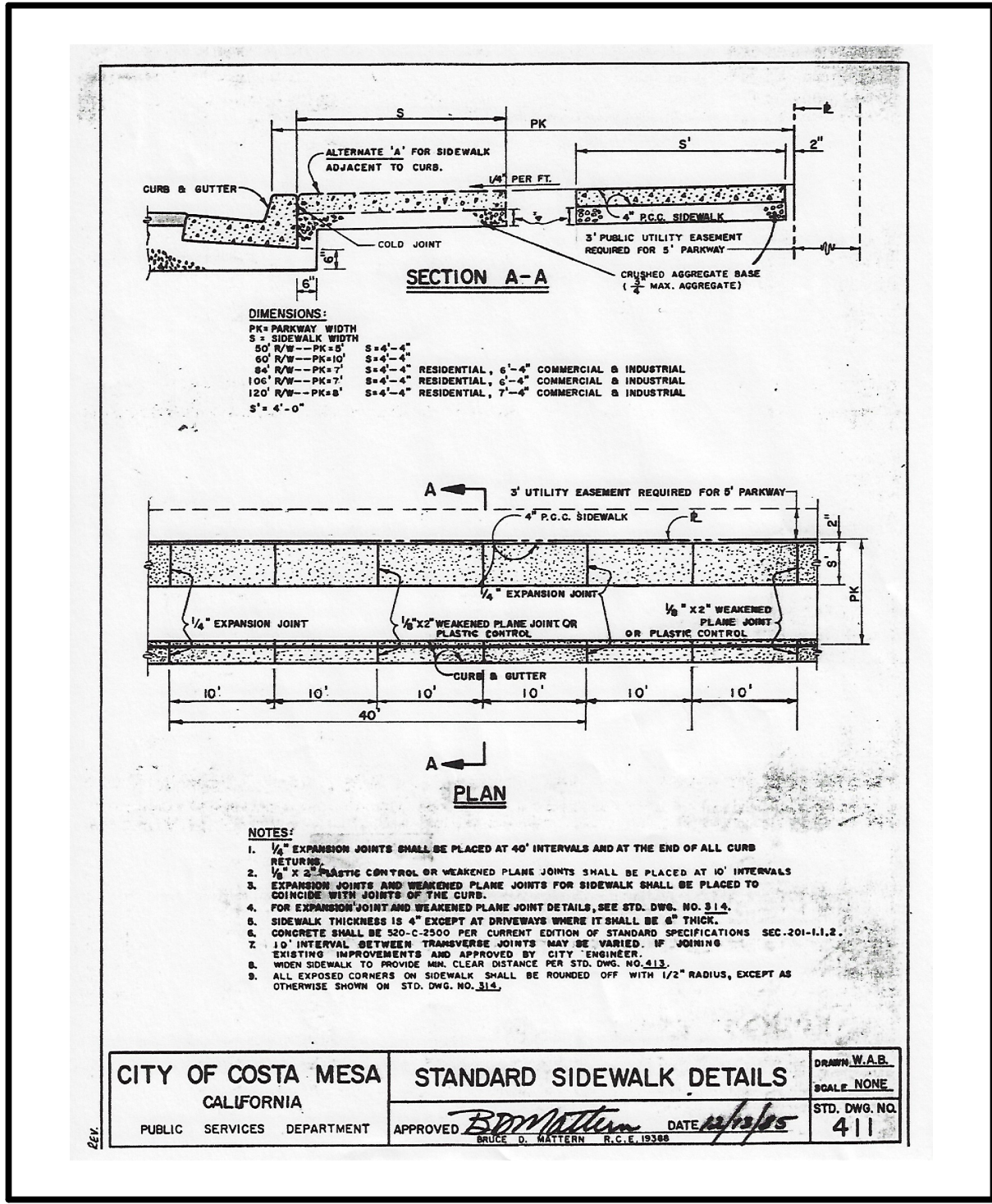
0' 4' 8' 16' 24'  
SCALE: 1/8"=1'-0"  
CDCP PROJECT NO. 24073



conceptual design + planning company  
1675 Scenic Drive, Suite 200  
Costa Mesa, CA 92626  
T: 949.399.0870  
www.cdpcinc.com  
COSTA MESA • CENTRAL COAST • LAS VEGAS

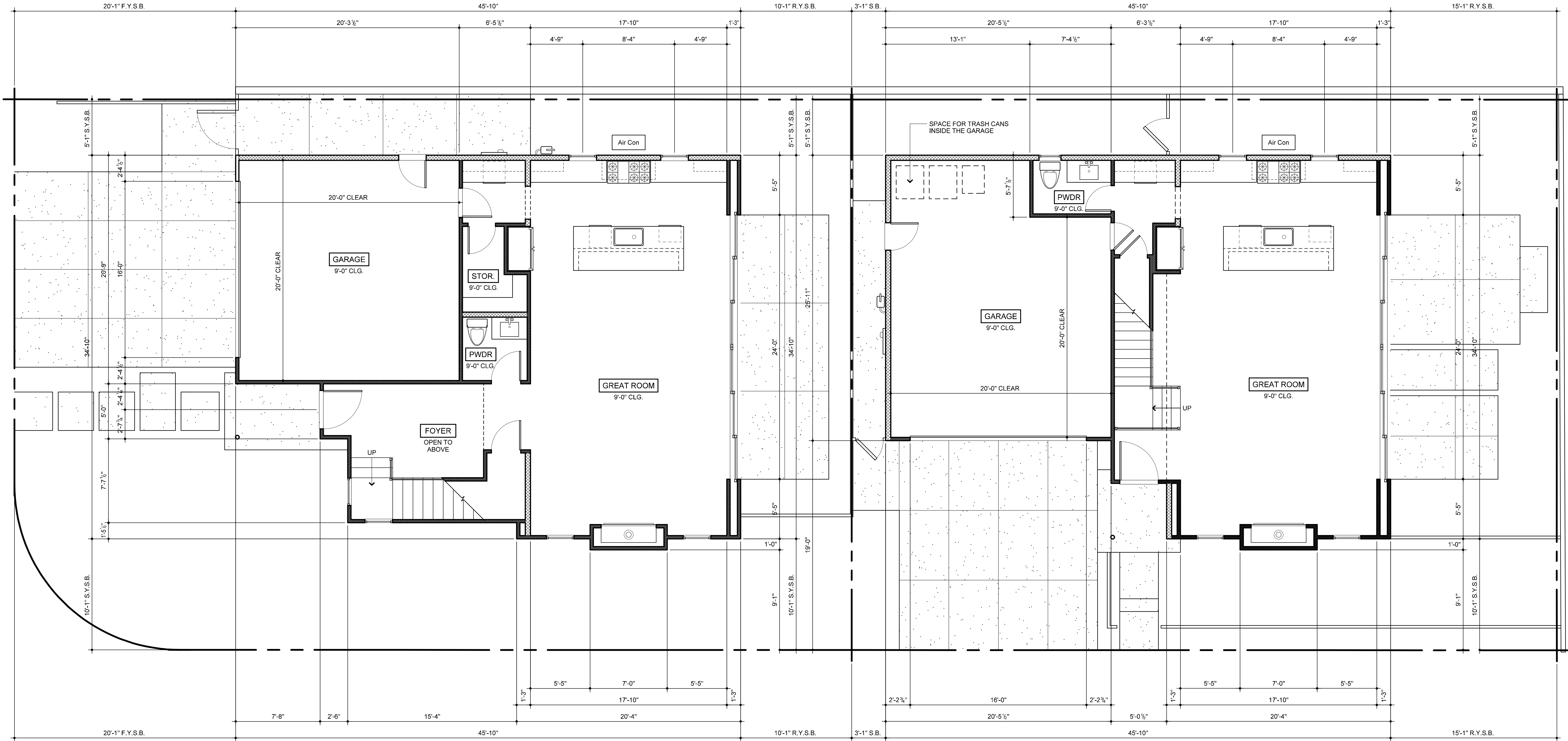








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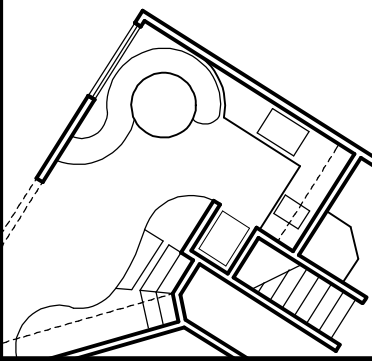


FIRST FLOOR PLAN - UNIT 'A'

Scale: 1/4" = 1'-0"

FIRST FLOOR PLAN - UNIT 'B'

Scale: 1/4" = 1'-0"



**R. A. JEHEBER**  
**RESIDENTIAL DESIGN, INC.**  
410 32nd. Street, Suite 202  
Newport Beach, California 92663  
949.723.4393 (rajeheber@gmail.com )

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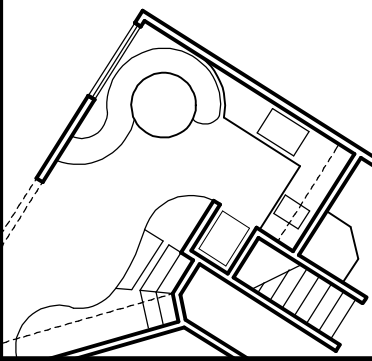
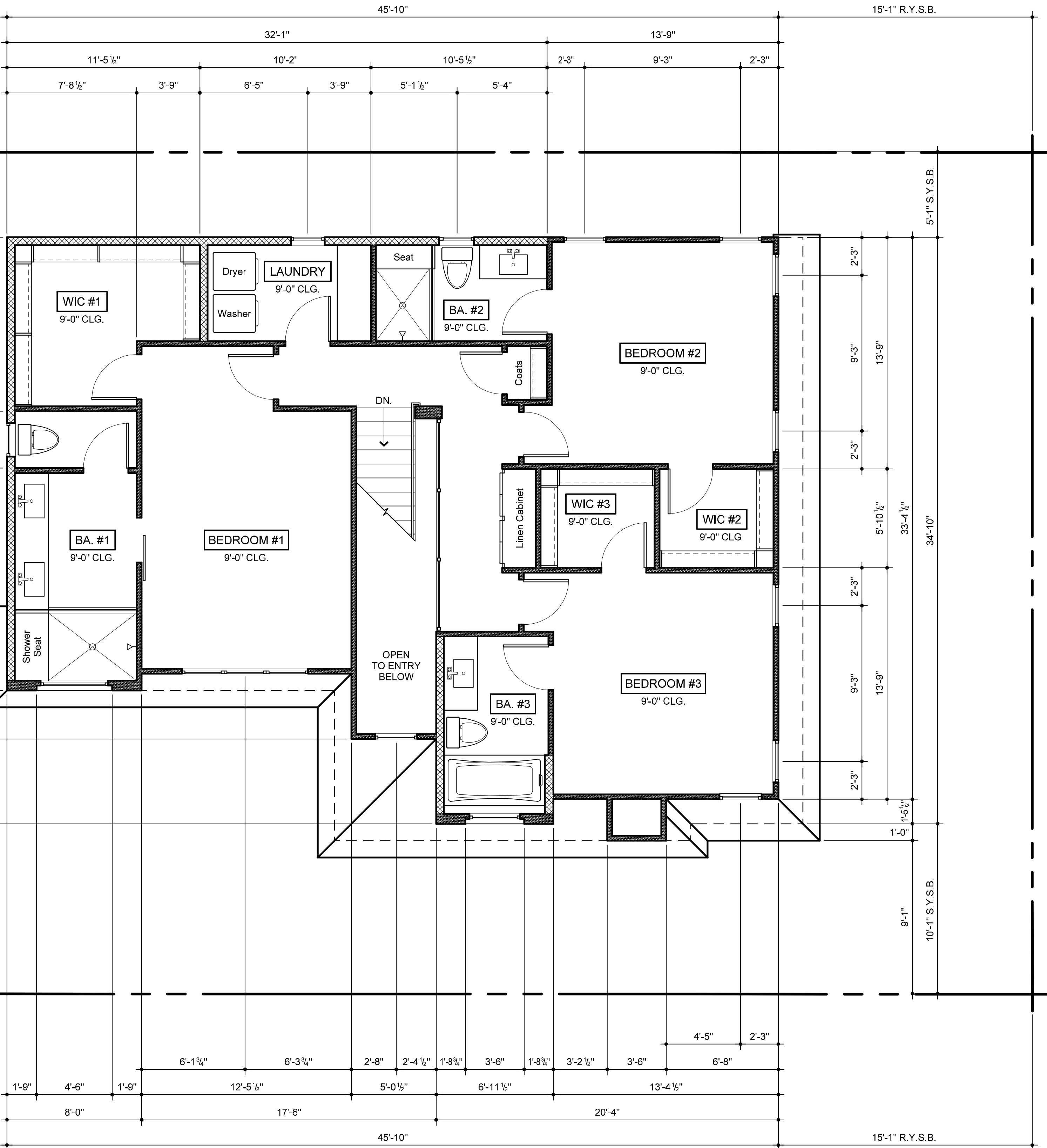
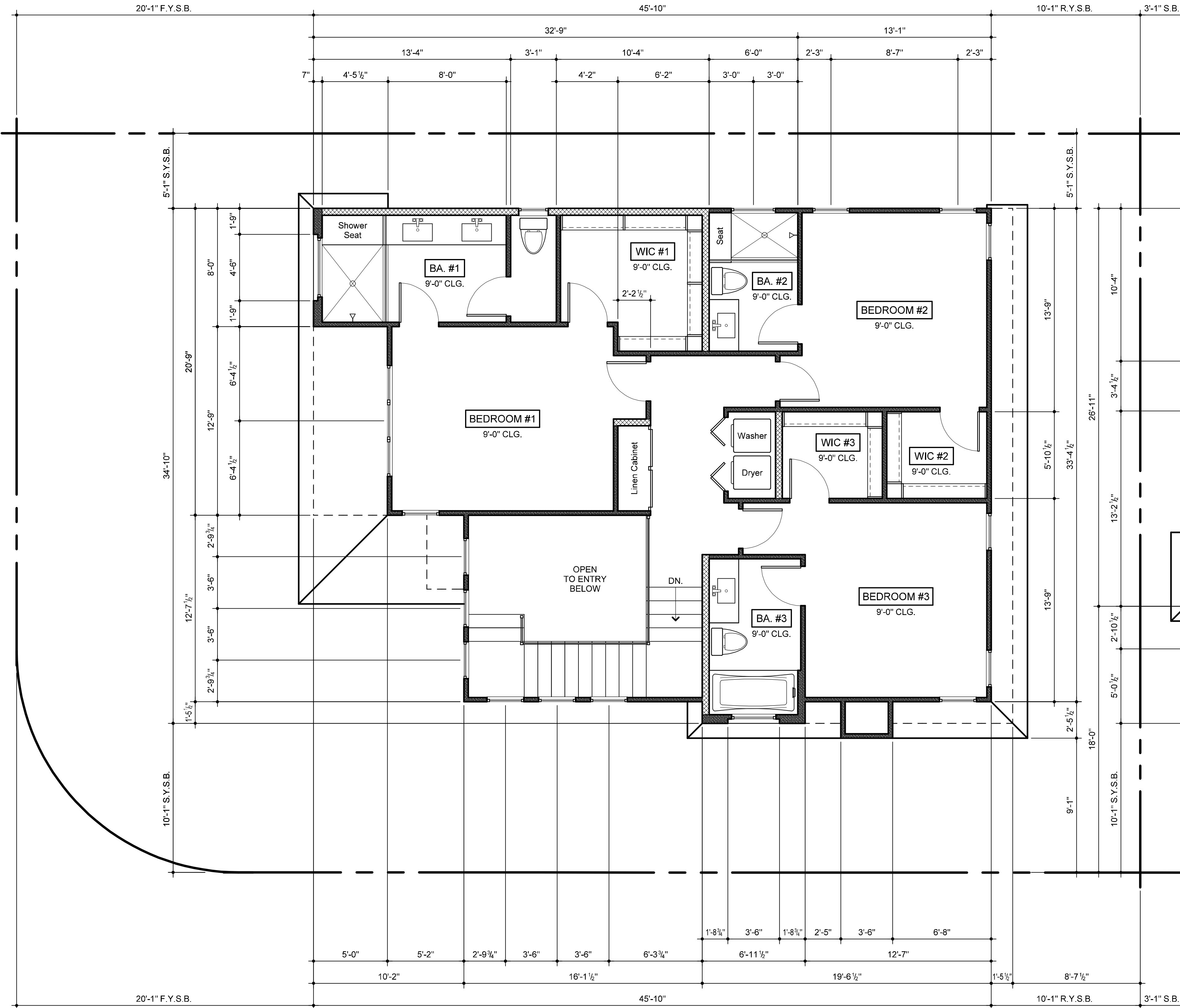
SHEET TITLE

FIRST FLOOR PLANS

SMALL LOT SUBDIVISION PLANS FOR:  
**HAL & NANCY MOOREFIELD**  
**FAMILY TRUST**  
PROJECT ADDRESS:  
**2396 ORANGE AVENUE**  
**COSTA MESA, CALIFORNIA**

Plot Date & Time	9/7/2025 12:34 PM
RAJ Project #	2016-29
REVISIONS	

Sheet  
**A1.0**



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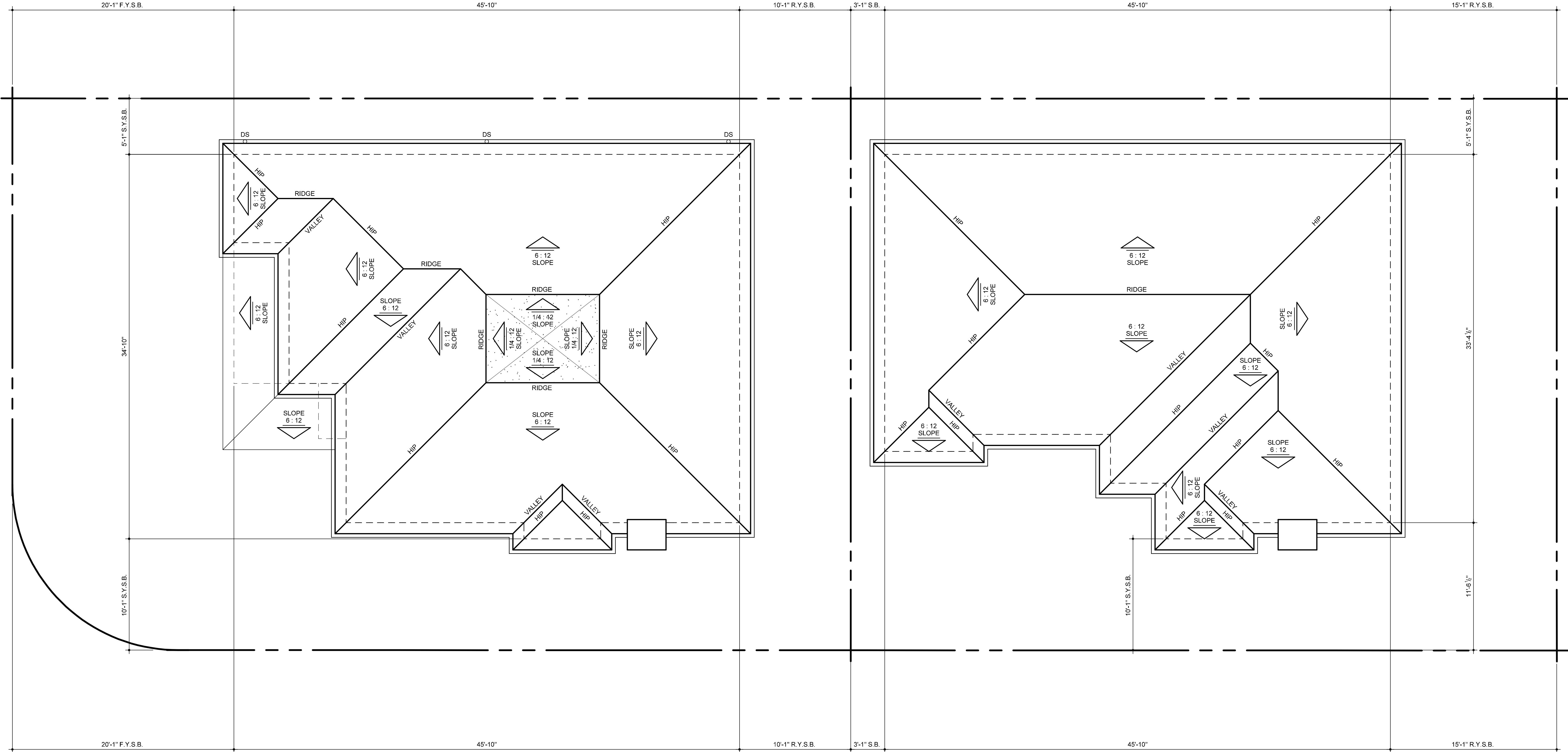
**SECOND FLOOR PLAN**

**HAL & NANCY MOOREFIELD**  
**FAMILY TRUST**  
PROJECT ADDRESS:  
**2396 ORANGE AVENUE**  
**COSTA MESA, CALIFORNIA**

Plot Date & Time	9/7/2025 12:34 PM
RAJ Project #	2016-29
REVISIONS	

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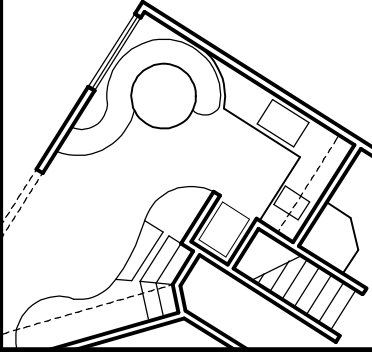


ROOF PLAN - UNIT 'A'

SCALE: 1/4" = 1'-0"

ROOF PLAN - UNIT 'B'

Scale: 1/4" = 1'-0"



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RESIDENTIAL DESIGN, INC.  
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Newport Beach, California 92663  
949.723.4393 ( rajeheber@gmail.com )

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SHEET TITLE
ROOF PLAN

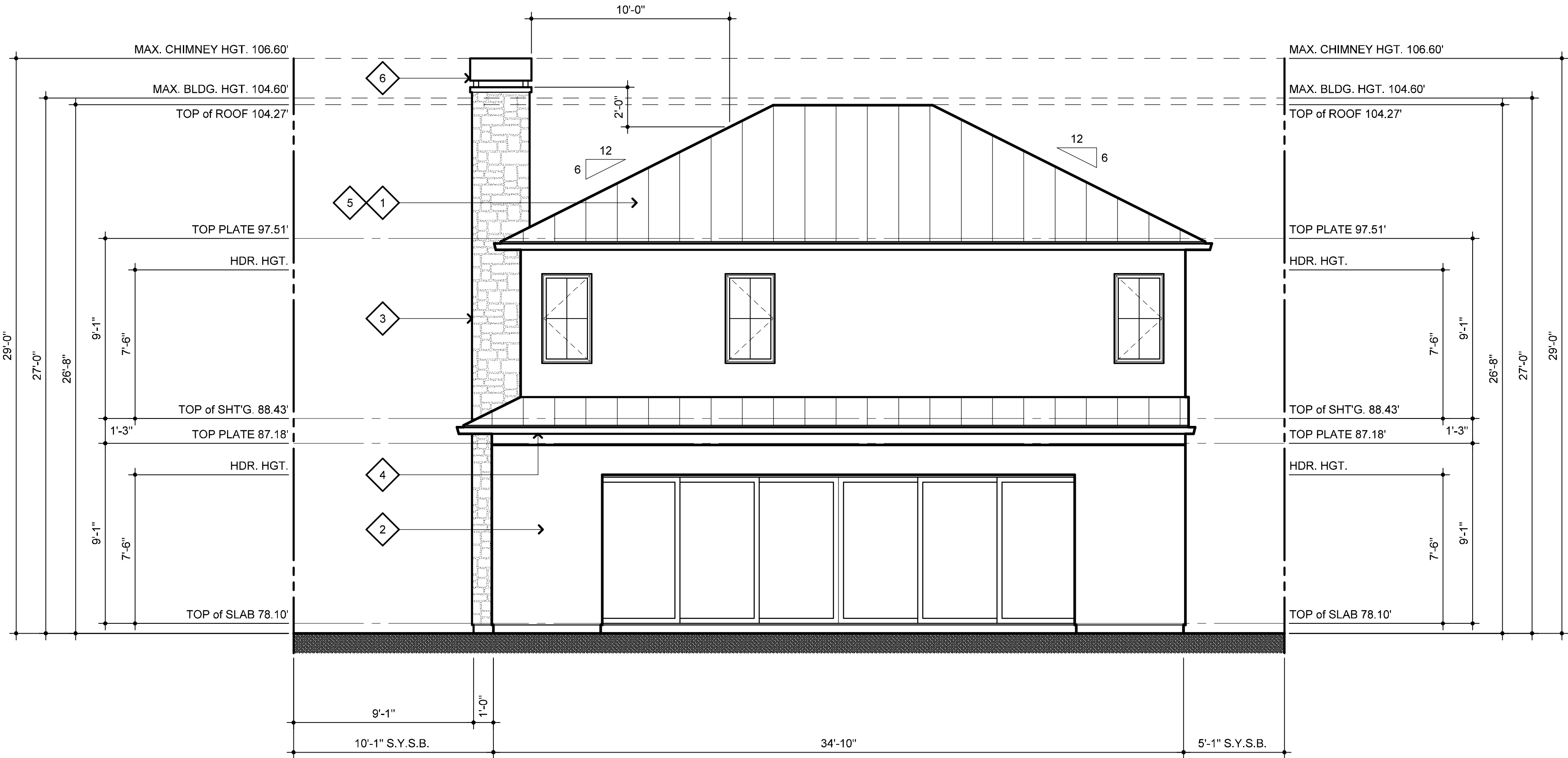
SMALL LOT SUBDIVISION PLANS FOR: <b>HAL &amp; NANCY MOOREFIELD FAMILY TRUST</b> PROJECT ADDRESS: <b>2396 ORANGE AVENUE COSTA MESA, CALIFORNIA</b>
--

Plot Date & Time 9/7/2025 12:34 PM
RAJ Project # 2016-29
REVISIONS

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FRONT ELEVATION - UNIT 'A' ( Facing Santa Isabel Avenue ) Scale: 1/4" = 1'-0"



REAR ELEVATION - UNIT 'A' ( Opposite side of Santa Isabel Avenue ) Scale: 1/4" = 1'-0"

## ELEVATION KEYNOTES:

INDICATES PLAN NOTE LEGEND SYMBOL - SEE LETTER BELOW.

### 1 METAL ROOFING: ( CLASS 'A' )

#### MANUFACTURER:

CUSTOM BILT METALS  
13940 MAGNOLIA AVENUE  
CHINO, CA 91710  
909-664-1500

#### PRODUCT:

STANDING SEAM METAL ROOFING, CB-150 ( NON-REFLECTIVE )

#### COLOR:

GRAY

USE CONTINUOUS 16" SPANS - VERIFY WITH "BUILDING DESIGNER" SIZE AND LOCATIONS OF SEAMS ( NO TRANSVERSE SEAMS )

#### WEIGHT:

APPROXIMATELY 2 PSF.

#### CODE:

ICC # ESR-2048, CB-150

### 2 STUCCO SIDING:

#### MANUFACTURER:

OMEGA PRODUCTS INTERNATIONAL, Inc.  
262 SOUTH ANITA DRIVE  
ORANGE, CA 92668  
(714) 935-0900

### 3 ADHERED STONE VENEER

#### MANUFACTURER:

CREATIVES MINES  
5840 EL CAMINO REAL #106  
CARLSBAD, CA 92008  
800-453-7040

#### APPLICATION:

URBAN STRIP

#### COLOR:

MORNINGLIGHT

#### WEIGHT:

LESS THAN 15 LBS / SF

#### THICKNESS:

1.125" AVERAGE THICKNESS

#### CODE:

ASTM C1634  
USE MASONRY CEMENT MORTAR ( COVERED BY ASTM C1329 ) OVER STUCCO SCRATCH COAT.

### 4 RAIN GUTTERS:

#### MATERIAL:

METAL - ALUMINUM PAINTED KYNAR

#### SHAPE:

SQUARE 5" - VERIFY WITH INTERIOR DESIGN TEAM.

### 5 FLASHING & WEATHER STRIPPING:

PROVIDE MINIMUM 24 GAUGE METAL ( 16 oz. ) SHEETING ( TO MATCH ) FOR ALL EXTERIOR FLASHING & WEATHER STRIPPING APPLICATIONS. VERIFY WITH BUILDING DESIGNER ANY UNCONVENTIONAL ENVELOPE WATERPROOFING AREAS PRIOR TO INSTALLATION.

### 6 METAL CHIMNEY SHROUD:

#### MANUFACTURER:

COAST SHEET METAL, INC.  
990 WEST 17TH STREET  
COSTA MESA, CA 92627  
949/645-2224

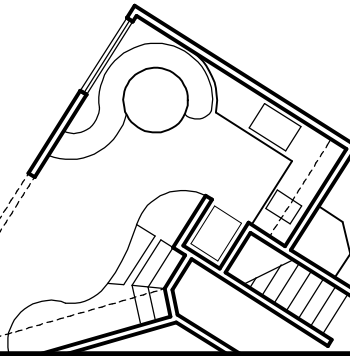
#### APPLICATION:

ALUMINUM COMPOSITE MATERIAL ( ACM )

#### COLOR:

BLACK

R. A. JEHEBER  
RESIDENTIAL DESIGN, INC.  
410 32nd. Street, Suite 202  
Newport Beach, California 92663  
949.723.4393 ( raj@jeheber@gmail.com )



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SHEET TITLE

EXTERIOR ELEVATIONS

SMALL LOT SUBDIVISION PLANS FOR:  
HAL & NANCY MOOREFIELD  
FAMILY TRUST  
PROJECT ADDRESS:  
2396 ORANGE AVENUE  
COSTA MESA, CALIFORNIA

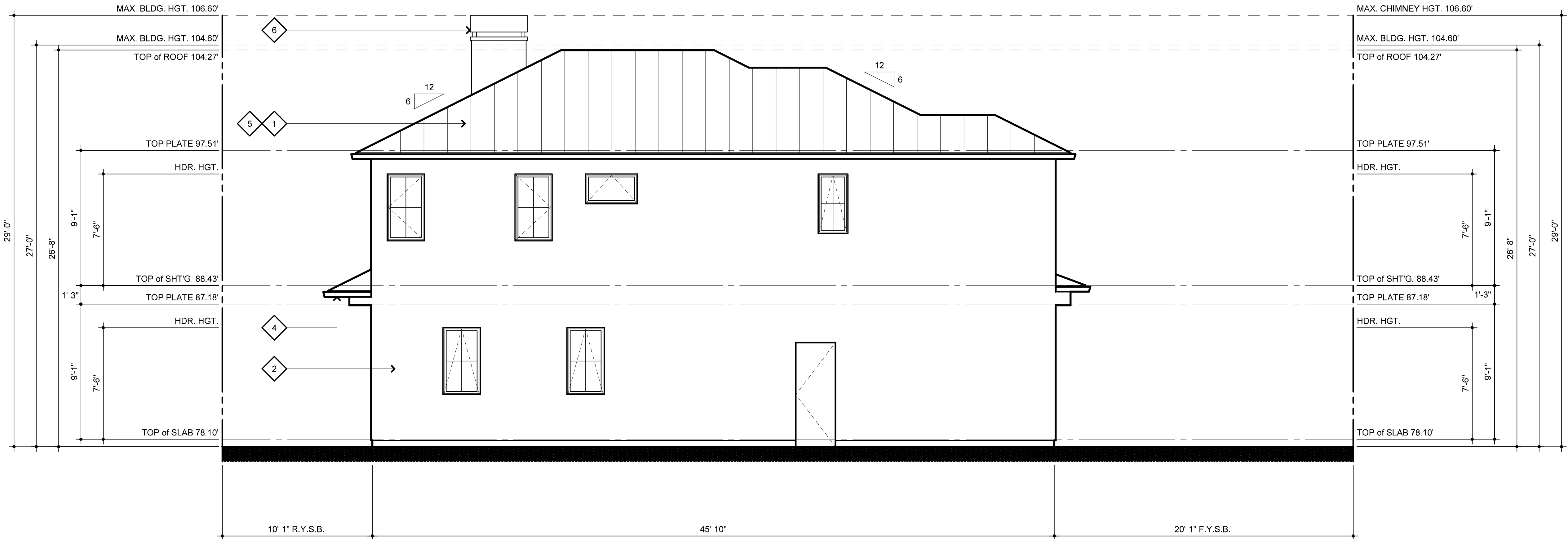
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RAJ Project #
2016-29
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A5.0





RIGHT ELEVATION - UNIT 'A' ( Facing Orange Avenue ) Scale: 1/4" = 1'-0"



LEFT ELEVATION - UNIT 'A' ( Opposite side of Orange Avenue ) Scale: 1/4" = 1'-0"

## ELEVATION KEYNOTES:

◇ INDICATES PLAN NOTE LEGEND SYMBOL - SEE LETTER BELOW.

### 1 METAL ROOFING: ( CLASS 'A' )

#### MANUFACTURER:

CUSTOM BILT METALS  
13940 MAGNOLIA AVENUE  
CHINO, CA 91710  
909-664-1500

#### PRODUCT:

STANDING SEAM METAL ROOFING, CB-150 ( NON-REFLECTIVE )

#### COLOR:

GRAY

USE CONTINUOUS 16" SPANS - VERIFY WITH "BUILDING DESIGNER" SIZE AND LOCATIONS OF SEAMS ( NO TRANSVERSE SEAMS )

#### WEIGHT:

APPROXIMATELY 2 PSF.

#### CODE:

ICC # ESR-2048, CB-150

### 2 STUCCO SIDING:

#### MANUFACTURER:

OMEGA PRODUCTS INTERNATIONAL, Inc.  
262 SOUTH ANITA DRIVE  
ORANGE, CA 92668  
(714) 935-0900

### 3 ADHERED STONE VENEER

#### MANUFACTURER:

CREATIVES MINES  
5840 EL CAMINO REAL #106  
CARLSBAD, CA 92008  
800-453-7040

#### APPLICATION:

URBAN STRIP

#### COLOR:

MORNINGLIGHT

#### WEIGHT:

LESS THAN 15 LBS / SF

#### THICKNESS:

1.125" AVERAGE THICKNESS

#### CODE:

ASTM C1634  
USE MASONRY CEMENT MORTAR ( COVERED BY ASTM C1329 ) OVER STUCCO SCRATCH COAT.

### 4 RAIN GUTTERS:

#### MATERIAL:

METAL - ALUMINUM PAINTED KYNAR

#### SHAPE:

SQUARE 5" - VERIFY WITH INTERIOR DESIGN TEAM.

### 5 FLASHING & WEATHER STRIPPING:

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### 6 METAL CHIMNEY SHROUD:

#### MANUFACTURER:

COAST SHEET METAL, INC.  
980 WEST 17TH STREET  
COSTA MESA, CA 92627  
949/645-2224

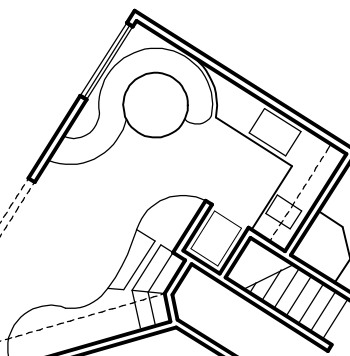
#### APPLICATION:

ALUMINUM COMPOSITE MATERIAL (ACM)

#### COLOR:

BLACK

R. A. JEHEBER  
RESIDENTIAL DESIGN, INC.  
410 32nd. Street, Suite 202  
Newport Beach, California 92663  
949.723.4393 ( rajeheber@gmail.com )



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SMALL LOT SUBDIVISION PLANS FOR:  
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FAMILY TRUST  
PROJECT ADDRESS:  
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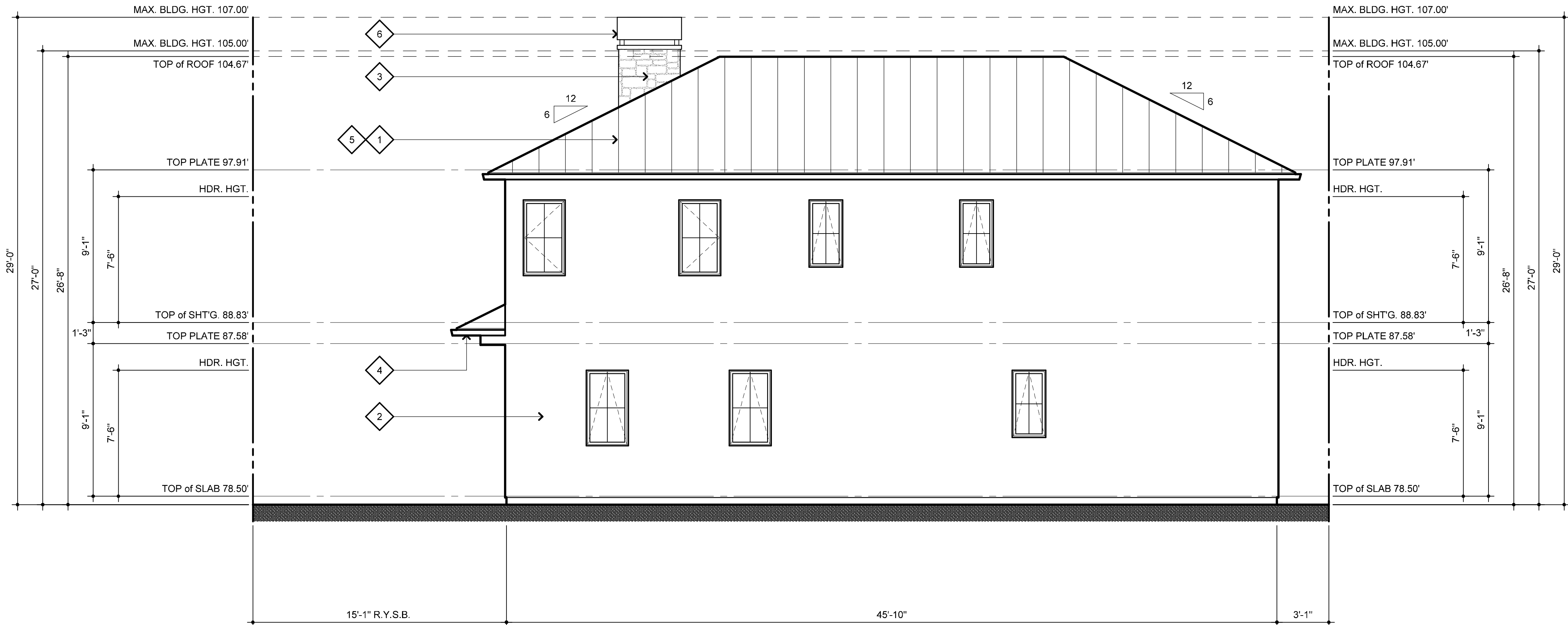
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2016-29
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FRONT ELEVATION - UNIT 'B' ( Facing Orange Avenue )

Scale: 1/4" = 1'-0"



REAR ELEVATION - UNIT 'B' ( Opposite side of Orange Avenue )

Scale: 1/4" = 1'-0"

## ELEVATION KEYNOTES:

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13940 MAGNOLIA AVENUE  
CHINO, CA 91710  
909-664-1500

#### PRODUCT:

STANDING SEAM METAL ROOFING, CB-150 ( NON-REFLECTIVE )

#### COLOR:

GRAY

USE CONTINUOUS 16" SPANS - VERIFY WITH "BUILDING DESIGNER" SIZE AND LOCATIONS OF SEAMS ( NO TRANSVERSE SEAMS )

#### WEIGHT:

APPROXIMATELY 2 PSF.

#### CODE:

ICC # ESR-2048, CB-150

### 2 STUCCO SIDING:

#### MANUFACTURER:

OMEGA PRODUCTS INTERNATIONAL, Inc.  
262 SOUTH ANITA DRIVE  
ORANGE, CA 92668  
(714) 935-0900

### 3 ADHERED STONE VENEER

#### MANUFACTURER:

CREATIVES MINES  
5840 EL CAMINO REAL #106  
CARLSBAD, CA 92008  
800-453-7040

#### APPLICATION:

URBAN STRIP

#### COLOR:

MORNINGLIGHT

#### WEIGHT:

LESS THAN 15 LBS / SF

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1.125" AVERAGE THICKNESS

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### 4 RAIN GUTTERS:

#### MATERIAL:

METAL - ALUMINUM PAINTED KYNAR

#### SHAPE:

SQUARE 5" - VERIFY WITH INTERIOR DESIGN TEAM.

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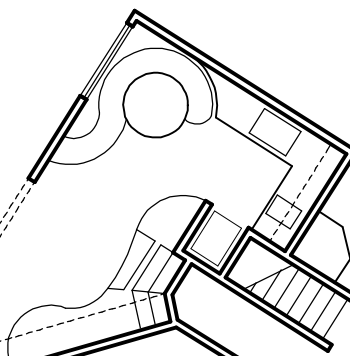
#### APPLICATION:

ALUMINUM COMPOSITE MATERIAL ( ACM )

#### COLOR:

BLACK

**R. A. JEHEBER**  
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PROJECT ADDRESS:  
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**COSTA MESA, CALIFORNIA**

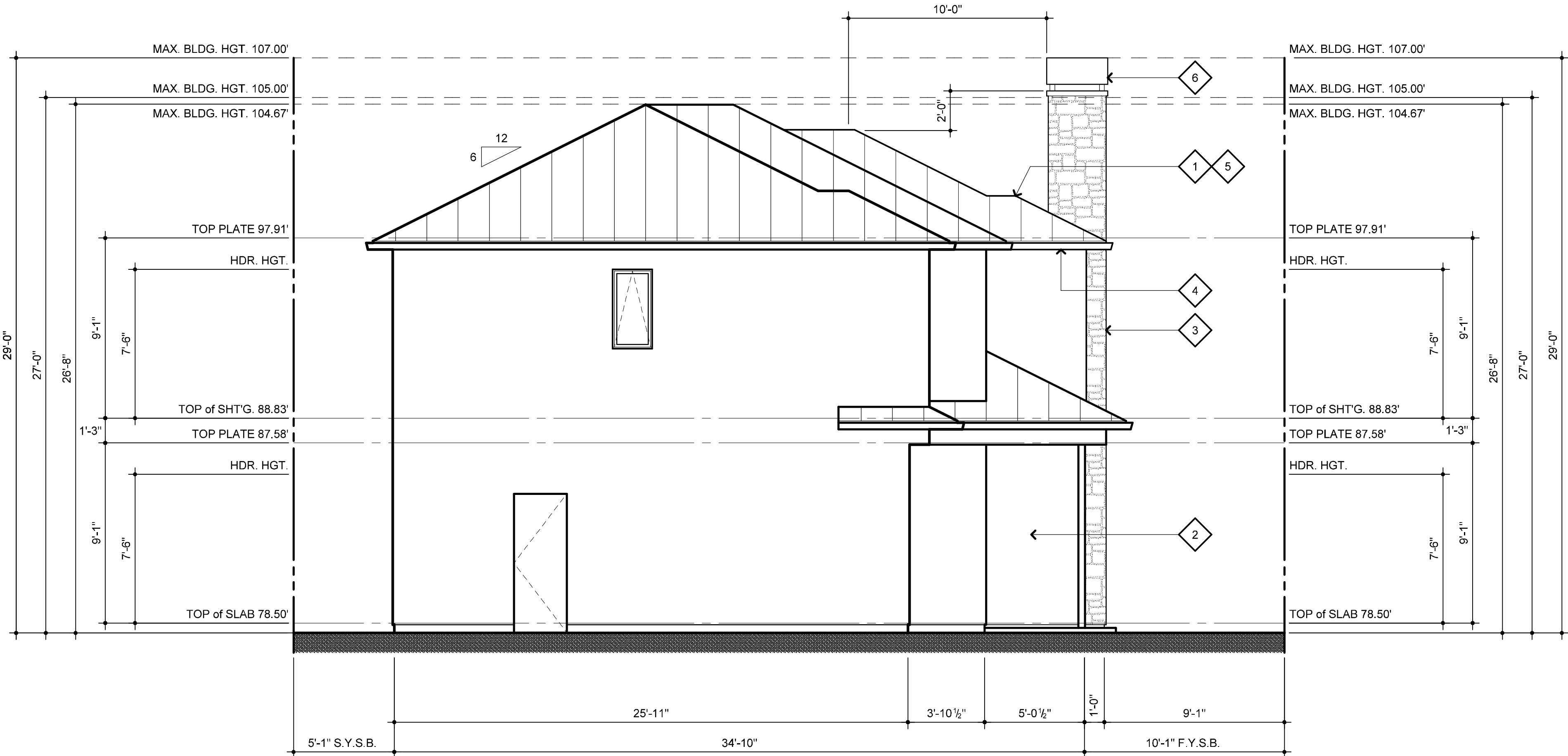
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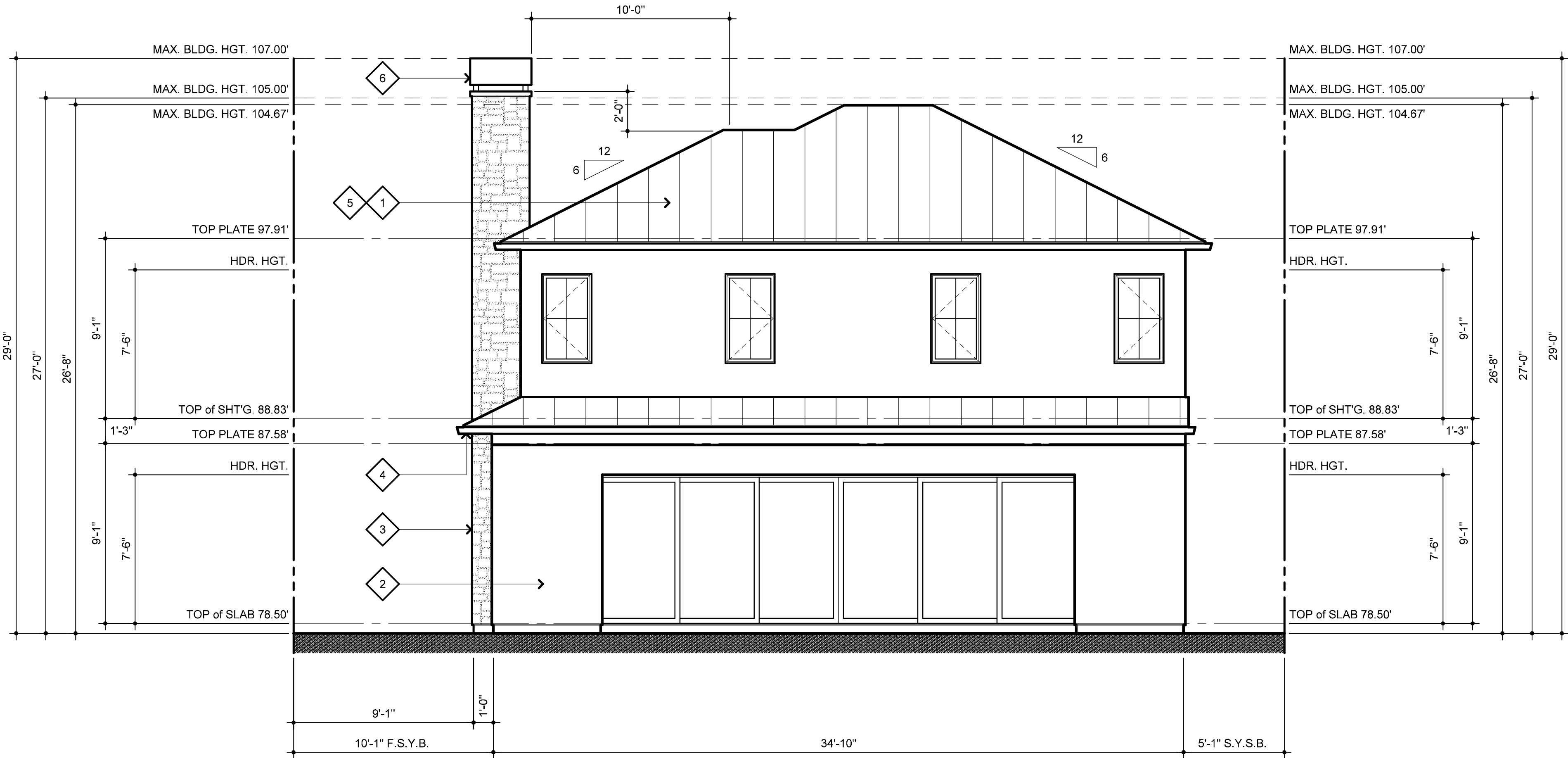
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LEFT ELEVATION - UNIT 'B' Scale: 1/4" = 1'-0"



RIGHT ELEVATION - UNIT 'B' Scale: 1/4" = 1'-0"

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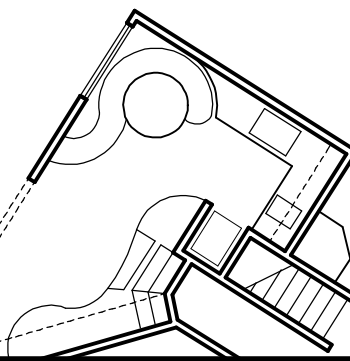
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SMALL LOT SUBDIVISION PLANS FOR:  
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2396 ORANGE AVENUE  
COSTA MESA, CALIFORNIA

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C:\DataCAD 23\Drawings\2016-25 2396 ORANGE AVENUE - HAL MOOREFIELD\2396 ORANGE AVE - DR-01 PC-02.aec



ORANGE AVE. ELEVATIONS - UNIT 'A' & 'B'



OPPOSITE ORANGE AVE. ELEV - UNIT 'A' & 'B'



CORNER SANTA ISABEL AVE. & ORANGE AVE.



ORANGE AVE. ELEVATIONS - UNIT 'A' & 'B'



SANTA ISABEL AVE. - FRONT ELEVATION - UNIT 'A'



REAR ELEVATION - UNIT 'B'

**R. A. JEHEBER**  
**RESIDENTIAL DESIGN, INC.**  
410 32nd. Street, Suite 202  
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949.723.4393 (rajeheber@gmail.com)

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SHEET TITLE

**EXTERIOR ELEVATIONS**

SMALL LOT SUBDIVISION PLANS FOR:  
**HAL & NANCY MOOREFIELD  
FAMILY TRUST**  
PROJECT ADDRESS:  
**2396 ORANGE AVENUE  
COSTA MESA, CALIFORNIA**

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2016-29	
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# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 25-609

**Meeting Date:** 12/8/2025

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**TITLE:**

AN ORDINANCE TO AMEND TITLE 13 OF THE COSTA MESA MUNICIPAL CODE TO ALLOW FOR MINISTERIAL APPROVAL OF TWO-UNIT SMALL LOT ORDINANCE PROJECTS (PCTY-25-0007)

**DEPARTMENT:** ECONOMIC AND DEVELOPMENT SERVICES  
DEPARTMENT/PLANNING DIVISION

**PRESENTED BY:** CHRIS YEAGER, SENIOR PLANNER

**CONTACT INFORMATION:** CHRIS YEAGER, 714-754-4883;  
Christopher.Yeager@costamesaca.gov

**RECOMMENDATION:**

Staff recommends the Planning Commission adopt a Resolution to:

1. Find that the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant CEQA Guidelines Section 15061(b)(3); and
2. Recommend that the City Council adopt an Ordinance approving Code Amendment PCTY-25-0007, amending Title 13 of the Costa Mesa Municipal Code (Zoning Code) pertaining to two-unit Small Lot Ordinance projects.



# PLANNING COMMISSION AGENDA REPORT

MEETING DATE: December 8, 2025

ITEM NUMBER: PH-3

**SUBJECT: AN ORDINANCE TO AMEND TITLE 13 OF THE COSTA MESA MUNICIPAL CODE TO ALLOW FOR MINISTERIAL APPROVAL OF TWO-UNIT SMALL LOT ORDINANCE PROJECTS (PCTY-25-0007)**

**FROM: ECONOMIC AND DEVELOPMENT SERVICES  
DEPARTMENT/PLANNING DIVISION**

**PRESENTATION BY: CHRIS YEAGER, SENIOR PLANNER**

**FOR FURTHER INFORMATION CONTACT: CHRIS YEAGER  
714-754-4883  
Christopher.Yeager@costamesaca.gov**

---

## **RECOMMENDATION**

Staff recommends the Planning Commission adopt a Resolution to:

1. Find that the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant CEQA Guidelines Section 15061(b)(3); and
2. Recommend that the City Council adopt an Ordinance approving Code Amendment PCTY-25-0007, amending Title 13 of the Costa Mesa Municipal Code (Zoning Code) pertaining to two-unit Small Lot Ordinance projects.

## **APPLICANT OR AUTHORIZED AGENT**

The subject Zoning Code Amendment is a City-initiated request.

## **BACKGROUND**

### Small Lot Subdivision Ordinance History

On April 1, 2014, the City adopted the Small Lot Subdivision Ordinance (SLO) (Ord. 14-04), which allows the subdivision of multi-family zoning lots into small, fee-simple parcels without requiring a common lot or the formation of a homeowners' association (HOA). The SLO applies to residential subdivisions of two to fifteen (2-15) units within the city's multi-family zones, which includes: the (R2-MD) Multiple-Family Residential District, Medium Density, the (R2-HD) Multiple-Family Residential District, High Density, and the (R3) Multiple-Family Residential Districts. The purpose and intent of the SLO was to promote attainable ownership housing by allowing more flexible development standards and maintenance mechanisms for underutilized multi-family lots, while staying within densities permitted by the General Plan.

The 2014 Ordinance (among other associated revisions) added a dedicated section within the Zoning Code (Section 13-42) establishing development standards for detached residential projects of up to 15 units without modifying the existing "Common Interest Development" standards. The SLO was not intended to increase allowable density within multi-family zones, alter minimum parking requirements, or change the existing approval process for small subdivisions (Parcel/Tract Maps).

At the time of adoption, this was the first SLO in Orange County. See the links below for additional information regarding the initial Ordinance:

April 1, 2014 Staff Report (2<sup>nd</sup> Reading):

<http://ftp.costamesaca.gov/costamesaca/council/agenda/2014/2014-04-01/OB-1.pdf>

March 4, 2014 Staff Report (1<sup>st</sup> Reading):

<https://www.costamesaca.gov/home/showpublisheddocument/13817/636490563866670000>

Since 2014, the SLO has been amended by the Council on three occasions. Below is a summary and of the amendments (links are also provided):

- [April 21, 2015 \(Ord. 15-03\)](#): Revised side-yard setbacks from 10 feet to 5 feet to align with the R2-MD, R2-HD, and R3 development standards, and modified parking requirements to allow one (1) open parking space.
- [September 18, 2018 \(Ord. 18-10\)](#): Further amended the SLO to revise open space and second-floor setback requirements, allow two (2) open parking spaces, and update flag-lot driveway design standards.
- [December 7, 2021 \(Ord. 21-20\)](#): Council approved a technical code clean-up to the Zoning Code. As a result, the SLO was amended to eliminate the limitation that side-by-side attached units be restricted to four (4) or fewer units per building and removed the prior requirement to include a façade break between such units.

Since the initial adoption of the SLO, Planning Commission review has been required for the requisite tentative tract/parcel map, and Design Review is typically required for most applications. Specifically, in the City, any construction that results in three or more dwelling units on a development lot in any residential zone, except planned development, is subject to design review. Additionally, for projects with less than three units, the City's current standards requires minor design review for any two-story construction on a lot that results in two or fewer dwelling units or any second-story addition on a lot with more than two dwelling units in the multifamily zones (R2-MD, R2-HD, and R3), and any two-story construction or second-floor addition in the R1 zone.

#### Senate Bill (SB) 9 - Urban Lot Split for R1

On January 1, 2022, Senate Bill 9 (SB 9) went into effect, requiring ministerial review for qualifying two-unit developments and for "urban lot splits" in the City's Single Family Residential (R1) zoning district. The law limits local discretionary review and caps the number of units per lot created by the statute to a practical maximum of four units on an original single-family lot when combined with Accessory Dwelling Units (ADUs) and/or Junior Accessory Dwelling Units (JADUs). Under these requirements, both one- and two-story structures are permitted by right.

Additionally, approval of SB 9 projects can only be based on objective standards which the City Council incorporated into Urgency Ordinance 2021-21 on December 7, 2021. More recently, on October 7, 2025, City Council codified the Urgency Ordinance as part of a Technical Code Update. See the links below for additional information.

December 7, 2021 Staff Report:

<https://costamesa.legistar.com/LegislationDetail.aspx?ID=5349698&GUID=33A8811C-7717-4B91-B25C-6E6E2A7787E4>

December 7, 2021 Video:

[https://costamesa.granicus.com/player/clip/3805?view\\_id=14&redirect=true](https://costamesa.granicus.com/player/clip/3805?view_id=14&redirect=true)

October 7, 2025 Staff Report:

<https://costamesa.legistar.com/LegislationDetail.aspx?ID=7686606&GUID=4504BA6A-3428-43CD-B106-68DFECF410F0>

October 7, 2025 Video:

[https://costamesa.granicus.com/player/clip/4311?view\\_id=14&redirect=true](https://costamesa.granicus.com/player/clip/4311?view_id=14&redirect=true)

With the adoption of these Ordinances, ministerial processing of two-lot subdivisions is now permitted on all R1 properties in the City. However, the Zoning Code does not allow for the same ministerial processing in multiple-family residential zones, where multi-family developments are more likely to already exist. Currently, the City's SLO (Chapter V, Article 2.5 of the Zoning Code) allows for the subdivision of multiple-family zoned



properties into a maximum of 15 fee-simple lots at the density established by the underlying zoning district. SLO projects are subject to specific development standards and are required to obtain Planning Commission approval of tentative parcel/tract map and as noted above, often design review. This code amendment is proposed to allow for ministerial processing of parcel maps and development applications for two-unit SLO subdivisions on all multiple family zoned lots in the City (R2-MD, R2-HD, and R3), similar to what is permitted in the R1 district.

## **DESCRIPTION**

The Zoning Code amendment is proposed to allow for ministerial processing of two-unit small lot subdivisions, Chapter II, Section 13-29; and Chapter V, Section 13-42.2 and Chapter V, Section 13-42.3 of the Zoning Code are proposed to be amended to allow for a ministerial review of subdivisions of up to two main units in multiple-family zoning districts (R2-MD, R2-HD, and R3 zones). Three or more main units (up to 15 units) would still be required to obtain approval from the Planning Commission.

Additional amendments to the SLO are proposed to provide clarity, ensure consistency with past practices, and reduce barriers to housing development, further increase opportunities for home ownership, and eliminate Design Review for projects containing two or fewer units.

To ensure that all projects are processed ministerially using objective standards, a new development checklist (Attachment 3) is proposed and would be required for all ministerial SLO applications.

## **ANALYSIS**

The existing SLO (Chapter V, Section 13-32 of the Zoning Code) consists of sections outlining the application and specific development standards and requirements. The proposed SLO code amendment also includes modifications to the development standards to provide clarity and to reduce burdens on SLO projects. Each proposed subdivision, whether ministerial or not, would largely still be subject to the same requirements that are currently in place. To facilitate the ministerial review, the Planning Application section of the zoning code is also proposed to be amended.

The following discussion outlines the proposed revisions to the Zoning Code and provides justification for said revision. The comprehensive strikethrough version is included in Attachment 2.

## ***Planning Applications***

Zoning Code Chapter III, Table 13-29(c), Planning Applications Review Process, is proposed to be modified to allow for the ministerial processing of parcel maps for two-unit SLO subdivisions. The table includes provisions that no public notice or public hearing is required and that the Planning Division would be the final review authority for qualifying projects.

As noted above, the City adopted a process and standards for approving tentative parcel maps for urban lot splits in the R1 zoning district; however, the Planning Application table was never modified to allow for the ministerial approval of those parcel maps. This code amendment remedies this omission and indicates that two-unit subdivisions will be reviewed in the same manner, as currently allowed in the R1 zoning district.

## ***Small Lot Ordinance Planning Applications Required***

Zoning Code Chapter V, Section 13-42.2 requires a subdivision and design review to be reviewed by the Planning Commission for two-unit, SLO projects. This code section is proposed to be amended exempts two-unit SLO from the design review requirements and to allow for ministerial processing of requisite parcel maps.

To maintain the ministerial processing of two-unit developments, design review would no longer be required; however, any proposed project would be required to submit a SLO Checklist (Attachment 3) with an application, which is further discussed below. The project and checklist would be reviewed against the applicable objective development standards to ensure compliance.

## ***Small Lot Ordinance Development Standards and Requirements***

Zoning Code Chapter V, Section 13-42.3 provides the development standards and requirements for all SLO projects. Amendments to this section are proposed to provide clarity based on interpretations and previous project approvals. Language is proposed to clarify the setback required for the development lots, and not the individual subdivided lots. The front setback is already called out as the development lot; however, the side and rear setbacks are not clear. Previous approvals of SLO projects throughout the City have included the requirement as development lot setbacks and this proposed code amendment would codify these practices.

It is typical for SLO projects to include flag lots on narrow parcels with a front unit and a second unit being constructed behind accessed by a driveway on either side of the front unit. These lots are referred to as flag lots. The SLO flag lot driveway standards require a 16-foot-wide driveway to access the rear unit. Residential Development Standards that apply to all other residential projects (CMMC Table 13-32), require a minimum driveway width of 10 feet for driveways providing access to only one unit. The code amendment

proposes to reduce the required driveway width to 10 feet for flag lots provided that the driveway provides access to only one unit. The reduced driveway width would allow for additional buildable space on the development lot.

### ***Two Unit Small Lot Ordinance Check List***

The ordinance introduces that ministerial approval of a project can be obtained when it meets objective standards. To ensure objectivity, and to provide transparency to developers, a Two-Unit SLO Checklist (Attachment 3) is proposed which would outline all standards, requirements, and objective design guidelines listed in the City's Residential Design Guidelines for the proposed projects.

Two-unit small lot subdivision projects would be required to complete the checklist with the project application. Staff will verify the project and check the applicable development standards, and as long as all items comply with the requirements, the project can be approved without a public hearing. If a project does not meet all of the objective standards, the existing zoning code includes provisions for deviations including minor modifications, administrative adjustments, variances, and minor design review which would allow for specific deviations to the requirements on a case-by-case basis.

### ***Fiscal Analysis:***

Since 2014, the City has approved 77 Small Lot Ordinance (SLO) projects. Of these, 47 were two-unit SLO projects, which totals approximately 66 percent of all SLO applications. With the proposed transition to a ministerial review process for two-unit SLO subdivisions, staff anticipates a meaningful reduction in processing time and associated discretionary review tasks. As a result, the fees currently charged for SLO applications will need to be reevaluated by the City Council to ensure they align with the staff resources needed for the ministerial process.

For reference, the City's adopted Fee Schedule currently includes application fees for SLO projects consisting of a \$3,925.39 Tentative Parcel Map fee and, in most cases, an additional Design Review fee of \$3,925.39, for a typical total of \$7,850.78. For comparison, the ministerial Lot Line Adjustment fee (applied to Urban Lot Splits (SB 9 projects)) is \$1,549.49. This comparison highlights the need for the Council to reassess SLO-related fees to reflect the streamlined ministerial review process.

## **GENERAL PLAN CONFORMANCE**

The proposed Zoning Code Amendment would continue to allow for high-quality SLO developments within Costa Mesa and encourage economic growth in the community by reducing barriers for two-unit projects in multiple-family residential zones. The implementation of ministerial zoning approval included in the code amendment provides support for housing development within the City and streamlines approval processes for building permits and entitlements. In addition, the modification of the development standards would bring the code into conformance with existing practice and other residential development standards.

The Housing Element includes various programs to remove governmental constraints related to housing production. It endorses implementing zoning and process changes to make sites available and realistic for housing. The proposed zoning code amendment allowing for ministerial approvals and provides objective standards thereby removing the discretionary barriers for two-unit projects in multi-family residential zones

The proposed ordinance is in conformance with the City's General Plan including:

- Policy LU-1.2 Balance economic gains from new development while preserving the character and densities of residential neighborhoods.
- Policy LU-1.3 Strongly encourage the development of residential uses and owner-occupied housing (single-family detached residences, condominiums, townhouses) where feasible to improve the balance between rental and ownership housing opportunities.
- HE Goal #2: Facilitate the creation and availability of housing for residents at all income levels and for those with special housing needs.

## **ENVIRONMENTAL DETERMINATION**

The adoption of the Ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), the common-sense exemption. This exemption is typically applied to procedural-only code amendments in which no increase in density is created, no new land uses are authorized, and no reasonably foreseeable physical change to the environment could occur. The proposed Ordinance fits squarely within this category. It establishes a ministerial review process and objective standards for two-unit residential developments on parcels already zoned for residential use, and it does not expand the range of permitted uses or increase allowable density beyond what is already established under the General Plan and existing zoning regulations. The Ordinance also does not authorize construction on any specific site or grant any development entitlement; rather, it simply streamlines the review process by removing discretionary hearings and clarifying procedural steps. Any future project would remain subject to ministerial

review and would be independently responsible for demonstrating eligibility for any applicable CEQA exemption. Because the Ordinance is limited to procedural changes and has no potential to result in a reasonably foreseeable physical impact on the environment, it is exempt under CEQA Guidelines Section 15061(b)(3).

## **ALTERNATIVES**

The Planning Commission has the following alternatives:

1. **Recommend City Council approval with modifications.** The Planning Commission may recommend approval with modifications to the amended Code sections or removal of items from the Zoning Code Amendment provided that the revisions are consistent with State law.
2. **Recommend that the City Council not adopt the revisions to the City's Zoning Code.** The Planning Commission may recommend that the City Council not adopt the proposed Zoning Code amendments.
3. **Continue the Ordinance review to a date certain.** The Planning Commission may continue the item to a date certain with direction for staff to return with additional information, changes and/or clarifications for Planning Commission consideration.

## **NOTICE**

Pursuant to government Code Section 65854(a), a 1/8th page public notice was published once in the Daily Pilot newspaper on November 15, 2025 no less than 20 days prior to the December 8, 2025, public hearing.

## **CONCLUSION**

The proposed Zoning Code Amendment would allow for ministerial approval of two-unit SLO projects and clarify development standards based on past practices and previously approved projects. The revisions do not increase allowable density in multi-family zones, or alter minimum parking requirements. The amendment is consistent with the General Plan and State law, and is intended to remove barriers and streamline the review process while minimizing potential impacts on neighboring properties.

## **ATTACHMENTS**

1. Draft Resolution
  - a. Exhibit A - Draft Ordinance (with redlines and strikeout formatting)
2. Draft Two Unit Small Lot Ordinance Checklist

**RESOLUTION NO. PC-2025-**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA RECOMMENDING THAT THE CITY COUNCIL ADOPT AN ORDINANCE TO AMEND TITLE 13 OF THE COSTA MESA MUNICIPAL CODE (PLANNING ZONING AND DEVELOPMENT) TO ALLOW FOR MINISTERIAL PROCESSING OF TWO-UNIT, SMALL LOT SUBDIVISION PROJECTS (CODE AMENDMENT PCTY-2025-0007)**

THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA FINDS AND DECLARES AS FOLLOWS:

WHEREAS, the proposed Ordinance (Code Amendment PCTY-25-0007) would amend the City's Zoning Code, Title 13 of the Costa Mesa Municipal Code (Planning Zoning And Development), to allow for ministerial approval of two-unit small lot ordinance projects in multi-family zones (R2-MD, R2-HD, and R3 Districts); and

WHEREAS, the Ordinance would amend portions of Title 13, Chapter II, Section 13-29: Planning Applications; Chapter V, Section 13-42.2: Planning Applications Requires; and Section 13-42.3: Development standards and requirements; and

WHEREAS, the Ordinance would establish a checklist which would occupancy all two-unit small lot ordinance projects to ensure that ministerial projects are approved objectively; and

WHEREAS, a duly noticed public hearing held by the Planning Commission on December 8, 2025, with all persons having the opportunity to speak for and against the proposal.

NOW THEREFORE, THE COSTA MESA PLANNING COMMISSION HEREBY RESOLVES AS FOLLOWS:

1. The Planning Commission recommends the City Council adopt a Resolution determining the action is exempt from the California Environmental Quality Act (CEQA) under the commonsense exemption set forth in CEQA Guidelines Section 15061(b)(3), as it can be seen with certainty that this action will not have any significant effect on the environment; and
2. The Planning Commission recommends the City Council adopt the Ordinance attached hereto as Exhibit A.

BE IT FURTHER RESOLVED that the CEQA exemption for this project reflects the independent judgement of the City.

BE IT FURTHER RESOLVED that if any section, division, sentence, clause, phrase or portion of this resolution, or the document in the record in support of this resolution, are for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions.

**PASSED AND ADOPTED this 8th day of December, 2025.**

---

Jeffery Harlan, Chair  
Costa Mesa Planning Commission

STATE OF CALIFORNIA   )  
COUNTY OF ORANGE    )ss  
CITY OF COSTA MESA    )

I, Carrie Tai, Secretary to the Planning Commission of the City of Costa Mesa, do hereby certify that the foregoing Resolution No. PC-2025-    was passed and adopted at a regular meeting of the City of Costa Mesa Planning Commission held on December 8, 2025 by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Carrie Tai, Secretary  
Costa Mesa Planning Commission

Resolution No. PC-2025-



Exhibit A

ORDINANCE NO. 2026-xx

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, AMENDING TITLE 13 OF THE COSTA MESA MUNICIPAL CODE (PLANNING ZONING AND DEVELOPMENT) TO ALLOW FOR MINISTERIAL PROCESSING OF TWO-UNIT SMALL LOT ORDINANCE PROJECTS (CODE AMENDMENT PCTY-2025-0007)**

THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA DOES HEREBY FIND AND DECLARE AS FOLLOWS:

WHEREAS, the Zoning Code (Title 13 of Costa Mesa Municipal Code) sets the zoning and land use regulations for the City of Costa Mesa in general; and

WHEREAS, the purpose of this code amendment is to reduce barriers to developing two-unit small lot ordinance projects in the City; and

WHEREAS, a duly noticed public hearing was held by the Planning Commission on December 8, 2025 with all persons having the opportunity to speak for and against the proposal; and

WHEREAS, the Planning Commission recommended that the City Council adopt this ordinance updating the Zoning Code as set forth herein on a X-X vote; and,

WHEREAS, the City Council held a public hearing on \_\_\_\_\_ with all persons having the opportunity to speak for and against the proposal.

Now, therefore, THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Title 13 Chapter II, Section 13-29 Planning Application Review Process, Table 13-29 (c) of the Costa Mesa Municipal Code is hereby amended to read as follows:

TABLE 13-29(c) PLANNING APPLICATION REVIEW PROCESS					
Planning Applications	Public Notice Required	Public Hearing Required	Recommending Authority	Final Review Authority	Notice of Decision
Development Review Minor Modification	No	No	None	Planning Division	No

TABLE 13-29(c) PLANNING APPLICATION REVIEW PROCESS					
Planning Applications	Public Notice Required	Public Hearing Required	Recommending Authority	Final Review Authority	Notice of Decision
Reasonable Accommodation	No	No	None	Planning Division	No
Lot Line Adjustment	No	No	None	Planning Division	No
Tentative Parcel Map for Urban Lot Splits and Small Lot Subdivisions (two units or fewer)	No	No	None	Planning Division	No
Special Use Permit	Yes	Yes	None	Planning Division	No
Administrative Adjustment Minor Conditional Use Permit Minor Design Review Planned Signing Program	Yes	No	None	Zoning Administrator	Yes
Design Review Mobile Home Park Conversion Common Interest Development Conversion (Residential or Nonresidential) Specific Plan Conformity Review Tentative Parcel Map	Yes	Yes	Planning Division	Planning Commission	Yes

TABLE 13-29(c) PLANNING APPLICATION REVIEW PROCESS					
Planning Applications	Public Notice Required	Public Hearing Required	Recommending Authority	Final Review Authority	Notice of Decision
Tentative Tract Map Variance					
Conditional Use Permit Density Bonus Master Plan Master Plan—Preliminary	Yes	Yes	Planning Division	Planning Commission (excepted where noted otherwise in this zoning code)	Yes
Redevelopment Action	Yes	Yes	Planning Commission	Redevelopment Agency	Yes
Rezone	Yes	Yes	Planning Commission; and, if located in a redevelopment project area, the Redevelopment Agency	City Council	No
Local Register of Historic Places	No	No	Planning Commission or other commission/committee as designated by the City Council	City Council	Yes
Certificate of Appropriateness	No	No	Planning Commission or other commission/committee as designated by the City Council	Planning Commission or other commission/committee as designated by the City Council	No

Section 2. Title 13 Chapter V, Section 13-42.2 Planning Applications Required of the Costa Mesa Municipal Code is hereby amended to read as follows:

**SECTION 13-42.2: Planning application required.**

(a) Small lot subdivisions are permitted in appropriate residential districts and not in combination with other development standards in the overlays zones, subject to

approval of the following planning application as may be applicable. This requirement is in addition to other permits or certificates required by law.

**(1)** All new small lot development projects for three or more main dwelling units shall be processed according to the design review procedures contained in section **13-29**. Projects with two main dwelling units being proposed or converted shall be processed ministerially subject to the development standards within this chapter and the residential design guidelines as contained in the Two Unit Small Lot Ordinance Checklist.

**(2)** All small lot development projects for three or more main dwelling units require approval of a tentative tract or parcel map as required by law. A tentative tract map or parcel map shall not be required until a design review has been approved; however, the map may be processed concurrently. Small lot development projects consisting of two main dwelling units shall be processed ministerially.

**(b)** No person shall construct, sell, lease, convey, maintain or use a lot in a small lot subdivision project within the city without first complying with the provisions of this article.

Section 3. Title 13 Chapter V, Section 13-42.3 Development Standards and Requirements of the Costa Mesa Municipal Code is hereby amended to read as follows:

**SECTION 13-42.3: Development standards and requirements.**

**(a)** *Applicability.* The provisions of this section shall apply to all new residential small lot subdivisions of 15 lots or less in multi-family zones and not in combination with other development standards in the overlays zones except as allowed in Table 13-42 below.

**(b)** *Development standards.* Table 13-42 identifies the development standards for small lot subdivision developments. See also Article 9 general site improvement standards of this chapter for additional requirements. Projects shall comply with all applicable standard plans and specifications and adopted city and state codes, as well as the following provisions:

**(1)** The location and orientation of all buildings shall be designed and arranged to preserve natural features by minimizing the disturbance to the natural environment. Natural features such as trees, groves, waterways, scenic points, historic spots or landmarks, bluffs or slopes shall be delineated on the site plan and considered when planning the location and orientation of buildings, open spaces, underground services, walks, paved areas, playgrounds, parking areas and finished grade elevations. Pre-existing development should guide the building setbacks and new development should preserve the existing character of the neighborhood.

**(2)** The site design must consider both the design elements of each unit and how these designs will enhance the overall neighborhood character and vitality of the street and sidewalk. Building setbacks and site planning must relate to surrounding built form, respecting the overall neighborhood character and existing topography. Additionally, each unit must exhibit a

high level of design quality with well-articulated entries and façades, proportionate windows, quality building materials and contextual landscaping.

**(3)** All structures proposed to be constructed within a project shall conform to the following requirements:

**a.** Each unit shall be provided with direct pedestrian and vehicular access to a public street, or an alley or a common drive connecting to a public street/alley.

**b.** Structure shall be constructed to minimize impact of the proposed development on the light, air and privacy of adjacent properties.

**(4)** On-site lighting shall be provided in all parking areas, vehicular access ways, and along major walkways. The lighting shall be directed onto driveways and walkways within the project and away from dwelling units and adjacent properties, and shall be of a type approved by the development services department.

**(5)** The development shall comply with the provisions of Chapter XI, subdivisions, which may include, but are not limited to, land dedication and improvements, such as drainage improvements and payment of fees.

**(6)** Outside uncovered and unenclosed storage of boats, trailers, recreational vehicles and other similar vehicles shall be prohibited unless specifically designated areas for the exclusive storage of such vehicles are set aside on the final master plan and provided for in the covenants, conditions, and restrictions. Where such areas are provided, they shall be enclosed and screened from view on a horizontal plane from adjacent areas by a combination of six-foot high opaque fences and permanently maintained landscaping.

<b>Table 13-42</b> <b>SMALL LOT SUBDIVISION STANDARDS</b>	
<b>STANDARDS</b>	<b>SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)</b>
Maximum Number of Stories & Building Height	2 stories/27 feet, except as allowed in the Westside Overlay Districts. Note: Lofts, as defined in section <b>13-6</b> , without exterior access and having only clerestory windows will not be regarded as a story. See also Attic discussion below.
Attics	Attics shall not be heated or cooled, nor contain any electrical outlets or operable windows. In zoning districts where the maximum number of stories is two stories, attics above second stories shall be an integral part of the second story roofline and not appear as a 3rd story on any building elevation. Windows in any attic space above the second story shall be incidental and limited to a dormer style.

**Table 13-42  
SMALL LOT SUBDIVISION STANDARDS**

<b>STANDARDS</b>	<b>SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)</b>
Maximum Density (based on gross acreage)	Same as underlying zoning district or as specified in an applicable specific plan.
Minimum Open Space (development lot)	35% of total lot area. No asphalt shall be permitted for paved areas. Parking and driveways shall consist of decorative concrete, pavers or other materials as deemed appropriate by the Development Services Director. This requirement may be decreased to a minimum of up to 30%, if the difference in the area is provided as additional open guest parking, located in a common area, and not exclusive for any specific unit.
Minimum Open Space (individual unit)	200 square feet with no dimension less than 10 feet.
Development Lot	Separately owned private property interests or any portion thereof, necessary or desirable for common use, are subject to recordation of an easement for reciprocal access and maintenance. All areas of a development with 5 or more parcels, subject to a reciprocal access and/or maintenance easement shall be maintained by an association that may be incorporated or unincorporated. The association may be referred to as a maintenance association.
Parking	<ul style="list-style-type: none"> <li>• Three-bedroom or more units (including a den or home office) – 2 garage spaces and 2 open parking spaces.</li> <li>• Two-bedroom or less units (including a den) – 2 garage spaces and one open parking.</li> <li>• No tandem parking is permitted for open or guest parking spaces.</li> </ul> <p>For developments with 5 or more units (up to 10 units) where open/guest parking spaces are provided in driveways in front of garages for exclusive use of that unit, one additional on-site guest parking shall be provided. Two additional open guest-parking shall be provided for developments with more than 10 units.</p> <ul style="list-style-type: none"> <li>• For all small lot developments subject to the provisions of this article, all open parking not located within an individual driveway shall be unassigned and nonexclusive.</li> </ul>

**Table 13-42  
SMALL LOT SUBDIVISION STANDARDS**

<b>STANDARDS</b>	<b>SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)</b>
Distance Between Buildings (development lot)	6 feet minimum
Driveway Width (development lot)	10-foot minimum, except 16-foot minimum driveway is required if the driveway serves tenants and/or guest parking for more than one dwelling unit. Driveway width shall be a maximum of 26 feet for lots less than 50 feet wide and a maximum of 50% for lots greater than 50 feet wide.
Driveway Length	Straight-in driveways to garages shall have a minimum length of 19 feet from the ultimate public or private right-of-way. No driveways shall be more than 5 feet in length if parking is not provided in front of garage. Driveways accessing rear parcels shall be in compliance with the requirements of the Parking Design Standards, minimum separation between driveways and maximum 50% hardscape requirement.
Mechanical Equipment (excluding antennas and flush-mounted solar panels on roofs)	Roof-top location is prohibited unless completely screened from public rights-of-way and adjacent properties.
Development Lot Front Setback	20 feet
Development Lot Side yard Setback (interior)	5 feet
Development Lot Side Setback (street side, if applicable)	10 feet Note: Driveways providing straight-in access from a public street to a garage shall be at least 19 feet long, as measured from the ultimate public or private right-of-way.
Development Lot Rear yard Setback (interior)	15 feet
Development Lot Rear Setback Abutting a Publicly Dedicated Alley	5 feet; however, garages may be required to be set back further to ensure adequate back up distance. Rear Yard Coverage does not apply.

**Table 13-42  
SMALL LOT SUBDIVISION STANDARDS**

<b>STANDARDS</b>	<b>SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)</b>
Flag Lots and Alley Fronting Lots	Flag lots are required to be accessed with a minimum 16-foot wide driveway unless serving one unit in which case a minimum of driveway width of 10-feet shall be provided. Parcels with alley frontage should include a minimum 8-foot wide pedestrian access to the public street in the front. Parcels with frontage only on public alleys are prohibited.
Bluff Top Setback	No building or structure closer than 10 feet from bluff crest (see section <u>13-34</u> Bluff-top development).
Roof or Eaves Overhang; Awning	2 feet 6 inches into required side setback or building separation area. 5 feet into required front or rear setback.
Open, Unenclosed Stairways	Not permitted
Chimneys	May extend 2 feet above maximum building height.
Fireplaces	2 feet into required setback of building separation area
Automatic Roll-Up Garage Doors	Required
Location of Open Parking	Guest parking shall be located within a reasonable distance of the unit it serves. Detached garages that are not located within a reasonable distance to the units they are intended to serve are prohibited.
Trash Storage	All units shall be provided with a small alcove inside or outside the unit to allow storage of at least three trash carts without encroaching into the garage space. All efforts shall be made to provide on-site trash service. Trash carts shall be stored on-site for trash pick up to the greatest extent possible.
Above-Ground Pools and Spas	Prohibited in front yards and subject to 5-foot side and rear setback from the main structures.
<b>LANDSCAPING</b>	
A detailed landscape plan prepared pursuant to Chapter VII Landscaping Standards shall be approved by the Planning Division prior to issuance of any building permits.	
<b>SIGNS (See Chapter VIII).</b>	
<b>FENCES AND WALLS</b>	



Table 13-42 SMALL LOT SUBDIVISION STANDARDS	
STANDARDS	SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)
Fences and walls placed between the property line and required setback line for main buildings shall conform to the city's walls, fences, and landscaping standards. See Article 9 General Site Improvement Standards of this chapter for further information.	
PREEXISTING DEVELOPMENT	
Small lot subdivisions and structures constructed, permitted or approved under the small lot ordinance prior to October 18, 2018, shall be considered conforming with regard to the above provisions.	
TWO UNIT CONVERSIONS	
Projects proposing to subdivide a property with two existing units shall comply with all development standards within this table.	

Section 4. Compliance with CEQA. Pursuant to the California Environmental Quality Act (CEQA), this ordinance is exempt from the provisions of the CEQA under CEQA Guidelines Section 15061(b)(3) ("Common Sense Exemption") as it can be seen with certainty that these minor amendments to the Zoning Code will not have a significant effect on the environment.

Section 3. Inconsistencies. Any provision of this Ordinance which is inconsistent with state law shall be interpreted in a manner to be consistent with state law. Any provision of the Costa Mesa Municipal Code or appendices thereto inconsistent with the provisions of this Ordinance, to the extent of such inconsistencies and no further, is hereby repealed or modified to that extent necessary to effect the provisions of this Ordinance.

Section 4. Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council of the City of Costa Mesa hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions be declared invalid or unconstitutional.

Section 5. Effective Date. This Ordinance shall take effect on the 31st day after adoption.

Section 6. Certification. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published or posted in the manner required by law.

**PASSED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2026.**

\_\_\_\_\_  
John Stephens, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Brenda Green, City Clerk  
STATE OF CALIFORNIA   )  
COUNTY OF ORANGE    )  
CITY OF COSTA MESA    )

ss

\_\_\_\_\_  
Kimberly Hall Barlow, City Attorney

I, BRENDA GREEN, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing Ordinance No. 2026-xx was duly introduced for first reading at a regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_\_ 2026, and that thereafter, said Ordinance was duly passed and adopted at a regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_\_, 2026, by the following roll call vote, to wit:

AYES:           COUNCIL MEMBERS:

NOES:           COUNCIL MEMBERS:

ABSENT:        COUNCIL MEMBERS:

IN WITNESS WHEREOF, I have hereby set my hand and affixed the seal of the City of Costa Mesa this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Brenda Green, City Clerk

TABLE 13-29(c) PLANNING APPLICATION REVIEW PROCESS					
Planning Applications	Public Notice Required	Public Hearing Required	Recommending Authority	Final Review Authority	Notice of Decision
Development Review Minor Modification	No	No	None	Planning Division	No
Reasonable Accommodation	No	No	None	Planning Division	No
Lot Line Adjustment	No	No	None	Planning Division	No
<u>Tentative Parcel Map for Urban Lot Splits and Small Lot Subdivisions (two units or fewer)</u>	<u>No</u>	<u>No</u>	<u>None</u>	<u>Planning Division</u>	<u>No</u>
Special Use Permit	Yes	Yes	None	Planning Division	No
Administrative Adjustment Minor Conditional Use Permit Minor Design Review Planned Signing Program	Yes	No	None	Zoning Administrator	Yes
Design Review Mobile Home Park Conversion Common Interest Development Conversion (Residential or Nonresidential)	Yes	Yes	Planning Division	Planning Commission	Yes

TABLE 13-29(c) PLANNING APPLICATION REVIEW PROCESS					
Planning Applications	Public Notice Required	Public Hearing Required	Recommending Authority	Final Review Authority	Notice of Decision
Specific Plan Conformity Review Tentative Parcel Map Tentative Tract Map Map Variance					
Conditional Use Permit Density Bonus Master Plan Master Plan—Preliminary	Yes	Yes	Planning Division	Planning Commission (excepted where noted otherwise in this zoning code)	Yes
Redevelopment Action	Yes	Yes	Planning Commission	Redevelopment Agency	Yes
Rezone	Yes	Yes	Planning Commission; and, if located in a redevelopment project area, the Redevelopment Agency	City Council	No
Local Register of Historic Places	No	No	Planning Commission or other commission/committee as designated by the City Council	City Council	Yes
Certificate of Appropriateness	No	No	Planning Commission or other commission/committee as designated by the City Council	Planning Commission or other commission/committee as designated by the City Council	No

Section 2. Title 13 Chapter V, Section 13-42.2 Planning Applications Required of the

Costa Mesa Municipal Code is hereby amended to read as follows (strikeout is used to denote existing text being deleted; underline is used to denote new text being added):

**SECTION 13-42.2: Planning application required.**

(a) Small lot subdivisions are permitted in appropriate residential districts and not in combination with other development standards in the overlays zones, subject to approval of the following planning application as may be applicable. This requirement is in addition to other permits or certificates required by law.

(1) All new small lot development projects for three or more main dwelling units shall be processed according to the design review procedures contained in section **13-29**. Projects with two main dwelling units being proposed or converted shall be processed ministerially subject to the development standards within this chapter and the residential design guidelines as contained in the Two Unit Small Lot Ordinance Checklist.

(2) All small lot development projects for three or more main dwelling units require approval of a tentative tract or parcel map as required by law. A tentative tract map or parcel map shall not be required until a design review has been approved; however, the map may be processed concurrently. Small lot development projects consisting of two main dwelling units shall be processed ministerially.

(b) No person shall construct, sell, lease, convey, maintain or use a lot in a small lot subdivision project within the city without first complying with the provisions of this article.

Section 3. Title 13 Chapter V, Section 13-42.3 Development Standards and Requirements of the Costa Mesa Municipal Code is hereby amended to read as follows (strikeout is used to denote existing text being deleted; underline is used to denote new text being added):

**SECTION 13-42.3: Development standards and requirements.**

(a) Applicability. The provisions of this section shall apply to all new residential small lot subdivisions of 15 lots or less in multi-family zones and not in combination with other development standards in the overlays zones except as allowed in Table 13-42 below.

(b) Development standards. Table 13-42 identifies the development standards for small lot subdivision developments. See also Article 9 general site improvement standards of this chapter for additional requirements. Projects shall comply with all applicable standard plans and specifications and adopted city and state codes, as well as the following provisions:

(1) The location and orientation of all buildings shall be designed and arranged to preserve natural features by minimizing the disturbance to the natural environment. Natural features such as trees, groves, waterways, scenic points,

historic spots or landmarks, bluffs or slopes shall be delineated on the site plan and considered when planning the location and orientation of buildings, open spaces, underground services, walks, paved areas, playgrounds, parking areas and finished grade elevations. Pre-existing development should guide the building setbacks and new development should preserve the existing character of the neighborhood.

**(2)** The site design must consider both the design elements of each unit and how these designs will enhance the overall neighborhood character and vitality of the street and sidewalk. Building setbacks and site planning must relate to surrounding built form, respecting the overall neighborhood character and existing topography. Additionally, each unit must exhibit a high level of design quality with well-articulated entries and façades, proportionate windows, quality building materials and contextual landscaping.

**(3)** All structures proposed to be constructed within a project shall conform to the following requirements:

**a.** Each unit shall be provided with direct pedestrian and vehicular access to a public street, or an alley or a common drive connecting to a public street/alley.

**b.** Structure shall be constructed to minimize impact of the proposed development on the light, air and privacy of adjacent properties.

**(4)** On-site lighting shall be provided in all parking areas, vehicular access ways, and along major walkways. The lighting shall be directed onto driveways and walkways within the project and away from dwelling units and adjacent properties, and shall be of a type approved by the development services department.

**(5)** The development shall comply with the provisions of Chapter XI, subdivisions, which may include, but are not limited to, land dedication and improvements, such as drainage improvements and payment of fees.

**(6)** Outside uncovered and unenclosed storage of boats, trailers, recreational vehicles and other similar vehicles shall be prohibited unless specifically designated areas for the exclusive storage of such vehicles are set aside on the final master plan and provided for in the covenants, conditions, and restrictions. Where such areas are provided, they shall be enclosed and screened from view on a horizontal plane from adjacent areas by a combination of six-foot high opaque fences and permanently maintained landscaping.

<b>Table 13-42</b> <b>SMALL LOT SUBDIVISION STANDARDS</b>	
<b>STANDARDS</b>	<b>SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)</b>
Maximum Number of Stories & Building Height	2 stories/27 feet, except as allowed in the Westside Overlay Districts. Note: Lofts, as defined in section <b>13-6</b> , without exterior access and having only clerestory windows will not be regarded as a story. See also Attic discussion below.
Attics	Attics shall not be heated or cooled, nor contain any electrical outlets or operable windows. In zoning districts where the maximum number of stories is two stories, attics above second stories shall be an integral part of the second story roofline and not appear as a 3rd story on any building elevation. Windows in any attic space above the second story shall be incidental and limited to a dormer style.
Maximum Density (based on gross acreage)	Same as underlying zoning district or as specified in an applicable specific plan.
Minimum Open Space (development lot)	35% of total lot area. No asphalt shall be permitted for paved areas. Parking and driveways shall consist of decorative concrete, pavers or other materials as deemed appropriate by the Development Services Director. This requirement may be decreased to a minimum of up to 30%, if the difference in the area is provided as additional open guest parking, located in a common area, and not exclusive for any specific unit.
Minimum Open Space (individual unit)	200 square feet with no dimension less than 10 feet.
Development Lot	Separately owned private property interests or any portion thereof, necessary or desirable for common use, are subject to recordation of an easement for reciprocal access and maintenance. All areas of a development with 5 or more parcels, subject to a reciprocal access and/or maintenance easement shall be maintained by an association that may be incorporated or unincorporated. The association may be referred to as a maintenance association.
Parking	<ul style="list-style-type: none"> <li>• Three-bedroom or more units (including a den or home office) – 2 garage spaces and 2 open parking spaces.</li> </ul>

<b>Table 13-42</b> <b>SMALL LOT SUBDIVISION STANDARDS</b>	
<b>STANDARDS</b>	<b>SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)</b>
	<ul style="list-style-type: none"> <li>• Two-bedroom or less units (including a den) – 2 garage spaces and one open parking.</li> <li>• No tandem parking is permitted for open or guest parking spaces.</li> </ul> <p>For developments with 5 or more units (up to 10 units) where open/guest parking spaces are provided in driveways in front of garages for exclusive use of that unit, one additional on-site guest parking shall be provided. Two additional open guest-parking shall be provided for developments with more than 10 units.</p> <ul style="list-style-type: none"> <li>• For all small lot developments subject to the provisions of this article, all open parking not located within an individual driveway shall be unassigned and nonexclusive.</li> </ul>
Distance Between Buildings (development lot)	6 feet minimum
Driveway Width (development lot)	10-foot minimum, except 16-foot minimum driveway is required if the driveway serves tenants and/or guest parking for more than one dwelling unit. Driveway width shall be a maximum of 26 feet for lots less than 50 feet wide and a maximum of 50% for lots greater than 50 feet wide.
Driveway Length	<p>Straight-in driveways to garages shall have a minimum length of 19 feet from the ultimate public or private right-of-way. No driveways shall be more than 5 feet in length if parking is not provided in front of garage.</p> <p>Driveways accessing rear parcels shall be in compliance with the requirements of the Parking Design Standards, minimum separation between driveways and maximum 50% hardscape requirement.</p>
Mechanical Equipment (excluding antennas and flush-mounted solar panels on roofs)	Roof-top location is prohibited unless completely screened from public rights-of-way and adjacent properties.
<u>Development Lot Front Setback</u> Development Lot	20 feet



<b>Table 13-42</b> <b>SMALL LOT SUBDIVISION STANDARDS</b>	
<b>STANDARDS</b>	<b>SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)</b>
<u>Development Lot Side yard Setback</u> (interior)	5 feet
<u>Development Lot Side Setback</u> (street side, if applicable)	10 feet Note: Driveways providing straight-in access from a public street to a garage shall be at least 19 feet long, as measured from the ultimate public or private right-of-way.
<u>Development Lot Rear yard Setback</u> (interior)	15 feet
<u>Development Lot Rear Setback</u> Abutting a Publicly Dedicated Alley	5 feet; however, garages may be required to be set back further to ensure adequate back up distance. Rear Yard Coverage does not apply.
Flag Lots and Alley Fronting Lots	Flag lots are required to be accessed with a minimum 16-foot wide driveway <u>unless serving one unit in which case a minimum of driveway width of 10-feet shall be provided</u> . Parcels with alley frontage should include a minimum 8-foot wide pedestrian access to the public street in the front. Parcels with frontage only on public alleys are prohibited.
Bluff Top Setback	No building or structure closer than 10 feet from bluff crest (see section <b>13-34</b> Bluff-top development).
Roof or Eaves Overhang; Awning	2 feet 6 inches into required side setback or building separation area. 5 feet into required front or rear setback.
Open, Unenclosed Stairways	Not permitted
Chimneys	May extend 2 feet above maximum building height.
Fireplaces	2 feet into required setback of building separation area
Automatic Roll-Up Garage Doors	Required
Location of Open Parking	Guest parking shall be located within a reasonable distance of the unit it serves. Detached garages that are not located within a reasonable distance to the units they are intended to serve are prohibited.
Trash Storage	All units shall be provided with a small alcove inside or outside the unit to allow storage of at least three

Table 13-42 SMALL LOT SUBDIVISION STANDARDS	
STANDARDS	SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)
	trash carts without encroaching into the garage space. All efforts shall be made to provide on-site trash service. Trash carts shall be stored on-site for trash pick up to the greatest extent possible.
Above-Ground Pools and Spas	Prohibited in front yards and subject to 5-foot side and rear setback from the main structures.
LANDSCAPING	
A detailed landscape plan prepared pursuant to Chapter VII Landscaping Standards shall be approved by the Planning Division prior to issuance of any building permits.	
SIGNS (See Chapter VIII).	
FENCES AND WALLS	
Fences and walls placed between the property line and required setback line for main buildings shall conform to the city's walls, fences, and landscaping standards. See Article 9 General Site Improvement Standards of this chapter for further information.	
PREEXISTING DEVELOPMENT	
Small lot subdivisions and structures constructed, permitted or approved under the small lot ordinance prior to October 18, 2018, shall be considered conforming with regard to the above provisions.	
<u>TWO UNIT CONVERSIONS</u>	
<u>Projects proposing to subdivide a property with two existing units shall comply with all development standards within this table.</u>	



# DRAFT

## TWO UNIT SMALL LOT ORDINANCE SUBDIVISION CHECKLIST

**Project Address:**

**Accessors Parcel Number (APN):**

### General requirements

To qualify as a ministerial approval project, the project must comply with all the following development standards. Indicate below if the project complies:

Table 13-42 SMALL LOT SUBDIVISION STANDARDS			
STANDARDS	SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)	Compliance?	
		Yes	No
Maximum Number of Stories & Building Height	2 stories/27 feet, except as allowed in the Westside Overlay Districts. Flat roofs do not exceed 22 feet. Note: Lofts, as defined in section <a href="#">13-6</a> , without exterior access and having only clerestory windows will not be regarded as a story. See also Attic discussion below.		
Attics	Attics shall not be heated or cooled, nor contain any electrical outlets or operable windows. In zoning districts where the maximum number of stories is two stories, attics above second stories shall be an integral part of the second story roofline and not appear as a 3rd story on any building elevation. Windows in any attic space above the second story shall be incidental and limited to a dormer style.		
Maximum Density (based on gross acreage)	The project proposes no more than two units. The maximum permitted density is the same as underlying zoning district or as specified in an applicable specific plan.		

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Community Improvement Division (714) 754-5638

Housing & Community Development (714) 754-4870

Planning Division (714) 754-5245

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**Table 13-42  
SMALL LOT SUBDIVISION STANDARDS**

STANDARDS	SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)	Compliance?	
		Yes	No
Minimum Open Space (development lot)	35% of total lot area. No asphalt shall be permitted for paved areas. Parking and driveways shall consist of decorative concrete, pavers or other materials as deemed appropriate by the Development Services Director. This requirement may be decreased to a minimum of up to 30%, if the difference in the area is provided as additional open guest parking, located in a common area, and not exclusive for any specific unit.		
Minimum Open Space (individual unit)	200 square feet with no dimension less than 10 feet.		
Development Lot	Separately owned private property interests or any portion thereof, necessary or desirable for common use, are subject to recordation of an easement for reciprocal access and maintenance.		
Parking	<ul style="list-style-type: none"> <li>• Three-bedroom or more units (including a den or home office) - 2 garage spaces and 2 open parking spaces.</li> <li>• Two-bedroom or less units (including a den) - 2 garage spaces and one open parking.</li> <li>• No tandem parking is permitted for open or guest parking spaces.</li> <li>• For all small lot developments subject to the provisions of this article, all open parking not located within an individual driveway shall be unassigned and nonexclusive.</li> </ul>		
Distance Between Buildings (development lot)	6 feet minimum		

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**Table 13-42  
SMALL LOT SUBDIVISION STANDARDS**

STANDARDS	SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)	Compliance?	
		Yes	No
Driveway Width (development lot)	10-foot minimum, except 16-foot minimum driveway is required if the driveway serves tenants and/or guest parking for more than one dwelling unit. Driveway width shall be a maximum of 26 feet for lots less than 50 feet wide and a maximum of 50% for lots greater than 50 feet wide.		
Driveway Length	Straight-in driveways to garages shall have a minimum length of 19 feet from the ultimate public or private right-of-way. No driveways shall be more than 5 feet in length if parking is not provided in front of garage. Driveways accessing rear parcels shall be in compliance with the requirements of the Parking Design Standards, minimum separation between driveways and maximum 50% hardscape requirement.		
Mechanical Equipment (excluding antennas and flush-mounted solar panels on roofs)	Roof-top location is prohibited unless completely screened from public rights-of-way and adjacent properties.		
Development Lot Front Setback	20 feet		
Development Lot Side Yard Setback (interior)	5 feet. Additional setbacks are required for second story side elevations, see below.		
Development Lot Side Setback (street side, if applicable)	10 feet Note: Driveways providing straight-in access from a public street to a garage shall be at least 19 feet long, as measured from the ultimate public or private right-of-way.		
Development Lot Rear Yard setback (interior)	15 feet		

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**Table 13-42  
SMALL LOT SUBDIVISION STANDARDS**

STANDARDS	SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)	Compliance?	
		Yes	No
Development Lot Rear Setback Abutting a Publicly Dedicated Alley	5 feet; however, garages may be required to be set back further to ensure adequate back up distance. Rear Yard Coverage does not apply.		
Flag Lots and Alley Fronting Lots	Flag lots are required to be accessed with a minimum 16-foot wide driveway unless serving one unit in which case a minimum of driveway width of 10-feet shall be provided. Parcels with alley frontage should include a minimum 8-foot wide pedestrian access to the public street in the front. Parcels with frontage only on public alleys are prohibited.		
Bluff Top Setback	No building or structure closer than 10 feet from bluff crest (see section <a href="#">13-34</a> Bluff-top development).		
Roof or Eaves Overhang; Awning	2 feet 6 inches into required side setback or building separation area. 5 feet into required front or rear setback.		
Open, Unenclosed Stairways	Not permitted		
Chimneys	May extend 2 feet above maximum building height.		
Fireplaces	2 feet into required setback or building separation area		
Automatic Roll-Up Garage Doors	Required		
Location of Open Parking	Guest parking shall be located within a reasonable distance of the unit it serves. Detached garages that are not located within a reasonable distance to the units they are intended to serve are prohibited.		

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**Table 13-42  
SMALL LOT SUBDIVISION STANDARDS**

STANDARDS	SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)	Compliance?	
		Yes	No
Trash Storage	All units shall be provided with a small alcove inside or outside the unit to allow storage of at least three trash carts without encroaching into the garage space. All efforts shall be made to provide on-site trash service. Trash carts shall be stored on-site for trash pick up to the greatest extent possible.		
Above-Ground Pools and Spas	Prohibited in front yards and subject to 5-foot side and rear setback from the main structures.		
LANDSCAPING			
A detailed landscape plan prepared pursuant to Chapter VII Landscaping Standards shall be approved by the Planning Division prior to issuance of any building permits. A preliminary plan shall include number of plants and plant materials compliant with the CMMC.			
FENCES AND WALLS			
Fences and walls placed between the property line and required setback line for main buildings shall conform to the city's walls, fences, and landscaping standards. See Article 9 General Site Improvement Standards of this chapter for further information.			
UTILITIES			
Installation or relocation of utility equipment or facilities is obscured from view from any place on or off the property.			
Utilities are shown to be installed underground on the building site in accordance with the serving utilities rules, regulations and tariffs on file with the state public utilities commission.			
TWO UNIT CONVERSION PROJECTS			
Projects proposing to subdivide a property with two existing units shall comply with all development standards listed above within this table.			

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Table 13-42 SMALL LOT SUBDIVISION STANDARDS			
STANDARDS	SINGLE-FAMILY UNITS (located on individual dwelling unit lots and excluding townhouses)	Compliance?	
		Yes	No
RESIDENTIAL DESIGN GUIDELINES. PROJECTS THAT DO NOT COMPLY WITH THE FOLLOWING REQUIRE MINOR DESIGN REVIEW.			
Second-story floor areas does not exceed 100% of the first-story floor area (including garage area, if attached). Open balconies are included in the footprint area of the second floor			
The second-story interior side building elevation is setback an average of 10 feet at a minimum, but shall be no closer than 5 feet from the side property line. Exception: This requirement would not apply to the following: a) The distance between dwelling units within the same development in multiple family residential zones; or b) The initial development in planned development zones (subsequent additions would be subject to this requirement); or c) Second-story additions to existing residences with current side yard setbacks that are less than 10 feet; provided that the current width of the side yard is not further decreased. A minimum 5-foot setback shall be required; or d) Two-story new construction with less than 2,700 square feet of living area (not including garage). e) e. Two-story new construction over 2,700 square feet in area (not including garage) with up to 50 percent lot coverage as defined by Article 2 of Title 13 (Zoning Code).			
Second-story windows on side elevations do not have direct views into the windows of existing neighboring structures or private yard areas and a view study is provided. The study shows that there are no windows directly facing neighboring windows or overlooking neighboring private yard areas.			
Second-story floor-to-ceiling dimension is equal or less to the first-story floor-to-ceiling dimension, so that the second story does not appear out of proportion or top heavy in relation to the first story			



## Application requirements checklist

To process a ministerial two unit small lot radiance project, you will need to apply for a Tentative Parcel Map Application on TESSA. Please submit the following documents with your application:

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**Tentative Parcel Map:** The required plans for a Tentative Tract/Parcel Map must contain the following information:

1. Title of subdivision and legal description of property
2. Name and address of owner and subdivider
3. Name and address of person preparing map
4. Approximate acreage (gross and net)
5. North arrow
6. Scale: Large enough to be descriptive, depending on area being divided, 1"=100 feet minimum
7. Date of map
8. Boundary lines
9. Name, location, width, and grades of existing adjacent streets
10. Location, width, and grades of proposed streets
11. Cross sections of proposed streets
12. Width of alleys, existing and proposed
13. Width and location of easements and dedications: dimensions of reservations (proposed and existing)
14. Proposed building site elevations
15. Existing structures
16. Locations of existing and proposed public utilities, sewers, water lines, storm drains, culverts, etc.
17. Existing watercourses and/or drainage pattern(s) including cross lot drainage.
18. Land subject overflow, inundation, or flood hazard
19. Lot/parcel lines and dimensions
20. Lot/parcel numbers or other designations
21. Approximate radii of curves
22. Lands and parks to be dedicated for public use
23. Contours at 5 foot intervals if slope is greater than 10%
24. Contours at 2 foot intervals if slope is less than 10%
25. Proposed land use: single-family, multi-family, business or industrial
26. Existing property use immediately surrounding the subdivision
27. Names/numbers of adjoining subdivisions

**Filing of a vesting tentative map, requires the submittal of the following additional information:**

1. At the time a vesting tentative map is filed, it shall have printed conspicuously on its face the words "Vesting Tentative Map." This requirement is mandatory and failure to comply with it will prevent the subdivider from obtaining the benefits of a vesting map.
2. The subdivider must provide the following additional information at the time the vesting tentative map is filed:
  - a. The maximum height, total square footage, and general location of all future buildings on the subject property (include one 11" x 17" site plan containing this information);
  - b. The proposed location and size of connections to sewer, water, storm drain, and roadways;
  - c. A preliminary grading plan indicating reasonable approximation of site cut and fill (cubic yards) along with any required geological studies;
  - d. Methodology of satisfying storm water runoff and the estimated amount of storm water runoff in CFS (cubic feet per second);
  - e. School impact analysis for grades k through 12;
  - f. Traffic impact analysis, as required by CEQA;
  - g. Conceptual building signing program;
  - h. Any other material considered essential to the proper evaluation of the project (i.e., open space maintenance responsibilities, provisions made for trails and/or parks and their maintenance responsibilities).
3. A vesting tentative map cannot be accepted for filing unless all other discretionary land use approval applications are already approved or are filed concurrently with the map.
4. If the vesting tentative map accompanies a project that is inconsistent with the zoning ordinance in existence at the time of filing, such inconsistency shall be noted on the map by the subdivider.

For the following submission requirements, please see the [E-submittal Requirements guide](#) for details on what should be included with each document.

- 1. Parcel Map Fee**
- 2. Applicant Letter**
- 3. Project Plans**
- 4. Draft organizational documents and/or maintenance agreement for common lot areas**

- 5. Additional fees will be assessed prior to building permit issuance including Parkland Impact Fees and Traffic Impact Fees. Outside agencies will also assess impact fees.**

**ONLINE PORTAL (TESSA):** TESSA will help you submit, pay for, and track all planning land use or development applications and requests. All applications and requests must be submitted through [TESSA](#). First time users will need to set up an online account with TESSA to manage your project. Please make an appointment with the Planning Division if you need access to a computer or help setting up an account.



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 25-612

**Meeting Date:** 12/8/2025

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**TITLE:**

STUDY SESSION TO INTRODUCE THE APPROACH TO THE NEIGHBORHOODS WHERE WE ALL BELONG (HOUSING ELEMENT AND MEASURE K REZONING) - PCTY-25-0008

**DEPARTMENT:** ECONOMIC AND DEVELOPMENT SERVICES  
DEPARTMENT/PLANNING DIVISION

**PRESENTED BY:** MICHELLE HALLIGAN, SENIOR PLANNER AND CATHY TANG-SAEZ, DUDEK

**CONTACT INFORMATION:** MICHELLE HALLIGAN 714-754-5608  
Michelle.Halligan@costamesaca.gov

**RECOMMENDATION:**

Staff recommends the Planning Commission receive a presentation from staff and provide feedback regarding the approach to the Neighborhoods Where We All Belong (Housing Element programs and Measure K) rezoning effort.



# PLANNING COMMISSION AGENDA REPORT

MEETING DATE: DECEMBER 8, 2025

ITEM NUMBER: NB-1

**SUBJECT: STUDY SESSION TO INTRODUCE THE APPROACH TO THE NEIGHBORHOODS WHERE WE ALL BELONG (HOUSING ELEMENT AND MEASURE K REZONING) - PCTY-25-0008**

**FROM: ECONOMIC AND DEVELOPMENT SERVICES  
DEPARTMENT/PLANNING DIVISION**

**PRESENTATION BY: MICHELLE HALLIGAN, SENIOR PLANNER AND CATHY TANG-SAEZ, DUDEK**

**FOR FURTHER INFORMATION CONTACT: MICHELLE HALLIGAN  
714-754-5608  
Michelle.Halligan@costamesaca.gov**

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## **RECOMMENDATION:**

Staff recommends the Planning Commission receive a presentation from staff and provide feedback regarding the approach to the Neighborhoods Where We All Belong (Housing Element programs and Measure K) rezoning effort.

## **APPLICANT OR AUTHORIZED AGENT:**

The Neighborhoods Where We All Belong (NWWAB) and Housing Element rezoning approach presentation is a City-initiated request.

## **BACKGROUND:**

The City's adopted Housing Element is a State-mandated plan to address Costa Mesa's existing and projected housing needs through 2029. The Housing Element identifies a series of Housing Element sites intended to meet the City's Regional Housing Needs Assessment (RHNA) allocation. Costa Mesa's current RHNA allocation for the sixth Housing Element Cycle (2021-2029) is 11,760 housing units. Although the City is not required to construct these units, it must adopt the zoning and land use regulations described in the Housing Element to create capacity for the RHNA allocation as well as a buffer, equating to 17,042 units. Capacity for the RHNA and a buffer, as approved by the City Council on November 15, 2022, is required to obtain

Housing Element certification from the California Department of Housing and Community Development (HCD). Additionally, California Government Code Section 65863 requires jurisdictions to maintain adequate capacity to meet RHNA production and affordability targets, a requirement commonly referred to as “no net loss.” Maintaining a sufficient buffer of appropriately zoned sites ensures that development that occurs at lower density or without the anticipated affordability levels does not reduce the City’s ability to meet its RHNA obligation.

In November 2022, Costa Mesa voters approved Measure K, an ordinance allowing the City to update plans and rezone sites that support housing on designated commercial and industrial sites without a citywide vote (subject to Measure Y). All Housing Element sites, except for the State-owned Fairview Development Center, are located within the Measure K boundary.

On May 9, 2023, the City received a letter from HCD specifying that the rezoning is required to be completed before the Housing Element could be certified. To date, the adopted Housing Element remains uncertified by HCD. On August 22, 2025, HCD issued a letter to the City Manager’s Office restating that although HCD had found that the City’s adopted Housing Element met the statutory requirements of Housing Element law in 2023, those “findings were conditioned upon the necessary and timely completion of the City’s requisite rezones.” The August 2025 letter urged staff to look at options to expedite the rezoning of Housing Element sites. In response, staff has been collaborating with HCD to identify opportunities to expedite rezoning of Housing Element sites and the timeline for HCD certification.

At its February 18, 2025, meeting, the City Council approved a Professional Services Agreement with Dudek for the rezoning program and Environmental Impact Report (EIR). Their overall scope of work includes the following key deliverables:

- Analyze adopted specific and urban plans, overlays, and Housing Element sites,
- Establish a Community Outreach and Engagement Plan, conduct community outreach throughout the project schedule and launch/maintain a project website;
- Conduct economic feasibility analyses including a market demand analysis and fiscal impact analysis;
- Draft Zoning Code Amendments including objective design standards, permit process streamlining amendments and updates to the Housing Element and General Plan;
- Study the environmental impacts of the rezone program through a programmatic Environmental Impact Report (EIR) in accordance with the California Environmental Quality Act (CEQA);

- Conduct public hearings for revising and/or adopting overlays, Urban Plan/Specific Plan Amendments, Zoning Code amendments, objective design standards and certifying the EIR; and
- Submit the revised Housing Element to HCD for review and certification.

Of the 47 programs identified in the City's 2021-2029 Housing Element, the NWWAB rezone program activities will account for notable progress in implementing 23 Housing Element programs. These programs included, but are not necessarily limited to General Plan Amendments, Rezoning including Overlays and Specific/Urban Plan Amendments and Objective Design Standards (Programs 2G, 3C, 3D, 3H, 3I, 3J, 3N and 3R) and well as Zoning Code Amendments (Programs 2B, 2E, 2H, 2I, 2J, 2M, 2N, 2O, 2P, 3E, 3F, 3K, 3S, 4E and 4G). The table below provides the names of the Housing Element programs (and a brief description) to be implemented as part of NWWAB:

*Table 1. Housing Element Programs Implemented as part of NWWAB*

Program Number	Program Name	Description
2B	Affordable Housing Development	Incentives for affordable housing projects that meet objective evaluation criteria (i.e., deferment of fees, priority processing, modified development standards, etc.)
2E	Encourage Development of Housing Options for Large-Family Households	Review/revise development standards to encourage development of large units (4 bedrooms +)
2G	Safety Element Update and Adoption of Environmental Justice Policies	Review and update Safety Element. Review General Plan and to identify existing environmental justice policies and potential incorporate new policies.
2H	Farmworker Housing	Permit farmworker housing by right in single-family zones, in compliance with state law
2I	Promote Density Bonus Incentives	Evaluate and update Density Bonus Ordinance to comply with State Density Bonus Law and potentially incorporate additional incentives
2J	Transitional and Supportive Housing	Amend zoning code to include transitional and permanent supportive housing in City's land use matrix, in compliance with state law
2M	Parking Standards for Residential Development	Review/revise zoning code for residential off-street parking for multi-family housing projects
2N	Reasonable Accommodation	Review/revise reasonable accommodation procedures and approval findings

*Table 1. Housing Element Programs Implemented as part of NWWAB*

Program Number	Program Name	Description
2O	Definition of Single Housekeeping Unit	Review/revise City's definition of Single Housekeeping unit, in compliance with state law.
2P	Group Homes	Review/revise zoning code and procedures as it relates to Group Homes to promote objectivity
3C	Update the North Costa Mesa Specific Plan	Amend North Costa Mesa Specific Plan to permit residential development at an allowable density of 90 du/acre.
3E	Promote the Development of Accessory Dwelling Units	Review/revise City's ADU ordinance as needed to comply with State law.
3D	Update the City's Urbans and Overlays	Amend Urban Plans to provide identified allowable densities of 40-60 du/acre, depending on plan area and remove Mesa West Residential Ownership Overlay.
3F	Motel Conversions, Efficiency Units, and Co-Living Housing Types	Establish definitions of co-living and efficiency housing options in zoning code.
3H	Analyze the Potential of Establishing an Overlay to Permit Residential Use in the Airport Industrial Area	Evaluate the potential to add an overlay to an area in the airport industrial area which would permit residential development.
3I	Analyze the Potential of Modifying the Newport Boulevard Specific Plan to Promote Residential Uses Along Newport Boulevard	Evaluate the potential to add an overlay to an area in the 17 <sup>th</sup> Street corridor area which would permit residential development.
3J	Analyze the Potential of Modifying the Newport Boulevard Specific Plan to Promote Residential Uses Along Newport Boulevard	Evaluate potential modifications to Newport Boulevard Specific Plan that would promote residential development.



Table 1. Housing Element Programs Implemented as part of NWWAB

Program Number	Program Name	Description
3K	Explore Potential Future Housing Opportunities on Church Sites	Explore potential housing opportunity on faith-based properties.
2N	Candidate Sites Used in Previous Housing Elements	Place a housing overlay over nonvacant sites included in a prior Housing Element and permit housing by-right if site was included in two or more consecutive planning periods.
3R	Development of Large Sites	Evaluate development status of five large, identified candidate sites and explore ways to promote development of these sites and/or subdivision into multiple parcels for future development.
3S	Review and Revise Findings (Conditional Use Permits, Design Review, Master Plan)	Review/revise approval findings for Conditional Use Permits, Design Review and Master Plans and revise findings to promote objectivity and approval certainty.
4E	Low Barrier Navigation Centers	Amend zoning code to permit Low Barrier Navigation Center development by right in appropriate zoning district, in compliance with state law.
4G	Assembly Bill 139 (Parking for Emergency Shelters)	Amend zoning code to comply with parking requirements of AB 139 for emergency shelters.

At the November 4, 2025 City Council meeting, the Council encouraged staff to explore opportunities to accelerate implementation of the NWWAB effort and the timeline for HCD certification. A map of the sites within the Housing Element as well as Measure K is provided as Attachment 1.

A recent statutory update and legal decision has the potential to affect the City's rezoning effort:

- Senate Bill (SB) 131, effective July 1, 2025; and
- California Court of Appeal decision in New Commune DTLA LLC v. City of Redondo Beach issued October 10, 2025.

## Senate Bill 131 and NWWAB

The work program for the NWWAB initiative assumes environmental review in accordance with the California Environmental Quality Act (CEQA). Preparation of an EIR is currently underway. The Notice of Preparation (NOP) was released and is open for comments from November 17, 2025 to December 19, 2025, with a scoping meeting scheduled for December 10, 2025 at 5:30 p.m. in the City Council Chambers. This EIR is intended to study all Measure K sites (Housing Element sites and non-Housing Element sites).

Budget trailer bill Senate Bill 131 (SB 131) established new CEQA statutory exemptions effective July 1, 2025 for specific housing and infrastructure projects. City staff and the consultant team have evaluated SB 131 (Section 21080.085(a)) and determined that rezoning of Housing Element sites and Housing Element programs may qualify for the new exemption from CEQA. This exemption, if utilized, could accelerate the rezoning of Housing Element sites and provide an opportunity to expedite certification of the Housing Element. Staff is working with HCD to explore SB 131 to verify the potential for CEQA streamlining of Housing Element sites and programs.

- SB 131 is available online here:  
[https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202520260SB131](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202520260SB131)

HCD is currently preparing technical guidance on SB 131. Once HCD's official SB 131 technical guidance is released, staff will be able to fully assess if the bill can be utilized for CEQA streamlining.

## City of Redondo Beach Court Decision

On October 10, 2025, the California Court of Appeal (Second Appellate District), in *New Commune DTLA LLC v. City of Redondo Beach*, concluded that a residential overlay on Housing Element sites cannot satisfy a jurisdiction's RHNA if the underlying zoning allows development without residential uses.

The decision held that zoning or an overlay district on Housing Element sites to meet RHNA must require:

- At least 50 percent of new development on each site to be residential; and
- A minimum density of 20 units per acre, which is consistent with another court case, *Martinez v. City of Clovis (2023)*, concluding that an overlay to establish residential development on Housing Element sites shall have a minimum density of 20 units per acre to meet the intent of state law.

Staff is assessing any impacts this ruling may have on the City's strategy to provide flexibility on Housing Element sites. At the time of Housing Element adoption, the City's intent was to allow Housing Element sites to be developed according to either a residential and mixed-use overlay, or the underlying commercial or industrial zone. The City has been working with Dudek to ensure that the utilization of overlays to satisfy the RHNA will comply with the Redondo Beach and Clovis case law. Staff will continue to monitor this case as the City of Redondo Beach has appealed the decision. Staff will conduct outreach with Housing Element site property owners to inform them about how this case may affect their property moving forward.

City staff and consultant Dudek have met with HCD staff in a technical guidance capacity to discuss the overall strategy to the rezone program and verify that the City's efforts were in alignment with HCD's requirements, with the overall goal of increasing prospects of successful HCD certification submittal. During these meetings, staff discussed implications from the *New Commune DTLA LLC v. City of Redondo Beach* decision to verify that the City's overall amendments were in alignment with the findings of this decision and discuss the potential to utilize SB 131.

### Project Timeline

The City recently completed the first phase of NWWAB public outreach, including an open house, three workshops, and a dozen pop-up events. An update regarding public engagement was presented to the Planning Commission on November 10, 2025. The City and consultant team are currently drafting development regulations and preparing to study the potential environmental impacts of the rezoning effort and other amendments to local zoning and land use regulations. An overview of the project schedule is provided in Figure 1, below. Staff continues to seek opportunities to expedite the rezoning effort to obtain HCD certification.

Figure 1. Project Timeline



## **ANALYSIS:**

### Purpose of Study Session

This study session will provide an overview of the NWWAB rezone strategies that will help the City submit to HCD for certification of the Housing Element and provide additional housing opportunities above and beyond the RHNA allocation. The City's overall NWWAB effort will focus on the rezoning of the over 1,000 Measure K sites, with the goal of consolidating and simplifying the City's complex web of regulations for future housing projects, and furthering implementation efforts of several key Housing Element programs previously noted.

### Existing Land Use Regulations

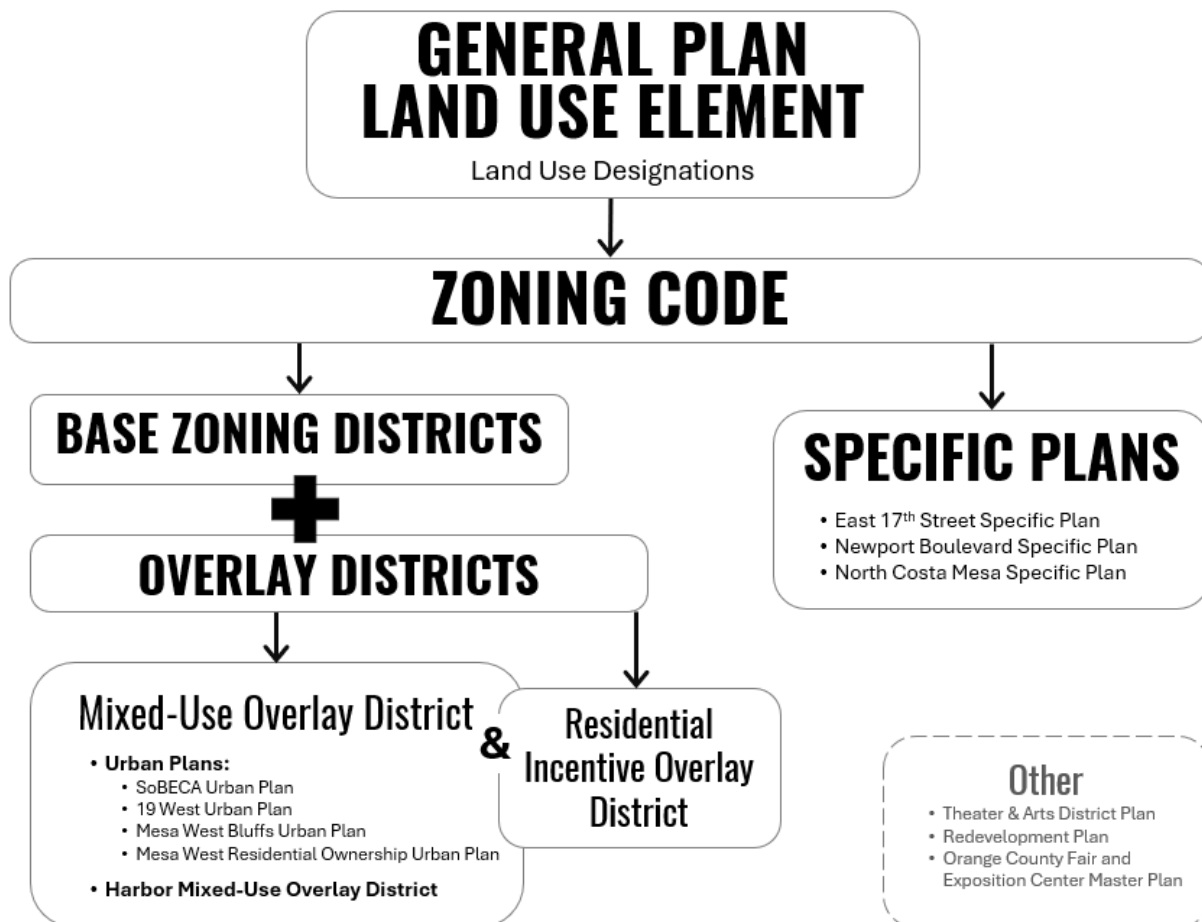
The existing land use regulations for Housing Element and Measure K sites are complex and, in some cases, overlapping, with varying General Plan designations and zoning districts. As shown in the Figure 2 on the following page, the City's General Plan is the overarching regulatory document, with the Land Use Element, establishing land use designations (e.g., residential, commercial, industrial, etc.) and other overarching land use policies. The zoning code, which establishes a zoning district or "base zoning" to each property provides the traditional development standards (e.g., height, setbacks, lot coverage, etc.). Finally, in addition to the respective General Plan designation and underlying base zoning, some sites also have additional regulations applied to their site through an overlay, urban plan, or specific plan. Over the years there have been several amendments to the General Plan and other land use regulations, sometimes to address a specific issue or project. Today, property owners seeking to develop or redevelop a property may have to decipher several regulatory documents.

Overlays, urban plans, and specific plans offer varying degrees of development opportunities while also establishing a variety of approval procedures. Overlays provide supplemental regulations within the zoning code. Urban Plans are standalone guidance documents that live outside the zoning code. Specific Plans are also documents that live outside the zoning code, however, the North Costa Mesa Specific Plan defers to the base zoning for some properties and topics. As shown in Table 2, of the 97 Housing Element sites, 81 are located within urban plans or specific plans. There are also 580 non-Housing Element Measure K sites within urban plans and specific plans. Although well-intended, over time these additional regulatory documents have created a complex web of regulations within the city, as further illustrated in Attachment 2. The Housing Element seeks to encourage and facilitate residential development, and therefore calls for improving the local regulatory framework.

*Table 2. Total Housing Element and Non-Housing Element Measure K Sites*

<b>Regulatory Framework</b>	<b>Housing Element Measure K Sites</b>	<b>Non-Housing Element Measure K Sites</b>	<b>Total</b>
North Costa Mesa Specific Plan	17	65	82
Newport Boulevard Specific Plan	0	82	82
19 West Urban Plan	17	149	166
SoBECA Urban Plan	18	51	69
Mesa West Bluffs and Mesa West Residential Ownership Urban Plans	16	123	139
Harbor Mixed-Use Overlay	13	29	42
Measure K Sites not within specific plan or urban	16	488	504
<b>Total</b>	<b>97</b>	<b>987</b>	<b>1,084</b>

*Figure 2. City of Costa Mesa Land Use & Development Regulations Framework*



## Rezoning Approach:

One of the goals of the rezone program is to consolidate and simplify the existing web of City regulations. Additionally, staff and the consultant team are creating rezone strategies for both Housing Element sites (needed to accommodate RHNA) and non-Housing Element sites, which will provide housing opportunities above and beyond RHNA. The primary zoning mechanism that the project team intends to implement the rezone of Measure K sites will be the introduction of the expanded Mixed-Use Overlay District, which will help simplify, clean up and consolidate the zoning framework. The rezoning strategies may be separated for Housing Element sites and non-Housing Element Measure K sites if potential streamlining opportunities under SB 131 is feasible for HCD certification. As such, the analysis discussion addresses Housing Element Sites and non-Housing Element sites separately.

Currently, the City's MUOD establishes an umbrella of application review procedures, development standards, and compatibility standards for mixed-use development projects including live/work, vertical mixed-use, and horizontal mixed-use development typologies. The existing urban plans and Harbor Mixed-Use Overlay District are more specific subsets of the MUOD. Attachment 2 identifies the current MUOD sites within the City, including the aforementioned subsets of the MUOD. Staff proposes to amend the MUOD to allow the higher densities prescribed in the Housing Element for Housing Element sites, include the development potential specified in the urban plans, and expand the area the MUOD covers to include Measure K sites.

See Costa Mesa Municipal Code (CMMC) Article 11 for the existing MUOD: <https://ecode360.com/42617628>

### Mixed-Use Overlay District (MUOD) for Housing Element Sites

The Mixed-Use Overlay District (MUOD) is intended to create new housing and mixed-use opportunities in commercial and industrial areas. Initial consultation with HCD indicates strong support for amending the MUOD to create a section specific to Housing Element sites in compliance with the Housing Element and Redondo Beach decision. This means the MUOD would supersede the base zoning and be amended to require Housing Element sites to meet a minimum of 50 percent residential at a minimum density of 20 units per acre. This essentially means that in addition to the previously-allowable development scenarios allowed in base zoning, the MUOD would require residential development as well.

### *Housing Element Sites Within Urban Plans*

The City's Housing Element sites inventory includes properties within all five Urban Plans: SoBECA, Mesa West Bluffs, 19 West, and Mesa West Residential Ownership. The Urban Plans provide supplemental guidance for subsets of the MUOD. Staff

determined that the Urban Plans, although well-intended, created complex layers of recommendations, supplemental regulations, and subjective review processes. Additionally, the urban plans limit development capacities below the minimum requirements necessary for Housing Element compliance. Therefore, staff intends to pursue the sunseting of the Urban Plans and amend the MUOD to allow the densities and development opportunities identified in the Housing Element. As part of sunseting these plans, any pertinent design guidelines from would be moved and incorporated into the Citywide design guidelines. This strategy will continue to encourage and facilitate housing and mixed-use development in these areas, including increasing the development opportunities on Housing Element sites as required for HCD certification. This approach, as illustrated in Attachment 3, will provide specific regulations directly in the Zoning Code and help streamline the application review process as required by State law. An initial draft of the basic Housing Element site development regulations for a MOUD section that will comply with State law is attached (Attachment 4). The City has and will continue to consult with HCD to ensure the development standards are in line with State requirements.

#### *Housing Element Sites Within Specific Plans*

There are 17 Housing Element sites located within the North Costa Mesa Specific Plan (NCMSP). The NCMSP includes a variety of regulatory structures: in some areas it provides development opportunities beyond those allowed by the Zoning Code, while in others it defers to base zoning, incorporates development agreements, or supersedes underlying zoning altogether. Multiple base zoning districts apply within the NCMSP, including flexible zones such as Town Center, Planned Development Industrial, Planned Development Commercial, Local Business, Planned Development Residential-High Density, Planned Development Residential-Medium Density, and Planned Development Residential-Low Density.

Given the range of regulatory conditions in the NCMSP, staff evaluated several approaches for implementing the Housing Element in this area. Because of the complexity of the Specific Plan and the potential for unintended reductions or removal of existing development or use rights, and wholesale changes to non-Measure K sites within the NCMSP would reach a Measure Y threshold, staff determined that any rezoning of Housing Element sites within the NCMSP should be narrowly tailored. Staff recommends strategically amending the Specific Plan to add key references to the MUOD in applicable sections and to create a new chapter dedicated to the MUOD for Housing Element sites, with a list and map of the subject properties.

- Amend the specific plan to extend the MUOD to all Housing Element and Measure K sites within the specific plan;
- Add a chapter specific to Housing Element and Measure K sites; and
- Add a map and list of all Measure K Accessor Parcel Numbers within the specific plan.



This approach preserves existing development and use rights, prevents creating non-conforming uses or reducing development rights, while enabling Housing Element implementation.

### Non-Housing Element Sites

The NWWAB effort includes Measure K sites that are not part of the Housing Element sites inventory. While these Measure K areas may be rezoned without voter approval, the Housing Element does not assign specific densities or intensities to them. The City has not yet identified proposed densities or intensity for these sites and will continue to discuss and refine these recommendations through NWWAB community outreach.

The Environmental Impact Report (EIR) for NWWAB will study and analyze the potential environmental effects of allowing residential and mixed-use development on non-Housing Element Measure K sites with densities ranging from 30 units per acre (south of the 405 freeway) to 60 units per acre (north the 405 freeway). Staff proposes to extend the MUOD to all Measure K non-Housing Element sites, with specific densities and other development standards identified for these sites that could vary based on neighborhoods and/or location. Additionally, although there are no Housing Element sites within the Newport Boulevard Specific Plan, there are non-Housing Element Measure K sites where optional development potential could be added by extending the MUOD. Targeted amendments to this Specific Plan could be completed to facilitate and enable development potential.

### *Mesa West Residential Ownership Urban Plan*

Housing Element Program 3D notes removal of the Mesa West Residential Ownership Overlay. However, most of the sites within this Urban Plan area lie outside both the Housing Element and Measure K boundaries and therefore cannot be rezoned for higher-density housing or mixed-use development as part of this effort. Given these limitations, staff and Dudek considered other strategies to implement this program and determined there is an opportunity to replace the Urban Plan through targeted amendments to the CMMC.

Although originally established under the umbrella of the City's MUOD, the Mesa West Residential Ownership Urban Plan does not permit mixed-use development. It allows only the conversion of apartments to residential common-interest developments or the construction of new common-interest developments. Staff proposes to sunset the Urban Plan and codify these residential ownership opportunities directly in Title 13, Chapter V, Article 2, Residential Common Interest Developments. This action would sunset an outdated Urban Plan without removing any of the development opportunities it currently provides.

## Zoning Code Amendments

In addition to the NWWAB rezoning, the City is required to implement numerous Housing Element Programs (Programs 2B, 2E, 2F, 2H, 2I, 2J, 2M, 2N, 2O, 2P, 3E, 3F, 3K 3S, 4E and 4G) that require amendments to the zoning code with the overarching goals of:

- Implementing Housing Element programs as required by State Law;
- Ensuring zoning code consistency with State Law;
- Removing regulatory barriers to housing production; and
- Promoting and streamlining housing development

These zoning code amendments will address programs including, but not limited to, large family households, farmworker housing, transitional and supportive housing, parking standards for residential developments and emergency shelters, motel conversions, efficiency units and co-living housing, findings and conditions of approval, and low barrier navigation centers. Drafting of the zoning code amendments included in the NWWAB effort are already underway. Housing Element programs are described briefly earlier in this report, and also in detail in Chapter 4, Housing Plan, of the City's adopted Housing Element available online here: <https://www.costamesaca.gov/home/showpublisheddocument/52834/638133568853530000>. Staff will return with draft amendments at a future date.

## **GENERAL PLAN CONFORMANCE**

The proposed rezoning of Housing Element sites is consistent with the General Plan Amendments adopted by the City Council on November 4, 2025, which went into effect on December 4, 2025. Staff will evaluate the need for General Plan amendments specific to conformance for non-Housing Element Measure K sites.

## **ENVIRONMENTAL DETERMINATION**

The information being received and discussed by the Planning Commission is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15060(c)(3) of the CEQA Guidelines because the action is not a "project" pursuant to Section 15378(b)(5). The action involves an organizational or administrative activity of government that will not result in the direct or indirect physical change in the environment. Moreover, an Environmental Impact Report (EIR) will be prepared for the project in accordance with the CEQA Guidelines. A Notice of Preparation was released on November 17, 2025, and written public comments will be accepted through December 19, 2025. The Notice of Preparation is available on the City's website at the following link:

<https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/planning/environmental-notice-and-reports>.

The City will hold a CEQA scoping meeting on Wednesday, December 10, 2025 at 5:30 p.m. in the City Council Chambers. The purpose of the scoping meeting is to present the project, discuss the EIR process and schedule, and to receive public comments and suggestions regarding the scope and content of the EIR. All interested parties are invited to attend the scoping meeting. Written public comments regarding the scope and content of the EIR will be accepted at the scoping meeting and can also be submitted by email to [neighborhoods@costamesaca.gov](mailto:neighborhoods@costamesaca.gov) through December 19, 2025.

### **ALTERNATIVES**

This is a City-initiated Study Session for discussion purposes, as such no actions nor alternative actions are required.

### **PUBLIC NOTICE**

There is no public notice requirement for the Planning Commission Study Session to discuss the approach to rezoning for NWWAB and Housing Element implementation. However, to encourage public engagement, the City provided the following notification:

- Information on the study session was published once in the Daily Pilot newspaper on November 28, 2025
- The date, time, and location of the study session were posted on the project website
- Information about the study session was distributed via email to the project interest list

### **CONCLUSION/NEXT STEPS**

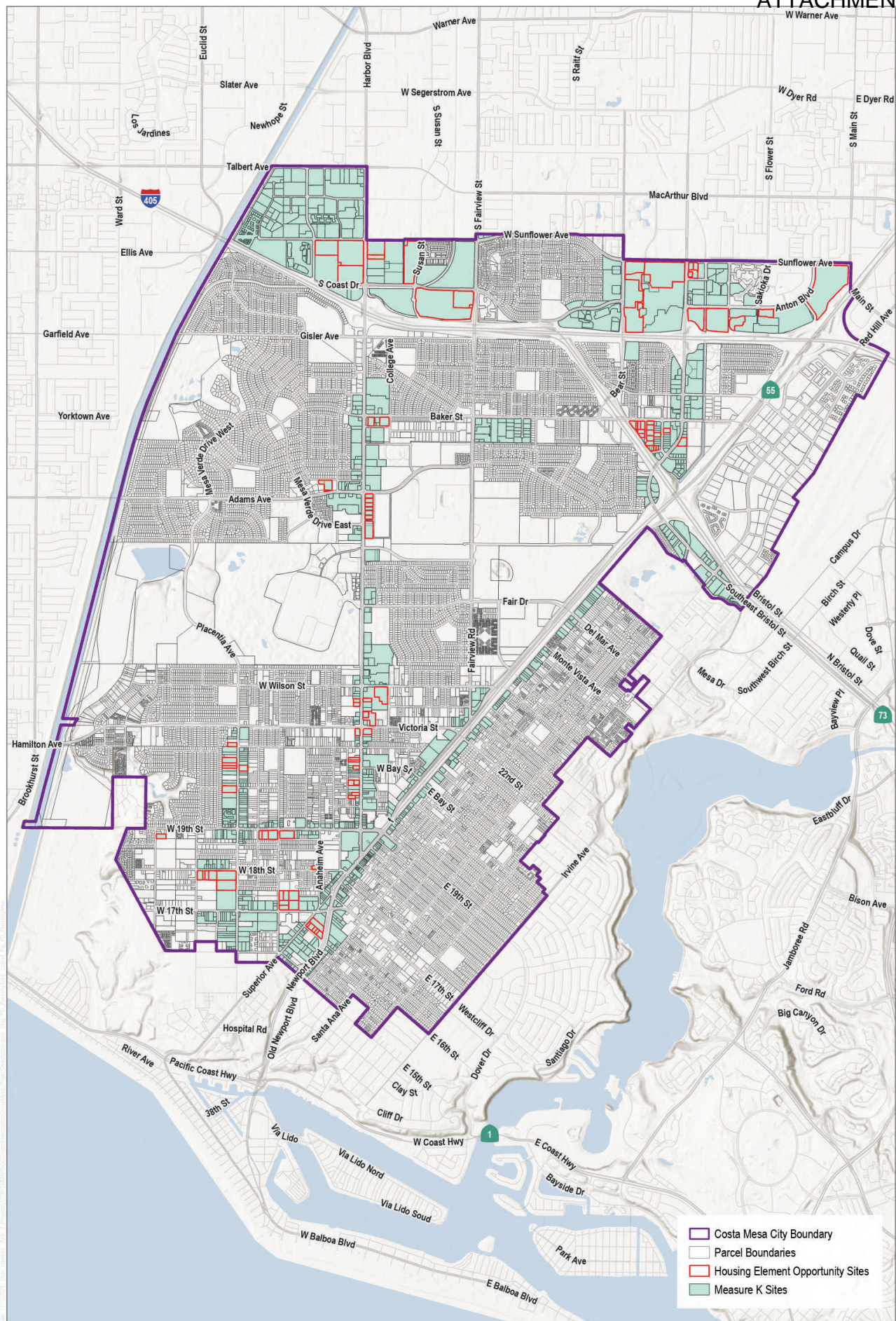
Staff and the consultant continue to diligently work on the NWWAB effort, in line with the project timeline and continue to seek opportunities to streamline the path to HCD certification. The environmental review and draft rezoning efforts are already underway. Amending the City's MUOD is the primary tool for encouraging and facilitating residential and mixed-use development and will allow the City to sunset several urban plans. Continuing to study and conduct outreach on non-Housing Element Measure K sites provides additional housing opportunities above and beyond RHNA that are additive (meaning a developer could opt to develop the site with commercial uses, residential uses or as a mixed project). Planning for Round 2 of NWWAB outreach is already underway and is anticipated to begin in February 2026.

Staff will continue coordinating with HCD on potential implications of SB 131 and the *New Commune DTLA LLC vs City of Redondo Beach* case on the City's NWWAB rezone program. Additionally, staff will return to the Planning Commission and City Council with draft amendments to the Zoning Code, General Plan, North Costa Mesa Specific Plan, and other regulatory documents as needed to implement NWWAB and the Housing Element. Staff is targeting the February 9, 2026, Planning Commission meeting, pending timely receipt of HCD's SB 131 technical guidance.

## **ATTACHMENTS**

1. Rezoning Map
2. Additional Development Regulations of Measure K Sites Map
3. Existing and Proposed Approach (Urban Plans, Overlays, and Specific Plans)
4. Example of draft basic development MOUD standards for Housing Element sites





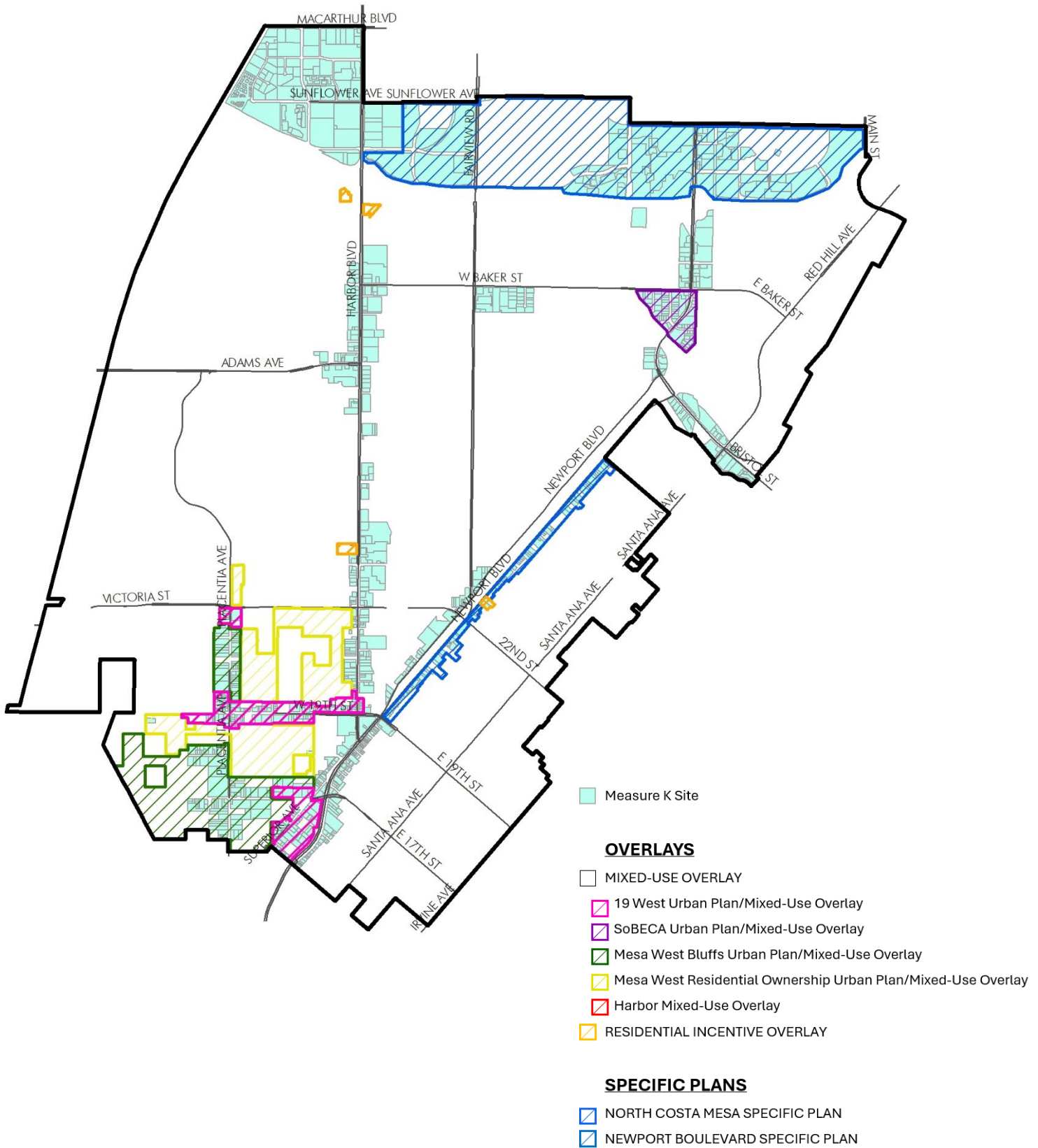
SOURCE: City of Costa Mesa, Orange County Sanitation District, Open Street Map

FIGURE 2

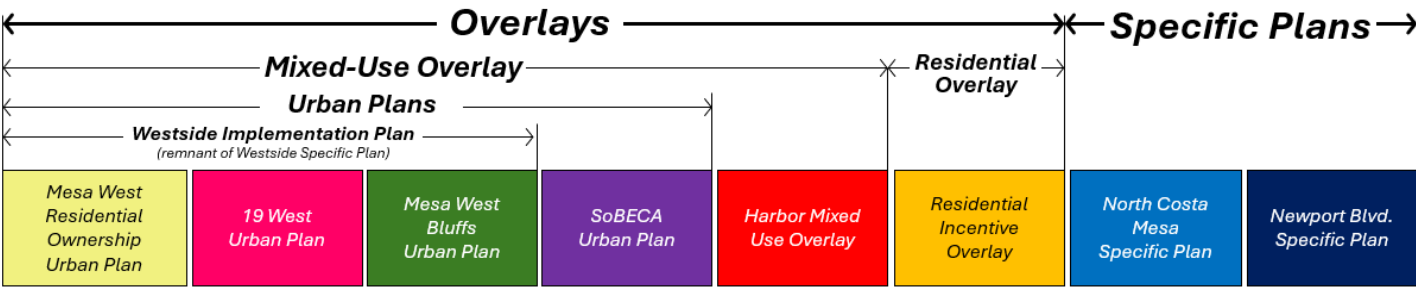
Planning Area



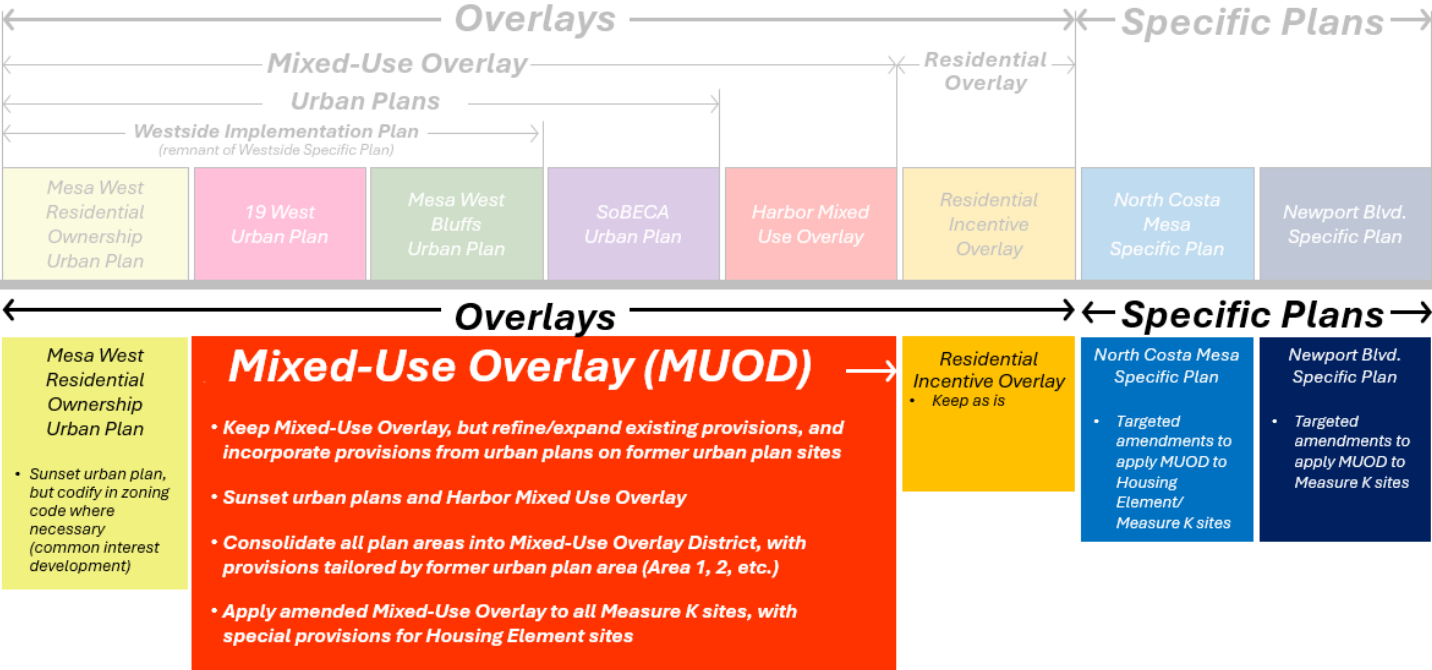
## Additional Development Regulations of Measure K Sites Map



Existing Urban Plans and Specific Plans



Proposed Approach



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## **Article 11. Mixed-Use Overlay District (MUOD)**

### **13-83.50. Purpose**

### **13-83.51. Definitions**

### **13-83.52. Mixed-use development types**

### **13-83.53. Application review procedures in mixed-use overlay district**

### **13-83.54. Mixed-use development standards**

### **13-83.55. Mixed-use compatibility standards**

### **13-83.56. Phase mixed-use developments**

### **13-83.57. Harbor Mixed-Use Overlay**

### **13-83.58. Properties identified in 2021-2029 Housing Element**

(a) **Purpose.**

- (1) The purpose of this Section is to implement the City's Housing Element by establishing zoning provisions for sites identified in the Housing Element Sites Inventory to accommodate the City's lower-, moderate-, and above-moderate-income Regional Housing Needs Allocation (RHNA) consistent with California Gov. Code §65583 and 65583.2 subdivisions (c), (h) and (i).

(b) **Applicability.**

- (1) The provisions of this Section shall apply to all parcels identified in the City's adopted 2021–2029 Housing Element Sites Inventory to accommodate the City's RHNA.
- (2) **Previously Identified Sites.** The provisions of this Section shall also apply to any non-vacant Housing Element Site that was identified in a prior Housing Element and any vacant Housing Element Site that was identified in two or more consecutive prior Housing Elements, consistent with Government Code § 65583.2(c). Such sites shall be subject to the minimum density and by-right approval standards established in this Section. Such sites are listed in the adopted Housing Element.
- (3) **Exemption.** The provisions of this Section shall not apply within the boundaries of the Fairview Development Center Specific Plan.

(c) **Severability and State Law Consistency.**

- (1) This Section is intended to be consistent with, and shall be interpreted and applied to comply with, all applicable requirements of State housing law, including Government Code § 65915(c)(3), 65583 and 65583.2 as those provisions may be amended from time to time, and any successor statutes. If any provision of this Section conflicts with State law, the applicable state law shall control.
- (2) If any provision of this Section, or its application to any person or circumstance, is held invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application. The City Council declares that it would have adopted this Section and each provision, section, sentence, clause, and phrase thereof, irrespective of the fact that any one or more provisions may be declared invalid or unenforceable.

(d) **Definitions.**

- (1) **“Housing Element Site”** means any site identified in the adopted Housing Element Sites Inventory to accommodate the City’s Regional Housing Needs Allocation (RHNA).
- (2) **“Lower-Income Household”** has the same meaning as defined in California Health and Safety Code Section 50079.5.
- (3) **“Lower-Income Housing Element Site”** means any Housing Element Site identified in the Housing Element that accommodates any portion of the City’s lower-income Regional Housing Needs Allocation (RHNA) and subject to the requirements of Gov. Code § 65583.2 (h) and (i).
- (4) **“Use by Right”** has the same meaning as in Government Code § 65583.2(i) and requires ministerial approval for multifamily housing developments in which at least 20 percent of the total number of units are affordable to lower-income households. “Use by Right” means that the review of an owner-occupied or renter-occupied multifamily residential use may not require a conditional use permit, planned unit development permit, or other discretionary review or approval that would constitute a “project” for purposes of Division 13 (commencing with Section 21000) of the Public Resources Code.
- (5) **“Prior Housing Element Site”** means any non-vacant Housing Element Site that was identified in the prior Housing Element and any vacant Housing Element Site that was identified in two or more consecutive prior Housing Elements. Such sites are listed in the adopted Housing Element.
- (6) **“Protected Unit”** means any unit that, within the past five years, was occupied by a lower-income household regardless of whether the unit was deed-restricted or that was subject to an affordability covenant or rent control.

(e) **Supersession of Overlay.**

(1) **For Lower-Income Housing Element Sites:**

- i. **Supersession of Other Zoning Provisions.** Projects on Lower-Income Housing Element Sites shall be governed by this Section, and the provisions in this Section shall supersede and prevail over any conflicting provisions of the underlying base zone and all other applicable zoning provisions, such as other urban plans, overlays, and specific plans, and the provisions of this Article that apply to non-Lower-Income Housing Element sites.
- ii. **Minimum Residential Floor Area.** Projects on Lower-Income Housing Element Sites shall satisfy the minimum residential floor area requirements established in **Subsection (e)(2).**
- iii. **Ministerial Review and Approval.** Projects on Lower-Income Housing Element Sites shall be a Use by Right pursuant to **Subsection (g)(1).**
- iv. **Minimum Residential Density.** Projects on Lower-Income Housing Element Sites shall satisfy the minimum residential density requirements established in **Subsection (h)(1)(ii) and (h)(1)(iii).**

(f) **Permitted Uses.**

- (1) **Multi-Family Dwellings.** Multi-family dwellings shall be permitted on all Housing Element Sites subject to the requirements of this Section.
- (2) **Mixed-Use on Lower-Income Housing Element Sites.** Mixed-use projects shall be permitted on Lower-Income Housing Element Sites so long as at least 50 percent of total floor area is provided as residential uses, consistent with Gov. Code §65583.2(h)(1)(B).
- (3) **Multi-Family Dwellings on Lower-Income Housing Element Sites.** Multi-family dwellings consisting of 100 percent residential uses shall be permitted on Lower-Income Housing Element Sites, consistent with Gov. Code §65583.2(h)(1)(B).

(g) **Review and Approvals Procedures.**

- (1) **Use by Right.** A project on a Lower-Income Housing Element Site that provides at least 20 percent of the total dwelling units affordable to Lower-Income Households shall be processed as a Use by Right, consistent with Gov. Code §65583.2(h) and (i). Such projects shall be subject only to ministerial review to verify compliance with all applicable objective design and development standards. A project that does not qualify as a Use-by-Right shall be processed in accordance with CMMC Title 13, Chapter III (Planning Applications).
- (2) **Subdivision.** Any subdivision of a Lower Income Housing Element Site shall comply with all applicable provisions of CMMC Title 13, Chapter XI (Subdivisions) and the Subdivision Map Act.

(h) **Development Standards.**

(1) **Density Standards**

- i. **Maximum Densities.** Maximum residential densities shall be permitted as specified in the Housing Element Sites Inventory.
- ii. **Minimum Site Capacity for Lower-Income Housing Element Sites.** If the identified maximum density of a Lower-Income Housing Element Site does not allow at least 16 dwelling units on site, then the maximum density identified shall be waived, and the maximum number of dwelling units permitted shall be 16 dwelling units on site consistent with Gov. Code §65583.2 subdivision (h). The Lower-Income Housing Element Site shall be subject to the applicable development standards of **Table 13-83.58-B** in accordance with the maximum density identified in the Housing Element Sites Inventory as described in Section (h)(1)(i).
- iii. **Minimum Densities for Lower-Income Housing Element Sites.** A project proposed on a Lower Income Housing Element Site shall meet a minimum density requirement of 20 units per acre, inclusive of Accessory Dwelling Units, consistent with Gov. Code §65583.2 subdivision (h).

(2) **Off-Street Parking Standards**

- i. Minimum off-street parking requirements for projects on Housing Element sites are provided in **Table 13-83.58-A. Minimum Off-Street Parking Requirements.**

**Table 13-83.58-A. Minimum Off-Street Parking Requirements**

Dwelling Unit Type	Minimum Off-Street Parking Requirement	Minimum Off-Street Guest Parking Requirement
Studio or 1-bedroom unit	1 space per unit	0.25 space per unit
2 or more bedrooms per unit	2 spaces per unit	0.25 space per unit

(3) **Development Standards by Maximum Density**

- i. Minimum and maximum requirements for building height, commercial intensity, setbacks, lot coverage, and open space are provided by maximum density category in **Table 13-83.58-B. Development Standards by Maximum Density.**



**Table 13-83.58-B. Development Standards by Maximum Density. (to be refined)**

Minimum Density <sup>1</sup>	Maximum Density <sup>2</sup>	Maximum Building Height	Maximum Commercial Intensity (FAR)	Minimum Setbacks (Front/Side/Rear)	Maximum Lot Coverage	Minimum Open Space
20 du/ac	40 du/ac	48 ft.	Per underlying General Plan Land Use	10 ft./5 ft./10 ft.	60%	100 s.f./unit
	50 du/ac	60 ft.		10 ft./5 ft./10 ft.	60%	
	60 du/ac	72 ft.		8 ft./5 ft./10 ft.	60%	
	90 du/ac	108 ft.		5 ft./5 ft./5 ft.	70%	

1 Based on the 2021-2029 adopted Housing Element Sites Inventory (Table B-6)

2 Only applicable to Lower-Income Housing Element Sites and inclusive of Accessory Dwelling Units.

(4) **Objective Design Standards forthcoming.**

- i. The City intends to prepare and adopt design standards to further guide the physical form and character of development on the rezoned sites. Until such standards are adopted, projects shall be subject only to the objective development standards contained in this Section. Upon adoption, the objective design standards shall apply to all projects subject to this Section and shall serve as the sole design criteria for ministerial review, consistent with Gov. Code §65583.2 and 65589.5.

(i) **Replacement of Protected Units.**

- (1) **Demolition or Conversion of Protected Units.** Any project that involves the demolition or conversion of Protected Units, or that is located on a site where Protected Units were demolished or converted within the previous five years, shall comply with all applicable replacement housing, tenant protection, and right-of-return requirements under State Density Bonus Law, including Government Code § 65915(c)(3), and any successor statutes.



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 25-610

**Meeting Date:** 12/8/2025

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**TITLE:**

REVIEW AND APPROVE THE 2026 PLANNING COMMISSION MEETING CALENDAR

**DEPARTMENT:** ECONOMIC AND DEVELOPMENT SERVICES DEPARTMENT/  
PLANNING DIVISION

**PRESENTED BY:** CARRIE TAI, AICP, ECONOMIC AND DEVELOPMENT SERVICES  
DIRECTOR

**CONTACT INFORMATION:** CARRIE TAI, AICP, 714-754-5270; [planninginfo@costamesaca.gov](mailto:planninginfo@costamesaca.gov)

**RECOMMENDATION:**

Staff recommends the Planning Commission review and approve the proposed 2026 Planning Commission Meeting Calendar.



# PLANNING COMMISSION AGENDA REPORT

MEETING DATE: DECEMBER 8, 2025

ITEM NUMBER: NB-2

**SUBJECT: REVIEW AND APPROVE THE 2026 PLANNING COMMISSION MEETING CALENDAR**

**FROM: ECONOMIC AND DEVELOPMENT SERVICES DEPARTMENT/  
PLANNING DIVISION**

**PRESENTATION BY: CARRIE TAI, AICP, ECONOMIC AND DEVELOPMENT  
SERVICES DIRECTOR**

**FOR FURTHER INFORMATION CONTACT: CARRIE TAI, AICP  
714-754-5270  
planninginfo@costamesaca.gov**

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## **RECOMMENDATION:**

Staff recommends the Planning Commission review and approve the proposed 2026 Planning Commission Meeting Calendar.

## **BACKGROUND:**

Planning Commission meetings are currently conducted on the second and fourth Mondays of each month, except for December when only one meeting is conducted on the second Monday.

At its December 2, 2025 meeting, the City Council approved its 2026 meeting calendar. While City Council meetings are typically scheduled for the first and third Tuesdays of the month, the approved 2026 calendar schedules one meeting on January, one meeting in August, and one meeting in December.

## **ANALYSIS:**

The Planning Commission has the ability to establish, cancel, or reschedule meetings with proper and timely notice in accordance with the Brown Act. Staff recommends the following changes to the regularly scheduled Planning Commission meeting calendar to track the City Council meetings, account for schedule variation due to holidays, and provide staff with deeper work focus periods to advance needed initiatives. Staff

recommends cancelling the January 12, 2026 regular meeting since it follows the holidays and would occur prior to the City Council's first 2026 regularly scheduled meeting on January 20, 2026. Staff recommends one meeting in May as the May 25, 2026 regularly scheduled meeting occurs on Memorial Day. Staff recommends scheduling one meeting in August 10, 2026 to track the City Council calendar. Lastly, staff recommends one meeting each in November and December as scheduled in current and prior years.

The proposed 2026 Planning Commission meeting dates are as follows:

- January 26, 2026
- February 9, 2026
- February 23, 2026
- March 9, 2026
- March 23, 2026
- April 13, 2026
- April 27, 2026
- May 11, 2026
- June 8, 2026
- June 22, 2026
- July 13, 2026
- July 27, 2026
- August 10, 2026
- September 14, 2026
- September 28, 2026
- October 12, 2026
- October 26, 2026
- November 9, 2026
- December 14, 2026

Consistent with prior practice, if the number of agenda items exceeds that feasible to be placed on scheduled meeting dates, staff will coordinate with the Planning Commission on adding dates to ensure meetings are a manageable length.

#### **ALTERNATIVES:**

The Planning Commission may choose to keep some or all regularly scheduled meetings on the 2026 meeting calendar.

#### **ATTACHMENT:**

2026 Planning Commission Meeting Calendar (draft)



# 2026 Planning Commission Calendar

January						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May						
S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		