



# **CITY OF COSTA MESA**

## **REGULAR CITY COUNCIL AND HOUSING AUTHORITY\***

### **Agenda**

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**Tuesday, May 7, 2024**

**6:00 PM**

**City Council Chambers  
77 Fair Drive**

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**\*Note: All agency memberships are reflected in the title "Council Member"**  
**5:00 P.M. Closed Session**

The City Council meetings are presented in a hybrid format, both in-person at City Hall and as a courtesy virtually via Zoom Webinar. If the Zoom feature is having technical difficulties or experiencing any other critical issues, and unless required by the Brown Act, the meeting will continue in person.

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[pwd=\\_XoNBT2uciL7zrDsFj4A9Q9srLgExg.bQEU-le6VvXjPDeL](https://us06web.zoom.us/j/81879579049?pwd=_XoNBT2uciL7zrDsFj4A9Q9srLgExg.bQEU-le6VvXjPDeL)

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Call: 1 669 900 6833 Enter Webinar ID: 818 7957 9049/ Password: 608584

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.

Note, if you have installed a zoom update, please restart your computer before participating in the meeting.

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 City Clerk at [cityclerk@costamesaca.gov](mailto:cityclerk@costamesaca.gov). Comments received by 12:00 p.m. on the date of the meeting will be provided to the City Council, made available to the public, and will be part of the meeting record.

Please know that it is important for the City to allow public participation at this meeting. If you are unable to participate in the meeting via the processes set forth above, please contact the City Clerk at (714) 754-5225 or [cityclerk@costamesaca.gov](mailto:cityclerk@costamesaca.gov) and staff will attempt to accommodate you. While the City does not expect there to be any changes to the above process for participating in this meeting, if there is a change, the City will post the information as soon as possible to the City’s website.

Note that records submitted by the public will not be redacted in any way and will be posted online as submitted, including any personal contact information. All pictures, PowerPoints, and videos submitted for display at a public meeting must be previously reviewed by staff to verify appropriateness for general audiences. No links to YouTube videos or other streaming services will be accepted, a direct video file will need to be emailed to staff prior to each meeting in order to minimize complications and to play the video without delay. The video must be one of the following formats, .mp4, .mov or .wmv. Only one file may be included per speaker for public comments, for both videos and pictures. Please e-mail to the City Clerk at [cityclerk@costamesaca.gov](mailto:cityclerk@costamesaca.gov) NO LATER THAN 12:00 Noon on the date of the meeting. If you do not receive confirmation from the city prior to the meeting, please call the City Clerks office at 714-754-5225.

Note regarding agenda-related documents provided to a majority of the City Council after distribution of the City Council agenda packet (GC §54957.5): Any related documents provided to a majority of the City Council after distribution of the City Council 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.

All cell phones and other electronic devices are to be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to conduct a phone conversation.

Free Wi-Fi is available in the Council Chambers during the meetings. The network username available is: CM\_Council. The password is: cmcouncil1953.

As a LEED Gold Certified City, Costa Mesa is fully committed to environmental sustainability. A minimum number of hard copies of the agenda will be available in the Council Chambers. For your convenience, a binder of the entire agenda packet will be at the table in the foyer of the Council Chambers for viewing. Agendas and reports can be viewed on the City website at <https://costamesa.legistar.com/Calendar.aspx>.

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**CLOSED SESSION - 5:00 P.M.**

**CALL TO ORDER**

**ROLL CALL**

**PUBLIC COMMENTS** Members of the public are welcome to address the City Council only on those items on the Closed Session agenda. Each member of the public will be given a total of three minutes to speak on all items on the Closed Session agenda.

**CLOSED SESSION ITEMS:**

1. CONFERENCE WITH LABOR NEGOTIATORS  
Pursuant to California Government Code Section 54957.6 (a)  
Agency Designated Representative: Lori Ann Farrell Harrison, City Manager; Alma Reyes, Deputy City Manager; Kasama Lee, Human Resources Manager; Fanni Acosta, Human Resources Administrator; Carol Molina, Finance Director  
Name of Employee Organization: Costa Mesa Firefighters Management Association (CMFMA).
2. CONFERENCE WITH LEGAL COUNSEL EXISTING LITIGATION  
Pursuant to California Government Code Section 54956.9 (d)(1)  
Name of Case: Insight Psychology and Addiction, Inc. v. City of Costa Mesa,  
U.S. District Court, Central District of California, Case No. 8:20 cv 00504 JVS JDE

**REGULAR MEETING OF THE CITY COUNCIL AND HOUSING AUTHORITY**

**MAY 7, 2024 – 6:00 P.M.**

**JOHN STEPHENS**  
Mayor

**JEFFREY HARLAN**  
Mayor Pro Tem - District 6

**ANDREA MARR**  
Council Member - District 3

**MANUEL CHAVEZ**  
Council Member - District 4

**LOREN GAMEROS**  
Council Member - District 2

**ARLIS REYNOLDS**  
Council Member - District 5

**DON HARPER**  
Council Member - District 1

**KIMBERLY HALL BARLOW**  
City Attorney

**LORI ANN FARRELL HARRISON**  
City Manager

**CALL TO ORDER**

**NATIONAL ANTHEM AND PLEDGE OF ALLEGIANCE**

**MOMENT OF SOLEMN EXPRESSION**

[Per Council Policy 000-12, these presentations are made by community volunteers stating their own views. The City Council disclaims any intent to endorse or sponsor the views of any speaker.]

**ROLL CALL**

**CITY ATTORNEY CLOSED SESSION REPORT**

**PRESENTATIONS:**

1. [Proclamation: 2024 Public Service Recognition Week](#) [24-194](#)

**Attachments:** [Proclamation: 2024 Public Service Recognition Week](#)

**PUBLIC COMMENTS – MATTERS NOT LISTED ON THE AGENDA**

Comments on Consent Calendar items may also be heard at this time.  
Comments are limited to 3 minutes, or as otherwise directed.

**COUNCIL MEMBER COMMITTEE REPORTS, COMMENTS, AND SUGGESTIONS**

**Each council member is limited to 3 minutes. Additional comments will be heard at the end of the meeting.**

1. Council Member Harper
2. Council Member Marr
3. Council Member Reynolds
4. Council Member Chavez
5. Council Member Gameros
6. Mayor Pro Tem Harlan
7. Mayor Stephens

**REPORT – CITY MANAGER**

**REPORT – CITY ATTORNEY**

**CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered to be routine and will be acted upon in one motion. There will be no separate discussion of these items unless members of the City Council, staff, or the public request specific items to be discussed and/or removed from the Consent Calendar for discussion.

1. [\*\*PROCEDURAL WAIVER: WAIVE THE FULL READING OF ALL 24-189 ORDINANCES AND RESOLUTIONS\*\*](#)

RECOMMENDATION:

City Council and Housing Authority approve the reading by title only and waive full reading of Ordinances and Resolutions.

2. [\*\*READING FOLDER\*\*](#) [\*\*24-190\*\*](#)

RECOMMENDATION:

City Council receive and file Claims received by the City Clerk and authorize staff to reject any and all Claims: Ayman Ahmed Abdulmagid, James Daniel Alexander, Sergio Alvarez, Randal Allen Baker, Kaiyun Park.

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3. **ADOPTION OF WARRANT RESOLUTION** **24-187**

RECOMMENDATION:

City Council approve Warrant Resolution No. 2716.

**Attachments:** [1. Summary Check Registry 04-04-2024](#)  
[2. Summary Check Registry 04-11-2024](#)  
[3. Summary Check Registry 04-22-2024](#)  
[4. Summary Check Registry 04-25-2024](#)

4. **BUSINESS IMPROVEMENT AREA (BIA) REAUTHORIZATION, 24-191**  
**RESOLUTION OF INTENT, AND REVIEW OF ANNUAL REPORT**

RECOMMENDATION:

Staff recommends the City Council:

1. Approve the 2023-2024 Annual Report for the Business Improvement Area (BIA) (Attachment 1).
2. Receive and file the audited financial report for Fiscal Years Ended June 30, 2023 and June 30, 2022 (Attachment 2).
3. Adopt the Resolution declaring the City's intention to levy an annual assessment for Fiscal Year 2024-25 for the Business Improvement Area covering certain Costa Mesa hotels and motels and setting the time and place for a Public Hearing on the proposal (Attachment 3).

**Attachments:** [1. TCM Annual Report 2023-24](#)  
[2. Financial Audit for FY Ending June 2023](#)  
[3. Resolution No. 2024-XX Intent Business Improvement Area](#)

5. [DESIGNATION OF CITY NEGOTIATORS FOR THE COSTA MESA 24-134  
DIVISION MANAGERS' ASSOCIATION \(CMDMA\) MEET AND  
CONFER AND AUTHORIZATION TO PROCEED WITH THE  
FINANCIAL ANALYSIS OF THE CURRENT RESOLUTION PER THE  
TRANSPARENCY IN LABOR NEGOTIATIONS COUNCIL POLICY](#)

RECOMMENDATION:

Staff recommends the City Council:

1. Designate City Manager Lori Ann Farrell Harrison as the City's Principal Negotiator, Deputy City Manager Alma Reyes, Human Resources Manager Kasama Lee, Human Resources Administrator Fanni Acosta and Finance Director Carol Molina as the City's representatives in negotiations with the CMDMA.
2. Authorize staff to have the independent fiscal analysis of the current CMDMA Resolution completed per the requirements of the Transparency in Labor Negotiations Council Policy.

6. [AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT 24-135  
WITH GLENN LUKOS ASSOCIATES FOR THE VERNAL POOL 5, 6,  
AND 7 RESTORATION PROJECT AT FAIRVIEW PARK](#)

RECOMMENDATION:

Staff recommends the City Council authorize the City Manager and City Clerk to execute Amendment No. 2 to the Professional Services Agreement with Glenn Lukos Associates, Inc. increasing the total compensation by \$94,290 for vernal pools restoration and biological monitoring services for the Vernal Pools 5, 6, and 7 Restoration Project at Fairview Park.

**Attachments:** [1. Resolution 17-52](#)  
[2. HCF Grant Award Letter](#)  
[3. Vernal Pools Restoration Plan, 6-8-2018](#)  
[4. Vernal Pools 5, 6, 7 Map](#)  
[5. HCF Grant Acceptance, Excerpt of 4-16-19 Minutes](#)

7. **[ACCEPTANCE OF THE CITY HALL ELEVATORS MODERNIZATION, 24-137  
CITY PROJECT NO. 20-03](#)**

RECOMMENDATION:

Staff recommends the City Council:

1. Accept the work performed by GMS Elevator Services, Inc., 401 Borrego Court, San Dimas, CA 91773, for the City Hall Elevators Modernization, City Project No. 20-03, and authorize the City Clerk to file the Notice of Completion.
2. Authorize the City Manager to release the Labor and Material Bond seven (7) months after the filing date and release the Faithful Performance Bond at the conclusion of the one-year warranty period. Retention monies have been released pursuant to Public Contract Code 7107(c).

**Attachments:** [1. Final Costs](#)

8. **[ACCEPTANCE OF THE CITYWIDE TRAFFIC SIGNAL AND HAWK 24-138  
SIGNAL INSTALLATION PROJECT, CITY PROJECT NO. 22-07](#)**

RECOMMENDATION:

Staff recommends the City Council:

1. Accept the work performed by Elecnor Belco Electric, Inc., 14320 Albers Way, Chino, CA 91710 for the Citywide Traffic Signal and HAWK Signal Installation Project, City Project No. 22-07, and authorize the City Clerk to file the Notice of Completion.
2. Authorize the City Manager to release the retention monies thirty-five (35) days after the Notice of Completion filing date; release the Labor and Material Bond seven (7) months after the filing date; and release the Faithful Performance Bond one (1) year after the filing date.

**Attachments:** [1. Final Costs](#)



9. [2023 ANNUAL REVIEW OF THE COSTA MESA 2015-2035 GENERAL 24-142 PLAN](#)

RECOMMENDATION:

The Planning Commission recommends the City Council approve the 2023 Annual Progress Report (APR) of the 2015-2035 Costa Mesa General Plan for submittal to the State Office of Planning and Research (OPR), and the State Department of Housing and Community Development (HCD).

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

- [1. 7th Edition General Plan Annual Progress Report 2023](#)
- [2. Planning Commission Agenda Report 040824](#)

10. [SECOND READING AND ADOPTION OF ORDINANCES TO AMEND 24-188 TITLE 13 \(PLANNING, ZONING AND DEVELOPMENT\) AND TITLE 9 \(LICENSES AND BUSINESS REGULATIONS\) OF THE COSTA MESA MUNICIPAL CODE TO MODIFY THE CITY'S RETAIL CANNABIS PROVISIONS AND FIND THIS PROJECT TO BE CATEGORICALLY EXEMPT FROM CEQA](#)

RECOMMENDATION:

Staff recommends the City Council:

1. Find that the project is categorically exempt from the California Environmental Quality Act (CEQA), Section 15061(b)(3) ("General Rule").
2. Give second reading to and adopt Ordinance No. 2024-03 amending Title 13 (Planning, Zoning and Development) and Ordinance No. 2024-04 amending Title 9 (Licenses and Business Regulations) of the Costa Mesa Municipal Code to modify the City's retail cannabis provisions.

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

- [1. Draft Ordinance Title 13](#)
- [2. Draft Ordinance Title 9](#)
- [3. Exhibit A Title 13](#)
- [4. Exhibit A Title 9](#)
- [5. Track Changes Title 13](#)
- [6. Track Changes Title 9](#)

**AT THIS TIME COUNCIL WILL ADDRESS ANY ITEMS PULLED FROM THE CONSENT CALENDAR**

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

**PUBLIC HEARINGS:**

(Pursuant to Resolution No. 05-55, Public Hearings begin at 7:00 p.m.)

1. [\*\*DE NOVO PUBLIC HEARING REGARDING PLANNING APPLICATION 24-141 22-08 FOR A CONDITIONAL USE PERMIT TO OPERATE A RETAIL CANNABIS STOREFRONT BUSINESS WITH DELIVERY LOCATED AT 2490 NEWPORT BOULEVARD \(“NEWPORT WELLNESS”\)\*\*](#)

**RECOMMENDATION:**

Staff recommends the City Council conduct a de novo hearing regarding Planning Application 22-08 and make findings regarding the final disposition of the application.

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

- [1. Resolution for Approval](#)
- [2. Filed Review Applications](#)
- [3. Applicant Supplemental Information](#)
- [4. Unofficial Planning Commission minutes](#)
- [5. Planning Commission Resolution](#)
- [6. Planning Commission Public Comments](#)
- [7. Planning Commission Agenda Report 032524](#)

2. **GENERAL PLAN AMENDMENT PGPA-23-0001 TO AMEND THE 24-139 2015-2035 GENERAL PLAN CIRCULATION ELEMENT BY ADDING A REFERENCE TO THE COSTA MESA PEDESTRIAN MASTER PLAN AND REVISING POLICIES UNDER GOALS C-1 TO C-12; AND APPROVAL OF THE DRAFT COSTA MESA PEDESTRIAN MASTER PLAN AND FIND THE PROJECT EXEMPT FROM CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO CEQA GUIDELINES SECTION 15262 AND 15061(B)(3)**

RECOMMENDATION:

The Planning Commission recommends the City Council:

1. Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15262 (Feasibility and Planning Studies), 15276 (Transportation Improvement Programs), and 15061 (b)(3) (Common Sense Exemption);
2. Approve the Draft Pedestrian Master Plan (PMP) as recommended by the City's Planning Commission by adoption of a resolution; and
3. Approve General Plan Amendment PGPA-23-0001, amending the Circulation Element to revise and include new policies outlined in the PMP by adoption of a resolution.

**ENVIRONMENTAL DETERMINATION**

On March 11, 2024, the Planning Commission found that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15262 (Feasibility and Planning Studies), Section 15276 (Transportation Improvement and Congestion Management Program) and Section 15061(b)(3) (Common Sense Exemption).

The project is specifically excluded from CEQA pursuant to statutory exemptions defined under Sections 15262 and 15276. Section 15262 excludes a project from CEQA if it involves only feasibility or planning studies for possible future actions which the City has not approved, adopted, or funded and does not require the preparation of an environmental impact report or negative declaration, but does require consideration of environmental factors. Section 15276 states that CEQA does not apply to the development or adoption of a regional transportation improvement program.

The draft PMP complements the City's 2018 Active Transportation Plan (ATP) by providing pedestrian programs, pedestrian infrastructure toolbox, and policy recommendations to improve the pedestrian experience in the City. The proposed project will update the Circulation Element to incorporate the PMP by reference and will include policies to ensure that future projects will consider and include street design elements to enhance pedestrian mobility. Therefore, the

project is statutorily exempt from CEQA pursuant to Sections 15262 and 15276.

Furthermore, the proposed project is exempt from CEQA pursuant to Section 15061 (b)(3), which states that “where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.” The PMP provides guidance on improving the environment where pedestrian activities occur and does not implement any specific project, action, or funding. Therefore, there is no possibility that the project (adoption of the PMP and General Plan Amendment) will have a significant effect on the environment.

**Attachments:** [1. Proposed Council Resolutions](#)  
[2. Draft Pedestrian Master Plan](#)  
[3. Draft Pedestrian Master Plan Appendices](#)  
[4. Excerpt of Revised Circulation Element](#)  
[5. Signed Planning Commission Resolutions](#)  
[6. Planning Commission March 11, 2024 Minutes](#)

**OLD BUSINESS:**

1. [\*\*CANNABIS EMPLOYEE BADGE FEE REDUCTION AND 24-127 BACKGROUND CHECK PROCESS\*\*](#)

**RECOMMENDATION:**

Staff recommends that the City Council receive the staff presentation, hear public comment, and provide direction on reducing the badging fee and certain administrative aspects of the cannabis employee badge process.

**Attachments:** [Agenda Report](#)  
[1. Resolution](#)  
[2. Exhibit A](#)

**NEW BUSINESS:**

1. [ONE YEAR USE AGREEMENT FOR JACK HAMMETT SPORTS 24-193  
COMPLEX WITH RAIDERS FOOTBALL CLUB, LLC, FOR 2024 PRE  
SEASON TRAINING CAMP](#)

RECOMMENDATION:

Staff recommends the City Council approve and authorize the City Manager to execute a Use Agreement for the City's Jack Hammett Sports Complex for a portion of the Raiders Football Club's 2024 Summer Training Camp and related community benefits.

**Attachments:** [1. Draft Raiders Use Agreement](#)  
[2. Field Rate Breakdown](#)

2. [UPDATE REGARDING THE CITY'S TENANT PROTECTION 24-133  
ORDINANCE](#)

RECOMMENDATION:

Staff recommends the City Council receive and file this update regarding the City's Tenant Protection Ordinance.

**Attachments:** [Agenda Report](#)  
[1. Table of Eviction Inquiries and Notices Received](#)  
[2. TPO Fact Sheet](#)  
[3. TPO Resources](#)

3. [APPOINTMENT TO VARIOUS CITY COMMITTEES BY COUNCIL 24-140 MEMBER HARPER](#)

RECOMMENDATION:

Staff recommends Council Member Harper make appointments as follows:

1. Animal Services Committee - Make one (1) member appointment with a term expiration of April 2026. Council Member Harper may defer his nomination to the Council Liaison (Mayor Stephens).
2. Active Transportation Committee - Make one (1) member appointment with a term expiration of April 2026. Council Member Harper may defer his nomination to the Council Liaison (Council Member Reynolds).
3. Finance and Pension Advisory Committee - Make one (1) member appointment with a term expiration of April 2028. Council Member Harper may defer his nomination to the Council Liaison (Mayor Stephens, Alternate Council Member Marr).
4. Housing and Public Service Grants Committee - Make one (1) member appointment with a term expiration of April 2026. Council Member Harper may defer his nomination to the Council Liaison (Council Member Chavez).
5. Mobile Home Park Advisory Committee - Make one (1) Independent Citizen At-large appointment with a term expiration of April 2028. Council Member Harper may defer his nomination to the Council Liaison (Council Member Reynolds, Alternate Council Member Chavez).

**Attachments:** [1. Animal Services Committee Applications](#)  
[2. Active Transportation Committee Applications](#)  
[3. Finance and Pension Advisory Committee Applications](#)  
[4. Housing & Public Service Grants Committee Applications](#)  
[5. Mobile Home Park Advisory Committee Applications](#)

**ADDITIONAL COUNCIL/BOARD MEMBER COMMITTEE REPORTS, COMMENTS, AND SUGGESTIONS**

**ADJOURNMENT**



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-194

**Meeting Date:** 5/7/2024

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**TITLE:**

Proclamation: 2024 Public Service Recognition Week

**DEPARTMENT:** City Manager's Office



CITY OF COSTA MESA, CALIFORNIA

# Proclamation

**WHEREAS**, public servants work tirelessly, with dedication, integrity, and compassion, to uphold the public good, inspire trust and confidence, and enhance the quality of life for all residents; and

**WHEREAS**, Public Service Recognition Week has been celebrated the first week of May since 1985, beginning on the first Sunday of the month, to honor the people who serve our nation as federal, state, county, local, and tribal government employees; and

**WHEREAS**, National Public Service Recognition Week is an opportunity to express gratitude and appreciation for the hard work and commitment of our public servants across all levels of government; and

**WHEREAS**, in commitment to the City's employees, the City Council adopted *Recruit & Retain High Quality Staff* as a goal in its 2021 Strategic Plan Retreat; and

**WHEREAS**, the City of Costa Mesa employs over six hundred FTE professionals who serve the community; and

**WHEREAS**, while some public servants are very visible in the community, others work behind the scenes to ensure that services are available to residents and processes are open and accessible to the public; and

**WHEREAS**, public servants represent a diverse array of occupations in the City of Costa Mesa, including but not limited to inspectors, financial analysts, engineers, maintenance and facility technicians, information technology professionals, programmers, planners, parks and recreation specialists, case managers, and countless others; and

**WHEREAS**, a significant number of first responder public servants, such as police officers and firefighters, demonstrate their unwavering commitment by putting their lives on the line every day for the residents of the City of Costa Mesa; and

**WHEREAS**, the indispensable role of these public servants is evident in the very fabric of our democracy and community, ensuring its continuity even as leaders and elected officials change over time.

**NOW, THEREFORE**, I, John B. Stephens, Mayor of the City of Costa Mesa, do hereby proclaim May 5-11, 2024, as **Public Service Recognition Week** in the City of Costa Mesa. I urge all Costa Mesa residents to participate actively this week, paying tribute to our public service professionals and acknowledging their substantial contributions to our health, safety, and quality of life.

**DATED** this 7th day of May 2024.

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John B. Stephens, Mayor of the City of Costa Mesa





# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-189

**Meeting Date:** 5/7/2024

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**TITLE:**

**PROCEDURAL WAIVER: WAIVE THE FULL READING OF ALL ORDINANCES AND RESOLUTIONS**

**RECOMMENDATION:**

City Council and Housing Authority approve the reading by title only and waive full reading of Ordinances and Resolutions.



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-190

**Meeting Date:** 5/7/2024

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**TITLE:**

**READING FOLDER**

**DEPARTMENT:** City Manager's Office/City Clerk's Division

**RECOMMENDATION:**

City Council receive and file Claims received by the City Clerk and authorize staff to reject any and all Claims: Ayman Ahmed Abdulmagid, James Daniel Alexander, Sergio Alvarez, Randal Allen Baker, Kaiyun Park.



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-187

**Meeting Date:** 5/7/2024

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**TITLE:**

**ADOPTION OF WARRANT RESOLUTION**

**DEPARTMENT:** Finance Department

**PRESENTED BY:** Carol Molina, Finance Director

**CONTACT INFORMATION:** Carol Molina at (714) 754-5243

**RECOMMENDATION:**

City Council approve Warrant Resolution No. 2716.

**BACKGROUND:**

In accordance with Section 37202 of the California Government Code, the Director of Finance or their designated representative hereby certify to the accuracy of the following demands and to the availability of funds for payment thereof.

**FISCAL REVIEW:**

Funding Payroll Register No. 24-08 On Cycle for \$3,462,676.04 and City operating expenses for \$4,437,074.38.

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247567	04/05/24	O	AT & T <i>Line Description: Overflow</i>	0000001107	0.00
<b>TOTAL</b>					<b>0.00</b>

806.23  
8,544.79  
1,262,667.33  
(500.00)  
(125.81)  
(806.23)  


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1,270,586.31

Report ID: CCM2001

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Page No. 1

Run Date Apr 04,2024

Run Time 1:10:09 PM

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247551	04/05/24	P	Coro Southern California	0000029404	18,500.00
			Line Description: CMO Training Session 2-1/17/24 CMO Training Session 1-12/18/2		
0247552	04/05/24	P	Employment Development Department	0000001543	17,435.41
			Line Description: Unemployment Oct 23-Apr 24		
0247553	04/05/24	P	Endemic Environmental Services Inc	0000021277	25,770.00
			Line Description: FVP WL Maint/Rehab 9/16-30/23 FVP WL Maint/Rehab 10/1-15/23		
0247554	04/05/24	P	Families Forward Inc	0000024105	32,483.95
			Line Description: 2nd Qtr TBRA Program		
0247555	04/05/24	P	Johnson Favaro LLP	0000023249	16,868.00
			Line Description: Lions Park Proj-Cage Bldg		
0247556	04/05/24	P	Landscape Structures Inc	0000024524	24,438.18
			Line Description: Playground equipment Playground equipment & parts o		
0247557	04/05/24	P	Mercy House	0000003138	208,991.16
			Line Description: CMBS Operations Jan 2024		
0247558	04/05/24	P	Pinnacle Petroleum, Inc	0000029315	29,213.74
			Line Description: Unleaded Fuel PD		
0247559	04/05/24	P	Place Works Inc	0000023119	380,663.19
			Line Description: Project Management		

City of Costa Mesa Accounts Payable  
**SUMMARY CHECK REGISTER**

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Fairview Development Project		
0247560	04/05/24	P	Ralph Andersen & Associates	0000005601	17,150.00
			Line Description: Recruitment Consultant Recruitment Consultant		
0247561	04/05/24	P	Theodore Robins Ford	0000004245	275,637.45
			Line Description: Replace 8 Pursuit Rated Police Replace 8 Pursuit Rated Police Replace 8 Pursuit Rated Police		
0247562	04/05/24	P	Time Warner Cable	0000011202	18,671.35
			Line Description: Internet Fiber Svs-Variou Loc Bridge Shelter Fiber		
0247563	04/05/24	P	Yunex LLC	0000029573	28,881.36
			Line Description: Baker&Babb-Pole KD Newport&Victoria 4' Bollards Bristol&Bear-Pole KD Placentia&Estancia- OH Signal Routine for February 2024		
0247564	04/05/24	P	AGA Engineers Inc	0000028838	500.00
			Line Description: I-405 Consulting Svcs.		
0247565	04/05/24	P	AT & T	0000001107	85.60
			Line Description: Internet-Skate Park Camera		
0247566	04/05/24	P	AT & T	0000001107	6,810.11
			Line Description: Red Phone Fire Sta#1 Red Phone Fire Sta#2		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> Red Phone Fire Sta#3 Red Phone Fire Sta#5 PRI Circuit Inbound Trunk Metro Net Smallwood Park Wakeham Park Estancia Park Fire Emergency Line Jack Hamett Sports Complex Outgoing Trunk Line DID Trunk Line Red Phone Fire Sta#4 Red Phone Fire Sta#6 Local Usage 2310 Placentia Irrigation 800 Mhz Radio Link Fire Sta#1 Fire Alarm System DSL Line for Traffic Operation Senior Center Fire Alarm Syste IT Computer Room Lions Park PD Emergency Line DRC Alarm Senior Center Fire Alarm Syste DRC Fire Alarm Cool Line for PD TeWinkle Park Balearic Center Fax Senior Center Elevator		
0247568	04/05/24	P	AY Nursery	0000001142	3,135.53
			<i>Line Description:</i> Tree Purchases-Parkways		
0247569	04/05/24	P	Adam Ereth	0000029232	400.00
			<i>Line Description:</i> Planning Comm Mtng-Mar 2024		

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTERBank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247570	04/05/24	P	Ai Ley Tan <i>Line Description:</i> Yoga-Health/Wellness	0000029642	1,000.00
0247571	04/05/24	P	All City Management Services Inc <i>Line Description:</i> School Crossing Guard Svs	0000009480	8,753.63
0247572	04/05/24	P	American Alarm Systems Inc <i>Line Description:</i> Fee-Onsite Svc @ BCC	0000008900	140.00
0247573	04/05/24	P	Angel Auto Spa LLC <i>Line Description:</i> CMPD Car Washes-Feb 24 City Car Washes-Feb 24	0000027465	1,694.21
0247574	04/05/24	P	Angely Vallarta <i>Line Description:</i> Planning Comm Mtng-Mar 2024	0000029193	400.00
0247575	04/05/24	P	Anne Marie Lister <i>Line Description:</i> Arm Painter SpringFest Mar 30	0000030342	400.00
0247576	04/05/24	P	Beau Hossler <i>Line Description:</i> Basketball Referee	0000029714	90.00
0247577	04/05/24	P	Bee Busters Inc <i>Line Description:</i> Bee Colony Abatement-City Park	0000007572	330.00
0247578	04/05/24	P	Bracken's Kitchen Inc <i>Line Description:</i> CMBS Meal Svc 3/11-3/24/24	0000029468	14,015.63



Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247579	04/05/24	P	Bucknam Infrastructure Group Inc	0000021371	6,597.00
			Line Description: 2024 Pavement Mgmt Plan		
0247580	04/05/24	P	CBE	0000015149	1,119.82
			Line Description: COPIER MAINT 12/5-1/4/24		
			COPIER MAINT 11/5-12/4/23		
			COPIER MAINT 10/5-11/4/23		
			COPIER MAINT 8/5-9/4/23		
			COPIER MAINT 7/5-8/4/24		
			COPIER MAINT 6/5-7/4/24		
			COPIER MAINT 1/5-2/4/24		
			COPIER MAINT 1/5-2/4/24		
			CMO Copier Supplies		
			COPIER MAINT 2/5-3/4/24		
			COPIER MAINT 12/5-1/4/24		
			COPIER MAINT 11/5-12/4/23		
			COPIER MAINT 1/5-2/4/24		
			COPIER MAINT 2/5-3/4/24		
0247581	04/05/24	P	Canon Financial Services Inc	0000023241	627.35
			Line Description: COPIER LEASE 3/20-4/19/24		
0247582	04/05/24	P	Chandler Asset Management	0000022081	4,553.78
			Line Description: Investmt Mgmt Svs February 24		
0247583	04/05/24	P	Chicago Title Company	0000006122	112.00
			Line Description: PIRT-2124 Parsons/419-171-24		
			2124 Parsons/419-171-24 Title		
0247584	04/05/24	P	Continental Interpreting Services Inc	0000024355	1,300.00
			Line Description: Spanish Interpreters-Cncl Mtg		

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247585	04/05/24	P	CoreLogic Information Solutions Inc	0000004774	1.06
			Line Description: Property Related Data & Report		
0247586	04/05/24	P	Creative Parties for Kids	0000030038	970.00
			Line Description: Pirate Characters SpringFest		
0247587	04/05/24	P	DLT Solutions LLC	0000007986	5,631.62
			Line Description: AutoDesk Subscript Renewal		
0247588	04/05/24	P	Daniels Tire Service	0000001922	9,131.34
			Line Description: For Warehouse Automotive Stock		
			For Warehouse Automotive Stock		
			For Warehouse Automotive Stock		
			For Warehouse Automotive Stock		
			For Warehouse Automotive Stock		
			For Warehouse Automotive Stock		
			For Warehouse Automotive Stock		
0247589	04/05/24	P	Debra L Reilly	0000027475	8,437.50
			Line Description: Workplace Investigation		
0247590	04/05/24	P	Dream Makers	0000030647	260.00
			Line Description: Springfest 2024		
0247591	04/05/24	P	Dustyn Howard	0000030658	733.10
			Line Description: Refund Permit BROF-23-0283		
0247592	04/05/24	P	Eagle Print Dynamics	0000026736	2,111.61

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> Uniforms-BCC City Council Uniform&Clothing		
0247593	04/05/24	P	Eduardo Iniestra	0000029307	700.00
			<i>Line Description:</i> DJ SERVICES Spring Fest		
0247594	04/05/24	P	Elite Executive Charter LLC	0000030545	1,267.50
			<i>Line Description:</i> TRANSPORTATION SERVICES		
0247595	04/05/24	P	Entrust Janitorial LLC	0000030309	875.00
			<i>Line Description:</i> Janitorial Svcs @ 3190 Airport		
0247596	04/05/24	P	FG Real Estate Development LLC	0000030641	723.00
			<i>Line Description:</i> Refund BC23-00348 Waste Haul		
0247597	04/05/24	P	FM Thomas Air Conditioning Inc	0000017151	5,481.38
			<i>Line Description:</i> HVAC PM March 24		
0247598	04/05/24	P	Fisher Derderian	0000030055	300.00
			<i>Line Description:</i> Arts Comm Mtg Jan-Mar 2024		
0247599	04/05/24	P	Fuel Pros Inc	0000026476	500.00
			<i>Line Description:</i> Monthly DO Inspection-FS2 Monthly DO Inspection-FS6		
0247600	04/05/24	P	G & W Towing	0000002289	216.00
			<i>Line Description:</i> Tow Service-798 Tow Service-716		

## SUMMARY CHECK REGISTER

Bank: CITY

Run Date Apr 04,2024

Cycle: AWKLY

Run Time 1:10:09 PM

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247601	04/05/24	P	Galls LLC	0000002297	2,564.73
		<i>Line Description:</i>	Uniform-OFC A Carbury Safety Vest-Reserve OFC G Paul Uniform-OFC B Coutts Staff Uniform Staff Uniform Staff Uniform Staff Uniform Staff Uniform Uniform-OFC R Lippincott		
0247602	04/05/24	P	Game Truck	0000029273	525.00
		<i>Line Description:</i>	Guest Entertainment-Day Camp		
0247603	04/05/24	P	Grainger	0000002393	2,408.15
		<i>Line Description:</i>	For Warehouse Floor Stock Hardware 514-Digital Multimeter Hardware		
0247604	04/05/24	P	Integrated Impressions	0000003403	1,939.33
		<i>Line Description:</i>	Promotional Items		
0247605	04/05/24	P	JFK Transportation Co., Inc.	0000030141	517.50
		<i>Line Description:</i>	TRANSPORTAION SVS-SR CTR		
0247606	04/05/24	P	James Snordan	0000029974	120.00
		<i>Line Description:</i>	Basketball Referee Basketball Referee		
0247607	04/05/24	P	Jay Georgeff	0000030662	845.40

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTERBank: CITY  
Cycle: AWKLYRun Date Apr 04,2024  
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Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> Refund Permit BPCC-24-0055		
0247608	04/05/24	P	Jennifer W Harrison	0000029300	440.00
			<i>Line Description:</i> Arm Painter Springfest Mar 24		
0247609	04/05/24	P	Jimmy Vivar	0000029412	400.00
			<i>Line Description:</i> Planning Comm Mtng-Mar 2024		
0247610	04/05/24	P	Jonathan Zich	0000026312	400.00
			<i>Line Description:</i> Planning Comm Mtng-Mar 2024		
0247611	04/05/24	P	Jose Rojas	0000029411	400.00
			<i>Line Description:</i> Planning Comm Mtng-Mar 2024		
0247612	04/05/24	P	Karen Klepack	0000030322	400.00
			<i>Line Description:</i> Planning Comm Mtng-Mar 2024		
0247613	04/05/24	P	Kimball Midwest	0000006819	389.93
			<i>Line Description:</i> Shop Supplies		
0247614	04/05/24	P	Liebert Cassidy Whitmore	0000002960	2,057.00
			<i>Line Description:</i> LEGAL SERVICES - HR LEGAL SERVICES - HR		
0247615	04/05/24	P	LineGear Fire & Rescue Equipment	0000026007	258.60
			<i>Line Description:</i> PPE AND FFE EQUIPMENT		
0247616	04/05/24	P	McMaster Carr Supply Company	0000003118	397.00

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Flat-Free Caster W/Brake 8' Wh		
0247617	04/05/24	P	NAHRO	0000003279	256.00
			Line Description: Offical Membership		
0247618	04/05/24	P	National Data & Surveying Services	0000021249	1,860.00
			Line Description: ADT/Speed Counts-Various Locat		
			ADT/Speed Counts Various Locat		
			ADT/Speed Counts Santa Ana/Ogl		
0247619	04/05/24	P	NorMed	0000003366	880.00
			Line Description: First Aid & Safety Supplies		
0247620	04/05/24	P	Omari Smith	0000029906	60.00
			Line Description: Basketball Referee		
0247621	04/05/24	P	Orange County Dept of Education	0000000442	500.00
			Line Description: Refund Rec Dep 2008050.002		
0247622	04/05/24	P	Orange County Mosquito & Vector Control	0000021750	217.00
			Line Description: OC Mosquito&Vector Mar 24		
			Inspection&Trtmnt FVP Feb 24		
0247623	04/05/24	P	Peace of Mind Financial Consulting Inc	0000029150	10,800.00
			Line Description: Consulting Svcs Mar-Apr 2 2024		
0247624	04/05/24	P	Permit Management Solutions	0000024925	975.00
			Line Description: Consulting Staffing Svcs		

## SUMMARY CHECK REGISTER

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247625	04/05/24	P	Pivot Solutions LLC	0000030415	2,970.55
			Line Description: 202 Paint & Body Repair 511 Paint & Body Repairs		
0247626	04/05/24	P	Rachel Charest Bertram	0000029455	900.00
			Line Description: 3 Live Performances Springfest		
0247627	04/05/24	P	Russell Toler	0000029127	400.00
			Line Description: Planning Comm Mtng-Mar 2024		
0247628	04/05/24	P	Sean Simon	0000029869	120.00
			Line Description: Basketball Referee Basketball Referee		
0247629	04/05/24	P	South Coast Air Quality Mgmt District	0000003939	251.11
			Line Description: FS6-AQMD & State Fees		
0247630	04/05/24	P	South Coast Emergency Vehicle Services	0000003643	1,072.01
			Line Description: Stock-Bolts Stock-8 Chrome Cover Lug Nut Stock-Assy Power Lock		
0247631	04/05/24	P	Southern California Edison Company	0000004088	530.00
			Line Description: Rfund Permit EENC-24-0025/0129		
0247632	04/05/24	P	Southern California Edison Company	0000004088	2,649.48
			Line Description: 735 Baker 2/21-3/20/24 3120 Manistee 2/22-3/21/24 867 Prospect 2/22-3/21/24 2917-3171 Red Hill 2/8-3/18/24		

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<div>Line Description:</div> <div>1040 Paularino 2/15-3/17/24</div> <div>2783 Bristol 2/15-3/17/24</div> <div>FS#1 2/21-3/20/24</div> <div>2704 Harbor 2/21-3/20/24</div> <div>555 1/2 Paularino 2/22-3/21/24</div>		
0247633	04/05/24	P	Southern California Shredding Inc	0000025605	225.00
			<div>Line Description:</div> <div>On-Site Shredding Services HR</div> <div>On-Site Shredding Services Fin</div> <div>On-Site Shredding Services PD</div>		
0247634	04/05/24	P	Stantec Consulting Services Inc	0000008310	1,792.50
			<div>Line Description:</div> <div>Planning Commission Meeting</div>		
0247635	04/05/24	P	TJ Janca Construction Inc	0000015573	2,551.00
			<div>Line Description:</div> <div>Rubber Surface Repairs @ Angel</div>		
0247636	04/05/24	P	Tanaka Farms, LLC	0000030146	990.00
			<div>Line Description:</div> <div>EXCURSION</div>		
0247637	04/05/24	P	The Code Group Inc	0000025073	10,010.00
			<div>Line Description:</div> <div>Consulting Staffing Srvs</div> <div>Consulting Staffing Srvs</div>		
0247638	04/05/24	P	The Counseling Team International	0000026352	1,435.00
			<div>Line Description:</div> <div>Counseling Srvs Feb 2024</div>		
0247639	04/05/24	P	Tiffanie Le	0000030663	93.89
			<div>Line Description:</div> <div>Refund Permit BXMC-24-0017</div>		



Report ID: CCM2001

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

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Run Date Apr 04, 2024

Run Time 1:10:09 PM

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247640	04/05/24	P	Transportation Charter Services Inc	0000012681	983.00
			Line Description: Campus Transportation		
0247641	04/05/24	P	US Bank	0000002228	6,210.52
			Line Description: Payroll 24-06		
0247642	04/05/24	P	US Postmaster	0000004377	10,000.00
			Line Description: Bulky Mail		
0247643	04/05/24	P	USCutter Inc	0000029762	145.29
			Line Description: Bradd Cutting Blade Holder		
0247644	04/05/24	P	Verizon Wireless	0000008717	271.46
			Line Description: WIRELESS PHONE 2/18-3/17/24		
0247645	04/05/24	P	Vulcan Materials Company	0000007403	1,803.51
			Line Description: Asphalt Potholes Sidewalk Ramp		
			Asphalt Potholes Sidewalk Ramp		
			Asphalt Potholes Sidewalk Ramp		
			Asphalt Potholes Sidewalk Ramp		
			Asphalt Potholes Sidewalk Ramp		
			Asphalt Potholes Sidewalk Ramp		
0247646	04/05/24	P	Ware Disposal Inc	0000000255	2,005.82
			Line Description: James St Trash Srvs Apr 24		
0247647	04/05/24	P	Waterline Technologies Inc	0000014520	446.84
			Line Description: DRC Pool Treatment		

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247648	04/05/24	P	Zumar Industries Inc	0000004622	1,092.15
Line Description: Sign Posts & Anchors					
TOTAL					\$1,262,667.33

Bank: DDP1  
Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
017606	04/05/24	P	Alisa Ochoa	0000029944	300.00
			Line Description: Arts Comm Mtg Jan-Mar 2024		
017607	04/05/24	P	Allison Mann	0000001338	300.00
			Line Description: Arts Comm Mtg Jan-Mar 2024		
017608	04/05/24	P	Blake Cole	0000029962	580.16
			Line Description: Trench Rescue-Fresno Symposium Food-Trench Rescue-Fresno Symp		
017609	04/05/24	P	Brandon Medeck	0000029125	1,000.00
			Line Description: Structural Collapse Specialist		
017610	04/05/24	P	Brenda Green	0000021417	66.45
			Line Description: Dry Cleaning-5 Jackets-New Sta		
017611	04/05/24	P	Charlene M Ashendorf	0000017428	300.00
			Line Description: Arts Comm Mtg Jan-Mar 2024		
017612	04/05/24	P	Christopher Jones	0000026593	500.00
			Line Description: Clothing Allowance 2024-25		
017613	04/05/24	P	Deborah Wondercheck	0000029941	300.00
			Line Description: Arts Comm Mtg Jan-Mar 2024		
017614	04/05/24	P	Eloisa Peralta	0000026154	500.00
			Line Description: Clothing Allowance 2023-24 Clothing Allowance 2023-24		

Bank: DDP1  
Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
017615	04/05/24	P	Erica Lucia	0000029943	300.00
			Line Description: Arts Comm Mtg Jan-Mar 2024		
017616	04/05/24	P	Fanni Acosta	0000029434	482.40
			Line Description: CALPELRA Conference		
017617	04/05/24	P	Hans Guenther	0000015579	77.06
			Line Description: ICS 300		
017618	04/05/24	P	Heidi Zuckerman	0000029942	300.00
			Line Description: Arts Comm Mtg Jan-Mar 2024		
017619	04/05/24	P	Hoon Jo	0000029756	874.41
			Line Description: ESRI Developer Summit Lodging Accomodations		
017620	04/05/24	P	Ivis Torres	0000030381	1,250.00
			Line Description: Communications-Human Services		
017621	04/05/24	P	Jason Chamness	0000014287	333.00
			Line Description: Exec Development Course 2		
017622	04/05/24	P	Matthew Chavez	0000026212	460.00
			Line Description: Instructor 1		
017623	04/05/24	P	Ronald Lawrence	0000029540	310.50
			Line Description: Chief Tri-County Workshop		

Report ID: CCM2001

City of Costa Mesa Accounts Payable  
**SUMMARY CHECK REGISTER**

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Bank: DDP1

Run Date Apr 04, 2024

Cycle: ADDEP1

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<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
017624	04/05/24	P	Scott Baker	0000029458	125.81
		<i>Line Description:</i>	Field Training Officer		
			Field Training Officer		
017625	04/05/24	P	Slawek Luczkiewicz	0000021389	185.00
		<i>Line Description:</i>	Sherman Block SLI #2		
<b>TOTAL</b>					<b>\$8,544.79</b>

End of Report

Bank: DDP1  
Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
017605	04/01/24	P	Patrick Wessel	0000009042	806.23
<i>Line Description:</i> Qtrly Retiree Medical Payments					
Qtrly Retiree Medical Payments					
TOTAL					\$806.23

Report ID: CCM2001V

City of Costa Mesa Accounts Payable  
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Run Date Apr 04,2024  
Run Time 1:22:17 PMBank: DDP1  
Cycle: ADDEP1

Payment Ref	Cancel Date	Status	Remit To	Remit ID	Payment Date	Payment Amt
017217	4/4/2024	V	Eloisa Peralta	0000026154	03/01/24	(500.00)
<i>Line Description:</i> 4/4/24 ACH Return due to closed banking account. Void & Reissue with new banking info.						
017246	4/4/2024	V	Scott Baker	0000029458	03/01/24	(125.81)
<i>Line Description:</i> 4/4/24 ACH Return due to closed banking account. Void & Reissue with new banking info.						
017508	4/1/2024	V	Patrick Wessel	0000009042	03/29/24	(806.23)
<i>Line Description:</i> 4/1/24 Banking info was not changed from new to confirmed. void and reissue.						
<b>TOTAL</b>						<b>(\$1,432.04)</b>

Bank: CITY  
Cycle: AWKLY

Payment Ref	Cancel Date	Status	Remit To	Remit ID	Payment Date	Payment Amt
0244337	4/11/2024	V	Digital Magic Signs	0000012837	09/01/23	(1,051.93)
Line Description: 4/11/24 Void & Reissue - Vendor did not receive check/Check lost.						
TOTAL						(\$1,051.93)

407,115.83  
1,743.44  
(1,051.93)  
83,198.00  
491,005.34



City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247649	04/12/24	P	Builtall	0000030419	56,394.85
		Line Description: Proj 22-09 IT Offices Remodel Retention Proj 22-09			
0247650	04/12/24	P	Endemic Environmental Services Inc	0000021277	42,892.50
		Line Description: FVP WL Maint/Rehab 3/1-3/15/24 FVP WL Maint/Rehab 2/15-2/29/2 FVP WL Maint/Rehab 2/1-2/15/24			
0247651	04/12/24	P	Interfinish Corporation	0000014766	16,050.00
		Line Description: Carpet Replacement @ Balearic			
0247652	04/12/24	P	Lyons Security Service Inc	0000027168	28,547.52
		Line Description: Senior Center Srvs Mar 2024 24 Hour Lyons Securirty Lions Security Srvs Mar 2024 Security Srvs Rea Mar 2024 Security Srvs Wilson Mar 24			
0247653	04/12/24	P	The Intersect Group, LLC	0000030170	16,893.62
		Line Description: Temp Staff Alexis Weekend 3/8 Temp Staff Dustin Weekend 3/8 Temp Staff Dustin Weekend 3/14 Temp Staff Dustin Weekend 2/23 Temp Staff Alexis Weekend 3/14 Temp Staff Dustin Weekend 2/29 Temp Staff Alexis Weekend 2/29 Temp Staff Alexis Weekend 2/15 Temp Staff Alexis Weekend 2/9 Temp Staff Dustin Weekend 1/26 Temp Staff Dustin Weekend 2/15 Temp Staff Dustin Weekend 2/9			

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247654	04/12/24	P	Waymakers	0000027498	45,698.33
			Line Description: Juvenile Diversion 1/1-2/28/23		
0247655	04/12/24	P	4Leaf Inc	0000029711	1,079.59
			Line Description: Cnsltng Plan Check Svs Feb 24		
0247656	04/12/24	P	ARC	0000022726	33.08
			Line Description: Bid Sets for Adams Ave. Rehab/		
0247657	04/12/24	P	AT & T	0000001107	145.83
			Line Description: Lions Park Baseball Field		
			WSS Alarm		
			NCC Fire Alarm		
0247658	04/12/24	P	AT & T Mobility	0000001107	94.20
			Line Description: Comm Cell Phones 2/12-3/11/24		
0247659	04/12/24	P	Achdjian Real Estate Advisory	0000030549	2,550.00
			Line Description: Real Estate Svs Jan-Mar 24		
0247660	04/12/24	P	Albert Pacheco	0000030659	4,562.23
			Line Description: Claim Stimnt-DOL 8/21/23		
0247661	04/12/24	P	Amtex Manufacturing & Supply Company Inc	0000001038	540.00
			Line Description: Labor for Repairing of Bags		
0247662	04/12/24	P	Arrowhead Forensics	0000018661	646.44

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Supplies for CSI		
0247663	04/12/24	P	Bee Busters Inc	0000007572	110.00
			Line Description: Bee Swarm Abatement City Trees		
0247664	04/12/24	P	BrightView Landscape Services Inc	0000026055	3,661.77
			Line Description: Irrigation Repairs-March 24		
0247665	04/12/24	P	CALBO	0000001483	225.00
			Line Description: Ed Week CM-N Jacobo		
0247666	04/12/24	P	CBE	0000015149	38.60
			Line Description: COPIER MAINT 1/20-2/19/24 COPIER MAINT 2/5-3/4/24		
0247667	04/12/24	P	CHOC Foundation	0000030674	10,000.00
			Line Description: Sponsorship Donation		
0247668	04/12/24	P	Cabco Yellow Inc	0000028576	85.60
			Line Description: HOMELESS TRANSPORTATION HOMELESS TRANSPORTATION		
0247669	04/12/24	P	Cal Stripe Inc	0000029093	14,791.50
			Line Description: Traffic Mgmt Signing/Striping Traffic Mgmt Signing/Striping		
0247670	04/12/24	P	Chandlers Air Conditioning &	0000001640	436.75
			Line Description: Qrtly Maint-Property Equip Qrtly Maint-Jail Equipment		

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247671	04/12/24	P	Costa Mesa Auto Glass <i>Line Description:</i> 775-Window Tint	0000010001	248.60
0247672	04/12/24	P	Costa Mesa Lock & Key <i>Line Description:</i> Duplicate Key/Cabinet Key Duplicate Key Lock & Key Svs	0000001817	362.66
0247673	04/12/24	P	County of Orange <i>Line Description:</i> Teletype Svs-March 24	0000003486	1,129.32
0247674	04/12/24	P	Dell Computer Corp <i>Line Description:</i> 5-Webacam USB-C Adapter	0000001962	828.27
0247675	04/12/24	P	Digital Magic Signs <i>Line Description:</i> Graphic Svc-Unit #752,723,710 Graphic Svc-Unit #752,723,710	0000012837	1,051.93
0247676	04/12/24	P	Dynalec Corporation <i>Line Description:</i> PD Jail Inmate Phone System Re	0000030469	2,973.40
0247677	04/12/24	P	Eagle Print Dynamics <i>Line Description:</i> CMSC Staff Uniform Uniforms-CMSC	0000026736	963.46
0247678	04/12/24	P	Eduardo Iniestra <i>Line Description:</i> Three Hours DJ/Music for Sprin	0000029307	500.00

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247679	04/12/24	P	Entrust Janitorial LLC	0000030309	875.00
			Line Description: Janitorial Svcs @ 3190 Airport		
0247680	04/12/24	P	Galls LLC	0000002297	6,468.42
			Line Description: Patches-Shoulder & Cadet		
			Uniform-Dt T Scott		
			Uniform-DT K Moore		
			Uniform-OFC K Cndon		
			Safety Vest-OFC J Hernandez		
			Uniform-Lt M Bradbury		
			Staff Uniform		
			Staff Uniform		
			Uniform-DT J Lopez		
0247681	04/12/24	P	Game Truck	0000029273	525.00
			Line Description: Entertainment-Day Camp 4/10/24		
0247682	04/12/24	P	Grainger	0000002393	863.00
			Line Description: Hardware		
			Hardware		
			Shop Tool-Head Lamp		
0247683	04/12/24	P	Irvine Ranch Water District	0000005112	964.28
			Line Description: 308 University 3/7-4/5/24		
			258 Brentwood 3/8-4/5/24		
			261 Monte Vista 3/8-4/5/24		
			2603 Elden 3/6-4/4/24		
			106 Del Mar 3/7-4/5/24		
			170 Del Mar 3/6-4/4/24		
			Lindbergh Park Irr 3/8-4/5/24		
0247684	04/12/24	P	JC Motors	0000020143	2,371.36

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: For Warehouse Automotive Stock		
0247685	04/12/24	P	Kellys Pool Service	0000013443	270.00
			Line Description: Pool Services at DRC		
0247686	04/12/24	P	Kimball Midwest	0000006819	65.46
			Line Description: Supplies-Comm		
0247687	04/12/24	P	Knorr Systems Inc	0000005036	518.26
			Line Description: Carbon Dioxide Refill		
0247688	04/12/24	P	Law Offices of Meline Mkrтчhian	0000030660	11,630.00
			Line Description: Claim Stlmnt-DOL 6/12/23		
			Claim Stlmnt-DOL 6/12/23		
0247689	04/12/24	P	LineGear Fire & Rescue Equipment	0000026007	156.24
			Line Description: PPE AND FFE EQUIPMENT		
0247690	04/12/24	P	Loomis	0000019082	591.69
			Line Description: ARMORED CAR SERVICES Mar 24		
0247691	04/12/24	P	Los Angeles Times	0000003000	3,813.19
			Line Description: Legal Publications Mar 24		
			Fire Sta No. 1 Adv. CIP Proj		
0247692	04/12/24	P	Marisol Arteaga	0000030670	750.00
			Line Description: Refund Rec Dep 2008089.002		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247693	04/12/24	P	Melad & Associates	0000005068	6,603.82
			Line Description: Consulting Plan Check Srvs		
0247694	04/12/24	P	Michael Stewart	0000030664	3,800.00
			Line Description: Refund Permit ZA-23-005		
0247695	04/12/24	P	Monterey Property Management	0000030661	2,560.00
			Line Description: Claim Stimnt-DOL 7/16/23		
0247696	04/12/24	P	Moore Iacofano Goltsman Inc	0000016407	2,905.18
			Line Description: Master Plan Update 2/1-2/29/24		
0247697	04/12/24	P	Nashelly Salazar	0000030672	500.00
			Line Description: REfund Rec Dep 2008052.002		
0247698	04/12/24	P	Nathan Buxser	0000030673	115.30
			Line Description: Refund Permit BBRA-23-0012		
0247699	04/12/24	P	Norwood Management LLC	0000029243	13,261.00
			Line Description: Rent for April 2024		
0247700	04/12/24	P	Nutrien AG Solutions Inc	0000026392	5,513.78
			Line Description: Purchase of Chemicals		
0247701	04/12/24	P	O Neil Storage	0000018395	137.63
			Line Description: Offsite Records Storage		
0247702	04/12/24	P	Orange Coast Plumbing Inc	0000009431	5,985.00

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Citywide Plumbing Service Citywide Plumbing Service Citywide Plumbing Service		
0247703	04/12/24	P	Orange County Dept of Education	0000000442	500.00
			Line Description: Refund Rec Dep 2008090.002		
0247704	04/12/24	P	Orange County Hose Company	0000003441	593.75
			Line Description: Red Rubber Water Hose Punch Lo		
0247705	04/12/24	P	Orange County Treasurer Tax Collector	0000003489	13,704.61
			Line Description: Parking Citation Feb 2024		
0247706	04/12/24	P	Pacific Medical Waste	0000029793	186.54
			Line Description: Biohazard Disp Mar 2024		
0247707	04/12/24	P	Priority Landscape Services LLC	0000026592	3,120.00
			Line Description: Landscape Maint FVP Feb 2024		
0247708	04/12/24	P	RWB Party Props Inc	0000030059	811.20
			Line Description: Party Props Rental for Animal		
0247709	04/12/24	P	Rosa Villalobos	0000030671	500.00
			Line Description: Refund Rec Dep 2008053.002		
0247710	04/12/24	P	SVT Fleet Solutions	0000030535	6,992.91
			Line Description: 526 Broken Suspension 528 Water Pump 525 Brakes		



Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Stock-Hose		
0247711	04/12/24	P	Santa Ana College	0000003752	4,416.00
			Line Description: Post Training Post Training		
0247712	04/12/24	P	Sean Simon	0000029869	90.00
			Line Description: Basketball Referee		
0247713	04/12/24	P	Share Our Selves	0000004002	500.00
			Line Description: Refund Rec Dep 2008051.002		
0247714	04/12/24	P	Shaw HR Consulting Inc	0000021706	680.00
			Line Description: Reasonable Accomodation Reasonalbe Accamadation		
0247715	04/12/24	P	South Coast Emergency Vehicle Services	0000003643	1,582.59
			Line Description: Stock-911 Jump Seat Cushion		
0247716	04/12/24	P	Southern California Edison Company	0000004088	5,068.50
			Line Description: NCC 2/28-3/27/24 1952 Newport 2/27-3/26/24 Davis Field 2/28-3/27/24 348 E 17th 2/26-3/25/24 Sr Ctr 2/28-3/27/24 2948 Bristol Ped 2/14-3/14/24 360 W Wilson 2/28-3/27/24 3351 Sakioka 2/26-3/25/24 3349 Sakioka 2/26-3/25/24		
0247717	04/12/24	P	Southern California Gas Company	0000004092	824.93

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: FS2 2/22-3/22/24 FS1 2/23-3/25/24 BCC 2/23-3/25/24 FS6 2/27-3/27/24		
0247718	04/12/24	P	Staples Advantage	0000024532	5,656.13
			Line Description: Supplies-Building Supplies-PS Admin Supplies-Planning Supplies-City Clerk Supplies-Engineering Supplies-Finance Supplies-Fire Supplies-IT Supplies-HR Supplies-Balearic Parks Supplies-Police Records Supplies-Parks Balearic		
0247719	04/12/24	P	T-Mobile USA	0000021384	150.00
			Line Description: Phone Record Retrieval Phone Record Retrieval Investi		
0247720	04/12/24	P	The Counseling Team International	0000026352	1,120.00
			Line Description: Counseling Srvs Jan 2024		
0247721	04/12/24	P	Time Warner Cable	0000011202	493.83
			Line Description: Cable Service-City Hall Cable Box Upgrade for 2nd FI Cable Services-City Hall 2310 Placentia A Internet/Cabl HVAC Alarm-Library		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247722	04/12/24	P	Trang Doan	0000030669	65.00
		Line Description:	Rfnd Class Canceled 2008049.002		
0247723	04/12/24	P	Twist and Shout Events Inc.	0000030371	705.00
		Line Description:	3 hours of Balloon Twisting &		
0247724	04/12/24	P	Uline	0000010970	1,318.64
		Line Description:	Supplies for Property		
0247725	04/12/24	P	UniFirst Holdings Inc	0000030616	280.64
		Line Description:	CLEANING SERVICE CLEANING SERVICE CLEANING SERVICE CLEANING SERVICE		
0247726	04/12/24	P	United Industries	0000010867	172.29
		Line Description:	Safety Items @ Warehouse		
0247727	04/12/24	P	United Rentals Northwest Inc	0000010121	861.75
		Line Description:	Concrete & Mixer Concrete & Mixer		
0247728	04/12/24	P	Verizon Wireless	0000008717	9,974.13
		Line Description:	PD Cell Phones 2/16-3/15/24 WIRELESS PHONE 2/18-3/17/24 WIRELESS PHONE Public Works Cell & Hotspot Charges WIRELESS PHONE 2/18-3/17/24		
0247729	04/12/24	P	Verizon Wireless	0000008717	1,795.89

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Next Gen Broadbad Through 2/29		
0247730	04/12/24	P	Vortex Industries Inc	0000004437	2,397.05
			Line Description: Rolling Doors PM-FS#1 Preventative Maintenance & Rep		
0247731	04/12/24	P	Vulcan Materials Company	0000007403	210.20
			Line Description: Asphalt Sidewalk Pothole Ramps		
0247732	04/12/24	P	Ware Disposal Inc	0000000255	10,119.28
			Line Description: Bulky Item Pick-Up Mar 2024 CMBS Waste Srvs		
0247733	04/12/24	P	West Coast Arborists Inc	0000004498	6,935.00
			Line Description: Tree Maint 3/1-3/15/24		
0247734	04/12/24	P	Williams Data Management	0000018803	511.31
			Line Description: DATA STORAGE March 2024		
TOTAL					\$407,115.83

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: CITY  
Cycle: APAY

Payment Ref	Date	Status	Remit To	Remit ID		Payment Amt
0247735	04/12/24	P	Amanda Kim	0000030668		553.85
			Line Description: Payroll Deduction 24-08			
0247736	04/12/24	P	CalPERS Long-Term Care Program	0000006287		85.42
			Line Description: Payroll Deduction 24-08			
0247737	04/12/24	P	Pamela Lilly	0000025324		750.00
			Line Description: Payroll Deduction 24-08			
0247738	04/12/24	P	State of California	0000001546		354.17
			Line Description: Payroll Deduction 24-08			
TOTAL						\$1,743.44

City of Costa Mesa Accounts Payable  
**SUMMARY CHECK REGISTER**

Bank: DDP1  
Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
017626	04/12/24	P	CHC: Creating Healthier Communities	0000008015	10.00
			Line Description: Payroll Deduction 24-08		
017627	04/12/24	P	Complex Appellate Litigation Group LLP	0000030056	31,819.95
			Line Description: LEGAL SVS-Ohio House vs CM		
017628	04/12/24	P	Costa Mesa Employees Association	0000006284	4,227.01
			Line Description: Payroll Deduction 24-08		
017629	04/12/24	P	Costa Mesa Executive Club	0000006286	140.00
			Line Description: Payroll Deduction 24-08		
017630	04/12/24	P	Costa Mesa Firefighters Association	0000001812	8,227.39
			Line Description: Payroll Deduction 24-08		
017631	04/12/24	P	Costa Mesa Police Association	0000001819	7,080.00
			Line Description: Payroll Deduction 24-08		
017632	04/12/24	P	Costa Mesa Police Management Assn	0000005082	315.00
			Line Description: Payroll Deduction 24-08		
017633	04/12/24	P	Eloisa Peralta	0000026154	407.00
			Line Description: ICI Child Abuse-San Diego		
017634	04/12/24	P	Jones Mayer	0000014653	30,931.65
			Line Description: 121522-Leaman, Carrin		
			121520-High Seas Writ		
			121516-Becker, Noreen		
			121533-Peper, Aidia		

Bank: DDP1  
Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: 121534-Schaefer 121535-Tippett 121523-Lehman/Freeman 121526-Munoz, Armando 121530-Noble, Jeffery 121531-Olive, Nicolas 121532-Oshiro, Maxine 121519-Garten, Jessica 121521-Hurtado, Landon 121525-Moyer, Danielle 121528-Nasiri, Soheila 121529-Niles, Michelle 121527-Murtaugh, Leslie 121517-Carrera, Francisco 121515-440 Fair Dr/1179 NP 121518-D'Alessio Investment		
017635	04/12/24	P	Nicholas Harbert	0000030655	40.00
			Line Description: Interview & Interrogation		
TOTAL					\$83,198.00

Bank: DDP1  
Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
017636	04/19/24	P	Travel Costa Mesa	0000024750	243,645.42
Line Description: BIA Receipts Mar 2024					
TOTAL					\$243,645.42

243,645.42  
566,678.03  
(300.00)  
810,023.45



Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247739	04/19/24	P	Admin Sure Inc	0000021568	17,139.00
			Line Description: Works Comp Admin April 24		
0247740	04/19/24	P	Benefit Coordinators Corp	0000029594	41,292.20
			Line Description: VSP Ins Prem		
			Delta Dental Ins Prem		
0247741	04/19/24	P	CDCE Inc	0000019481	28,808.38
			Line Description: SALES TAX (7.75%)		
			SHIPPING		
			IB3R1 ROUTER WITH WIFI		
0247742	04/19/24	P	CPS HR Consulting	0000001791	21,000.00
			Line Description: Executive Recruitment-ESM		
			Executive Recruitment-ESM		
			Executive Recruitment-ESM		
0247743	04/19/24	P	Ford Fleet Care	0000026262	17,076.51
			Line Description: Parts-March 24		
			Repairs-March 2024		
0247744	04/19/24	P	Galls LLC	0000002297	18,134.74
			Line Description: Credit-Uniform		
			Code Enforcement Uniform		
			Uniform-OFC R Novikoff		
			Duty Gear		
			Safety Vest-Cadet S Rose (Part		
			Uniform-OFC I Gallardo		
0247745	04/19/24	P	Keyser Marston Associates Inc	0000002824	20,130.00
			Line Description: Inclusionary Housing		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247746	04/19/24	P	LINA	0000015623	33,633.24
		<i>Line Description:</i> LTD Ins Prem Apr 24 Retiree Life Ins Prem Apr 24 Active Life/AD&D Ins Prem Apr NYL Admin Fees Mar 2024 Voluntary Life Ins Prem Apr 24			
0247747	04/19/24	P	Merrimac Energy Group	0000021566	17,227.54
		<i>Line Description:</i> Diesel Fuel- FS6 Diesel Fuel- FS 1 Diesel Fuel- FS 2 Diesel Fuel-FS 5 Diesel Fuel Corp Yard			
0247748	04/19/24	P	Pinnacle Petroleum, Inc	0000029315	39,249.32
		<i>Line Description:</i> Unleaded Fuel-Corp Yard			
0247749	04/19/24	P	Santa Margarita Ford	0000022708	95,356.32
		<i>Line Description:</i> Sales Tax 7.75% Replacement Vehicle Unit #195 Document/Tire Fee			
0247750	04/19/24	P	Southern California Edison Company	0000004088	19,821.53
		<i>Line Description:</i> 745 W 19th 3/5-4/3/24 1990 Placentia 3/6-4/4/24 980 Arlington 3/4-4/2/24 702 1/2 Victoria 2/29-3/31/24 702 Victoria 2/29-3/31/24 1860 Anaheim 2/29-3/31/24 Signals 2/6-4/3/24			

Report ID: CCM2001

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

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Run Date Apr 22,2024

Run Time 9:14:07 AM

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247751	04/19/24	P	4Leaf Inc	0000029711	183.60
			Line Description: Plan Review Feb 24		
0247752	04/19/24	P	AJ Portables Inc	0000029728	650.00
			Line Description: Earth Day-Portable Restrooms		
0247753	04/19/24	P	Agriserve Pest Control Inc	0000025268	1,675.00
			Line Description: Fruit Suppression		
0247754	04/19/24	P	Beau Hossler	0000029714	90.00
			Line Description: Basketball Referee		
0247755	04/19/24	P	Bee Busters Inc	0000007572	220.00
			Line Description: Bee Removal-Corp Yard		
			Bee Colony Abatement-City Park		
0247756	04/19/24	P	Bound Tree Medical LLC	0000011695	14,864.95
			Line Description: EMS Supplies		
			EMS Supplies		
			EMS Supplies		
			EMS Supplies		
0247757	04/19/24	P	Bracken's Kitchen Inc	0000029468	14,015.63
			Line Description: CMBS Meal Svc 3/25-4/7/24		
0247758	04/19/24	P	Bureau Veritas North America Inc	0000016616	573.32
			Line Description: CM Fire Plan Review		
0247759	04/19/24	P	CAPF	0000004755	2,419.00

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Firefighters LTD Apr 24		
0247760	04/19/24	P	CBE	0000015149	1,372.81
			Line Description: COPIER MAINT 3/5-4/4/24 COPIER MAINT 1/5-2/4/24 COPIER MAINT 2/20-3/19/24 COPIER MAINT3/5-4/4/24 COPIER MAINT 3/5-4/4/24 COPIER MAINT 3/5-4/4/24 COPIER MAINT 3/5-4/4/24 COPIER MAINT 3/5-4/4/24 COPIER MAINT 3/5-4/4/24 COPIER MAINT 3/5-4/4/24 COPIER MAINT 3/5-4/4/24 COPIER MAINT 3/5-4/4/24		
0247761	04/19/24	P	CLEA	0000004754	3,776.00
			Line Description: Police Officers LTD Apr 24		
0247762	04/19/24	P	CSG Consultants Inc	0000001887	96.48
			Line Description: Fire Plan Review Svs Feb 24		
0247763	04/19/24	P	Cal Stripe Inc	0000029093	3,650.00
			Line Description: Citywide Bicycly Routes		
0247764	04/19/24	P	Canon Financial Services Inc	0000023241	1,656.78
			Line Description: COPIER LEASE 3/20-4/19/24		
0247765	04/19/24	P	Cart Mart Inc	0000026134	11,178.16
			Line Description: Sales Tax 7.75% Replacement Batteries for Golf		

Report ID: CCM2001

City of Costa Mesa Accounts Payable

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## SUMMARY CHECK REGISTER

Run Date Apr 22,2024

Bank: CITY

Run Time 9:14:07 AM

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247766	04/19/24	P	CityGreen Consulting, LLC	0000030471	3,160.00
			Line Description: Solid Waste/Recycle Svs March		
0247767	04/19/24	P	Connell Chevrolet	0000001763	114.04
			Line Description: 502-Check Engine Service		
0247768	04/19/24	P	Continental Interpreting Services Inc	0000024355	1,300.00
			Line Description: 2 Sp Interpreters-Council Mtg		
0247769	04/19/24	P	Costa Mesa Sanitary District	0000001821	4,872.15
			Line Description: Permit-Lions Park Cafe Bldg		
0247770	04/19/24	P	DLT Solutions LLC	0000007986	4,847.65
			Line Description: AutoDesk Sub Renewal-2 of 2		
0247771	04/19/24	P	Dell Marketing LP	0000001963	11,820.21
			Line Description: Environmental Disposal Fee		
			Dell Laptop		
			UltrSharp USB HUB Monitor		
			UltraSharp Monitors		
			Sales Tax 7.75%		
			Dock WD22TB4		
			Environmental Fee		
			Sales Tax 7.75%		
0247772	04/19/24	P	Dennis Grubb & Assoc. Willdan Engr. Co	0000030346	1,417.88
			Line Description: Plan Check Svs March 24		
			Plan Check Svs Feb 24		

## SUMMARY CHECK REGISTER

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247773	04/19/24	P	Digital Magic Signs	0000012837	965.18
			Line Description: Graphics-714/71 5		
0247774	04/19/24	P	Dispensing Technology Corporation	0000002008	1,236.29
			Line Description: Cold Patch-Potholes		
0247775	04/19/24	P	Eagle Print Dynamics	0000026736	877.77
			Line Description: CMO Uniforms Polos		
0247776	04/19/24	P	Ecolab Pest Elimination	0000024420	1,364.69
			Line Description: Monthly Pest Control		
0247777	04/19/24	P	Eduardo Iniestra	0000029307	500.00
			Line Description: Earth Day-DJ Service		
0247778	04/19/24	P	Entenmann Rovin Company	0000002130	1,344.32
			Line Description: Shipping Fees		
			Sales Tax 7.75%		
			Package Insurance		
			Packing & Handling Fees		
			1344 TT Dome Badge for Chief o		
			Tooling Fee for City Seal on C		
			Award Badges		
0247779	04/19/24	P	Everbridge Inc	0000026884	1,500.00
			Line Description: NIXLE ENGAGE - SUBSCRIPTION		
0247780	04/19/24	P	Fuel Pros Inc	0000026476	750.00
			Line Description: Monthly DO Inspection- Crp Yrd		
			Monthly DO Inspection-FS2		

Report ID: CCM2001

City of Costa Mesa Accounts Payable

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## SUMMARY CHECK REGISTER

Run Date Apr 22,2024

Bank: CITY

Run Time 9:14:07 AM

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Monthly DO Inspection-FS6		
0247781	04/19/24	P	G & W Towing	0000002289	117.00
			Line Description: 777-Tow Service		
0247782	04/19/24	P	GPA Consulting	0000029928	364.78
			Line Description: 208Magnolia (Mills Act-Histori		
0247783	04/19/24	P	Grainger	0000002393	1,964.53
			Line Description: Stock-Compound Gage Hardware For Warehouse Floor Stock Hardware		
0247784	04/19/24	P	Hirsch Pipe & Supply Company Inc	0000026475	114.74
			Line Description: Plumbing Supplies on an as-nee Plumbing Supplies on an as-nee		
0247785	04/19/24	P	Integrated Impressions	0000003403	6,350.43
			Line Description: Promotional Items Promotional Items Strategic Planning Retreat		
0247786	04/19/24	P	James Snordan	0000029974	90.00
			Line Description: Basketball Referee		
0247787	04/19/24	P	Jeffrey Brian Abbit	0000029375	500.00
			Line Description: Magician-SpringFest-3/30/24		

Report ID: CCM2001

City of Costa Mesa Accounts Payable

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## SUMMARY CHECK REGISTER

Run Date Apr 22,2024

Bank: CITY

Run Time 9:14:07 AM

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247788	04/19/24	P	Johnson Controls Fire Protection LP	0000026089	7,676.62
		<i>Line Description:</i>	PD-Sprinkler/Fire/Alarm Svs PD-Alarm Svc Fire Alarm Upgrade Phase 2		
0247789	04/19/24	P	Kamila Kowalke	0000030679	300.00
		<i>Line Description:</i>	Utility Box Art Prog Stipend		
0247790	04/19/24	P	Knorr Systems Inc	0000005036	519.26
		<i>Line Description:</i>	Carbon Dioxide Refill		
0247791	04/19/24	P	Liebert Cassidy Whitmore	0000002960	4,830.00
		<i>Line Description:</i>	LEGAL SERVICES - HR		
0247792	04/19/24	P	Los Angeles Times	0000003000	1,286.81
		<i>Line Description:</i>	Legal Advertising		
0247793	04/19/24	P	MK Electric Inc	0000029674	1,150.00
		<i>Line Description:</i>	New Wiring Installation @ Fair		
0247794	04/19/24	P	Melad & Associates	0000005068	1,050.00
		<i>Line Description:</i>	Plan Check Svs		
0247795	04/19/24	P	MetLife Legal Plans Inc	0000014707	4,351.50
		<i>Line Description:</i>	MetLife Legal April 2024		
0247796	04/19/24	P	Office Depot	0000003394	14,859.39
		<i>Line Description:</i>	Supplies-CEO Comms&Marketing Credit		



Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
<i>Line Description:</i>					
Supplies-Maint					
Supplies-Finance					
Supplies-PS Admin					
Supplies-Planning					
Supplies-Admin Srvs					
Supplies-Fire Admin					
Supplies-Police CSI					
Supplies-Engineering					
Supplies-Finance Ops					
Supplies-Police Jail					
Supplies-Telecom Ops					
Supplies-City Manager					
Supplies-Police Admin					
Supplies-Finance Admin					
Supplies-Police Records					
Supplies-Police Property					
Supplies-Police Training					
Supplies-Training/Recrmt					
Supplies-Admin Recreation					
Supplies-Code Enforcement					
Supplies-Finance Treasury					
Supplies-Police Field Ops					
Supplies-Police Admin/PSU/CR					
Supplies-Police Animal Cntrl					
Supplies-Police Investigation					
Supplies-CEO-Comms & Marketing					
Supplies-Police Animal Control					
Supplies-Police Field Ops/Patr					
Supplies-Police Investigations					
Supplies-Police					
Supplies-City Clerk					
Supplies-Engineering					
Supplies-Finance Ops					
Supplies-Fire&Rescue					
Supplies-Telecom Ops					
Supplies-Telecom/Ops					
Supplies-City Manager					
Supplies-Police Admin					

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> Supplies-Police Field Supplies-Finance Admin Supplies-Police Animal Supplies-Police Invest Supplies-Senior Center Supplies-Police Investi Supplies-Police Records Supplies-Public Services		
0247797	04/19/24	P	Permit Management Solutions	0000024925	858.00
			<i>Line Description:</i> Counseling Staff Srvs		
0247798	04/19/24	P	Proactive Engineering Consultants Inc	0000028916	6,298.75
			<i>Line Description:</i> Westside Storm Drain Improv		
0247799	04/19/24	P	Promotional Design Concepts Inc	0000018373	826.88
			<i>Line Description:</i> Earth Day-Inflatable Globe		
0247800	04/19/24	P	Pyxis Water Systems Inc	0000015837	2,500.00
			<i>Line Description:</i> Tewinkle Lakes Maint Feb 2024		
0247801	04/19/24	P	Raymond Handling Solutions Inc	0000017422	103.00
			<i>Line Description:</i> WHSE Forklift- Bi Annual Maint		
0247802	04/19/24	P	Shaw HR Consulting Inc	0000021706	320.00
			<i>Line Description:</i> Reasonable Accomodation		
0247803	04/19/24	P	South Coast Emergency Vehicle Services	0000003643	20.92
			<i>Line Description:</i> Stock-Door Switch		

## SUMMARY CHECK REGISTER

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247804	04/19/24	P	Sparkletts	0000015725	129.39
			Line Description: Water Delivery Svcs - Fire		
0247805	04/19/24	P	Spectrum Gas Products	0000012653	778.95
			Line Description: Oxygen Medical		
			Medical Lg Cyl Rent		
			Medical Lg Cyl Rent		
			Medical Lg Cyl Rent		
			Cyl Rentals Lg & Sm		
			Medical Lg Cyl Rent		
			Medical Lg Cyl Rent		
			Service Call and Supplies		
			Oxygen Medical		
0247806	04/19/24	P	The Intersect Group, LLC	0000030170	2,574.96
			Line Description: Temp Staff Alexis Weekend 3/21		
			Temp Staff Dustin Weekend 3/22		
0247807	04/19/24	P	The Lincoln National Life Insurance Co	0000030039	12,994.74
			Line Description: Accient Ins Apr 2024		
			Critical Illness Apr 2024		
0247808	04/19/24	P	The Lincoln National Life Insurance Co	0000030039	14,515.20
			Line Description: STD Ins Prem Apr 24		
0247809	04/19/24	P	Time Warner Cable	0000011202	898.94
			Line Description: Internet Svs-Fire Sta#4		
			CMBS Internet Svs		
			CMBS Cable Svs		
			Communication Fiber Svs		

Report ID: CCM2001

City of Costa Mesa Accounts Payable

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## SUMMARY CHECK REGISTER

Run Date Apr 22,2024

Bank: CITY

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Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247810	04/19/24	P	Tropical Acai & Juicery	0000029628	3,633.00
			Line Description: Earth Day-Refreshment		
0247811	04/19/24	P	US Bank	0000002228	5,834.26
			Line Description: Payroll Deduction 24-07		
0247812	04/19/24	P	USCutter Inc	0000029762	738.72
			Line Description: Materials Needed for City Sign		
0247813	04/19/24	P	UniFirst Holdings Inc	0000030616	70.16
			Line Description: CLEANING SERVICE		
0247814	04/19/24	P	Verizon Wireless	0000008717	5,012.09
			Line Description: FIRE IPADS		
			WIRELESS PHONE-Fire Cellphones		
			WIRELESS PHONE		
0247815	04/19/24	P	Wallop Water USA LLC	0000030376	1,184.32
			Line Description: LABOR		
			SHIPPING		
			DAMAGE WAIVER		
			WATER STATION		
			SALES TAX (7.75%)		
0247816	04/19/24	P	weCompost2	0000030680	500.00
			Line Description: Earth Day Compost Demonstratn		
TOTAL					\$566,678.03

Bank: CITY  
Cycle: AWKLY

<u>Payment Ref</u>	<u>Cancel Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Date</u>	<u>Payment Amt</u>
0246828	4/18/2024	V	Jacqueline Morales	0000030550	02/23/24	(300.00)
<i>Line Description:</i> This should be Costa Mesa Community Foundation check, issued from City account.						
TOTAL						(\$300.00)

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247881	04/26/24	O	Galls LLC <i>Line Description: Overflow</i>	0000002297	0.00
0247948	04/26/24	O	Time Warner Cable <i>Line Description: Overflow</i>	0000011202	0.00
TOTAL					0.00

180,686.51  
(580.16)  
(500.00)  
1,719,703.58  
1,616.72  
(100.10)  
(388.05)  
(67.36)  
(4,500.00)  
(2,387.20)  
(2,894.00)  
(12,175.00)  
(129.35)  
(1,272.50)  
(6,753.84)  
(300.00)  
(4,499.97)  
1,865,459.28

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247817	04/26/24	P	BrightView Landscape Services Inc	0000026055	223,017.12
		Line Description:	CW Landscape Maint Svs-Mar 24 Replace BF-895 1/2 Victoria St Add Drains-Ampitheater-TeWinkl Replace Damaged BF-Hamilton Ga		
0247818	04/26/24	P	CDW Government Inc	0000005402	40,802.40
		Line Description:	DROPBOX RENEWAL NETMOTION COMPLETE CONVERSION		
0247819	04/26/24	P	Data Ticket Inc	0000010929	15,511.96
		Line Description:	Shipping-Replacement Equip Parking Citation Proces Nov 23 Parking Citation Proces Feb 24 Parking Citation Proces-Jan 24		
0247820	04/26/24	P	Executive Facilities Services Inc	0000029510	48,379.31
		Line Description:	Janitorial Svcs - Bridge Shelt Janitorial Svcs - Corp Yard (n Janitorial Svcs - City Hall Janitorial Svcs - Balearic Janitorial Svcs - FS#1-6 Janitorial Svcs - NHCC Janitorial Svcs - DRC Janitorial Svcs - PD Janitorial Svcs - Corp Yard (o Janitorial Svcs - All Park Loc Janitorial Svcs - Senior Cente Janitorial Svcs - Police Sub-S Janitorial Svcs - PD Communica		
0247821	04/26/24	P	FALCK MOBILE HEALTH CORP.	0000019807	191,825.50
		Line Description:	Ambulance Svc 3/1-3/15/24 Ambulance Svc 3/16-3/31/24		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247822	04/26/24	P	Fenagh, Inc	0000030418	23,500.00
		Line Description:	Geotech Engineering Svc Geotech Engineering Svc Geotech Engineering Svcs		
0247823	04/26/24	P	Insight Public Sector Inc	0000029706	102,300.00
		Line Description:	Extended Data Per Camera Flock Group Falcon Infrastruct		
0247824	04/26/24	P	Knack Training	0000030589	20,400.00
		Line Description:	MICROSOFT TRAINING		
0247825	04/26/24	P	LeadsOnline LLC	0000030588	17,155.00
		Line Description:	CellHawk Tier 3 Service Packag		
0247826	04/26/24	P	Mercy House	0000003138	266,028.13
		Line Description:	MH CMBS Ops Feb 2024		
0247827	04/26/24	P	Mesa Verde Partners	0000006080	21,528.45
		Line Description:	CIP Irrigation Pump Motor		
0247828	04/26/24	P	Orange County Treasurer Tax Collector	0000003489	16,430.31
		Line Description:	Parking Citation Mar 2024		
0247829	04/26/24	P	Peregrine Technologies Inc	0000030656	105,000.00
		Line Description:	Public Safety Management Platf		
0247830	04/26/24	P	Priceless Pet Rescue	0000026000	33,000.00



Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Animal Shelter Adopt Mar 2024		
0247831	04/26/24	P	SCA of CA, LLC	0000029971	128,592.87
			Line Description: Bi-Weekly Oressyre Washing Citywide Pressure Washing Pressure Washing Newport Blvd Street Sweeping Residential Co		
0247832	04/26/24	P	SHI International Corp	0000016007	36,686.08
			Line Description: SALES TAX (7.75%) SHIPPING VERKADA CAMERA SWITCHES		
0247833	04/26/24	P	Santa Margarita Ford	0000022708	93,661.95
			Line Description: Doc, Tire, Electronic License 2024 Ford Maverick Sales Tax 7.75% Sales Tax 7.75% Doc, Tire, Electronic License 2024 Ford Maverick Sales Tax 7.75% Doc, Tire, Electronic License 2024 Ford Maverick		
0247834	04/26/24	P	3SI Security Systems Inc	0000025001	2,933.30
			Line Description: Shipping Fee Sales Tax 7.75% 12 month tracking service per Trackers - ESO Soft Case Trackers - ESO Hard Case		
0247835	04/26/24	P	AGA Engineers Inc	0000028838	560.00
			Line Description: Traffic Signal Baker/Babb-Feb		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247836	04/26/24	P	AT & T	0000001107	84.89
		Line Description: Internet-Fleet			
0247837	04/26/24	P	AT & T	0000001107	166.15
		Line Description: 911 Cama Trunks 4/14-5/13/2			
0247838	04/26/24	P	AT & T	0000001107	5,759.85
		Line Description: Local Usage			
		Smallwood Park			
		2310 Placentia Irrigation			
		800 Mhz Radio Link			
		Fire Sta#1 Fire Alarm System			
		DSL Line for Traffic Operation			
		IT Computer Room			
		Senior Center Fire Alarm Syste			
		Lions Park			
		Senior Center Elevator			
		DRC Alarm			
		Senior Center Fire Alarm Syste			
		Cool Line for PD			
		TeWinkle Park			
		Balearic Center Fax			
		PD Emergency Line			
		DID Trunk Line			
		Wakeham Park			
		Estancia Park			
		Outgoing Trunk Line			
0247839	04/26/24	P	AVNI Enterprises Inc	0000030676	633.18
		Line Description: Stock-Gas Shock/Lamp Assembly			
		Fire			
0247840	04/26/24	P	Aaron Baggaley	0000030700	4,500.00

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Refund Permit EENC-23-0104		
0247841	04/26/24	P	Active Network	0000023845	8,054.24
			Line Description: DATA CARDS ACTIVENET CONNECT ACTIVENET CONNECT DATA CARDS ACTIVENET CONNECT DATA CARDS		
0247842	04/26/24	P	Allied Restoration Services, Inc	0000029481	8,832.00
			Line Description: Duct Cleaning @ FS#3		
0247843	04/26/24	P	Angel Auto Spa LLC	0000027465	2,874.72
			Line Description: City Car Washes March 24 CMPD Car Washes March 24		
0247844	04/26/24	P	Anthem Blue Cross	0000022645	2,446.91
			Line Description: Refund Ambulance Fee		
0247845	04/26/24	P	Apogee Design Group	0000030701	1,000.00
			Line Description: Refund Permit EENC-23-0127		
0247846	04/26/24	P	Artesia Sawdust Products	0000019004	1,964.78
			Line Description: Playground Chips		
0247847	04/26/24	P	Awards & Trophies Co	0000029069	1,616.25
			Line Description: Retirement Tiles		
0247848	04/26/24	P	Beau Hossler	0000029714	90.00
			Line Description: Basketball Referr-4/17/24		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247849	04/26/24	P	Biesty Garretty & Wagner	0000029459	119.27
			Line Description: Refund Subpoena Dep		
0247850	04/26/24	P	Blue Cosmo	0000026920	684.92
			Line Description: Satellite Phone Svs April 24		
0247851	04/26/24	P	Blue Cross	0000005329	784.23
			Line Description: Refund Ambulance Fee		
			Refund Ambulance Fee		
0247852	04/26/24	P	Brad Dougherty	0000030685	3,000.00
			Line Description: Refund Permit PS22-00076		
0247853	04/26/24	P	Bureau Veritas North America Inc	0000016616	1,298.00
			Line Description: Consulting Plan Check		
0247854	04/26/24	P	CBE	0000015149	385.54
			Line Description: COPIER MAINT 3/5-4/4/24		
			Copier Maint 10/20-11/19/23		
			Copier Maint 11/20-12/19/23		
			Copier Maint 12/20/23-1/19/24		
0247855	04/26/24	P	CSG Consultants Inc	0000001887	1,568.00
			Line Description: Bldg Plan Review Svs Mar 24		
0247856	04/26/24	P	CZ & R LLP	0000025441	872.93
			Line Description: Refund Ambulance Fee		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247857	04/26/24	P	CalOptima	0000027839	638.40
			Line Description: Refund Ambulance Fee Refund Ambulance Fee		
0247858	04/26/24	P	California Forensic Phlebotomy Inc	0000001500	4,385.98
			Line Description: Blood Draw Svc March 24		
0247859	04/26/24	P	Canon Financial Services Inc	0000023241	3,593.92
			Line Description: Copier Lease 4/20-5/19/24 COPIER LEASE 3/20-4/19/24 COPIER LEASE 2/20-3/19/24 CA Electronic Waste/Doc Fee Late Fee		
0247860	04/26/24	P	Cascade Development Company LLC	0000029417	4,500.00
			Line Description: Refund Permit PS22-01489 Refund Permit PS22-01489		
0247861	04/26/24	P	Casey Vo	0000029580	429.78
			Line Description: Refund Ambulance Fee		
0247862	04/26/24	P	Cintas Corporation #640	0000023262	138.11
			Line Description: KITCHEN CLEANING SUPPLIES		
0247863	04/26/24	P	City Net	0000029222	1,199.20
			Line Description: After Hours Outreach Srvs Feb		
0247864	04/26/24	P	CoStar Realty Information Inc	0000024413	600.00
			Line Description: License Agreement		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247865	04/26/24	P	Control Air Enterprises	0000027250	1,947.15
			Line Description: Refund Ambulance Fee		
0247866	04/26/24	P	CoreLogic Information Solutions Inc	0000004774	6.36
			Line Description: Property Related Data & Report		
0247867	04/26/24	P	Costa Mesa Lock & Key	0000001817	470.60
			Line Description: Lock and Key Svc		
			Lock and Key Svc		
			Duplicate Keys		
0247868	04/26/24	P	County of Orange	0000003486	5,171.32
			Line Description: Teletype Svs-April 24		
			AFIS Fees April 24		
0247869	04/26/24	P	Dennis Gleason	0000027452	142.22
			Line Description: Refund Ambulance Fee		
0247870	04/26/24	P	Dennis Holland	0000030703	3,500.00
			Line Description: Refund Permit PS22-00141		
0247871	04/26/24	P	Department of Health Care Services	0000022609	22.36
			Line Description: Refund Ambulance Fee		
0247872	04/26/24	P	Dixon Resources Unlimited	0000027441	805.00
			Line Description: Res Permit Prkng Oncall March		
0247873	04/26/24	P	ECKERSALL LLC	0000025412	2,185.00
			Line Description: Sr GIS Analyst March 24		

Bank: CITY  
Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0247874	04/26/24	P	Embed Digital	0000030082	490.00
			<i>Line Description:</i> Digital Menu Graphic Design @		
0247875	04/26/24	P	Endemic Environmental Services Inc	0000021277	12,175.00
			<i>Line Description:</i> FVP Wetlands Maint 10/15-10/31		
			FVP Wetlands Maint 10/15-10/31		
0247876	04/26/24	P	Everett Dorey LLP	0000026882	2,385.00
			<i>Line Description:</i> General Matter Svs		
0247877	04/26/24	P	Fed Ex	0000002190	30.32
			<i>Line Description:</i> Ground Shipping		
0247878	04/26/24	P	Forensic Nurse Specialists Inc	0000014039	3,600.00
			<i>Line Description:</i> Victim Physicals		
			Victim Physicals		
0247879	04/26/24	P	GMS Elevator Services	0000028704	716.66
			<i>Line Description:</i> Elevator Maintenance & Repair		
0247880	04/26/24	P	Galls LLC	0000002297	10,763.02
			<i>Line Description:</i> Uniform-Records Tech K Lopez		
			Safety Vest-OFC A Melendez		
			Uniform- Custody OFC T George		
			Uniform-Records Tech J Corlett		
			Uniform-Comm OFC Cortez (Monto		
			Uniform- Sr Records Tech J Cor		
			Uniform-Cpt J Chamness		
			Uniform-Sgt J Chartier		
			Uniform-Records Tech S Pizano		
			Uniform-Custody OFC C Gonzalez		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Uniform-Jones Uniform-Cadet N Ramirez Uniform-OFC P Garrett Uniform-Lt S Selinske Uniform-OFC D Bissell Uniform-Recruit N Wright Uniform-SPO A Thomas Uniform-Sgt D Miles Uniform-Lt M Grimmond Uniform-K9 OFC C McMorris Uniform-OFC K Bao Uniform-Aide M Wirtzer Safety Vest-OFC A Thomas Safety Vest-OFC J Hagan Uniform-OFC J Johnson Uniform Top		
0247882	04/26/24	P	Gary Reynolds	0000006869	135.00
			Line Description: Claim Stlmnt-DOL 3/12/24		
0247883	04/26/24	P	Gillis & Panichapan Architects Inc	0000027487	1,440.00
			Line Description: A/E Svs-CMPD Shooting Range Up		
0247884	04/26/24	P	Grainger	0000002393	638.86
			Line Description: Hardware Hardware Hardware Hardware Pressure Nozzels Stock-Male Branch Tee, Compres Stock-Swivel Male Branch Tee		
0247885	04/26/24	P	Granicus LLC	0000015382	11,620.85
			Line Description: ANNUAL MAINTENANCE 4TH QTR		



Bank: CITY  
Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
0247886	04/26/24	P	Gregory Lee	0000027670	1,079.04
			Line Description: Refund Ambulance Fee		
0247887	04/26/24	P	Greta Forchelli	0000030688	281.00
			Line Description: Refund Rec Dep 2008125.002		
0247888	04/26/24	P	Hanna Benhaim	0000030692	213.94
			Line Description: Refund Ambulance Fee		
0247889	04/26/24	P	Industrial Container Services LLC	0000029365	2,387.20
			Line Description: Metal Trash Cans for Parks		
			Metal Trash Cans for Parks		
0247890	04/26/24	P	Interwest Consulting Group Inc	0000021505	1,196.65
			Line Description: Bldg Plan Review Svs Feb 24		
0247891	04/26/24	P	Irv Seaver Motorcycles	0000010272	323.24
			Line Description: Brake Pads-#635		
0247892	04/26/24	P	Jenifer Bode	0000030693	275.00
			Line Description: Refund Ambulance Fee		
0247893	04/26/24	P	Juny Campos	0000030702	1,000.00
			Line Description: Refund Permit EENC-23-0349		
0247894	04/26/24	P	Kamran Moghaddam	0000030683	6,882.55
			Line Description: Claim Stlmnt-DOL 11/20/23		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247895	04/26/24	P	Keyser Marston Associates Inc	0000002824	838.75
			Line Description: Inclusionary Housing Consultan		
0247896	04/26/24	P	Kim Patton	0000030690	257.67
			Line Description: Refund Ambulance Fee		
0247897	04/26/24	P	LEAF	0000030241	213.36
			Line Description: Water filtration system @ Corp		
0247898	04/26/24	P	LSA Associates Inc	0000003007	2,277.50
			Line Description: Bristol St Peer Review Pking S		
0247899	04/26/24	P	Landscape Structures Inc	0000024524	13,715.54
			Line Description: Playground equipment		
			Belt Seats for Swings in the P		
0247900	04/26/24	P	Laurene Keane	0000015787	250.00
			Line Description: Refund Ambulance Fee		
0247901	04/26/24	P	Linscott Law & Greenspan Engineers Inc	0000010877	413.00
			Line Description: Del Mar Ave Bicycle Facility		
0247902	04/26/24	P	Lorie Michelle Milton	0000030697	150.00
			Line Description: Refund Ambulance Fee		
0247903	04/26/24	P	Marlene Garraffa	0000030696	25.00
			Line Description: Refund Ambulance Fee		
0247904	04/26/24	P	Marsha Perluss	0000019610	10.00

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Refund Breakfast with Santa		
0247905	04/26/24	P	Melania Madueno	0000030687	210.00
			Line Description: Refund Rec Dep 2008091.002		
0247906	04/26/24	P	Mike Raahauges Shooting Enterprises	0000006853	500.00
			Line Description: Range Fees for SWAT Mar 2024		
0247907	04/26/24	P	Monarch Health Plan	0000028699	791.91
			Line Description: Refund Ambulance Fee		
0247908	04/26/24	P	Mouse Graphics	0000001170	1,797.64
			Line Description: UTILITY BOX WRAP SALES TAX (7.75%) UNWRAP UTILITY WRAPS		
0247909	04/26/24	P	Mr Ks Inc	0000030689	278.52
			Line Description: Refund Invoice #INV-00010261		
0247910	04/26/24	P	Newport Coast Roofing Inc	0000030684	1,266.69
			Line Description: Refund Plan Check Fee		
0247911	04/26/24	P	NextLevel Training LLC	0000030551	1,793.00
			Line Description: Shipping Fee Training Pistols used during A		
0247912	04/26/24	P	Nikki Yocham	0000029567	88.21
			Line Description: Refund Ambulance Fee		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247913	04/26/24	P	Noah Holland Torgeson	0000030405	350.00
			Line Description: DJ SERVICES		
0247914	04/26/24	P	Noridian Medicare	0000028718	471.41
			Line Description: Refund Ambulance Fee		
0247915	04/26/24	P	Norwood Management LLC	0000029243	13,261.00
			Line Description: Rent May 2024		
0247916	04/26/24	P	Nutrien AG Solutions Inc	0000026392	605.00
			Line Description: Detailed Soil Fertility Packag		
0247917	04/26/24	P	Oakwood Legal Group LLP	0000030390	67.36
			Line Description: Rfnd Subpoena Dep 001-00370754		
			Rfnd Subpoena Dep 001-00370754		
0247918	04/26/24	P	Occu Med	0000003388	11,715.32
			Line Description: Pre-Employment Physical		
			Pre-Employment Medical		
			Pre-Employment Medical		
			Pre-Employment Physicals		
			Pre-Employment Physicals		
0247919	04/26/24	P	Olivia Bohorquez	0000030686	250.00
			Line Description: Refund Rec Dep 2008092.002		
0247920	04/26/24	P	Orange County Mosquito & Vector Control	0000021750	530.30
			Line Description: Agreement NO. CON13-006		
0247921	04/26/24	P	Pacific Advanced Civil Engineering Inc	0000014386	9,868.75

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Consulting Srvs Consulting Srvs CIP Programmin		
0247922	04/26/24	P	Pauline Huber	0000030694	1,856.52
			Line Description: Refund Ambulance Fee		
0247923	04/26/24	P	Permit Management Solutions	0000024925	448.50
			Line Description: Consulting Staff Srvs		
0247924	04/26/24	P	Phillip Kilmer	0000029569	93.10
			Line Description: Refund Ambulance Fee		
0247925	04/26/24	P	Power Products Unlimited Inc	0000021904	4,362.08
			Line Description: Shipping Fee Sales Tax 7.75% Endura Dual Unit Smart Portable Radio Batteries		
0247926	04/26/24	P	Premier Contracting Inc	0000030704	4,500.00
			Line Description: Refund Permit PS22-00216		
0247927	04/26/24	P	Premier Martial Arts	0000030169	617.50
			Line Description: Summer '23 Instructor Payment Summer '23 Instructor Payment Instructor Payment-Fall 2023 Instructor Payment-Fall 2023 Replace Check #0243246		
0247928	04/26/24	P	Priority Landscape Services LLC	0000026592	9,360.00
			Line Description: Tree Care&Plantings Mar 2024 Landscape Maint FVP Mar 2024		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247929	04/26/24	P	Prudential Overall Supply	0000025480	872.53
		Line Description:	Parks Uniforms Mar 24 St Traffic Op Uniforms Mar 24 Facility Uniforms Mar 24 Fleet Towel Svs Mar 24 PD Towel Svc-March 2024 Fleet Uniforms Mar 24		
0247930	04/26/24	P	PuppyLove LA	0000030579	5,000.00
		Line Description:	Dog Therapy		
0247931	04/26/24	P	Quadient Inc	0000028798	67.00
		Line Description:	Postage Credit Line April 2024		
0247932	04/26/24	P	R L Gorman	0000030695	90.94
		Line Description:	Refund Ambulance Fee		
0247933	04/26/24	P	Richard A Simpson Construction	0000030699	4,500.00
		Line Description:	Refund Permit EENC-23-0018		
0247934	04/26/24	P	SVT Fleet Solutions	0000030535	2,319.31
		Line Description:	526-Power Steering Leak Stock-Fuel Doser Block & Core Sales Tax Stock-Belt Tension, Pulleys		
0247935	04/26/24	P	Samira Shook	0000030691	178.25
		Line Description:	Refund Ambulance Fee		
0247936	04/26/24	P	Scott Fazekas & Associates Inc	0000003961	6,760.44

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Consulting Plan Check Srvs		
0247937	04/26/24	P	Sean Simon	0000029869	90.00
			Line Description: Basketball Referee-4/17/24		
0247938	04/26/24	P	Southern California Edison Company	0000004088	1,481.55
			Line Description: Operating Rent-Gisler Park		
0247939	04/26/24	P	Southern California Edison Company	0000004088	6,981.07
			Line Description: 360 Ogle 3/12-4/10/24		
			Arlington Ped X 3/11-4/9/24		
			3175 Airway 3/11-4/9/24		
			1587 Sunflower 3/8-4/8/24		
			1071 Bristol 3/19-4/17/24		
			152 Baker 3/11-4/9/24		
			707 W 18th 3/7-4/7/24		
			734 James 3/7-4/7/24		
			740 James 3/7-4/7/24		
			744 James 3/7-4/7/24		
			1560 Adams 3/13-4/11/24		
			744 James 3/7-4/7/24		
			2590 Placentia 3/7-4/7/24		
			350 Bristol 3/11-4/9/24		
			BCC 3/7-4/7/24		
			Vet Hall 3/7-4/7/24		
			3190 Airport Loop 3/11-4/9/24		
			2944 Bristol 3/15-4/15/24		
			1570 Adams 3/21-4/21/24		
			735 Baker 3/21-4/21/24		
0247940	04/26/24	P	Southern California Gas Company	0000004092	575.22
			Line Description: 3175 Airway 3/11-4/9/24		
0247941	04/26/24	P	State of California Dept of Justice	0000001534	3,469.00

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Livescan/Fingerprinting Servic		
0247942	04/26/24	P	Sunset Detectives	0000026756	7,500.00
			Line Description: Pre-Employment Backgrounds		
0247943	04/26/24	P	T-Mobile USA	0000021384	50.00
			Line Description: Phone Retrieval Record Phone Record Retrieval		
0247944	04/26/24	P	The Intersect Group, LLC	0000030170	2,553.28
			Line Description: Temp Alxis L Week End 3/28 Temp Dustin Week End 3/28		
0247945	04/26/24	P	The Sayler Group Corp	0000030033	5,184.00
			Line Description: Trash & Debris Removal Caltran		
0247946	04/26/24	P	Thomas J Broxtermann Ph D	0000021394	150.00
			Line Description: Jail Extraction 4/9/24		
0247947	04/26/24	P	Time Warner Cable	0000011202	8,870.33
			Line Description: Internet Services City Hall Internet Svs-City Hall (Data) Internet Services-PD (Data) Internet Services-PD (Data) Cable Services-City Hall Cable Services-City Hall NCC Internet (New Bldg) NCC Internet (New Bldg) HVAC Alarm-Basement at CH HVAC Alarm-Basement at CH Equipment Fees-PD Areas 1&2 Equipment Fees-PD Areas 1&2 PD Equipment Fees Area 1 & 2		



Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Internet Svs-City Hall (Data) Internet Services City Hall Internet Services City Hall Internet Services Senior Cente Internet Svs-City Hall (Data) Internet Services-PD (Data)		
0247949	04/26/24	P	Titan Fire Protection, Inc	0000030488	1,625.00
			Line Description: Fire Sprinkler Inspection - Fi Fire Sprinkler Inspection - Fi Fire Sprinkler Maintenance @ S Fire Sprinkler Inspection - Fi Fire Sprinkler Inspection - Fi		
0247950	04/26/24	P	UniFirst Holdings Inc	0000030616	70.16
			Line Description: CLEANING SERVICE		
0247951	04/26/24	P	United Healthcare	0000028700	463.96
			Line Description: Refund Ambulance Fee		
0247952	04/26/24	P	United Industries	0000010867	3,205.57
			Line Description: Safety Items @ Warehouse Safety Items @ Warehouse		
0247953	04/26/24	P	United Site Services of California Inc	0000015552	221.55
			Line Description: Portable Toilet Srvs 2/28-3/26 Portable Toilet Srvs 2/28-3/26 Portable Toilet Srvs March 24		
0247954	04/26/24	P	Verizon Wireless	0000008717	7,384.00
			Line Description: Broadband Srvs 2/24-3/23/24 Subnet Broadband 2/18-3/17/24		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247955	04/26/24	P	Vortex Industries Inc	0000004437	10,920.34
		Line Description:	Rolling Doors PM-Warehouse Rolling Doors PM-Warehouse FS #4 Rolling Door Maint FS #4 Rolling Door Maint FS#4 Rolling Door Slat Replace FS#4 Rolling Door Slat Replace		
0247956	04/26/24	P	Vulcan Materials Company	0000007403	1,886.08
		Line Description:	Asphalt Sidewalk Potholes Ramp Asphalt Sidewalk Potholes Ramp Asphalt Potholes Sidewalk Ramp Asphalt Potholes Sidewalk Ramp Asphalt Sidewalk Potholes Ramp Aphalt Potholes Sidewalk Ramps Asphalt Sidewalk Potholes Ramp Asphalt Sidewalk Potholes Ramp		
0247957	04/26/24	P	WLC Architects Inc	0000023955	750.00
		Line Description:	CM FS1HVAC Improv		
0247958	04/26/24	P	Ware Disposal Inc	0000000255	9,922.65
		Line Description:	City Facilities		
0247959	04/26/24	P	Wetlands and Wildlife Care Center	0000030237	9,250.00
		Line Description:	Wildlife Care 1/1-3/31/24		
0247960	04/26/24	P	Wex Bank	0000014258	1,473.88
		Line Description:	Fuel 3/7-4/6/24		
0247961	04/26/24	P	Yunex LLC	0000029573	10,589.00

City of Costa Mesa Accounts Payable  
**SUMMARY CHECK REGISTER**

Bank: CITY  
Cycle: AWKLY

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
<i>Line Description:</i> Routine March 2024					
0247962	04/26/24	P	Yvonne Vidal	0000029568	469.87
<i>Line Description:</i> Refund Ambulance Fee					
0247963	04/26/24	P	Zumaea Fadi	0000030698	128.00
<i>Line Description:</i> Refund Citation CM070016611					
<b>TOTAL</b>					<b>\$1,719,703.58</b>

## SUMMARY CHECK REGISTER

Bank: CITY

Cycle: APAY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0247964	04/26/24	P	Amanda Kim	0000030668	553.85
		Line Description: Payroll Deduction 24-09			
0247965	04/26/24	P	CalPERS Long-Term Care Program	0000006287	85.42
		Line Description: Payroll Deduction 24-09			
0247966	04/26/24	P	Pamela Lilly	0000025324	750.00
		Line Description: Payroll Deduction 24-09			
0247967	04/26/24	P	State of California	0000001546	227.45
		Line Description: Payroll Deduction 24-09			
TOTAL					\$1,616.72

Bank: CITY  
Cycle: AWKLY

Payment Ref	Cancel Date	Status	Remit To	Remit ID	Payment Date	Payment Amt
0243246	4/19/2024	V	Premier Martial Arts <i>Line Description:</i> Stale dated check.	0000030169	06/23/23	(100.10)
0244530	4/19/2024	V	Premier Martial Arts <i>Line Description:</i> Stale dated check. Void & re-issue.	0000030169	09/15/23	(388.05)
0245225	4/22/2024	V	Oakwood Legal Group LLP <i>Line Description:</i> Payment returned due to incorrect address.	0000030390	10/27/23	(67.36)
0245299	4/22/2024	V	Cascade Development Company LLC <i>Line Description:</i> Stale dated check.	0000029417	11/03/23	(4,500.00)
0245317	4/22/2024	V	Industrial Container Services LLC <i>Line Description:</i> Stale dated check. Payment returned due to incorrect mailing address.	0000029365	11/03/23	(2,387.20)
0245354	4/19/2024	V	Vortex Industries Inc <i>Line Description:</i> Did not received. Stale dated check.	0000004437	11/03/23	(2,894.00)
0245483	4/22/2024	V	Endemic Environmental Services Inc <i>Line Description:</i> Stale dated check.	0000021277	11/17/23	(12,175.00)
0245735	4/19/2024	V	Premier Martial Arts <i>Line Description:</i> Stale dated check. Void & re-issue.	0000030169	12/01/23	(129.35)
0245836	4/19/2024	V	Vortex Industries Inc <i>Line Description:</i> Did not received. Stale dated check.	0000004437	12/08/23	(1,272.50)
0246442	4/19/2024	V	Vortex Industries Inc <i>Line Description:</i> Did not received. Stale dated check.	0000004437	01/26/24	(6,753.84)

Bank: CITY  
Cycle: AWKLY

<u>Payment Ref</u>	<u>Cancel Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Date</u>	<u>Payment Amt</u>
0246828	4/18/2024	V	Jacqueline Morales	0000030550	02/23/24	(300.00)
<i>Line Description:</i> This should be Costa Mesa Community Foundation check, issued from City account.						
0247535	4/24/2024	V	Time Warner Cable	0000011202	03/29/24	(4,499.97)
<i>Line Description:</i> 4/24/2024 Void & Reissue - Vendor has not received check						
TOTAL						<u><u>(\$35,467.37)</u></u>

Bank: DDP1  
Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
017637	04/26/24	P	Alma Reyes	0000021563	103.16
			Line Description: League of CA Cities Conf		
017638	04/26/24	P	Blake Cole	0000029962	580.16
			Line Description: Trench Rescue-Fresno Symposium		
			Trench Rescue-Fresno Symposium		
			Food-Trench Rescue-Fresno Symp		
			Food-Trench Rescue-Fresno Symp		
017639	04/26/24	P	CHC: Creating Healthier Communities	0000008015	10.00
			Line Description: Payroll Deduction 24-09		
017640	04/26/24	P	Christopher Greeley	0000026152	16.00
			Line Description: Adv Roadside Impaired Driver		
017641	04/26/24	P	Christopher Jones	0000026593	500.00
			Line Description: Clothing Allowance 2024-25		
			Clothing Allowance 2024-25		
017642	04/26/24	P	Costa Mesa Employees Association	0000006284	4,263.01
			Line Description: Payroll Deduction 24-09		
017643	04/26/24	P	Costa Mesa Executive Club	0000006286	135.00
			Line Description: Payroll Deduction 24-09		
017644	04/26/24	P	Costa Mesa Firefighters Association	0000001812	8,227.39
			Line Description: Payroll Deduction 24-09		
017645	04/26/24	P	Costa Mesa Police Association	0000001819	7,140.00
			Line Description: Payroll Deduction 24-09		

Bank: DDP1  
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
017646	04/26/24	P	Costa Mesa Police Management Assn	0000005082	315.00
			Line Description: Payroll Deduction 24-09		
017647	04/26/24	P	Daniel Bruno	0000029161	88.00
			Line Description: Drug Recognition Expert Motorcycle Training		
017648	04/26/24	P	Enterprise Rent A Car	0000002131	4,964.61
			Line Description: Undercover Car Rental Undercover Car Rental Undercover Car Rental Undercover Car Rental Undercover Car Rental Undercover Car Rental Undercover Car Rental Undercover Car Rental Undercover Car Rental		
017649	04/26/24	P	Jake Jacobi	0000023514	80.00
			Line Description: Supervisory Course		
017650	04/26/24	P	James Grovom	0000029196	830.00
			Line Description: Company Officer 2A Company Officer 2B		
017651	04/26/24	P	Jones Mayer	0000014653	151,004.88
			Line Description: 122072-Opioid 122026-Council 122030-Finance 122035-Housing 122060-Tippett 122058-Schaefer		



Bank: DDP1  
Cycle: ADDEP1

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description:		
			122031-Fire Dept		
			121524-Litigation		
			122023-City Clerk		
			122011-227 Mesa Dr		
			122054-Police Dept		
			122009-1963 Wallace		
			122024-City Manager		
			122052-Peper, Aidia		
			122056-Public Works		
			122016-840 Center St		
			122022-City Attorney		
			121330-City Clerk PRR		
			122010-2162 Maple St.		
			122014-544 Bernard St		
			122017-AAA-Martindale		
			122018-Becker, Noreen		
			122028-DBO Invest. CM		
			122033-Hernandez, Joe		
			122034-High Seas Writ		
			122040-Leaman, Carrin		
			122041-Lehman/Freeman		
			122043-Munoz, Armando		
			122047-Noble, Jeffery		
			122048-Ohio House LLC		
			122049-Oshiro, Maxine		
			122071-Olive, Nicolas		
			122032-Garten, Jessica		
			122036-Human Resources		
			122037-Hurtado, Landon		
			122042-Moyer, Danielle		
			122045-Nasiri, Soheila		
			122046-Niles, Michelle		
			122051-Pederson, Ayden		
			122057-Risk Management		
			122012-374 Woodland Ave		
			122015-599 W. Wilson St		
			122025-Code Enforcement		
			122044-Murtaugh, Leslie		
			122059-Successor Agency		

Bank: DDP1  
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
			<i>Line Description:</i> 122006-1095 Sea Bluff Dr 122007-1269 & 1273 Baker 122008-1858 Newport Blvd 122021-Cervantes, Martha 122029-Development Serv. 122039-Jahanbin, Khosrow 122020-Carrera, Francisco 122038-Insight Psychology 122013-440 Fair Dr/1179 NP 122019-Bernard/Charles St. 122053-Planning Commission 122073-Socal Recovery, LLC 122027-D'Alessio Investment 122050-Parks & Community Svcs		
017652	04/26/24	P	Joseph Noceti	0000007101	250.00
			<i>Line Description:</i> Paramedic License Recert		
017653	04/26/24	P	Kyle Brosamer	0000026927	712.00
			<i>Line Description:</i> Passenger Vehicle Rescue		
017654	04/26/24	P	Matthew Richie	0000026628	96.00
			<i>Line Description:</i> Motorcycle Training Motorcycle Training		
017655	04/26/24	P	Nick Wilson	0000025711	80.00
			<i>Line Description:</i> Supervisory Course		
017656	04/26/24	P	Raja Sethuraman	0000005084	168.30
			<i>Line Description:</i> Meals Mileage		
017657	04/26/24	P	Robert Rondinella	0000029998	283.00

Bank: DDP1  
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
<i>Line Description:</i> Tuition Reimb-Instructor 1					
017658	04/26/24	P	Taylor Scavo	0000029682	840.00
<i>Line Description:</i> Company Officer 2B Company Officer 2A					
TOTAL					<u>\$180,686.51</u>

City of Costa Mesa Accounts Payable  
CCM VOID CHECK LISTING

Bank: DDP1  
Cycle: ADDEP1

<u>Payment Ref</u>	<u>Cancel Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Date</u>	<u>Payment Amt</u>
017608	4/24/2024	V	Blake Cole	0000029962	04/05/24	(580.16)
<i>Line Description: 4/24/2024 Void &amp; Reissue - banking info not found.</i>						
017612	4/24/2024	V	Christopher Jones	0000026593	04/05/24	(500.00)
<i>Line Description: 4/24/2024 Void &amp; Reissue - banking account closed.</i>						
<b>TOTAL</b>						<b>(\$1,080.16)</b>



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-191

**Meeting Date:** 5/7/2024

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**TITLE:**

**BUSINESS IMPROVEMENT AREA (BIA) REAUTHORIZATION, RESOLUTION OF INTENT, AND REVIEW OF ANNUAL REPORT**

**DEPARTMENT:** CITY MANAGER'S OFFICE

**PRESENTED BY:** ALMA REYES, DEPUTY CITY MANAGER

**CONTACT INFORMATION:** ALMA REYES, DEPUTY CITY MANAGER, (714) 754-5090

**RECOMMENDATION:**

Staff recommends the City Council:

1. Approve the 2023-2024 Annual Report for the Business Improvement Area (BIA) (Attachment 1).
2. Receive and file the audited financial report for Fiscal Years Ended June 30, 2023 and June 30, 2022 (Attachment 2).
3. Adopt the Resolution declaring the City's intention to levy an annual assessment for Fiscal Year 2024-25 for the Business Improvement Area covering certain Costa Mesa hotels and motels and setting the time and place for a Public Hearing on the proposal (Attachment 3).

**BACKGROUND:**

The Parking and Business Improvement Area Law of 1989 (Streets and Highways Code §§ 36500, et seq.) enables cities to impose an assessment fee on businesses within an area designated by the City.

On July 5, 1995, the City Council adopted Ordinance No. 95-9 to establish a Business Improvement Area (BIA) for the purpose of assisting the hotel and motel industry in its promotion of tourism within the City.

The City Council authorized the City Manager to enter into an agreement with the Costa Mesa Tourism and Promotion Council to develop and administer the BIA. In 2001, the Costa Mesa Conference & Visitor Bureau (CVB), now known as Travel Costa Mesa (TCM), became the administrator of the BIA.

In accordance with TCM bylaws, TCM's Board of Directors is currently comprised of eleven (11) General Managers from the eleven (11) participating hotels and motels, one member of the City Council, and the City Manager's designee.

Since November 2010, the City levies a three percent (3%) special assessment on the eleven (11) participating hotels in the BIA based on the sale of overnight guestroom stays in the partner hotels (2,375 total available rooms).

The levy is transmitted by the hotels to the City and ninety-nine percent (99%) of the assessment is remitted to TCM. The remaining one percent is retained by the City to offset administrative costs.

### **ANALYSIS:**

Currently, the number of properties included in the BIA assessment levy is limited to the eleven (11) hotels and motels that have expressed an interest in participating in the program, as detailed in the proposed Resolution of Intention (Attachment 3). Upon adoption of the Resolution of Intention, property owners of the participating hotels will be notified in writing within seven (7) days of the assessment renewal. Subsequently, the Resolution will be published in the Daily Pilot at least seven (7) days prior to the public hearing scheduled for June 4, 2024, at 7 p.m. City staff will also notify all the hotels and motels in the City not currently included in the BIA to allow them the opportunity to participate in the BIA.

Property owners will be provided an opportunity to speak in support of, protest the annual assessment, and/or address any concerns regarding the BIA at the public hearing. The City Council will vote to adopt or deny the resolution levying an annual assessment for the upcoming fiscal year, and makes the ultimate decision as to the size of and the properties to be included in the BIA. Upon the approval of the annual assessment, the three percent (3%) assessment is collected along with the City's Transient Occupancy Tax (TOT). The hotels and motels included in the BIA are required to itemize the BIA levy as a separate assessment. The staff at TCM manage the day-to-day activities and provide all services to administer the BIA.

Per the agreement between the City of Costa Mesa and TCM and as required by Streets and Highways Code section 36533, TCM is required to provide an annual report describing the programs and activities implemented during the previous fiscal year as well as the status of the programs and activities implemented during the current fiscal year (Attachment 1). The City Council may approve the report as filed or modify the report and approve it as modified. Once the City Council approves the report, it may adopt the resolution of intention to levy the annual assessment.

Further, in accordance with the agreement between the City and TCM, the annual audit for Fiscal Years Ended June 30, 2023 and June 30, 2022 has been completed by KMJ Corbin & Company, an independent auditor, and paid for by assessment funds. The audit is intended to ensure that the assessment revenue is expended for public purposes as specified within the resolution and that no expenditures are made in a manner contrary to the agreement. The City Council is requested to receive and file the independent audit (Attachment 2).

***Highlights of the 2023-2024 Fiscal Year***

Travel Costa Mesa continues its dedication to showcasing the City of Costa Mesa as the City of the Arts and further enhancing the City's brand as a premier destination in Orange County. Seasonal messaging included campaigns such as "Capture Your SoCal Spring," "Sun, Fun, Yum," "Shopcation", Lunar New Year, and Valentine's Day campaigns that allowed for record engagement and impressions numbers. Travel Costa Mesa's website saw an increase of 76% in total users and 111% increase in page views compared to the prior year.

Similarly, hotel partners saw successes in the 2023-24 Fiscal Year. Overall occupancy increased by 3.7%, and revenue per available room increased by 9% year-by-year. Also, from July to December 2023, Travel Costa Mesa generated more than 216 leads for group sales that resulted in booking 7,559 room nights. Travel Costa Mesa also booked 61 meetings and events in FY 2022-23, compared to 49 in FY 2022- 23.

**ALTERNATIVES:**

City Council may choose not to adopt the resolution of intention, which will prevent the public hearing from taking place to consider levying an annual assessment for the upcoming fiscal year.

**FISCAL REVIEW:**

According to the audit report, TCM's cash equity as of June 30, 2023 totaled \$3,178,747. Based on the 2023-24 annual report, TCM is projecting \$3 million in revenues for the current fiscal year. As of February 2024, BIA revenues were at \$2.2 million.

The City receives one percent (1%) of the BIA revenue/assessment as partial reimbursement for its collection and administrative costs. The one percent (1%) allocated to the City for reimbursement is estimated at \$30,000 for the 2023-24 fiscal year.

Since 2014, TCM has provided funding to the City to support community-wide marketing and community events that attract many visitors to Costa Mesa under a Professional Services Agreement (PSA). The City began budgeting the TCM Community Events Programing for a total of \$164,000. This budget is added annually as an addendum to the existing Professional Services Agreement between the City and TCM, and is approved by City Council at a public hearing. Although the TCM community event funds were not available during FY 2020-21 and FY 2021-22, the City intends to resume all special community events and marketing efforts to pre-pandemic levels and reinstate the TCM funding in FY 2024-25.

**LEGAL REVIEW:**

The City Attorney's Office has reviewed the report and resolution and approves them as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This item supports the City Council's continuous efforts to promote the City of Costa Mesa for its rich and vibrant community that offers many attractions for residents, visitors, and businesses.

**CONCLUSION:**

Adoption of the resolution of intent is the initial step in the reauthorization of the BIA assessment. State law mandates the specific procedure to be followed in the establishment of such an area. Staff will make a presentation to the City Council on the implementation of the BIA assessment at the public hearing on June 4, 2024; however, the City Council must approve the annual report and the proposed resolution of intention before the hearing can be scheduled to consider the levying of an annual assessment.

Therefore, staff recommends that the City Council:

1. Approve the 2023-24 Annual Report for the Business Improvement Area (BIA) (Attachment 1).
2. Receive and file audited financial report for Fiscal Years Ended June 30, 2023 and June 30, 2022 (Attachment 2).
3. Adopt Resolution 24-xx, declaring the City's intention to levy an annual assessment for Fiscal Year 2024-25 for business improvement area covering certain Costa Mesa hotels and motels and setting the time and place for a public hearing on the proposal (Attachment 3).





TRAVEL  
COSTA  
MESA

## 2023/24 ANNUAL REPORT









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# PRESIDENT'S MESSAGE



THE SUCCESS AND GROWTH OF OUR ORGANIZATION  
ARE DIRECTLY ATTRIBUTED TO STRONG SUPPORT,  
INNOVATION, AND PARTNERSHIPS

On the strength of a robust travel and tourism performance from the prior year, Travel Costa Mesa (TCM) reached an unprecedented number of travel intenders. Spring merging into summer remained our partners' dominant time of year, and group business surpassed 2019 numbers.

Consistent marketing initiatives allowed TCM to build brand awareness year round. Seasonal messaging inspired travelers to "See What's Next" and explore the endless events taking place within Costa Mesa, including our "Capture Your SoCal Spring," "Sun, Fun, Yum," "Shopcation", Lunar New Year, and Valentine's Day campaigns. Creating original content on our social media channels was also wildly successful, fostering more engagement and impressions than ever before.

TCM's hotel partners continued to recover in 2023. Overall occupancy increased by 3.7%, driven by a 7.9% increase within the group segment. Revenue per available room also increased by 9% year-over-year. In California, hotel occupancy still sits below 2019 levels (67% vs. 75%), but ADR has increased by 15% since then to \$192. Domestically, occupancy reached 63% (three percentage points lower than 2019), while ADR increased 5% year-over-year to \$173 (up 17% vs. 2019).

As we propel into the next fiscal year, TCM remains focused on paid, earned, and owned marketing strategies to promote Costa Mesa as a must-visit destination in Orange County. This summer, we will release a new video





on multiple channels titled “We’ve Got Good Taste,” a vibrant campaign to increase overnight visitation that showcases the city’s exceptional dining experiences, entertainment options, and proximity to the beach. Investment into third-party data will be used to detail demographics, geographics, psychographics, and campaign attribution. International programming and outreach with Mexico and Canada will also play a role in our marketing efforts.

For the first time in five years, our organization will participate in IPW, the premier international marketplace for the U.S. Travel Association. Held this year in Los Angeles in May, the highly attended trade show brings together domestic and international journalists, as well as leisure and incentive buyers, for in-person, appointment-based meetings.

Tourism is the front door to our economy and community. The success and growth of our organization are directly attributed to strong support, innovation, and partnerships. We remain committed to promoting Costa Mesa as a desirable overnight destination for leisure and group business, utilizing actionable insights, creativity, and technology-fueling marketing initiatives. When tourism thrives, communities thrive.

*Paulette Lombardi-Fries*

Paulette Lombardi-Fries | PRESIDENT, TRAVEL COSTA MESA



IN 1995, TRAVEL COSTA MESA WAS THE SECOND TOURISM ORGANIZATION FORMED AS A NONPROFIT CORPORATION TO MARKET THE CITY OF COSTA MESA AS A DESIRABLE, LEISURE OVERNIGHT DESTINATION IN ORANGE COUNTY



## MISSION STATEMENT

Travel Costa Mesa enhances and promotes the destination brand experience, further increasing visitor spending for industry and community economic viability, sustainability, and quality of life.



## VISION STATEMENT

Travel Costa Mesa is the engaged destination marketing leader, supporting and selling the city’s distinct visitor brand experiences and advocating community tourism benefits.



## KEY OBJECTIVE

Increase brand awareness for the city of Costa Mesa as a desirable, overnight, leisure Orange County destination.



## SALES OBJECTIVE

Increase brand awareness and new group room nights for the city of Costa Mesa – to make it the preferred Orange County destination ideal for small to midsize business that increases the economic benefits throughout the city.



# FUNDING SOURCE

## BUSINESS IMPROVEMENT ASSESSMENT (BIA)

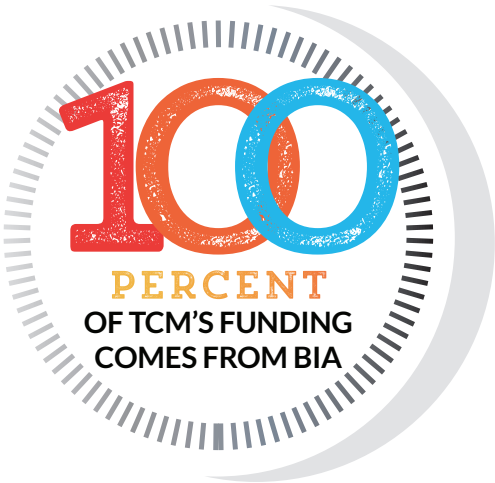
Travel Costa Mesa is entirely funded through the City of Costa Mesa's BIA. Each of the 11 Costa Mesa partner hotels listed in this annual report collects a 3% levy from overnight hotel guests (2,375 total available rooms). All of the Transient Occupancy Tax (TOT) that the City collects goes into its general fund.

Business owners shall pay the assessment to the Costa Mesa City Finance Department every month. A

penalty and interest shall be assessed on late payments. New hotel and motel businesses that are interested in participating should contact the City and TCM. This is a voluntary program for hotel partners.

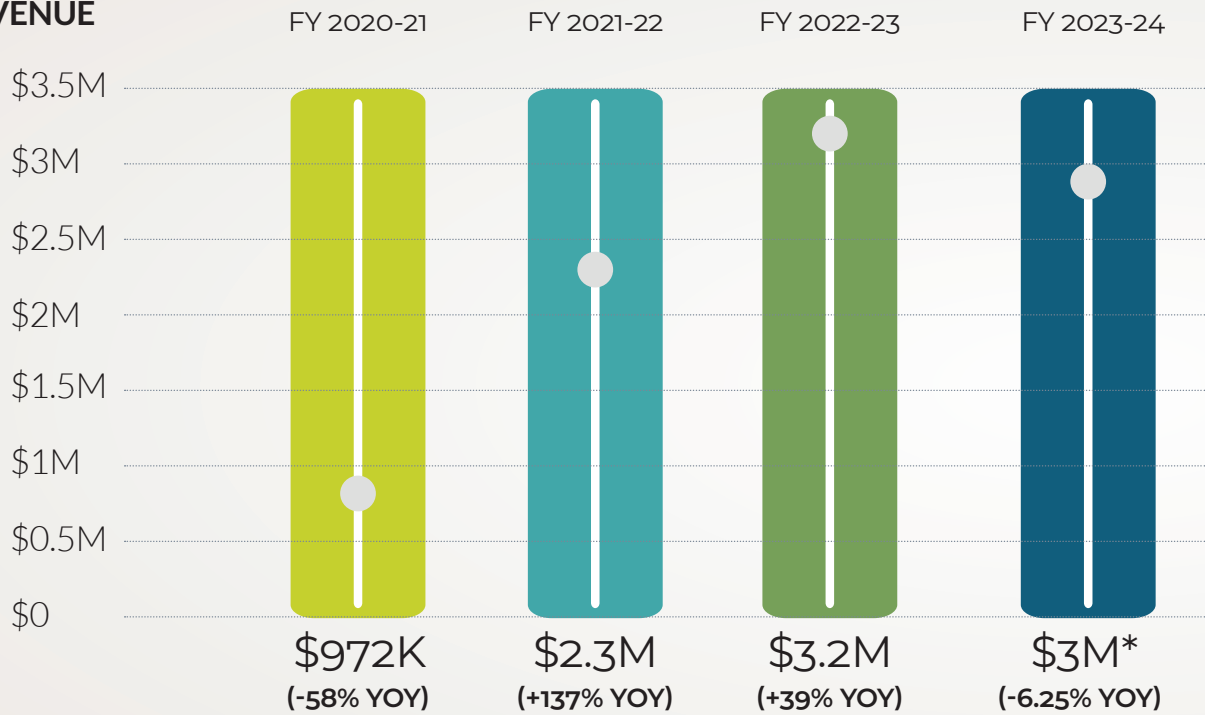
TCM forecasts BIA revenue to reach \$3M\* for fiscal year (FY) 2023-24. As of February 2024, BIA funds were at \$2.2M. TCM's conservative budgeting this current fiscal year reflects the leisure market trend leveling off.

In FY 2022-23, TCM spent \$2.6M of



the \$3.2M BIA revenue. Any remaining BIA funds that TCM does not spend within a fiscal year are placed directly into reserves, which totaled \$3.2M at the end of June 2023. Over the next two years, these reserves are expected to be dramatically reduced as funding for hotel marketing and city sponsorships continues to be recommended.

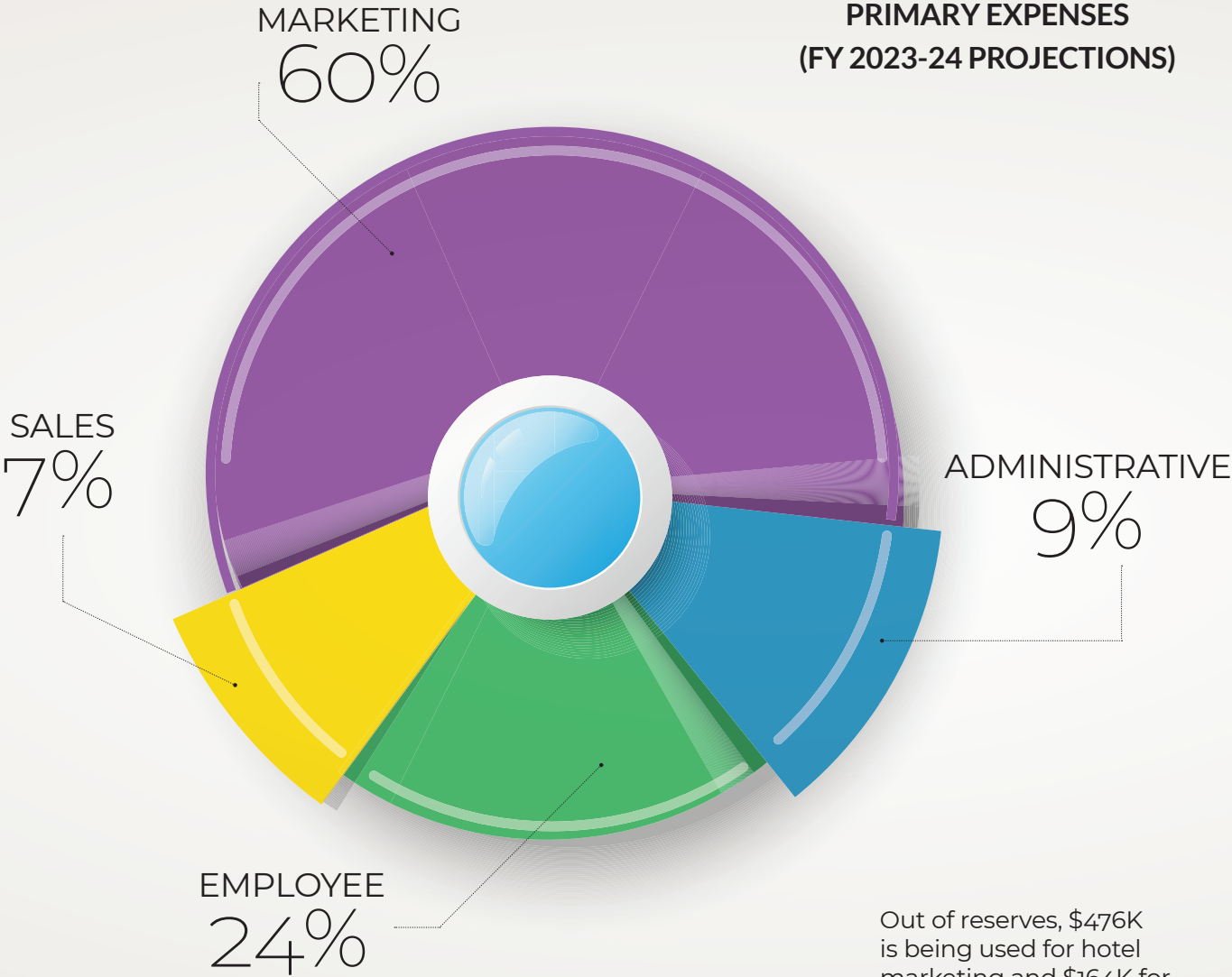
## BIA REVENUE



\*On June 13, 2023, TCM's board approved a \$3M budget for FY 2023-24. On August 8, 2023, the board voted for a 5% decrease in total spend (\$150,122.65).



**PRIMARY EXPENSES  
(FY 2023-24 PROJECTIONS)**



Out of reserves, \$476K is being used for hotel marketing and \$164K for city sponsorships.







# LODGING/ HOTEL PARTNERS

LODGING + ADDRESS	BUSINESSOWNER	PROPERTY OWNER
<b>Avenue of the Arts Costa Mesa, A Tribute Portfolio Hotel</b> 3350 Avenue of the Arts Costa Mesa, CA 92626	Rosanna Inc. 3350 Avenue of the Arts Costa Mesa, CA 92626	Rosanna Inc. 3350 Avenue of the Arts Costa Mesa, CA 92626
<b>Ayres Hotel Costa Mesa</b> 325 Bristol St. Costa Mesa, CA 92626	Newport Country Inn & Suites, Inc. 355 Bristol St., Ste. A Costa Mesa, CA 92626	Newport Country Inn & Suites, Inc. 355 Bristol St., Ste. A Costa Mesa, CA 92626
<b>Best Western Plus Newport Mesa Inn</b> 2642 Newport Blvd. Costa Mesa, CA 92627	James Hsuen & Shang-Pu Lee 2642 Newport Blvd. Costa Mesa, CA 92627	James Hsuen & Shang-Pu Lee 2642 Newport Blvd. Costa Mesa, CA 92627
<b>Crowne Plaza Costa Mesa Orange County</b> 3131 Bristol St. Costa Mesa, CA 92626	Brighton Management 20342 SW Acacia St. Newport Beach, CA 92660	Bright Bristol LLC 3131 Bristol St. Costa Mesa, CA 92626
<b>Hilton Orange County/Costa Mesa</b> 3050 Bristol St. Costa Mesa, CA 92626	Ashford TRS CM LLC 14185 Dallas Pkwy, Ste. 1100 Dallas, TX 75254	Remington Lodging & Hospitality LP 14185 Dallas Pkwy, Ste. 1100 Dallas, TX 75254
<b>Holiday Inn Express &amp; Suites Costa Mesa</b> 2070 Newport Blvd. Costa Mesa, CA 92627	Narendra B. Patel 2070 Newport Blvd. Costa Mesa, CA 92627	Narendra B. Patel 2070 Newport Blvd. Costa Mesa, CA 92627
<b>Costa Mesa Marriott</b> 500 Anton Blvd. Costa Mesa, CA 92626	HEI Hotels & Resorts 101 Merritt 7 Corporate Park, 1st Fl. Norwalk, CT 06851	Starwood Capital Group 591 W. Putnam Ave. Greenwich, CT 06830
<b>OC Hotel Costa Mesa</b> 2430 Newport Blvd. Costa Mesa, CA 92627	SAI KSP INC. 11556 Manchester Way Porter Ranch, CA 91326	Sanjay Panchal 11556 Manchester Way Porter Ranch, CA 91326
<b>Ramada by Wyndham Costa Mesa/Newport Beach</b> 1680 Superior Ave. Costa Mesa, CA 92627	B.D. Inn Inc./Ramada Ltd. 1680 Superior Ave. Costa Mesa, CA 92627	B.D. Inn Inc./Ramada Ltd. 1680 Superior Ave. Costa Mesa, CA 92627
<b>Residence Inn by Marriott Costa Mesa Newport Beach</b> 881 Baker St. Costa Mesa, CA 92626	Marriott International 7750 Wisconsin Ave. Bethesda, MD 20814	BRE Select Hotels & Resorts 6201 15th Ave. Brooklyn, NY 11219
<b>The Westin South Coast Plaza</b> 686 Anton Blvd. Costa Mesa, CA 92626	Host Hotels & Resorts 6903 Rockledge Dr., Ste. 1500 Bethesda, MD 20817	Secon Properties 3315 Fairview Rd. Costa Mesa, CA 92626





## Orange County Hotel Inventory Update

- Hyatt Regency, Irvine (previously The Hotel Irvine) opened in August 2023 with 516 rooms. The pool and pool bar are scheduled to open in 2024, along with a full-service restaurant and bar
- Pendry, Newport Beach (previously Fashion Island Hotel) opened in September 2023 with 295 guest rooms and a spa
- Knott's Hotel, Buena Park (previously Knott's Berry Farm Hotel) completed renovation in fall 2023 with 322 guest rooms

## In the Works

- Nickelodeon Hotel & Resort, Garden Grove, a new build AAA Four Diamond property featuring 500+ rooms, retail, dining, and entertainment spaces including a resort pool
- Le Meridien by Marriott, Garden Grove, a 400+ hotel room tower
- Kimpton Boutique Hotel, Garden Grove, a 4-star hotel and one of the brand's largest with 200+ rooms

## ocV!BE

The highly anticipated mixed-use community in Anaheim broke ground in 2023. Anchored by Honda Center and ARTIC Center, ocV!BE will consist of two new hotels, residential living and office spaces, indoor and outdoor amphitheaters, dining and retail spaces, a food hall, a wellness park, and a sports complex. Completion of the immersive district is expected by 2028 in time to host men's volleyball and other events during the Summer Olympics.

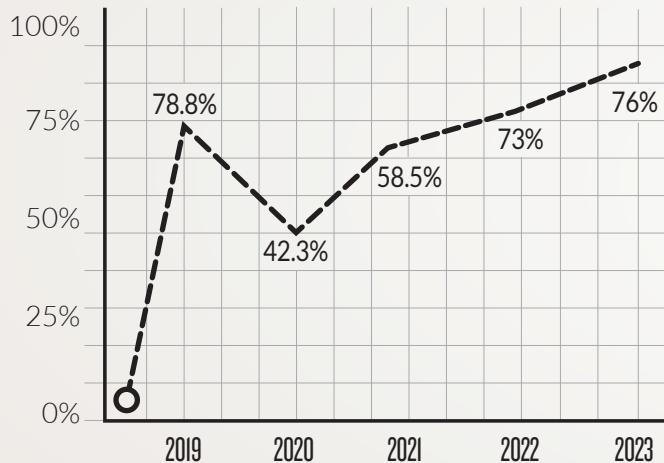




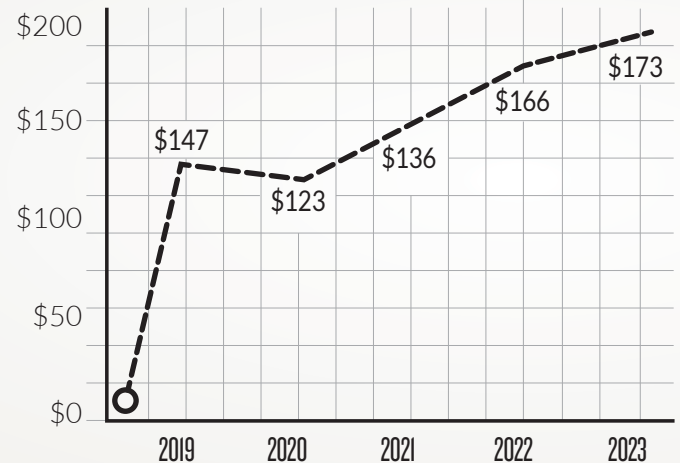
# LODGING/ HOTEL PARTNERS

## TCM HOTEL PARTNERS

### OCCUPANCY



### AVERAGE DAILY RATE (ADR)



In 2023, Orange County hotels (71.7% occupancy, \$210 ADR) outperformed hotels in California (67.1% occupancy, \$192 ADR) and the U.S. (63% occupancy, \$155 ADR)

Source: Tourism Economics for Visit California, January 2024

## Hotel Performance Results

Room demand for TCM's hotel partners increased by 3.7% in calendar year 2023 compared to the prior year. However, this reflected a 3.5% decrease when matched with the 2019 benchmark. Room revenue growth increased 9% and average daily rate increased 5.1% year-over-year.

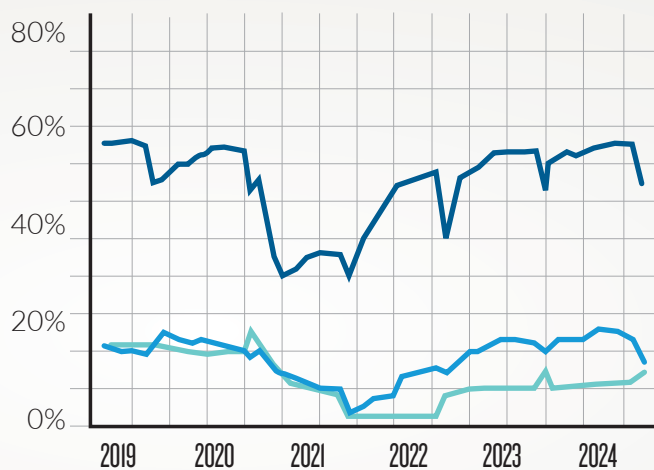
In 2024, Tourism Economics forecasts slight increases in occupancy (2.3%) and ADR (1.6%) for all Orange County hotels. As we enter a new calendar year, TCM hotel performance in January was relatively flat with 1% increases in occupancy and ADR compared to the prior year. TCM will review FY 2024-25 forecasts in late May as outreach from hotel partners is critical, along with group pace.





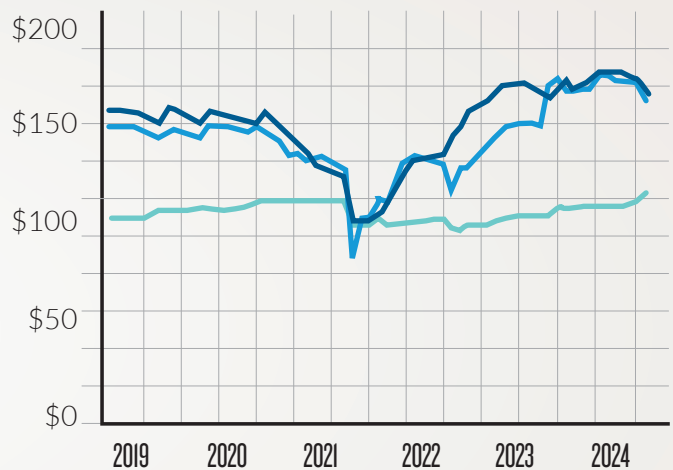


OCCUPANCY LONG-TERM TREND



■ TRANSIENT ■ GROUP ■ CONTRACT

ADR LONG-TERM TREND



■ TRANSIENT ■ GROUP ■ CONTRACT



# TRAVEL SENTIMENT



America's excitement to travel remains elevated according to Future Partners, an independent research firm that surveyed thousands of adult U.S. travelers about their perceptions and behaviors around travel since the pandemic. The following findings, which were shared with the tourism community, represent 4,000+ surveys collected in January 2024 across four U.S. regions.



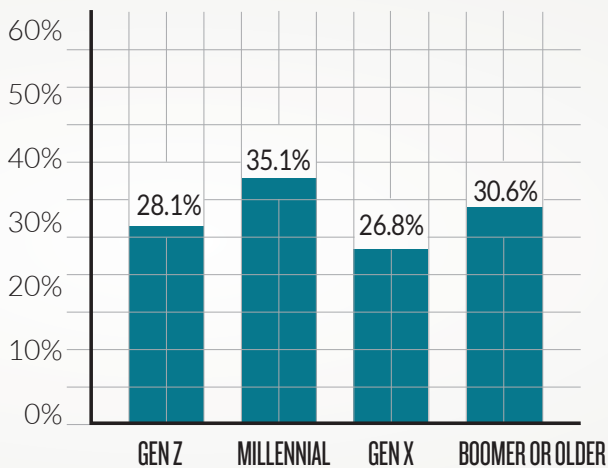
THE AVERAGE NUMBER OF LEISURE TRIPS, DEFINED AS 50 OR MORE MILES AWAY FROM HOME, IS ESTIMATED AT 3.6 WITHIN THE NEXT 12 MONTHS.



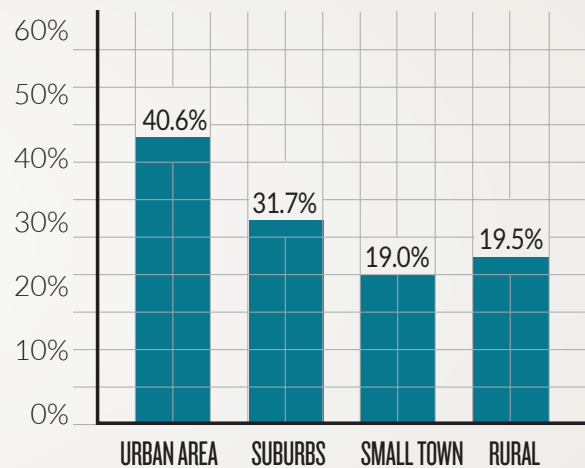
TRAVEL BUDGETS INCREASED TO \$4,506, AN **11% INCREASE** COMPARED TO THE LAST TWO YEARS.

## Who is Feeling Good about Spending on Travel Right Now?

GENERATION



PLACE OF RESIDENCE

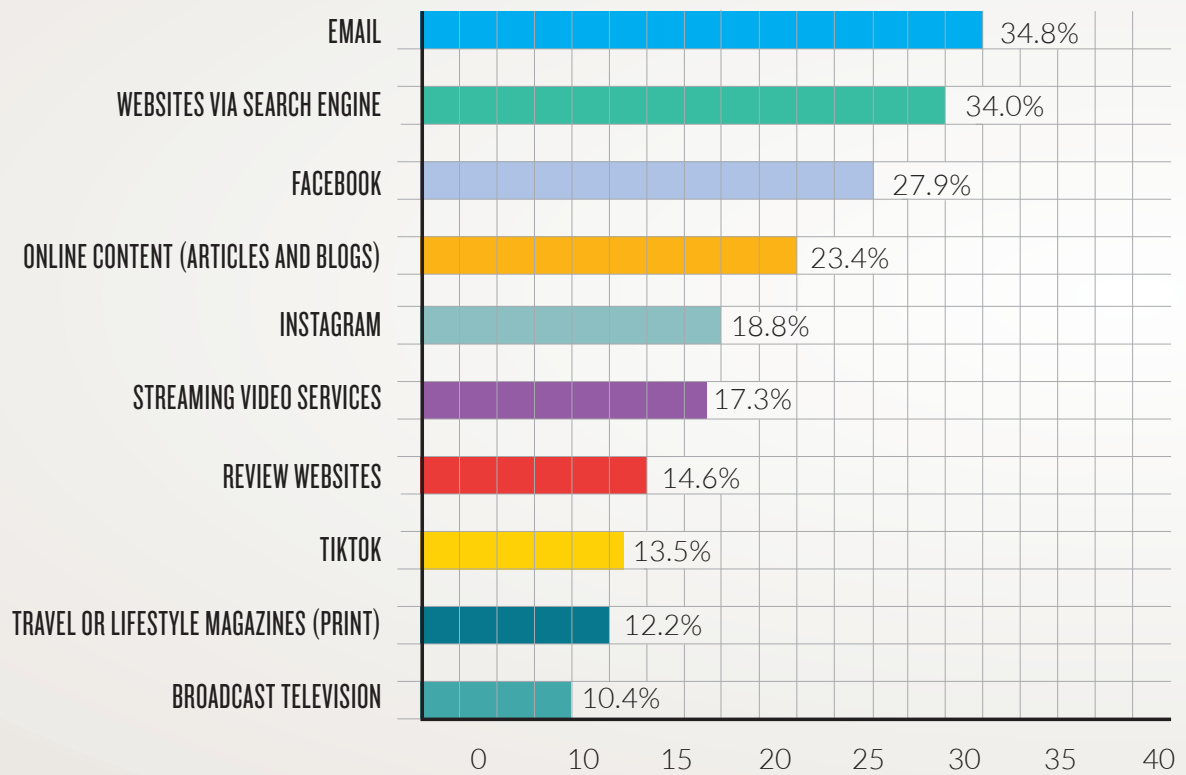


Source: Future Partners, "The State of American Traveler," January 2024





## Most Effective Ways to Reach Travelers



# U.S. TRAVEL ASSOCIATION

U.S. Travel Association represents and advocates for all components of the travel industry, promoting and facilitating travel to and within the United States. The non-profit organization pursues its unique mission by establishing travel as essential and responsible, advancing seamless and secure travel, shaping solutions to operational challenges, and building a strong business. By engaging with U.S. Travel, its members shape a thriving and sustainable travel experience.

## 2024 Goals

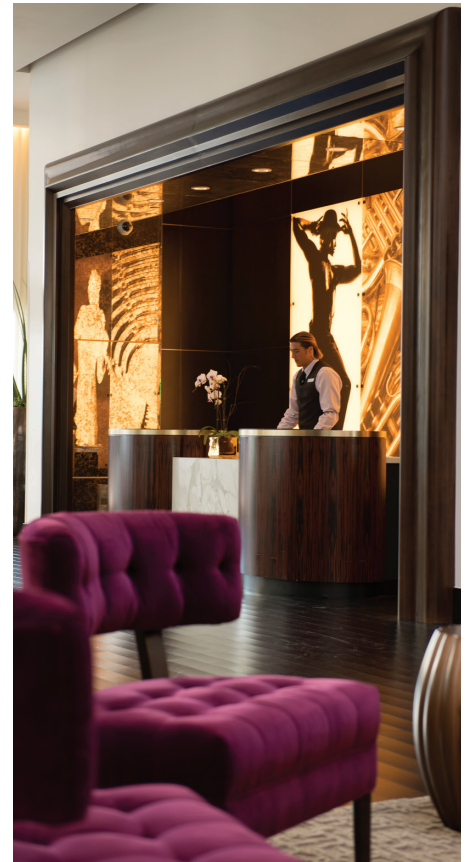
- Continue to establish travel as essential and responsible
- Improve the travel experience from Point A to Point B

- Build a best-in-class trade association with an eye towards the future
- Provide members with tangible, meaningful opportunities to learn, connect, and shape business

## Forecasts

The total number of trips in 2024 is expected to reach 2019 levels. Domestic leisure travel will continue to grow within the next few years, and international arrivals are expected to exceed 2019 levels by 2025. Domestic business travel is increasing but not likely to recover until 2026.

As for overall travel-related spending, this is not forecasted to recover to 2019 levels until 2025. Domestic leisure travel spending recovered to 2019 levels in 2023, and international leisure travel spending is predicted to recover in 2025.



VOLUME	ACTUAL				FORECAST				
	2019	2020	2021	2022	2023	2024	2025	2026	2027
Total # of trips	2.40 B	1.60 B	2.04 B	2.30 B	2.38 B	2.45 B	2.52 B	2.59 B	2.65 B
Domestic person-trips	2.32 B	1.58 B	2.02 B	2.25 B	2.31 B	2.37 B	2.44 B	2.50 B	2.56 B
Leisure	1.85 B	1.40 B	1.77 B	1.88 B	1.90 B	1.93 B	1.98 B	2.02 B	2.07 B
Business	463.9 M	181 M	250 M	371 M	413.3 M	442.0 M	459.7 M	473.7 M	484.7 M
Auto	2.13 B	1.50 B	1.89 B	2.08 B	2.12 B	2.18 B	2.24 B	2.29 B	2.35 B
Air	188.9 M	79 M	131 M	174 M	188.6 M	197.3 M	202.2 M	204.4 M	207.7 M
International Arrivals	79.4 M	19.2 M	22.1 M	50.9 M	66.5 M	77.9 M	85.5 M	91.3 M	94.7 M
Canada	20.7 M	4.8 M	2.5 M	14.4 M	21.0 M	22.1 M	23.2 M	24.4 M	25.2 M
Mexico	18.3 M	6.8 M	10.4 M	12.5 M	14.6 M	18.3 M	20.3 M	21.6 M	22.3 M
Overseas	40.4 M	7.6 M	9.2 M	24.0 M	31.0 M	37.4 M	42.0 M	45.2 M	47.2 M





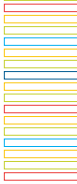
VOLUME YOY% CHANGE	ACTUAL			FORECAST				
	2020	2021	2022	2023	2024	2025	2026	2027
Total # of trips	-33.2%	27.6%	12.7%	3.1%	3.2%	2.9%	2.6%	2.6%
Domestic person-trips	-31.8%	27.8%	11.4%	2.5%	2.8%	2.7%	2.4%	2.5%
Leisure	-24.5%	26.5%	6.2%	0.7%	1.9%	2.4%	2.3%	2.5%
Business	-60.9%	37.6%	48.6%	11.4%	7.0%	4.0%	3.0%	2.3%
Auto	-29.4%	25.7%	10.0%	2.0%	2.7%	2.7%	2.5%	2.6%
Air	-58.4%	67.0%	32.7%	8.3%	4.6%	2.5%	1.1%	1.6%
International Arrivals	-75.8%	15.0%	130.2%	30.8%	17.0%	9.8%	6.8%	3.7%
Canada	-76.8%	-47.4%	468.7%	46.1%	5.3%	4.8%	5.4%	3.2%
Mexico	-62.9%	52.7%	20.6%	16.1%	26.0%	10.6%	6.7%	2.9%
Overseas	-81.2%	20.8%	161.1%	29.3%	20.7%	12.4%	7.6%	4.4%

SPENDING (ADJUSTED FOR INFLATION)*	ACTUAL				FORECAST				
	2019	2020	2021	2022	2023	2024	2025	2026	2027
Total Travel Spending	\$1.173 T	\$0.722 T	\$0.909 T	\$1.016 T	\$1.074 T	\$1.129 T	\$1.173 T	\$1.201 T	\$1.221 T
Leisure	\$866.8 B	\$621.8 B	\$787.0 B	\$798.1 B	\$826.2 B	\$863.9 B	\$896.9 B	\$920.5 B	\$938.6 B
Business	\$305.8 B	\$100.5 B	\$122.4 B	\$218.4	\$247.8 B	\$265.5 B	\$276.3 B	\$280.8 B	\$282.7 B
Domestic	\$991.8 B	\$681.4 B	\$868.3 B	\$918.3 B	\$943.1 B	\$975.6 B	\$999.6 B	\$1,010.6 B	\$1,020.7 B
Leisure	\$722.7 B	\$588.8 B	\$752.9 B	\$717.6 B	\$720.4 B	\$738.7 B	\$752.2 B	\$759.5 B	\$767.8 B
Business	\$269.5 B	\$92.9 B	\$115.4 B	\$200.7 B	\$222.6 B	\$236.8 B	\$247.4 B	\$251.2 B	\$252.8 B
Transient	\$156.5 B	\$63.0 B	\$81.4 B	\$122.1 B	\$131.6 B	\$138.9 B	\$145.2 B	\$147.7 B	\$148.9 B
Group	\$113.0 B	\$29.9 B	\$34.1 B	\$78.6 B	\$91.1 B	\$98.0 B	\$102.2 B	\$103.5 B	\$103.9 B
International**	\$180.5 B	\$40.9 B	\$41.1 B	\$98.1 B	\$130.9 B	\$153.9 B	\$173.6 B	\$190.7 B	\$200.7 B
Leisure	\$144.1 B	\$33.0 B	\$34.1 B	\$80.4 B	\$105.8 B	\$125.2 B	\$144.7 B	\$161.1 B	\$170.8 B
Business	\$36.4 B	\$7.9 B	\$6.9 B	\$17.7 B	\$25.1 B	\$28.7 B	\$28.9 B	\$29.6 B	\$29.8 B
Transient	\$21.9 B	\$5.0 B	\$4.6 B	\$12.4 B	\$16.0 B	\$17.6 B	\$17.5 B	\$18.1 B	\$18.1 B
Group	\$14.5 B	\$2.9B	\$2.4 B	\$5.3 B	\$9.2 B	\$11.1 B	\$11.3 B	\$11.5 B	\$11.7 B

Source: Tourism Economics and U.S. Travel Association

\*All spending data is cited in "real" 2019 \$, deflated based on the Travel Price Index

\*\*Includes general travel spending and passenger fares (does not include education/health/worker spending)



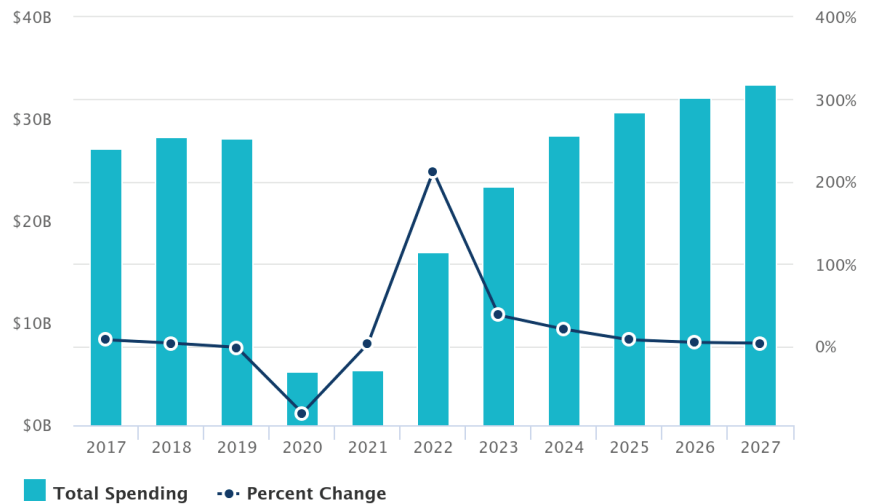
# VISIT CALIFORNIA

The mission of Visit California is to develop and maintain marketing programs for the state's travel industry. The nonprofit organization spends its self-imposed assessment funds to keep California top of mind as a premier travel destination and drive visitation both domestically and internationally. All efforts are measured on behalf of the industry against its principles, which include:

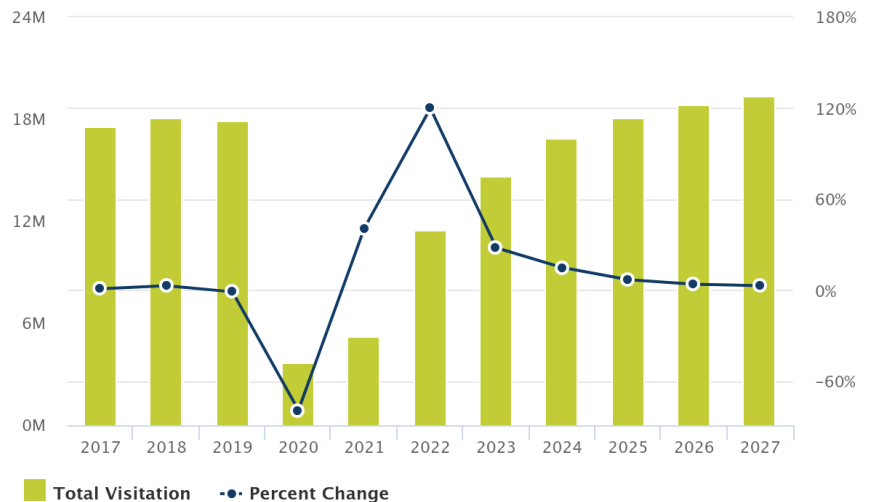
- Do what the industry can't do for itself: deliver value to and collaborate with tourism-related businesses
- Build awareness and preference for the California brand to stimulate travel
- Use key metrics and ROI to inform the strategic direction of the program of work
- Reflect the diversity and inclusivity of the state throughout the organization, partner agencies, and program of work
- Employ destination stewardship principles to guarantee California's travel and tourism sustainability



## INTERNATIONAL TRAVEL SPENDING



## INTERNATIONAL TRAVEL VISITATION



Source: Tourism Economics

## Recovery for California Continues (as of January 2024)

### Hotel Occupancy:

67% in 2023 vs. 75% in 2019 (89% recovery); forecast +3% in 2024

### Average Daily Rate:

\$192 in 2023 vs. \$168 in 2019; forecast +2.6% in 2024

### Leisure Person-Trips:

99% of 2019 levels

### Total Visits:

278M in 2023 (+8% YOY); forecast +5% in 2024

### International Visits:

14.7M in 2023 (82% of 2019 levels); forecast +15% in 2024

### Total Spending:

all-time high \$155B in 2023 vs. \$144.9B in 2019

### Domestic Spending:

112% of 2019 levels

### International Spending:

84% of 2019 levels



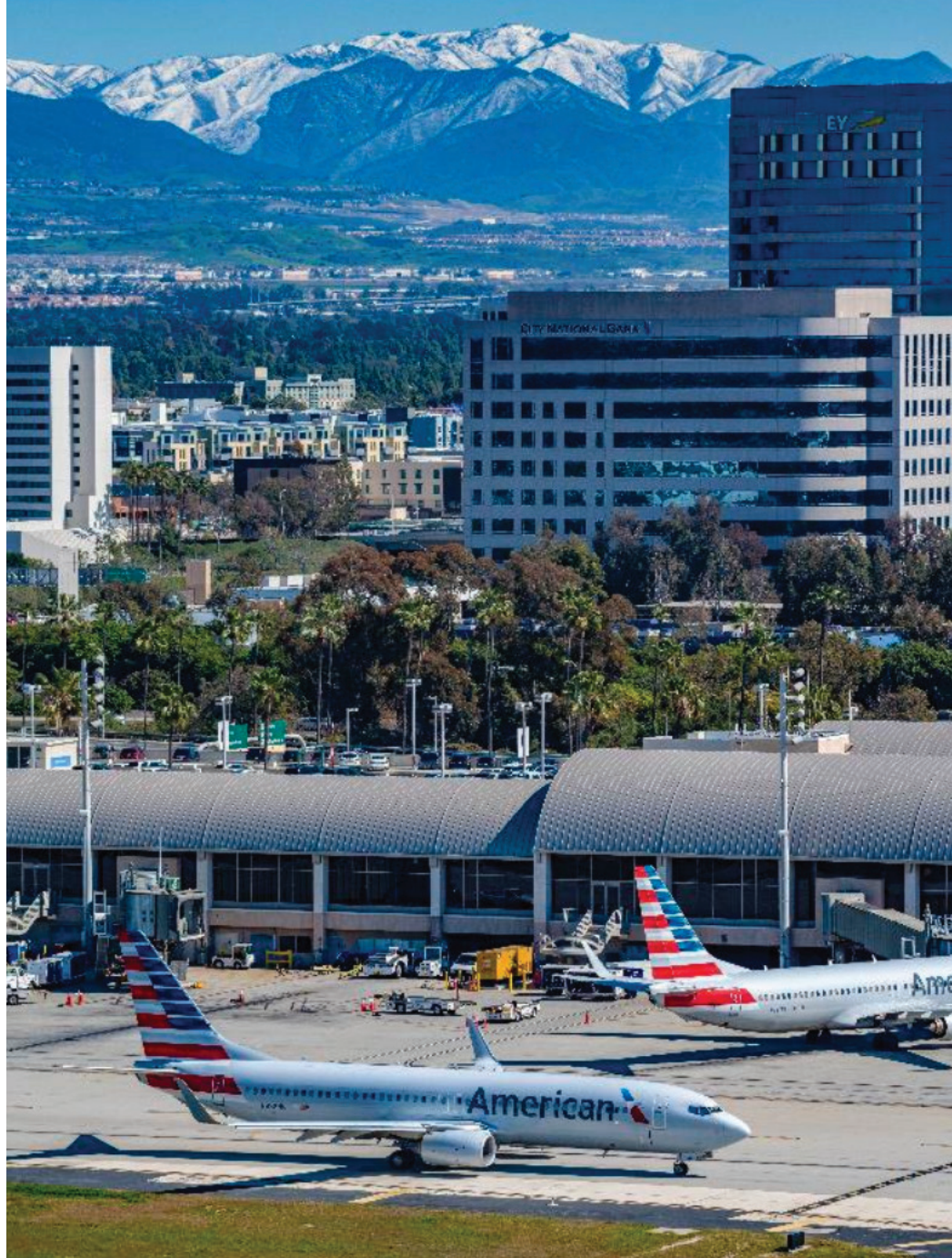


## California Airports

From January to October 2023, airport traffic increased by 7% for the top nine California airports year-over-year but was still 7% less than 2019 levels. Total passenger traffic reached 176.7 million with 81.6% domestic and 18.4% international. Los Angeles International Airport (LAX) and San Francisco International Airport (SFO) had the highest levels of traffic, representing more than 10.9 million passengers.

John Wayne Airport, Orange County (SNA) serviced 11.7 million total passengers in 2023, a 3% increase from the prior year. Las Vegas, Phoenix, Denver, Seattle, and Dallas-Fort Worth were some of the top destinations. Project improvements included a new baggage handling system, elevators, escalators, lighting, electric charging stations, and signage. New retail and dining concessions covering 37,000 square feet will open in 2024.

Electric Vertical Take-Off and Landing (eVTOL) aircrafts, designed to take off and land vertically using electric power, will be coming soon to SNA. The world's first public demonstration of these vehicles occurred in July 2023 by Wisk Aero in Oshkosh, Wisconsin. In September 2023, United Airlines announced it had committed to a \$15 million investment in Eve Air Mobility, including the purchase of 200 eVTOL aircrafts to be delivered by 2026. Electric air taxis are expected to revolutionize the commuter experience in cities worldwide.



Photos: John Wayne Airport, Wisk Aero







# MARKETING

Travel Costa Mesa employs a multifaceted marketing approach centered around cultivating its brands. Touted as the City of the Arts®, Costa Mesa positions itself as the premiere destination for arts, culture, and culinary experiences in Orange County. By showcasing engaging content focused on artistic creation, dining, and shopping, the city aims to ignite interest in both leisure and business travel. Adopting an “always-on” approach, TCM strategically meets travelers where they are at. TCM continues to bolster brand awareness and engagement and drive incremental demand by highlighting the destination’s unique appeal.

## Key Initiatives in FY 2023-24

Build Deep  
Storytelling

Extend Website  
Content

Data Focused  
Marketing

Maximize  
Partnerships

PR Communication  
and Outreach



## travelcostamesa.com

Search engine optimization (SEO) and search engine marketing (SEM) play a critical role in optimizing our organic and paid reach to a qualified audience. Strategic keyword optimization enhances our website’s visibility, ensuring Costa Mesa stands out in relevant search results. Coupled with targeted display advertising, our SEM efforts further boost brand awareness and attract qualified traffic. This synergy between SEO and SEM not only elevates brand awareness but also drives traffic to our website, ultimately contributing to the sustained growth and success of Travel Costa Mesa in the digital landscape.



787K

**TOTAL  
USERS**

(+76% YOY)



946K

**SESSIONS**

(+82% YOY)



1.7M

**PAGEVIEWS**

(+111% YOY)



109K

**ORGANIC**

(+13% YOY)



210K

**PAID**

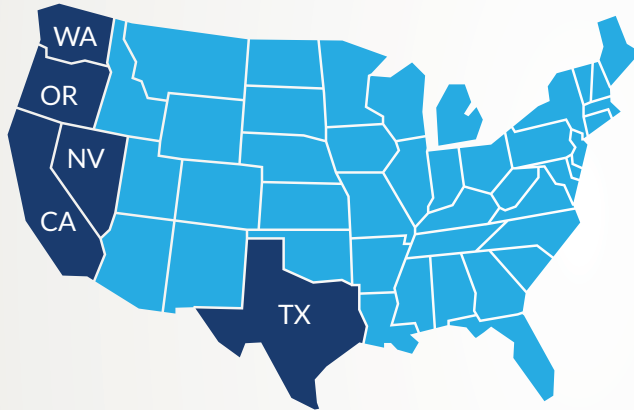
(+123% YOY)



### Website Traffic Drivers

28.77%	Display Ads
17.30%	Paid Search
13.87%	Organic Search
9.39%	Referral
5.42%	Direct
2.52%	Social
0.04%	Email
22.69%	Other

(Google Analytics 4 stopped tracking display in Oct 2023)



### Top Website Visitors By State

41.38%	California
3.94%	Washington
3.34%	Texas
2.75%	Oregon
2.44%	Nevada

### By City (outside of OC)

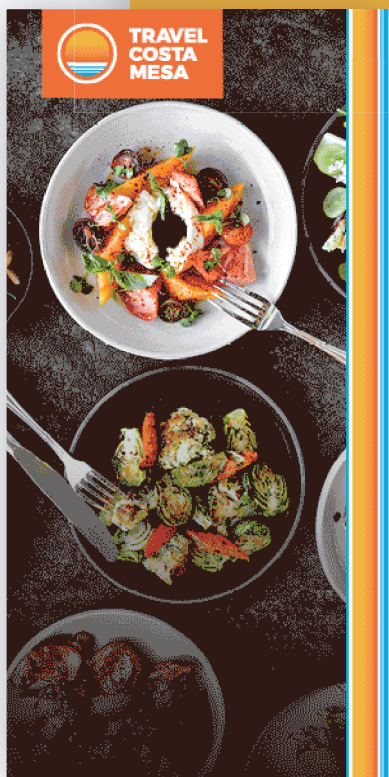
17.51%	Los Angeles
3.26%	San Diego
1.44%	New York
0.86%	Las Vegas
0.72%	Dallas

### By Country

95.62%	USA
2.44%	Canada
1.61%	Mexico
0.93%	China
0.67%	UK







## “Always On” TripAdvisor Campaign

In 2023, TCM re-initiated a digital ad campaign with TripAdvisor that strategically targeted competitive markets within Orange County, yielding substantial results.

5.1M+	Offsite Impressions
967K	Onsite Impressions
11.65%	Clickthrough Rate (CTR)
\$590K	Total Economic Impact (Ad-Exposed Travelers)
750+	Room Nights

## “Always On” Meta Campaign

This social campaign on Meta platforms was a new approach for TCM. We employed targeted social media ads, focusing primarily on Facebook and Instagram to reach a qualified audience of travel enthusiasts, foodies/dining enthusiasts, cultural history and heritage aficionados, and those interested in performing arts.

4.1M+	Total Impressions
0.82%	CTR

## “Always On” Content Marketing

Utilizing paid content marketing helps TCM effectively reach our target audience, ensuring our brand message reaches the right demographic and keeps Costa Mesa top of mind to travelers in a competitive online ecosystem. Our highest performing piece of content driving traffic to our site was “Sip, Savor, and Celebrate the Best of Fall in Costa Mesa”, driving 8K+ visits to the story. As of February 2024, content marketing generated 59K+ visits.

### Sip, Savor, and Celebrate the Best of Fall in Costa Mesa

Posted on October 4, 2023 | 5:21pm | Travel Costa Mesa

As the air turns crisper and the sunsets start to show their vibrant hues, Costa Mesa awakens with a unique energy that evokes the essence of fall. With countless exciting events, mouthwatering culinary experiences, and Instagram-worthy spots, this season in Costa Mesa is not one to be missed. Whether you're a local or planning a visit, here's your ultimate guide to celebrating fall in style.

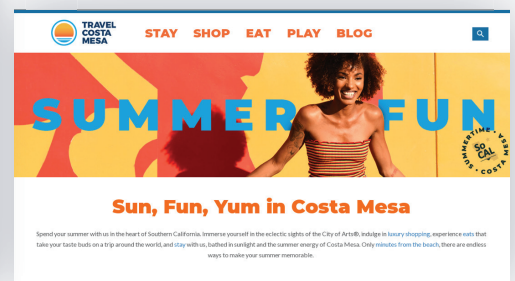
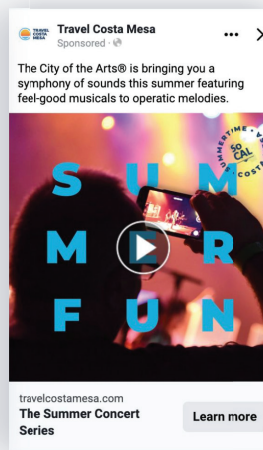
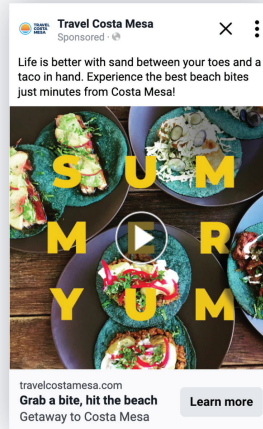
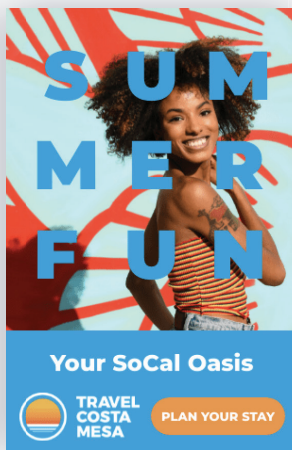
### Sip Your Way into Fall at Coffee Dose and Portola Coffee



## “Sun, Fun, and Yum” Summer Campaign

This summer campaign showcased Costa Mesa’s vibrancy and targeted the key feeder markets of Los Angeles, Inland Empire, and San Diego. Through a mix of programmatic ads, Meta platforms, and targeted emails to a qualified audience, the campaign achieved robust outcomes.

12.2M+	Total Impressions
144K+	Total Sessions
59.62%	Video Completion Rate (VCR)
50%	Email Open Rate
14.75%	Email CTR
2.54%	Campaign CTR



## Tactical Expedia Campaign

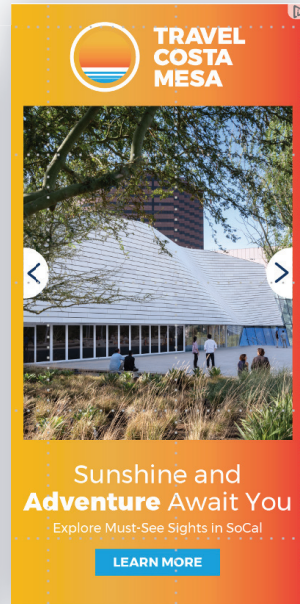
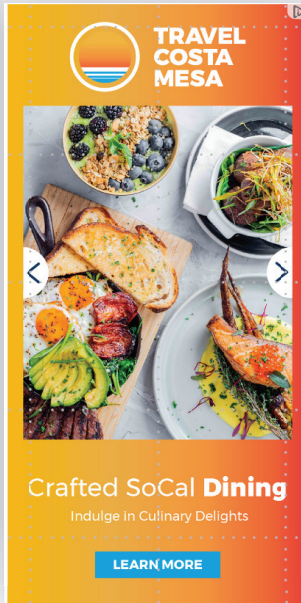
(Calendar Year 2023, Q4)

Our Expedia and Visit California Road Trips campaign marked a successful venture for Travel Costa Mesa. In a first-time approach, we established a hotel co-op with four of our properties, maximizing spend efficiency and broadening our campaign's reach.

2.6M	Total Impressions
0.08%	CTR
2.6K	Room Nights
7:3	Return on Ad Spend (ROAS)



# MARKETING



## Attribution Epsilon Campaign

(Oct 2023 - Jan 2024)

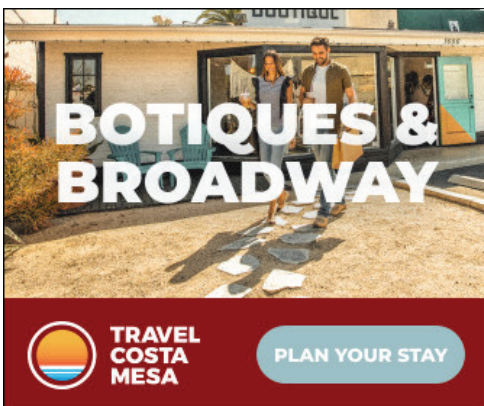
Epsilon is a digital marketing platform that allows companies to track and measure transaction behavior during or after a campaign at the merchant level utilizing its exclusive CORE Transact product. Data is collected after a person sees TCM's ads, whether they visit Costa Mesa, and how and where money is spent. This gives TCM the ability to directly measure marketing investment. The first campaign with Epsilon was a tremendous success, including:

750K	Unique Individuals Reached
30K	Total Visitors
\$6.9M	Total Visitor Spend
139:1	ROAS

## "Shopcation" Winter Holiday Campaign

The "Shopcation" campaign highlighted Costa Mesa's diverse winter offerings, including shopping, dining, hotels, and performing arts. Leveraging programmatic display and video ads on Meta, the campaign achieved remarkable success, featuring:

3M+	Total Impressions
2.3M+	Impressions on Adara
0.04%	CTR on Adara
1.1M+	Impressions on Meta
9.37%	Video CTR on Meta
37K+	Unique Visitors to Landing Page





## 2024 Lunar New Year: Embrace the Year of the Dragon in Costa Mesa

Posted on February 5, 2024 | 5:28pm | Travel Costa Mesa



Lunar New Year is nearly here, and Costa Mesa is one of the best places to spend it. From dining to unique experiences, the city is brimming with ways to join in the festivities and welcome in the Year of the Dragon.

### About Lunar New Year

Lunar New Year is a celebration of the arrival of spring and the beginning of the new year on the lunisolar calendar. It is one of the most important holidays in China, and it is also widely celebrated by other cultures.

## Lunar New Year Campaign

Costa Mesa continued to highlight the plentiful Lunar New Year events in the city, particularly at South Coast Plaza, Segerstrom Center for the Arts, and the annual Tet Festival at OC Fair & Event Center. Various strategies such as social media, blog, newsletter, and content marketing extended the reach of Lunar New Year celebrations.

## 14 Date Ideas for Valentine's (or Galentine's) Day

Posted on January 31, 2024 | 5:43pm | Travel Costa Mesa



There's nothing wrong with a box of chocolates and a quiet evening staying in on Valentine's Day. But with the sheer number of things to do in Costa Mesa, why not make it a day or night out on the town. Now, choosing from among the spectrum of activities is a different issue, which is why we put together a curated list of our top 14 date ideas for Valentine's (or Galentine's) Day in Costa Mesa.

All of these options are great whether you are out with your partner or a group of friends. Whomever you plan to spend Valentine's (or Galentine's) day with, you can count on making memories.

## Valentine's Day Campaign

TCM capitalized on the wide breadth of options in the city to celebrate Valentine's Day. New content for the website was created supported by "14 Date Ideas in Costa Mesa" reels and a paid social media campaign.



## "Shop Small" Campaign

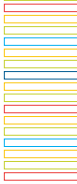
Given that Costa Mesa boasts many independently owned small businesses across the city, TCM activated a "Shop Small" campaign for Small Business Saturday, featuring twelve businesses, seven reels, and one giveaway.

86.2K	Total Views
56K	Total Impressions
2.5K	Total Engagements
1.7K	Total Likes

### 12 Businesses Highlighted:

- Seed People Market
- Pürre Boutique
- Hola Adios Coffee Shop
- Fleur De Lys
- Landers
- Work In Progress
- Rococo
- Hadley and Ren Design Co.
- Neat\*
- Inspired Art Wine\*
- SISU\*
- Mellowist Plant Shop\*

\*Interviewed

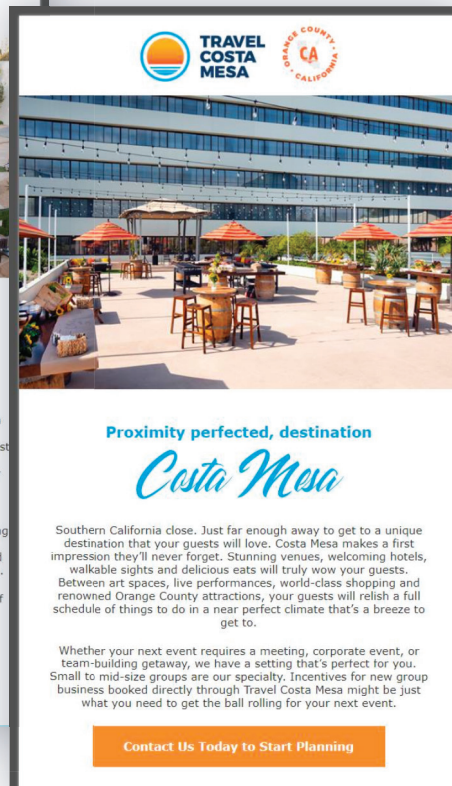
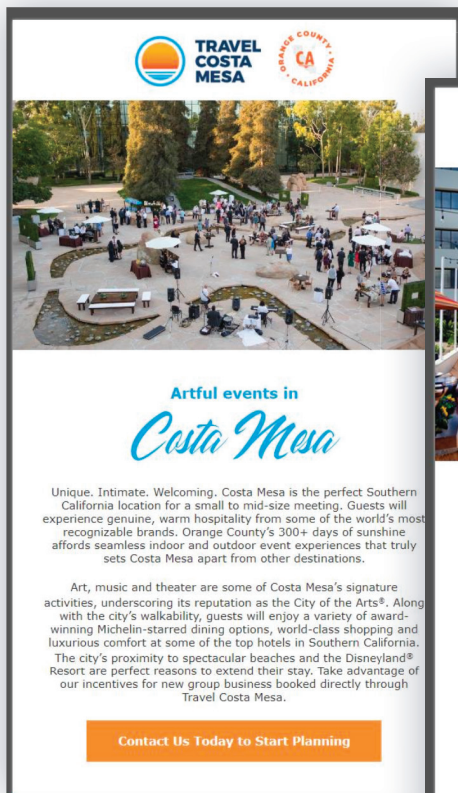


# MARKETING

## Other Media Partners

TCM forged a partnership with *Locale Magazine*, an innovative omni-channel marketing company based locally with key audiences in Los Angeles, Orange County, and San Diego. Through a monthly cadence, the campaign highlights what to see, do, and where to stay in Costa Mesa with authentic local voices.

3M+	Total Impressions
1,500+	New Email Sign-ups
5	Editorial Features on Costa Mesa



## Sales Marketing Support

Assisting with the group sales efforts, TCM conducted a series of targeted emails with *Meetings Today* magazine, reaching professionals and decision-makers interested in group sales opportunities. TCM produced six emails featuring three distinct creatives.

189.9M	Total Impressions
700	Qualified Leads





## MAT Release

To keep Costa Mesa top of mind, a MAT (Media Alert to the Trade) was created. This strategic communication tool is used to disseminate news and information to journalists, editors, and media outlets for distribution. The release resulted in significant placements and ad value in the *LA Times*, *SF Gate*, and *Houston Chronicle*, among others.

131M+ Impressions  
1K+ Placements  
\$377K Ad Value  
63:1 ROI

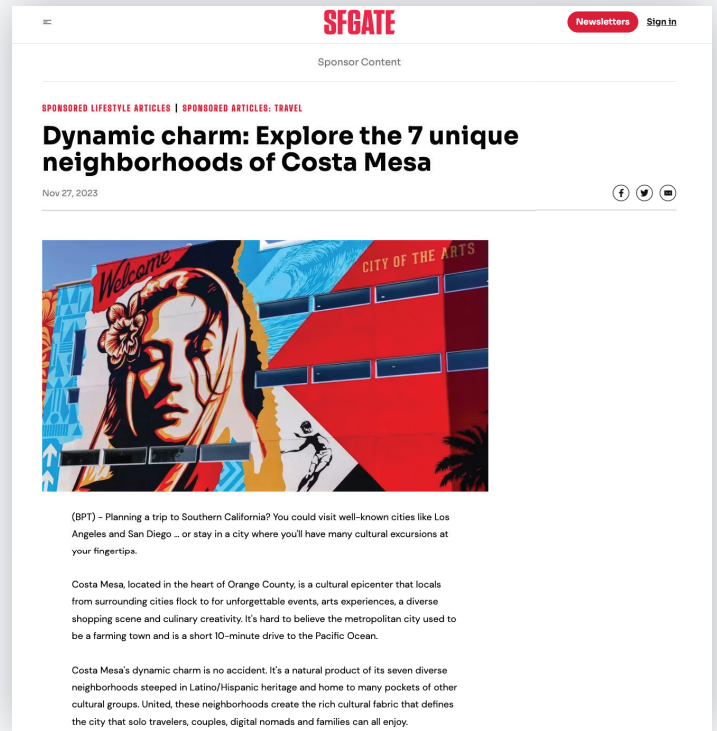


## Networking Events

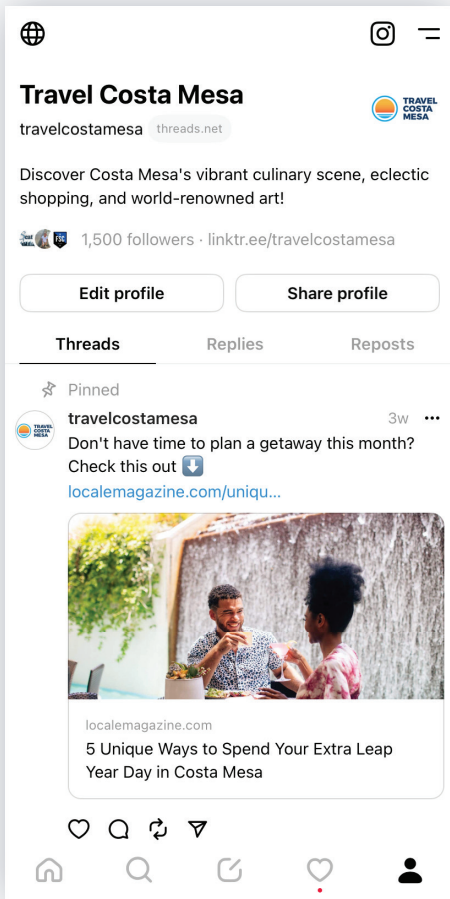
IMM North America is the leading networking event in the travel industry, offering a unique platform for travel brands and media professionals to connect through curated one-on-one meetings. TCM met with 24 freelance journalists and influencers such as *Alula Mexico*, *OUTtv*, *CBS News*, *LA Times*, *Black Travel Alliance*, and more. This event plays a crucial role in amplifying the visibility of Costa Mesa across North America.

## FAM Trips

Familiarization (FAM) trips are strategic initiatives designed to provide journalists a firsthand experience of Costa Mesa's offerings. Curated trips for media outlets such as *Eater LA* and *L.A. Taco* familiarized participants with the city's unique experiences spanning dining and performing arts, helping generate an authentic voice and ultimately drive visitation of potential travelers.



# MARKETING



## Follower Counts (2022 vs. 2023)

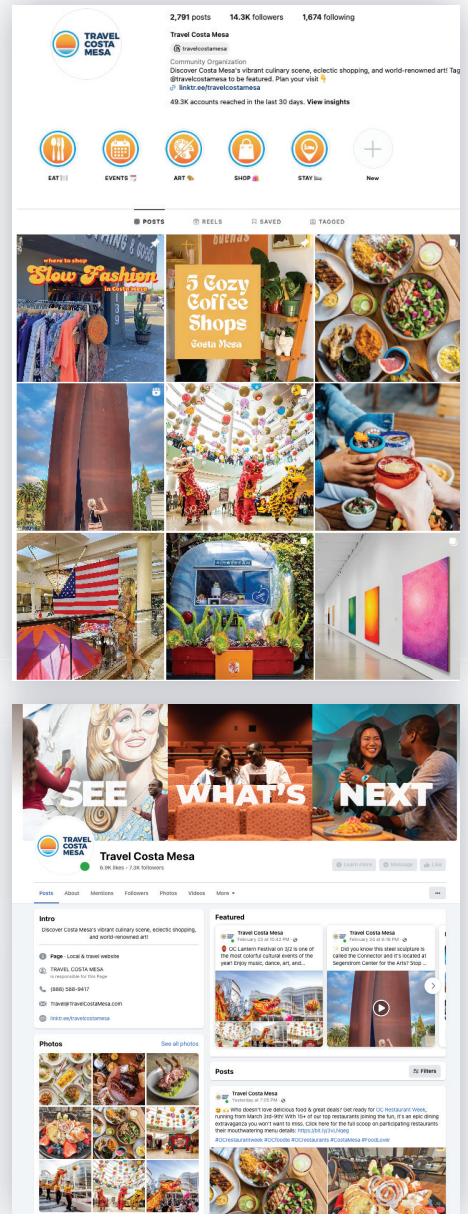
**14,379**  
Instagram  
(+47.9% YOY)

**7,341**  
facebook.  
(+13.2% YOY)

**1,901**  
LinkedIn  
(+16.5% / +269 since July 2023)

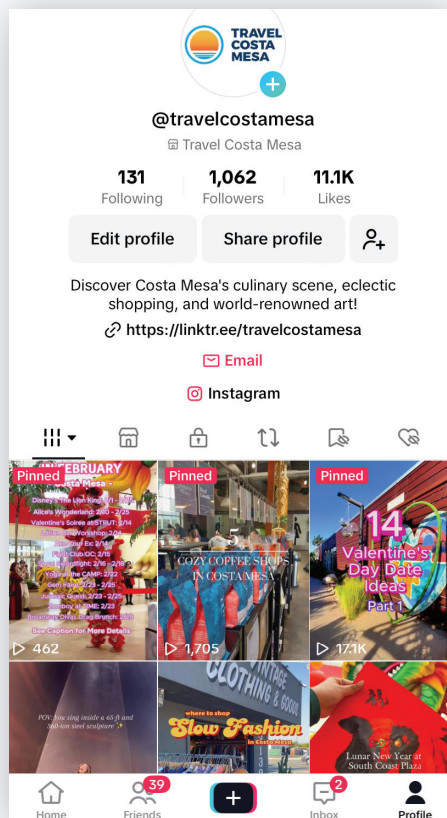
**1,500**  
Threads  
(opened Sept 2023)

**1,062**  
TikTok  
(+67.5% YOY)



## Social Media

TCM fully embraced the trend of short-form content on social media, recognizing its power to increase brand awareness while making it easier for users to engage with the content. Using techniques like voiceovers and overlay text in reels enhanced the impact of storytelling, ensuring messages resonated with the organization's growing audience. Users increasingly turned to social media not just for chatting with friends, but also for finding recommendations and information. This led to deeper community engagement with more local businesses reaching out to collaborate and an increase in users tagging @travelcostamesa in their posts.



**88%**  
of consumers say it's important for influencers to be authentic and genuinely care about their interests. Entertainment is the key to awareness."

CrowdRiff

**77%**  
of travelers use social media in the early stages of trip planning."

Expedia





TCM TOP 5 PERFORMING REELS	VEIEWS	LIKES	ENGAGEMENTS
1. Mercado González Sneak Peek	415.7K*	10.3K	28.4
2. 14 Valentine's Day Date Ideas	67.4K	434	692
3. Costa Mesa Kitchens Feature	53K	1K	2.8K
4. SISU Shop Small Interview	37.9K	302	507
5. Mercado González Grand Opening	27.9K	925	1.9K

\*489K in total as of January 2024

LOCALE TOP 5 PERFORMING REELS	VEIEWS	LIKES	ENGAGEMENTS
1. Under the Radar Bars in Costa Mesa	451.5K	12.4K	36.8K
2. 17 Reasons 17th St is the Coolest Street in CM	390.2K	9.2K	26K
3. PIONEER in Costa Mesa	263.8K	6.2K	19K
4. Outdoor Dining in Costa Mesa	115.3K	2.8K	7.9K
5. 36 Hour Vacay in Costa Mesa	89.9K	1.4K	3.2K



# GROUP SALES

Planner optimism is beginning to moderate, budgets are increasing, and the near-term pipeline for new business is staying strong. For the first time post-Covid, “more optimistic” doesn’t describe most planners, according to the Northstar/Cvent Meetings Industry PULSE Survey taken December 2023.

Nevertheless, 70% of planners report they’re booking and/or sourcing new events right now. Also, according to the PULSE Survey, many planners still lament lost relationships with their hotel and venue partners, which is affecting nearly half of all planners. This is an opportunity for our Destination Sales Executive (DSE) to meet with these planners and confidently assure them they are eagerly available and poised to assist with future business.

While budgets are increasing, some are less than expected compared to what planners asked for back in August 2023. Most planners are looking at budget increases between 5-9%, which aligns with what TCM has seen/is seeing in Cvent, a third-party event planner platform.

In late 2023, the California DMO Alliance reported a decrease in lead production from Cvent, which included TCM. However, some increases in leads generated from Cvent and other sources were felt in late-February 2024. Most of this new business is smaller corporate groups and some long-term association opportunities.

## CHANGE YOY '22-'23 vs '23-'24

- FY Q1&2 YOY
- Average group booked 124 room nights vs 135 last FY

Sales Activity July-Dec. 2023 vs July-Dec. 2022	
ROOM NIGHTS BOOKED	LEADS GENERATED
7,559/6,649 +13%	216/177 +22%
Closure Rate 28%/28% Flat	
GROUPS BOOKED	
61/49 +24%	

## Moving Forward

TCM has always found success in attending industry tradeshows. Careful selection with targeted results is key. In 2023 and 2024, the DSE plans on attending six shows targeted towards small- to mid-sized group businesses (10 to 300 room nights on peak).

For every show attended, a pre-mailer goes out to attendees introducing them to Costa Mesa and what it offers their potential groups. Additionally, an incentive may be offered in the hopes that they select us over a competing destination. One-on-one appointments are scheduled, and follow-ups are sent based on the needs of each particular group.

In October 2022, the DSE conducted FAM tours of the Orange County Museum of Art. Tailing on this success, two more mini-FAMs around the musicals *Mean Girls* and *Chicago* were completed in 2023 with two more scheduled in 2024. This is a great opportunity for potential groups and meeting planners to be immersed in Costa Mesa, experiencing the arts, fine dining, shopping, and accessibility to a variety of establishments within and around Orange County. These visits are critical as nearby competition in surrounding destinations is high.

From July to December 2023, TCM generated more than 216 leads that resulted in booking 7,559 room nights. TCM also booked 61 meetings and events in FY 2022-23, compared to 49 in FY 2022-23. Generating room nights not only brings in revenue for our hotel partners, it also brings ancillary revenue to other segments, including restaurants, shopping, transportation, attractions, and more. Every booked lead in Costa Mesa is an opportunity for businesses to benefit from it.



## Memberships

- California DMO Alliance
- California Society of Association Executives (CalSAE)
- HelmsBriscoe
- Hospitality Performance Network (HPN)
- Orange County Sports Commission (OCSC)

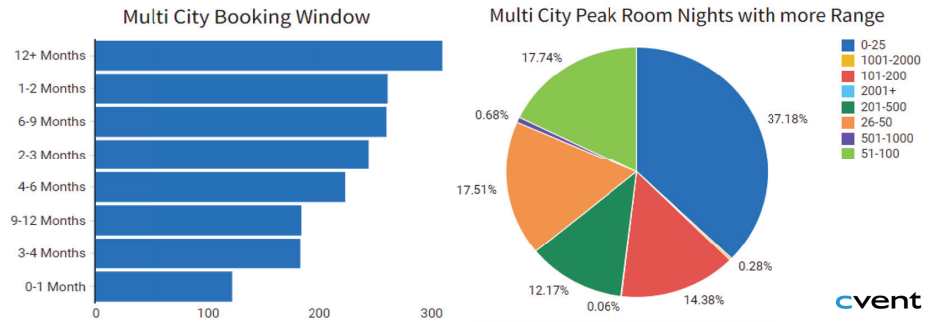


## Orange County Sports Commission (OCSC)

TCM, along with Visit Huntington Beach, Visit Anaheim, Travel Santa Ana, Mission Viejo, OC V!be, OC Fair & Event Center, Anaheim Transportation Network, and John Wayne Airport, look forward to continuing to work with OCSC to promote fields and facilities within Orange County that encourage booking group hotel room nights. In 2023, OCSC produced 22 leads for Costa Mesa, representing 691 room nights for the city. Availability and restrictions continue to be an opportunity to secure fields and venues in the city.



## MULTI CITY BOOKING WINDOW



## Target Markets for Group Sales

As calendar year 2024 begins, TCM is seeing larger, convention-type inquiries – some as far away as 2030. On the flip side, group leads 1-2 months out continue to be requested. This is ideal for Costa Mesa, given our hotels' limited meeting spaces. According to Cvent reports, the booking window will increase to 12+ months.







# GROUP SALES



## TCM's Focus on Business Segments

### Association (State/Regional/National):

Associations depend on annual meeting dues for their survival. Without these meetings, associations will either not survive or need a new revenue stream to stay viable. Although these groups tend to be larger in size and more rate-conscious, this is still great midweek or weekend business. In fiscal year 2023/24, TCM will continue its membership with CalSAE and attend its largest show of the year, Seasonal Spectacular. Additionally, we'll go to Destination West and Smart Meetings to meet with association meeting planners and/or intermediaries who book this business segment. Personal visits to Sacramento are also planned for the current fiscal year.

**Corporate:** Along with the many opportunities for corporate groups to meet, there are also opportunities in this sector for other types of travel, such as internal team meetings, on-site visits, and monitoring/meeting/working with local customers. TCM understands the importance of being visible among our local corporations for this type of travel. In August 2024, the organization will attend the corporate track for Connect Marketplace in Milwaukee, which in previous years has been fruitful generating leads.

**Sports:** The sports market is highly competitive in Orange County. TCM will continue to work with OCSC, local colleges, and universities for out-of-the-area visiting teams and other departmental events.

### SMERFE (Social, Military, Educational, Religious, Fraternal, and Ethnic).

These speciality groups are typically more price sensitive, and some can be larger in nature. They often meet on the weekends and/or are date-flexible and may use the OC Fair & Event Center. TCM will continue to work with off-site venues for housing their social clientele.





# TRAVEL COSTA MESA LEADERSHIP



## EXECUTIVE COMMITTEE

Ronnie Dalgado*	CHAIRPERSON   GM/VP OF OPERATIONS, Holiday Inn Express & Suites Costa Mesa
Susan O'Brien Moore	VICE PRESIDENT   GENERAL MANAGER, Ayres Hotel Costa Mesa
Sue Cooke	TREASURER   GENERAL MANAGER, Residence Inn Costa Mesa Newport Beach
Paul Sanford**	SECRETARY   ASSET MANAGER & CEO, Avenue of the Arts, A Tribute Portfolio Hotel

## DIRECTORS

Naj Ekhlas	GENERAL MANAGER, Best Western Plus Newport Mesa Inn
Howard Haberman	GENERAL MANAGER, Crowne Plaza Costa Mesa Orange County
Benito Benitez	GENERAL MANAGER, Hilton Orange County/Costa Mesa
Nimisha Solanki	GENERAL MANAGER, OC Hotel Costa Mesa
Hugo Barba	GENERAL MANAGER, Costa Mesa Marriott
Albert Gosch	GENERAL MANAGER, Ramada by Wyndham Costa Mesa/Newport Beach
Mike Hall†	GENERAL MANAGER, The Westin South Coast Plaza
John Stephens	MAYOR, City of Costa Mesa
Lori Ann Farrell Harrison	CITY MANAGER, City of Costa Mesa

## ADVISORS

Brian Chuan	SENIOR DIRECTOR, TOURISM MARKETING, South Coast Plaza
David Haithcock	PRESIDENT & CEO, Costa Mesa Chamber of Commerce
Michele Richards††	CEO, OC Fair & Event Center

## STAFF

Paulette Lombardi-Fries	PRESIDENT
Anne-Marie Schiefer	VICE PRESIDENT OF MARKETING
Debbie Megna	DESTINATION SALES EXECUTIVE
Jessica Placentia	OPERATIONS MANAGER
Jasmine Garcia	SOCIAL MEDIA & CONTENT MANAGER

\*Through Mar 2023 // \*\*Through Dec 2023 // †Retired Feb 2024 // ††Joined Dec 2023





ORANGE COUNTY  
CA  
CALIFORNIA

TRAVELCOSTAMESA.COM



**TRAVEL COSTA MESA**  
**(A Non-Profit Organization)**

**FINANCIAL STATEMENTS**

**For The Years Ended June 30, 2023 and 2022**

*with*

**INDEPENDENT AUDITORS' REPORT THEREON**

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**TRAVEL COSTA MESA**  
**(A Non-Profit Organization)**

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## INDEPENDENT AUDITORS' REPORT

To the Board of Directors of  
Travel Costa Mesa

### *Opinion*

We have audited the accompanying financial statements of Travel Costa Mesa (the "Organization"), which comprise the statements of assets, liabilities and net assets – cash basis as of June 30, 2023 and 2022, and the related statements of revenue and expenses – cash basis for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the assets, liabilities, and net assets – cash basis of the Organization as of June 30, 2023 and 2022, and revenue and expenses – cash basis for the years then ended in accordance with the cash basis of accounting described in Note 1.

### *Basis for Opinion*

We conducted our audits in accordance with auditing standards generally accepted in the United States of America ("GAAS"). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### *Emphasis of Matter - Basis of Accounting*

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the cash basis of accounting described in Note 1 and for determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditors' Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

*KMJ Corbin & Company LLP*

KMJ Corbin & Company LLP

Irvine, California  
February 2, 2024

**TRAVEL COSTA MESA**  
**(A Non-Profit Organization)**

**STATEMENTS OF ASSETS, LIABILITIES AND NET ASSETS - CASH BASIS**

	<b>June 30,</b>	
	<b>2023</b>	<b>2022</b>
<b>ASSETS</b>		
Cash	\$ <u>3,178,747</u>	\$ <u>2,599,536</u>
<b>LIABILITIES</b>		
Current liabilities	\$ -	\$ -
Commitments and contingencies		
<b>NET ASSETS</b>		
Net assets without donor restrictions	<u>3,178,747</u>	<u>2,599,536</u>
Total liabilities and net assets	\$ <u>3,178,747</u>	\$ <u>2,599,536</u>

*See accompanying notes to financial statements*

**TRAVEL COSTA MESA**  
**(A Non-Profit Organization)**

**STATEMENTS OF REVENUE AND EXPENSES - CASH BASIS**

	<b>For The Years Ended June 30,</b>	
	<b>2023</b>	<b>2022</b>
<b>CHANGE IN NET ASSETS WITHOUT DONOR RESTRICTIONS</b>		
Revenues and other income:		
Business improvement area assessment, net of handling fees	\$ 3,168,239	\$ 2,375,662
Employee retention credit	47,713	42,000
Interest income	<u>2,338</u>	<u>929</u>
Net revenues and other income	<u>3,218,290</u>	<u>2,418,591</u>
Expenses:		
Hotel marketing funds	466,893	461,058
Marketing	1,208,088	569,591
Sales department	143,442	129,581
Group incentive program	37,000	31,500
Salaries and benefits (four full-time employees for twelve months & three full-time employees for five months in 2023)	609,624	718,245
General and administrative	<u>174,032</u>	<u>128,931</u>
Total expenses	<u>2,639,079</u>	<u>2,038,906</u>
Increase in net assets without donor restrictions	579,211	379,685
Net assets without donor restrictions, beginning of year	<u>2,599,536</u>	<u>2,219,852</u>
Net assets without donor restrictions, end of year	<u>\$ 3,178,747</u>	<u>\$ 2,559,536</u>

*See accompanying notes to financial statements*

NOTES TO FINANCIAL STATEMENTS

For The Years Ended June 30, 2023 and 2022

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**NOTE 1 – NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Nature of Activities

Travel Costa Mesa (the “Organization”) is a California non-profit corporation formed in 1995 to market the City of Costa Mesa (the “City”) as a leisure travel and group business destination.

The vision of the Organization is to be a destination-marketing leader by supporting and selling the City’s distinct visitor brand experiences and advocating community tourism benefits. The Organization’s mission is to enhance and promote the City’s brand experience, thus increasing visitor spending for industry and community economic viability, sustainability and quality of life.

The Organization is funded by the eleven member hotels that comprise the Business Improvement Area (“BIA”) established by the City. The member hotels are Costa Mesa Marriott, Hilton Costa Mesa, Holiday Inn Express & Suites, Residence Inn by Marriott, Avenue of the Arts, A Tribute Portfolio Hotel, Ayres Hotel, The Westin South Coast Plaza, Ramada Inn and Suites Costa Mesa, Best Western Plus Newport Mesa Inn, Crowne Plaza, and OC Hotel Costa Mesa.

California state law provides that BIA assessments are to be used for the purposes specified in the authorizing resolution that established the assessment. The City’s resolution that established the BIA stated that its purpose is to promote tourism to the City and to fund programs and activities that benefit the hotel and motel business within the City.

Basis of Presentation

The accompanying financial statements have been prepared on the cash basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Consequently, revenues are recognized when received rather than when earned, and expenses are recognized when disbursed rather than when the obligation is incurred.

Net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

*Without donor restrictions* – Net assets that are not subject to donor-imposed stipulations. These assets are available to support the Organization’s general activities and operations at the discretion of the Board of Directors.

NOTES TO FINANCIAL STATEMENTS

For The Years Ended June 30, 2023 and 2022

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**NOTE 1 – NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT  
ACCOUNTING POLICIES, continued**

*With donor restrictions* - Net assets that are subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that such resources be maintained in perpetuity. Generally, the donors of these assets permit the Organization to use all or part of the income earned on related investments for general or specific purposes.

As of and for the years ended June 30, 2023 and 2022, the Organization had no net assets with donor restrictions.

Revenues are reported as increases in net assets without donor restrictions unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in net assets without donor restrictions. Gains and losses on investments and other assets are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulations or by law.

Tax Status

The Organization qualifies as a tax-exempt organization for Federal income taxes under Section 501(c)(6) of the United States Internal Revenue Code and for California state income taxes under Section 23701(d) of the California Revenue and Taxation Code; therefore, the Organization has no provision for federal or state income taxes. During the years ended June 30, 2023 and 2022, the Organization had no unrelated business income.

The Organization annually evaluates tax positions as part of the preparation of its exempt tax return. This process includes an analysis of whether tax positions the Organization takes with regard to a particular item of income or deduction would meet the definition of an uncertain tax position under current accounting guidance. The Organization believes its tax positions are appropriate based on current facts and circumstances. The Organization's policy is to recognize interest accrued related to unrecognized tax benefits in interest expense and penalties in operating expenses. At June 30, 2023 and 2022, the Organization did not have any unrecognized tax benefits. The Organization is no longer subject to U.S. Federal and state income tax examinations by tax authorities for tax years before 2019.



**NOTES TO FINANCIAL STATEMENTS**

**For The Years Ended June 30, 2023 and 2022**

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**NOTE 1 – NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT  
ACCOUNTING POLICIES, continued**

Use of Estimates

The preparation of financial statements in conformity with the cash basis of accounting requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Significant estimates made by the Organization's management include, but are not limited to, the allocation of expenses to program expenses. Actual results could differ from those estimates.

Revenues and Other Income

The City levies a special assessment on the eleven-member hotels in the BIA based on the sale of overnight guest room stays. For the fiscal years ended June 30, 2023 and 2022, the levy was three percent (3%). The levy is transmitted by the hotels to the City and is remitted to the Organization, net of a one percent (1%) handling fee. The net levy is 99.9% of the net revenues of the Organization for both of the fiscal years ended June 30, 2023 and 2022.

Other income amounts received in the year ended June 30, 2023 and 2022 consist of employee retention credit amounts received from the Internal Revenue Service totaling \$47,713 and \$42,000, respectively. Such amounts are not conditional and have therefore been recorded as income.

Allocated Expenses

The costs of providing program activities and supporting services have been summarized on a functional basis in Note 6. The Organization incurs expenses that directly relate to, and can be assigned to, a specific program or supporting activity. The Organization also conducts a number of activities which benefit both its program objectives as well as supporting services. These costs, which are not specifically attributable to a specific program or supporting activity, are allocated by management on a consistent basis among program and supporting services benefited, based on either financial or nonfinancial data, such as headcount, occupancy or estimates of time and effort incurred by personnel.

**NOTES TO FINANCIAL STATEMENTS**

**For The Years Ended June 30, 2023 and 2022**

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**NOTE 2 – LIQUIDITY AND AVAILABILITY**

At June 30, 2023, the Organization has \$3,178,747 of financial assets available within one year of the date of the statement of assets, liabilities and net assets – cash basis to meet cash needs for general expenditures, all of which consist of cash. None of the financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditures within one year of the statement of assets, liabilities and net assets – cash basis. The Organization has a goal to maintain financial assets, which consist of cash on hand to meet twelve months of normal operating expenses. The Organization has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

Funding for the Organization is dependent on the hotel room nights booked in the City each year and the subsequent portion of the levy that is allocated through the City to the Organization. Annual revenue fluctuates depending on annual visitors to the City. As a result, the Organization closely monitors the monthly projected and received revenue to determine if any change needs to be made to budgeted expenditures.

**NOTE 3 – CASH**

Cash consists of demand deposits at the following institutions as of June 30:

	<u>2023</u>	<u>2022</u>
Citizens Business Bank	\$ 757,875	\$ 479,193
Pacific Premier Bank	<u>2,762,396</u>	<u>2,120,343</u>
	<u>\$ 3,520,271</u>	<u>\$ 2,599,536</u>

The Organization maintains cash deposits at institutions which are insured by the Federal Deposit Insurance Corporation (“FDIC”) up to \$250,000. At various times during 2023 and 2022, the Organization maintained balances in excess of FDIC limits. The Organization periodically reviews the quality of the financial institutions it has deposits with to minimize risk of loss.

**NOTE 4 – HOTEL MARKETING FUNDS EXPENSE**

During portions of each of the fiscal years ended June 30, 2023 and 2022, the Organization allocated \$200 per room to each BIA member hotel for hotel-specific marketing purposes. The allocation subsidizes hotel-specific advertising and marketing efforts that may also include the Organization’s logo. Vendor invoices are either paid by the hotel and reimbursed by the Organization or paid directly by the Organization.

NOTES TO FINANCIAL STATEMENTS

For The Years Ended June 30, 2023 and 2022

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**NOTE 4 – HOTEL MARKETING FUNDS EXPENSE, continued**

Samples of advertising and marketing material must be submitted showing the Organization’s logo for reimbursement. For advertising or marketing material where the Organization’s logo cannot be used, the Organization requests that the hotel partners use the following verbiage, “*Hotel partner name* is a proud partner of Travel Costa Mesa.” Hotel marketing funds expense totaled \$466,893 and \$461,058 for fiscal years ended June 30, 2023 and 2022, respectively. If the hotels do not use all their allocated funds, the funds revert to the Organization.

**NOTE 5 – GROUP INCENTIVE PROGRAM**

The Organization has a group incentive program which is used for certain qualifying groups and was created to assist the Organization’s partners and the City with group business. The group incentive program funds totaled \$37,000 and \$31,500 during the years ended June 30, 2023 and 2022, respectively. The fiscal 2023 group incentive funds were paid from the Organization’s operating account and the fiscal 2022 group incentive funds were paid from the Organization’s bank reserves.

**NOTE 6 – MARKETING EXPENSE**

The Organization incurs marketing expenses related to its mission of promoting the City as a tourist destination. For the fiscal years ended June 30, 2023 and 2022, marketing expenses totaled \$1,208,088 and \$569,591, respectively.

Marketing expenses include online marketing, video and photography production, community sponsorships, electronic collateral, print advertising, various promotions, and tradeshow costs.

**NOTES TO FINANCIAL STATEMENTS**

**For The Years Ended June 30, 2023 and 2022**

**NOTE 7 – STATEMENT OF FUNCTIONAL EXPENSES**

The statements of functional expenses for the years ended June 30 are as follows:

	<b>2023</b>			<b>2022</b>
	<b>Program Activities</b>	<b>General and Administrative</b>	<b>Total</b>	<b>Total (Summarized)</b>
Salaries and benefits	\$ 490,737	\$ 118,887	\$ 609,624	\$ 718,245
Marketing	7,951	-	7,951	11,798
Hotel marketing funds	466,893	-	466,893	461,058
Online marketing	1,200,137	-	1,200,137	557,793
Sales department	143,442	-	143,442	129,581
Group incentive program	37,000	-	37,000	31,500
Office and copier leases	38,367	9,280	47,647	29,140
Travel, meetings, conferences and mileage	33,806	-	33,806	20,822
Accounting and fees	-	13,800	13,800	10,350
Insurance	-	21,359	21,359	20,642
Dues and subscriptions	-	12,345	12,345	10,065
Moving expenses	-	-	-	9,344
Office supplies	-	11,591	11,591	8,185
Telephone and internet	5,935	11,397	17,332	17,750
Banking charges	-	335	335	325
Filing fee and state assessment	-	28	28	139
Postage	-	317	317	151
Parking	-	281	281	382
Recruiting services	-	855	855	1,296
Professional services	-	14,336	14,336	340
Total functional expenses	\$ <u>2,424,268</u>	\$ <u>214,811</u>	\$ <u>2,639,079</u>	\$ <u>2,038,906</u>

**NOTE 8 – COMMITMENTS AND CONTINGENCIES**

**Guarantees and Indemnities**

The Organization has made certain indemnities and guarantees, under which it may be required to make payments to a guaranteed or indemnified party, in relation to certain actions or transactions. The Organization indemnifies its directors, officers, employees and agents, as permitted under the laws of the State of California. In connection with its facility lease, the Organization has indemnified its lessor for certain claims arising from the use of the facilities. The duration of the guarantees and indemnities varies and is generally tied to the life of the agreement. These guarantees and indemnities do not provide for any limitation of the maximum potential future payments the Organization could be obligated to make. Historically, the Organization has not been obligated nor incurred any payments for these obligations and, therefore, no liabilities have been recorded for these indemnities and guarantees in the accompanying statements of assets, liabilities and net assets – cash basis.

**NOTES TO FINANCIAL STATEMENTS**

**For The Years Ended June 30, 2023 and 2022**

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**NOTE 8 – COMMITMENTS AND CONTINGENCIES, continued**

**Operating Leases**

The Organization has a lease for office space through October 2024. The Organization also has a lease for a color copier through September 30, 2028. Total rent expense for the fiscal years ended June 30, 2023 and 2022 totaled \$47,647 and \$29,140, respectively.

Future minimum lease obligations as of June 30, 2023 consist of the following:

<u>Years Ending June 30,</u>	
2024	\$ 43,275
2025	15,960
2026	1,800
2027	1,800
2028	1,800
Thereafter	<u>450</u>
	<u>\$ 65,085</u>

**Litigation**

In the ordinary course of business, the Organization may face various claims brought by third parties and they may, from time to time, make claims or take legal actions to assert their rights. Any of these claims could subject the Organization to costly litigation and, while the Organization generally believes that it has adequate insurance to cover many different types of potential liabilities, its insurance carriers may deny coverage or its policy limits may be inadequate to fully satisfy any damage awards or settlements. If this were to happen, the payment of any such awards could have a material adverse effect on the Organization's operations and financial position. Additionally, any such claims, whether or not successful, could damage the Organization's reputation and business.

**NOTE 9 – EMPLOYEE BENEFIT PLAN**

The Organization sponsors a defined contribution salary deferral plan (the "Plan") covering all employees. Beginning in April 2012, the Board of Directors agreed to Safe Harbor contributions of 3% of the eligible employee's salary. During each of the fiscal years ended June 30, 2023 and 2022, Safe Harbor contributions totaled approximately \$15,000, which are recorded in salaries and benefits in the accompanying statements of revenue and expenses – cash basis.

**NOTES TO FINANCIAL STATEMENTS**

**For The Years Ended June 30, 2023 and 2022**

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**NOTE 10 – RISKS AND UNCERTAINTIES**

Due to the nature of the Organization’s business, the Organization’s revenue is entirely dependent on the City and the member hotels. The City established the BIA and collects the BIA levy from the eleven hotels in Costa Mesa and the member hotels are voluntary participants (see Note 1). A cancellation of the BIA or withdrawal of the member hotels would adversely and severely impact the Organization’s financial position.

**NOTE 11 – SUBSEQUENT EVENTS**

Management has evaluated and determined that no other events have occurred through February 2, 2024 the date that the financial statements were issued, which would require inclusion or disclosure in its financial statements, except as disclosed herein.

**RESOLUTION NO. 2024-xx**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, DECLARING ITS INTENTION TO LEVY AN ANNUAL ASSESSMENT FOR FISCAL YEAR 2024-25 FOR A BUSINESS IMPROVEMENT AREA COVERING CERTAIN COSTA MESA HOTELS AND MOTELS AND SETTING THE TIME AND PLACE FOR A PUBLIC HEARING ON THE PROPOSAL**

THE CITY COUNCIL OF THE CITY OF COSTA MESA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, in adopting the Parking and Business Improvement Area Law of 1989 (California Streets and Highways Code sections 36500, *et seq.*), the California Legislature authorized cities to levy assessments on businesses in order to promote economic revitalization and tourism, to create jobs, attract new businesses, and prevent erosion of business districts; and

WHEREAS, on July 5, 1995, by Ordinance No. 95-9, the City Council adopted a business improvement area, commonly known as the Costa Mesa Tourism & Promotion Business Improvement Area ("BIA"), the purpose of which is to promote tourism to the City and to fund programs and activities that benefit the hotel and motel businesses within the City of Costa Mesa; and

WHEREAS, the eleven (11) hotels and motels listed in Exhibit A, attached hereto and incorporated herein by this reference, are currently subject to the assessment; and

WHEREAS, the City Council appointed the general managers of the 11 hotels and motels subject to the assessment to serve as the advisory board as required by California Streets and Highways Code section 36530; and

WHEREAS, said advisory board is known as Travel Costa Mesa ("TCM"); and

WHEREAS, the City Council has voted to continue the special assessment for the BIA each year since its inception, and it has been levied upon the 11 hotel and motel businesses listed in Exhibit A; and

WHEREAS, in January 2000, the City Council approved an increase in the assessment, raising the assessment from one percent (1%) to two percent (2%) based on the sale of overnight room stays; and

WHEREAS, in November 2010, the City Council approved an increase in the assessment, raising the assessment from two percent (2%) to three percent (3%) based on the sale of overnight room stays; and

WHEREAS, the City desires to levy and collect a three percent (3%) assessment within the BIA for Fiscal Year 2024-2025; and



WHEREAS, this Resolution of Intention will commence proceedings under the Parking and Business Improvement Area Law of 1989 to levy the annual assessment of the Costa Mesa Tourism & Promotion Business Improvement Area for the 2024-25 Fiscal Year; and

WHEREAS, the Agenda Report and its attachments for the May 7, 2024 City Council meeting filed with the City Clerk set forth a detailed description of the activities to be provided in the 2024-25 Fiscal Year, the boundaries of the Business Improvement Area, the benefit zone of the area, and the proposed assessments to be levied upon the businesses within the area for the coming fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Costa Mesa as follows:

Section 1. Intention; Assessment. The City Council hereby declares its intention to levy and collect assessments in the Costa Mesa Tourism & Promotion Business Improvement Area for Fiscal Year 2024-25 pursuant to California Streets & Highways Code §§ 36500, et seq. The boundaries of the Costa Mesa Tourism & Promotion Business Improvement Area are the 11 motels and hotels listed in Exhibit A. The proposed amount of the annual assessment is three percent (3%) based on the sale of overnight room stays. New hotel and motel businesses commenced after the effective date of the resolution levying the assessment will be exempt from the levy of assessment, pursuant to California Streets & Highways Code § 36531.

Section 2. Annual Report. An annual report on the Costa Mesa Tourism & Promotion Business Improvement Area has been prepared by TCM, acting as the advisory board, as required by California Streets & Highways Code §§ 36533 and 36534. Said report is on file in the City Clerk's Office. The 2023-24 annual report of the Costa Mesa Tourism & Promotion Business Improvement Area is hereby approved.

Section 3. Types of Activities to Be Funded. The type or types of activities to be funded by and through the annual levy of assessments on businesses within the Costa Mesa Tourism & Promotion Council Business Improvement Area are specified in the referenced annual report and Exhibit B, attached hereto and incorporated herein.

Section 4. Reporting and Remitting to the City of Costa Mesa Finance Department. Each hotel/motel owner shall separate the Business Improvement Assessment from the Transient Occupancy Tax on guest billing statements. The specific term "Business Improvement Assessment" shall be included on the billing to identify the assessment amount. The hotel/motel owner shall collect and subsequently remit the assessment to the Costa Mesa Finance Department at the same time and manner as the Transient Occupancy Tax. A ten percent (10%) penalty and half percent (0.5%) interest will be assessed on late remittances.

Section 5. Method and Basis of Levy. To allow each business owner to estimate the

amount of the assessment to be levied against his or her business, the method and basis of levying the assessment are set forth in the annual report relative to the Business Improvement Area, Ordinance No. 95-9, and Exhibit B.

Section 5. Time and Place of Public Hearing. The time and place of the public hearing on the levy of an annual assessment for Fiscal Year 2024-25 shall be 7:00 p.m. on June 4, 2024. At the public hearing set forth above, the testimony of all interested persons for or against the annual levy of the assessment for the Business Improvement Area, the extent of the area, and/or the furnishing of specific types of improvements or activities will be heard by the City Council.

Section 6. Protests. Consistent with California Streets & Highways Code §§ 36524 and 36525, the following rules shall apply to all protests:

- (a) A protest may be made orally or in writing by any interested person. Any protest pertaining to the regularity or sufficiency of the proceedings shall be in writing and shall clearly set forth the irregularity or defect to which the objection is made.
- (b) Every written protest shall be filed with the City Clerk's Office, Costa Mesa City Hall, 77 Fair Drive, Room 101, Costa Mesa, California 92626, at or before the time fixed for the public hearing as set forth above.
- (c) The City Council may waive any irregularity in the form or content of any written protest, and, at the public hearing, may correct minor defects in the proceedings.
- (d) A written protest may be withdrawn in writing at any time before the conclusion of the public hearing.
- (e) Each written protest shall contain a description of the business in which the person subscribing the protest is interested sufficient to identify the business and, if a person subscribing is not shown on the official records of the City as the owner of the business, the protest shall contain or be accompanied by written evidence that the person subscribing is the owner of the business. A written protest which does not comply with this section shall not be counted in determining a majority protest.
- (f) If written protests are received from the owners of businesses in the proposed Business Improvement Area which will pay fifty percent (50%) or more of the assessments to be levied and protests are not withdrawn so as to reduce the protests to less than the fifty percent (50%), no further proceedings on the proposal to continue to levy the Business Improvement Area assessment, as specified by this Resolution, shall be taken by the City Council for a period of one year from the date of the finding of a majority protest.
- (g) If the majority protest is only against the furnishing of a specified type or types of improvement or activity within the Business Improvement Area, those types of

improvements or activities shall be eliminated.

Section 7. Publication. The City Clerk shall cause this Resolution of Intention to be published once in a newspaper of general circulation in the City at least seven (7) days before the June 4, 2024 public hearing.

**PASSED AND ADOPTED this \_\_\_\_\_ day of May, 2024.**

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

ATTEST:

APPROVED AS TO FORM:

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

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

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

I, BRENDA GREEN, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 2024-xx and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the \_\_\_\_\_ day of May, 2024, 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 May, 2024.

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

### **EXHIBIT A**

The Business Improvement Area (“BIA”) benefit zone encompasses the entire City of Costa Mesa boundaries. It is anticipated that the entire City, including businesses and residents, will benefit from increased revenues generated by the activities financed by the BIA assessment.

The following businesses will be included in the BIA that is established pursuant to California Streets and Highways Code sections 36500, *et seq.*, the businesses commonly known as:

#### **Avenue of the Arts, A Tribute Portfolio Hotel**

Property Address: 3350 Avenue of the Arts, Costa Mesa

Business Owner: Rosanna Inc.  
3350 Avenue of the Arts  
Costa Mesa, CA 92627

Property Owner: Rosanna Inc.  
3350 Avenue of the Arts  
Costa Mesa, CA 92627

#### **Ayres Country Inn & Suites**

Property Address: 325 Bristol Street, Costa Mesa

Business Owner: Newport Country Inn & Suites, Inc.  
355 Bristol Street, Suite A  
Costa Mesa, CA 92626

Property Owner: Newport Country Inn & Suites, Inc.  
355 Bristol Street, Suite A  
Costa Mesa, CA 92626

#### **Best Western Plus Newport Mesa Inn**

Property Address: 2642 Newport Boulevard, Costa Mesa

Business Owner: James Hsuen  
Shang-Pu Lee  
2642 Newport Boulevard,  
Costa Mesa, CA 92627

Property Owner: James Hsuen  
Shang-Pu Lee  
2642 Newport Boulevard,  
Costa Mesa, CA 92627

**Crowne Plaza**

Property Address: 3131 Bristol Street, Costa Mesa

Business Owner: Brighton Management  
20342 SW Acacia St.  
Newport Beach, CA 92660

Property Owner: Bright Bristol Street LLC  
3131 Bristol Street  
Costa Mesa, CA 92626

**Hilton**

Property Address: 3050 Bristol Street, Costa Mesa

Business Owner: Ashford TRS CM LLC  
14185 Dallas Parkway, Suite 1100  
Dallas, TX 75254

Property Owner: Remington Lodging & Hospitality LP  
14185 Dallas Parkway, Suite 1100  
Dallas, TX 75254

**Holiday Inn Express Hotel & Suites**

Property Address: 2070 Newport Boulevard, Costa Mesa

Business Owner: Narendra B. Patel  
2070 Newport Blvd.  
Costa Mesa, CA 92667

Property Owner: Narendra B. Patel  
2070 Newport Blvd.  
Costa Mesa, CA 92667

**Costa Mesa Marriott**

Property Address: 500 Anton Boulevard, Costa Mesa

Business Owner: Starwood Capital Group  
591 West Putnam Avenue  
Greenwich, CT 06830

Property Owner: HEI Hotels & Resorts  
101 Merritt 7 Corporate Park, 1<sup>st</sup> Floor  
Norwalk, CT 06851

**OC Hotel Costa Mesa (Formerly BLVD Hotel)**

Property Address: 2430 Newport Boulevard, Costa Mesa

Business Owner: Sai Hospitality Services, LLC  
11556 Manchester Way  
Porter Ranch, CA 91326

Property Owner: Sanjay Panchal  
11556 Manchester Way  
Porter Ranch, CA 91326

**Ramada Inn & Suites Costa Mesa**

Property Address: 1680 Superior Avenue, Costa Mesa

Business Owner: B.D. Inns Inc./Ramada Ltd.  
1680 Superior Ave.  
Costa Mesa, CA 92627

Property Owner: B.D. Inns Inc./Ramada Ltd.  
1680 Superior Ave.  
Costa Mesa, CA 92627

**Residence Inn by Marriott**

Property Address: 881 Baker Street, Costa Mesa

Business Owner: Marriott International  
10400 Fernwood Rd.  
Bethesda, MD 20817

Property Owner: BRE Select Hotels and Resorts  
6201 15th Avenue  
Brooklyn, NY 11219

**The Westin South Coast Plaza Hotel**

Property Address: 686 Anton Boulevard, Costa Mesa

Business Owner: Host Hotels & Resorts  
6903 Rockledge Dr., Suite 1500  
Bethesda, MD 20817

Property Owner: CJ Segerstrom & Sons  
c/o South Coast Plaza  
686 Anton Boulevard  
Costa Mesa, CA 92626



## **EXHIBIT B**

The BIA assessment will be used to fund Travel Costa Mesa ("TCM"). TCM will fund activities to promote tourism in Costa Mesa and will sponsor related tourist events that benefit the hotel and motel businesses within the City.

### **Revenue**

A three percent (3%) levy will be assessed against each of the 11 hotels listed in Exhibit A, based on the net revenue from the sale of overnight room stays.

Business owners shall pay the assessment to the Costa Mesa City Finance Department on a monthly basis. A penalty and interest shall be assessed on late payments.

Note: New hotel and motel businesses commenced after the effective date of this resolution will be exempt from the levy of assessment.



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

**File #:** 24-134

**Meeting Date:** 5/7/2024

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**TITLE:**

**DESIGNATION OF CITY NEGOTIATORS FOR THE COSTA MESA DIVISION MANAGERS' ASSOCIATION (CMDMA) MEET AND CONFER AND AUTHORIZATION TO PROCEED WITH THE FINANCIAL ANALYSIS OF THE CURRENT RESOLUTION PER THE TRANSPARENCY IN LABOR NEGOTIATIONS COUNCIL POLICY**

**DEPARTMENT:** CITY MANAGER'S OFFICE- HUMAN RESOURCES DIVISION

**PRESENTED BY:** KASAMA LEE, HUMAN RESOURCES MANAGER

**CONTACT INFORMATION:** KASAMA LEE, HUMAN RESOURCES MANAGER  
(714) 754-5169

**RECOMMENDATION:**

Staff recommends the City Council:

1. Designate City Manager Lori Ann Farrell Harrison as the City's Principal Negotiator, Deputy City Manager Alma Reyes, Human Resources Manager Kasama Lee, Human Resources Administrator Fanni Acosta and Finance Director Carol Molina as the City's representatives in negotiations with the CMDMA.
2. Authorize staff to have the independent fiscal analysis of the current CMDMA Resolution completed per the requirements of the Transparency in Labor Negotiations Council Policy.

**BACKGROUND:**

Per the Transparency in Labor Negotiations Council Policy, the City Council must designate a Principal Negotiator who "shall have extensive prior experience in negotiating public employee collective bargaining agreements and shall be free from any actual or potential conflict of interest with respect to the bargaining unit." The City shall also be represented by legal counsel whether or not legal counsel is designated as the Principal Negotiator.

The City Council may also designate one more employee(s) to be present during negotiations to assist the Principal Negotiator as the City Council and/or Principal Negotiator deem appropriate.

**ANALYSIS:**

Staff recommends the City Council designate City Manager Lori Ann Farrell Harrison as the City's Principal Negotiator, Deputy City Manager Alma Reyes, Human Resources Manager Kasama Lee, Human Resources Administrator Fanni Acosta and Finance Director Carol Molina as the City's representatives in negotiations with the CMDMA. Staff also recommends that Liebert Cassidy Whitmore partner, Peter Brown, serve as legal counsel during negotiations with CMDMA.

Furthermore, Section 2 Economic Analysis of the policy requires that the Finance Director prepare an economic analysis that must be verified by an independent auditor. Staff recommends that the City Council authorize staff to have the independent fiscal analysis of the current CMDMA resolution completed per the requirements of the policy.

**ALTERNATIVES:**

An alternative is to propose other designated representative(s).

**FISCAL REVIEW:**

The funds for outside legal counsel for negotiations are budgeted in the General Fund in the Human Resources Division's budget.

**LEGAL REVIEW:**

The City Attorney's Office has reviewed the report and approved as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This item supports the following City Council Goal:

- Recruit and Retain High Quality Staff

**CONCLUSION:**

Staff recommends the City Council:

1. Designate City Manager Lori Ann Farrell Harrison as the City's Principal Negotiator, Deputy City Manager Alma Reyes, Human Resources Manager Kasama Lee, Human Resources Administrator Fanni Acosta and Finance Director Carol Molina as the City's representatives in negotiations with the CMDMA.
2. Authorize staff to have the independent fiscal analysis of the current CMDMA resolution completed per the requirements of the Transparency in Labor Negotiations Council Policy.



# CITY OF COSTA MESA

77 Fair Drive  
Costa Mesa, CA 92626

## Agenda Report

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**File #:** 24-135

**Meeting Date:** 5/7/2024

---

**TITLE:**

**AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT WITH GLENN LUKOS ASSOCIATES FOR THE VERNAL POOL 5, 6, AND 7 RESTORATION PROJECT AT FAIRVIEW PARK**

**DEPARTMENT:** PARKS AND COMMUNITY SERVICES

**PRESENTED BY:** KELLY DALTON, FAIRVIEW PARK ADMINISTRATOR

**CONTACT INFORMATION:** KELLY DALTON, FAIRVIEW PARK ADMINISTRATOR  
(714) 754-5135

**RECOMMENDATION:**

Staff recommends the City Council authorize the City Manager and City Clerk to execute Amendment No. 2 to the Professional Services Agreement with Glenn Lukos Associates, Inc. increasing the total compensation by \$94,290 for vernal pools restoration and biological monitoring services for the Vernal Pools 5, 6, and 7 Restoration Project at Fairview Park.

**BACKGROUND:**

In August 2017, the City Council adopted Resolution No. 17-52, which authorized staff to file a grant application for the State of California Department of Parks and Recreation Habitat Conservation Program to restore vernal pools and their associated watersheds at Fairview Park (Attachment 1). In June 2018, the City received a notification of grant award from the California Department of Parks and Recreation Habitat Conservation Fund for \$150,000 towards the Fairview Park vernal pools restoration (Attachment 2).

After the grant approvals, the U.S. Fish and Wildlife Service approved the "Long-Term Maintenance Plan for Vernal Pools 5 and 6, and Associated Watershed Areas" (the "Plan") (Attachment 3), which includes vernal pool 7. The Plan was developed by Glenn Lukos Associates who had previously supported the City on vernal pools management and restoration efforts within Fairview Park. Their staff are listed as authorized individuals on the Native Endangered Species Recovery - Endangered Wildlife Permit issued to the City. Vernal pools 5, 6 and 7 are located in the south portion of Fairview Park adjacent to Parsons Field, Waldorf School, and the Estancia High School Stadium (Attachment 4).

On April 16, 2019, the City Council formally approved the acceptance of the California Department of Parks and Recreation grant for the Fairview Park vernal pools restoration (Attachment 5). The grant approval and a budget adjustment recognizing \$150,000 in State grant funding and \$150,000 in required matching funds by the City allowed the City to appropriate a total of \$300,000 to the Fairview Park Vernal Pool and Restoration Project. As part of the grant, the City filed a 20-year deed

restriction on the restored parcels.

On October 15, 2019, the City Council awarded a Professional Services Agreement to Glenn Lukos Associates for the Restoration of Fairview Park Vernal Pools 5, 6 and 7 in the amount of \$126,046.00, and authorized a ten (10) percent contingency of \$12,600. Between late 2019 and mid-2022, the City worked with the Glenn Lukos Associates project team to implement the first phase of the long-term restoration plan, including site preparation, weed abatement, vegetation monitoring, reporting, and coordination with the City and U.S. Fish and Wildlife Service. During much of 2020 and 2021, project activities were put on hold due to the COVID-19 pandemic, which contributed to a proliferation of non-native weeds in the site. This temporary interruption in project activities contributed to an extension in the site preparation phase that was needed for the site to be made suitable for native container plant installation and seed application.

On July 19, 2022, the City Council authorized Amendment No. 1 to the Professional Services Agreement with Glenn Lukos Associates to continue the restoration project through early 2024. Amendment No. 1 increased the compensation to Glenn Lukos Associates by \$148,731 and authorized a ten percent (10%) contingency in the amount of \$14,870. The funding provided in Amendment No. 1 allowed the consultant to continue site preparation and provide oversight during planting and seeding, which occurred in January 2023. In addition, Amendment No. 1 funded the first year of fairy shrimp monitoring, vegetation management and monitoring, reporting, and continued oversight of the restoration project through April 2024.

As of April 2024, the City has completed the initial grant-funded portion of the vernal pool restoration project, and staff has ordered the final interpretive signs for the project site to fulfill the Habitat Conservation Fund grant scope of work. Staff will be submitting the final reimbursement requests for the \$150,000 of work covered by the grant upon delivery and installation of the interpretive signs in summer 2024.

### **ANALYSIS:**

This current proposal, Amendment No. 2, is intended to cover approximately one (1) year of professional restoration and monitoring services, which are expected to occur from May 2024 to June 2025. The scope of the vernal pools restoration project covered the Plan and the Permit includes:

- Removal of non-native plants and turf
- Planting and reestablishment of vernal pool plants
- Planting and establishment of a coastal sage scrub (CSS) buffer around the vernal pool watershed area
- Installation of a temporary irrigation system to supply water to the installed container plants during establishment
- Repair and restoration of elevation and contours of vernal pools 5 and 6
- Inoculation of fairy shrimp cysts

- Addition of delineation fencing and educational signage around the vernal pool 5, 6, and 7 watershed and buffer

The work under Amendment No. 2 is expected to be performed from spring 2024 through spring 2025, completing the 2nd year of the five-year establishment period for the restoration. City staff will continue to evaluate conditions through the end of the 2nd year of the establishment period through 2024 and early 2025 and determine a more accurate cost estimate for the remaining three years of the maintenance and monitoring activities, anticipated to take place from July 2025 through June 2028.

The U.S. Fish & Wildlife Service has specifically identified Glenn Lukos Associates, authors of the approved Plan and the authorized agents in the Permit, to conduct the restoration activities. Section 21-101, Subsection No. 3 of the Purchasing Policy outlines that, "If a contractor develops a particular expertise through demonstrated past performance which has been investigated and determined to be satisfactory in this area of expertise, then such contractor may be awarded a subsequent contract for related work, provided that the Sole Source justification requirements outlined in this Section are satisfied. Such a contractor may be designated as an exclusive contractor if the City would be adversely affected by bringing in another vendor who would be required to meet the expert contractor's level of expertise and existing knowledge and involvement in a specific project."

Due to their high-quality proposal, depth of expertise and experience in successfully performing vernal pools habitat restoration services for the City, and the federal permit that authorizes specific individuals to perform the required work, Glenn Lukos Associates is uniquely qualified to perform the work for this particular project.

Approval of the subject amendment underscores the City's continued commitment to protecting and preserving the sensitive and unique resources within Fairview Park, as envisioned in the Fairview Park Master Plan.

### **ALTERNATIVES:**

The City may elect to not authorize execution of the amendment. However, staff does not recommend this option due to the requirement to implement the U.S. Fish and Wildlife Service approved restoration plan until the site meets final success criteria.

### **FISCAL REVIEW:**

The increased cost of \$94,290 for Amendment No. 2 to the Professional Services Agreement with Glenn Lukos Associates, Inc. will be funded by the City Manager's contingency fund in the General Fund (101).

### **LEGAL REVIEW:**

The City Attorney has reviewed and approved the Professional Services Agreement as to form.

### **CITY COUNCIL GOALS AND PRIORITIES:**

This item supports the following City Council Goal:

- Advance Environmental Sustainability and Climate Resiliency

**CONCLUSION:**

Staff recommends the City Council authorize the City Manager and City Clerk to execute Amendment No. 2 to the Professional Services Agreement with Glenn Lukos Associates, Inc. increasing the total compensation by \$94,290 for vernal pools restoration and biological monitoring services for the Vernal Pools 5, 6, and 7 Restoration Project at Fairview Park.

# ATTACHMENT 1

## RESOLUTION NO. 17-52

### **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, APPROVING THE APPLICATION FOR GRANT FUNDS FROM THE HABITAT CONSERVATION FUND PROGRAM**

THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA DOES  
HEREBY RESOLVE AS FOLLOWS:

WHEREAS, the people of the State of California have enacted the California Wildlife Protection Act of 1990, which provides funds to the State of California for grants to local agencies to acquire, enhance, restore or develop facilities for public recreation and fish and wildlife habitat protection purposes; and

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility for the administration of the HCF Program, setting up necessary procedures governing project application under the HCF Program; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the applicant to certify by resolution the approval of application(s) before submission of said application(s) to the State; and

WHEREAS, the applicant will enter into a contract with the State of California to complete the project(s);

NOW, THEREFORE, BE IT RESOLVED that the City Council of Costa Mesa hereby:

SECTION 1. APPROVES: the filing of an application for the Habitat Conservation Fund Program; and certifies that said applicant has or will have available, prior to commencement of any work on the project included in this application, the required match and sufficient funds to complete the project; and certifies that the applicant has or will have sufficient funds to operate and maintain the project(s), and certifies that the



applicant has reviewed, understands, and agrees to the provisions contained in the contract shown in the grant administration guide; and delegates the authority to the Public Services Director to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, payment requests and so on, which may be necessary for the completion of the project, and agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

SECTION 2. The City Clerk shall certify to the passage and adoption hereof.

**PASSED AND ADOPTED this 1<sup>st</sup> day of August 2017.**

  
\_\_\_\_\_  
Katrina Foley, Mayor

ATTEST:

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

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Thomas Duarte, City Attorney

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

I, Brenda Green, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 17-52 and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 1<sup>st</sup> day of August, 2017, by the following roll call vote, to wit:

AYES: COUNCIL MEMBERS: MANSOOR, STEPHENS, GENIS, FOLEY

NOES: COUNCIL MEMBERS: NONE

ABSENT: COUNCIL MEMBERS: RIGHEIMER

IN WITNESS WHEREOF, I have hereby set my hand and affixed the seal of the City of Costa Mesa this 2<sup>nd</sup> day of August, 2017.

Brenda green  
BRENDA GREEN, CITY CLERK



State of California • Natural Resources Agency

Edmund G. Brown Jr., Governor

DEPARTMENT OF PARKS AND RECREATION  
P.O. Box 942896 • Sacramento, CA 94296-0001

Lisa Ann L. Mangat, Director

JUN 05 2018

Robert Staples, Contract Administrator  
City of Costa Mesa  
77 Fair Drive  
Costa Mesa, CA 92626

Re: FAIRVIEW PARK VERNAL POOLS RESTORATION (XW-30-004)  
\$150,000

Dear Robert Staples:

The Office of Grants and Local Services (OGALS) completed the application review process for the Habitat Conservation Fund (HCF) Program. OGALS is pleased to inform you that the project identified above has been selected for funding, *contingent upon inclusion of the funds in the 2018-2019 State Budget*. Congratulations!

As an HCF grant recipient, a representative from your agency must attend an HCF Grant Administration workshop to learn more about the HCF contract and grant administration process. Workshop attendance is mandatory prior to receiving a grant contract. Information on the mandatory workshop will follow in a separate letter.

The contract performance period for this project will begin on July 1, 2018. Do not begin project work until you receive a fully-executed grant contract. OGALS will initiate a contract and send it to you for signature after the State Budget is enacted *and* the mandatory workshop attendance has occurred.

The liquidation date for this project will be June 30, 2023. Therefore, the Project Completion Packet will be due to OGALS by March 31, 2023. This OGALS due date allows time for the final site inspection and processing of the final payment prior to the liquidation date.

Each HCF grantee receiving funds for acquisition, enhancement, restoration, or development must record a Deed Restriction on the project property (if owned by the grantee). The Deed Restriction ensures that the property is used for a purpose consistent with the grant scope for the length of the contract performance period. The Deed Restriction is required after the acquisition is complete (for acquisition projects) or *prior* to grant payment for enhancement, restoration, or development costs (for enhancement, restoration, or development projects).

If you have questions about your project or the HCF Program, please contact your Project Officer, Melinda Steinert, at (916) 651-7744, or [Melinda.Steinert@parks.ca.gov](mailto:Melinda.Steinert@parks.ca.gov). Additional HCF grant program information is available on OGALS website at <http://www.parks.ca.gov/grants>. Click on the "Habitat Conservation Fund Program" link.

Robert Staples  
Page 2

Congratulations again on your successful application! OGALS looks forward to working with you to deliver quality recreation opportunities to your constituents.

Sincerely,



Sedrick Mitchell, Deputy Director  
External Affairs

cc: Project file

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**FAIRVIEW PARK VERNAL POOL RESTORATION  
AND  
LONG TERM MAINTENANCE PLAN FOR VERNAL POOLS 5 AND 6,  
AND THE ASSOCIATED WATERSHED  
AREAS WITHIN THE JURISDICTION OF  
THE UNITED STATES FISH AND WILDLIFE SERVICE  
PURSUANT TO THE ENDANGERED SPECIES ACT**

**FAIRVIEW PARK  
COSTA MESA, CALIFORNIA**

**JUNE 8, 2018**

**Prepared for:**

**City of Costa Mesa  
Parks Department  
77 Fair Drive  
Costa Mesa, California 92628-1200**

**Contact: Baltazar Mejia  
(714) 754-5291**

**Prepared by:**

**Glenn Lukos Associates, Inc.  
29 Orchard  
Lake Forest, California 92630  
Contact: Tony Bomkamp/Kevin Livergood  
(949) 837-0404**

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**EXHIBITS**

1. Regional Map
2. Vicinity Map
3. Restoration Site Plan
4. Site Photographs



## I. EXECUTIVE SUMMARY

This Restoration and Maintenance Plan for Vernal Pools 5 and 6, and the associated watershed area (Complex) which is inclusive of historical Feature 7 located in Fairview Park ("Project Site") in the City of Costa Mesa ("City"), Orange County, California [Exhibit 1 – Regional Map, Exhibit 2 – Vicinity Map, Exhibit 3 – Restoration Site Plan Map, and Exhibit 4 – Site Photographs], has been developed to address potential impacts associated with installation of a decomposed granite foot path in and adjacent to vernal pools (Vernal Pools 5 and 6) occupied by the federally listed endangered San Diego fairy shrimp (*Branchinecta sandiegonensis*). In addition, this plan addresses potential watershed impacts associated with preparation and use of the area surrounding historical Feature 7 as a parking lot and telephone poles that were placed in the vicinity of the former feature to prevent unauthorized vehicular access into the watershed surrounding Vernal Pools 5 and 6. Placement of the telephone poles created shallow indentations in the soil surface. The foot path and telephone poles have been removed. This plan addresses 1) restoration of the foot path (i.e., restoration of the area where the foot path was removed) to original elevation and topography, so as to restore the watershed for Vernal Pools 5 and 6, 2) reestablishment of the impacted portions of Vernal Pool 6 in a manner that results in restoration of the previous functions, 3) repair of indentations in the watershed associated with former Feature 7 caused by the placement of telephone poles and 4) repair of disturbance related to use of the watershed area for parking. This plan also addresses the removal of turf and irrigation along the northern edge of the watershed for Vernal Pool 5 to prevent irrigation runoff from entering Vernal Pool 5, while also providing a natural buffer. The purpose of this plan is to set forth in detail the various components of the vernal pool and watershed restoration plan, including the restoration methods, monitoring and maintenance methods, and success criteria. The plan also includes long-term maintenance activities that will be implemented within the Complex once the restoration activities are completed.

As a result of the presence of the San Diego fairy shrimp and the potential for take of listed species associated with the proposed restoration efforts, these activities are being coordinated with and are subject to approval of the U.S. Fish and Wildlife Service (USFWS), which issued a letter on July 24, 2014 requiring restoration of these areas. Completion of this plan will enhance the survival of San Diego fairy shrimp, thus contributing to the recovery of this species and as such, the actions carried out to implement this plan are anticipated to be covered under a Section 10(a)(1)(A) Recovery Permit, which allows otherwise prohibited take of the San Diego fairy shrimp to enhance the survival of the species.

## II. PROJECT DESCRIPTION

### A. Responsible Parties

Owner:

City of Costa Mesa  
77 Fair Drive  
Costa Mesa, California 92628-1200  
Contact: Mr. Baltazar Mejia  
Telephone: (714) 754-5291



Preparer of Restoration and Maintenance Plan:

Glenn Lukos Associates, Inc.  
29 Orchard  
Lake Forest, California 92630  
Contact: Tony Bomkamp  
or Kevin Livergood  
Phone: (949) 837-0404

## **B. Location of Project**

Fairview Park is situated along the bluffs overlooking the Santa Ana River in the City of Costa Mesa, Orange County, California. The park is roughly bounded by Adams Avenue to the north, Santa Ana River to the west, Victoria Street to the south, and is bisected by Placentia Avenue [Exhibits 1 and 2]. Land uses adjacent to the restoration sites include developed parkland to the north, Estancia High School with sports fields to the east, Waldorf School of Orange County and associated sports field to the south, and natural lands including a runway area used by Harbor Soaring Society for flying model planes and a previously restored vernal pool to the west [Exhibit 3]. The topography of the site is flat.

## **C. Brief Summary of Project**

This Restoration and Maintenance Plan includes: (1) restoration of the watershed for Vernal Pools 5 and 6, by restoring the elevation and contours to the conditions prior to installation of the foot path that also ensures that runoff from rainfall is directed toward Vernal Pool 5 rather than collecting on the foot path; (2) reestablishment of portions of Vernal Pool 6 affected by the installation of a foot path along the eastern and southern edges of Vernal Pool 6, which would be accomplished through the reestablishment of the original perimeter contours; (3) repair of the indentations associated with the placement and removal of telephone poles within the watershed of historical Feature 7; (4) removal of non-native weeds and establishment of native vegetation within the watersheds for Vernal Pools 5 and 6 and former Feature 7; and (5) removal of turf grass and irrigation within the watershed of Vernal Pool 5, including reestablishment of native coastal sage scrub shrubs and grasses to provide a natural vegetated buffer and remove the source of potential irrigation runoff. The details for each component of this restoration plan are set forth in detail below. In addition, a Long-Term Management Plan (LTMP) will be implemented once the performance standards for the restoration plan have been achieved. The LTMP will include the following components as describe in more detail in the final section of this plan: training of maintenance personnel, ongoing non-native vegetation control, general maintenance (e.g., trash and debris removal, repair of fencing and signage, and annual reporting.

## **III. GOALS OF RESTORATION AND MAINTENANCE PLAN**

The goal of the Restoration and Maintenance Plan is to contribute to the recovery of the San Diego fairy shrimp through specific restoration and maintenance efforts described in detail below. The restoration plan proposes to restore the limited portions of the watershed associated with Vernal Pools 5 and 6 affected by footpath installation and removal, which will ensure conservation of the San Diego fairy shrimp within these pools. The restoration plan goals will

also be accomplished by restoring the eastern boundary of Vernal Pool 6 to reestablish this component of the pool's watershed, which was affected by installation of the foot path. While former Feature 7 has not been documented to support fairy shrimp (a dry-season survey conducted in summer of 2015 was negative for cysts),<sup>1</sup> remediation of any potential damage to the watershed by placement of the telephone poles, and the preparation and use of this area for parking vehicles would ensure maintenance of existing habitat functions for the historically significant feature, which has in wetter-than-average years supported a small number of vernal pool plants. The goals of the Long-Term Management Plan include ongoing control on non-native invasive species within the watershed areas of Vernal Pools 5 and 6, and former Feature 7, which will be subject to restoration of native scrub and grasslands, maintenance of protective fencing, and regular removal of any trash or debris in the vernal pools or associated watersheds.

#### **IV. IMPLEMENTATION PLAN FOR RESTORATION ACTIVITIES**

##### **A. Responsible Parties**

Owner: City of Costa Mesa  
77 Fair Drive  
Costa Mesa, California 92628-1200  
Contact: Mr. Baltazar Mejia  
Telephone: (714) 754-5291

Preparer of Plan: Glenn Lukos Associates, Inc.  
29 Orchard  
Lake Forest, California 92630  
Contact: Tony Bomkamp<sup>2</sup> or Kevin Livergood  
Phone: (949) 837-0404

##### **B. Implementation Schedule**

A qualified habitat restoration specialist or biologist with a minimum of 5 years of experience in vernal pool restoration in southern California hereinafter referred to as the Project Biologist, will supervise the implementation, maintenance, and five-year monitoring of the restoration activities. Activities with the potential for take of the San Diego fairy shrimp (such as wet- or dry-season surveys and collection of inoculum) will be conducted by Biologists and/or Restoration Specialists (Project Biologist) approved by USFWS and listed on a Section 10(a)(1)(A) Recovery Permit issued to the City specifically for restoration, biological surveys, and long-term maintenance. Implementation of the restoration activities shall occur, to the maximum extent practicable, as soon as possible after plan approval and issuance of a Section 10(a)(1)(A) Recovery Permit to the City, dependent on weather conditions. As the site will need

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<sup>1</sup> Glenn Lukos Associates. July 20, 2015. Letter Report to Stacey Love: Submittal Requirements for 2015 Dry Season Survey for Listed Branchiopods Conducted for the Fairview Park Project – Feature 7, Located in the City of Costa Mesa, County of Orange, California. It should be noted that the dry-season survey was conducted after the area was disturbed repeatedly for preparation and use as a parking lot.

<sup>2</sup> Tony Bomkamp has over 22 years of experience restoring vernal pools in southern California.

to be dry to collect inoculum, work may begin after a period of approximately 4 - 6 weeks with no rain events, or after the rainy season, which typically ends in mid-April. The site will be maintained and monitored for a minimum of five years or until specific success criteria are met. Long-term maintenance will continue, once success criteria are met, as described in Section VIII below.

### **C. Implementation of Restoration Plan**

As noted, this plan addresses restoration activities that will contribute to the recovery of the San Diego fairy shrimp, but which also exhibit potential for take of the species. Any activities with potential for take of the San Diego fairy shrimp (Covered Activity) will be performed by qualified individuals, approved by USFWS, and listed in the Section 10(a)(1)(A) Permit issued to the City ("Permit Holder") specifically for the restoration, biological surveys, and long-term maintenance activities described in the Plan. Other activities that exhibit no potential for take will not require coverage under the Recovery Permit, but will contribute to the recovery of the San Diego fairy shrimp through habitat and watershed enhancements. Activities that would be covered under the Recovery Permit are limited to 1) restoration of the watershed area impacted by the foot path adjacent to Vernal Pool 5 and 2) reestablishment of the impacted portions of Vernal Pool 6 to restore previous functions, which includes the introduction of inoculum to the reestablished pool area. Repair of the shallow indentations created by the telephone poles in the vicinity of former Feature 7 and re-vegetation of the surrounding watershed area with coastal sage scrub and native grasses do not exhibit potential for take of the San Diego fairy shrimp.

#### **1. Reestablishment of Impacted portions of Vernal Pool 6 (Covered Activity)**

As depicted on Exhibit 3, a portion of Vernal Pool 6 was affected by installation and removal of the decomposed granite foot path. The watershed of Vernal Pool 6 was also affected by the removal of the foot path, which left the ground surface a few inches lower than the adjacent pool basin. Restoration of the impacted watershed area of Vernal Pool 6 is addressed below.

- a. *Reestablishment of Vernal Pool 6 Contours* - Reestablishment of the impacted portions of Vernal Pool 6 will be directed by the Section 10(a)(1)(A) Permit Holder under the guidance of the Project Biologist. Reestablishment of original contours will be conducted by a grading contractor experienced in the restoration of vernal pool basins. The equipment to be used for reestablishment of the impacted portions of Vernal Pool 6 will be determined by the grading contractor; although it is expected to be a small dozer or bobcat due to the limited area to be restored. An engineered grading plan will not be developed; rather, recontouring will be field-directed and micro elevations and micro grading will be determined and directed by the Project Biologist with final contours established in the field in a manner that is consistent with the original elevation. All soil placement will be directly monitored by the Project Biologist to ensure that no damage to functioning and intact vernal pool habitat occurs. Prior to commencing work, the target basin perimeter will be marked on the ground and the portion of the basin to be avoided will be marked as noted. A transit or laser auto-level will be used to record elevations at various locations both inside and outside of the target basin. Recontouring will be performed until target elevations are achieved. Upon completion of mechanical and hand contouring (using rakes and shovels as needed), final

elevations for the reestablished contours of Vernal Pool 6 will be recorded to 0.05 feet.

- b. *Inoculum Collection and Redistribution* - Collection of inoculum for the San Diego fairy shrimp (and vernal pool plants) from Vernal Pool 1 would be conducted to replace the pool substrate that was removed from Vernal Pool 6. Given the adjacency of the reestablishment area with the existing pool, the area would also be rapidly colonized by both the San Diego fairy shrimp and vernal pool plants. Because of the presence of the San Diego fairy shrimp within the donor vernal pool basins, inoculum collection and redistribution must be conducted by individuals holding a valid Section 10(a)(1)(A) permit for listed branchiopods with prior notification to USFWS as provided in the guidelines<sup>3</sup>.

Inoculum containing San Diego fairy shrimp cysts and vernal pool plants will be collected using the two-percent collection methodology described by Bauder (cited in Michael Brandman Associates and KEA Environmental 1995)<sup>4</sup>. Use of this method ensures that no more than two-percent of the existing propagules are removed from the donor areas. Vernal Pool 1 will provide donor inoculum.<sup>5</sup> Inoculum collection will be performed in the fall season when the site is dry and before the rainy season which typically begins in mid-October and lasts through mid-April. Inoculum collection will occur once the contours of Vernal Pool 6 and the adjacent watershed area are reestablished. Collection of inoculum will be performed using a one-meter quadrat, which is placed in one corner of the donor area. Two one-decimeter quadrats are randomly placed within the one-meter quadrat and the top one centimeter of soil and vegetative material are collected from the area circumscribed by each one-decimeter quadrat, which is then placed in cardboard boxes for transport. The one-meter quadrat is moved to the adjacent one-meter plot and the process is repeated until each one-meter plot from the donor vernal pool is completed.

No formal planting plan or plant palette has been developed. Rather, material salvaged from the donor vernal pool will provide all of the necessary propagules and cysts for the portion of Vernal Pool 6 to be reestablished. Introduction of the collected seed and organic matter (containing cysts) from the donor vernal pools will be accomplished by hand-broadcasting over the surface of the reestablished pool area followed by light raking. All hand-broadcasting will occur between September 15 and October 15, immediately following collection of inoculum.

## **2. Restoration of Watershed Area Damaged by the Foot Path near Vernal Pools 5 and 6 (Covered Activity)**

Restoration of the watershed area damaged by the foot path will be conducted simultaneously with reestablishment of Vernal Pool 6 (see Task 1a above). Removal of the decomposed granite foot path created a "lip" outside of the eastern boundary of Vernal Pools 5 and 6 (note: the basin for Vernal Pool 5 was not affected by the foot path construction or associated removal). The "lip" is generally shallow, averaging about 3 inches and reaches 10 inches in one area, causing

<sup>3</sup> U.S. Fish and Wildlife Service. Revised November 13 2017. *Survey Guidelines for Listed Large Branchiopods*.

<sup>4</sup> Michael Brandman Associates and KEA Environmental. 1995. Kearny Villa Road Vernal Pool Restoration: First Progress Report.

<sup>5</sup> Vernal Pool 1 was selected because it contains San Diego fairy shrimp cysts and exhibits the highest concentration of sensitive plant species including *Navarretia prostrata*, *Myosurus minimis* ssp. *apus*, and *Microseris douglasii* var. *platycarpa*, as well as supporting low densities of non-native species such as *Rumex crispus* and *Lythrum hyssopifolia*.

rainfall that falls on the former path to pond rather than contributing to the hydrological input for Vernal Pools 5 and 6. The ground surface elevations will be restored to ensure positive drainage to the pools as set forth below:

- a. Soils will be imported from other portions of the park that consist of the suitable clays, with the primary site located at the end of Pacific Avenue (extended) near the southwest corner of the park. The soils will be moved from the donor sites to the foot path either by dump truck or by front-end loader. If a dump truck is used and soil is stockpiled, it will be stockpiled on the turf, on top of canvas or plastic covers to ensure that turf is not inadvertently introduced to the restored foot path area.
- b. The clay will be deposited on the foot path areas starting at the southern extent of the foot path, adjacent to Vernal Pool 6, a portion of which extended into the area now occupied by the foot path, and will be spread either by dozer or loader such that positive drainage will occur from the eastern edge of the foot path to Vernal Pool 5. The work will begin adjacent to Vernal Pool 6 and work toward the north past Vernal Pool 5 to where the foot path began. To ensure that there will be minimal soil settlement, the soils will be compacted to approximately 90 percent and will be surveyed to 0.05 inch to ensure that the final elevations of the restored path drain towards Vernal Pools 5 and 6.
- c. An as-built plan with final topographic measurements on the former foot path and in the vernal pools, showing positive drainage to the pools will be prepared and submitted to the USFWS following completion of the restoration of the foot path to pre-existing grades.
- d. The limits of Vernal Pools 5 and 6 will be demarcated using pin flags to ensure that no work encroaches into the pools and that no fill is placed in the pools. To maximize potential success, all work will be directed and supervised by the Project Biologist and any work with the potential for take will also be supervised by the Section 10(a)(1)(A) Permit Holder.
- e. The restored foot path will be re-vegetated with native upland species as set forth in Table 1 of Section C.5. below.
- f. Prior to the initiation of work, the Project Biologist and Section 10(a)(1)(A) Permit Holder will hold a pre-construction meeting on the site with the contractor, including equipment operators, to describe the sensitive nature of the vernal pools and associated biota. The meeting will focus on ingress and egress and avoidance of the existing Vernal Pool 5 and the extant portion of Vernal Pool 6.

### **3. Removal of Turf Grass and Irrigation along Northern Edge of Vernal Pool 5 (Not a Covered Activity)**

An approximately 0.37-acre area of turf grass along the northern edge of Vernal Pool 5 will be removed using mechanized equipment and hand tools as determined appropriate by the City. Following removal of the turf, the area will be treated, through installation of black tarp, to kill the remaining roots of the turf in a manner that has no potential for effects on Vernal Pool 5. If it is necessary to use chemicals, only chemicals approved for use around wetlands will be used and straw wattle will be placed at the lower edge of the restoration area to limit the potential for chemicals from reaching Vernal Pool 5. Following removal and necessary treatment, the area will be revegetated with native upland species per Table 1 in Section C.5. below. The irrigation that currently exists will remain in place to establish the newly planted upland vegetation.

During establishment, the water shall be carefully controlled to prevent excess water from entering Vernal Pool 5. The irrigation will be turned off after vegetation establishment, which is anticipated to occur approximately 2-3 years after planting. In order to ensure that leakage from the irrigation system does not reach Vernal Pool 5, the irrigation system will be inspected at least twice annually for leaks and any leaks detected will be fixed immediately.

#### 4. Repair Damage from the Telephone Poles near Former Feature 7 (Not a Covered Activity)

Shallow indentations in the ground surface were created where telephone poles were placed to restrict vehicle access to Vernal Pools 5 and 6. The poles were placed in the vicinity of a former feature located within the watershed of Vernal Pools 5 and 6. Due to the sensitivity of pools 5 and 6, the watershed (inclusive of Feature 7) will be re-vegetated with native plant species and topographic irregularities resulting from the placement of the telephone poles will be removed. These areas will be repaired by hand-filling the pole indentations with soil harvested from the borrow area identified for restoration of the foot path at Vernal Pool 6. Hand tools would be used to fill and compact the soil such that the grade on either side of the indentations would match the surrounding topography.

While former Feature 7 does not currently exhibit characteristics of a vernal pool, this plan acknowledges that prior to disturbance in the area, Feature 7 and the surrounding watershed may have supported deeper ponding suitable for vernal pool branchiopods and during wetter-than-average years supported a low density of vernal pool plants. Therefore, the area should be preserved for its long-term contribution to the Vernal Pool 5 and 6 watershed and the potential recovery of Feature 7.

#### 5. Upland Planting Plan along Northern Edge of Vernal Pool 5 (Not a Covered Activity)

Following removal of turf grass and site preparation along the northern edge of Vernal Pool 5, the area will be planted with native coastal sage scrub using a combination of seed and container stock. The container stock and seed mix is provided in Table 1 below.

Table 1: Coastal Sage Scrub Plant Palette

Botanical Name	Common Name	
Container Stock		Plants/Acre
<i>Eriogonum fasciculatum</i>	California buckwheat (CSS)	200
<i>Artemisia californica</i>	California sagebrush (CSS)	200
<i>Isocoma menziesii</i>	Coast goldenbush (CSS and Grassland)	100
<i>Stipa lepida</i>	Foothill needlegrass (CSS and Grassland)	100
<i>Stipa pulchra</i>	Purple needlegrass (CSS and Grassland)	100
<i>Melica imperfecta</i>	Coast range melic (CSS and Grassland)	50
<i>Galium angustifolium</i>	Narrow-leaved bedstraw (CSS)	50

Seed		Lbs/Acre
<i>Encelia californica</i>	California bush sunflower (CSS and Grassland)	6.0
<i>Deinandra fasciculata</i>	Fascicled tarweed (Grassland)	1.0
<i>Lupinus bicolor</i>	Miniature lupine (CSS and Grassland)	2.0
<i>Lasthenia californica</i>	California goldfields (Grassland)	2.0

#### 6. Install Protective Fencing and Signs Around Vernal Pool Complex (Not a Covered Activity)

Protective fencing will be installed along the perimeter of the Vernal Pool 5 and 6 Complex, which is inclusive of historical Feature 7 and the associated watershed [Exhibit 3]. Installation of the fencing will be monitored by a qualified biologist to ensure that no incursions occur into vernal pools. Signage prohibiting entry and educating the public of the sensitive habitat will be placed along the fencing at regular intervals as depicted on Exhibit 3.

#### 7. Upland Planting Plan within the Vernal Pool Complex

Disturbance associated with a) installation of the foot path, b) preparation and use of the area in and surrounding historical Feature 7 as a parking area, and c) pedestrian access to the watershed area due to a lack of protective fencing has degraded habitat for San Diego fairy shrimp by increasing the extent and diversity of non-native vegetation within the Vernal Pool Complex. To restore habitat conditions for San Diego fairy shrimp, non-native vegetation will be replaced with coastal sage scrub and native grasslands within the boundary of the proposed fencing (Exhibit 3). Non-native vegetation will be hand pulled from the watershed and replaced with native vegetation per Table 1 above. Larger woody shrubs (e.g., California sagebrush, California buckwheat and coast goldenbush) will be primarily concentrated along the periphery of the fenced area and will further discourage encroachment into the watershed area. Vernal pool-associated flora will be reestablished along the boundary of Vernal Pools 5 and 6 using inoculum collected from Vernal Pool 1, as described in Task 1b above.

#### D. As-Built Conditions

The City will submit a report (including topographic maps and vernal pool locations) to the USFWS within 6 weeks of completion of reestablishment of previous contours and distribution of inoculum, describing as-built status of the restoration project. If the site recontouring and inoculation are not completed within six weeks of each other, separate reports will be submitted describing those specific as-built conditions (separation of recontouring and inoculum distribution would only occur if recontouring were to occur during July or early August and inoculum introduction did not occur until late September or early October).

### V. MAINTENANCE ACTIVITIES DURING THE MONITORING PERIOD

#### A. Maintenance Activities

Maintenance activities will ensure the success of the proposed restoration. Successful

reestablishment of native vegetation and hydrological conditions typically associated with vernal pools will limit establishment of most weedy non-native species. Because collection of inoculum will specifically avoid areas in the existing vernal pools which contain these plants, it is not expected that weedy species will be introduced to Vernal Pools 5 and 6, or the surrounding watershed inclusive of former Feature 7. Trash and other types of unwanted debris will be removed on a regular basis from all areas of the Project Site when the ground is dry. In addition, signage and fencing will be repaired as needed. Should weedy aquatic species become established in numbers or extent that removal is required, there would be potential for take of San Diego fairy shrimp cysts through trampling or dislocation. In order to minimize the potential for take, all weeding activities within Vernal Pools 5 and 6 will be conducted under the supervision of a qualified biologist named on the project Section 10(a)(1)(A) permit.

It is important to note that the vernal pools at Fairview Park generally only fill with water during above-average rainfall years and that when filling occurs, the period of inundation is sufficient to kill most upland non-native grasses and forbs, which invade the pools during low rainfall years or periods of drought. During high rainfall years, the pools experience a "reset" as non-native upland species are eliminated and native vernal pool and other wetland species are dominant. As such, "weeding" within Vernal Pool Basin 6, will focus on invasive aquatic plants such as hyssop loosestrife (*Lythrum hyssopifolia*), brass buttons (*Cotula coronopifolia*), rabbitsfoot grass (*Polypogon monspeliensis*), curly dock (*Rumex crispus*), and prickly grass (*Crypsis* spp.). Maintenance, within the watershed of the Vernal Pool 5 and 6 complex will include removal of non-native annual grasses, including but not limited to: *Bromus* spp., *Avena* spp., *Hordeum* spp., and *Festuca perennis* and forbs including but not limited to: *Brassica* spp., *Raphanus sativus*, *Erodium* spp., and *Centaurea melitensis*.

Because of the potential for large rainfall years and associated long-term ponding to kill the non-native upland annual grasses and forbs, if rainfall during the season preceding weeding results in exceptional ponding, an adaptive management approach will be implemented relative to weeding in Vernal Pool 5, in coordination with USFWS.

Maintenance in the watershed areas will also include replacement of native scrub and grassland container plants that do not survive following installation to ensure that the performance standards set forth below are achieved within the five-year establishment period.

## **B. Responsible Parties**

The City of Costa Mesa will be responsible for financing and ensuring that maintenance activities are funded and implemented.

City of Costa Mesa  
77 Fair Drive  
Costa Mesa, California 92628-1200  
Contact: Mr. Baltazar Mejia  
Telephone: (714) 754-5291



### **C. Maintenance Schedule**

The restoration maintenance program will begin during implementation of the restoration activities and continue for five years, or until final success criteria are met. Maintenance activities will include trash and debris removal within the fenced area on a regular basis when the ground is dry and repair of signage and fencing and will occur on a quarterly basis during the monitoring period. Weeding of non-native upland and invasive aquatic plant species located in the vernal pool basins will be performed by hand only. Mechanized equipment such as weed-whips can be used in areas of watershed restoration for Vernal Pools 5 and 6 but cannot work within 25 feet of the outer extent of the pools as identified by pin flags denoting the limits of ponding.

## **VI. MONITORING ACTIVITIES FOR THE RESTORATION PLAN**

### **A. Final Success Criteria**

#### **1. Target Fauna – San Diego Fairy Shrimp**

Restoration of Vernal Pool 6 and restoration of the watershed associated with the Vernal Pool Complex will contribute to the recovery of the federally-listed San Diego fairy shrimp. In addition, it is assumed that with the installation of fencing, potential future impacts from vehicles will be eliminated, potential threats of degradation from other types of incursion will be minimized, and the functions associated with the existing vernal pools will be maintained.

Success Criteria 1: Criteria for target fauna will be met if gravid females of the San Diego fairy shrimp are present in the reestablished portion of Vernal Pool 6 during any two of the five monitoring seasons that exhibit ponding for a minimum duration necessary to support gravid females. If sufficient ponding does not occur during the five year period, then monitoring will be extended until sufficient rainfall occurs to induce sufficient ponding necessary for support of gravid females. If gravid female San Diego fairy shrimp are detected during two out of five years, then the success criteria are met. If gravid female San Diego fairy shrimp are not detected, the City will consult with USFWS to determine appropriate remedial measures.

#### **2. Target Hydrological Regime**

Hydrological contribution to the vernal pools will continue to originate as direct precipitation into the pools as well as drainage from the watersheds, which will be reestablished to baseline conditions as a result of re-contouring the foot path to ensure positive drainage towards Vernal Pools 5 and 6. In addition, removal of the irrigated turf and dense non-native weeds throughout the watershed will increase the hydrologic input to the Vernal Pool Complex. Any potential minor effects to the watershed associated with former Feature 7 resulting from the telephone pole indentations will also be remedied, reestablishing the baseline condition for the watershed. With implementation of the remedial measures in the watersheds of the Vernal Pool Complex, baseline conditions would be restored. Monitoring conducted during the 2016-2017 rainfall season demonstrated that ponding in Vernal Pools 5 and 6 is of sufficient depth, duration and quality to support San Diego fairy shrimp. Recontouring of Vernal Pool 6 and the former foot

path will ensure that hydrological conditions observed at Vernal Pools 5 and 6 are maintained or improved.

Success Criteria 2: The area where the foot path was removed and restored will exhibit positive drainage toward Vernal Pools 5 and 6, and will exhibit only de minimis ponding following rainfall events in areas where the foot path was removed adjacent to Vernal Pool 6. This is defined as ponding that is no more than a maximum of 0.25 inch deep, and cumulatively covers no greater than three square feet. Should ponding in the area where the foot path was removed and restored be observed more than 24 hours following a rainfall event and the ponding is not contiguous with the basin area of Vernal Pool 5 or 6, then remedial measures including minor re-contouring and the addition of soil<sup>6</sup>, as needed, will be implemented until this success criterion is achieved.

Success Criteria 3: Ponding of sufficient depth, duration, and quality during consecutive days for Vernal Pools 5 and 6 to support gravid female San Diego fairy shrimp during at least two seasons during the five-year monitoring period. If gravid female San Diego fairy shrimp are not detected, the City will evaluate the hydrological data and consult with USFWS to determine appropriate remedial measures.

### 3. Target Vegetation

Restoration of native vegetation throughout the watershed of Vernal Pools 5 and 6, and former Feature 7 will contribute to maintaining the target hydrological regime by limiting the space available for non-native vegetation once it is removed. The species diversity and cover of native vegetation restored north of Vernal Pool 5 (Exhibit 3, "Turf Removal and CSS Planting") and throughout the watershed of Vernal Pools 5 and 6 will be monitored annually for five years or until success criteria are met.

Success Criteria 4: Native species cover within native grassland and coastal sage scrub will be at least 75-percent. Species diversity within the established native grassland and coastal sage scrub, based on the species included in the Plan (i.e., 11 species), will include 90-percent of the species planted (at least 1-percent relative cover of each species) at the completion of the restoration. Container plant survival should be at least 80-percent of the initial planting for the first five years, with all dead container stock replaced at the first and second anniversary of plant installation. Non-native species cover will be no greater than 5-percent and 10-percent of the basins and watersheds respectively (0-percent cover for weed species categorized as High or Moderate in the California Invasive Plant Council (Cal-IPC) Invasive Plant Inventory).

Historically, Vernal Pool 6 supported five native vernal pool or wetland plant species plus two non-native species that often occur in vernal pools or other seasonal wetlands. Native species included creeping spikerush (*Eleocharis palustris*), purslane speedwell (*Veronica peregrine* ssp. *xalapensis*), smooth spike primrose (*Epilobium pygmaeum*), alkali weed (*Cressa truxillensis*), and woolly marbles (*Psilocarphus brevissimus*). Non-natives included hyssop loosestrife (*Lythrum hyssopifolia*) and curly dock (*Rumex crispus*). It is expected that the seed bank for these species remains extant and viable within the portions of Vernal Pool 6 that was not disturbed. Nevertheless,

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<sup>6</sup> Soil will be added as described in Section IV(C) (Implementation Plan), task 2

inoculum from Vernal Pool 1 will be incorporated into the reestablished areas as well as into the undisturbed portions of Vernal Pool 6 (Task 1b above).

Vernal Pool 1 includes a high diversity of vernal pool plants as well as vernal pool associated species. As such, the inoculum from Vernal Pool 1 will include a much higher level of diversity than has previously occurred in Vernal Pool 6.

Success Criteria 5: Vernal Pool 6 will support at least five native vernal pool or vernal pool-associated plant species with each species contributing at least two-percent of the relative cover.

## **B. Monitoring Methods**

### **1. Fairy Shrimp Monitoring**

Wet season surveys for San Diego fairy shrimp will be conducted by individuals holding a valid Section 10(a)(1)(A) permit for listed branchiopods in Restored Basins 5 and 6 for a minimum of 5 years in accordance with the accepted protocol for listed vernal pool branchiopods (*Survey Guidelines for Listed Large Branchiopods*)<sup>7</sup> and until conditions allow for two complete wet season surveys. If ponding depth, duration, and quality are appropriate, but San Diego fairy shrimp are not detected in pools 5 or 6, the basin(s) will be inoculated with cysts collected from Vernal Pool 1 or Vernal Pool 4, as proposed in the current Plan. The presence of San Diego fairy shrimp was confirmed in both Vernal Pools 1 and 4 during 2016-2017 wet season surveys. Both Vernal Pools (1 and 4) were free of versatile fairy shrimp (*Branchinecta lindahli*), making the pools ideal candidates for source inoculate. Monitoring of Vernal Pools 5 and 6 will continue until at least two complete wet season surveys are conducted and result in positive detection of hatched San Diego fairy shrimp that reach a level of maturity sufficient for positive identification.

### **2. Hydrological Monitoring**

Hydrological monitoring will be conducted in areas where the foot path was removed, near Vernal Pools 5 and 6, and in the watershed contributing to the Vernal Pool Complex. Hydrological monitoring will also include observations of ponding at historical Feature 7 to determine if ponding suitable for branchiopods and vernal pool vegetation occurs.

During the first rainy season following restoration of the area where the foot path was removed, hydrological monitoring will be conducted following storm events to determine if ponding is occurring in the area where the foot path was removed. If ponding is contiguous with Vernal Pool 5 or 6, then site visits will continue as needed to determine if a separate pond remains on the foot path as the water dissipates. Three years of hydrological monitoring will be performed between year one and year five to verify that positive drainage occurs following storm events.

Monitoring protocols will also include 1) review of water depth, ponding duration, temperature, and electroconductivity. In order to measure the depth of ponding in the reestablished portion of Vernal Pools 5 and 6, a pvc pipe (or similar device) with clearly identifiable centimeter markings

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<sup>7</sup> U.S. Fish and Wildlife Service. Revised November 13, 2017. *Survey Guidelines for Listed Large Branchiopods*.

will be placed in the deepest area of each existing pool. During each monitoring visit following the onset of ponding, the pool depths at each location will be recorded to the nearest centimeter. In addition, during each visit the aerial extent of ponding will be recorded with a tape measure to the nearest decimeter along the long and short axes of the vernal pool. In addition, the limits of ponding will be mapped using GPS, taking care not to leave foot-prints in the saturated ground immediately adjacent to the vernal pools. Water quality (temperature and electroconductivity) will also be recorded during each visit for each pool that exhibits ponding. Site photographs will also be taken during each monitoring visit.

An individual holding a valid Section 10(a)(1)(A) permit for listed branchiopods with appropriate credentials and experience or person named on the City's Section 10(a)(1)(A) permit for this project can perform hydrological monitoring. Specifically, the hydrological monitor must have a minimum of five years experience in vernal pool creation and/or restoration including quantitative hydrological sampling.

### **3. Vegetation Monitoring**

#### **Coastal Sage Scrub and Native Grasslands**

Vegetation monitoring of the species diversity and cover of native vegetation restored north of Vernal Pool 5 and throughout the Complex will be measured annually for five years.

#### ***Monitoring Methods***

The restoration site will be monitored for five years following the completion of plant installation unless final success criteria are achieved. The monitoring activities will consist of the measurement of performance indicators and assessment of these indicators relative to established performance criteria. The Project Biologist along with other qualified habitat restoration specialists or biologists shall perform monitoring. Continuity within the personnel and methodology of monitoring shall be maintained insofar as possible to ensure comparable assessments.

#### **Qualitative Monitoring**

The Project Biologist or those under supervision by the Project Biologist shall conduct qualitative monitoring surveys on a monthly basis for the first 12 months and quarterly thereafter for the remainder of the monitoring period. Qualitative surveys consisting of a general site walkover and habitat characterization shall be completed during each monitoring visit. General observations such as fitness and health of planted species, pest problems, weed establishment, mortality, and drought stress shall be noted during each site walkover. Records shall be kept of mortality and other problems such as insect damage and weed infestation. The Project Biologist shall determine remedial measures necessary to facilitate compliance with performance standards. All remedial measures undertaken shall be referenced in the annual monitoring reports.

## **Quantitative Monitoring**

For the duration of the five-year monitoring period establishment of the coastal sage scrub and native grassland will be measured through a series of qualitative and quantitative measurements assessing native species cover, percent of planted species represented in the site, and non-native species cover. All of these, except for non-native species cover, should increase with time. If survival and cover requirements are not met, the City is responsible for replacement plantings to achieve these requirements. Replacement plants shall be monitored according to the same survival and growth requirements as initial plantings for the duration of the restoration activities.

Quantitative monitoring will assess the attainment of annual and final success criteria and identify the need to implement contingency measures in the event of failure. Monitoring methods include an annual census of dead and/or declining plant stock, visual estimates of cover, and field sampling techniques that are based in accordance with the methodology developed by the California Native Plant Society (CNPS)<sup>8</sup>. Please refer to *A Manual of California Vegetation* for further details on this sampling method.

### **Sampling Techniques for Vegetation Cover and Diversity**

Percent canopy cover of the native grassland and coastal sage scrub plantings will be measured by using the point-intercept sampling method centered in a 2-meter by 50-meter plot. Two transects will be located within the coastal sage scrub on the slope, two transects will be located in the coastal sage scrub planted along the perimeter of the Complex and three transects will be located within the native grassland areas within the interior of the Complex. At each 0.5-meter interval along each transect (beginning at the 50-cm mark and ending at 50-meter), a point is projected vertically into the vegetation. Each plant species intercepted by a point is recorded, providing a tally of hits for each species in the herbaceous, shrub, and tree canopies, making it possible to record more than 100 hits in any 50-meter transect. Percent cover for each species, according to vegetation layer (herb, shrub, and tree) can be calculated from these data. A list of all additional species within the 250 square-meter belt is subsequently made. The starting point for each transect will be randomly located, using a random numbers table for the first sampling event and permanently marked to facilitate their use in subsequent years.

### **Photo-Documentation**

Permanent stations for photo-documentation will be established during the first annual quantitative monitoring event. Photos shall be taken during each monitoring period from the same vantage point and in the same direction each year, and shall reflect material discussed in the annual monitoring report.

### **Monitoring Schedule**

It is anticipated that all restoration site vegetation will be installed at the same time each year and that annual monitoring will occur in one collective monitoring event per year. Quantitative

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<sup>8</sup> Sawyer, John O. and Todd Keeler-Wolf. 1995. *A Manual of California Vegetation*. California Native Plant Society.

monitoring will be conducted during the month of June during the first year and every year thereafter until all five-year success criteria have been met:

### **Monitoring Reports**

Annual monitoring reports will include the following:

- Data addressing survival and/or replacement of container stock, percent cover of native and non-native species, and diversity of volunteer species within the restoration site;
- Cover and diversity data and associated analysis relative to the Performance Standards;
- Regional and vicinity maps indicating the location of the restoration site;
- A site plan identifying the target habitat and restoration, quadrat or transect locations, fixed photo-point locations and appropriate compass directions in which photographs are taken, photo-point geographic coordinates (latitude and longitude), and other information as needed;
- A list of names, titles, and companies of all persons involved in conducting monitoring event(s) and preparing the annual report; and
- An analysis of all qualitative and quantitative monitoring data that includes a summary of field data sheets.

### **Vernal Pool Plant Species**

For Vernal Pool 6, vegetative cover will be determined by conducting vegetative sampling along established transects within the restored pool. Sampling will be conducted up to three times each season: during the aquatic phase immediately adjacent to ponded areas, immediately upon drying of the basin, and approximately one month following drying of the restored Vernal Pool 6. Two 15-meter transects will be placed randomly (using a random numbers table or similar device) on the north-south axis of the pool and one transect on the east-west axis. Beginning at one meter and continuing at each half-meter through 15 meters, a two-decimeter quadrat will be placed adjacent to the transect tape, alternative sides with each subsequent sample. Percent cover of all species combined, percent cover of non-native species (also combined) along with all species identified within the quadrat will be recorded.

As previously noted, Vernal Pool 5 will be subject to enhancement through introduction of inoculum along the outer margins of the pool. Monitoring of Vernal Pool 5 will consist of four 20-meter transects, that will be established on each side of the pool to capture the diversity and cover of the enhanced pool margins.

### **Photo-Documentation**

Permanent stations for photo-documentation will be established during the first annual monitoring event. Photos shall be taken during each of the three monitoring periods from the same vantage point and in the same direction each monitoring year and shall reflect material discussed in the annual monitoring report.

### **C. Monitoring Schedule**

Hydrological and fairy shrimp monitoring will be conducted on an annual basis, coinciding with the rainy season. Hydrological monitoring will begin with the first rainfall event of one-half inch or greater (whether on one or successive days) or after two inches have fallen cumulatively for the season. Monitoring would continue following each rainfall event of one inch or more with monitoring visits occurring within 24 hours following cessation of rainfall.

Monitoring of the area where the foot path was removed will be conducted following all storm events, within 24 hours of the cessation of rainfall to determine if ponding is occurring in the area where the foot path was removed. If ponding is contiguous with Vernal Pool 5 or 6 then site visits will continue as needed to determine if a separate pond remains on the foot path as the water dissipates. Three years of hydrological monitoring will be performed between year one and year five to verify that positive drainage occurs following storm events. Monitoring of the foot path area can be conducted by City of Costa Mesa personnel.

### **D. Annual Monitoring Reports**

For the duration of the monitoring period, an annual report will be prepared for submittal to USFWS. Monitoring shall be tied to the actual implementation date (e.g., the first annual report shall be delivered on July 1st of the year following the first rainy season after implementation of the restoration plan). These reports shall include the results of the hydrological, fairy shrimp, and vegetation monitoring, and assess attainment of success criteria. These reports will also include the following:

- A list of names, titles, and companies of all persons who prepared the content of the annual report and participated in monitoring activities for that year;
- An aerial photograph indicating location of the areas addressed in the report;
- A restoration site map or aerial photograph identifying restoration activities, photo station locations, and other information (e.g., GPS data points) as appropriate;
- Copies of representative monitoring photographs;
- Copies of completed field data sheets;
- An analysis of all monitoring data.

## **VII. COMPLETION OF RESTORATION PLAN**

### **A. Notification of Completion**

The City will notify the USFWS in writing when the monitoring period is complete and the agency-approved success criteria have been met. If the restoration meets all success criteria within the five-year monitoring period, the restoration will be considered a success. If not, the maintenance and monitoring activities will be extended one full year at a time until success criteria are met. Only those areas that fail to meet the success criteria after the five-year monitoring period will require additional monitoring. This process will continue until all success criteria are met or until the USFWS determines that other restoration measures are appropriate.

Should the restoration effort meet all goals prior to the end of the five-year monitoring period, the USFWS, at their discretion, may terminate the monitoring effort. At that time, the City will be released from further maintenance and monitoring requirements of the restoration area.

#### **B. Agency Confirmation**

Following receipt of the final annual monitoring report, the City will contact USFWS to schedule a site visit to confirm the completion of the restoration effort. The restoration will not be considered complete without an on-site inspection by a USFWS project manager and written confirmation that approved success criteria have been achieved. The USFWS project manager may decide to waive the site visit and provide written confirmation upon reviewing the annual monitoring report.

### **VIII. LONG-TERM MANAGEMENT**

Upon completion of and acceptance by the USFWS that the five-year performance standards have been achieved, implementation of a Long-Term Management Plan (LTMP) will begin. With the successful completion of the habitat restoration and the achievement of the performance standards, it is expected that the Complex containing Vernal Pools 5 and 6 as well as the coastal sage scrub and native grasslands located within the watershed avoidance fencing, will require only limited management activities that would include the following:

- Training of Maintenance Personnel;
- Ongoing Non-Native Vegetation Control;
- General Maintenance (e.g., Trash and Debris Removal, Repair of Fencing);
- Annual Reporting

Specific long-term management activities necessary to implement the measures noted in bullet points above are set forth in more detail below. A qualified Biological Monitor shall be retained to assist in implementing the LTMP and to monitor the status of the LTMP area, including the Vernal Pool Complex and coastal sage scrub. Any monitoring activities that could result in take of the San Diego fairy shrimp must be carried out by a biologist holding a Section 10(a)(1)(A) recovery permit for listed branchiopods. Other activities to be conducted by the Biological Monitor are as follows.

#### **A. Training of Maintenance Personnel**

In order to ensure that maintenance is performed properly, there will be an annual training event for maintenance personnel responsible for general maintenance such as removal of trash and debris, maintenance of fencing, or any other general maintenance needs that arise. The training will be conducted by the Project Biologist. The training will include the following components:



- Avoidance of impacts to nesting avifauna during the avian nesting season (February 15 to September 15);
- Avoidance of direct impacts to native habitat through cutting or trampling; and
- Collection and disposal methods for trash and debris that enters the fenced area (Exhibit 3).
- Each individual participating in the training will sign a "sign-in" sheet that will be included as an appendix in the annual report (discussed below). The training will include the following components: 1) a figure showing the location of vernal pool basins 5 and 6, 2) a description of the pin flags that are used to delineate the basins, and 3) an explanation of the importance of remaining outside of the basin area during maintenance activities unless specifically directed and accompanied by a biologist listed on the City's Section 10(a)(1)(A) Recovery Permit.

To ensure that landscape personnel only remove non-native species, the Project Biologist will prepare a booklet with color photographs of all native plants that occur within the fenced area to ensure that such species are identified as native species to be retained during weeding. Similarly, site photographs of known or expected weeds will be included to guide the landscape maintenance personnel in plants to be removed (e.g., non-native plants commonly found in Fairview Park including those species categorized as High or Moderate in the Cal-IPC Invasive Plant Inventory).

#### **B. Ongoing Non-Native Invasive Vegetation Control**

In order to control non-native plants within the fenced area (Complex), the LTMP will include twice annual maintenance events under the supervision of the Project Biologist to control non-native plants as needed to continue to meet Success Criteria 4. Vegetation control will be conducted under the supervision of a Biologist familiar with a broad suite of non-native grasses and forbs as well and plants on the various lists maintained by the Cal-IPC of invasive plants. Components of the maintenance plan would include:

- Prior to the initiation of vegetation control, the Biologist will identify the locations of invasive plants and other non-native weeds within the fenced area. Any species of invasive plants listed by Cal-IPC will be completely removed. Other non-native weeds such as (but not limited to) five-hook bassia (*Bassia hyssopifolia*), garland chrysanthemum (*Chrysanthemum coronarium*), Australia saltbush (*Atriplex semibaccata*), small-flowered ice plant (*Mesembryanthemum nodiflorum*), tocalote (*Centaurea melitensis*), crystalline ice plant (*Mesembryanthemum crystallinum*), non-native Mediterranean grasses (e.g., *Bromus*, *Avena*, *Hordeum*, etc.) and mustards (*Brassica* spp.) will be maintained at less than ten percent cover in perpetuity.
- Prior to initiation of vegetation control, the Biologist will use GPS data collected during implementation of the Restoration Plan to flag the approximate boundaries of Vernal Pools 5 and 6 to prevent the maintenance crew from entering the pools. The boundaries of the vernal pools may need to be updated over time due to slight changes in topography within the Vernal Pool Complex and associated hydrological enhancements.

- Vegetation control will be conducted twice annually, with the first visit to be conducted optimally in February to identify non-native grasses and forbs prior to seed set; thereby allowing removal in a manner that will over time deplete the seed bank and minimize the need for maintenance. Site visits shall be timed in a manner that ensures that the ground is not sufficiently saturated so as to create impressions in the soil due to walking. A second visit would be conducted in late March or early April, again sensitive to timing of rainfall and soil conditions, to identify later season non-native grasses and forbs, with the same goal of identifying weeds prior to seed set, ensuring that maintenance crews remove weeds prior to seed set.
- Removal of non-native plants including invasive species will be performed in a manner that limits the potential spread of seed or vegetative plants that could germinate. Use of herbicides and pesticides is prohibited within the fenced area. As such, all weed removal will be performed by hand within 25 feet of pool boundaries. Mechanized equipment may be used outside of the 25-foot buffer.

#### **C. General Maintenance**

General maintenance will be conducted on an as-needed basis and will consist of removal of trash and debris that reaches areas of restored habitat when the ground is dry. Maintenance will also include repair of fencing and replacement of signage (as needed). To the extent that general maintenance occurs during the avian nesting season, maintenance personnel will conduct the trash and debris removal within vegetated areas in a manner that does not require disturbance of vegetation (e.g., carefully removing trash and debris by hand without disturbing the vegetation). If unforeseen circumstances arise that require disturbance of vegetation during the avian nesting season (February 15 – September 15), the Project Biologist would be consulted and a nesting bird survey would be conducted prior to the maintenance activities. If nesting birds are detected and could possibly be disturbed by the maintenance, such maintenance would be postponed until the nesting is completed, as determined by the Project Biologist.

#### **D. LTMP Annual Reporting**

At the end of each year of the LTMP, a management report will be prepared by the Biological Monitor and will be submitted to the USFWS. The LTMP Year will be from January 1 to December 31 and each annual report will be submitted by March 15 of the following year. These reports will include:

- A description of the maintenance activities conducted during the previous calendar year;
- The date of and location where the management activities were undertaken;
- Information regarding weed eradication/abatement, including the amount removed and treated, frequency and timing of removal and treatment, and disposal specifics;
- Results associated with any nesting bird surveys implemented during the course of the prior year;

- Photos from designated photo stations; and
- Sign-in sheets from maintenance training sessions (every year).

#### **E. Long-Term Protection of Vernal Pools and Vernal Pool Watersheds**

In order to ensure long-term protection of vernal pools and the associated watershed, the vernal pools and watershed will be subject to two types of protection. To limit human access to the pools, protective fencing similar to the fencing installed around Vernal Pool 1 will be installed around the vernal pool watershed area associated with the Vernal Pools 5 and 6 Complex. Fencing will also be installed around Vernal Pool Complex 4.

In order to ensure that the vernal pools and associated watersheds are not converted to other land uses at some point in the future, the City will include maps delineating the vernal pool watersheds and specific measures requiring the preservation and protection of these areas in the Master Plan for Fairview Park. The City will also include a provision in the Master Plan stating that the delineated areas cannot be adjusted, nor any new uses approved in any portion of those areas, without consultation with and approval from the USFWS.

p:0493-6.VP Restoration Plan-FINAL (060818).docx



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

## Regional Map

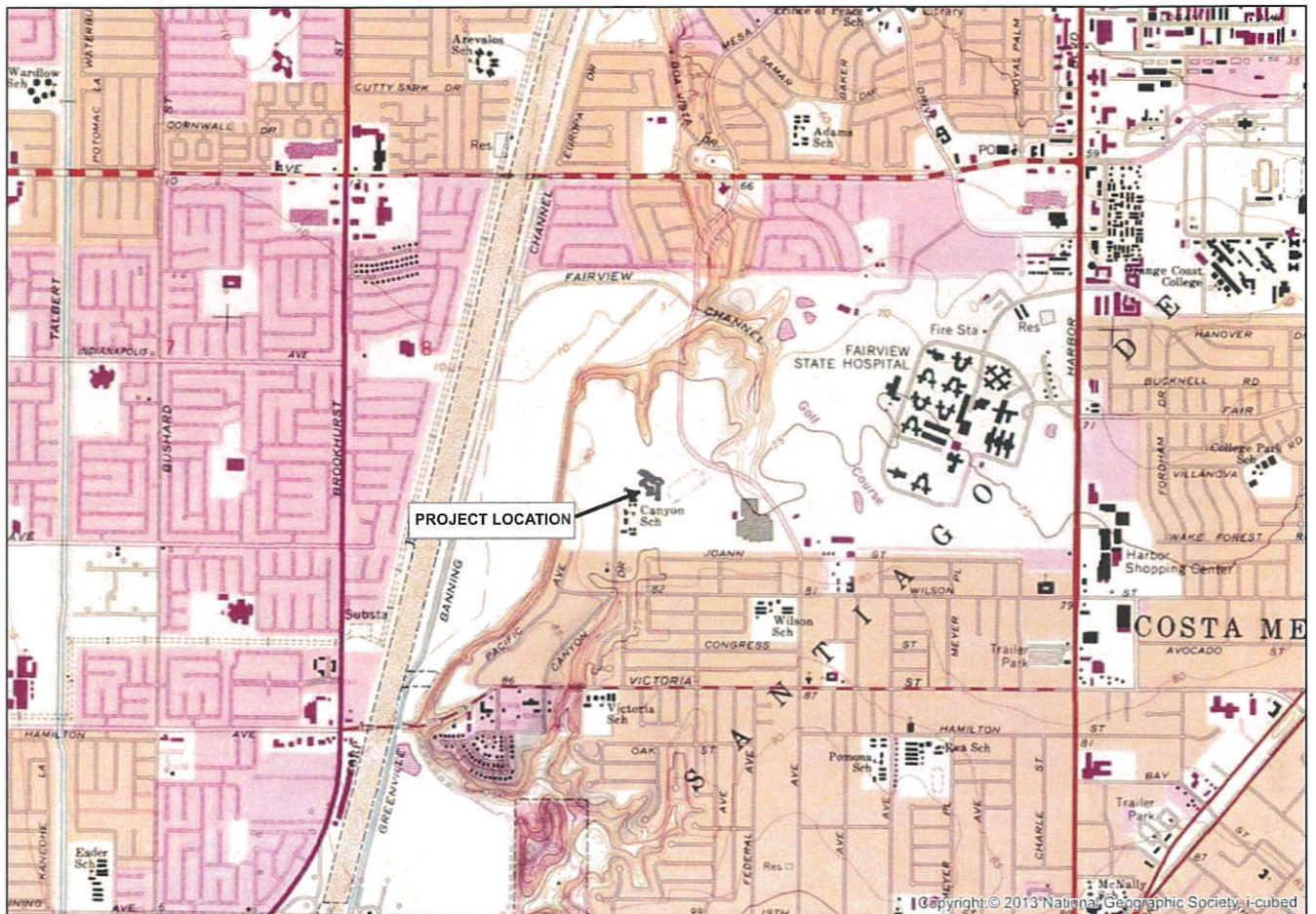
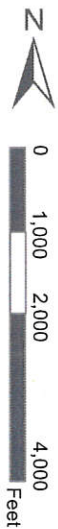
GLENN LUKOS ASSOCIATES

Exhibit 1





Adapted from USGS Newport Beach, CA quadrangle



**FAIRVIEW PARK RESTORATION PROJECT**  
Vicinity Map

GLENN LUKOS ASSOCIATES

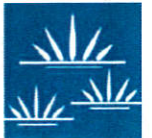


Exhibit 2





### Legend

- Signage Locations Fence
- Existing Fencing
- New Exclusion Fencing
- Site Access
- Telephone Pole Indentation (209 ft)
- Stockpile/Staging Area
- Watershed Breaks
- Non-Native Vegetation to be Removed (0.08 ac)
- ▨ Foot Path Restoration (0.062 ac)
- Turf Removal and CSS Establishment (0.65 ac)
- Vernal Pool
- ▨ Vernal Pool Six Reestablishment Area (0.01 ac)
- Native Grassland Establishment (2.97 ac)

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

0 37.5 75 150  
Feet



### FAIRVIEW PARK RESTORATION PROJECT

#### Restoration/Planting Plan

GLENN LUKOS ASSOCIATES



Exhibit 3

X:\0363-THE REST\0493-08MANA\493-6\_QIS\493-6SurveyAreaMapWorking.mxd

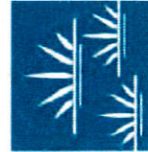




Photograph 1: View of foot path facing north. Note arrows pointing to depressions which will be smoothed to ensure positive drainage to Vernal Pools 5 and 6. The restored foot path will be re-vegetated with native upland species. Vernal Pool 5 is located in the top left of photo, and Vernal Pool 6 is located in the bottom left.



Photograph 2: View of foot path facing south, which will be restored and re-vegetated with native species. Vernal Pool 5 is located to the right of the trail. Vernal Pool 6 is located at the top right of the photograph.



GLENN LUKOS ASSOCIATES

Exhibit 4

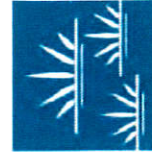
**FAIRVIEW PARK RESTORATION  
PROJECT**

Site Photographs





Photograph 3: View of Vernal Pool 6 area (bottom right of photo) to be restored. Note trail in the top right corner of photograph. Vernal Pool 5 is located in the top left of the photo.



GLENN LUKOS ASSOCIATES

Exhibit 4



Photograph 4: View of typical indentation in the ground surface where telephone poles were placed to prevent access to Vernal Pools 5 and 6.

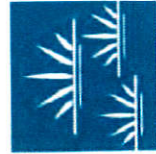
**FAIRVIEW PARK RESTORATION  
PROJECT**

Site Photographs





Photograph 5: View of buffer restoration area facing east. Turf grass in the left of the photo and non-native grasses in the right of the photo will be removed and restored with coastal sage scrub species. Note arrow pointing to existing access to the site.



GLENN LUKOS ASSOCIATES

Exhibit 4



Photograph 6: View of turf restoration area facing west. The rope fencing demarcates the vernal pool watershed boundary.

**FAIRVIEW PARK RESTORATION  
PROJECT**

Site Photographs





Legend

- Signage Locations Fence
- Existing Fencing
- New Exclusion Fencing
- Site Access
- Telephone Pole Indentation (209 ft)
- Stockpile/Staging Area
- Watershed Breaks
- Non-Native Vegetation to be Removed (0.08 ac)
- Foot Path Restoration (0.062 ac)
- Turf Removal and CSS Establishment (0.65 ac)
- Vernal Pool
- Vernal Pool Six Reestablishment Area (0.01 ac)
- Native Grassland Establishment (2.97 ac)

0 37.5 75 150  
Feet



FAIRVIEW PARK RESTORATION PROJECT  
Restoration/Planting Plan

GLENN LUKOS ASSOCIATES  
Fairview Park  
Vernal Pools 5, 6, & 7 Restoration Plan





**11. ACCEPTANCE OF A \$150,000 GRANT FROM STATE OF CALIFORNIA DEPARTMENT OF PARKS AND RECREATION FOR VERNAL POOL WATERSHED RESTORATION (02:21:30)**

No public comments on this item.

**MOVED/SECOND:** Mayor Pro Tem Stephens/Council Member Reynolds

**MOTION:** Approve recommended actions.

The motion carried by the following roll call vote:

Ayes: Council Member Chavez, Council Member Genis, Council Member Mansoor, Council Member Marr, Council Member Reynolds, Mayor Pro Tem Stephens, and Mayor Foley.

Nays: None

Absent: None

Motion carried: 7-0

**ACTION:**

1. City Council accepted a \$150,000 grant from the State of California Department of Parks and Recreation for restoration of the watersheds associated with vernal pools 4, 5, 6 and 7 in Fairview Park; and
2. Approved a budget adjustment recognizing \$150,000 in State grant funding and appropriating a total of \$300,000 to the Fairview Park Vernal Pool and Watershed Restoration Project; \$150,000 in State grant funding and \$150,000 in required matching funds collectively transferred from the following Fairview Park projects:
  - Capital Improvement Program - Fund 401:
    - \$31,158.19 from the Delineation Fencing (ORA58)
    - \$55,000 from the Parking Lot Rehab
    - \$60,000 from the Delineation Fencing (Vernal Pools)
  - Park Development Fees - Fund 208:
    - \$3,841.91 from the Emergency Bluff Repair; and
3. Approved filing a 20-year deed restriction on the restored parcels.

City Council recessed into a break at 8:25 p.m.

City Council reconvened from a break at 8:37 p.m.

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



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-137

**Meeting Date:** 5/7/2024

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**TITLE:**

**ACCEPTANCE OF THE CITY HALL ELEVATORS MODERNIZATION, CITY PROJECT NO. 20-03**

**DEPARTMENT:** PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION

**PRESENTED BY:** RAJA SETHURAMAN, PUBLIC WORKS DIRECTOR

**CONTACT INFORMATION:** SEUNG YANG, P.E., CITY ENGINEER (714) 754-5335

**RECOMMENDATION:**

Staff recommends the City Council:

1. Accept the work performed by GMS Elevator Services, Inc., 401 Borrego Court, San Dimas, CA 91773, for the City Hall Elevators Modernization, City Project No. 20-03, and authorize the City Clerk to file the Notice of Completion.
2. Authorize the City Manager to release the Labor and Material Bond seven (7) months after the filing date and release the Faithful Performance Bond at the conclusion of the one-year warranty period. Retention monies have been released pursuant to Public Contract Code 7107(c).

**BACKGROUND:**

On July 21, 2020, a construction contract in the amount of \$662,000 was awarded to GMS Elevator Services, Inc. for the City Hall Elevators Modernization Project.

The elevators were originally built and installed in the late 1960s with upgrades to the control microprocessor systems completed in 1995. The gear boxes were no longer manufactured or supported, which made the purchase of maintenance parts difficult.

The project scope of work included new motor drive units, electrical controllers, hoist way systems, communications controllers, safeties, roller guides, cab doors, door operators, interior control panels, indicators, and wiring. The project also included aesthetic upgrades to the cab interior walls, ceiling, floor, push buttons, lights, and panels.

The construction is now complete and is ready to be accepted by the City Council.

**ANALYSIS:**

The work required by the contract documents was completed to the satisfaction of the City Engineer. The final contract cost amounted to \$594,000. A report of the final costs is included as Attachment 1.

A summary of the costs is as follows:

Initial Contract Cost:	\$ 662,000
Final Payment Adjustments:	<u>(\$ 68,000)</u>
Final Contract Cost:	<b>\$ 594,000</b>

The final contract price reflects a 10.3% decrease to the original contract as a result of final payment and quantity adjustments.

As of this date, there are no Stop Notices filed against the monies due to GMS Elevator Services, Inc.

Therefore, staff recommends that the City Council accepts this project as complete, and authorize the City Clerk to file the Notice of Completion.



**BEFORE**



**AFTER**

**ALTERNATIVES:**

This item is administrative in nature.

**FISCAL REVIEW:**

The funds for the project were appropriated in the Capital Improvement Fund (401). The remaining project balance of \$68,000 will be returned to fund balance in the Capital Improvement Fund after the purchase order is closed.

**LEGAL REVIEW:**

The City Attorney's Office has reviewed this agenda report and approves it as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This project worked toward achieving the City Council goal:

- Strengthen the Public's Safety and Improve the Quality of Life.

**CONCLUSION:**

Staff recommends the City Council:

1. Accept the work performed by GMS Elevator Services, Inc., 401 Borrego Court, San Dimas, CA 91773, for the City Hall Elevators Modernization, City Project No. 20-03, and authorize the City Clerk to file the Notice of Completion.
2. Authorize the City Manager to release the Labor and Material Bond seven (7) months after the filing date and release the Faithful Performance Bond at the conclusion of the one-year warranty period. Retention monies have been released pursuant to Public Contract Code 7107(c).

**ATTACHMENT 1**

**FINAL PAYMENT TO: GMS ELEVATOR SERVICES, INC.**  
**401 Borrego Ct., San Dimas, CA 91773**

**Project: MODERNIZATION OF THE CITY HALL ELEVATORS (77 FAIR DRIVE, COSTA MESA)**  
**City Project No. 20-03**

ITEM NO	BID QUANTITY		DESCRIPTION	UNIT PRICE	PREVIOUS QUANTITY		QUANTITY THIS ESTIMATE		TOTAL QUANTITY TO DATE	PREVIOUS AMOUNT	AMOUNT THIS EST	TOTAL TO DATE	CONTRACT PRICE
1	1	LS	Procurement of Materials, Engineering and Submittals	\$148,500.00	100.00	%	0.00	%	100.00 %	\$148,500.00	\$0.00	\$148,500.00	\$148,500.00
2	1	LS	Labor for Machine Room and Hoistway Work	\$89,100.00	100.00	%	0.00	%	100.00 %	\$89,100.00	\$0.00	\$89,100.00	\$89,100.00
3	1	LS	Labor for Door Equipment and Car Top Work	\$89,100.00	100.00	%	0.00	%	100.00 %	\$89,100.00	\$0.00	\$89,100.00	\$89,100.00
4	1	LS	Labor for Fixtures and Misc. Wiring Work	\$89,100.00	100.00	%	0.00	%	100.00 %	\$89,100.00	\$0.00	\$89,100.00	\$89,100.00
5	1	LS	Material and Labor for Cab Interior Work	\$89,100.00	100.00	%	0.00	%	100.00 %	\$89,100.00	\$0.00	\$89,100.00	\$89,100.00
6	1	LS	Adjusting Elevators and State Inspection	\$59,400.00	100.00	%	0.00	%	100.00 %	\$59,400.00	\$0.00	\$59,400.00	\$59,400.00
7	1	LS	Door Equipment/Fixtures/Misc. Wiring	\$29,700.00	100.00	%	0.00	%	100.00 %	\$29,700.00	\$0.00	\$29,700.00	\$29,700.00
A1	1	FA	Additional Work Items as directed by Engineer	\$68,000.00	0.00	FA	0.00	FA	0.00 FA	\$0.00	\$0.00	\$0.00	\$68,000.00
<b>TOTAL:</b>										<b>\$594,000.00</b>	<b>\$0.00</b>	<b>\$594,000.00</b>	<b>\$662,000.00</b>





# CITY OF COSTA MESA

77 Fair Drive  
Costa Mesa, CA 92626

## Agenda Report

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**File #:** 24-138

**Meeting Date:** 5/7/2024

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**TITLE:**

**ACCEPTANCE OF THE CITYWIDE TRAFFIC SIGNAL AND HAWK SIGNAL INSTALLATION PROJECT, CITY PROJECT NO. 22-07**

**DEPARTMENT:** PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION

**PRESENTED BY:** RAJA SETHURAMAN, PUBLIC WORKS DIRECTOR

**CONTACT INFORMATION:** SEUNG YANG, P.E., CITY ENGINEER, (714) 754-5335

**RECOMMENDATION:**

Staff recommends the City Council:

1. Accept the work performed by Elecnor Belco Electric, Inc., 14320 Albers Way, Chino, CA 91710 for the Citywide Traffic Signal and HAWK Signal Installation Project, City Project No. 22-07, and authorize the City Clerk to file the Notice of Completion.
2. Authorize the City Manager to release the retention monies thirty-five (35) days after the Notice of Completion filing date; release the Labor and Material Bond seven (7) months after the filing date; and release the Faithful Performance Bond one (1) year after the filing date.

**BACKGROUND:**

On January 17, 2023, the City Council awarded a construction contract to Elecnor Belco Electric, Inc. (Belco) for the Citywide Traffic Signal and HAWK Signal Installation Project, City Project No. 22-07.

The scope of work for the project included the construction and installation of a traffic signal at the intersection of West 19th Street and Wallace Avenue, and the installation of two (2) High-intensity Activated cross-Walk (HAWK) signals at West 18th Street next to Lions Park and at West Wilson Street next to Wilson Park.

Additional scope was added to the project that included a raised pedestrian crosswalk and a Rectangular Rapid-Flashing Beacon (RRFB) near the intersection of Meyer Place and Bay Street.

**ANALYSIS:**

The work required by the contract documents was completed on March 20, 2024 to the satisfaction of the City Engineer. The final contract cost amounted to \$863,290.89, and the summary of the final costs is included as Attachment 1.

A summary of the costs is as follows:

Original Contract Amount:	\$ 784,877.00
Final Quantity Adjustments:	\$ 78,413.89
<b>Final Contract Cost:</b>	<b>\$ 863,290.89</b>

Quantity adjustments in the amount of \$78,413.89 were due to changes in project scope that were requested by the City that included the raised crosswalk and RRFB installation at Meyer Place and Bay Street.

As of this date, there are no stop notices filed against the monies due to Belco.

**Newly Constructed and Striped Raised Crosswalk on Meyer Place and Bay Street**



**Newly Installed HAWK signals**

**West Wilson Street**



**West 18th Street**



### Newly Constructed Traffic Signal at West 19th Street and Wallace Avenue



#### **ALTERNATIVES:**

This item is administrative in nature.

#### **FISCAL REVIEW:**

This project was financed using the City Capital Improvement Fund, OCTA Measure M2 Fairshare Fund, and City Traffic Impact Fee Fund.

**LEGAL REVIEW:**

The City Attorney's Office has reviewed this agenda report and approves it as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This project worked toward achieving the following City Council goal:

- Strengthen the Public's Safety and Improve the Quality of Life

**CONCLUSION:**

Staff recommends the City Council:

1. Accept the work performed by Elecnor Belco Electric, Inc., 14320 Albers Way, Chino, CA 91710 for the Citywide Traffic Signal and HAWK Signal Installation Project, City Project No. 22-07, and authorize the City Clerk to file the Notice of Completion.
2. Authorize the City Manager to release the retention monies thirty-five (35) days after the Notice of Completion filing date; release the Labor and Material Bond seven (7) months after the filing date; and release the Faithful Performance Bond one (1) year after the filing date.





# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-142

**Meeting Date:** 5/7/2024

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**TITLE:**

**2023 ANNUAL REVIEW OF THE COSTA MESA 2015-2035 GENERAL PLAN**

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

**PRESENTED BY: PHAYVANH NANTHAVONGDOUANGSY, PRINCIPAL PLANNER,  
AND CAITLYN CURLEY, ASSISTANT PLANNER**

**CONTACT INFORMATION: PHAYVANH NANTHAVONGDOUANGSY, PRINCIPAL PLANNER,  
(714) 754-5611**

**RECOMMENDATION:**

The Planning Commission recommends the City Council approve the 2023 Annual Progress Report (APR) of the 2015-2035 Costa Mesa General Plan for submittal to the State Office of Planning and Research (OPR), and the State Department of Housing and Community Development (HCD).





## Agenda Report

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Item #: 24-142

Meeting Date: 05/07/2024

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**TITLE: 2023 ANNUAL REVIEW OF THE COSTA MESA 2015-2035 GENERAL PLAN**

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

**PRESENTED BY: PHAYVANH NANTHAVONGDOUANGSY, PRINCIPAL PLANNER, AND CAITLYN CURLEY, ASSISTANT PLANNER**

**CONTACT INFORMATION: PHAYVANH NANTHAVONGDOUANGSY, PRINCIPAL PLANNER, (714) 754-5611**

**RECOMMENDATION:**

The Planning Commission recommends the City Council approve the 2023 Annual Progress Report (APR) of the 2015-2035 Costa Mesa General Plan for submittal to the State Office of Planning and Research (OPR), and the State Department of Housing and Community Development (HCD).

**BACKGROUND:**

The General Plan APR provides an overview of the actions taken by the City during the 2023 calendar year to implement the City's General Plan programs and policies, including the City's Housing Element.

State Land Use and Zoning Law, Government Code section 65000, et seq., requires that an annual progress report from the City's legislative body be submitted to the State agencies identified above. The State uses the General Plan APR to identify statewide trends in land use decision-making, and how local planning and development activities relate to statewide planning goals and policies. A Housing Element APR is also required and is used by HCD to track the progress of the implementation of a jurisdiction's Housing Element and requires its submission as a threshold for several State Housing Funding Programs.

**ANALYSIS:**

The APR informs the public and the State of the progress in meeting community goals as expressed in the General Plan. The APR also provides information on how land use decisions that were implemented in the past year relate to General Plan adopted goals and policies.

**Planning Commission Review**

Staff presented the APR to the Planning Commission on April 8, 2024. The Planning Commission discussed the proposed Jamboree Housing senior housing project, the Motel 6 Conversion – "Project HomeKey," Accessory Dwelling Unit affordability, Pedestrian Master Plan, Multi-family Residential Parking Standards, and the intent of Land Use Element goals and policies. The Planning Commission specifically complimented City staff based on this year's extensive General Plan implementation efforts.



The Planning Commission recommended that the City Council approve the APR by a vote of six to zero, with one Commissioner absent.

April 8, 2024 Planning Commission Staff Report (also provided as Attachment 2):

<https://costamesa.legistar.com/LegislationDetail.aspx?ID=6613797&GUID=E4FD09D7-E733-40BF-866D-9C56E6CAB61F>

April 8, 2024 Planning Commission Video:

[https://costamesa.granicus.com/player/clip/4116?view\\_id=14&redirect=true](https://costamesa.granicus.com/player/clip/4116?view_id=14&redirect=true)

Once approved for submittal to the State, the APR is posted on the City's website at the link below.

City General Plan Annual Reports:

<https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/planning/general-plan/annual-progress-reports>

### **Annual Progress Report Summary**

As summarized in the attached General Plan APR, the City continues to implement General Plan programs and has progressed towards meeting its 6th Cycle RHNA obligation. As required by the State, the APR specifically addresses the following:

- **General Plan Implementation:** The degree to which the City's General Plan and City actions (such as ordinance adoption and capital improvement project implementation) complies with the General Plan guidelines developed and adopted by OPR pursuant to Government Code section 65040.2 (this information is included in Table 1 of the General Plan Annual Review); and,
- **Housing Element Annual Progress Report:** The Housing Element APR excel, specifically created by HCD, provides information on how the City has progressed toward meeting its RHNA allocation and implementation of Housing Element programs. It includes information on the number and types of housing development applications that the City has received, processed and permitted; as well as identifies how many residential units completed construction. State required housing progress forms for calendar year 2023 are provided as Attachment 1 to the General Plan Annual Review.

The APR must be submitted to HCD and OPR by April 1 annually. Specific to the Housing Element, each jurisdiction must prepare an annual progress report on the status and progress in implementing its Housing Element using forms and definitions adopted by HCD. This year's APR will be submitted after the required date. The HCD APR form is data specific and necessitated additional time, not anticipated, to set up the required reporting in TESSA and merge the data into the mandatory fields in the electronic HCD form.

### **Consistency with the State OPR General Plan Guidelines**

The City of Costa Mesa's General Plan consists of seven elements that are required by State statutes and three optional elements. The seven required elements include: Land Use, Circulation, Housing,

Conservation, Open Space and Recreation, Noise, and Safety. The City's General Plan provides goals and policies that address these categories consistent with the State law. The optional elements address additional topics that are of particular local significance and include: Growth Management, Community Design, and Historic and Cultural Resources. The General Plan goals and policies are consistent with state law and follow OPR Guidelines.

As shown through various City's actions and approved projects that are summarized in the General Plan APR, the City's General Plan remains an effective guide for orderly community growth and development, preservation and conservation of open space and natural resources, and efficient expenditure of public funds. Note that to implement the 6<sup>th</sup> Cycle Housing Element and, specifically, to accommodate the City's RHNA allocation, future General Plan updates will be necessary to ensure that the City's General Plan will remain internally consistent and remain an effective guiding document for orderly growth.

### **Costa Mesa Housing Construction Calendar Years 2023**

During the calendar year 2023, a total of 34 housing units (including ADUs) were constructed in the City. Of the 34 units constructed, six of the units were single-family residences and 28 were ADUs. No multi-family housing was constructed during this time. Of the 34 units constructed in 2023, 28 units fell into affordable categories (all were ADUs).

### **6<sup>th</sup> Cycle Housing Programs Implementation**

There are 47 Housing Element programs that have various completion timeframes within the 8-year Housing Element planning period. Since the recent Housing Element approval (and prior to approval), the City has completed and is working towards implementing the 6th Cycle Housing Element programs, including, but not limited to: Program 2A: Affordable Housing (Inclusionary Housing), Program 2M: Parking Standards for Residential Development, Program 2D: Senior Housing Development at the Senior Center, Program 3B: Fairview Developmental Center, Program 3E: Promote Accessory Dwelling Units, Program 3F: Motel Conversion to Permanent Supportive Housing, Program 4A: Fair Housing (Tenant Protection Program), and Program 4F: Bridges Homeless Shelter.

### **PUBLIC NOTICE:**

There is no public notice requirement for approval of the Annual Report.

### **ENVIRONMENTAL DETERMINATION:**

The Annual Report of the 2015-2035 Costa Mesa General Plan is not subject to the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15378(b)(2), as this report and review is not a project as defined by this section.

### **ALTERNATIVES:**

The APRs highlight the City's actions that have occurred in 2023 to implement the General Plan. The submitted APR does not list all of the actions taken by the City. The City Council may modify the report to include additional actions that showcase its commitment to implementing the General Plan policies.

### **FISCAL REVIEW:**

There are no fiscal impacts to the City for the approval of the recommended actions.

**LEGAL REVIEW:**

The City Attorney's Office has reviewed this Agenda Report and the attached 2023 APR and approves them both as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This item supports the following City Council goal:

- Strengthen the Public's Safety and Improve the Quality of Life.
- Diversify, stabilize, and increase housing to reflect community needs.

**CONCLUSION:**

As required by the Government Code, the 2023 APR is required to be prepared and submitted to the State annually and provides a status on the City's General Plan implementation, including progress toward meeting Housing Element goals and the City's RHNA allocation. Following City Council approval, the 2023 APR will be submitted to the State Office of Planning and Research and the State Department of Housing and Community Development.

# 2023 ANNUAL REPORT



## An Annual Report of the Costa Mesa 2015-2035 General Plan



City of Costa Mesa  
Development Services Department  
77 Fair Drive  
Costa Mesa, CA 92628

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**Appendix A – General Plan Goals, Objectives, Policies (2023 Review)**

**Appendix B – Housing Successor Annual Report FY 22-23**

## **BACKGROUND**

On June 29, 1953, the City of Costa Mesa was incorporated as a general law city led by a City Council-Manager form of government. The City of Costa Mesa originally consisted of an area of 3.5 square miles and general population of 16,840. The City's current estimated population is 108,829 persons, and it consists of an overall land area of 16.8 square miles (US Census 2020).

The City adopted its first General Plan in 1957 and its second General Plan in 1970. The General Plan was comprehensively amended in 1981 and again in 1992. On January 22, 2002, the City Council adopted the Costa Mesa 2000 General Plan. The 2000 General Plan recognized the community's diverse evolution of residential neighborhoods, its regional commercial influence, and its recreational amenities.

The City completed its most recent comprehensive General Plan update (2015-2035 General Plan) that was approved on June 21, 2016. Many of the policies were carried over from the 2000 General Plan and new policies were added in compliance with the latest State mandates and in accordance with the economic growth of the City. This report includes the 2023 annual review of the General Plan and Housing Element for Planning Commission and City Council review and approval as required by state law regarding the implementation of the programs and policies of the General Plan.

The purpose of this review is to provide the status of the City's General Plan and progress in its implementation. Table 1 provides a summary of the current status of various General Plan Elements, including the 6<sup>th</sup> Cycle Housing Element, adopted in November 2022.

## **ANALYSIS**

### ***Government Code Section 65400***

State Government Code Section 65400 requires that an annual progress report (APR) be made to the City's legislative body on the status of the General Plan and progress in its implementation, including progress toward meeting its Housing Element goals and its regional housing needs allocation. This 7<sup>th</sup> Edition of the Annual Progress Report includes the annual review for 2023.

State Law requires the following:

- Provide by April of each year an annual report to the City Council, the Office of Planning and Research, and the Department of Housing and Community Development that includes all of the following:
  - (A) The status of the plan and progress in its implementation.
  - (B) The progress in meeting its share of regional housing needs determined pursuant to Section 65584 and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing. The housing element portion of the annual report shall include a section that describes the actions taken by the City of Costa Mesa towards completion of the programs and status of the local government's compliance with the deadlines in its housing element.

### ***Annual Review and Housing Program Summary Report***

Pursuant to State law, the Annual Progress Report of the Costa Mesa General Plan reports to the City Council the progress in implementing the General Plan. The report includes the following elements:

1. ***Table 1*** (Annual Review Summary) describes the status of the 2015-2035 General Plan goals, objectives, and policies and progress in 2023 toward implementing the City's long-range plan for land use and development. Table 1 includes a general statement on implementation and, where applicable, highlights specific implementation actions for 2023.

2. Attachment 1 (Housing Program Status Report) provides the City's progress in meeting its share of the regional housing needs assessment, pursuant to State Government Code Section 65584 and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing.
3. The conclusion describes the effectiveness of the 2015-2035 General Plan.

### ***2015-2035 General Plan – Goals, Objectives, and Policies***

The 2015-2035 General Plan goals, objectives, and policies are described in a comprehensive document (attached as Appendix A).

- A goal is defined as a broad vision of what the community wants to achieve or provide to residents, landowners, business owners and tourists. It is a statement of a desired condition based on community values. Goals are general in nature and usually timeless.
- A policy is a specific statement that guides decision-making and indicates a particular course of action. A policy is based on and helps implement a goal.

### ***General Plan Update***

The State Office of Planning and Research recommends that Cities update their General Plan every 10 years. City Council approved the City's 2015-2035 General Plan on June 21, 2016. The General Plan update is an extensive process that involves various public meetings with City commissions and Council and extensive community outreach.

As part of this update, the City was also complying with the requirements of Assembly Bill 1358 (enacted in 2008), The California Complete Streets Act that required integrating multimodal transportation network policies into the circulation elements of the general plans. The 6<sup>th</sup> Cycle Housing Element was adopted in November 2022 and, in May 2023, HCD has determined that the City Housing Element meets the statutory requirements of State Housing Law.

### **CONCLUSION**

The Costa Mesa 2015-2035 General Plan serves as an effective guide for orderly growth and development, preservation and conservation of open space land and natural resources, and efficient expenditure of public funds.

As illustrated in Table 1, completed City projects such as such as, but not limited to, adopted ordinances, zoning code updates, completed street improvements, funding sources for park improvement, awarding contracts are in conformance with the General Plan's goals, objectives, and policies for each respective element. Furthermore, significant progress on various public works projects or private developments are also in accordance with the 2015-2035 General Plan. The City's legislative bodies have used the 2015-2035 General Plan as the primary source of long-range planning and policy direction. All future development and activities will be consistent with these goals and policies that will continue to guide growth and preserve the quality of life within the community.

Note that to implement the 6th Cycle Housing Element; specifically, to accommodate the City's RHNA allocation, future General Plan updates will be necessary to ensure that the City's General Plan will remain internally consistent and remain an effective guiding document for orderly growth. The future updates will also address other topics that are prompted by various State statute, including "Environmental Justice", in accordance to State's OPR General Plan Guidelines.



**Table 1 – Annual Review**

<b>LAND USE ELEMENT</b>	
<b>General Plan Goal, Objective, Policy</b>	<b>Description of City Action</b>
<b>Land Use Element Goal LU-1: A Balanced Community with a Mix of Land Uses to Meet Resident and Business Needs</b>	
<b>Objective LU-1A:</b> Establish and maintain a balance of land uses throughout the community to preserve the residential character of the City at a level no greater than can be supported by the infrastructure.	
LU-1.1 Provide for the development of a mix and balance of housing opportunities, commercial goods and services, and employment opportunities in consideration of the needs of the business and residential segments of the community.	<p>The Costa Mesa Municipal Code (CMMC) is updated on a regular bases to ensure that it is consistent and implements the policies of the General Plan and various State land use mandates. The General Plan Land Use Policy Map Figure LU-3 correlates with CMMC Zoning Map to ensure a variety of commercial, residential, and industrial uses throughout the City. All commercial development within the City which occurs near residential development requires additional scrutiny and, in many cases, requires a higher level of discretionary approval per the City's Zoning Code to ensure that the use does not negatively impact the residential neighborhood. The Urban Plan Overlays and the Planned Development zoning allow mixed-use development. The City is a major center for employment in Orange County and is striving to add more units to the housing stock to allow employees to live and work in the City.</p> <p>2023</p> <ul style="list-style-type: none"> <li>Adopted Ordinance No. 2023-03 (Code Amendment CO-2022-01)</li> </ul> <p>Amendment to the CMMC Title 13 to clarify Accessory Dwelling Unit (ADU) provisions and to modify standards to conform to State legislation. The amendment satisfies Housing Element Program 3E which specifies that the City will review and revise the ADU provisions as necessary to comply with State law. The amendment also clarifies provisions to improve permitting processing. The City also post a user friendly FAQ on the City's website to assist the public:  <a href="https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/planning/accessory-dwelling-units-adu">https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/planning/accessory-dwelling-units-adu</a></p> <ul style="list-style-type: none"> <li>The City approved 81 ADU building permits and 28 ADUs completed constructions in 2023.</li> <li>Four Senate Bill (SB) 9 residential applications. The approved SB 9 applications included one application for the creation of one new parcel, one application that allowed an additional residential unit, and two applications that created two new parcels with a residential unit on each parcel.</li> </ul>
LU-1.2 Balance economic gains from new development while preserving the character and densities of residential neighborhoods.	
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.	
LU-1.4 Promote housing and employment opportunities within planned development areas to the extent feasible.	
LU-1.5 Maintain a land use structure that strives to balance jobs and housing with available infrastructure and public and human services.	

	<ul style="list-style-type: none"> <li>• Housing Element Appendix B – Table B-6: Housing Opportunity Sites: <ul style="list-style-type: none"> <li>○ The Hive – Table B-6 includes the football training field that is located at 3333 Susan Street of approximately 4 acres. This site was projected to accommodate a total of 432 residential units. The property owner of the Hive submitted a General Plan Screening Application for this site and includes the existing Hive office space campus. The proposed project encompasses approximately 14.25 acres and will include 1,050 residential units, 2,500 square feet of retail space, and 5.05 acres of open space. The project proponent will conduct community outreach and complete a comprehensive project-specific fiscal analysis to identify both positive and negative fiscal impacts.</li> <li>○ Fairview Developmental Center (FDC) – Table B-6 includes the FDC site that is located at 2476 Mark Street. The 109-acre site is one of largest housing opportunity sites identified in Table B-6 and was projected to accommodate 2,300 residential units. The City executed a Professional Services Agreement with PlaceWorks for community visioning and land use planning services for the FDC project. The Community Outreach phase was initiated in October 2023 and created an informational webpage <a href="http://www.fdchousingplan.com">www.fdchousingplan.com</a>.</li> </ul> </li> <li>• Affordable Housing (Inclusionary) Ordinance – Housing Element Program 2A – The City kicked off the affordable housing ordinance effort in 2021 and retained Keyser Marston Associates (KMA) to complete the required Financial Evaluation and draft Ordinance. The City held two joint City Council/Planning Commission Study Sessions and held 17 stakeholder meetings to draft the Ordinance. Planning Commission considered and recommended approval of the Ordinance in December 2023. The Affordable Housing Ordinance (Ordinance No. 2024-02) was approved for first reading by City Council on April 2, 2024.</li> <li>• Reviewed and revised various sections of CMMC Outdoor Dining Provisions (Code Amendment PCTY-23-0002) to allow temporary outdoor dining areas that were approved during the pandemic to become permanent. The outdoor dining areas are subject to compliance with development standards and the streamlined approval process for the installation of new outdoor dining areas.</li> </ul>
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	<ul style="list-style-type: none"> <li>Adopted Urgency Ordinance No. 2023-04</li> </ul> <p>The City approved a Tenant Protection Program which includes adoption of the Urgency Ordinance No. 2023-04 amending various section of CMMC, allocation of funds to support the program and create three full time staff positions to implement, monitor and enforce the Ordinance, and conduct outreach to landlords.</p>
<b>Land Use Element Goal LU-2: Preserve and Protect Residential Neighborhoods</b>	
<b>Objective LU-2A:</b> Promote land use patterns and development that contribute to community and neighborhood identity.	
LU-2.1 In the event of damage or destruction, allow any legal conforming use in existence at the time of adoption of the General Plan that is located in a nonconforming development to be rebuilt to its original building intensity, as long as any such rebuilding would not increase the development's nonconformity, and the damage or destruction was in no way brought about by intentional acts of any owner of such use or property.	<p>Costa Mesa Municipal Code Title 13 Chapter X establishes requirements for nonconforming uses, developments and lots. City policy requires all projects proposing five dwelling units or more on a project site be conditioned to underground all utility poles within the frontage. Densities in excess of maximum density allowed for by the General Plan are subject to approval of a General Plan Amendment unless the proposal includes a density bonus and provides affordable housing. All common roadways and access in common interest developments are subject to recordation of an easement. Several projects under construction in Westside Costa Mesa have replaced underutilized industrial and commercial properties with new housing and live/work developments that also resulted in major environmental clean-up of a few sites. Commercial buildings over 30 feet are subject to Planning Commission approval and considered on a case-by-case basis. Structures in urban overlay plans are typically over 30 feet and are evaluated with respect to privacy and shade and shadow impacts. All projects with three stories or more are required to submit a shade and shadow study during evaluation of the project. Any new development is subject to compliance with the noise standards and installation of sound walls and upgraded windows and wall assemblies to protect residents.</p> <p>Public and private projects are reviewed, designed and conditioned, as necessary, to be consistent with these policies to preserve and protect residential neighborhoods.</p>
LU-2.2 Pursue maximum use of utility company funds and resources in undergrounding existing overhead lines, and encourage undergrounding of utilities in the public right-of-way for residential development consisting of five units or more, to the extent feasible and practical.	
LU-2.3 Develop standards, policies, and other methods to encourage the grouping of individual parcels to eliminate obsolete subdivision patterns and to provide improved living environments while being consistent with the neighborhood character of the surrounding community.	
LU-2.4 Do not allow "rounding up" when calculating the number of permitted residential units, except for lots existing as of March 16, 1992, zoned R2-MD that have less than 7,260 square feet in area, and no less than 6,000 square feet, where density calculation fractions of 1.65 or greater may be rounded up to two units.	
LU-2.5 Allow creation of parcels without street frontage if sufficient easements are provided for planned developments or common-interest developments consistent with the neighborhood character. This policy does not apply to small lot subdivisions.	
LU-2.6 Encourage increased private market investment in declining or deteriorating neighborhoods.	
LU-2.7 Permit the construction of buildings over two stories or 30 feet only when it can be shown that the construction of such structures will not adversely impact surrounding developments and deprive existing land uses of adequate light, air, privacy, and solar access.	

LU-2.8 Limit building height to four stories above grade south of the I-405 Freeway, except for special purpose housing such as elderly, affordable, or student housing, unless otherwise approved by a General Plan amendment. (A four-story/five-level parking structure with roof deck parking on the fifth level is considered a four-story structure.)	
LU-2.9 Require appropriate building setbacks, structure orientation, and placement windows to consider the privacy of adjacent residential structures within the same project and on adjacent properties.	
LU-2.10 Promote lot consolidation of residential properties to the extent feasible and practical, including the creation of larger single-family residential lots that exceed the minimum 6,000-square-foot requirement in neighborhoods where the prevailing residential subdivision pattern features larger-sized residential lots.	
LU-2.11 Ensure adequate noise attenuation in urban design, such as walls for sound attenuation, development of landscaped greenbelts, provision of landscape berms, etc.	
<b>Land Use Element Goal LU-3: Development that Maintains Neighborhood Integrity and Character</b>	
<b>Objective LU-3A:</b> Establish policies, standards, and procedures to minimize blighting influences, and maintain the integrity of stable neighborhoods.	
LU-3.1 Protect existing stabilized residential neighborhoods, including mobile home parks (and manufactured housing parks), from the encroachment of incompatible or potentially disruptive land uses and/or activities.	Ongoing through the implementation and enforcement of Title 20 – Property Maintenance, of the Municipal Code. Title 20 establishes standards to ensure proper maintenance, removal of hazardous and improper storage, and removal of weeds and other public nuisances. All development applications are reviewed to ensure that they are compatible with surrounding neighborhoods. When needed, projects are conditioned to operate in a manner that is not detrimental to the surrounding area (e.g. limited hours of operation, project design, parking management, on-site/off-site improvements). All new development proposed beyond the allowable densities is subject to submittal of a water/sewer assessment study (applicable to larger projects) and will serve letter from the utility companies or other infrastructure planning analysis. Development of mixed-use projects are encouraged through planned development and overlay zones. Staff works with property owners, brokers, and agents to help find the right type of uses to be catalyst for revitalization. This includes conducting interviews with existing businesses, organizing meetings to facilitate an exchange of information and guidance, and taking potential sites to an annual retail conference to assist in sites being redeveloped or tenant vacancies filled. Traffic impacts are evaluated with each development project with consideration to the City's circulation element and any potential impacts to residential neighborhoods. All two-story projects are required to submit privacy and view analysis with exhibits that show location of proposed and existing buildings. In addition, per the Residential Design Guidelines, second story additions are subject to notification of neighboring properties prior to approval. Most projects in Urban Plan areas are proposed
LU-3.2 Actively enforce existing regulations regarding derelict or abandoned vehicles, outdoor storage, and substandard or illegal buildings, and establish regulations to abate weed-filled yards when any of the above are deemed to constitute a health, safety, or fire hazard.	
LU-3.3 Continue code enforcement as a high priority with regard to the regulation of property maintenance standards citywide.	
LU-3.4 Ensure that residential densities can be supported by the infrastructure and are compatible with existing residential neighborhoods in the surrounding area.	
LU-3.5 Provide opportunities for the development of well-planned and designed projects which, through vertical or horizontal integration, provide for the development of compatible residential, commercial, industrial, institutional, or public uses within a single project or neighborhood.	
LU-3.6 Facilitate revitalization of aging commercial centers by working with property owners, developers, local businesses, and other community organizations to coordinate efforts.	
LU-3.7 Promote development/design flexibility that encourages older or poorly maintained high-density residential uses to be rehabilitated.	

LU-3.8 Ensure that new development reflects existing design standards, qualities, and features that are in context with nearby development and surrounding residential neighborhoods.	<p>with lot consolidation. Lot consolidation is challenging for developers, but encouraged for all new developments. Small lot residential developments are currently allowed by Small Lot Ordinance and Common Interest Development. All two- and three-story residential development is required to meet the intent of the Residential Design Guidelines. FAA is notified and reviews all mid-rise and high-rise development. The General Plan is consistent with the John Wayne Airport Environmental Land Use Plan by the Airport Land Use Commission (ALUC). Filing with FAA and ALUC approval is required for all projects exceeding the established FAA thresholds.</p> <p>2023</p> <ul style="list-style-type: none"> <li>Approved one small lot subdivision, two live/work development, four Urban Lot (SB-9) development, and two design review that will result in at 31 new residential units.</li> <li>Continue to utilize CBDG funding to fund capital improvement projects, public services programs that benefit low- and moderate-income residents (including programs that improves the quality of life of seniors), housing rehabilitation programs, and community improvement/code enforcement programs.</li> <li>Continue to utilize HOME Funds from HUD for Housing Rehabilitation Program, Affordable Rental Housing and for Community Housing Development Organization project</li> </ul>
LU-3.9 Locate high-intensity developments or high-traffic-generating uses away from low-density residential in order to buffer the more sensitive land uses from the potentially adverse impacts of the more intense development or uses.	
LU-3.10 Minimize effects of new development on the privacy and character of surrounding neighborhoods.	
LU-3.11 Promote small-lot residential development on long, narrow, single parcels or combined residential lots.	
LU-3.12 Ensure that new development reflects existing design standards, qualities, and features that are in context with nearby development.	
LU-3.13 Prohibit construction of buildings which would present a hazard to air navigation, as determined by the Federal Aviation Administration (FAA).	
LU-3.14 Certain development proposals which may include the construction or alteration of structures more than 200 feet above ground level may require filing with the Federal Aviation Administration (FAA) and Airport Land Use Commission (ALUC) pursuant to federal and State law. If a filing requirement is determined to be necessary in accordance with the procedures provided by State/federal agencies, the filing of a Notice of Proposed Construction or Alteration (FAA Form 7460-1) shall be required prior to review and consideration of the proposed development." Land Use Element (page LU-18) refers to the threshold stated above. It shall be amended to refer to Filing FAA Form 7460-1 Notice of Construction and Alteration, and not to Form 7480-1.	
LU-3.15 The City will ensure that development proposals, including the construction or operation of a heliport or helistop comply fully with permit procedures under State law, including referral of the project to the ALUC by the applicant, and with all conditions of approval imposed or recommended by the Federal Aviation Administration, ALUC, and Caltrans, including the filing of Form 7480-1 (Notice of Landing Area Proposed) with the FAA. This requirement shall be in addition to all other City development requirements.	
LU-3.16 The City shall refer certain projects to the Airport Land Use Commission for Orange County, as required by Section 21676 of the California Public Utilities Code to determine consistency of the project(s) with the Airport Environs Land Use Plan for John Wayne Airport.	
LU 3.17 New residential developments within the 60 dB CNEL noise contour of the airport shall provide designated outdoor signage informing the public of the presence of operating aircraft.	

Land Use Element Goal LU-4: New Development that Is Sensitive to Costa Mesa's Environmental Resources	
Objective LU-4A: Encourage new development and redevelopment that protects and improves the quality of Costa Mesa's natural environment and resources.	
LU-4.1 Ensure that appropriate protection activities are applied to all new development and significant redevelopment projects that are subject to the National Pollutant Discharge Elimination System Stormwater Permit during the planning, project review, and permitting processes.	All development plans are required to submit the appropriate State required permits and water quality management plans per local ordinance. Erosion control plans are consistently required and reviewed prior to grading permits. Zoning Code also doesn't allow a building or structure to be constructed closer than ten (10) feet from a bluff crest, unless permitted by a minor conditional use permit.
LU-4.2 Avoid conversion of areas particularly susceptible to erosion and sediment loss (e.g., steep slopes) and/or establish development guidelines that identifies these areas and protects them from erosion and sediment loss.	
LU-4.3 Preserve or restore areas that provide water quality benefits and/or are necessary to maintain riparian and aquatic biota.	
LU-4.4 Promote site development that limits impact on and protects the natural integrity of topography, drainage systems, and water bodies, and protect the integrity of the bluff crest.	
LU-4.5 Promote integration of stormwater quality protection into construction and post-construction activities, as required by the NPDES Stormwater Permit and the City's Local Implementation Plan.	
LU-4.6 Incorporate the principles of sustainability into land use planning, infrastructure, and development processes to reduce greenhouse gas emissions consistent with State goals.	
Land Use Element Goal LU-5: Adequate Community Services, Transportation System, and Infrastructure to Meet Growth	
Objective LU-5A: Ensure availability of adequate community facilities and provision of the highest level of public services possible, taking into consideration budgetary constraints and effects on the surrounding area.	
LU-5.1 Pursue annexation of certain areas within the City's Sphere of Influence to provide land use regulation and city services within its jurisdiction.	The City of Costa Mesa has approximately 0.3 square miles of land left within its sphere of influence. The City will continue to participate in the JUA between the City and NMUSD. Continue to lease the Balearic Community Center from the NMUSD for recreational and community service use. Currently there are six fire stations operating in the City. The City continues to monitor fire service needs as the population grows with new residential development projects. The Economic Development staff attends industry functions and professional organizations to update businesses about projects and opportunities in Costa Mesa. No project specific General Plan Amendment exceeding the allowable Floor Area Ratio (FAR) was approved in 2023. Any intensification of use or additions of floor area for non-conforming structures is subject to the zoning development standards and traffic generation rates. No applications to increase the FAR of a non-conforming structure has been approved in 2023. Each project application is reviewed for any potential impacts on the circulation system. Projects with impacts are subject to either traffic improvement requirements and or traffic mitigation/impact fees. Will serve letters from utility companies are required for all projects that could potentially impact the service. Projects with more than 500 units are subject to the preparation of a Water Supply Assessment
LU-5.2 Strongly encourage protection and preservation of existing but underutilized school sites for future recreational, social, or educational uses.	
LU-5.3 As appropriate and timely, consider the establishment of development impact fee program(s) to fund additional fire and police personnel, library facilities, and related equipment to meet the demands of additional growth in the City.	
LU-5.4 Require appropriate site and environmental analysis for future fire and police station site locations or for the relocation or closure of existing fire and police facilities.	
LU-5.5 Ensure that new development pays its fair share of impact fees such as park fees and traffic impact fees. This can also include impact fees related to community services (police protection services and fire emergency response services) or library facilities, once adopted and applicable.	
LU-5.6 Promote development of revenue-generating land uses to help defray the costs of high-quality public services.	



<p>LU-5.7 Encourage new development that is organized around compact, walkable, mixed-use neighborhoods and districts to conserve open space resources, minimize infrastructure costs, and reduce reliance on the automobile.</p>	<p>Study. The Development Phasing and Performance Monitoring Program (DPPMP) Report is no longer a requirement for the Measure M Program. Staff continues to monitor major intersections for any significant issues and program improvements accordingly and reviews each project in terms of traffic impacts, in compliance with Growth Management Element Policy GM-2.3.</p> <p>2023</p> <ul style="list-style-type: none"> <li>Adopted Resolution No. 2023-65</li> </ul> <p>Resolution of the City continuing the Traffic Impact Fee for new development that incorporates recommendations from the Traffic Impact Fee Ad Hoc Committee, which includes:</p> <ul style="list-style-type: none"> <li>Continue a traffic impact fee of \$235 per Average Daily Trip (ADT) based on the Capital Improvement Projects and Active Transportation projects in the adopted Active Transportation Plan (ATP).</li> <li>Approve allocation of up to ten percent (10%) of traffic impact fees towards traffic signal synchronization projects.</li> <li>Approve a five percent (5%) reduction in automobile trips as a result of ATP implementation and an additional (5%) reduction in automobile trips for developments proposing to implement active transportation improvements beyond typical development requirements.</li> <li>Approve the annual accounting of the Citywide Traffic Impact Fee Program.</li> </ul> <ul style="list-style-type: none"> <li>The City and Newport-Mesa Unified School District (NMUSD) worked together to open the Harper School's fields adjacent to Harper Park. Public access to the fields is available after school hours, which is 4 p.m. Monday through Friday and weekends for families to recreate and enjoy the outdoors.</li> </ul>
<p>LU-5.8 Include an evaluation of impacts on utility systems and infrastructure in EIRs for all major general plan amendment, rezone, and development applications.</p>	
<p>LU-5.9 Phase or restrict future development in the City to that which can be accommodated by infrastructure at the time of completion of each phase of a multi-phased project.</p>	
<p>LU-5.10 Building densities/intensities for proposed new development projects shall not exceed the trip budget for applicable land use classifications, as identified in the Land Use Element. Building intensities for proposed new development projects shall not exceed the applicable floor area standards, except for the following conditions:</p> <p>(a) Limited deviations from the graduated floor-area ratio standards for the commercial and industrial land use designations may be approved through a discretionary review process. No deviation shall exceed a 0.05 increase in the FAR in the moderate traffic category, and no deviation shall be allowed in the very low, low, and high traffic categories. Deviations from the FAR standards shall not cause the daily trip generation for the property to be exceeded when compared to the existing daily trip generation for the site without the proposed project or maximum allowable traffic generation for the Moderate Traffic FAR category, whichever is greater.</p> <p>(b) Additions to existing nonconforming nonresidential developments may be allowed if the additions do not affect the overall traffic generation characteristics of the development and if the additions do not substantially affect the existing height and bulk of the development. Additions to nonresidential developments shall be limited to those land uses with traffic generation rates based on variables other than building area square footage. Examples of such additions include, but are not limited to: 1) Hotels/motels: Increases in the size of hotel rooms or lobbies where no increase in the total number of rooms is proposed, and 2) theaters: Increases to "back-stage" support areas or lobbies where no increase in the total number of seats is proposed.</p> <p>(c) In the above conditions, the new development shall be compatible with surrounding land uses.</p> <p>(d) Additional criteria for approving deviations from the FAR standards may be established by policy of the City Council.</p>	



LU-5.11 Development plans shall be required for all phased development and approvals and shall be approved by the Planning and Transportation Services Divisions prior to the issuance of building permits.	
LU-5.12 Development plans shall include an overall buildout plan, which can demonstrate the ability of the circulation system to support the proposed level of development.	
LU-5.13 The City shall continue its annual preparation of the Development Phasing and Performance Monitoring Program. The annual review will specifically address major intersection operations in any mixed-use overlay area.	
<b>Land Use Element Goal LU-6: Economically Viable and Productive Land Uses that Increase the City's Tax Base</b>	
<b>Objective LU-6A: Ensure the long-term productivity and viability of the community's economic base.</b>	
LU-6.1 Encourage a mixed of land uses that maintain and improve the City's long-term fiscal health.	<p>All development proposals are assigned to a planner who works as a liaison for that project from application submittal until final inspection of the development. Staff has supported the expedited review of multiple reinvestments of several commercial and office uses throughout the City.</p> <p>2023</p> <ul style="list-style-type: none"><li>Reviewed and revised various sections of CMMC Outdoor Dining Provisions (Code Amendment PCTY-223-0002) to allow the temporary outdoor dining areas approved during the pandemic to become permanent subject to compliance with aesthetic standards and establishes development standards and streamlined approval process or the installation of new outdoor dining areas.</li><li>City launched the Totally Electronic Self Service Application TESSA the new Land Management System in August 2023. The online system is a one-stop-shop electronic permitting and licensing application system. TESSA allows an applicant to submit permit and license applications electronically, track progress, communicate with City staff, make payments, submit community concerns through the City's "CostaMesa311" app.</li><li>City initiated a review of City's Cannabis regulations to address concerns regarding potential amendments to address business displacement and overconcentration of retail cannabis businesses. The draft ordinance was considered by Planning Commission in December 2023.</li><li>Adopted Resolution No. 2023-24</li></ul>
LU-6.2 Continue to promote and support the vitality of commercial uses to meet the needs of local residents and that support regional-serving commercial centers.	
LU-6.3 Continue to prioritize commercial and industrial park use of properties north of I-405 and within the Airport Industrial District.	
LU-6.4 Support the continued presence of incubator businesses in the action sports industry and jobs-producing businesses in the Westside.	
LU-6.5 Encourage revitalization of existing, older commercial and industrial areas in the Westside with new mixed-use development consisting of ownership housing stock and live/work units.	
LU-6.6 Continue to encourage and retain land uses that generate sustainable sales and property tax revenues, including regional commercial destinations and automobile dealerships.	
LU-6.7 Encourage new and retain existing businesses that provide local shopping and services.	

LU-6.8 Provide efficient and timely review of development proposals while maintaining quality customer service standards for the business, development, and residential community.	The City approved 2022-2023 Annual Report for the Business Improvement Area (BIA) and adopted a resolution declaring the City's intention to levy an annual assessment for Fiscal Year 2023-2024 for BIA covering certain Costa Mesa hotels and motels and setting the time and place for a public hearing on the proposal.
LU-6.9 Support the retention and growth of Class A office tenants, including corporate headquarters for the action sports industry, biotech, and high technology companies within the City.	
<b>Objective LU-6B:</b> Encourage and facilitate activities that expand the City's revenue base.	
LU-6.10 Encourage a broad range of business uses that provide employment at all income levels and that make a positive contribution to the City's tax base.	Staff has been attending quarterly meetings which provide trends and forecasts for the industrial, retail, and office markets. This information is used to provide insight as staff continues to evaluate new business or potential redevelopment projects within the City. Working closely with the Chamber of Commerce, Travel Costa Mesa, South Coast Metro Alliance, and/or local businesses to support each other's activities and develop additional ones when needed. Staff attends local and regional economic development summits, workshops, and meetings; including the annual International Council of Shopping Centers annual events.
LU-6.11 Provide opportunities for mixed-use, office, manufacturing, and retail development that respond to market and community needs in terms of size, location, and cost.	
LU-6.12 Track retail trends and tailor regulations to respond to market changes, maximize revenue, and maintain the appropriate the business mix.	
LU-6.13 Encourage new development along major corridors that are pedestrian oriented and includes a mixture of retail/service, residential, and office uses.	
LU-6.14 Improve ease and accessibility to information to capture opportunities for businesses to establish in Costa Mesa and bring high-skill and professional jobs and new revenue sources into the community.	
LU-6.15 Promote unique and specialized commercial and industrial districts within the City which allow for incubation of new or growing businesses and industries.	
LU-6.16 Examine options for the development of new infrastructure for new technologies and businesses that use those technologies.	
<b>Objective LU-6C:</b> Retain and expand the City's diverse employment base, including office, retail/service, restaurants, high-tech, action sports, boutique and prototype manufacturing, and industrial businesses.	
LU-6.17 Engage in activities that promote Costa Mesa as a great place to live, work, and develop a business.	Staff attends local and regional economic development summits, workshops, and meetings; including the annual International Council of Shopping Centers (ICSC) annual events.  2023 <ul style="list-style-type: none"><li>Staff and members of the City Council attended the 2023 Las Vegas ICSC event.</li></ul>
LU-6.18 Continue to work with surrounding cities to strengthen regional economic development	
LU-6.19 Provide flexibility and support for development of residential, office, small retail centers, and similar uses that would serve local residents and would also benefit from the high visibility along major corridors outside of significant commercial or industrial nodes.	
<b>Land Use Element Goal LU-7:</b> A Sound Local Sustainable Economy that Attracts Investment, Creates Educational Opportunities, and Generates Employment Opportunities	
LU-7.1 Endeavor to create mixture of employment opportunities for all economic levels of residents and businesses.	2023 <ul style="list-style-type: none"><li>Planning Staff continue to meet with property owners, applicants and developers to discuss development opportunities and the development/permitting review process and provide</li></ul>
LU-7.2 Support linkages between local educational institutions and local industries and businesses. Foster training, collaboration with employers, and new innovative programs that increase job opportunities for residents and students attending school locally.	

LU-7.3 Foster and provide useful and efficient partnerships to implement economic opportunities with private, non-profit, or other public agencies.	advisement based on the General Plan Policies and Zoning Code.
LU-7.4 Cultivate an entrepreneurial and academic environment that fosters innovation through non-traditional housing developments, flexible office spaces, experiential development, and ensuring the diversity of retail/service throughout the urban districts.	
LU-7.5 Support and provide flexibility for development projects and businesses which produce, care, and maintain material goods or fixed assets meant to support the production of market goods, especially for niche industries within the City of Costa Mesa.	
LU-7.6 Seek out opportunities to attract primary businesses within stable industries and support industries that already exist within the City.	
LU-7.7 Explore economic and employment opportunities to retain and strengthen the unique industry niches along Bristol and Paularino, in the Westside, on East 17th Street, and throughout North Costa Mesa.	
LU-7.8 Support the development of pedestrian plazas and gathering places, and institutional spaces, as well as the more efficient use of existing spaces, to support economic growth and branding of existing industries within the City.	
Land Use Element Goal LU-8: Promote a range of multiple uses at the Fairview Developmental Center site	
LU-8.1 In anticipation of the potential closure or repurposing of the Fairview Development Center site, the City will work with appropriate State agencies or private entity (if the property is sold) to plan for a complementary mix of low-scale residential, institutional, public facilities, open spaces, and recreational uses within a campus setting.	2023 <ul style="list-style-type: none"><li>City approved scope of work for an agreement between the State of California and the City of Costa Mesa in 2022, providing for \$3.5 million in state funds to the City for Community outreach and land use planning efforts for the Fairview Development Center. The City retained PlaceWorks to assist the City in the community visioning, specific plan and environmental review process. The City kicked off the community outreach phase in October 2023.</li></ul>
Land Use Element Goal LU-9: Ensure that Fairgrounds uses are consistent with the General Plan designation	
LU-9.1 Discourage changes in the allowable uses specified in the Fairgrounds General Plan land use designation for the Orange County Fair & Event Center property. Ensure that amendments to this General Plan designation are approved by the electorate.	All proposed changes will comply with this policy. To date, there have not been any proposed land use changes for the Fairgrounds.
Land Use Element Goal LU-10: Promote the growth of tourism	
Objective LU-10A: Promote structural improvements of visitor-oriented land uses.	
LU-10.1 Engage with property owners, developers, and business owners to encourage the revitalization of the hotel/motels.	City Staff meets with hotel/motel owners to discuss site improvement upon request.

<p>LU-10.2 Provide incentives to motel development projects seeking to improve existing motel facilities by increasing the hotel rating. These projects may include:</p> <ul style="list-style-type: none"> <li>• Updating building mechanical, electrical, or plumbing to comply with current building standards</li> <li>• Updating physical improvements to the site</li> <li>• Adding hotel amenities to the site</li> <li>• Updating or improving the landscaping on the site</li> <li>• Updating or improving the façade of the building(s)</li> </ul>	<p>2023</p> <ul style="list-style-type: none"> <li>• City approved a minor amendment to the Avenue of the Arts Hotel Master Plan PA-16-50 to entitle minor design changes to the parking structure, and reconfiguration of ancillary spaces - including additional rooms, rooftop terrace and conference areas.</li> </ul>
<p><b>Objective LU-10B:</b> Promote growth of visitor-oriented land uses.</p>	
<p>LU-10.3 Motel and hotel land uses should be encouraged to be located near major transportation corridors and close to key tourist/visitor draws, other recreation venues, the airport, regional, and general local shopping centers.</p>	<p>For 2023 there have not been any applications to establish a new Motel or hotel with the City. Any future request to establish visitor-oriented land uses such as motels and hotels will be encouraged to be located near major transportation corridors.</p>
<p>LU-10.4 Consider the interest of quality of stay for visitors when evaluating projects near visitor-oriented land uses by requiring on-site amenities and upscale guest services.</p>	<p>2023</p> <ul style="list-style-type: none"> <li>• City approved a minor amendment to the Avenue of the Arts Hotel Master Plan PA-16-50 to entitle minor design changes to the parking structure, and reconfiguration of ancillary spaces - including additional rooms, rooftop terrace and conference areas.</li> </ul>
<p><b>Objective LU-10C:</b> Promote uses and events that make visitor-oriented business more economically viable.</p>	
<p>LU-10.5 Celebrate and promote the arts, culture, and industries of Costa Mesa through special events, civic gatherings, and City marketing and tourism promotion efforts.</p>	<p>The Arts and Culture division is part of the Parks and Community Services department for the City of Costa Mesa.</p>
<p>LU-10.6 Promote the development of small-scale manufacturing uses or other uses that generate multiple secondary and tertiary markets that support business travel tourism-related uses.</p>	<p>2023:</p> <ul style="list-style-type: none"> <li>• The City held and promoted several community events throughout the year, and includes the following events:</li> </ul>

<p>LU-10.7 Maintain and enhance the City's status and image as a centrally located destination and cultural center in Orange County.</p>	<ul style="list-style-type: none"> <li>- Costa Mesa Playhouse presents "Bruce Norris' Clybourne Park"</li> <li>- Free Train Rides by the Orange County Model Engineers at Goat Hill Junction Railroad</li> <li>- Costa Mesa Art Crawl</li> <li>- Fairview Park Alliance – Vernal Pool Watershed Restoration Events</li> <li>- Fairview Park Nature Walk</li> <li>- Organic County Organic Gardening Club – Spring Bonanza Seedling Exchange</li> <li>- The City promoted the Save Our Youth (SOY) Bike Rodeo event – a community bike safety clinic for children and youth K-12</li> <li>- SOCO Farmers Market</li> <li>- Spring Fest – Pirate Adventure at Lions Parks</li> <li>- Earth Day Festival</li> <li>- Spring Break Pet Event</li> <li>- Costa Mesa Chamber Mixer</li> <li>- Bike to School Day 2023</li> <li>- Harbor Mesa Lions Club Fashion Show</li> <li>- Eat to Support Community Fundraiser</li> <li>- Love Costa Mesa Day</li> <li>- Compost and Dump Days</li> <li>- 2023 Cougar Cup</li> <li>- Symphony on the Go!</li> <li>- OCTA – Walk and Roll Festival</li> <li>- Movies in the Park</li> <li>- Luke Davis Field Extravaganza</li> <li>- 76<sup>th</sup> Annual Costa Mesa Newport Harbor Lions Club Fish Fry</li> <li>- July 3<sup>rd</sup> Independence Day</li> <li>- Concerts in the Park</li> <li>- Deigo Sepulveda Adobe 200<sup>th</sup> Birthday Celebration</li> <li>- Knowledge and Health Expo</li> <li>- Legal Assistance Workshops for Residents and Community</li> <li>- Scarecrow Festival</li> <li>- Fire and Rescue Annual Open House</li> <li>- Barktoberfest</li> <li>- Trunk or Treat</li> <li>- Avocado Street Clean-up Day</li> <li>- Halecrest Park Annual Chilli Cook Off</li> <li>- Chat with [Police] Chief – Listening Tour</li> <li>- Snoopy House</li> </ul>
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CIRCULATION ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
Circulation Element Goal C-1: Implement “Complete Streets” Policies on Roadways in Costa Mesa	
Objective C-1A: Create a transportation network that meets the mobility needs of all Costa Mesa residents, businesses, and visitors.	
C-1.1: Update the City’s engineering standards for public and private streets to provide for safe, comfortable, and attractive access and travel for pedestrians, bicyclists, motorists, and transit users of all ages, abilities, and modes of travel.	<p>When streets are resurfaced or reconstructed, the striping is modified to improve travel for all modes and meet the latest standards in the California Manual of Uniform Traffic Control Devices (CA MUTCD). A review of traffic levels of service at key intersections and review of traffic accidents at intersections and segments is conducted annually and with public/private project proposals. Continue to work with adjacent jurisdiction on road improvements, where necessary. The City has been actively modifying street standards over the past few years on several projects. Examples include Bristol Street, Randolph Street, Placentia Avenue, Newport Boulevard Frontage Road, West 19<sup>th</sup> Street, Fairview Road, etc. The City has reduced lane widths, widened bike lanes, created bicycle lane buffers, etc. Streets that have been upgraded with multi-modal improvements include, but are not limited to, Arlington Drive and Red Hill Avenue.</p> <p>2023</p> <ul style="list-style-type: none"><li>• The City held a Community Public Outreach Events for the Bicycle Wayfinding Signage Project, Fairview Road Active Transportation Improvements, West 19<sup>th</sup> Active Transportation Improvements, and Mesa Del Mar Multimodal Improvements Project. The designs for the Bicycle Wayfinding Signage were completed in December. Installation of the signs are anticipated to be installed in 2024.</li><li>• The City promoted the Save Our Youth (SOY) Bike Rodeo event – a community bike safety clinic for children and youth K-12.</li><li>• The City’s Active Transportation Committee meetings are typically scheduled on the first Wednesdays of the month. The Committee helps plan and provide input for a robust Active Transportation Network for the City by improving bicycle and pedestrian connectivity throughout the City. The meetings are open to the public.</li></ul>
C-1.2: Allow for flexible use of public rights-of-way to accommodate all users of the street system while maintaining safety standards.	
C-1.3: Complete and annually maintain a needs assessment for traffic service levels and traffic safety. Develop and annually update a priority list of improvement projects, with priorities based on: 1) correcting identified hazards; 2) accommodating multimodal trips; 3) improving and/or maintaining peak-hour traffic volumes at critical intersections; 4) improving efficiency of existing infrastructure utilization; and 5) intergovernmental coordination.	
C-1.4: Pursue downgrade of arterials that no longer have the demand requiring their buildout to planned capacity.	
C-1.5: Implement road diets on street segments with excess capacity to enhance bicycle and pedestrian facilities.	
C-1.6: Encourage the conversion of excess on-street parking spaces for expanded sidewalk gathering places or landscaping.	
C-1.7: Encourage community participation in City processes and programs focused on improving mobility and transportation facilities.	
C-1.8: Pursue downgrade of 17th Street from 6-lane Major Arterial to 4-lane Primary Arterial between Orange Ave and Tustin Avenue, through Master Plan of Arterial Highways (MPAH) Amendment process with the Orange County Transportation Authority.	
Objective C-1B: Preserve the character of our residential neighborhoods.	
C-1.9: Implement traffic calming measures that discourage speeding and cut-through traffic on residential streets.	<p>General Statement on Implementation:</p> <p>Speed reduction striping installed on residential streets as needed. Speed limit pavement markings and signs were installed along residential streets as needed. Traffic calming measures and warning signs are installed, as</p>
C-1.10: Encourage non-motorized transportation in residential areas by providing sidewalks and implementing bicycle friendly design of local streets.	

C-1.11: Reduce or eliminate intrusion of traffic related to non-residential development on local streets in residential neighborhoods.	<p>necessary, on local streets to reduce cut through traffic. Public works installed speed feedback signs in the northbound direction of Meyer Place, and raised crosswalk at West Bay Street near Mayer Place.</p> <p>2023:</p> <ul style="list-style-type: none"> <li>• Implementation of the City's revised Residential Parking Permit Program was completed.</li> <li>• Traffic calming measures implemented on Meyer Place, Pomona Avenue, Royal Palm Drive, and College Avenue.</li> <li>• Award a Professional Service Agreement to TDG Engineering, Inc. for professional engineering design services for Fairview Road Active Transportation Improvements. Project will improve bicycle and pedestrian access and mobility along Fairview Road and Fair Drive to Newport Boulevard. The Fairview Road Active Transportation Improvements project will design a Class IV bicycle facility on Fairview Road by</li> </ul>
C-1.12: Prioritize intersection improvements which improve through traffic flow on Major, Primary, and Secondary Arterials, and reduce impacts on local neighborhood streets with emphasis on pedestrian safety.	
C-1.13: Promote engineering improvements such as physical measures constructed to lower speeds, improve safety, and otherwise reduce the impacts of motor vehicles.	
C-1.14: Design and Implement transportation projects to meet local and regional system capacity needs in accordance with the Master Plan of Streets and Highways.	
C-1.15: Implement neighborhood approved traffic-calming measures in residential neighborhoods and appropriate commercial areas, such as street narrowing, curb extensions, roundabouts, landscaped medians, and radar speed feedback signs.	
C-1.16: Establish priority-ranking system to evaluate traffic-calming requests for implementation throughout the City.	



C-1.17: Pursue programs that reduce vehicle speeds and cut-through traffic on local streets.

reducing the number of vehicle lanes from six lanes to four lanes from Fair Drive to Wilson Street. From Wilson Street to Newport Boulevard, the project will design bicycle facility improvements including buffered bike lanes. The pedestrian design improvements will include high-visibility crosswalks, a midblock pedestrian hybrid beacon between Wilson Street and Fair Drive with a pedestrian refuge island, and bus boarding islands to improve pedestrian connectivity and safety.

- City approved plans, specifications, and working details for the Placentia Avenue, West 19<sup>th</sup> street and east 17<sup>th</sup> Street Pavement Rehabilitation, Bicycle Facility and Striping Improvement Project, City Project No. 22-08. Improvements are consistent with City's Active Transportation Plan in achieving bicycle connectivity and expanding the City's continuing expansion of bicycle networks. Street rehabilitation will include removal and reconstruction of damaged pavement section, milling and overlaying with new asphalt; slurry sealing; adjustment of utility and manhole covers to grade; and implementation of traffic control.
- City Project No. 22-07, City approved plans, specifications, and working details for the traffic signal located at West 19<sup>th</sup> Street and Wallace Avenue and HAWK Signal installations at Lions Park and Wilson Creek. New traffic signal at west 19<sup>th</sup> Street and Wallace Avenue will help alleviate congestion, improve mobility, promote safe pedestrian traffic crossing, and facilitate the efficient flow of travel along West 19<sup>th</sup> Street. New concrete curb bulb-outs will be installed to enhance visibility, shorten crossing distances, and encourage motorists to drive at slower speeds. The new HAWK signal installation at Lions Park and Wilson Park will improve walk and bike access to adjacent parks.
- The design for Adams/Pinecreek Intersection Improvements is complete. This project design intersection improvements to provide improved pedestrian and bicycle access to Orange Coast College. The anticipated construction will begin Fall 2024.

Circulation Element Goal C-2: Effectively Manage and Improve the Roadway System	
<b>Objective C-2A:</b> Implement policies that encourage and accommodate all users while maintaining the efficiency of the circulation system.	
C-2.1: Establish a citywide crosswalk policy to address installation, maintenance, removal, and enhancements of crosswalks at intersections and mid-block locations. Crosswalk locations and treatment will be based on criteria including, but not limited to safety, traffic volume, and concentration of pedestrian activity. Potential enhancements may include leading pedestrian intervals at signalized intersections, bulb-outs, and median refuges to reduce crossing distances.	<ul style="list-style-type: none"><li>Adopted Resolution No. 2023- 53  The City adopted a resolution approving projects for inclusion in the Orange County Transportation Authority's (OCTA) Federal Transportation Improvement Program (FTIP) for Fiscal Years 2024/25 through 2029/30. The FTIP only lists transportation projects that received Federal and/or State funds, are regionally significant or included in the Transportation Control Measures (TCM) category by SCAG, and are fully funded. The City of Costa Mesa projects that meet the above criteria for inclusion in the FTIP are listed below: Adams Avenue and Pinecreek Drive Intersection Project, Signal Modernization for Multi-Modal Systemic Safety Improvements and Safe Routes to School Action Plan</li><li>Adopted Resolution No. 2023-34, for the Master Plan of Arterial Highways Conformance and Mitigation Fee Program and adopted Resolution No. 2023-34, for the Update of the Local Signal Synchronization Plan.  The City approved renewed Measure M2 Eligibility, approved the City's Maintenance of Effort for Fiscal Year 2023-24 and approve M2 Seven-Year Capital Improvement Program which comprise of the City's Five-Year and future year CIP for FY 2023-24 through FY 2029-30. City also adopted the Update of the Local Signal Synchronization Plan.</li><li>Completion of the Baker, Placentia, Victoria, 19<sup>th</sup> Street multi-modal Traffic Signal Synchronization Project (TSSP) including implementation leading pedestrian intervals at 26 signalized intersections.</li></ul>
C-2.2: Avoid creation of frequent driveways for new development access in active pedestrian areas that create conflict points between pedestrians and vehicles.	
C-2.3: Encourage commercial property owners to use shared driveway access and interconnected roads within blocks, where feasible. Require driveway access closures or consolidations, or both when a site is remodeled or redeveloped.	
C-2.4: Collaborate with law enforcement and public safety organizations to coordinate policies and programs that would reduce injuries and deaths on the roadways.	
C-2.5: Designate routes for truck traffic to minimize potential conflicts between trucks and cars, pedestrians, bicycles, transit, and vehicle access and circulation. Establish by ordinance a truck map that depicts allowable truck routes within the City.	
C-2.6: Periodically review and update traffic signal timing at all signalized intersections to maintain traffic signal coordination and to accommodate bicycle and pedestrian needs.	
C-2.7: Develop new traffic level of services criteria in accordance with SB 743 to meet the California Environmental Quality Act (CEQA).	
C-2.8: Continue the use of the Intersection Capacity Utilization (ICU) methodology to address local traffic level of service and impacts, with Level of Service “D” as the threshold for meeting the City’s significance criteria.	
<b>Objective C-2B:</b> Construct street improvements and apply congestion management tools to obtain efficient performance of the transportation system.	
C-2.9: Incorporate the street system improvements identified in the General Plan Environmental Impact Report (EIR) into the Capital Improvement Program.	2023 <ul style="list-style-type: none"><li>Acceptance of the Wilson Street Improvement Project, City Project No. 22-01. Scope of work consisted of street rehabilitation, active transportation improvements, parkway improvements, and sidewalks, and utility cover. The newly instead bicycle lanes are consistent with the City’s Active Transportation Plan.</li></ul>
C-2.10: Continue to deploy intelligent transportation systems (ITS) strategies—such as adaptive signal controls, fiber optic communication equipment, closed circuit television cameras, real-time transit information, and real-time parking availability information—to reduce traffic delays, lower greenhouse gas emissions, improve travel	

times, and enhance safety for drivers, pedestrians, and cyclists.	<ul style="list-style-type: none"><li>Accept the work performed by All American Asphalt, Inc., 400 East Sixth Street, Corona, California 92879 for the Citywide Parkway Maintenance, Street Rehabilitation, and Slurry Seal Project, City Project No. 21-03. The City conducts an annual capital improvement program repairing, improving, and installing new concrete parkways and asphalt road surfacing. The scope of work for the Citywide Parkway Maintenance, Street Rehabilitation, and Slurry Seal Project ("Project") consists of concrete parkway repair, general asphalt concrete (AC) rehabilitation, slurry sealing of streets, and any additional work needed to complete the Project in accordance with the project specifications. The street rehabilitation improvements are citywide, but the project focused on the northwest portion of the City, north of Gisler Avenue.</li></ul>
C-2.11: Investigate all operational measures, including the use of one-way streets, to improve traffic circulation and to minimize congestion for all travel modes.	
C-2.12: Investigate and utilize state-of-the-art transportation system management technology and industry practices to address recurring and non-recurring traffic events (i.e., special events, incident/emergency management).	
C-2.13: Continue to evaluate and pursue design and operational improvements (medians, driveway closures, signal synchronization or phasing, parking or turn restrictions, etc.) to improve the efficiency of intersections.	
<b>Circulation Element Goal C-3: Enhance Regional Mobility and Coordination</b>	
<b>Objective C-3A:</b> Promote development of transportation projects along regional corridors.	
C-3.1: Maintain compliance with Orange County Congestion Management Plan (CMP) requirements, including consistency with CMP level of service standards, adoption of a seven-year capital improvement program, analysis of impacts of land use decisions on the CMP highway system, and adoption and implementation of deficiency plans when intersections do not meet adopted performance standards.	2023 <ul style="list-style-type: none"><li>Adopted Resolution No. 2023-22</li></ul> <p>The City adopted a resolution adopting a list of projects for fiscal year 2023-24 funded by Senate Bill 1: The Road Repair and Accountability Act of 2017. Included is the Fairview Road Improvement Project (from Adams Avenue to Fair Drive)</p> <ul style="list-style-type: none"><li>Adopted Resolution No. 2023- 53</li></ul> <p>The City adopted a resolution approving projects for inclusion in the Orange County Transportation Authority's (OCTA) Federal Transportation Improvement Program (FTIP) for Fiscal Years 2024/25 through 2029/30. The FTIP only lists transportation projects that received Federal and/or State funds, are regionally significant or included in the Transportation Control Measures (TCM) category by SCAG, and are fully funded. The City of Costa Mesa projects that meet the above criteria for inclusion in the FTIP are listed below: Adams Avenue and Pinecreek Drive Intersection Project, Signal Modernization for Multi-Modal Systemic Safety Improvements and Safe Routes to School Action Plan</p>
C-3.2: Support the goals and objectives of the Orange County Long Range Transportation Plan, including expansion of transportation system choices, improvement of transportation system performance, and sustainability of transportation infrastructure.	
C-3.3: Support the goals and objectives of the SCAG Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), including expansion of transportation system choices, improvement of transportation system performance, and sustainability of transportation infrastructure.	
C-3.4: Coordinate signal timing on all major arterials with a local signal synchronization program consistent with the Orange County Traffic Signal Synchronization Master Plan (TSSMP).	
C-3.5: Ensure Costa Mesa's input, participation, and discretionary review of applicable region-wide transportation system policies, programs, and construction.	
C-3.6: Develop short-term and long-term improvements to the SR-55 corridor in coordination with Caltrans and OCTA to address regional mobility needs.	
C-3.7: Promote the City's preferred alternative of undergrounding the SR-55 freeway south of 19th Street within the City limits.	

	<ul style="list-style-type: none"><li>Completion of the Baker, Placentia, Victoria, 19<sup>th</sup> Street multi-modal Traffic Signal Synchronization Project (TSSP) including implementation leading pedestrian intervals at 26 signalized intersections.</li></ul>
<b>Objective C-3B:</b> Coordinate and partner with local and regional agencies to promote projects and policies that improve regional mobility.	
C-3.8: Coordinate with adjacent jurisdictions to maintain or improve mobility within the City to achieve a standard Level of Service no worse than “D” at all intersections under State or joint control. Intersection Level of Service analyses for General Plan conditions for locations under State or joint control will be updated periodically and presented to the City Council.	<p>Ongoing coordination with Cities of Santa Ana, Newport Beach and Huntington Beach on traffic signal issues and development projects and with Caltrans on their improvement projects. The current agreement and designation were extended until 2025.</p> <p>The City's Police Department provides the 32<sup>nd</sup> District Agricultural Association traffic management services for the Orange County Fair and Event Center for all designated year-round events.</p>
C-3.9: Consult with Caltrans and OCTA regarding the I-405 widening project to minimize adverse impacts to Costa Mesa's neighborhoods, businesses, and streets.	
C-3.10: Coordinate with OCTA and other jurisdictions to remove Gisler Avenue Bridge over the Santa Ana River from the City's Master Plan of Streets and Highways and County's Master Plan of Arterial Highways.	
C-3.11: Collaborate with Caltrans and neighboring jurisdiction to improve signal timing and coordination along major arterials across jurisdictional boundaries.	
C-3.12: Work closely with the State of California and other government agencies to control traffic-related impacts of uses on State- or other agency-owned land (i.e., Orange County Fairgrounds, Orange Coast College, etc.).	
C-3.13: Coordinate with other responsible agencies the planning, funding, prioritization, and implementation of bicycle, pedestrian, and transit programs and supporting infrastructure.	
<b>Circulation Element Goal C-4: Promote Transportation Demand Management, Transit, and Efficiency</b>	
<b>Objective C-4A:</b> Encourage greater utilization of Transportation Demand Management (TDM) strategies to reduce dependence on single-occupancy vehicles.	
C-4.1: Support South Coast Air Quality Management District (SCAQMD) trip reduction programs, including park and ride lots, transit subsidies, carpool and vanpool programs, flexible working hours, bicycle facilities, and other traffic reduction strategies.	<p>Large projects are required to provide Transportation Demand Management (TDM) programs incorporating various trip reduction strategies.</p> <p>2023</p> <ul style="list-style-type: none"><li>The City permits and encourages the use of bike racks to account for one vehicle parking space with discretionary and other permit approvals.</li><li>Bicycle Racks Citywide – the City installed 9 bicycle racks throughout the city in commercial areas and community centers.</li><li>Neighborhood Traffic Improvement – this project includes the implementation of neighborhood traffic improvements including signs, approved speed humps, crosswalk enhancements, and other landscape improvements to enhance the neighborhood character.</li></ul>
C-4.2: Support local and multi-jurisdictional car-sharing and bike-sharing programs.	
C-4.3: Consider implementing park-once approaches for multiuse districts and regional destinations areas.	
C-4.4: Embrace innovative parking solutions that reduce the required spaced needed for parking, such as automated parking lifts and elevators.	
C-4.5: Encourage and provide incentives for commercial, office, and industrial development to provide preferred parking for carpools, vanpools, electric vehicles, and flex cars.	
C-4.6: Encourage and support programs that increase vehicle occupancy, including the provision of traveler information, shuttles, preferential parking for carpools/vanpools, transit pass subsidies, and other methods	

[Updated: 4/15/24]

C-4.7: Promote the combination of TDM measures as much more effective than any single measure.	<ul style="list-style-type: none"><li>The City permits and encourages the use of bike racks to account for one vehicle parking space with discretionary and other permit approvals.</li></ul>
C-4.8: Require discussion of transportation system management (TSM) and TDM measures in all EIRs prepared for major projects.	
C-4.9: Encourage the integration of compatible land uses and housing into major development projects to reduce vehicle use.	
C-4.10: Allow the application of transportation management rideshare programs, integration of complementary land uses, and other methods to reduce project related average daily and peak hour vehicle trips to achieve consistency with allocated trip budgets.	
<b>Objective C-4B:</b> Promote regional and local transit services as an alternative to automobile travel.	
C-4.11: Ensure that roadways designated as transit routes can accommodate transit vehicle circulation and convenient pedestrian access to and from transit stops.	<p>All improvement projects incorporate ADA facility improvements, bus stop improvements and sidewalk enhancements, including modification of street, curb, and sidewalk configurations.</p> <p>2023</p> <ul style="list-style-type: none"><li>Adopted Resolution No. 2023-31</li></ul> <p>Resolution of the City adopting operating and capital improvement budget for fiscal year 2023-2024</p>
C-4.12: Review all capital improvement projects to ensure improvements located on existing and planned transit routes include modification of street, curb, and sidewalk configurations to allow for easier and more efficient transit operations and improved passenger access.	
C-4.13: Provide transit stop amenities that facilitate access to and from transit stops and transfer locations. These may include pedestrian pathways approaching stops, high-quality benches and shelters, traveler information systems (real-time transit arrival information), and bike storage and bicycle connections. Bus stops should accommodate timed transfers between buses and other transit services where necessary.	
C-4.14: Encourage new development along major transit corridors to provide efficient and safe access to transit stops and public sidewalks.	
C-4.15: Support and participate with OCTA ACCESS Service in providing transportation assistance to senior citizens and the disabled.	
C-4.16: Consult with OCTA for transit services, such as changes to bus routes, bus stops, and hours of operation. Additionally, coordinate with OCTA for changes to transit services provided for seniors, the disabled, and transit dependent populations.	
C-4.17: Consult with the Newport-Mesa Unified School District to maintain school bus services provided for local schoolchildren.	
C-4.18: Coordinate with OCTA to improve transit services in the City, including strategies such as bus rapid transit, express services, community circulators, and other strategies.	
C-4.19: Encourage new local transit programs in coordination with OCTA, consisting of shuttle services to local and regional destinations.	
C-4.20: Coordinate with OCTA to construct bus turnouts at appropriate locations, with attractive shelters designed for safe and comfortable use.	
C-4.21: Require discussion of transit service needs and site design amenities for transit ridership in EIR for major projects.	

[Updated: 4/15/24]



Circulation Element Goal C-5: Ensure Coordination between the Land Use and Circulation Systems	
Objective C-5A: Coordinate land use policies and development activities that support a sustainable transportation system.	
C-5.1: Ensure that new development projects are consistent with the vehicular trip budgets, where adopted.	A traffic impact study is be required for all development projects estimated by the public services director to generate one hundred (100) or more vehicle trip ends during a peak hour.
C-5.2: Require that large developments and redevelopments provide short-term and long-term vehicular traffic impact studies.	
C-5.3: Encourage permitted General Plan land uses which generate high traffic volumes to be located near major transit and transportation corridors to minimize vehicle use, congestion, and delay.	
C-5.4: Maintain balance between land use and circulation systems by phasing new developments to levels that can be accommodated by roadways existing or planned to exist at the time of completion of each phase of the project.	
C-5.5: Promote development of mixed-use projects to reduce number of vehicle trips.	
C-5.6: Coordinate the design and improvement of pedestrian and bicycle ways in major residential, shopping and employment centers, parks, schools, other public facilities, public transportation facilities, and bicycle networks with adjacent cities.	
C-5.7: Require dedication of right-of-way, in an equitable manner, for development that increases the intensity of land use.	
C-5.8: Minimize circulation improvements that will necessitate the taking of private property on existing developed properties.	
C-5.9: Require that circulation necessary to provide or attain the minimum traffic level of service standard at an intersection to which a development project contributes measurable traffic be completed within three years of issuance of the first building permit for such development project, unless additional right-of-way or coordination with other government agencies is required to complete the improvement. Improvements may be required sooner if, because of extraordinary traffic generation characteristics of the project or extraordinary impacts to the surrounding circulation system, such improvements are necessary to prevent significant adverse impacts.	
C-5.10: Allow for construction of circulation improvements for a phased development project to be constructed commensurate with the project construction, based upon the findings of a traffic study approved by the City of Costa Mesa.	
C-5.11: Maintain balance between land use and circulation systems by phasing new development to levels that can be accommodated by roadways existing or planned to exist at the time of completion of each phase of the project.	
C-5.12: Support consistency with the Orange County Sustainable Communities Strategy (OC SCS) and SCAG RTP/SCS by providing an integrated land use and transportation plan to meet mandated emissions reduction targets consistent with SB 375.	
Objective C-5B: Establish strategies and processes that allow large developments to analyze and mitigate traffic impacts and infrastructure needs.	

[Updated: 4/15/24]

C-5.13: Require that new development projects improve access to and accommodations for multimodal transportation.	<ul style="list-style-type: none"><li>A traffic impact study shall be required for all development projects estimated by the public services director to generate one hundred (100) or more vehicle trip ends during a peak hour.</li><li>The Municipal Code requires that any increase in traffic generation by the change of use shall be subject to review by the appropriate reviewing authority who may impose additional conditions on the development project for the mitigation of the increased traffic generation, including fees that will be used to contribute to implementation of the Comprehensive Transportation System Improvement Program and mitigate development project's impacts.</li></ul>
C-5.14: Require developers of new building and redevelopment/reuse projects as part of the project development review process that are located along bus routes to pay a designated fair share of the cost of providing improved bus stop facilities and related street furniture or, where appropriate, dedicate land for improved bus stop facilities.	
C-5.15: Consider the needs of the transportation and infrastructure system early for large developments and coordinate with developers to design projects that minimize traffic impacts and infrastructure demands, and implement complete streets wherever feasible. Alternatively, address transportation and infrastructure system impact through the implementation of development agreements.	
<b>Circulation Element Goal C-6: Fund and Evaluate the City's Transportation Network</b>	
<b>Objective C-6A:</b> Pursue funding sources to maintain and enhance the transportation and infrastructure system.	
C-6.1: Evaluate traffic collision data regularly, and identify top collision locations for automobiles, bicycles, pedestrians, transit in Costa Mesa. Develop appropriate countermeasures and pursue funding from all available sources to implement them.	City submits an annual report to OCTA for Measure M2 eligibility. Ongoing coordination with OCTA continuing. Measure M2 requires that M2 funds do not supplant developer fee requirements.
C-6.2: Continue to develop and maintain long-range capital improvement programs consistent with the General Plan and M2 eligibility requirements.	2023 <ul style="list-style-type: none"><li>Adopted Resolution No. 2023-34, for the Master Plan of Arterial Highways Conformance and Mitigation Fee Program and adopted Resolution No. 2023-34, for the Update of the Local Signal Synchronization Plan.</li></ul>
C-6.3: Coordinate with OCTA to fund, develop, and maintain a Master Plan of Streets and Highways consistent with the Master Plan of Arterial Highways (MPAH).	The City approved renewed Measure M2 Eligibility, approved the City's Maintenance of Effort for Fiscal Year 2023-24 and approve M2 Seven-Year Capital Improvement Program which comprise of the City's Five-Year and future year CIP for FY 2023-24 through FY 2029-30. City also adopted the Update of the Local Signal Synchronization Plan.
C-6.4: Require a locally collected and administered traffic mitigation fee program to guarantee that new development pays for its fair share toward improvements resulting in reductions in air pollutant and GHG emissions and traffic impacts generated by the development.	
C-6.5: Actively pursue local, State, and federal funding to implement, maintain, and evaluate the transportation and infrastructure system.	<ul style="list-style-type: none"><li>Adopted Resolution No. 2023-55</li></ul>
C-6.6: Supplement funding from annual fees or assessments on existing and new development with grants and other nonlocal sources.	
C-6.7: Develop strategies to implement an infrastructure and transportation system to be consistent with State policies on resiliency and sustainability.	The City adopted a resolution approving the Measure M2 Expenditure Report and authorizing staff to submit report to the Orange County Transportation Authority.
C-6.8: Amend the General Plan, if necessary, to be responsive to evolving funding requirements and to comply with State and federal regulations affecting the goals and policies of the Circulation Element.	<ul style="list-style-type: none"><li>Adopted Resolution No. 2023-65</li></ul>
C-6.9: Coordinate with OCTA and Caltrans to seek funding and implementation solutions to improve Newport Boulevard at the terminus of the State Route 55 freeway to relieve congestion from regional traffic.	
C-6.10: Review the City's transportation impact fee program on a regular basis, and adjust fees as needed to ensure that funding is available for planned transportation improvements that will benefit all travel modes.	



C-6.11: Prioritize funding and timing for implementing transportation improvements. Consider prioritizing multimodal projects that provide the most benefit to all users.	<ul style="list-style-type: none"><li>Bicycle Racks Citywide – the City installed 9 bicycle racks throughout the City in commercial areas and community centers.</li></ul>
C-6.12: Require that every new development project pay its share of costs associated with the mitigation of project generated impacts.	
C-6.13: Measure M2 sales tax revenues shall not be used to replace private funding which has been committed for any project.	
C-6.14: The City’s seven-year capital improvement program shall be adopted and maintained in conformance with the provisions of Measure M2 for the purpose of maintaining the established level of service standard.	
C-6.15: Maintain a traffic impact fee for circulation system improvements to the Master Plan of Streets and Highways; review and update fees on a regular basis.	
<b>Objective C-6B:</b> Evaluate the transportation system to ensure that it meets the City’s circulation goals.	
C-6.16: Provide an annual Capital Improvement Program General Plan consistency report.	The CIP is annually reviewed by the Planning Commission prior to its adoption to ensure consistency with General Plan. The CIP includes transportation system project upgrades.  2023 <ul style="list-style-type: none"><li>Adopted Resolution No. 2023-31</li></ul> Resolution of the City adopting operating and capital improvement budget for fiscal year 2023-2024
C-6.17: Provide annual public review of implementation status reports of goals, policies, and objectives stated in the Circulation Element.	
C-6.18: Adopt and seek out methods and processes that provide appropriate and accurate data for evaluating the performance of the transportation and infrastructure system.	
<b>Circulation Element Goal C-7: Promote a Friendly Active Transportation System in Costa Mesa</b>	
<b>Bikeways and Pedestrian Paths</b>	
<b>Objective C-7A:</b> Expand, enhance, and protect the existing bicycle and pedestrian network to provide a comprehensive, system of Class I, Class II, Class III, and Class IV facilities to increase connectivity between homes, jobs, schools transit, and recreational resources in Costa Mesa.	
Recommendation C-7.1: Develop an extensive bicycle and pedestrian backbone network through the use of standard and appropriate innovative treatments.	2023 <ul style="list-style-type: none"><li>Staff regularly investigates and pursues State and federal grant opportunities to assist in funding local bike and pedestrian improvements.</li><li>City approved the Rail Trails – Open Space Easement Deed between the City of Costa Mesa and the Press Owner, LLC. Pursuant to conditions of approval imposed as part of the development process, the two owners (Press Owner, LLC and The Hive Creative Office, Inc.) have agreed to dedicate an easement to the City over a 75-foot wide linear portion of their properties to be restricted as open space and to create a “Rail Trail” to allow the local community to enjoy exercise facilities and provide a Class I bicycle and multi-purpose trail connection</li></ul>
Recommendation C-7.2: Plan and install new bicycle lanes on Major Arterials, where feasible and appropriate.	
Recommendation C-7.3: Plan and install shared lane markings (“sharrows”) and signage on appropriate existing and planned bicycle routes where bicycle lane implementation is demonstrated to be infeasible.	
Recommendation C-7.4: Where feasible, Class I shared-use paths should be a priority for future developments.	
Recommendation C-7.5: Plan and install new shared-use paths in utility corridors and/or along flood control channels, and extend existing bicycle and shared-use paths.	
Recommendation C-7.6: Plan and complete north/south multi-purpose and bicycle routes through the City to augment the east/west route.	
Recommendation C-7.7: Consider the identification and feasibility of potential Class IV cycle tracks.	

Recommendation C-7.8: When feasible, implement the completion through regional coordination of the Costa Mesa roadway and trail segments of regional bikeway plans.	<p>between Sunflower Avenue and South Coast Drive.</p> <ul style="list-style-type: none"><li>• City approved a Professional Services Agreement to Walk ‘n Rollers for the development of a Bicycle Safety Education Program for Schools.</li><li>• The Fairview Road Active Transportation Improvements – the City contracted TDG Engineering, Inc. for professional engineering design services for Fairview Road Active Transportation Improvements. The project will improve bicycle and pedestrian access and mobility along Fairview Road and Fair Drive to Newport Boulevard. The Fairview Road Active Transportation Improvements project will design a Class IV bicycle facility on Fairview Road by reducing the number of vehicle lands from six lanes to four lanes from Fair Drive to Wilson Street. From Wilson Street to Newport Boulevard, the project will design bicycle facility improvements including buffered bike lanes. The pedestrian design improvements will include high-visibility crosswalks, a midblock pedestrian hybrid beacon between Wilson Street and Fair Drive with a pedestrian refuge island, and bus boarding islands to improve pedestrian connectivity and safety.</li><li>• Adams/Pinecreek Intersection Improvements – This project will design intersection improvements to provide improve pedestrian and bicycle access to Orange Coast College. The design plans are now completed and Caltrans issued Authorization to Proceed. Construction will start in 2024.</li><li>• Adams Avenue Multipurpose Trail - This project will improve vehicular, bicycle, and pedestrian improvements with a raised center median and Class I multi-use path with landscaped buffer from the Santa Ana River to Royal Palm Drive. The City is coordinating efforts with Southern California Edison to underground utilities. A street rehabilitation project that will precede the utility undergrounding project is currently underway. The resurfacing project will include restriping the roadway with improved bicycle facilities and green conflict striping.</li></ul>
Recommendation C-7.9: Encourage reallocation of roadway rights-of-way where appropriate to accommodate shared-use path and bicycle facilities, while preserving and respecting the character of each adjacent neighborhood.	
Recommendation C-7.10: Support bicycle improvement projects that close gaps in the regional bicycle network either by implementing specific projects recommended in the Plan or through other treatments.	
Recommendation C-7.11: Encourage bicycle projects that connect local facilities and neighborhoods to major bicycle corridors.	
Recommendation C-7.12: Work cooperatively with adjoining jurisdictions and local/regional agencies to coordinate bicycle planning, and implementation activities. Where required, develop consistent active transportation plans and policies with regional and adjacent agencies.	
Recommendation C-7.13: Prioritize safe access to major regional trails such as the OC Loop/Santa Ana River Trail and the Newport Back Bay Trail System. Where feasible, plan and provide a continuous low-stress Class I and/or Class IV facility from east to west across the city between these facilities.	
Recommendation C-7.14: Explore favorable opportunities to remove parking to accommodate bicycle lanes.	
Recommendation C-7.15: Identify favorable opportunities to retain parallel parking adjacent to sidewalks to maintain pedestrian safety.	
Recommendation C-7.16: Consider every street in Costa Mesa as a street that cyclists could use.	
Recommendation C-7.17: Link on-road and off-road bicycle and pedestrian facilities within Costa Mesa to existing and planned facilities in adjacent and regional jurisdictions.	
Recommendation C-7.18: Low-stress design techniques should be considered where necessary to attract a wide variety of users.	
Recommendation C-7.19: Establish designated safe routes to schools for biking and walking.	
Recommendation C-7.20: Designate walkable districts in the City.	

<b>Bike and Pedestrian Facilities</b> <b>Objective C-7B:</b> Provide end-of-trip facilities that support the bicycle network.
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Recommendation C-7.21: Provide bike parking and bike-related amenities at public facilities and along public rights-of-way.	<p>Bicycle racks have been installed at public parks, public facilities, and along public rights-of-way. Additional bicycle racks will continue to be installed at public facilities. Encouraged provision of bicycle parking at OC Fair and Concerts in the Park summer series.</p> <p>The City will install complementary bicycle racks in public right-of-way to help promote biking to and from local businesses and services.</p> <p>2023:</p> <ul style="list-style-type: none"> <li>Bicycle Racks Citywide – the City installed 9 bicycle racks throughout the city in commercial areas and community centers.</li> </ul>
Recommendation C-7.22: Pursue public-private partnerships to furnish local businesses with secure bike parking and other related amenities.	
Recommendation C-7.23: Develop and adopt bicycle parking equipment standards for bicycle parking to be installed within the public right-of-way and post on the City website.	
Recommendation C-7.24: Work with local schools and colleges to provide ample and secure bike parking and other related amenities for students and employees.	
Recommendation C-7.25: Work with OCTA to maximize bicycle amenities, such as bus stop solar lighting and bicycle lockers, at high-volume transit stops.	
Recommendation C-7.26: Prioritize the installation of bicycle-scale and/or pedestrian-scale lighting.	
Recommendation C-7.27: Encourage and incentivize providing attended bicycle parking services, such as a bicycle valet, at major City events, OC Fair, Farmers' Markets, holiday festivals, and other community events.	
Recommendation C-7.28: Prioritize schools with the highest auto traffic volume during peak hours and insufficient parking for staff and parents. Plan and install bicycle facilities adjacent those schools.	
Recommendation C-7.29: Provide bike parking and bike-related amenities at public facilities and along public right-of-way.	<p><b>"First and Last Mile" Programs</b></p> <p><b>Objective C-7C:</b> Encourage sustainable modes of transportation to fill gaps between the first and last miles of trips (walking, biking, ride sharing, transit, taxi and car-sharing).</p> <p>City is currently working on Bicycle Wayfinding Signage Program and future updates to the General Plan Circulation Element will incorporate policies consistent with the Pedestrian Master Plan to improve pedestrian mobility to fill gaps between the first and last miles of trips.</p> <p>2023</p> <ul style="list-style-type: none"> <li>Public Works held a community outreach events for the Bicycle Wayfinding Signage Program in March and May and the designs were completed in December.</li> <li>The City initiated General Plan Amendment to the Circulation Element (PGPA-23-0001) to add a reference to the Costa Mesa Pedestrian Plan and revise policies under Goals C-1 to C-12.</li> </ul>
Recommendation C-7.30: Identify citywide infrastructure needed to create the interconnected multi-trail system.	
Recommendation C-7.31: Improve the quality, aesthetics, and safety of high-use pedestrian corridors.	
Recommendation C-7.32: Development and implement a bicycle sharing system.	
Recommendation C-7.33: Proposed new mode split goals: <ul style="list-style-type: none"> <li>50 percent motor vehicles</li> <li>10 percent transit</li> <li>10 percent bicycles</li> <li>20 percent walking</li> <li>10 percent carpools, taxi, transportation network company services, and car sharing</li> </ul>	
Recommendation C-7.34: Establish a goal for all trips of less than three miles to be 30 percent by bicycle, and establish a goal of less than 1 mile to be 30 percent by walking.	
Recommendation C-7.35: Consider implementing a small-scale transportation system to encourage mode shift to popular destinations as defined by users.	

Circulation Element Goal C-8: Create a Safer Place to Walk and Ride a Bicycle	
Design and Way-finding	
Objective C-8A: Develop bicycle and pedestrian facilities with approved uniform design standards, and implementation of way-finding signage providing information on various destinations.	
Recommendation C-8.1: Require that all facilities be designed in accordance with the latest federal, state, and local standards.	<p>The City's Public Works Department has installed high visibility crosswalks and various bike lanes through the implementation of the 2023 CIP.</p> <ul style="list-style-type: none"><li>Installation of New Pedestrian Signals- The City completed constructions of new pedestrian signals located at West 18th Street at Lions Park Playground HAWK Signal, West 19th Street at Wallace, and Wilson Street at Wilson Park to facilitate pedestrian crossings. (Circulation Element Goal C-8: "Create a Safer Place to Walk and Ride a Bicycle").</li><li>Design of the City's Bicycle Wayfinding Signage Program completed.</li></ul>
Recommendation C-8.2: Provide and maintain bicycle and pedestrian signal detectors, informational signage, and lighting, along City bikeways.	
Recommendation C-8.3: Develop, install and maintain a bicycle and pedestrian way-finding signage program to indicate route turns, the presence of intersecting bikeways, streets and distances to nearby local and major destinations.	
Recommendation C-8.4: Develop a list of acceptable plant materials for shared use paths that will not damage, create security problems or hazards for bicyclists. Incorporate canopy trees and native, drought-tolerant landscaping as a standard Class I facility (shared use path) feature. Encourage the use of sustainable drainage designs, such as bio-swales.	
Recommendation C-8.5: Utilize Complete Streets elements as demonstrated in most recent versions of National Association of City Transportation Officials (NACTO) Urban Street Design Guide and Bikeway Design Guide.	
Recommendation C-8.6: Crosswalks will include high visibility crossing treatments.	
Recommendation C-8.7: Paint direction arrows on all bike lanes and bike paths to reduce the risk of collisions.	
Safety Enforcement and Reporting	
Objective C-8B: Continue and expand enforcement activities that enhance safety of bicyclists on bike paths and roadways.	
Recommendation C-8.8: Enforce laws that reduce bicycle/pedestrian/motor vehicle incidents and conflicts.	<p>Suggested Routes to School maps were provided to all schools. City's Police Department provides information regarding Bicycle Safety and applicable laws on the following website: <a href="https://www.costamesaca.gov/government/departments-and-divisions/police/crime-prevention/traffic-safety/bicycle-safety">https://www.costamesaca.gov/government/departments-and-divisions/police/crime-prevention/traffic-safety/bicycle-safety</a></p>
Recommendation C-8.9: Train police officers on bicyclists' rights and responsibilities and bicycle/pedestrian/vehicle collision evaluation.	
Recommendation C-8.10: Utilize the City's bicycle-mounted patrol officer program to educate and enforce pedestrian and bicycle user violations not necessarily to punish, but to correct.	
Recommendation C-8.11: Promote efficient reporting mechanisms for behaviors that endanger cyclists and pedestrians.	
Recommendation C-8.12: Develop a partnership with the school community to establish and update suggested routes to schools for biking and walking.	
Safe Roadway Conditions	
Objective C-8C: Maintain bicycle and pedestrian facilities that are clear of debris and provide safe conditions for all users.	
Recommendation C-8.13: Establish routine maintenance schedule/standards for bicycle and pedestrian facilities such as sweeping, litter removal, landscaping, repainting of striping, signage, and signal actuation devices.	<p>Costa Mesa Connect includes provision to notify bicycle-related issues to the City. Weekly Public Works staff meeting to discuss status of citizens requests. City will continue to contract street sweeping services to maintain 977 streets, which includes over 850 miles of curb and gutter. City contracts with Sweeping Corp of America for</p>
Recommendation C-8.14: Encourage and empower citizens to report maintenance issues that impact bicyclist	

and pedestrian safety including, but not limited to, potholes, sidewalk lifting, and overgrown vegetation.	citywide street sweeping, contracts with West Coast Arborists, Inc for tree maintenance services, and contracts with BPR, Inc. for citywide sidewalk grinding and gutter flow maintenance.
Recommendation C-8.15: Establish procedures for responding to citizen reports in a timely manner.	
Recommendation C-8.16: Where feasible, reduce or eliminate conflict points such as driveways that cross the sidewalk.	
<b>Safety Education</b>	
<b>Objective C-8D:</b> Increase education of bicycle and pedestrian safety through programs and training of school children and the public.	
Recommendation C-8.17: Create, fund, and implement bicycle-safety curricula and provide to the public, tourists, various ethnic groups, diverse ages and disadvantaged communities.	Bicycle-safety maps and brochures provided in adult and children English versions. Bicycle Rodeo events conducted by Costa Mesa Police Department.  City’s Bicycle Safety Education Program project was initiated with contractor and is underway.
Recommendation C-8.18: Provide multilingual bicycle-safety maps and brochures (print and electronic versions) in languages that are widely used in Costa Mesa.	
Recommendation C-8.19: Encourage schools to develop and provide bicycle-safety curricula for use in elementary, middle, and high schools, such as the Bicycle Rodeo events.	
Recommendation C-8.20: Support marketing and public awareness campaigns aimed at improving bicycle and pedestrian safety.	
Recommendation C-8.21: Provide a user education program developed and promoted to encourage proper trail use and etiquette.	
Recommendation C-8.22: Work with local bicycle advocacy organizations to develop, promote and support a series of bicycle education classes. Include information on bicycle safety, maintenance, and security.	
Recommendation C-8.23: Develop and distribute education material regarding bicycle and pedestrian responsibilities and laws.	
<b>Safety Data</b>	
<b>Objective C-8E:</b> Monitor and analyze bicycle and pedestrian safety.	
Recommendation C-8.24: Request bicycle and pedestrian collision reports from local law enforcement periodically and consider improvements to address problem areas.	2023 <ul style="list-style-type: none"><li>The City initiated General Plan Amendment to the Circulation Element (PGPA-23-0001) to add a reference to the Costa Mesa Pedestrian Plan and revise policies under Goals C-1 to C-12.</li></ul>
Recommendation C-8.25: Establish an expedited process to report maintenance and safety concerns, e.g. pavement markings (sharrows, missing bike lane lines), ramps, curb cut-outs, broken walk/bike signal buttons, signage, minor maintenance of bike lanes/paths (street/path sweeping, minor surface patching, inoperable traffic signal bicycle detection).	
Recommendation C-8.26: Conduct Roadside Safety Audits (RSAs) on a regular basis to provide periodic snapshots of roadway safety, including bicycle, pedestrian, equestrian, skateboard, and other non-motorized modes of travel.	



Circulation Element Goal C-9: Integrate Active Transportation Elements into Circulation System and Land Use Planning	
Land Use Planning Decisions and Active Transportation	
Objective C-9A: Consider bicycle and pedestrian facilities during land use planning process.	
Recommendation C-9.1: Incorporate the Costa Mesa Bicycle and Pedestrian Master Plan into the City's General Plan.	<p>The City's General Plan was updated with the adopted Active Transportation Plan (ATP) in June 2018. The Active Transportation Plan includes a Bicycle Master Plan. The Active Transportation Plan with a Bicycle Master Plan is part of overall City's General Plan Circulation Element. Custom Artistic City Bicycle racks have been installed at public parks, public facilities, and along public rights-of-way.</p> <p>2023</p> <ul style="list-style-type: none"><li>• The draft PMP includes additional General Plan polices and tools specific for improving the pedestrian experience to support the following ATP vision for active transportation in the City. The City initiated General Plan Amendment to the Circulation Element (PGPA-23-0001) to add a reference to the Costa Mesa Pedestrian Master Plan (PMP) and revise policies under Goals C-1 to C-12.</li><li>• Bicycle Racks Citywide – the City installed 9 bicycle racks throughout the city in commercial areas and community centers.</li><li>• The City permits and encourages the use of bike racks to account for one vehicle parking space with discretionary and other permit approvals.</li></ul>
Recommendation C-9.2: Ensure that all current and proposed land use planning is consistent with the Costa Mesa Bicycle and Pedestrian Master Plan.	
Recommendation C-9.3: Require new developments provide adequate bicycle parking and pedestrian access.	
Recommendation C-9.4: Collaborate with property owners to increase bicycle parking over time.	
Recommendation C-9.5: Encourage the integration of compatible land uses and housing into major development projects to reduce vehicle use.	
Recommendation C-9.6: Provide a fully integrated network of modern active transportation facilities to and from major activity centers and residential centers.	
Recommendation C-9.7: Identify areas where an increase in the need for active transportation can reasonably be anticipated due to housing/business growth.	
Recommendation C-9.8: Make commercial and recreational areas more enjoyable for pedestrians by implementing measures such as providing shade, planting trees, eliminating visible parking lots and vacant land, and minimizing long stretches of building façade.	
Recommendation C-9.9: Develop creative, artistic, and functional bicycle parking solutions, and install them throughout the City as a standard.	
Active Transportation in Developments	
Objective C-9B: Integrate bicycle and pedestrian facility improvements during planning, design and implementation of transportation projects.	
Recommendation C-9.10: Promote the preservation of bicycle access within all roadway rights-of-way, as well as the development of innovative, safety-enhanced on-street facilities, such as bicycle boulevards and cycle tracks.	<p>Bicycle Boulevards have been identified and included in the adopted Active Transportation Plan. Traffic calming improvements are being implemented on neighborhood streets.</p>
Recommendation C-9.11: Establish bike boulevards on streets with low traffic volumes and slow speeds to encourage bicycling.	
Recommendation C-9.12: Proactively seek new opportunities for acquisition of abandoned rights-of-way and other lands for the development of new multi-use pathways that integrate with the planned network.	
Recommendation C-9.13: Improve the safety of all road users through the implementation of neighborhood traffic-calming treatments.	
Recommendation C-9.14: Detours through or around construction zones should be designed for safety and convenience, and with adequate signage for cyclists and pedestrians.	
Recommendation C-9.15: Provide opportunity for public input prior to the removal of an existing bicycle or pedestrian facility or the approval of any development or	

street improvement that would preclude these planned facilities.	
Circulation Element Goal C-10: Promote an Active Transportation Culture	
An Active Transportation Culture	
Objective C-10A: Encourage more people to walk and bicycle by supporting programs that foster community support for bicycling and walking, and raise public awareness about active transportation.	
Recommendation C-10.1: Support marketing and public awareness campaigns through a variety of media aimed at promoting bicycling and walking as a safe, healthy, cost-effective, environmentally friendly transportation choice.	2023 <ul style="list-style-type: none"><li>The City hosts community bike clinics and rides, such as the City promoted the Save Our Youth (SOY) Bike Rodeo event – a community bike safety clinic for children and youth K-12 and supported the 2023 Bike to School Day.</li><li>The City is currently working on Bicycle Wayfinding Signage Program and held a community outreach event in March and May and the designs were completed in December.</li><li>City also installed 9 bicycle racks throughout the city in commercial areas and community centers.</li></ul>
Recommendation C-10.2: Support programs aimed at increasing bicycle and walk trips by providing incentives, recognition, or services that make bicycling and walking a more convenient transportation mode.	
Recommendation C-10.3: Promote bicycling and walking at City-sponsored and public events, such as Earth Day, Bike to Work Day/Month, farmers’ markets, public health fairs, art walks, craft fairs, and civic events.	
Recommendation C-10.4: Encourage and promote bicycle related businesses within Costa Mesa including, but not limited to, involvement of civic clubs and organizations.	
Recommendation C-10.5: Promote active transportation events in Costa Mesa to raise awareness and encourage bicycling, including, but not limited to, those that may involve temporary road closures, bike to work/school, senior walks, historic walks, and ciclovías.	
Recommendation C-10.6: Encourage major employment centers and employers to promote commuting by bicycle including the use of flex-time work schedules to support non-rush bicycle commuting. Build a coalition with City, businesses, schools, and residents to promote active transportation.	
Recommendation C-10.7: Encourage participation in bicycle and pedestrian promotion activities by education facilities, arts programs, active transportation clubs, and entertainment providers.	
Recommendation C-10.8: Achieve “Silver Level Bicycle Friendly Community” by League of American Bicyclists by 2025.	
Recommendation C-10.9: Achieve “Walk Friendly Community” status from WalkFriendly.org by 2025.	
Recommendation C-10.10: Achieve “HEAL City” designation by 2017.	
Circulation Element Goal C-11: Promote the Positive Air Quality, Health, and Economic Benefits of Active Transportation	
Improving the Environment with Active Transportation	
Objective C-11A: Improve air quality and public health and reduce ambient noise by promoting Active Transportation programs.	
Recommendation C-11.1: Determine baseline emissions levels, then track and communicate changes in emissions as modes of transportation trips shift to encourage more walking and biking.	City’s <a href="#">Active Transportation Committee</a> helps plan and implement a robust Active Transportation network for the City by improving bicycle and pedestrian connectivity throughout the City.
Recommendation C-11.2: Improve the quality of life in Costa Mesa by reducing neighborhood traffic and noise.	
Recommendation C-11.3: Increase pedestrian and bicycle trips, thereby reducing vehicle trips and vehicle miles Traveled.	



Recommendation C-11.4: Coordinate with appropriate federal, state, and county health agencies on active transportation programs to achieve health benefits.	
<b>Economic and Other Incentives</b>	
<b>Objective C-11B:</b> Provide economic incentives for expanding and enhancing bicycle and pedestrian facilities.	
Recommendation C-11.5: Incentivize the business community to support pedestrians and bicycle users in tangible ways.	The Traffic Impact Fee includes a five percent (5%) reduction in automobile trips for developments proposing to implement active transportation improvements beyond typical development requirements. Representative from the Chamber of Commerce is a liaison on the Bikeway and Walkability Committee.
Recommendation C-11.6: Partner with the business and school communities to create a marketing strategy to encourage individual businesses to market Costa Mesa as a bicycle-friendly City.	
Recommendation C-11.7: Encourage developers to include features, amenities and programs that are proven to increase walking and/or bicycling.	
Recommendation C-11.8: Offer incentives for businesses whose employees walk or bike to work.	
Recommendation C-11.9: Encourage the Chamber of Commerce and the business community to promote active transportation in commercial areas to stimulate economic vitality.	
<b>Circulation Element Goal C-12:</b> Monitor, Evaluate, and Pursue Funding for Implementation of the Bicycle and Pedestrian Master Plan	
<b>Objective 12A:</b> Continuously monitor and evaluate Costa Mesa’s implementation progress on the Bicycle and Pedestrian Master Plan policies, programs, and projects.	
Recommendation C-12.1: Establish a monitoring program to measure the effectiveness and benefits of the Costa Mesa Bicycle and Pedestrian Master Plan.	City’s <a href="#">Active Transportation Committee</a> helps plan and implement a robust Active Transportation network for the City by improving bicycle and pedestrian connectivity throughout the City.
Recommendation C-12.2: Track citywide trends in active transportation through the use of Census data, bicycle and pedestrian counts, travel surveys, and online surveys as part of annual reviews of the General Plan.	
Recommendation C-12.3: Ensure that Bicycle and Pedestrian Master Plan programs and projects are implemented in an equitable manner geographically, socioeconomically, and serving disadvantaged communities.	
<b>Fund the Plans</b>	
<b>Objective C-12B:</b> Pursue grants and other sources of funding for bicycle and pedestrian projects.	
Recommendation C-12.4: Strategize use of resources on developing effective and efficient grant application and program administration.	The City Council approved traffic impact fees to fund active transportation plan projects.
Recommendation C-12.5: Pursue multiple sources of funding and support efforts to maintain or increase federal, state and local funding for the implementation of the Bicycle and Pedestrian Master Plan.	
Recommendation C-12.6: Consider designating a portion of development traffic impact fees to fund bicycle and pedestrian facilities.	

GROWTH MANAGEMENT ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
Growth Management Element Goal GM-1: Inter-jurisdictional Coordination	
Objective GM-1A: Coordinate land use and transportation planning policies with State, regional, and local growth management efforts.	
GM-1.1: Cooperate with the Orange County Transportation Authority (OCTA) and other jurisdictions on development, all future regional transportation plans, and land use planning on a countywide basis.	Ongoing and currently being implemented. Annual reports are provided to CDR, SCAG, Dept. of Finance and Newport Mesa Unified for potential growth in the City. Large scale projects either require a legislative act or are located in overlay districts that require a Master Plan and full environmental analysis. All impacts are analyzed and included in the project report.
GM-1.2: Coordinate population, housing, and employment projections with the State Department of Finance, Southern California Association of Governments, Center for Demographic Research, Newport-Mesa Unified School District, and County of Orange agencies in terms of infrastructure planning.	
GM-1.3: Work with inter-jurisdictional forums such as the City-County Coordinating Committee to make sure that the City's fees are consistent with minimally acceptable impact fees in the region.	
GM-1.4: Participate in inter-jurisdictional planning forums to discuss implementation of traffic improvements, cooperative land use planning, and appropriate mitigation measures for developments with multijurisdictional impacts.	
GM-1.5: Continue to require that any new large developments prepare a master plan and environmental impact analysis. This allows the City to anticipate the impacts of large projects prior to development of any portion and permits more time to plan for public services and facilities needed to support the project.	
Growth Management Element Goal GM-2: Integration of Land Use and Transportation Planning	
Objective GM-2A: Maintain the Level of Service standards by integration of land use and transportation planning	
GM-2.1: Ensure that land use designations are reflected in the sub-regional county model and SCAG's model through consistent assumptions and methodologies.	Provided comments/revisions for the City's land use information in the sub-regional and SCAG planning scenario models and databases.
GM-2.2: Coordinate with State, county, and local agencies for planning and construction of public utilities to minimize negative impacts on the circulation system.	
GM-2.3: Use the Development Phasing and Performance Monitoring Program to assess the impact of existing and new development on the circulation system.	
GM-2.4: Support uses and development which create synergistic relationships with neighboring uses and development, especially those whose addition does not create mutually exclusive additional vehicular trips but adds to the value of the destination by any potential visitor.	
GM-2.5: Support creative and flexible solutions that provide for additional economic or physical growth within the City but does not place greater impact on the circulation system. These would include shared parking agreements, offset hours of operation, and clustering of harmonious and supportive uses.	

6 <sup>th</sup> CYCLE HOUSING ELEMENT [January 2023- December 2023]	
General Plan Goal, Objective, Policy	Description of City Action
6 <sup>th</sup> Cycle Housing Element Goal 1: Preserve and enhance the City's existing housing supply.	
HOU-1.1: Assist low and moderate-income homeowners and renters through housing assistance programs as long as funds are available.	<div>2023</div> <ul style="list-style-type: none"><li>Adopted Urgency Ordinance No. 2023-04</li></ul> <p>The City approved a Tenant Protection Program which includes adoption of the Urgency Ordinance No. 2023-04 amending various section of CMMC, allocation of funds to support the program and create three full time staff positions to implement, monitor and enforce the Ordinance, and conduct outreach to landlords.</p> <ul style="list-style-type: none"><li>The Consolidated Annual Performance and Evaluation Report (CAPER) covers a period from July 1, 2022 through June 30, 2023. The CAPER is the end of the year report for HUD funded programs. The CAPER notes that the City completed the following programs:</li></ul> <ul style="list-style-type: none"><li>Homeowner Housing Rehabilitated: 7 households</li><li>Code enforcement cases closed: 218 households in CDBG areas</li><li>HOME TBRA: 6 households assisted</li><li>Homeless Person Overnight Shelter: 277 individuals</li><li>Homeless Person Public Services: 815 individuals</li><li>Homeless Prevention/Rental Assistance: 108 households</li><li>Public Services for low- moderate- income: 1123 persons</li><li>Capital Improvement: completed the Wilson Street rehabilitation project after June 2023 – serves approximately 5,000 (based on the residential area)</li></ul>
HOU-1.2: Minimize the displacement risk for existing residents when considering approval of future redevelopment and public projects.	
HOU-1.3: Prioritize enforcement of City regulations regarding derelict or abandoned vehicles, outdoor storage, substandard or illegal construction and establish regulations to abate blighted or substantially unmaintained properties, particularly when any of the above is deemed to constitute a health, safety, or fire hazard.	
HOU-1.4: Establish housing programs and code enforcement as a high priority and provide adequate funding and staffing to support those programs.	
6th Cycle Housing Element Goal # 2: Facilitate the creation and availability of housing for residents at all income levels and for those with special housing needs.	
HOU-2.1: Facilitate the development of housing that meets the needs of all segments of the population including affordable housing and households with specialized needs.	Applications for multiple family residential projects requiring multiple approvals are generally processed concurrently. All units under density bonus agreements with the City are monitored on an annual basis. There are no current applications submitted under the State Density Bonus program. Property owners are encouraged to redevelop the site bringing them into conformance with keeping the same number of units. The Zoning Code includes regulations that address reasonable accommodation per State requirements. This section is
HOU-2.2: Promote the use of State density bonus provisions to encourage the development of affordable housing for lower and moderate-income households, as well as senior housing through the dissemination of informational materials and discussions with project applicants.	

<b>6<sup>th</sup> CYCLE HOUSING ELEMENT [January 2023- December 2023]</b>	
<b>General Plan Goal, Objective, Policy</b>	<b>Description of City Action</b>
HOU-2.3: Monitor the implementation of the City's ordinances, codes, policies, and procedures to ensure they comply with State requirements for "reasonable accommodation" for disabled persons and all fair housing laws.	<p>regularly updated to be consistent with State requirements.</p> <p>2023</p> <ul style="list-style-type: none"> <li>Project Homekey - Motel Conversion to Permanent Supportive Housing - In 2022, the City of Costa Mesa and County of Orange were awarded over \$10 million in State "Homekey" funds to acquire and convert the Motel 6 located at 2274 Newport Boulevard into permanent supportive housing. The conversion of the motel will occur in two phases. Phase 1 includes converting 40 units to Homekey-assisted units with wraparound services for individuals earning 30% or less than Area Median Income (30 of which are permanent supportive housing units serving homeless veterans and 10 of which are set aside for homeless individuals who meet the Mental Health Services Act eligibility criteria). The leasing office and interior/exterior common area spaces will be updated, as well as performing necessary improvements as required by the Americans with Disabilities Act (ADA). A 2-bedroom manager unit will be added. Phase 1 was completed in December 2023. Phase 2 will convert the remaining 48 non-Homekey units into permanent supportive housing with wraparound services for seniors (62+) earning 50% or less of the Area Median Income. The courtyard at the south-end of the property will be updated and additional design elements will be added. Phase 2 will commence once additional funding resources are identified.</li> <li>City committed funds to American Family Housing for the Travelodge North Housing Project as Part of Homekey Round 3.</li> <li>In June, the City Council approved a capacity increase of 16 beds bringing the Bridge Shelter's total capacity to 88 beds. In August, the City Council approved the submission of a joint application with the Orange County Health Care Agency to the State Department of Health Care Services for funding to add 15 behavioral health beds and associated services at the Shelter. The City has received an award of \$4.2M to implement the additional beds, which are anticipated to be available for occupancy by April 2024. This increase will bring the Shelter's total capacity to 100 beds.</li> </ul>
HOU-2.4: Encourage housing programs and future actions that address the need for affordable housing options as well as the housing needs of Costa Mesa's senior resident population and the large households population.	

6 <sup>th</sup> CYCLE HOUSING ELEMENT [January 2023- December 2023]	
General Plan Goal, Objective, Policy	Description of City Action
6 <sup>th</sup> Cycle Housing Element Goal # 3: Identify adequate, suitable sites for residential use and development to meet the City's Regional Housing Needs Assessment (RHNA) at all income levels and promote a range of housing types to meet the needs of all segments of the Costa Mesa community.	
HOU-3.1: Encourage the conversion of existing marginal, underutilized, or vacant motels, commercial, and/or industrial land to residential, where feasible and consistent with environmental conditions that are suitable for new residential development.	In 2006, the City adopted three Urban Plans to encourage the conversion of existing marginal or vacant industrial land in the West Side to mixed-use and residential developments. Ongoing consideration for all rezone applications, specifically as it relates to impacts on housing opportunity.  2023 <ul style="list-style-type: none"><li>City completed Phase 1 of the Motel 6 Project Homekey Project and continue to seek funding to complete Phase 2.</li><li>City committed funds to American Family Housing for the Travelodge North Housing Project as Part of Homekey Round 3.</li></ul>
HOU-3.2: Encourage the development of well-planned and designed residential or mixed-use projects which, through vertical or horizontal integration, provide for the development of compatible residential, commercial, industrial, institutional, or public uses within a single project, neighborhood, or geographic area within the City.	
HOU-3.3: Actively engage and partner with large employers, the Chamber of Commerce, and major commercial and industrial developers to identify and implement programs to balance employment growth with the ability to provide housing opportunities affordable to the incomes of the newly created job opportunities.	
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.	
HOU-3.5: Encourage residential and mixed-use development along transportation routes and major commercial/mixed use corridors.	
6 <sup>th</sup> Cycle Housing Element Goal # 4: Provide housing opportunities to residents of all social and economic segments of the community without discrimination on the basis of race, color, religion, sex, sexual orientation, disability/medical conditions, national origin or ancestry, marital status, age, household composition or size, source of income, or any other arbitrary factors	
HOU-4.1: Support equal housing opportunities as expressed in Federal and State fair housing laws.	2023 A. Address Housing Discrimination 1. Housing Information and Resources are posted on the City's Economic and Development Services - Housing and Community Development webpage at: <a href="https://www.costamesaca.gov/government/departments-">https://www.costamesaca.gov/government/departments-</a>
HOU-4.2: Promote actions and programs that provide fair housing and counseling services and other housing assistance programs for all Costa Mesa residents in an effort to remove barriers and promote access to affordable housing in the City as funding is available.	

HOU-4.3: Encourage and support the construction, maintenance and preservation of residential developments which will meet the needs of families and individuals with specialized housing requirements, including those with developmental disabilities.

and-divisions/economic-and-development-services/housing-and-community-development

- \* City continues to renew contract with Fair Housing Foundation (FHF) to provide Fair Housing counseling services to the City of Costa Mesa.
- \* City HCD staff continue to collaborate with Orange County Housing Authority (OCHA) to implement the Housing Choice Voucher Program and attend quarterly OCHA Housing Advisory Committee Meetings. Link to County of Orange - Affordable Housing Rental Housing List is posted online

2. City's Network for Homeless Solutions (NHS) continued to assist and advocate for voucher program participants as part of their day to day operations - in 2023 assisted 400 individuals.
3. City will work on identifying and adopt programs to improve accessibility
4. City continue to work with non-profit and other jurisdiction to advocate for affordable housing development.

B. Racial Segregation: 1. The City will continue to conduct affirmative marketing for housing development to inform the community by disseminating information at local School District, local non-profit organizations and religious institutions, hand out flyers and utilize the City's website and various social media platforms.

D. Displacement Due to Economic Pressures: 1. Inclusionary Housing: An inclusionary housing ordinance was heard by the Planning Commission in December of 2023. City Council passed the first reading April 2024. 2. ADU website has been updated to include informational materials and will be updated as necessary; List of affordable housing unit is posted on the City's Housing and Community Development website, City will continue to work with Orange County Community Resources to update the list.

II. Place-Base Strategies - Conservation and Revitalization

1. Investment in Specific Neighborhoods - City continue to utilize HOME Investment Partnership and CBDG funds for community Improvement programs - including clean-up events, waste-hauling events at local parks located throughout the city.
2. City will work on hosting annual inter-governmental meetings to discuss partnerships.
3. Future CIP list will note if areas of improvements in areas of low resources and high segregation and poverty.
4. City is currently reviewing various sections of its General Plan to address SB 1000; Community outreach efforts will include information on disadvantage communities.

III. Protection from Displacement

A. Housing Discrimination/Unfair Lending: City continues to utilize FHF to provide Fair Housing Counseling services and will work to increase awareness in census tracts with greater than 40 percent renter - occupied units.

B. Housing Discrimination/Displacement Due to Economic Pressure: City continues to utilize FHF to provide Fair Housing Counseling services



**6<sup>th</sup> CYCLE HOUSING ELEMENT [January 2023- December 2023]**

General Plan Goal, Objective, Policy	Description of City Action
	<ul style="list-style-type: none"> <li>Adopted Urgency Ordinance No. 2023-04</li> </ul> <p>The City approved a Tenant Protection Program which includes adoption of the Urgency Ordinance No. 2023-04 amending various section of CMMC, allocation of funds to support the program and create three full time staff positions to implement, monitor and enforce the Ordinance, and conduct outreach to landlords.</p>

**CONSERVATION ELEMENT**

General Plan Goal, Objective, Policy	Description of City Action
<b>Conservation Element Goal CON-1: Preserved and Restored Natural Coastal Habitat and Landforms</b>	
<b>Objective CON-1.A:</b> Evaluate existing biotic resources and preserve them in ecologically viable and natural conditions, where possible; and/or restore and integrate these resources into the urban environment, where feasible.	
CON-1.A.1: Natural habitat is essential to ensuring biodiversity and protecting sensitive biological resources. Protect these areas and consult with the California Department of Fish and Wildlife, Orange County Water District, Orange County Parks, and other regional agencies to identify areas for special protection, and establish appropriate protection measures for these areas.	<p>Staff has communicated with representatives from the Department of USFW regarding areas of local biologically sensitive plant and animal species. Staff also communicates with OC Parks, City of Torrance (Marsh Project), Irvine Ranch Water District, Orange County River Park group and the US Army Corps of Engineers (ACOE). Staff also continues to dialogue and meet with local, state and federal agencies as is related to sensitive habitats and ecosystems. Coordinated on projects including vernal pool restoration, protective fencing, wetlands maintenance permitting and community events, all at Fairview Park. Fairview Park Steering Committee to review all potential projects at Fairview Park. Erosion control plans are required with all grading permits. City Staff coordinates with the local, state and federal agencies to ensure all improvements are consistent with the Parks Master Plan. The City's Zoning Code includes a bluff setback requirement to protect the City's natural hillsides and prevent erosion.</p> <p>2023</p> <ul style="list-style-type: none"> <li>City approved a Professional Services Agreement to Moore, Iacofano, Goltsman, Inc for professional consulting and environmental planning services for the Fairview Park Master Plan Update project. City held community workshops in August and November 2023. Participants provided feedback on the visioning for Fairview Park, focusing on key planning elements of the site.</li> <li>City approved the Professional Services Agreement with Wetlands Wildlife Care Center to provide full-service trauma care, shelter services, rehabilitation and release of rehabilitated wildlife.</li> </ul>
CON-1.A.2: Contribute to regional biodiversity and the preservation of rare, unique, and sensitive biological resources by maintaining functional wildlife corridors and habitat linkages.	
CON-1.A.3: Coordinate with the United States Fish and Wildlife service, the California Department of Fish and Wildlife, and other regulatory agencies to mitigate project impacts affecting open and natural spaces.	
CON-1.A.4: Promote and protect native plant species within Fairview Park, and remove and control the spread of invasive species, including plants, animals, and fungi.	
CON-1.A.5: Ensure that all future development is reviewed with regard to protecting natural topography and bluffs to preserve and enhance Costa Mesa's natural beauty.	
CON-1.A.6: Minimize soil depletion and erosion in development projects. Prevent erosion caused by construction activities, and encourage preservation of natural vegetation and topography.	
CON-1.A.7: Improve access to large-scale natural areas in the City. These areas should be open for controlled access to improve public enjoyment. Access should be limited where natural habitat is extremely sensitive. Work with transit agencies to improve connections and access to open space and recreation facilities from all Costa Mesa neighborhoods.	
CON-1.A.8: Require the provision of adequate visitor-serving on-site parking facilities that do no impact sensitive resources within the Coastal Zone.	
CON-1.A.9: Coordinate the development of plans, policies, and design standards for projects within the Coastal Zone with appropriate local, regional, and federal agencies.	

[Updated: 4/15/24]



CONSERVATION ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
<b>Conservation Element Goal CON-2: Conserved Natural Resources through Environmental Sustainability</b>	
<b>Objective CON-2.A:</b> Work to conserve energy resources in existing and new buildings, utilities, and infrastructure.	
CON-2.A.1: Promote efficient use of energy and conservation of available resources in the design, construction, maintenance, and operation of public and private facilities, infrastructure, and equipment.	<p>Promotion of efficient use of energy and conservation of available resources is ongoing and currently being implemented. Examples include the LEED certified Lions Park Projects, including library. EV Charging Stations now installed at City Hall. Ongoing promotion of environmentally sustainable development principles as development is submitted for review. The ongoing Lions Park Projects are proposed gold and silver LEED certified projects. The new library designed to achieve a U.S. Green Building Council (USGBC) Leadership in Energy &amp; Environmental Design (LEED) rating of Gold and renovation of the existing 8,740 SF Donald Dungan Library to achieve a USGBC LEED rating of Silver. Currently implementing waste management programs and are required with all building permits. For demolition, grading, or building permits involving projects with a valuation of \$10,000 or more, the contractor is required to use a City-Permitted Waste Hauler(s) to haul any debris or soiled waste from the jobsite. The City of Costa Mesa Green Team provides recommendations on how to effectively integrate sustainability in municipal operations. Green Team includes representatives from Public Works, Development Services and Parks &amp; Community Services, and Sustainability Working Group. The City currently has 10 fully electrical vehicles and 10 hybrid vehicles.</p> <p>2023</p> <ul style="list-style-type: none"> <li>City authorized the use of Sourcewells' National Cooperative Agreement with National Auto Fleet Group for the purchase of new and replacement City Vehicle and Equipment. While evaluating the vehicles for purchase, staff will select electric and hybrid vehicle options where available.</li> <li>City continue to implement the Green Business Program to help businesses operate sustainably and become Certified Green Business. This free program incentivizes and assist local business to conserve energy, water, minimize waste, prevent pollution and shrink overall carbon footprint. The program includes a free on-site assessment of</li> </ul>
CON-2.A.2: Consult with regional agencies and utility companies to pursue energy efficiency goals. Expand renewable energy strategies to reach zero net energy for both residential and commercial new construction.	
CON-2.A.3: Continue to develop partnerships with participating jurisdictions to promote energy efficiency, energy conservation, and renewable energy resource development by leveraging the abilities of local governments to strengthen and reinforce the capacity of energy efficiency efforts.	
CON-2.A.4: Encourage new development to take advantage of Costa Mesa's optimal climate in the warming and cooling of buildings, including use of heating, ventilation and air conditioning (HVAC) systems.	
CON-2.A.5: Promote environmentally sustainable development principles for buildings, master planned communities, neighborhoods, and infrastructure.	
CON-2.A.6: Encourage construction and building development practices that reduce resource expenditures throughout the lifecycle of a structure.	
CON-2.A.7: Continue to require all City facilities and services to incorporate energy and resource conservation standards and practices and require that new municipal facilities be built within the LEED Gold standards or equivalent.	
CON-2.A.8: Continue City green initiatives in purchases of equipment, and agreements that favor sustainable products and practices.	
CON-2.A.9 Encourage waste management programs that promote waste reduction and recycling to minimize materials sent to landfills. Maintain robust programs encourage residents and businesses to reduce, reuse, recycle, and compost.	
CON-2.A.10 Support waste management practices that provide recycling programs. Promote organic recycling, landfill diversion, zero waste goals, proper hazardous waste collections, composting, and the continuance of recycling centers.	

<b>CONSERVATION ELEMENT</b>	
<b>General Plan Goal, Objective, Policy</b>	<b>Description of City Action</b>
CON-2.A.11 Continue construction and demolition programs that require recycling and minimize waste in haul trips.	<p>their business, a customized action plan, a step-by-step guidance to meet certification criteria and State standards, up to \$500 Refund of any cost incurred to meet criteria (State provided approximately \$200,000 for rebates), a certification seal when action plan measures are implemented. Local and State recognition is valid for 3 years. By the end of 2023, the City has a total of eight certified businesses.</p> <p><a href="https://www.costamesaca.gov/business/green-business-program">https://www.costamesaca.gov/business/green-business-program</a></p>
<b>Conservation Element Goal CON-3: Improved Water Supply and Quality</b>	
<b>Objective CON-3.A:</b> Work towards the protection and conservation of existing and future water resources by recognizing water as a limited resource that requires conservation.	
CON-3.A.1: Continue to consult with local water districts and the Orange County Water District to ensure reliable, adequate, and high-quality sources of water supply at a reasonable cost.	<p>The City has adopted Water Efficient Landscape Guidelines and provides public education materials that promote water-efficient practices and policies. Compliance with the guidelines minimizes use of turf for commercial and residential projects and the City encourages use of drought-tolerant landscaping for new developments.</p> <p>The City consults with local water districts and the Orange County Water District where applicable, to integrate recycled water into Capital Improvement Projects and development projects.</p> <p>Project plans are reviewed for compliance with development standards for water quality, including implementation of low-impact development Best Management Practices to the maximum extent practicable. Water Quality Management Plans and Stormwater Pollution Prevention Plans are reviewed and inspected for compliance with respect to development projects.</p> <p>2023</p> <ul style="list-style-type: none"> <li>The City held the second Community Meeting regarding the Storm Water Master Plan Update, Spring of 2023</li> </ul>
CON-3.A.2: Encourage residents, public facilities, businesses, and industry to minimize water consumption, especially during drought years.	
CON-3.A.3: Restrict use of turf in new construction and landscape reinstallation that requires high irrigation demands, except for area parks and schools, and encourage the use of drought-tolerant landscaping.	
CON-3.A.4: Consult with local water districts and the Orange County Water District to advance water recycling program for new and existing developments, including the use of treated wastewater to irrigate parks, golf courses, roadway landscaping, and other intensive irrigation consumers.	
CON-3.A.5: Work with public and private property owners to reduce stormwater runoff in urban areas to protect water quality in storm drainage channels, the Santa Ana River, and other local water courses that lead to the Pacific Ocean.	
CON-3.A.6: Continue to develop strategies to promote stormwater management techniques and storm drain diversion programs that collectively and naturally filter urban runoff.	
CON-3.A.7: Continue to comply with the National Pollutant Discharge Elimination System Program (NPDES) by participating in the Countywide Drainage Area Management Plan (DAMP), which stipulates water quality requirements for minimizing urban runoff and discharge from new development and requires the provisions of applicable Best Management Practices (BMP).	

CONSERVATION ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
CON-3.A.8: Require that all applicable development projects be reviewed with regards to requirements of both the on-site Water Quality Management Plan and State requirements for runoff and obtaining a Storm Water Pollution Prevention Plan (SWPPP) permit.	
CON-3.A.9: Continue to consult with the Costa Mesa Sanitation District and the Orange County Sanitation District to modernize wastewater treatment facilities to avoid overflows of untreated sewage.	
Conservation Element Goal CON-4: Improved Air Quality	
Objective CON-4.A: Pursue the prevention of the significant deterioration of local and regional air quality.	
CON-4.A.1: Support regional policies and efforts that improve air quality to protect human and environmental health, and minimize disproportionate impacts on sensitive population groups.	As part of the City’s Urban Forest Management, City has implemented the Costa Mesa Parkway Tree Planting Program that is free to residents. Residents can request a free 15-gallon size tree planted in front of their property if they do not already have one. Homeowners are responsible for providing watering and the city will provide trimming and re-staking services as needed.
CON-4.A.2: Encourage businesses, industries and residents to reduce the impact of direct, indirect, and cumulative impacts of stationary and non-stationary pollution sources.	
CON-4.A.3: Require that sensitive uses such as schools, childcare centers, parks and playgrounds, housing, and community gathering places are protected from adverse impacts of emissions.	
CON-4.A.4: Continue to participate in regional planning efforts with the Southern California Association of Governments, nearby jurisdictions, and the South Coast Air Quality Management District to meet or exceed air quality standards.	
CON-4.A.5: Encourage compact development, infill development, and a mix of uses that are in proximity to transit, pedestrian, and bicycling infrastructures.	
CON-4.A.6: Enhance bicycling and walking infrastructure, and support public bus service, pursuant to the Circulation Element’s goals, objectives, and policies.	
CON-4.A.7: Encourage installation of renewable energy devices for businesses and facilities and strive to reduce community-wide energy consumption.	
CON-4.A.8: Develop long-term, community-wide strategies and programs that work at the local level to reduce greenhouse gases and Costa Mesa’s “carbon footprint”.	

<b>NOISE ELEMENT</b>	
<b>General Plan Goal, Objective, Policy</b>	<b>Description of City Action</b>
<b>Noise Element Goal N-1: Noise Hazards and Conditions</b>	
<b>Objective N-1A:</b> Control noise levels within the City for the protection of residential areas, park areas, and other sensitive land uses from excessive and unhealthful noise.	
N-1.1: Enforce the maximum acceptable exterior noise levels for residential areas at 65 CNEL.	The existing and projected noise environment is reviewed and considered for all projects. Specific sound attenuation

[Updated: 4/15/24]

NOISE ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
N-1.2: Give full consideration to the existing and projected noise environment when considering alterations to the City's circulation system and Master Plan of Highways.	for interior and exterior spaces is incorporated to projects when required by an acoustical study. Title 24 standards are applied to projects as applicable for all new residential projects. The City regularly monitors any new development in the John Wayne Airport operations, such as the recent General Aviation Program, to ensure that the noise levels are not increased.
N-1.3: Encourage Caltrans to construct noise attenuation barriers along I-405, SR-55, and SR-73 where these freeways adjoin residential and other noise-sensitive areas.	
N-1.4: Ensure that appropriate site design measures are incorporated into residential developments, when required by an acoustical study, to obtain appropriate exterior and interior noise levels.  When necessary, require field testing at the time of project completion to demonstrate compliance.	
N-1.5: Apply the standards contained in Title 24 of the California Code of Regulations as applicable to the construction of all new dwelling units.	
N-1.6: Discourage sensitive land uses from locating within the 65 CNEL noise contour of John Wayne Airport. Should it be deemed by the City as appropriate and/or necessary for a sensitive land use to locate in the 65 CNEL noise contour, ensure that appropriate interior noise levels are met and that minimal outdoor activities are allowed.	
N-1.7: Support alternative methods for the reduction of noise impacts at John Wayne Airport while continuing to maintain safety and existing limitations on aircraft daily departures.	
N-1.8: Monitor the noise levels at OC Fair and Event Center and the Pacific Amphitheater, and continue to monitor the status of legally binding noise levels on the OC Fair and the Event Center and the Pacific Amphitheater.	
Goal N-2: Noise and Land Use Compatibility	
Objective N-2A: Plan for the reduction in noise impacts on sensitive receptors and land uses.	
N-2.1: Require the use of sound walls, berms, interior noise insulation, double-paned windows, and other noise mitigation measures, as appropriate, in the design of new residential or other new noise sensitive land uses that are adjacent to arterials, freeways, or adjacent to industrial or commercial uses.	Potential opportunities for noise mitigation measures is part of staff's review for all projects and appropriate environmental review processes are implemented when required. Ongoing consideration of alternative noise level standards for mixed-use projects utilizing the City's Urban Plans (19 West Urban Plan, Mesa West Bluffs Urban Plan, Mesa West Residential Ownership Urban Plan and SoBeca Urban Plan). All projects are reviewed for compatibility with adopted noise and land use criteria, in addition to applicable interior and exterior noise standards. New mixed-use developments are required to have potential noise sources located away from the residential portion of the development and adjacent established residential developments.  2023
N-2.2: Require, as a part of the environmental review process, that full consideration be given to the existing and projected noise environment.	
N-2.3: Consider alternative noise level standards for mixed-use projects that take into consideration the interaction of industrial operation noise impacts and the mixed-use developments planned for the Westside and SoBeca.	
N-2.4: Require that all proposed projects are compatible with adopted noise/land use compatibility criteria.	
N-2.5: Enforce applicable interior and exterior noise standards.	

<b>NOISE ELEMENT</b>	
<b>General Plan Goal, Objective, Policy</b>	<b>Description of City Action</b>
N-2.6: Allow a higher exterior noise level standard for infill projects in existing residential areas adjacent to major arterials if it can be shown that there are no feasible mechanisms to meet the exterior noise levels. The interior standard of 45 dBA CNEL shall be enforced for any new residential project.	<ul style="list-style-type: none"> <li>The Zoning Administrator and Planning Commission continuously include noise reduction conditions to sensitive receptors with discretionary approvals.</li> </ul>
N-2.7: Encourage effective site planning in mixed-use areas that provides the optimal distance between source of excessive sound and residents.	
N-2.8: Require new mixed-use developments to site loading areas, parking lots, driveways, trash enclosures, mechanical equipment, and other noise sources away from the residential portion of the development and adjacent established residential development.	
N-2.9: Limit hours and/or require attenuation of commercial/entertainment operations adjacent to residential and other noise sensitive uses in order to minimize excessive noise to these receptors.	

<b>SAFETY ELEMENT</b>	
<b>General Plan Goal, Objective, Policy</b>	<b>Description of City Action</b>
<b>Safety Element Goal S-1: Risk Management of Natural and Human-Caused Disasters</b>	
<b>Objective S-1A:</b> Work to mitigate and prevent potential adverse consequences of natural and human-caused disasters.	
S-1.1: Continue to incorporate geotechnical hazard data into future land use decision-making, site design, and construction standards.	<p>Geotechnical reports and seismic standards are reviewed in detail for each project and building permit application process. The City maintains the most current flood hazard and floodplain information, with the latest improvements in the flood channels reflected in the 2009 Flood maps; there are no residential properties within flood hazard areas.</p> <p>The Emergency Services Administrator is currently participating in planning with multiple agencies, including the Orange County Operational Area, regarding dam inundation on a regional level. The City currently participates in the countywide mass notification system, Alert OC, which provides mass notifications to the citizens and businesses of Costa Mesa. In addition, the City has received authorization from the Department of Homeland Security to disseminate Integrated Public Alert and Warning (IPAWS) Wireless Emergency Alerts (WEA).</p> <p>The General Plan is consistent with the John Wayne Airport Environmental Land Use Plan by the Airport Land Use Commission (ALUC). Filing with FAA and ALUC approval is required for all projects exceeding the established FAA thresholds.</p> <p>2023</p> <ul style="list-style-type: none"> <li>Adopted Resolution No. 2023-18</li> </ul>
S-1.2: Enforce standards, review criteria, and ensure that structures on or adjacent to bluffs are set back sufficiently to preserve the natural contours and aesthetic value of the bluff line and to provide sufficient access for fire protection.	
S-1.3: Require geologic surveys of all new development located on or adjacent to bluffs.	
S-1.4: Encourage retrofitting of structures—particularly older buildings—to withstand earthquake shaking and landslides consistent with State and historical building codes.	
S-1.5: Enforce applicable building codes relating to the seismic design of structures to reduce the potential for loss of life and property damage.	
S-1.6: Identify through a study the issue of unreinforced masonry buildings and soft stories and other structures not meeting earthquake standards in Costa Mesa. Provide assistance if necessary to unreinforced masonry building owners once those buildings have been identified.	
S-1.7: Continue to implement the Seismic Hazard Mapping Act, which requires sites within liquefaction hazard areas to be investigated for liquefaction susceptibility prior to building construction or human occupancy.	



S-1.8: Consider site soils conditions when reviewing projects in areas subject to liquefaction or slope instability.	<p>The City adopted a resolution to approve the City's Local Hazard Mitigation Plan (LHMP). The LHMP represents the City's commitment to creating a safer and more resilient community. The plan reduces risk and commits resources to lessen the impact to hazards on people and property of the City. The LHMP addresses flood hazards and related issues specific to Costa Mesa. As part of the development of the Local Hazard Mitigation Plan, it is required that the Office of Emergency Management engage and share information with the public regarding flood and other local hazards.</p>
S-1.9: Continue to consult with appropriate local, State, and federal agencies to maintain the most current flood hazard and floodplain information; use the information as a basis for project review and to guide development in accordance with federal, State, and local standards.	
S-1.10: Regularly review and update Article 10 - Floodway and Floodplain Districts of the City's Municipal Code consistent with federal and State requirements.	
S-1.11: Improve and maintain local storm drainage infrastructure in a manner that reduces flood hazards.	
S-1.12: Continue to develop hazard preparedness plans to prepare for large storms that could bring flooding hazards and other related issues.	
S-1.13: Actively promote public education, research, and information dissemination on flooding hazards.	
S-1.14: Minimize flood hazard risks to people, property, and the environment by addressing potential damage tsunamis and sea level rise.	
S-1.15: Consult with regional agencies and study strategies that employ engineering defensive methods along the Santa Ana River that limit potential flooding hazards from sea level rise.	
S-1.16: Develop emergency response, early warning notification, and evacuation plans for areas that are within dam inundation areas, where feasible.	
S-1.17: Utilize the John Wayne Airport Environs Land Use Plan (AELUP) as a planning resource for evaluation of land use compatibility and land use intensity in areas affected by airport operations. In particular, future land use decisions within the Safety/Runway Protection Zone will be evaluated in light of the risk to life and property associated with aircraft operations.	
S-1.18: Comply with Federal Aviation Regulations (FAR) and the John Wayne AELUP requirements relative to Objects Affecting Navigable Airspace.	
S-1.19: Use the Federal Aviation Regulations as a guideline to establish the ultimate height of structures as defined in FAR Part 77.	
S-1.20: Minimize hazards to aeronautical operations by ensuring land uses do not emit excessive glare, light, steam, smoke, dust, or electronic interference in compliance with FAR regulations and the John Wayne AELUP.	
<b>Objective S-2A:</b> Plan, promote, and demonstrate a readiness to respond and reduce threats to life and property through traditional and innovative emergency services and programs.	
S-2.1: Promote crime prevention strategies and provide a high level of response to incidents.	<p>Costa Mesa Fire and Rescue (CFMR) participates in a county-wide Automatic Aid response program for emergency incidents. CMFR hosts a Community Emergency Response Team Program and volunteer Mutual Aid agreement with neighboring jurisdictions for the response to emergency incidents. Community Risk Reduction staff continued to ensure adequate water supply through participation in the development and plan review processes. Projects are assessed in the development</p>
S-2.2: Emphasize and prioritize crime prevention strategies, such as pedestrian-scale lighting in targeted areas.	
S-2.3: Timely response to incidents and monitoring areas with high crime rates should be part of a comprehensive strategy to reduce crime in the community.	

S-2.4: Provide a high level of police and fire service in the community. Secure adequate facilities, equipment, and personnel for police and fire.	<p>review process for potential impacts that would require adjustments to fire and emergency medical response. Projects in areas designated to the fire protection system development impact fees had them assessed. Fire Development Impact and Cost Recovery fees continue to be assessed. Community Risk Reduction staff continued to monitor fire activity. CMFR collaborated with NMUSD to provide preparedness and safety resources, educational materials, and outreach in all media formats to schools. Preparedness materials and educational resources were available and shared via the city website and social media. CMFR continues to develop and support preparedness for the community, including hosting Community Emergency Response Team (CERT) training annually and hosting seven virtual training meetings with current active volunteers. CMFR continued to develop staff and outreach efforts to bring personal preparedness through the LISTOS (Ready in Spanish) program to the community. CMFR continues to update preparedness and safety information on the city's website and through social media. Promotions and succession planning activities were completed at all ranks of the Fire Department. CMFR staff conducted joint inspections of undocumented facilities with the Orange County Environmental Health Department to ensure compliance. Taskforce inspections and enforcement actions were completed on facilities suspected of illegal use, production, transportation, and disposal. CMFR conducted plan reviews and inspections of facilities that use and store hazardous materials through the CFC Operational Permit Program. Taskforce inspections and enforcement actions were completed on facilities suspected of illegal use, production, transportation, and disposal.</p> <p>The Police Department and Office of Emergency Management continue to identify areas for improvement regarding facility composition, size, security, equipment, and overall ability to support current and future public safety requirements. The Police Department and Office of Emergency Management continue to work with local, regional, state, and federal partners to coordinate information sharing, intelligence dissemination, and emergency response. Coordinating organizations include law enforcement, public health, communications, utilities, education, and business. The Office of Emergency Management is leading training efforts for city staff to support planning, response and recovery efforts due to emergencies or natural disasters on a local and regional level. The City also maintains an Emergency Operations Center, which is currently being assessed for upgrades to support the response to emergencies and disasters. The Office of Emergency Management continues to improve upon the City's emergency preparedness through active engagement in all aspects and the continuous planning and preparedness to respond to an event on a local and/or regional level. The Police Department continues to hire sworn and civilian staff to fill vacancies within the Department. Current staffing is prioritized to provide</p>
S-2.5: Consult with neighboring jurisdictions and partner agencies to respond appropriately to emergencies and incidents in all parts of the City.	
S-2.6: Require that water supply systems for development are adequate to combat structural fires in terms of location and minimum required fire-flow pressures.	
S-2.7: Require development to contribute its fair share toward funding the provision of appropriate fire and emergency medical services as determined necessary to adequately serve the project.	
S-2.8: Regularly update regulations that will protect the community from fire hazards.	
S-2.9: Emphasize prevention and awareness of fire safety guidelines to minimize risk and potential damage to life, property, and the environment. In areas designated by the Costa Mesa Fire Department as having a high fire hazard, ensure adequate fire equipment, personnel, firebreaks, facilities, water, and access for a quick and efficient response in any area.	
S-2.10: Maintain staff and facilities that will continue to support a coordinated and effective response to emergencies and natural disasters throughout the City.	
S-2.11: Consult with neighboring jurisdictions, local employers, and industries to ensure that emergency preparedness and disaster response programs equitably serve all parts of the City.	
S-2.12: Continue to maintain adequate police and fire staffing, facilities, equipment, and maintenance sufficient to protect the community.	
S-2.13: Continue to consult with the County of Orange in the implementation of the Orange County Hazardous Waste Management Plan.	
S-2.14: Ensure that appropriate in-depth environmental analysis is conducted for any proposed hazardous waste materials treatment, transfer, and/or disposal facility.	
S-2.15: Continue to consult with the County of Orange to identify and inventory all users of hazardous materials and all hazardous waste generators, and prepare clean-up action plans for identified disposal sites.	
S-2.16: Require the safe production, transportation, handling, use, and disposal of hazardous materials that may cause air, water, or soil contamination.	
S-2.17: Encourage best practices in hazardous waste management, and ensure consistency with City, County, and federal guidelines, standards, and requirements.	
S-2.18: Consult with federal, State, and local agencies and law enforcement to prevent the illegal transportation and disposal of hazardous waste.	

[Updated: 4/15/24]



	<p>quality levels of service to the community, along with equipment and facilities that promote top-tier law enforcement within Orange County. Continue to participate in the Integrated Law &amp; Justice Agency for Orange County, a Joint Power Authority (JPA). The Member Agencies also include the Superior Court of Orange County, the University of California at Irvine and California State University, Fullerton, on behalf of their Police Departments. The JPA was formed to allow Criminal Justice Agencies in Orange County to jointly address new technology projects on a regional basis, as well as improve business processes affecting the efficiency of the Criminal Justice System in Orange County. It has the authority to move the represented agencies forward collectively on issues that would be virtually impractical to accomplish on an agency-by-agency basis.</p> <p>2023</p> <ul style="list-style-type: none"> <li>Adopted Resolution No. 2023-23</li> </ul> <p>The City adopted a resolution to accept the Senate Bill 1205 Compliance Report as its report on the status of all 2022 state-mandated annual fire inspections in the City as required by California Health and Safety Code Section 13146.4.</p> <ul style="list-style-type: none"> <li>City authorized the use of Sourcewell's National Cooperative Agreement to purchase and install a pre-fabricated training tower at Fire Station No. 4.</li> <li>Adopted Resolution No. 2023-02</li> </ul> <p>The City accepted training funds from the California Board of State and Community Corrections in accordance with the Standards and Training for Corrections, for custody officer personnel training.</p> <ul style="list-style-type: none"> <li>The City Council received and file an overview of City's Fire and Rescue Department and the Police Department in October 2023. The respective reports are available online at:</li> </ul> <p>Fire:  <a href="https://costamesa.legistar.com/View.ashx?M=F&amp;ID=12334409&amp;GUID=9555AFBF-8D48-4BC7-8940-8616E900C105">https://costamesa.legistar.com/View.ashx?M=F&amp;ID=12334409&amp;GUID=9555AFBF-8D48-4BC7-8940-8616E900C105</a></p> <p>Police:  <a href="https://costamesa.legistar.com/View.ashx?M=F&amp;ID=12334408&amp;GUID=7FAB1579-3A29-4D14-A3DD-0628A8B2DCE8">https://costamesa.legistar.com/View.ashx?M=F&amp;ID=12334408&amp;GUID=7FAB1579-3A29-4D14-A3DD-0628A8B2DCE8</a></p> <ul style="list-style-type: none"> <li>Adopted Resolution No. 2023-32</li> </ul>
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	<p>The City adopted a resolution authorizing the acceptance of 2022 Proposition 69, the “DNA Fingerprint, Unsolved Crime and Innocence Protection Act” Funds. The Prop 69 funding will allow the Police Department to purchase the equipment outlined, which will improve and enhance CMPD’s ability to identify, collect, process, and store DNA evidence.</p> <ul style="list-style-type: none"><li>• Adopted Resolution No. 2023-51</li></ul> <p>The City’s Police Department submitted applications and received approval for the 2023-24 Office of Traffic Safety (OTS) Selective Traffic Enforcement Program (STEP) Grant. The program will provide a comprehensive approach to reducing violations, which commonly lead to collisions while maintaining a focus on impaired and suspended/unlicensed drivers. Grant funds will be used to staff sobriety/driver license checkpoints and to staff targeted enforcement operations.</p> <ul style="list-style-type: none"><li>• Adopted Resolution No. 2023-50</li></ul> <p>The City adopted a resolution that authorizing participation in the Organized Retail Theft (ORT) Prevention Grant Program.</p> <ul style="list-style-type: none"><li>• The City replaced four police motorcycles, replaced the Police Departments surveillance equipment, purchased a DCS 5 Digital Capture System for the crime unit, and purchased a License Plate Reader Camera Mobile System.</li></ul> <ul style="list-style-type: none"><li>• Adopted Resolution No. 2023-52</li></ul> <p>Acceptance of the 2023-2024 California Department of Alcoholic Beverage (ABC) Grant. The State of California Department of Alcoholic Beverage Control (ABC) distributes funding to California law enforcement agencies through the Alcohol Policing Partnership (APP) Program. Grant funds are used to fund educational and enforcement operations that foster and protect the health, safety, welfare, and economic well-being of the members of our community. These operations will be specific to laws pertaining to the unlawful sale and distribution of alcohol, especially as it pertains to minors.</p> <ul style="list-style-type: none"><li>• Adopted Resolution No. 2023-54</li></ul>
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	Acceptance of the 2022, 2023 and 2024 Emergency Management Performance Grant (EMPG). The EMPG Program focuses on multi-agency coordination in preparedness for City employees and volunteers to support an Emergency Operations Center (EOC) activation during major emergencies and/or disasters. The City has been awarded an amount not to exceed \$16,366 in 2022 EMPG funds for the 2023 fiscal year. The 2022 grant funds will be used to purchase technology equipment for the city's Emergency Operations Center and provide employee emergency response training.
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COMMUNITY DESIGN ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
<b>Community Design Element Goal CD-1: Vehicular and Pedestrian Corridors</b>	
<b>Objective CD-1A:</b> Contribute to City beautification by enhancing the visual environment of Costa Mesa's vehicular and pedestrian paths and corridors.	
CD-1.1 Implement the City of Costa Mesa Streetscape and Median Development Guidelines in all new streetscape corridor and parkway projects. Coordinate with new development adjacent to public rights-of-ways to integrate landscape features and design elements consistent with the streetscape standards and recommendations.	<p>Through implementation of the City's Streetscape and Median Development Guidelines, new and consistent landscape palette is required for all new developments along Harbor Blvd., south of the I-405 Freeway. All new residential development projects are subject to a standard condition that requires decorative walls along the perimeter of the development.</p> <p>2023</p> <ul style="list-style-type: none"> <li>The City approved the Preliminary design and Engineering Agreement between the City of Costa Mesa and Southern California Edison (SCE) Company authorizing an advance payment to SCE for design of undergrounding utilities along Adams Avenue.</li> </ul>
CD-1.2 Coordinate street furniture elements (benches, bus shelters, newspaper racks, trash receptacles, kiosks, etc.) whenever possible. Develop design standards and guidelines for the street furniture within and adjacent to public rights-of-way to complement the specific recommendations provided for streets in the City of Costa Mesa Streetscape and Median Development Guidelines.	
CD-1.3 Promote treatments for walls and fences and utility cabinets along public rights-of-way that contribute to an attractive street and sidewalk environment. Require that new walls and fences complement the style and character of the local district and adjacent buildings. Newly constructed or reconstructed walls and fences adjacent to sidewalks and roadways should incorporate architectural treatments such as pilasters, masonry, or wrought iron, and should integrate tiered plantings to soften their appearance.	
CD-1.4 Promote a consistent landscape character along City streets to reinforce the unique qualities of each corridor and district, including the development of landscaped medians. Support implementation of the recommended street tree palette for each City street, as identified in the City of Costa Mesa Streetscape and Median Development Guidelines.	

COMMUNITY DESIGN ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
CD-1.5 Encourage electric and communication lines to be placed underground and electrical substations and telephone facilities to be screened to minimize visual impacts from sidewalks, streets, and adjacent properties. Support utility undergrounding through conditions of project approval, preparation of undergrounding plans, and the formation of assessment districts.	
<b>Objective CD-1B:</b> Encourage clear connections between districts within the City.	
CD-1.6 Promote linkages between separate districts using bike trails, pedestrian paths, common medians or parkway landscaping, and other location-appropriate physical improvements. Through conditions of approval, public improvement projects, and other measures, support development of new connections and the enhancement of existing connections between districts.	Ongoing efforts to encourage/promote linkages between districts when applicable and appropriate.
<b>Community Design Element Goal CD-2: Cohesive and Identifiable Districts</b>	
<b>Objective CD-2A:</b> Encourage future development and redevelopment to reinforce district scale, identity, and urban form.	
CD-2.1 Consider urban design guidelines for each identified district in Costa Mesa that recognizes, maintains, and enhances the character and identity of each district; integrate existing specific plans' policies and design guidelines as applicable.	Staff meets with developers to discuss project scope and expectations prior to submittal of applications. Project applications are reviewed and revised, when necessary, to ensure that the proposed project is consistent with urban plans, General Plan policies and zoning development standards; as well as, to ensure neighborhood compatibility.
CD-2.2 Support and seek land uses and development that correspond or enrich our existing districts.	
<b>Community Design Element Goal CD-3: High Quality and Visually Interesting Nodes</b>	
<b>Objective CD-3A:</b> Create a sense of arrival to Costa Mesa, and develop prominent community focal points at key nodes within the City.	
CD-3.1 Introduce entry monument signs at key gateway locations, as identified in Figure CD-4. Utilize the standard design specifications for entry signs included in the City of Costa Mesa Streetscape and Median Development Guidelines.	CIP projects are being reviewed with monument sign installation in mind, as identified in Figure CD-4. New and consistent landscape palette is required for new development along Harbor Boulevard and major corridors located within the City. The City also completed the design phase of the Citywide Way Finding Signage Program.
CD-3.2 Reinforce a sense of arrival into the City by promoting architecturally significant development and significant landscape plantings at key nodes. Undertake a visioning process to develop specific design guidelines that articulate the desired character for each node within Costa Mesa.	
CD-3.3 Design and development of entry and internal wayfinding signage to be located throughout the City in areas that correspond to the existing nodes and districts.	
<b>Community Design Element Goal CD-4: Identifiable and Protected City Landmarks.</b>	
<b>Objective CD-4A:</b> Promote the maintenance, use, and improvement of landmarks to enhance the visual image and identity of Costa Mesa.	
CD-4.1 Support efforts to introduce new monuments and landmarks, and preserve, maintain, and improve the condition of Costa Mesa landmarks.	Lions Park construction calls for the new Library landmarks, such as the Panther Jet at Lions Park, which are being preserved. In addition, Costa Mesa Historical Society is active in preserving City landmarks, such as the Diego Sepulveda Adobe house.
<b>Community Design Element Goal CD-5: Edges</b>	
<b>Objective CD-5A:</b> Develop and implement programs that preserve and enhance City edges.	
CD-5.1 Preserve and optimize natural views and open spaces in Costa Mesa.	Ongoing preservation and optimization of natural views and open spaces, in addition to the visual impacts of new

[Updated: 4/15/24]

COMMUNITY DESIGN ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
CD-5.2 Control the visual impacts of new development on natural views of the coast and the wetlands.	development on natural views of the coast and the wetlands. Ongoing efforts by the Public Works department are implemented on open space corridors and trails along the edges of Costa Mesa to connect these trails to existing and potential future trails in addition to continued work with Caltrans to improve the design quality of freeway edges.  The City promotes Talbert Park preservation events via City resources, ongoing communications with OC Parks staff, and OCRP. The City continues the protection of Fairview Park as an open space and recreation area.
CD-5.3 Develop open space corridors and trails along the edges of Costa Mesa where feasible and connect these trails to existing and potential future trails throughout the City.	
CD-5.4 Continue to preserve natural open space, including restoration of the natural areas of Talbert Regional Park.	
CD-5.5 Continue protection of Fairview Park as an open space and recreation area.	
CD-5.6 Continue to work with Caltrans to improve the design quality of freeway edges.	
Community Design Goal CD-6: Image	
Objective CD-6A: Establish development policies and design guidelines that create an aesthetically pleasing and functional environment.	
CD-6.1 Encourage the inclusion of public art and attractive, functional architecture into new development that will have the effect of promoting Costa Mesa as the “City of the Arts”.	Arts and Culture Master Plan approved by the Parks, Arts, and Community (PACS) Commission, and additional efforts are underway with potential for recommendations to formalize policies for artistic inclusion in development design. Cultural Arts Committee ongoing projects include gallery spaces, public art installations and sculpture donations.  The Public Works Department currently implements and encourages the use of creative and well-designed signs that establish a distinctive image for the City.  Ongoing work through the Community Improvement Division to ensure continued maintenance of properties and compliance with adopted development standards.
CD-6.2 Encourage the use of creative and well-designed signs that establish a distinctive image for the City.	
CD-6.3 Continue to work with Code Enforcement to ensure continued maintenance of properties and compliance with adopted development standards.	
2023 <ul style="list-style-type: none"><li>Arts Commission received and approved Arts in Public Places Report that will be used to prioritize future art initiatives.</li></ul>	
Community Design Element Goal CD-7: Quality Residential	
Objective CD-7A: Encourage excellence in architectural design.	
CD-7.1 Ensure that new and remodeled structures are designed in architectural styles that reflect the City’s eclectic quality, yet are compatible in scale and character with existing buildings and the natural surroundings within residential neighborhoods. Continue to update and maintain the Costa Mesa Residential Guidelines.	Staff continues to work with applicants for all discretionary and non-discretionary residential projects to encourage excellence in architectural design and conformance with the City’s Residential Design Guidelines.

<b>COMMUNITY DESIGN ELEMENT</b>	
<b>General Plan Goal, Objective, Policy</b>	<b>Description of City Action</b>
CD-7.2 Preserve the character and scale of Costa Mesa's established residential neighborhoods where possible; when new residential development is proposed, encourage that the new structures are consistent with the prevailing character of existing development in the immediate vicinity, and that new development does not have a substantial adverse impact on adjacent areas.	Staff also meets with ADU applicants to provide advisement on site design improvements that are compatible with existing development and consistent with surrounding development.
<b>Objective CD-7B:</b> Encourage the use of native plant palettes in the creation of landscaping plans used to establish a sense of place in neighborhood identification efforts.	
CD-7.3 Ensure that California native plants are used to support the local ecology and save water. Develop landscaping guidelines that reflect the local community.	The City continues to adhere to the revisions of the January 2016 Water Efficient Landscape Guidelines to reflect Governor Brown's April 1, 2015 Drought Executive Order (B-19-25) for public and private projects. Staff implements the City's landscape project requirements which include amount, location and type of landscaping.
<b>Community Design Element Goal CD-8: Quality Commercial Development</b>	
<b>Objective CD-8A:</b> Encourage a high level of architectural and site design quality.	
CD-8.1 Require that new and remodeled commercial development be designed to reflect architectural diversity, yet be compatible with the scale and character of the district.	Staff continues to insure through project review that architectural diversity and varying architectural styles are compatible with the scale and character of the commercial district. The City also reviews commercial projects to ensure pedestrian amenities are included, decorative paving treatments are proposed when appropriate, and that site access, parking, and circulation are designed in a logical, safe manner. Proposed areas for outside equipment, trash receptacles, storage, and loading areas are required to be located in the least conspicuous part of the site. Furthermore, all commercial projects are subject to submittal of a lighting and photometric plan to ensure consistency in design, adequate lighting for safety and minimize light spillover onto adjacent properties.
CD-8.2 Use distinctive commercial architectural styles to reinforce a positive sense of place. Commercial architectural design elements and materials must be of high quality and style as well as suitable for long-term maintenance. Consistent architectural design should be considered in choosing materials, finishes, decorative details, color, accent features and include the following elements and materials appropriate for their context (see Table CD-3: Elements and Materials)	
CD-8.3 Encourage the use of entrance patios, courtyards, plazas, arcades, fountains, porches, tower elements, covered walks, and other features in commercial areas. Promote pedestrian amenities.	
CD-8.4 Ensure that common areas, walkways, driveways, and parking spaces be landscaped consistent with landscaping standards contained in the Planning, Zoning, and Development Code. Utilize landscaping to provide project amenities for new and remodeled commercial uses, and to screen parking and equipment areas. Landscaped areas generally should incorporate planting utilizing a three-tiered system: 1) grasses and ground covers, 2) shrubs and vines, and 3) trees.	

COMMUNITY DESIGN ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
CD-8.5 Ensure that site access, parking, and circulation for commercial uses are designed in a logical, safe manner. Parking should not dominate the site in areas adjacent to street, and should be well landscaped with a clear hierarchy of circulation. Wherever possible, parking lots should be divided into a series of connected smaller lots utilizing walkways and raised landscape strips. Parking lots should also include landscaping that accents the importance of driveways from the street, frames the major circulation aisles, and highlights pedestrian pathways.	
CD-8.6 Require that areas for outside equipment, trash receptacles, storage, and loading areas be located in the least conspicuous part of the site. Utility and mechanical equipment (e.g. electric and gas meters, electrical panels, and junction boxes) should be concealed from view from public streets, neighboring properties, and nearby higher buildings. Trash enclosures should be architecturally compatible with the project. Landscaping should be incorporated into the design of trash enclosures to deter graffiti.	
CD-8.7 Encourage decorative paving treatments to be incorporated throughout commercial developments, including driveway entries, pedestrian walkways, plazas, and other areas. The design, materials, and colors of decorative paving treatments (e.g., stamped concrete, stone, brick or granite pavers, exposed aggregate, or colored concrete) should complement the architectural style of the primary buildings and make a positive contribution to the aesthetic and function of the site.	
CD-8.8 Require that exterior lighting on commercial properties be consistent with the architectural style of the commercial building. On each commercial site, all lighting fixtures should be from the same family of fixtures with respect to design, materials, color, fixture, and color of light. Lighting sources should be shielded, diffused or indirect to avoid spillover on adjacent properties, nighttime sky light pollution, and glare to pedestrians and motorists. To minimize the total number of freestanding light standards, wall-mounted and pathway lights should be utilized to the greatest extent possible.	
Objective CD-8B: Preserve the scale and character of established neighborhoods near commercial uses.	



<b>COMMUNITY DESIGN ELEMENT</b>	
<b>General Plan Goal, Objective, Policy</b>	<b>Description of City Action</b>
<p>CD-8.9 Ensure that new commercial development utilize site planning and design features that optimize compatibility with adjacent residential neighborhoods. The following guidance should be considered: When adjacent residential and nonresidential uses can mutually benefit from connection, appropriate linkages (e.g., walkways, common landscape areas, and building orientation) are encouraged. Successful interaction between commercial and residential uses may be achieved through adequate setbacks, landscape buffers, screening, decorative masonry walls, berms, building orientation, and limitations of commercial activities. Loading areas, access and circulation driveways, trash and storage areas, and rooftop equipment should be located as far as possible from adjacent residences.</p> <p>Building orientation and landscaping of commercial buildings should minimize direct lines of sight into adjacent residential private open space.</p>	<p>Development Services staff reviews commercial projects in consideration of scale and character of established neighborhoods near commercial uses. This includes suggesting where appropriate site uses should be located to avoid impacts to adjacent residential development.</p>
<b>Community Design Element Goal CD-9: Mixed Use</b>	
<b>Objective CD-9A:</b> Design mixed use development projects to achieve a high-quality character.	
<p>CD-9.1 Require that mixed-use development projects be designed to mitigate potential conflicts between uses. Consider noise, lighting, and security.</p> <p>CD-9.2 Provide adequate parking, open space and recreational facilities to serve residents in mixed-use development projects. Design parking and other areas to acknowledge different users (residents versus shoppers) and to be compatible with the architectural character of the building(s).</p>	<p>Development Services staff reviews mixed-use development projects with specific consideration related to potential noise, lighting and security conflicts.</p>
<b>Objective CD-9B:</b> Provide for the development of projects that integrate housing with commercial uses and other compatible uses.	
<p>CD-9.3 Encourage mixed-use development along the east side of Newport Boulevard between Mesa Drive and Walnut Street. Establish incentives for the development of projects in planned development zones that integrate housing with retail and office uses.</p> <p>CD-9.4 Encourage the development of mixed-use urban villages along specified areas of West 17th Street, West 19th Street, and Superior Avenue that integrates residential with office, retail, business services, personal services, public spaces and uses, and other community amenities in a single building (vertical mixed-use development) or in proximity on the same site (horizontal mixed-use development).</p> <p>CD-9.5 Promote new types of urban housing that could be target-marketed to people seeking alternative housing choices in proximity to a major commercial area.</p> <p>CD-9.6 Support efforts to mix compatible uses and activities. Encourage the siting of community-oriented services, businesses, and amenities in and near mixed-use neighborhoods, including schools, libraries, open space, and parks.</p>	<p>The City encourages mixed use developments through the City's approved Plans including: the 19 West Urban Plan, the Mesa West Residential Ownership Urban Plan, the Mesa West Bluffs Urban Plan, which allow for mixed used development along the main commercial corridors.</p>
<b>Community Design Element Goal CD-10: Industrial and Business Parks</b>	
<b>Objective CD-10A:</b> Require that industrial and business park projects meet high-quality design standards.	

[Updated: 4/15/24]

COMMUNITY DESIGN ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
CD-10.1      Require that industrial projects be designed to convey visual interest and a positive image. Architectural qualities and design elements encouraged for industrial uses are: <ul style="list-style-type: none"><li>• Building modulation indentations and architectural details</li><li>• Building entry accentuation</li><li>• Screening of equipment and storage areas</li><li>• Landscaping to soften building exteriors and to serve as a buffer between uses</li></ul>	Staff works with applicants to encourage compatible design, both visually and physically, and encourages the adaptive reuse of existing structures. In addition, standard conditions of approval for industrial projects ensure sufficient landscaping for the size and scale of adjacent buildings as well as minimal visual impacts and light spillover onto surrounding properties.
CD-10.2      Encourage that the design of industrial buildings considers the visual and physical relationship to adjacent uses. An industrial structure which dominates its surrounding environment by its relative size shall generally be discouraged.	
CD-10.3      Encourage adaptive reuse of existing industrial structures which results in rehabilitated buildings with distinctive and attractive architecture.	
CD-10.4      Promote the use of materials and colors that produce diversity and visual interest in industrial buildings. The use of various siding materials (i.e., masonry, concrete texturing, cement, or plaster) can produce effects of texture and relief that provide architectural interest.	
CD-10.5      Require that landscaping be used to define areas such as entrances to industrial buildings and parking lots; define the edges of developments; provide transition between neighboring properties; and provide screening for outdoor storage, loading, and equipment areas. Landscaping should be in scale with adjacent buildings and be of an appropriate size at maturity to accomplish its intended purpose.	
CD-10.6      Require that the design of lighting fixtures and their structural support be of a scale and architectural design compatible with on-site industrial buildings. Large areas should be illuminated to minimize the visual impact and amount of spillover light onto surrounding projects.	
<b>Objective CD-10B:</b> Ensure that the development of industrial projects are positive additions to the City's community setting and do not result in adverse impacts with adjacent uses.	
CD-10.7      Require industrial projects to incorporate landscape setbacks, screening walls, and/or other elements that mitigate negative impacts with adjacent uses.	Development Services staff ensures through project applicant meetings and site plan review that appropriate landscaping, screening and other elements are utilized to ensure compatibility.
CD-10.8      Protect transitional areas between industrial and other uses.	
CD-10.9      Storage yards, parking areas, and service areas should be screened from public view.	
<b>Community Design Element Goal CD-11:</b> Attractive Signs that Reflect Costa Mesa	
<b>Objective CD-11A:</b> Facilitate the installation of signs that contribute to a positive image of the public realm.	

COMMUNITY DESIGN ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
CD-11.1 Encourage homeowners' associations and neighborhoods to maintain housing tract entrance signs in an attractive condition, and encourage the placement of such signs at the entrance of major developments which do not have such identification.	Development Services staff regularly meets with project sign applicants to ensure consistency in sign design, size and location of signs. The Planned Signing Program also promotes creativity and flexibility while upholding design quality.  The City continues to introduce distinctive entry signage for unique districts and neighborhoods as well as signage that helps with way-finding throughout the City.
CD-11.2 Encourage the use of common design elements in signs for commercial and industrial centers through the development of planned sign programs to improve center identity by publicizing the benefits of such programs to developers and local business operators.	
CD-11.3 Encourage citywide sign design guidelines that promote creativity and flexibility while upholding design quality. Design guidelines could include the design and placement of business signs, public street graphics, street signs, locational and directional signs, traffic signs, etc.	
CD-11.4 Introduce distinctive entry signage within the Costa Mesa Streetscape and Median Development Guidelines which effectively announces arrival to unique districts and neighborhoods.	
CD-11.5 Develop and design signage that helps with way-finding throughout the City so visitors and residents can easily access destination locations and identify landmarks.	
Community Design Element Goal CD-12: Public Safety through Design	
Objective CD-12A: Incorporate public safety considerations into community design.	
CD-12.1 Decrease the opportunity for criminal activity by addressing high-risk circumstances (e.g., dark alleys, enclosed stairwells, and dark entrances). Involve the Police and Fire Departments in reviewing and making design recommendations during the project review process.	For all new projects, the Police and Fire Departments review and makes design recommendations during the project review process. The City also continues to implement and refine development standards and guidelines based on Crime Prevention Through Environmental Design (CPTED).  City staff regularly meets with applicants to assist them in designing improvements that are both secure and high-quality design.
CD-12.2 Continue to implement and refine development standards and/or guidelines based on Crime Prevention Through Environmental Design (CPTED) for new development and redevelopment with emphasis on site and building design to minimize vulnerability to criminal activity.	
CD-12.3 Continue to provide CPTED training to City staff and local planning and design professionals to optimize public safety through community design.	

<b>OPEN SPACE AND RECREATION ELEMENT</b>	
<b>General Plan Goal, Objective, Policy</b>	<b>Description of City Action</b>
<b>Open Space and Recreation Element Goal OSR-1: Balanced and Accessible System of Parks and Open Spaces</b>	
<b>Objective OSR-1A:</b> Maintain and preserve existing parks, and strive to provide additional parks, public spaces, and recreation facilities that meet the community's evolving needs.	
OSR-1.1: Maintain a system of Neighborhood and Community Parks that provide a variety of active and passive recreational opportunities throughout the City.	The City conducts regular maintenance and oversight of all community parks through the Public Services and Parks and Community Services Departments. New active

OPEN SPACE AND RECREATION ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
OSR-1.2: Provide parks and recreation facilities appropriate for the individual neighborhoods in which they are located and reflective of the needs and interests of the population they serve.	<p>recreational opportunities arise through recreation class offerings and youth sports offerings. The City is in regular collaboration with Park Ranger staff in the Police Department, maintenance staff in the Public Services Department and Field ambassador staff and the Fairview Park Administrator in the Parks and Community Services Department. Interagency meeting with the Homeless Task Force and other City departments occur as well. The City works to properly delineate sensitive and/or unsafe habitats/areas of open space parks, including permanent or temporary fencing as well as appropriate signage. City has two community gardens, the Del Mar Community Garden on Del Mar and the Hamilton Community Garden on Hamilton Street. The community gardens have a total of 99 garden parcels that are 13 feet wide by 15 feet long.</p> <p>2023</p> <ul style="list-style-type: none"> <li>City awarded a Professional Services Agreement to Moore, Iacofano, Goltsman, Inc for professional consulting and environmental planning services for the Fairview Park Master Plan Update project. City held community workshops in August and November 2023. Participants provided feedback on the visioning for Fairview Park, focusing on key planning elements of the site.</li> <li>The City authorize the use of Sourcewell's Cooperative Agreement with Musco Sports Lighting, LLC for the purchase of LED lighting equipment and materials to retrofit and install lighting at multiple City facilities.</li> <li>The City approved Top Seed Tennis Academy as the operators of the Costa Mesa Tennis Court and to include in the contract that outreach and access be required to all of Costa Mesa residents.</li> </ul>
OSR-1.3: Pursue the acquisition and development of pocket and neighborhood parks within park-deficient areas, as identified in Figure OSR-3: Planning Areas and Underserved Park Areas.	
OSR-1.4: Prioritize the acquisition of land for parks in underserved neighborhoods.	
OSR-1.5: Maximize public space by requiring plazas and public gathering spaces in private developments that can serve multiple uses, including recreation and social needs.	
OSR-1.6: Provide maximum visibility and accessibility for future public parks by locating facilities in close proximity to public streets.	
OSR-1.7: Adjust and update development fee programs to accumulate funds for the acquisition and improvement of parks and recreation facilities commensurate with identified need and population growth.	
OSR-1.8: Require that parks and recreation facilities reflect new trends and population changes, and are developed with facilities appropriate to all ages, including athletic fields, active play areas, passive open space, tot lots, and picnic areas.	
OSR-1.9: Conduct a sports facility study to review current outdoor facility locations and resources and a demographic study for future facility requirements as they relate to planned growth within the City.	
OSR-1.10: Pursue additional community garden lots and spaces to meet demand and need by the community.	
OSR-1.11: Perform regular maintenance of facilities to ensure proper working order of all recreation facilities and equipment.	
OSR-1.12: Retrofit parks and recreation facilities to provide disability access as required by law.	
OSR-1.13: Design and reform parks to reflect the latest recreational features that respond to demographic changes and community needs.	
OSR-1.14: Consult with law enforcement agencies, surrounding cities, community policing groups, and OC Parks to create a safe and healthy environment at Talbert Regional Park, Fairview Park, and along the Santa Ana River.	
OSR-1.15: Continue to pursue opportunities to create joint-use community space at facilities owned by private organizations such as private schools, faith-based groups, service clubs, and hospitals.	
OSR-1.16: Continue to coordinate with the Newport-Mesa Unified School District to supplement City park facilities through joint-use agreements.	
OSR-1.17: Consult with Orange County Fairgrounds in implementing OC Fair & Event Center Master Plan.	
OSR-1.18: Provide a minimum of 4.26 acres of parkland per 1,000 residents.	

[Updated: 4/15/24]

OPEN SPACE AND RECREATION ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
OSR-1.19: Update the Parks, Recreation and Open Space Master Plan every 10 years, as feasible.	
OSR-1.20: Enhance pedestrian, bicycle, and transit linkages to meet the needs of residents and to provide better access to parks, recreation, and public spaces.	
OSR-1.21: Provide opportunities for public access to all open space areas, except where sensitive resources may be threatened or damaged, public health and safety may be compromised, or access would interfere with the managed production of resources.	
Open Space and Recreation Element GOAL OSR-2: Community Services Programs Meeting Community Needs	
Objective OSR-2A: Provide activities, classes, and a variety of programs to meet the year-round recreational needs of all residents: children, adult, seniors, and persons with special needs.	
OSR-2.1: Provide high-quality community services programs that are flexible and responsive to the community's changing needs.	The City offers over 1.5K classes/programs annually at a low to no cost. With the onset of the COVID-19 pandemic, the City transitioned to provide virtual content and classes through the Virtual Community Center in addition to special events, such as the virtual Scarecrow Contest, Holiday Door Decoration, Drive-In Movies, etc. An annual calendar of special events is administered annually by staff. City staff attends monthly Costa Mesa Youth Sports Council meetings. Regular building modifications and CIP projects have taken place at the Balearic Community Center, the Downtown Recreation Center, the Downtown Aquatics Center and the Costa Mesa Senior Center. The City utilizes surveys to solicit feedback on programs and services to monitor and research the ever-changing community services. Rental opportunities at community facilities and parks are available at the new NHCC and the DD Library Adams room. Outreach related to recreation programming includes: quarterly surveys, mailing the quarterly Recreation Guide to 45K+ rooftops, in addition to the publishing of the Senior Center Monthly News Letter. The City coordinates with multiple volunteer committees (Cultural Arts, Historical Preservation, Fairview Park, Animal Services, Youth Sports), as well as the Costa Mesa Foundation and the Network for Homeless Solutions. The City has identified innovative funding and development opportunities through Prop 68, HOAG Grant, NRPA Grant, CDBG Funding as well as County Funding for homeless services. The City continues to solicit further community sponsors and partners, looking to build upon established relationships with NMUSD, City of Newport Beach, SOY, Segerstrom Center for the Arts, etc. Related to community services programs and activities that meet the needs of specialized populations the City has partnered with SeniorServ, Meals on Wheels, Second Harvest Food Bank, Alzheimer's OC, Special Olympics, Regional Center of OC, and SCFTA
OSR-2.2: Plan and conduct citywide special events that bring residents together to create an enhanced quality of life and promote economic development.	
OSR-2.3: Continue to consult with nonprofit sports organizations and recreational groups to support their offering of diverse recreational programs that complement and supplement those offered by the City.	
OSR-2.4: Update existing facilities for senior citizens, youth, adults, and overall community use.	
OSR-2.5: Monitor and research the ever-changing community services needs of the community, and develop action plans to address those needs through partnerships with service agencies.	
OSR-2.6: Continue to provide rental opportunities at community facilities and parks for residents, nonprofit groups, and businesses to meet their recreational and professional needs.	
OSR-2.7: Continue broad-based public outreach activities that inform residents of all available community services programs, and obtain input from the community regarding program and service needs.	
OSR-2.8: Encourage resident input and utilize demographic data, partnerships, volunteers, and existing resources to identify the needs of community.	
OSR-2.9: Identify innovative funding and development opportunities to support and sustain a responsive community services network.	
OSR-2.10: Continue and expand the development of community partnerships to offer both standard and innovative services to meet residents' needs.	
OSR-2.11: Develop and implement community services programs and activities that meet the needs of specialized populations through the development of community partnerships.	



OPEN SPACE AND RECREATION ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
OSR-2.12: Provide support for volunteer groups that conduct special activities open to the entire community.	<p>Inclusion programs. The City offers SMART Camp free of charge for more than 800 enrollments.</p> <p>2023</p> <ul style="list-style-type: none"> <li>City's Parks and Community Services Department manages numerous agreements and contracts to assist in facilitating recreational programming and services and operational needs. Staff consistently monitor and evaluate agreements to ensure community needs are met, such as: <ul style="list-style-type: none"> <li>- Age Well Senior Services of Orange County</li> <li>- Boys and Girls Club</li> <li>- Childs Pace</li> <li>- Costa Mesa Community Foundation</li> <li>- Costa Mesa Historical Society</li> <li>- Joint Use Agreement with NMUSD</li> <li>- License Agreement with the Costa Mesa Newport Harbor Lions Club</li> <li>- Memorandum of Understanding with Save Our Youth Center</li> <li>- Orange County Fairgrounds partnership agreements</li> <li>- Various entertainment agreements</li> <li>- Between 20-40 annual agreements for contract instructional classes</li> <li>- Agreements for contract services (ActiveNet, CA Yellow Cab – Senior Transportation, Glen Lukos and Associates – Vernal Pool Restoration, Lions Park Security, OC Vector Control, etc.)</li> <li>- Manage Grant Agreements for CDBG – Senior Services, Habitat Conservation Funds – Fairview Park Vernal Pool Restoration, HOAG Grant for Senior Transportation Services and OCTA M2 Grant – Senior Mobility Program.</li> </ul> </li> </ul>
<b>Open Space and Recreation Element GOAL OSR-3: Conserved Open Space</b>	
<b>Objective OSR-3A:</b> Preserve the City's open space lands and provide additional community and neighborhood parkland in underserved areas.	
OSR-3.1: Preserve open space areas along The Santa Ana River, large open space parks, and along the mesa formations to protect natural habitat and to maintain the integrity of the natural environment.	The City provides monthly/quarterly educational programs that are offered for low/no cost related to nature programs, including Native American/Adobe history. The City consults regularly with Native American representatives regarding Fairview Park items. The City's also meets regularly with Orange Coast River Park, Inc. (OCRPI) to discuss long-term objectives and compatibility with City efforts at Fairview Park.
OSR-3.2: Encourage the preservation of coastal views from City and County parkland and public streets within Costa Mesa.	
OSR-3.3: Identify current open space areas for protection, management, and potential enhancement to maintain and, if possible, increase its value as wildlife habitat.	

[Updated: 4/15/24]

OPEN SPACE AND RECREATION ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
OSR-3.4: Encourage the long-term maintenance and management of open space lands through open space easements, development rights transfers or acquisition, zoning regulations, and other incentives.	2023 <ul style="list-style-type: none"><li>City awarded a Professional Services Agreement to Moore, Iacofano, Goltsman, Inc for professional consulting and environmental planning services for the Fairview Park Master Plan Update project. City held community workshops in August and November 2023. Participants provided feedback on the visioning for Fairview Park, focusing on key planning elements of the site.</li></ul>
OSR-3.5: Encourage the greening and beautifying of the Santa Ana River.	
OSR-3.6: Encourage opportunities for recreation, history, education, interpretive materials, and art associated with the Santa Ana River open spaces.	
OSR-3.7: Promote water quality strategies to improve water quality along the Santa Ana River.	
OSR-3.8: Consult with State and regional agencies and the California Native American Heritage Commission (NAHC), regarding open space planning efforts.	
OSR-3.9: Consult with the Orange Coast River Park, Inc. and surrounding cities and other government agencies in maintaining and rehabilitating open space lands along the Santa Ana River.	
OSR-3.10: Consult with OC Parks over the enhancements and management of Talbert Regional Park without adversely impacting surrounding residential neighborhoods.	
Open Space and Recreation Element GOAL OSR-4: Extensive Arts and Culture Programs and Services	
<b>Objective OSR-4A:</b> Support performing and visual arts programs, facilities, and activities that stimulate the minds and intellectual thinking of community members to increase awareness of the City’s motto, “The City of the Arts.”	The City supports the mission of the Segerstrom Center for the Arts by collaborating on several events annually including ARTventure, Veterans Day event, Summer Jazz series and Holiday events. The City also promotes school of dance inclusion programs. The City has supported the development and operations of an arts museum at the Segerstrom Center for the Arts by participating in afternoon team fundraiser event, hosted ARTventure on site, bringing more awareness and tourism to the areas. The City encourages financial support of the arts with the CAC grants program established. The Arts and Culture Master Plan was approved by the City Council, 2021. Extensive public outreach has been conducted for the Arts and Culture Master Plan. An Artist Directory have been established and are maintained. Several calls for artists released annually for varying artistic participation efforts. The City also conducts monthly artist showcase receptions, installation of sculpture donation and historical plaque dedication. The City support arts activities, programs, events, and facilities such as the ARTventure event, Action Arts in the Park event and Concerts in the Park event. Increased arts, language and music class offerings for all ages have been offered. The City works with the NMUSD for the summer SMART Camp (Sports, Music and Arts Camps). A formal Public Art review process is in process / being researched. In an attempt to pursue public art in prominent locations, the City’s utility box program has resulted in installations on varying travel
OSR-4.1: Continue to support the mission of the Segerstrom Center for the Arts and associate venues and facilities.	
OSR-4.2: Support the development and operations of an arts museum at the Segerstrom Center for the Arts.	
OSR-4.3: Encourage additional indoor and outdoor facility spaces citywide to display public art and host arts and culture special events.	
OSR-4.4: Expand the City's role as a supporter of the arts.	
OSR-4.5: Encourage financial support of the arts by supporting non-profit groups and foundations.	
OSR-4.6: Consider preparation of an arts and culture master plan for the City.	
OSR-4.7: Consult with local agencies and surrounding cities to address the creation and implementation of arts-friendly policies.	
OSR-4.8: Enhance Costa Mesa’s position as a leader in the arts in Southern California and its recognition nationally as a city devoted to arts institutions of superior quality.	
OSR-4.9: Engage community members in arts activities, and utilize the arts to provide educational and cultural awareness opportunities.	
OSR-4.10: Continue the City’s commitment to its arts in cooperation with the private sector.	
OSR-4.11: Provide opportunities for local artists to create and display their work.	



OPEN SPACE AND RECREATION ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
OSR-4.12: Support arts activities, programs, events, and facilities for patrons to enjoy and share experiences, and that enhance the City's economic vitality.	<p>corridors. The Arts and Culture Master Plan has the potential to include incentives and/or programs to encourage art in new developments.</p> <p>2023</p> <ul style="list-style-type: none"> <li>Current and New Capital Projects – The City's Capital Improvement Programs includes park specific projects to provide updates to City's parks and facilities including the following: <ul style="list-style-type: none"> <li>Construction of a Café at Lions Park</li> <li>Expansion of the Costa Mesa Skatepark</li> <li>Expansion and Enhancement of Shalimar Park</li> <li>Installation of LED Lighting at Sports Facilities</li> <li>Improvements to Fairview Park</li> <li>Renovation and expansion of Ketchum-Libolt Park and the Victoria Corridor.</li> </ul> </li> </ul>
OSR-4.13: Designate Community Services Department staff with the responsibility for expanding and implementing activities related to recreational arts programming.	
OSR-4.14: Pursue cooperative educational cultural programs enlisting the aid of public and private institutions.	
OSR-4.15: Continue to review adopting an Arts in Public Places Program.	
OSR-4.16: Pursue the placement of public art in prominent locations, particularly along major travel corridors to enliven and beautify the public realm.	
OSR-4.17: Develop incentives or programs that encourage art in new developments.	

HISTORICAL AND CULTURAL RESOURCES ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
<b>Historical and Cultural Resources Element Goal HCR-1:</b> Historical, Archeological, and Paleontological Resource Preservation	
<b>Objective HCR-1A:</b> Encourage preservation and protection of the City's archaeological, paleontological, and historical resources.	
HCR-1.1: Encourage protection and enhancement of the diverse range of historical sites and resources in the City for the benefit of current and future residents and visitors.	<p>The City committed to a phase IV of the Historical Marker Project and began a 50 Years and Still recognition project for businesses that have been open for more than 50 years. The Mills Act website is maintained and is advertised semi-annually. The City identified locations for six historical marker locations and purchased plaques to complete Phase III of the Historical Marker Project. HPC voted to explore opportunities for adding historical signage around the City. Cultural resources studies are required for all applicable discretionary projects, in accordance with CEQA regulations, which is also mandatory for any grading given passage of Measure AA in 2016. Compliance with requirements of the California Environmental Quality Act, as it relates to archaeological and paleontological resources is required as a standard condition of approval for projects with extensive grading. Paleontological studies are required for all applicable discretionary projects, with the studies identifying paleontological resources and providing mitigation</p>
HCR-1.2: Encourage the preservation of significant historical resources (as identified in Table HCR-1) by developing and implementing incentives such as building and planning application permit fee waivers, Mills Act contracts, grants and loans, and implementing other incentives identified in the Historical Preservation Ordinance.	
HCR-1.3: Promote context-sensitive design that respects and celebrates the history and historical character of sites and resources while meeting contemporary needs of the community.	
HCR-1.4: Require, as part of the environmental review procedure, an evaluation of the significance of paleontological, archaeological, and historical resources, and the impact of proposed development on those resources.	

HISTORICAL AND CULTURAL RESOURCES ELEMENT	
General Plan Goal, Objective, Policy	Description of City Action
HCR-1.5: Continue to identify local landmarks with markers and way-finding signage. Include informational signage about local history, utilizing maps to highlight locations of other historical resources at popular historical sites.	<p>measures for any resources in the project area that cannot be avoided.</p> <p>The City maintains conformance with public and private project reviews in coordination with AB 52 (Tribal Cultural Resource consultations) during the CEQA process.</p>
HCR-1.6: Encourage development of an interpretive center for paleontological, archaeological, and historical resources at Fairview Park. The center may contain resources found in the park area as well as resources found throughout the City.	
HCR-1.7: Require cultural resources studies (i.e., archaeological and historical investigations) for all applicable discretionary projects, in accordance with CEQA regulations. The studies should identify cultural resources (i.e., prehistorical sites, historical sites, and isolated artifacts and features) in the project area, determine their eligibility for inclusion in the California Register of Historical Resources, and provide mitigation measures for any resources in the project area that cannot be avoided. Cultural resources studies shall be completed by a professional archaeologist that meets the Secretary of the Interior's Professional Qualifications Standards in prehistorical or historical archaeology.	
HCR-1.8: Comply with requirements of the California Environmental Quality Act regarding protection and recovery of archaeological resources discovered during development activities.	
HCR-1.9: Require paleontological studies for all applicable discretionary projects. The studies should identify paleontological resources in the project area, and provide mitigation measures for any resources in the project area that cannot be avoided.	
HCR-1.10: Comply with the California Environmental Quality Act regarding the protection and recovery of paleontological resources during development activities.	



# **Attachment 1**

## **Annual Progress Report (APR) Forms For 2023**

**Please Start Here**

General Information	
Jurisdiction Name	Costa Mesa
Reporting Calendar Year	2023
Contact Information	
First Name	Caitlyn
Last Name	Curley
Title	Assistant Planner
Email	caitlyn.curley@costamesaca.gov
Phone	7147545692
Mailing Address	
Street Address	77 Fair Drive
City	Costa Mesa
Zipcode	92626

**Optional:** Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

v\_2\_15\_24

**Optional:** This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

**Optional:** Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is reopened.

**Optional:** This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: <https://apr.hcd.ca.gov/APR/login.do>

Toggles formatting that turns cells green/yellow/red based on data validation rules.

## Submittal Instructions

**Please save your file as Jurisdictionname2023 (no spaces).** Example: the city of San Luis Obispo would save their file as SanLuisObispo2023

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

**1. Online Annual Progress Reporting System - Please see the link to the online system to the left.** This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email [APR@hcd.ca.gov](mailto:APR@hcd.ca.gov) and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is [opr.apr@opr.ca.gov](mailto:opr.apr@opr.ca.gov).*

**2. Email -** If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at [APR@hcd.ca.gov](mailto:APR@hcd.ca.gov) and to OPR at [opr.apr@opr.ca.gov](mailto:opr.apr@opr.ca.gov). Please send the Excel workbook, not a scanned or PDF copy of the tables.

Data is auto-populated based on data entered in Tables A, A2, C, and D

<b>Jurisdiction</b>	Costa Mesa	
<b>Reporting Year</b>	2023	(Jan. 1 - Dec. 31)
<b>Housing Element Planning Period</b>	6th Cycle	10/15/2021 - 10/15/2029

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	7
Low	Deed Restricted	0
	Non-Deed Restricted	61
Moderate	Deed Restricted	0
	Non-Deed Restricted	13
Above Moderate		10
Total Units		91

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	17	0	1
Single-family Detached	4	7	5
2 to 4 units per structure	9	3	0
5+ units per structure	0	0	0
Accessory Dwelling Unit	0	81	28
Mobile/Manufactured Home	0	0	0
<b>Total</b>	<b>30</b>	<b>91</b>	<b>34</b>

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	0	0
Not Indicated as Infill	92	91

<b>Housing Applications Summary</b>	
Total Housing Applications Submitted:	152
Number of Proposed Units in All Applications Received:	1,222
Total Housing Units Approved:	30
Total Housing Units Disapproved:	0

<b>Use of SB 35 Streamlining Provisions - Applications</b>	
Number of SB 35 Streamlining Applications	0
Number of SB 35 Streamlining Applications Approved	0



Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	1	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 35 (2017)	0	0

Ministerial and Discretionary Applications	# of Applications	Units
Ministerial	146	152
Discretionary	6	1070

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	47
Sites Rezoned to Accommodate the RHNA	0

Cells in grey contain auto-calculation formulas

Jurisdiction	Costa Mesa	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

## ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Note: "\*" indicates an optional field  
Cells in grey contain auto-calculation formulas

**Table A**  
**Housing Development Applications Submitted**

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Law Applications		Application Status	Project Type	Notes
1					2	3	4	5							6	7	8	9	10		11	12	13
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4.5+ ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes*
Summary Row: Start Data Entry Below								0	13	0	87	0	18	1105	1223	30	0						
	422-403-09	2161 Raleigh Ave		PADU-23-0053	ADU	R	12/30/2023				1				1		0	NONE	No	N/A	Pending	Ministerial	
	141-546-03	820 St Clair St		PADU-23-0052	ADU	R	12/30/2023				1				1			NONE	No	N/A	Pending	Ministerial	
	422-152-01	695 Joann St		PADU-23-0051	ADU	R	12/26/2023				1				1			NONE	No	N/A	Pending	Ministerial	
	439-201-12	2642 Westminster Pl		BPCR-23-0179	SFD	O	12/20/2023							1	1			NONE	No	N/A	Pending	Ministerial	
	426-282-07	275 Walnut St		BPCR-23-0178	SFD	O	12/20/2023							1	1			NONE	No	N/A	Pending	Ministerial	
	425-221-08	287 16th Pl		PADU-23-0050	ADU	R	12/18/2023				1				1			NONE	No	N/A	Pending	Ministerial	
	425-221-08	287 16th Pl		PADU-23-0049	ADU	R	12/18/2023		1						1			NONE	No	N/A	Pending	Ministerial	
	422-462-07	2116 Wallace Ave		BBSF-23-0015	ADU	R	12/18/2023				1				1			NONE	No	N/A	Pending	Ministerial	
	422-211-15	639 Victoria St		BBSF-23-0014	SFD	O	12/14/2023							1	1			NONE	No	N/A	Pending	Ministerial	
	422-211-15	635 Victoria St		BBSF-23-0013	SFD	O	12/14/2023							1	1			NONE	No	N/A	Pending	Ministerial	
	422-211-15	637 Victoria St		BBSF-23-0012	SFD	O	12/14/2023							1	1			NONE	No	N/A	Pending	Ministerial	
	422-211-15	633 Victoria St		BBSF-23-0011	SFD	O	12/14/2023							1	1			NONE	No	N/A	Pending	Ministerial	
	422-211-15	631 Victoria St		BBSF-23-0010	SFD	O	12/14/2023							1	1			NONE	No	N/A	Pending	Ministerial	
	426-071-18	244 22nd St		BBDM-23-0036	SFD	O	12/14/2023							0	0			NONE	No	N/A	Pending	Ministerial	
	426-141-41	2134 Orange Ave		PADU-23-0048	ADU	R	12/12/2023				1				1			NONE	No	N/A	Pending	Ministerial	
	419-171-30	432 Hamilton St		BBSF-23-0009	ADU	R	12/11/2023				1				1			NONE	No	N/A	Pending	Ministerial	
	419-171-30	432 Hamilton St		BBSF-23-0008	ADU	R	12/11/2023				1				1			NONE	No	N/A	Pending	Ministerial	
	439-161-62	153 Del Mar Ave		PADU-23-0047	ADU	R	12/08/2023				1				1	1		NONE	No	N/A	Approved	Ministerial	
	426-032-54	1989 Orange Ave		PADU-23-0046	ADU	R	12/07/2023				1				1			NONE	No	N/A	Pending	Ministerial	
	425-451-26	136 Magnolia St		PADU-23-0045	ADU	R	12/07/2023							1	1			NONE	No	N/A	Pending	Ministerial	
	426-062-17	178 Virginia Pl		PADU-23-0044	ADU	R	12/06/2023							1	1			NONE	No	N/A	Pending	Ministerial	
	117-213-09	278 Broadway		BPCR-23-0164	SFD	O	12/06/2023							1	1			SB 9 (2021) - Residential Lot Split	No	N/A	Pending	Ministerial	
	117-213-09	278 Broadway		BPCR-23-0163	SFD	O	12/06/2023							1	1			SB 9 (2021) - Residential Lot Split	No	N/A	Pending	Ministerial	
	426-062-17	176 Virginia Pl		BPCR-23-0162	ADU	R	12/05/2023							1	1			NONE	No	N/A	Pending	Ministerial	
	426-171-14	375 22nd St		PADU-23-0043	ADU	R	12/05/2023							1	1			NONE	No	N/A	Pending	Ministerial	
	139-054-03	3253 Oregon Ave		PADU-23-0017	ADU	R	12/05/2023				1				1	1		NONE	No	N/A	Approved	Ministerial	
	439-333-14	274 Brentwood St		BBRA-23-0067	ADU	R	12/05/2023				1				1	1		NONE	No	N/A	Approved	Ministerial	
	141-682-02	2765 Mendoza Dr		PADU-23-0042	ADU	R	12/04/2023				1				1			NONE	No	N/A	Pending	Ministerial	
	422-502-02	854 Oak St		BBSF-23-0007	ADU	R	12/01/2023				1				1	1		NONE	No	N/A	Approved	Ministerial	
	426-071-18	244 22nd St		BPCR-23-0143	SFD	O	11/22/2023				1			1	2			NONE	No	N/A	Pending	Ministerial	
	426-151-34	2147 Iris Pl		PADU-23-0037	ADU	R	11/22/2023				1				1			NONE	No	N/A	Pending	Ministerial	
	425-161-05	270 E 15th St		BBSF-23-0005	ADU	R	11/21/2023							1	1	1		NONE	No	N/A	Approved	Ministerial	
	426-144-11	243 22nd St		PADU-23-0036	ADU	R	11/20/2023				1				1			NONE	No	N/A	Pending	Ministerial	
	424-202-12	738 Center St		PADU-23-0034	ADU	R	11/16/2023				1				1			NONE	No	N/A	Pending	Ministerial	



	424-181-20	806 Towne St	PADU-23-0009	ADU	R	08/25/2023		1						1			NONE	No	N/A	Pending	Ministerial
	141-023-18	3157 Limerick Ln	PADU-23-0008	ADU	R	08/24/2023			1					1			NONE	No	N/A	Pending	Ministerial
	439-221-27	185 Mesa Dr	BBSF-23-0002	ADU	R	08/24/2023			1					1	1		NONE	No	N/A	Approved	Ministerial
	439-221-27	185 Mesa Dr	BBSF-23-0001	ADU	R	08/24/2023			1					1	1		NONE	No	N/A	Approved	Ministerial
	425-164-11	1589 Santa Ana Ave	PADU-23-0007	ADU	R	08/24/2023					1			1			NONE	No	N/A	Pending	Ministerial
	422-192-20	2235 Miner St	PADU-23-0006	ADU	R	08/23/2023					1			1			NONE	No	N/A	Pending	Ministerial
	422-252-22	734 20th St	BBDM-23-0002	SFD	O	08/23/2023						0		0	0		NONE	No	N/A	Approved	Ministerial
	425-163-08	284 Knox St	PADU-23-0005	ADU	R	08/23/2023			2					2			NONE	No	N/A	Pending	Ministerial
	419-071-20	283 Avocado St	BC23-00484	ADU	R	08/03/2023			1					1			NONE	No	N/A	Pending	Ministerial
	426-262-08	1993 Church St	BC23-00471	ADU	R	07/31/2023			1					1			NONE	No	N/A	Pending	Ministerial
	412-371-46	1030 Secretariat Cir	BC23-00469	ADU	R	07/28/2023			1					1			NONE	No	N/A	Pending	Ministerial
	426-084-18	270 Albert Pl	BC23-00458	ADU	R	07/26/2023					1			1			NONE	No	N/A	Pending	Ministerial
	422-503-01	853 Oak St	BC23-00453	SFD	O	07/25/2023					1	1		2			NONE	No	N/A	Pending	Ministerial
	424-202-12	738 Center St	BC23-00439	ADU	R	07/18/2023			1					1			NONE	No	N/A	Pending	Ministerial
	422-503-01	853 Oak St	BC23-00437	SFD	O	07/17/2023						0		0			NONE	No	N/A	Pending	Ministerial
	141-073-01	3125 Yellowstone Dr	BC23-00413	SFD	O	07/06/2023						1		1	1		NONE	No	N/A	Approved	Ministerial
	139-341-15	1814 Pitcairn Dr	BC23-00407	ADU	R	07/05/2023			1					1	1		NONE	No	N/A	Approved	Ministerial
	426-041-09	318 22nd St	BC23-00390	SFD	O	06/28/2023						1		1			SB 9 (2021) - Residential Lot Split	No	N/A	Pending	Ministerial
	426-041-09	316 22nd St	BC23-00389	SFD	O	06/28/2023						1		1			SB 9 (2021) - Residential Lot Split	No	N/A	Pending	Ministerial
	141-322-25	946 Junipero Dr	BC23-00380	ADU	R	06/26/2023			1					1			NONE	No	N/A	Pending	Ministerial
	426-121-29	2157 Rural Ln	BC23-00369	ADU	R	06/22/2023					1			1			NONE	No	N/A	Pending	Ministerial
	424-241-29	670 W 18th St	BC23-00352	ADU	R	06/15/2023			1					1			NONE	No	N/A	Pending	Ministerial
	422-201-02	2195 Maple St	BC23-00345	ADU	R	06/13/2023			1					1			NONE	No	N/A	Pending	Ministerial
	422-442-14	961 Union Ave	BC23-00342	ADU	R	06/13/2023			1					1			NONE	No	N/A	Pending	Ministerial
	422-201-02	2195 Maple St	BC23-00344	ADU	R	06/13/2023			1					1	1		NONE	No	N/A	Approved	Ministerial
	139-621-07	2784 Bluebird Cir	BC23-00348	SFD	O	06/13/2023						0		0	0		NONE	No	N/A	Approved	Ministerial
	139-621-07	2784 Bluebird Cir	BC23-00306	SFD	O	05/31/2023						1		1			NONE	No	N/A	Pending	Ministerial
	141-424-03	2518 Carnegie Ave	BC23-00304	ADU	R	05/31/2023			1					1	1		NONE	No	N/A	Approved	Ministerial
	418-211-02	555 Paularino Av	BC23-00301	ADU	R	05/30/2023					1			1			NONE	No	N/A	Pending	Ministerial
	418-211-02	555 Paularino Av	BC23-00300	ADU	R	05/30/2023					1			1			NONE	No	N/A	Pending	Ministerial
	422-251-02	2035 Pomona Ave	BC23-00262	ADU	R	05/09/2023			1					1			NONE	No	N/A	Pending	Ministerial
	426-262-08	1993 Church St	BC23-00251	ADU	R	05/05/2023			2					2	2		NONE	No	N/A	Approved	Ministerial
	426-272-17	228 Costa Mesa St	BC23-00239	SFD	O	05/02/2023						1		1			NONE	No	N/A	Pending	Ministerial
	139-334-08	2822 Ellesmere Ave	BC23-00229	ADU	R	04/25/2023					1			1			NONE	No	N/A	Pending	Ministerial
	422-031-13	1115 Valley Cir	BC23-00223	ADU	R	04/20/2023			1					1			NONE	No	N/A	Pending	Ministerial
	439-221-27	185 Mesa Dr	BC23-00219	ADU	R	04/19/2023			1					1			NONE	No	N/A	Pending	Ministerial
	422-505-21	2020 Monrovia Ave	BC23-00216	ADU	R	04/17/2023		1						1	1		NONE	No	N/A	Approved	Ministerial
	419-172-36	362 Hamilton St	BC23-00217	ADU	R	04/17/2023			1					1			NONE	No	N/A	Pending	Ministerial
	439-332-10	2417 Santa Ana Ave	BC23-00211	ADU	R	04/13/2023			1					1			NONE	No	N/A	Pending	Ministerial
	426-121-06	136 21st St	BC23-00204	ADU	R	04/10/2023			1					1			NONE	No	N/A	Pending	Ministerial
	139-321-05	2858 Serang Pl	BC23-00199	ADU	R	04/07/2023			1					1			NONE	No	N/A	Pending	Ministerial
	419-181-19	381 Hamilton St	BC23-00196	ADU	R	04/06/2023			1					1			NONE	No	N/A	Pending	Ministerial
	425-311-69	1594 Redlands Pl	BC23-00198	SFD	O	04/06/2023						1		1			NONE	No	N/A	Pending	Ministerial
	425-311-65	1592 Redlands Pl	BC23-00197	SFD	O	04/06/2023						1		1			NONE	No	N/A	Pending	Ministerial
	422-132-01	2063 Maple Ave	BC23-00188	SFD	O	04/03/2023						1		1			NONE	No	N/A	Pending	Ministerial
	425-152-11	1637 Irvine Ave	BC23-00192	ADU	R	04/03/2023			2					2			NONE	No	N/A	Pending	Ministerial
	426-324-15	478 Esther St	BC23-00182	ADU	R	03/30/2023					1			1	1		NONE	No	N/A	Approved	Ministerial
	117-294-13	385 E 19th St	BC23-00183	ADU	R	03/30/2023			1					1	1		NONE	No	N/A	Approved	Ministerial
	139-086-06	3222 Colorado Pl	BC23-00170	ADU	R	03/24/2023			1					1	1		NONE	No	N/A	Approved	Ministerial
	141-691-50	1165 Boise Way	BC23-00143	ADU	R	03/15/2023		1		1				2			NONE	No	N/A	Pending	Ministerial
	422-041-41	1104 Victoria St	BC23-00136	ADU	R	03/10/2023					1			1			NONE	No	N/A	Pending	Ministerial
	422-041-42	1106 Victoria St	BC23-00137	ADU	R	03/10/2023					1			1			NONE	No	N/A	Pending	Ministerial
	426-074-03	2298 Orange Av	BC23-00128	ADU	R	03/07/2023			1					1	1		NONE	No	N/A	Approved	Ministerial

	424-202-11	734 Center St		BC23-00125	ADU	R	03/07/2023					1				1	1		NONE	No	N/A	Approved	Ministerial	
	425-451-22	135 Broadway		BC23-00114	ADU	R	02/28/2023					2				2			NONE	No	N/A	Pending	Ministerial	
	422-483-11	970 Linden Pl		BC23-00111	SFD	O	02/27/2023							1		1			NONE	No	N/A	Pending	Ministerial	
	141-134-42	3013 Grant Ave		BC23-00092	ADU	R						1				1			NONE	No	N/A	Pending	Ministerial	
	425-403-20	209 Flower St		BC23-00088	ADU	R	02/10/2023					1				1	1		NONE	No	N/A	Approved	Ministerial	
	141-326-01	891 Presidio Dr		BC23-00086	ADU	R	02/10/2023							1		1			NONE	No	N/A	Pending	Ministerial	
	139-123-12	3122 Country Club Dr		BC23-00072	ADU	R	02/07/2023					1				1	1		NONE	No	N/A	Approved	Ministerial	
	412-371-30	1010 Damascus Cir		BC23-00073	ADU	R	02/07/2023					1				1			NONE	No	N/A	Pending	Ministerial	
	141-473-24	2356 Cornell Dr		BC23-00068	ADU	R	02/01/2023		1					1		2			NONE	No	N/A	Pending	Ministerial	
	425-332-09	234 Palmer St		BC23-00040	ADU	R	01/22/2023					1				1			NONE	No	N/A	Pending	Ministerial	
	426-322-07	482 Costa Mesa St		BC23-00030	SFD	O	01/17/2023							0		0	0		NONE	No	N/A	Approved	Ministerial	
	938-190-02	2004 Meyer Pl		BC23-00026	ADU	R	01/16/2023					1				1	1		NONE	No	N/A	Approved	Ministerial	
	422-103-29	549 Bernard St		BC23-00010	2 to 4	O	01/09/2023							4		4			NONE	No	N/A	Pending	Ministerial	
	140-041-81	3333 Susan St		PGPA-23-0002	5+	R	12/21/2023							1050		1050			NONE	No	N/A	Pending	Discretionary	
	424-081-21	1711 Pomona Ave		PA-22-30	5+	O	08/14/2023							8		8			NONE	No	N/A	Pending	Discretionary	
	119-332-08	2308 Santa Ana Ave		PA-23-14	2 to 4	O	07/11/2023							2		2			NONE	No	N/A	Pending	Discretionary	
	117-291-29	378 E 18Th St		PM-23-04	2 to 4	R	06/14/2023							4		4			SB 9 (2021) - Residential Lot Split	No	N/A	Pending	Ministerial	
	425-443-10	146 Rochester St		PDES-23-0001	2 to 4	O	09/14/2023							2		2			NONE	No	N/A	Pending	Discretionary	
	425-403-04	212 Broadway			2 to 4	O	06/06/2023							1		1			SB 9 (2021) - Residential Lot Split	No	N/A	Approved	Ministerial	

Table A2





Jurisdiction	Costa Mesa	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

## ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.  
Please contact HCD if your data is different than the material supplied here

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1		2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2021-10/14/2021	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	2,919	-	-	-	-	-	-	-	-	-	-	34	2,885
	Non-Deed Restricted		3	-	24	7	-	-	-	-	-	-		
Low	Deed Restricted	1,794	-	-	-	-	-	-	-	-	-	-	117	1,677
	Non-Deed Restricted		12	7	37	61	-	-	-	-	-	-		
Moderate	Deed Restricted	2,088	-	-	-	-	-	-	-	-	-	-	32	2,056
	Non-Deed Restricted		8	1	10	13	-	-	-	-	-	-		
Above Moderate		4,959	6	6	4	10	-	-	-	-	-	-	26	4,933
Total RHNA		11,760												
Total Units			29	14	75	91	-	-	-	-	-	-	209	11,551
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5											6	7
		Extremely low-Income Need		2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date	Total Units Remaining
Extremely Low-Income Units*		1,460		-	-	-	-	-	-	-	-	-	-	1,460

\*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th

cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact

HCD staff at [apr@hcd.ca.gov](mailto:apr@hcd.ca.gov).

VLI Deed Restricted  
VLI Non Deed Restricted  
LI Deed Restricted  
LI Non Deed Restricted  
MI Deed Restricted  
MI Non Deed Restricted  
Above Mod Income

Jurisdiction	Costa Mesa	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

## ANNUAL ELEMENT PROGRESS REPORT

### Housing Element Implementation

Note: "+" indicates an optional field  
Cells in grey contain auto-calculation formulas

Table C Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law																	
Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description							
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	
424-202-02	719 W 19th St			12						1.29	G	C1	50			Non-Vacant	Operating small strip mall
424-202-03	707 W 19th St			13						2	G	C1	50			Non-Vacant	Operating single-user commercial
424-211-01	695 W 19th St			14						2.66	G	C1	50			Non-Vacant	Operating proposed senior center housing project.
424-281-20	1710 Pomona Ave			16						1.08	LI	MG	50			Non-Vacant	Operating self-storage facility.
424-281-21	670 W 17th St			17						1.06	LI	MG	50			Non-Vacant	Operating 2-story office and commercial complex
424-281-22	660 W 17th St			18						2.22	LI	MG	50			Non-Vacant	Operating self-storage facility
425-431-02	1680 Superior Ave			19						2.11	G	CL	50			Non-Vacant	Operating hotel
425-431-03	1666 Superior Ave			20						0.29	LI	MG	50			Non-Vacant	Operating warehouse and industrial
425-431-04	116 E 16th St			21						0.73	LI	MG	50			Non-Vacant	Operating warehouse and industrial
425-431-05	126 E 16th St			22						0.42	LI	MG	50			Non-Vacant	Operating vehicle repair facility
425-431-06	126 E 16th St			23						0.35	G	C1	50			Non-Vacant	Operating warehouse and industrial
425-431-07	1601 Newport Blvd			24						0.79	G	C1	50			Non-Vacant	Operating warehouse and industrial
420-012-16	2476 Mark St			38						108.91	MUC	I&R-MLT	60			Non-Vacant	Fairview development center
141-361-06	2700 Harbor Blvd			39						0.68	G	C1	50			Non-Vacant	Operating mixed use (retail and offices)
141-361-11	2666 Harbor Blvd			40						2.41	G	C1	50			Non-Vacant	Vacant single-user commercial
141-361-21	2790 Harbor Blvd			41						0.75	G	C1	50			Non-Vacant	Operating mixed use (retail and offices)
141-361-22	2750 Harbor Blvd			42						1.71	G	C1	50			Non-Vacant	Operating commercial shopping center
141-361-23	2730 Harbor Blvd			43						0.68	G	C1	50			Non-Vacant	Operating commercial shopping center
141-361-27	2710 Harbor Blvd			44						0.67	G	C1	50			Non-Vacant	Operating commercial shopping center
141-361-28	2706 Harbor Blvd			45						0.97	G	C1	50			Non-Vacant	For-lease Single-user commercial
419-031-08	2200 Harbor Blvd			52						0.75	G	C1-S	50			Non-Vacant	Retail shopping center
419-031-09	2200 Harbor Blvd			53						1.17	G	C1-S	50			Non-Vacant	Vacant single-user commercial
419-031-12	2200 Harbor Blvd			54						3.16	G	C1-S	50			Non-Vacant	Vacant single-user commercial
419-171-58	2150 Harbor Blvd			56						1.17	G	C1	50			Non-Vacant	Operating restaurant
422-021-09	2131 Harbor Blvd			57						0.83	G	C2	50			Non-Vacant	Operating commercial shopping center
422-091-11	2075 Harbor Blvd			58						0.63	G	C2	50			Non-Vacant	Operating tools and equipment rental yard
422-091-12	2069 Harbor Blvd			59						0.54	G	C2	50			Non-Vacant	Operating vehicle repair facility
422-091-14	2049 Harbor Blvd			61						0.54	G	C2	50			Non-Vacant	Operating vehicle repair facility
422-091-24	2015 Harbor Blvd			62						0.62	G	C2	50			Non-Vacant	Operating vehicle repair and car wash facility
422-091-26	2007 Harbor Blvd			63						0.83	G	C2	50			Non-Vacant	Operating self-storage facility
422-101-03	1989 Harbor Blvd			64						0.56	G	C2	50			Non-Vacant	Operating car rental yard
422-101-06	1974 Charlie St			65						0.53	G	C2	50			Non-Vacant	Operating light industrial and warehousing
422-193-23	2215 Harbor Blvd			66						0.58	G	C2	50			Non-Vacant	Operating single-user commercial
422-193-24	2205 Harbor Blvd			67						0.58	G	C2	50			Non-Vacant	Vacant motel
422-282-11	2044 Placentia Ave			68						1.18	LI	MG	40			Non-Vacant	Operating vehicle repair facility
422-291-04	2065 Placentia Ave			69						1.85	LI	MG	40			Non-Vacant	Operating self-storage facility
422-291-05	2065 Placentia Ave			70						0.92	LI	MG	40			Non-Vacant	Operating self-storage facility

422-291-06	2051 Placentia Ave		71					0.92	LI	MG	40			Non-Vacant	Operating office and light industrial
422-301-01	1987 Placentia Ave		72					2.31	LI	MG	40			Non-Vacant	Operating warehouses
422-454-28	2101 Placentia Ave		74					0.91	LI	MG	40			Non-Vacant	Operating restaurant
424-061-01	885 W 18th St		75					1.25	LI	MG	40			Non-Vacant	Operating warehouses
424-061-03	859 W 18th St		76					0.81	LI	MG	40			Non-Vacant	Operating warehouses
424-061-04	851 W 18th St		77					1.79	LI	MG	40			Non-Vacant	Operating auto body shop
424-061-05	1791 Placentia Ave		78					4.27	LI	MG	40			Non-Vacant	Operating warehouses
424-061-06	1751 Placentia Ave		79					4.7	LI	MG	40			Non-Vacant	Operating warehouses
424-241-11	610 W 18th St		96					0.58	HDR	R2-HD	40			Non-Vacant	Operating Costa Mesa Women's Club
424-281-01	1730 Pomona Ave		97					0.99	LI	MG	40			Non-Vacant	Operating warehouses
424-281-19	424 Pomona Ave		98					1.19	LI	MG	40			Non-Vacant	Operating warehouses
424-281-23	660 W 17th St		99					2.26	LI	MG	40			Non-Vacant	Operating self-storage facility
424-321-17	1882 Whittier Ave		100					1.08	MDR	R2-MD	40			Non-Vacant	Operating self-storage facility
139-031-39	3303 Harbor Blvd		131					10	IP	PDI	90			Non-Vacant	Operating light industrial and offices
139-031-42	1575 Sunflower Ave		132					8.03	IP	MP	90			Non-Vacant	Operating light industrial and offices
139-031-67	3333 Harbor Blvd		133					10	IP	MP	90			Non-Vacant	Operating sofia University
140-041-38	3390 Harbor Blvd		134					5.78	IP	MP	90			Non-Vacant	Vacant National University
140-041-63	3390 Harbor Blvd		136					1.69	IP	MP	90			Non-Vacant	Vacant National University
140-041-82	3315 Fairview Rd		137					7.58	CC	PDC	90			Non-Vacant	Operating Home Ranch
140-041-93	1201 South Coast Dr		138					30.3	CC	PDC	90			Vacant	Vacant
410-051-48	3400 Bristol St		139					0.53	CAC	TC	90			Non-Vacant	Operating offices
410-051-51	685 Sunflower Ave		140					0.88	CAC	TC	90			Non-Vacant	Vacant portion of parking structure parcel
410-051-52	3410 Bristol St		141					1.35	CAC	TC	90			Non-Vacant	Operating offices
410-441-17	14850 Sunflower Ave		142					30.93	UCC	PDC	90			Vacant	Vacant
410-501-31	N/A		144					3.39	UCC	PDC	90			Non-Vacant	Surface parking lot
412-491-07	3333 Bristol St		145					6.41	RC	PDC	90			Non-Vacant	Surface parking lot
412-491-11			146					5.37	RC	PDC	90			Non-Vacant	Surface parking lot
412-501-06	3333 Bristol St		147					10	RC	PDC	90			Non-Vacant	Surface parking lot
418-161-06	2957 Randolph Ave		176					0.72	LI	MG	60			Non-Vacant	Operating light industrial
418-162-02	2968 Randolph Ave		177					0.72	LI	MG	60			Non-Vacant	Operating warehouses
418-163-05	2064 Bristol St		178					1.47	G	C1	60			Non-Vacant	Operating tire shop
418-171-02	752 Saint Clair St		179					0.26	G	C2	60			Non-Vacant	Operating school yard
418-191-04	766 Saint Clair St		180					0.67	G	C2	60			Non-Vacant	Operating fitness studio
418-202-01	845 Baker St		181					0.87	G	C1	60			Non-Vacant	Operating strip mall
418-202-02	841 Baker St		182					0.33	G	C1	60			Non-Vacant	Operating nightclub
418-202-03	841 Baker St		183					0.6	G	C1	60			Non-Vacant	Operating nightclub
418-202-04	801 Baker St		184					0.86	G	C1	60			Non-Vacant	Operating strip mall
418-202-05	2969 Century Pl		185					0.09	LI	C1	60			Non-Vacant	Surface parking lot
418-202-06	2969 Century Pl		186					0.68	LI	MG	60			Non-Vacant	Operating gym
418-202-07	2959 Century Pl		187					0.5	LI	MG	60			Non-Vacant	Operating manufacturing
418-202-10	2942 Century Pl		188					0.87	LI	MG	60			Non-Vacant	Operating offices
418-202-11	2952 Century Pl		189					0.9	LI	MG	60			Non-Vacant	Operating warehouse and storage yard
418-202-12	2972 Century Pl		190					0.94	LI	MG	60			Non-Vacant	Operating vehicle repair shop
418-202-13	2972 Century Pl		191					0.91	LI	MG	60			Non-Vacant	Operating warehouse
418-202-14	765 Baker St		193					0.67	G	C2	60			Non-Vacant	Operating vehicle repair shop
419-041-02	2180 Harbor Blvd		194					0.77	G	C1	50			Non-Vacant	Operating strip mall
419-041-06	2180 Harbor Blvd		195					2.5	G	C1	50			Non-Vacant	Operating single-user commercial

418-101-05	1425 Baker St		197						1.9	G	C1	60			Non-Vacant	Operating auto dealer
140-041-83	N/A		198						0.23	CC	PDC	90			Vacant	Vacant
418-101-03	1491 Baker St		199						1.27	G	C1	60			Non-Vacant	Operating restaurant and retail
424-202-01	745 W 19th St		200						0.63	G	C1	50			Non-Vacant	Operating strip mall
410-481-05	3201 Park Center Dr		201						6.27	CAC	TC	90			Non-Vacant	Operating restaurants and offices
410-491-07	601 Anton Blvd		202						12.07	CAC	TC	90			Non-Vacant	Operating restaurants and offices
139-313-21	1590 Adams Ave		203						0.19	G	C1	50			Non-Vacant	Operating post office
139-313-30	1590 Adams Ave		204						2.4	G	C1	50			Non-Vacant	Operating post office
410-051-46	3420 Bristol St		205						0.75	CAC	TC	90			Non-Vacant	Operating offices
410-501-25	545 Anton Blvd		206						0.74	UCC	PDC	90			Non-Vacant	Operating commercial
410-501-36	N/A		207						1.82	UCC	PDC	90			Non-Vacant	Surface parking lot
418-171-01	754 Saint Clair St		208						0.27	G	C2	60			Non-Vacant	Operating learning center
140-041-81	3333 Susan St		196						4	IP	PDI	90			Non-Vacant	Vacant professional football practice facility

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

Jurisdiction		Costa Mesa	
Reporting Year		2023	(Jan. 1 - Dec. 31)
Table D			
Program Implementation Status pursuant to GC Section 65583			
<b>Housing Programs Progress Report</b> Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Owner-Occupied Housing Rehabilitation	<ul style="list-style-type: none"> <li>• Provide informational materials on the Owner-Occupied Housing Rehabilitation program.</li> <li>• Encourage the participation of seniors, veterans, and disabled residents in this program.</li> <li>• Evaluate the effectiveness of this program and, if necessary, modify program characteristics.</li> </ul>	Annually market information and evaluate the program's effectiveness. Any program modifications to be made by December 2023	City advertises the Rehabilitation Grant and Loan program on social media, the City website and flyers at City Hall. Flyers are also provided to property managers of mobile home parks. The City reviewed the policies and procedures of the Single Family Rehabilitation Grant and Loan Program. Policy changes were made to the income requirements that restricted senior residents from qualifying for the loan program.
Mobile Home Rehabilitation	<ul style="list-style-type: none"> <li>• Provide financial assistance as long as funding from HOME funds remains available.</li> <li>• Market information on funding as available.</li> </ul>	Annually market assistance available and grant funding on a case-by-case basis	Information regarding HOME Grant funds for mobile home rehabilitation are made available online at <a href="https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/housing-and-community-development/residential-rehabilitation-programs">https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/housing-and-community-development/residential-rehabilitation-programs</a>
Monitoring and Preservation of At-Risk Housing Units	<ul style="list-style-type: none"> <li>• Regularly monitor deed-restricted units that have the potential of converting to market-rate during the planning period.</li> <li>• Work with the property owners of Casa Bella on potential extensions past the current 2025 agreement.</li> <li>• Comply with noticing requirements and coordinate with qualified entities to preserve at-risk units.</li> </ul>	Coordinate with property owners of at-risk units through the end of financial agreements. Annually market tenant education information and available assistance.	City is utilizing its Land Management System - TESSA to monitor deed-restricted units and will reach out to appropriate property owners to extend agreements by December 2024; and annually thereafter.
Inclusionary Housing Ordinance	Adopt an inclusionary housing ordinance.	To be completed by December 2023.	The Planning Commission approved an inclusionary housing ordinance on December 8th, 2023. The City Council approved the first reading of the Ordinance on April 2, 2024. A second and final adoption of the Ordinance is scheduled in may of 2024.

Affordable Housing Development	<ul style="list-style-type: none"> <li>• Pursue State and regional funding for affordable housing development.</li> <li>• Pursue local partnerships and annually meet with affordable housing organizations to encourage the development of housing affordable to all segments of the population.</li> <li>• Establish development incentives (i.e. deferment of fees, priority processing, modified development standards, etc.) for affordable housing projects that meet objective evaluation criteria similar to the process for density bonus concessions.</li> <li>• Develop clear instructional materials for achieving incentives and make them publicly available on the City's website.</li> </ul>	Establish incentives and instructional materials by December 2023. Pursue funding and partnership annually. Meet with organizations annually.	City will evaluate programs and incentives to encourage the development of Affordable Housing, and will make it available by December 2024; and pursue funding and partnership on an annual basis.
Supportive Services for Persons with Special Needs	<ul style="list-style-type: none"> <li>• Provide information regarding the City's Annual Action Plan findings regarding special needs groups and the availability and allocation of CDBG funds on the City's website.</li> <li>• Outreach to local organizations working with special needs populations to receive feedback and provide information on the availability of funding.</li> </ul>	Annually outreach to local organizations and provide information online regarding the Annual Action Plan findings regarding special needs populations and availability and allocation of CDBG funds.	The City reaches out to local organization and provide information on the Annual Action Plan on its webpage at <a href="https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/housing-and-community-development">https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/housing-and-community-development</a>
Facilitate Development of Senior Housing Options	<ul style="list-style-type: none"> <li>• Identify potential opportunities for Senior Housing developments within Costa Mesa, including working with developers who specialize in the development of Senior Housing.</li> <li>• Pursue opportunities for senior housing on the Senior Center parcel identified as part of the candidate housing site analysis and/or other sites within the City.</li> </ul>	Annually meet with senior housing developers to receive feedback, market housing sites adequate for the development of senior housing and pursue other opportunities for senior housing development.	City has identified the Costa Mesa Senior Center as a potential senior housing opportunity site; the City has completed the first step of project application review (Urban Master Plan screening) for the senior housing project application for a 60 unit senior housing development at the site with a portion of the housing units dedicated as supportive housing. The application is expected to be reviewed by the Planning Commission by Summer 2024.

Encourage Development of Housing Options for Large-Family Households	<ul style="list-style-type: none"> <li>• Promote and work with applicants who propose for-rent residential projects to encourage 4-bedroom units as part of proposed developments.</li> <li>• Review development standards to determine if any pose an impediment to the development of larger units. If it is found that certain standards present an impediment, the City will adopt amendments to the Zoning Code to alleviate those impediments.</li> </ul>	Review development standards for larger units and, if necessary, amend the Zoning Code by Winter 2025. Annually meet with housing developers to encourage the development of larger units.	City will review the development standards for large units and recommend amendments to the Zoning Code by Winter 2025.
Persons with Physical and Developmental Disabilities	<ul style="list-style-type: none"> <li>• Take actions to accommodate ADA retrofit efforts, ADA compliance and/or other measures where appropriate through the implementation of Title 24, as well as reviewing and amending its procedures to comply with State law.</li> <li>• Review procedures and, as necessary, provide more flexibility in housing accommodations for persons with physical and developmental disabilities.</li> <li>• City will proactively reach out to developers and other agencies annually to take steps to improve and develop housing for persons with disabilities.</li> </ul>	Review procedures to accommodate ADA retrofit efforts, ADA compliance and/or other measures where appropriate, and, if necessary, amend the Zoning Code by Winter 2025	City will review procedures to accommodate ADA retrofit efforts and comply with ADA measures, where appropriate by Winter 2025
Safety Element Update and adoption of Environmental Justice Policies	<ul style="list-style-type: none"> <li>• Revise and amend the current Safety Element.</li> <li>• Amend portions of the General Plan to include environmental justice policies in compliance with SB 1000.</li> </ul>	To be completed by December 2023.	Safety Element Update - City has a working draft that incorporates references to Local Hazardous Mitigation Plan (SB 379) as well as to address other applicable State laws including - SB 1035, AB 747, SB 99. As part of this process, City is also evaluating other General Plan Elements to address SB 1000
Farmworker Housing	Amend the current Zoning Code to meet requirement set forth in the California Health and Safety Code Sections 17021.5 and 17021.6.	To be completed by December 2023.	City is currently reviewing the Zoning Code to address Farmworker Housing; program will be completed by December 2024. In the meantime, the City will process any proposed farmworker housing by-right in single-family zones pursuant to State Law.
Promote State Density Bonus Incentives	Evaluate and update the Density Bonus Ordinance to comply with State Density Bonus Law.	To be completed by December 2024.	City will review and update the Zoning Code to comply with the State Density Bonus Law by December 2024



Transitional and Supportive Housing	<ul style="list-style-type: none"> <li>• Amend the Zoning Code to include transitional and permanent supportive housing within the City's land use matrix in compliance with Senate Bill 2 and Government Code Section 65651</li> <li>• Monitor the inventory of sites appropriate to accommodate transitional and supportive housing.</li> <li>• Proactively engage relevant organizations to meet the needs of persons experiencing homelessness and extremely low-income residents.</li> </ul>	To be completed by December 2024.	City will review and amend the Zoning code to address Transitional and Supportive Housing by December 2024
Planning Application Fees	Review planning application fees, with a special focus on the density bonus fee, and update the fee(s) to avoid creating a constraint to the development of affordable housing.	To be completed by December 2024.	City will review planning application fees to avoid creating a constraint to the development of affordable housing by December 2024
Development of Housing for Extremely Low and Lower-Income Households	<ul style="list-style-type: none"> <li>• Subsidize up to 100 percent of the City's application processing fees for qualifying developments where all units are affordable to 80 percent AMI or lower, as funding is available.</li> <li>• Annually promote the benefits of this program to the development community by posting information on its webpage and creating a handout to be distributed with land development applications regarding development opportunities and incentives.</li> <li>• Proactively reach out to developers at least once annually to identify and promote development opportunities.</li> <li>• Adopt priority processing and streamlined review for developments with units affordable to lower income households.</li> <li>• Support funding development applications throughout the planning period for projects proposing units affordable to lower income households.</li> </ul>	As funding is available, promote the program and outreach; adopt priority processing and other incentives by December 2024.	City will evaluate processing, funding resources, incentive, and fees associated with the development of Housing for extremely low and lower- income households by December 2024.

Parking Standards for Residential Developments	Review and revise the Zoning Code's requirements for residential off-street parking for multi-family projects to facilitate the development of multi-family housing, and specifically affordable housing.	Review by December 2024; revise Code by Winter 2025.	The City has contracted with a parking consultant who has started the parking analysis to consider reducing the parking requirements for residential development. The City will continue to evaluate parking standards for residential development and revise the code by Winter 2025
Reasonable Accommodation	<ul style="list-style-type: none"> <li>• Review and revise the Reasonable Accommodation procedure to promote access to housing for persons with disabilities, address potential constraints and establish potential objective standards, and provide guidance and amend as necessary to promote greater certainty on how approval findings will be implemented.</li> <li>• Meet with local organizations and developers to promote access to housing for persons with disabilities and address potential constraints.</li> </ul>	Review and revise Code by December 2024. Annually review and, if necessary, revise the reasonable accommodations procedures. Annually meet with local organizations and housing developers to promote access to housing for persons with disabilities and address potential constraints.	City will review and revise the Reasonable Accommodation procedures and Zoning Code by December 2024
Definition of Single Housekeeping Unit	Review and revise the definition of "single housekeeping unit" within the zoning code to provide greater flexibility in consideration of accommodating a variety of household situations for related and unrelated individuals living together.	Review and revise Code by December 2024.	City will review and revise the Zoning Code definition of Single Housekeeping Unit by December 2024
Group Homes	Review and revise the City's zoning code and application procedures applicable to group homes to promote objectivity and greater approval certainty similar to other residential uses.	Review and revise Code by Winter 2024.	City will review and revise the Zoning Code application procedure, where necessary by Winter 2024

Adequate Sites	<ul style="list-style-type: none"> <li>• Maintain an inventory of vacant and underutilized sites and provide this inventory to interested developers.</li> <li>• Monitor its status of meeting the Regional Housing Needs Allocation (RHNA) annually and ensure that the City has adequate sites available to accommodate its RHNA. If the City's inventory of adequate sites falls below its remaining RHNA, the City will take actions to identify additional capacity to accommodate the shortfall.</li> <li>• Promote the development of housing, live/work, and mixed-use development on the sites identified within the inventory through actions such as: <ul style="list-style-type: none"> <li>- Make information on candidate housing sites readily available through a database available to the public.</li> <li>- Priority processing for candidate housing sites which provide the amount of affordable housing units at the income levels identified within the housing element for individual candidate sites.</li> <li>- If funding becomes available, the City shall subsidize up to 100 percent of the City's application processing fees for qualifying developments that provide the amount of affordable housing units at the income levels identified within the</li> </ul> </li> </ul>	Publish candidate housing sites on the City website by December 2023. Provide priority processing for candidate housing sites that meet the outlined requirements throughout the planning period. Market available funding, as available, for projects on candidate housing sites that meet outlined requirements	A list of housing sites identified under the 2021-2029 Housing Element are available on the City's website.
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<p>Fairview Development Center – State Property</p>	<ul style="list-style-type: none"> <li>• Partner with the State to pursue compatible development on the Fairview Development Center site.</li> <li>• Complete rezoning at Fairview Developmental Center within three years of an agreement with the State of California. Development at the site will be subject to the City's Inclusionary Housing Ordinance or equivalent affordability requirements and will be subject to development process incentives such as expedited processing including a dedicated staff project manager to promote future projects within the Fairview Developmental Center property to include affordable housing.</li> <li>• If building permits/entitlements are not issued by mid-2027, the City will identify additional alternative sites within the City that can accommodate a potential shortfall in housing sites to accommodate the remaining RHNA within 180 days of determination of a shortfall of adequate sites as required by SB 166 (No Net Loss).</li> <li>• The City will coordinate land use and zoning efforts concurrent with the city-wide rezoning efforts to implement the housing element. Fairview Developmental Center will go through</li> </ul>	<p>Negotiate agreement to develop housing at the Fairview Developmental Center site by Winter 2025, or as modified by the State. If unsuccessful, identify additional sites to accommodate shortfall.</p>	<p>The City has begun the process to develop a specific plan and associated environmental documents for the re-use of the Fairview Development site as affordable and market rate housing (2,300 units). The City hosted a Workshop 1 series in November of 2023 to involve the public in the development of a draft vision statement and set of guiding principles. A City Council study session took place on December 12th, 2023, to update the Council on the progress made on the Fairview Development Center project. Further workshops are planned for Winter of 2024.</p>
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Update the North Costa Mesa Specific Plan	<p>Complete the required zoning code/Specific Plan amendments to update the North Costa Mesa Specific Plan based on the sites analysis to permit residential development at an allowable density of up to 90 dwelling units per acre. The City will update standards which apply to the entirety of the specific plan area, including the 16 sites totaling approximately 70.75 acres that are identified within the sites inventory list. 6,435 units identified within the North Costa Mesa Specific Plan across all income levels are identified to meet the City's shortfall in units. As noted in the program, development capacity is determined by density so effectively there are no total unit caps within the North Costa Mesa Specific Plan. Rezoning will be completed to meet all by right requirements pursuant to California Gov Code 65583(h &amp; i)</p>	To be completed by Winter 2025.	City will evaluate and update the North Costa Mesa Specific Plan and Zoning code to permit up to 90 du/acre by Winter 2025.
Update the City's Urban Plans and Overlays	<ul style="list-style-type: none"> <li>• Complete the required zoning code amendments to update the existing Urban Plans and Overlays based on the candidate housing sites analysis to permit residential development at the identified allowable densities:</li> <li>- 19 West Urban Plan (50 du/ac).</li> <li>- SoBECA Urban Plan (60 du/ac).</li> <li>- Mesa West Bluff Urban Plan (40 du/ac).</li> <li>- Harbor Mixed-Use Overlay (50 du/ac).</li> <li>• Remove the Mesa West Residential Ownership Overlay.</li> <li>• Rezoning will be completed to meet all by right requirements pursuant to California Gov Code 65583(h &amp; i)</li> </ul>	To be completed by Winter 2025.	City will initiate Housing Element Visioning and rezoning program in Fall 2023 and will complete updates to the City's Urban Plans/Overlays, by Winter 2025

Promote the Development of Accessory Dwelling Units (ADUs)	<ul style="list-style-type: none"> <li>• Review and revise the City's ADU ordinance as necessary to comply with State law.</li> <li>• Coordinating with the County on implementation of a permit-ready ADU program.</li> <li>• Post a user-friendly FAQ on the City's website to assist the public.</li> <li>• Offer permitting fee waivers, as funding is available.</li> <li>• Creating an expedited plan check review process to ease the process for homeowners.</li> <li>• Research potential State and Regional funding sources for affordable ADUs and make the information found publicly available to homeowners.</li> <li>• Engaging with residential development applicants regarding ADU opportunities that may not have been considered.</li> </ul>	Program components analyzed within by December 2023, with implementation by December 2024. Review and revise the ADU ordinance within one year.	<p>City updated ADU provisions to be consistent with State Housing Laws for ADUs. An information al Table is available on the City's webpage at: <a href="https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/planning/accessory-dwelling-units-adu">https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/planning/accessory-dwelling-units-adu</a>.</p> <p>Website will continue to be updated, as necessary.</p>
Motel Conversions, Efficiency Units, and Co-living Housing Types	<ul style="list-style-type: none"> <li>• Establish definitions of co-living and efficiency housing options within the Costa Mesa Zoning Code</li> <li>• Develop informational materials which outline the City's process for permitting efficiency unit and co-living housing types and distribute them to interested members of the development community.</li> <li>• Explore opportunities to implement motel conversions through Project Homekey.</li> <li>• Comply with State and Federal laws related to displacement and relocation of long-term residents when considering motel conversion opportunities.</li> </ul>	To be completed by December 2024.	City will update the Zoning Code and create informational materials regarding Motel Conversions, Efficiency Units, and Co-living Housing Types by December 2024

Address City-wide Vote Requirement in Relation to Housing Element Compliance	Minimize the constraint of a city-wide vote requirement on creation of housing including affordable housing through the modification of existing City overlays, urban plan areas, and specific plans to rezone candidate housing sites that can accommodate affordable housing and a variety of mixed use/ housing options near jobs and transit. By 2025, initiate a ballot measure, or other alternative option, to provide City Council greater discretion in approving affordable housing and mixed use/housing options in appropriate locations.	To be completed by Winter 2025.	In November of 2022, the Costa Mesa Voters approved amendment to CMMC to revitalize key commercial and industrial corridors to allow for housing opportunities as described in the Housing Element. Visioning and Community Outreach for rezoning will occur in Summer 2024
Analyze the Potential of Establishing an Overlay to Permit Residential Uses in the Airport Industrial Area	<ul style="list-style-type: none"> <li>• Evaluate the potential to add an overlay to an area in the airport industrial area which would permit residential development.</li> <li>• Complete a market analysis to determine the potential factors involved with permitting residential uses in the airport industrial area.</li> </ul>	To be completed by Winter 2025.	City will evaluate the potential of establishing an land use overlay in the airport industrial area to allow for residential uses, to be completed by Winter 2025
Analyze the Potential of Establishing an Overlay to Permit Residential Uses in the 17th Street Corridor Area	<ul style="list-style-type: none"> <li>• Evaluate the potential to add an overlay to an area in the 17th Street corridor area which would permit residential development.</li> <li>• Complete a market analysis to determine the potential factors involved with permitting residential uses in the 17th Street corridor area.</li> </ul>	To be completed by Winter 2025.	City will evaluate the potential of establishing and overlay to permit residential uses in the 17th Street Corridor area, to be completed by Winter 2025
Analyze the Potential of Modifying the Newport Boulevard Specific Plan to Promote Residential Uses along Newport Boulevard	Evaluate potential modifications to the Newport Boulevard Specific Plan that would promote quality residential development.	To be completed by Winter 2025.	City will evaluate the potential of modifying the Newport Boulevard Specific Plan to promote residential uses along Newport Boulevard, to be completed by Winter 2025



Explore Potential Future Housing Opportunities on Church Sites	<ul style="list-style-type: none"> <li>• Collaborate with members of the faith-based community to discuss housing and the unique opportunities and challenges faced by faith-based organizations when considering creating housing opportunities on church properties with the potential for wrap around services.</li> <li>• Develop materials outlining the development process and make them available on the City's website.</li> </ul>	Develop online materials on the development process by December 2023 and update, as necessary.	Cit will explore potential future housing opportunity on Church sites, to be completed by December 2024
Annual Progress Reports	Annually complete the required housing status reporting through the City's Annual Progress Report.	Annually complete and submit an Annual Progress Report to HCD.	City will complete and submit an Annual Progress Report to HCD
ADU and JADU Monitoring Program	<ul style="list-style-type: none"> <li>• Create a monitoring program to track ADU and JADU development and affordability levels throughout the planning period.</li> <li>• Conduct a review of ADU development and affordability every two years and make adjustments to accommodate a potential shortfall if determined necessary (i.e. additional incentives for ADU development or identification of adequate sites to meet the City's identified unaccommodated need).</li> </ul>	Monitoring program created by Winter 2025. Reviews conducted every two years throughout the planning period, and potential adjustments made within six months.	City currently monitors ADU development and launched a new land management system (LMS) - TESSA in August of 2023 that will improve monitoring of all land use development. City uses TESSA to monitor the affordability levels throughout the planning period, and make adjustment as necessary.
Candidate Sites Used in Previous Housing Elements	Place a housing overlay zone over all nonvacant sites included in a prior Housing Element and all vacant sites included in two or more consecutive planning periods that permits by right housing development for projects that meet the requirements of State housing law (Gov Code Section 65583.2(c).	To be completed by Winter 2025.	City will evaluate the use of a housing overlay zone over candidate sites used in previous housing elements that were included in two or more consecutive planning permits to permit housing development by right as required by State housing law; to be completed by Winter 2025
Water and Sewer Resources	Submit the General Plan amendment and rezone sites to local water and sewer providers for their review and consideration when reviewing new residential projects.	To be completed by July 2023.	City coordinates with the Water and Sewer providers as part of the development review process for all planning applications including new residential projects; This is an ongoing process.

Federal/State Housing Programs	<ul style="list-style-type: none"> <li>• Provide technical assistance to developers, nonprofit organizations, or other qualified private sector interests in the application and development of projects using Federal and State housing programs/grants.</li> <li>• Continue to partner with the OC Housing Finance Trust to identify potential funding sources.</li> </ul>	<p>Annually market available Federal and State housing programs and grants. Meet with qualified interested parties annually to provide technical assistance. Partner with the OC Housing Finance Trust throughout the planning period to identify additional potential funding sources.</p>	<p>City will continue to market available Federal and State Housing Programs and grants on its Housing and Community Development website.</p>
Lot Consolidation	<ul style="list-style-type: none"> <li>• Promote consolidation of residential properties to the development community and property owners to facilitate and promote the development of housing on smaller sites.</li> <li>• Maintain information on the lot consolidation process and fees online and at City Hall.</li> <li>• Continue to provide streamlined measures to facilitate consolidation and establish a menu of incentives by 2025</li> <li>• Evaluate the effectiveness of streamlining measures by midpoint and make adjustments within 6 months</li> </ul>	<p>To be completed by December 2023, outreach and promote lot consolidation to the development community/property owners, and publish and maintain updated information on the City's lot consolidation processes and fees online and at City Hall.</p>	<p>City will evaluate as part of the Housing Element Visioning program,</p>

Development of Large Sites	<ul style="list-style-type: none"> <li>• Evaluate the development status of the five identified large candidate sites within three years of the applicable zoning amendments being completed. If the sites show no indication of development progress including the assumed density and affordability, the City will review current RHNA progress and identify additional candidate sites within one-year if necessary.</li> <li>• Continue outreach to property owners through annual meetings. Provide technical assistance, incentives, and strategies as appropriate to facilitate the development of affordable housing, including parceling at appropriate sizes or other tools.</li> <li>• Promote development of large sites at the densities and affordability levels identified within the housing element.</li> <li>• Promote the potential subdivision of large sites into multiple parcels for future development through technical assistance, incentives, and strategies during the initial development phases and when applications come into the City for the identified parcels.</li> </ul>	<p>Direct outreach to property owners two times per year throughout the planning period.</p> <p>Review of development progress and potential identification of additional candidate housing sites following the schedule within the objectives.</p>	<p>Planning Division keeps a record of properties where the property owners have expressed interest in housing development. Staff provides initial comments and discuss development review process with potential developers.</p> <p>City will continue to reach out to property owners of candidate sites as part of the Housing Element Visioning effort and rezoning project - and track status of implementation after completion of the rezoning effort.</p>
Review and Revise Findings	Review all approval findings for Conditional Use Permits, Design Review, and Master Plans and revise findings which are capable of being interpreted broadly, with the goal of improving housing cost, supply, timing of approvals, and approval certainty.	To be completed by December 2023.	City is currently reviewing CMMC Findings Section for listed applications - to be completed by December 2024.

Fair Housing	Achieve the Metrics outlined in Table outlined in Program 4A: Fair Housing to address factors as contributing to fair housing issues in Costa Mesa.	Annually outreach to local organizations and lower income communities to discuss fair housing issues and promote actions to mitigate local contributing factors. Promote available funds, ownership information, and details on affordable housing units on the City's webpage by Winter 2025.	<p><b>*I. Housing Mobility</b></p> <p><b>A. Address Housing Discrimination</b></p> <p>1. * Housing Information and Resources are posted on the City's Economic and Development Services - Housing and Community Development webpage at: <a href="https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/housing-and-community-development">https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/housing-and-community-development</a></p> <p>* City continues to renew contract with Fair Housing Foundation (FHF) to provide Fair Housing counseling services to the City of Costa Mesa.</p> <p>* City HCD staff continue to collaborate with Orange County Housing Authority (OCHA) to implement the Housing Choice Voucher Program and attend quarterly OCHA Housing Advisory Committee Meetings. Link to County of Orange - Affordable Housing Rental Housing List is posted online</p> <p>2. City's Network for Homeless Solutions (NHS) continued to assist and advocate for voucher program participants as part of their day to day operations - in 2023 assisted 400 individuals.</p> <p>3. City will work on identifying and adopt programs to improve accessibility</p> <p>4. City continue to work with non-profit and other jurisdiction to advocate for affordable housing development.</p> <p><b>B. Racial Segregation:</b> 1. The City will continue to conduct affirmative marketing for housing development to inform the community by disseminating information at local School District, local non-profit organizations and religious institutions, hand out flyers and utilize the City's website and various social media platforms.</p> <p><b>D. Displacement Due to Economic Pressures:</b> 1. Inclusionary Housing: An inclusionary housing ordinance was heard by the Planning Commission in December of 2023. 2. ADU website has been updated to include informational materials and will be updated as necessary; List of affordable housing unit is posted on the City's Housing and Community Development website, City will continue to work with Orange County Community Resources to update the list.</p> <p><b>II. Place-Base Strategies - Conservation and Revitalization</b></p> <p><b>1. Investment in Specific Neighborhoods - City continue to utilize HOME</b></p>
Rental Housing Assistance	<ul style="list-style-type: none"> <li>• Participate in the Orange County Housing Authority's Housing Choice Vouchers program to provide rent subsidies to very low-income households provided funding is available.</li> <li>• Evaluate and offer rental housing assistance programs based on the availability of funding</li> </ul>	Promote OCHA Housing Choice Voucher information and rental housing assistance programs, as available, on the City's website.	City promotes the Rental Assistance Program on the following website: <a href="https://www.costamesaca.gov/trending/rental-assistance-asistencia-de-alquiler">https://www.costamesaca.gov/trending/rental-assistance-asistencia-de-alquiler</a> and various housing programs on its Housing and Community Development Website: <a href="https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/housing-and-community-development">https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/housing-and-community-development</a>

Ownership Housing Assistance	<ul style="list-style-type: none"> <li>• Evaluate and adopt ownership housing assistance programs, such as a First-Time Home Buyer Program, based on the availability of funding.</li> <li>• Provide informational materials, online and at City Hall, on potential paths to home ownership and on assistance and resources available for first-time home buyers.</li> </ul>	Annually evaluate and, as funding is available, offer ownership housing assistance programs. Promote informational materials online and at City hall on potential paths to home ownership and on assistance and resources available by Winter 2025.	The City is currently evaluating program for ownership housing assistance; to be completed by Winter 2025
Fair Housing Assistance	Continue to contract with the Fair Housing Foundation and promote available services on the City's webpage.	Contract with the Fair Housing Foundation throughout the planning period and promote updated information on available services online by Winter 2025.	City continues to renew contract with Fair Housing Foundation (FHF) to provide Fair Housing counseling services to the City of Costa Mesa. Contact information for FHF is available on the City's website.
Low Barrier Navigation Centers	Update the Zoning Code to permit Low Barrier Navigation Center development as a matter of right in appropriate zoning districts, subject to requirements of state law.	To be completed by December 2024.	The City will update applicable sections of its Zoning Code to permit Low Barrier Navigation Center Development and complete it by December 2024.
Homeless Shelter	<ul style="list-style-type: none"> <li>• Continue to operate and maintain the Bridge Shelter throughout the planning period.</li> <li>• Promote information on services and assistance available to residents online on the City's website.</li> </ul>	Annually review and, if necessary, revise services and assistance programs available based on funding availability. Annually meet with homeless services providers to respond to the needs of persons experiencing homelessness and identify potential opportunities.	The City continues to operate the Bridge Shelter and has obtained additional funding along with increasing Shelter capacity. The City will continue the Shelter operations and seek resources to expand services to support assistance programs.
Assembly Bill 139	Review and update, as necessary, the Zoning Code to comply with parking requirements of AB 139 for emergency shelters.	To be completed by Winter 2025.	City will update applicable sections of its Zoning Code to address AB 139, by Winter 2025
Housing Education and Outreach Program	Develop an outreach program providing educational materials about the purpose and benefits of affordable housing options in the City.	Develop program by December 2023 and distribute materials by December 2024.	City will develop a program providing education materials about the purpose and benefits of affordable housing options in the City by December 2024









Jurisdiction	Costa Mesa	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

## ANNUAL ELEMENT PROGRESS REPORT

### Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

**Table F**

#### Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA <sup>+</sup> Listed for Informational Purposes Only				Units that Count Towards RHNA <sup>+</sup> Note - Because the statutory requirements severely limit what can be counted, please contact HCD at <a href="mailto:apr@hcd.ca.gov">apr@hcd.ca.gov</a> and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 <sup>+</sup> . For detailed reporting requirements, see the checklist here: <a href="https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf">https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf</a>
	Extremely Low-Income <sup>+</sup>	Very Low-Income <sup>+</sup>	Low-Income <sup>+</sup>	TOTAL UNITS <sup>+</sup>	Extremely Low-Income <sup>+</sup>	Very Low-Income <sup>+</sup>	Low-Income <sup>+</sup>	TOTAL UNITS <sup>+</sup>	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									



<b>Jurisdiction</b>	Costa Mesa	
<b>Reporting Period</b>	2023	(Jan. 1 - Dec. 31)
<b>Planning Period</b>	6th Cycle	10/15/2021 - 10/15/2029

**NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting year.**

Note: "+" indicates an optional field  
Cells in grey contain auto-calculation formulas

## ANNUAL ELEMENT PROGRESS REPORT

### Housing Element Implementation

[illegible]





Jurisdiction	Costa Mesa	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Table K  
Tenent Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	No	
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage on their internet website containing authorizing local ordinance and supporting materials.		
Notes		



[illegible]

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		23
Total Units		23

319

Moderate	Non-Deed Restricted	13
Above Moderate		10
Total Units		91

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	8
Low	Deed Restricted	0
	Non-Deed Restricted	12
Moderate	Deed Restricted	0
	Non-Deed Restricted	6
Above Moderate		8
Total Units		34



## **Appendix A**

### **2015-2035 General Plan Goals, Objectives, Policies (2023)**

# **2015–2035 Costa Mesa General Plan Goals, Objectives, and Policies**

**- 2023 Annual Review -**  
*(Housing Element updated per  
adopted 2021-2029 Housing Element)*

## 2015-2035 GENERAL PLAN GOALS AND POLICIES

Each element of the General Plan contains goals and policies based upon the needs and desires of the community, as derived from the previously adopted 2015-2035 General Plan, background research, planning staff, and members of the City Council.

A goal is defined as a broad vision of what the community wants to achieve or provide to residents, landowners, business owners and tourists. It is a statement of a desired condition based on community values. Goals are general in nature and usually timeless. A policy is a specific statement that guides decision-making. It indicates a commitment of the City to a particular course of action. A policy is based on and helps implement a goal.

One of the objectives for the 2015-2035 General Plan and General Plan EIR was to review the 2000 General Plan goals, objectives, and policies for relevancy, completion and applicability for the long-term development in the City. City staff reviewed the goals, objectives, and policies in the 2000 General Plan and determined if the goals, objectives, and policies had been completed, and if not, determined their relevancy and applicability for the 2015-2035 General Plan. The following are the goals and associated objectives and policies that have been set for the Costa Mesa 2015-2035 General Plan.

At the conclusion of each goal, objective or policy is a statement within [brackets] that indicates one of four possible scenarios: 1) the goal, objective, or policy remains the same as the 2000 General Plan, 2) the goal, objective or policy has been modified from the 2000 General Plan statement for the 2015-2035 General Plan, 3) the goal, objective or policy is a new statement for the 2000 General Plan, or 4) in the case of the Housing Element, the 2021-2029 adopted Housing Element goals, objectives or policies are listed. Examples of the wording for the aforementioned scenarios are as follows:

- 1) [2000 GP Goal LU-1],
- 2) [2000 GP Policy LU-1A.4 – Modified for 2015-2035 GP],
- 3) [New Objective for 2015-2035 GP], and
- 4) [2021-2029 Housing Element].

## Land Use Element

The goals, objectives, and policies that address land use are as follows:

### **Goal LU-1:**

A Balanced Community with a Mix of Land Uses to Meet Resident and Business Needs [2000 GP Goal LU-1]

**Objective LU-1A:** Establish and maintain a balance of land uses throughout the community to preserve the residential character of the City at a level no greater than can be supported by the infrastructure. [2000 GP Objective LU-1A]

- LU-1.1 Provide for the development of a mix and balance of housing opportunities, commercial goods and services, and employment opportunities in consideration of the needs of the business and residential segments of the community. [2000 GP Policy LU-1A.1]
- LU-1.2 Balance economic gains from new development while preserving the character and densities of residential neighborhoods. [New Policy for 2015-2035 GP]
- 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. [2000 GP Policy LU-1A.4]
- LU-1.4 Promote housing and employment opportunities within planned development areas to the extent feasible. [2000 GP Policy LU-1A.5]
- LU-1.5 Maintain a land use structure that strives to balance jobs and housing with available infrastructure and public and human services. [New Policy for 2015-2035 GP]

### **Goal LU-2:**

Preserve and Protect Residential Neighborhoods [2000 GP Goal LU-1]

**Objective LU-2A:** Promote land use patterns and development that contribute to community and neighborhood identity. [2000 GP Objective LU-1C]

- LU-2.1 In the event of damage or destruction, allow any legal conforming use in existence at the time of adoption of the General Plan that is located in a nonconforming development to be rebuilt to its original building intensity, as long as any such rebuilding would not increase the development's nonconformity, and the damage or destruction was in no way brought about by intentional acts of any owner of such use or property. [2000 GP Policy LU-2A.4]
- LU-2.2 Pursue maximum use of utility company funds and resources in undergrounding existing overhead lines, and encourage undergrounding of utilities in the public right-of-way for residential development consisting of five units or more, to the extent feasible and practical. [2000 GP Policy LU-2A.9 – Modified for 2015-2035 GP]
- LU-2.3 Develop standards, policies, and other methods to encourage the grouping of individual parcels to eliminate obsolete subdivision patterns and to provide improved living environments while being consistent with the neighborhood character of the surrounding community. [2000 GP Policy LU-2A.5 – Modified for 2015-2035 GP]
- LU-2.4 Do not allow "rounding up" when calculating the number of permitted residential units, except for lots existing as of March 16, 1992, zoned R2-MD that have less

- than 7,260 square feet in area, and no less than 6,000 square feet, where density calculation fractions of 1.65 or greater may be rounded up to two units. [2000 GP Policy LU-2A.6]
- LU-2.5 Allow creation of parcels without street frontage if sufficient easements are provided for planned developments or common-interest developments consistent with the neighborhood character. This policy does not apply to small lot subdivisions. [2000 GP Policy LU-2A.7]
  - LU-2.6 Encourage increased private market investment in declining or deteriorating neighborhoods. [2000 GP Policy LU-2A.8]
  - LU-2.7 Permit the construction of buildings over two stories or 30 feet only when it can be shown that the construction of such structures will not adversely impact surrounding developments and deprive existing land uses of adequate light, air, privacy, and solar access. [2000 GP Policy LU-1C.1]
  - LU-2.8 Limit building height to four stories above grade south of the I-405 Freeway, except for special purpose housing such as elderly, affordable, or student housing, unless otherwise approved by a General Plan amendment. (A four-story/five-level parking structure with roof deck parking on the fifth level is considered a four-story structure.) [2000 GP Policy LU-1C.2]
  - LU-2.9 Require appropriate building setbacks, structure orientation, and placement windows to consider the privacy of adjacent residential structures within the same project and on adjacent properties. [2000 GP Policy LU-1C.4]
  - LU-2.10 Promote lot consolidation of residential properties to the extent feasible and practical, including the creation of larger single-family residential lots that exceed the minimum 6,000-square-foot requirement in neighborhoods where the prevailing residential subdivision pattern features larger-sized residential lots. [2000 GP Policy LU-1C.5 – Modified for 2015-2035 GP]
  - LU-2.11 Ensure adequate noise attenuation in urban design, such as walls for sound attenuation, development of landscaped greenbelts, provision of landscape berms, etc. [2000 GP Policy LU-1C.6 – Modified for 2015-2035 GP]

**Goal LU-3:**

Development that Maintains Neighborhood Integrity and Character [2000 GP Goal LU-1]

**Objective LU-3A:** Establish policies, standards, and procedures to minimize blighting influences, and maintain the integrity of stable neighborhoods. [2000 GP Objective LU-1F]

- LU-3.1 Protect existing stabilized residential neighborhoods, including mobile home parks (and manufactured housing parks), from the encroachment of incompatible or potentially disruptive land uses and/or activities. [2000 GP Policy LU-1F.1]
- LU-3.2 Actively enforce existing regulations regarding derelict or abandoned vehicles, outdoor storage, and substandard or illegal buildings, and establish regulations to abate weed-filled yards when any of the above are deemed to constitute a health, safety, or fire hazard. [2000 GP Policy LU-1F.2]
- LU-3.3 Continue code enforcement as a high priority with regard to the regulation of property maintenance standards citywide. [2000 GP Policy LU-1F.3 – Modified for 2015-2035 GP]
- LU-3.4 Ensure that residential densities can be supported by the infrastructure and are compatible with existing residential neighborhoods in the surrounding area. [2000 GP Policy LU-1F.4 – Modified for 2015-2035 GP]



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| LU-3.5  | Provide opportunities for the development of well-planned and designed projects which, through vertical or horizontal integration, provide for the development of compatible residential, commercial, industrial, institutional, or public uses within a single project or neighborhood. [2000 GP Policy LU-1F.5]  |
| LU-3.6  | Facilitate revitalization of aging commercial centers by working with property owners, developers, local businesses, and other community organizations to coordinate efforts. [New Policy for 2015-2035 GP]  |
| LU-3.7  | Promote development/design flexibility that encourages older or poorly maintained high-density residential uses to be rehabilitated. [New Policy for 2015-2035 GP]   |
| LU-3.8  | Ensure that new development reflects existing design standards, qualities, and features that are in context with nearby development and surrounding residential neighborhoods. [New Policy for 2015-2035 GP]   |
| LU-3.9  | Locate high-intensity developments or high-traffic-generating uses away from low-density residential in order to buffer the more sensitive land uses from the potentially adverse impacts of the more intense development or uses. [2000 GP Policy LU-1A.3]  |
| LU-3.10 | Minimize effects of new development on the privacy and character of surrounding neighborhoods. [New Policy for 2015-2035 GP]   |
| LU-3.11 | Promote small-lot residential development on long, narrow, single parcels or combined residential lots. [New Policy for 2015-2035 GP]  |
| LU-3.12 | Ensure that new development reflects existing design standards, qualities, and features that are in context with nearby development. [New Policy for 2015-2035 GP]   |
| LU-3.13 | Prohibit construction of buildings which would present a hazard to air navigation, as determined by the Federal Aviation Administration (FAA). [2000 GP Policy LU-1C.3 – Modified for 2015-2035 GP]  |
| LU-3.14 | Certain development proposals which may include the construction or alteration of structures more than 200 feet above ground level may require filing with the Federal Aviation Administration (FAA) and Airport Land Use Commission (ALUC) pursuant to federal and State law. If a filing requirement is determined to be necessary in accordance with the procedures provided by State/federal agencies, the filing of a Notice of Proposed Construction or Alteration (FAA Form 7460-1) shall be required prior to review and consideration of the proposed development.” Land Use Element (page LU-18) refers to the threshold stated above. It shall be amended to refer to Filing FAA Form 7460-1 Notice of Construction and Alteration, and not to Form 7480-1. [New Policy for 2015-2035 GP] |
| LU-3.15 | The City will ensure that development proposals, including the construction or operation of a heliport or helistop comply fully with permit procedures under State law, including referral of the project to the ALUC by the applicant, and with all conditions of approval imposed or recommended by the Federal Aviation Administration, ALUC, and Caltrans, including the filing of Form 7480-1 (Notice of Landing Area Proposed) with the FAA. This requirement shall be in addition to all other City development requirements. [New Policy for 2015-2035 GP]   |
| LU-3.16 | The City shall refer certain projects to the Airport Land Use Commission for Orange County, as required by Section 21676 of the California Public Utilities Code to determine consistency of the project(s) with the Airport Environs Land Use Plan for John Wayne Airport. [New Policy for 2015-2035 GP]  |

- LU 3.17 New residential developments within the 60 dB CNEL noise contour of the airport shall provide designated outdoor signage informing the public of the presence of operating aircraft. [New Policy for 2015-2035 GP]

**Goal LU-4:**

New Development that Is Sensitive to Costa Mesa's Environmental Resources [2000 GP Goal LU-2]

**Objective LU-4A:** Encourage new development and redevelopment that protects and improves the quality of Costa Mesa's natural environment and resources. [2000 GP Objective LU-2A]

- LU-4.1 Ensure that appropriate watershed protection activities are applied to all new development and significant redevelopment projects that are subject to the National Pollutant Discharge Elimination System Stormwater Permit during the planning, project review, and permitting processes. [2000 GP Policy LU-2A.10]
- LU-4.2 Avoid conversion of areas particularly susceptible to erosion and sediment loss (e.g., steep slopes) and/or establish development guidelines that identifies these areas and protects them from erosion and sediment loss. [2000 GP Policy LU-2A.11]
- LU-4.3 Preserve or restore areas that provide water quality benefits and/or are necessary to maintain riparian and aquatic biota. [2000 GP Policy LU-2A.12]
- LU-4.4 Promote site development that limits impact on and protects the natural integrity of topography, drainage systems, and water bodies, and protect the integrity of the bluff crest. [2000 GP Policy LU-2A.13]
- LU-4.5 Promote integration of stormwater quality protection into construction and post-construction activities, as required by the NPDES Stormwater Permit and the City's Local Implementation Plan. [2000 GP Policy LU-2A.14]
- LU-4.6 Incorporate the principles of sustainability into land use planning, infrastructure, and development processes to reduce greenhouse gas emissions consistent with State goals. [New Policy for 2015-2035 GP]

**Goal LU-5:**

Adequate Community Services, Transportation System, and Infrastructure to Meet Growth [2000 GP Goal LU-1 and Goal LU-3]

**Objective LU-5A:** Ensure availability of adequate community facilities and provision of the highest level of public services possible, taking into consideration budgetary constraints and effects on the surrounding area. [2000 GP Objective LU-3A]

- LU-5.1 Pursue annexation of certain areas within the City's Sphere of Influence to provide land use regulation and city services within its jurisdiction. [2000 GP Policy LU-3A.1]
- LU-5.2 Strongly encourage protection and preservation of existing but underutilized school sites for future recreational, social, or educational uses. [2000 GP Policy LU-3A.2]
- LU-5.3 As appropriate and timely, consider the establishment of development impact fee program(s) to fund additional fire and police personnel, library facilities, and related equipment to meet the demands of additional growth in the City. [2000 GP Policy LU-3A.3 – Modified for 2015-2035 GP]

- LU-5.4 Require appropriate site and environmental analysis for future fire and police station site locations or for the relocation or closure of existing fire and police facilities. [2000 GP Policy LU-3A.4]
- LU-5.5 Ensure that new development pays its fair share of impact fees such as park fees and traffic impact fees. This can also include impact fees related to community services (police protection services and fire emergency response services) or library facilities, once adopted and applicable. [New Policy for 2015-2035 GP]
- LU-5.6 Promote development of revenue-generating land uses to help defray the costs of high quality public services. [New Policy for 2015-2035 GP]
- LU-5.7 Encourage new development that is organized around compact, walkable, mixed-use neighborhoods and districts to conserve open space resources, minimize infrastructure costs, and reduce reliance on the automobile. [New Policy for 2015-2035 GP]
- LU-5.8 Include an evaluation of impacts on utility systems and infrastructure in EIRs for all major general plan amendment, rezone, and development applications. [2000 GP Policy LU-1D.1]
- LU-5.9 Phase or restrict future development in the City to that which can be accommodated by infrastructure at the time of completion of each phase of a multi-phased project. [2000 GP Policy LU-1D.2]
- LU-5.10 Building densities/intensities for proposed new development projects shall not exceed the trip budget for applicable land use classifications, as identified in the Land Use Element. Building intensities for proposed new development projects shall not exceed the applicable floor area standards, except for the following conditions:
- (a) Limited deviations from the graduated floor-area ratio standards for the commercial and industrial land use designations may be approved through a discretionary review process. No deviation shall exceed a 0.05 increase in the FAR in the moderate traffic category, and no deviation shall be allowed in the very low, low, and high traffic categories. Deviations from the FAR standards shall not cause the daily trip generation for the property to be exceeded when compared to the existing daily trip generation for the site without the proposed project or maximum allowable traffic generation for the Moderate Traffic FAR category, whichever is greater.
  - (b) Additions to existing nonconforming nonresidential developments may be allowed if the additions do not affect the overall traffic generation characteristics of the development and if the additions do not substantially affect the existing height and bulk of the development. Additions to nonresidential developments shall be limited to those land uses with traffic generation rates based on variables other than building area square footage. Examples of such additions include, but are not limited to: 1) Hotels/motels: Increases in the size of hotel rooms or lobbies where no increase in the total number of rooms is proposed, and 2) theaters: Increases to "back-stage" support areas or lobbies where no increase in the total number of seats is proposed.
  - (c) In the above conditions, the new development shall be compatible with surrounding land uses.
  - (d) Additional criteria for approving deviations from the FAR standards may be established by policy of the City Council. [2000 GP Policy LU-1E.1 – Modified for 2015-2035 GP]

- LU-5.11 Development plans shall be required for all phased development and approvals and shall be approved by the Planning and Transportation Services Divisions prior to the issuance of building permits. [2000 GP Policy LU-1E.2]
- LU-5.12 Development plans shall include an overall buildout plan, which can demonstrate the ability of the circulation system to support the proposed level of development. [2000 GP Policy LU-1E.3]
- LU-5.13 The City shall continue its annual preparation of the Development Phasing and Performance Monitoring Program. The annual review will specifically address major intersection operations in any mixed-use overlay area. [2000 GP Policy LU-1E.4]

**Goal LU-6:**

Economically Viable and Productive Land Uses that Increase the City's Tax Base [2000 GP Goal LU-1]

**Objective LU-6A:** Ensure the long-term productivity and viability of the community's economic base. [2000 GP Objective LU-1B]

- LU-6.1 Encourage a mixed of land uses that maintain and improve the City's long-term fiscal health. [New Policy for 2015-2035 GP]
- LU-6.2 Continue to promote and support the vitality of commercial uses to meet the needs of local residents and that support regional-serving commercial centers. [New Policy for 2015-2035 GP]
- LU-6.3 Continue to prioritize commercial and industrial park use of properties north of I-405 and within the Airport Industrial District. [New Policy for 2015-2035 GP]
- LU-6.4 Support the continued presence of incubator businesses in the action sports industry and jobs-producing businesses in the Westside. [New Policy for 2015-2035 GP]
- LU-6.5 Encourage revitalization of existing, older commercial and industrial areas in the Westside with new mixed-use development consisting of ownership housing stock and live/work units. [New Policy for 2015-2035 GP]
- LU-6.6 Continue to encourage and retain land uses that generate sustainable sales and property tax revenues, including regional commercial destinations and automobile dealerships. [New Policy for 2015-2035 GP]
- LU-6.7 Encourage new and retain existing businesses that provide local shopping and services. [New Policy for 2015-2035 GP]
- LU-6.8 Provide efficient and timely review of development proposals while maintaining quality customer service standards for the business, development, and residential community. [New Policy for 2015-2035 GP]
- LU-6.9 Support the retention and growth of Class A office tenants, including corporate headquarters for the action sports industry, biotech, and high technology companies within the City. [New Policy for 2015-2035 GP]

**Objective LU-6B:** Encourage and facilitate activities that expand the City's revenue base. [New Objective for 2015-2035 GP]

- LU-6.10 Encourage a broad range of business uses that provide employment at all income levels and that make a positive contribution to the City's tax base. [New Policy for 2015-2035 GP]
- LU-6.11 Provide opportunities for mixed-use, office, manufacturing, and retail development that respond to market and community needs in terms of size, location, and cost. [New Policy for 2015-2035 GP]
- LU-6.12 Track retail trends and tailor regulations to respond to market changes, maximize revenue, and maintain the appropriate the business mix. [New Policy for 2015-2035 GP]
- LU-6.13 Encourage new development along major corridors that are pedestrian oriented and includes a mixture of retail/service, residential, and office uses. [New Policy for 2015-2035 GP]
- LU-6.14 Improve ease and accessibility to information to capture opportunities for businesses to establish in Costa Mesa and bring high-skill and professional jobs and new revenue sources into the community. [New Policy for 2015-2035 GP]
- LU-6.15 Promote unique and specialized commercial and industrial districts within the City which allow for incubation of new or growing businesses and industries. [New Policy for 2015-2035 GP]
- LU-6.16 Examine options for the development of new infrastructure for new technologies and businesses that use those technologies. [New Policy for 2015-2035 GP]

**Objective LU-6C:** Retain and expand the City's diverse employment base, including office, retail/service, restaurants, high-tech, action sports, boutique and prototype manufacturing, and industrial businesses. [New Objective for 2015-2035 GP]

- LU-6.17 Engage in activities that promote Costa Mesa as a great place to live, work, and develop a business. [New Policy for 2015-2035 GP]
- LU-6.18 Continue to work with surrounding cities to strengthen regional economic development. [New Policy for 2015-2035 GP]
- LU-6.19 Provide flexibility and support for development of residential, office, small retail centers, and similar uses that would serve local residents and would also benefit from the high visibility along major corridors outside of significant commercial or industrial nodes. [New Policy for 2015-2035 GP]

**Goal LU-7:**

A Sound Local Sustainable Economy that Attracts Investment, Creates Educational Opportunities, and Generates Employment Opportunities [New Goal for 2015-2035 GP]

- LU-7.1 Endeavor to create mixture of employment opportunities for all economic levels of residents and businesses. [New Policy for 2015-2035 GP]
- LU-7.2 Support linkages between local educational institutions and local industries and businesses. Foster training, collaboration with employers, and new innovative programs that increase job opportunities for residents and students attending school locally. [New Policy for 2015-2035 GP]
- LU-7.3 Foster and provide useful and efficient partnerships to implement economic opportunities with private, non-profit, or other public agencies. [New Policy for 2015-2035 GP]

- LU-7.4 Cultivate an entrepreneurial and academic environment that fosters innovation through non-traditional housing developments, flexible office spaces, experiential development, and ensuring the diversity of retail/service throughout the urban districts. [New Policy for 2015-2035 GP]
- LU-7.5 Support and provide flexibility for development projects and businesses which produce, care, and maintain material goods or fixed assets meant to support the production of market goods, especially for niche industries within the City of Costa Mesa. [New Policy for 2015-2035 GP]
- LU-7.6 Seek out opportunities to attract primary businesses within stable industries and support industries that already exist within the City. [New Policy for 2015-2035 GP]
- LU-7.7 Explore economic and employment opportunities to retain and strengthen the unique industry niches along Bristol and Paularino, in the Westside, on East 17th Street, and throughout North Costa Mesa. [New Policy for 2015-2035 GP]
- LU-7.8 Support the development of pedestrian plazas and gathering places, and institutional spaces, as well as the more efficient use of existing spaces, to support economic growth and branding of existing industries within the City. [New Policy for 2015-2035 GP]

**Goal LU-8:**

Promote a range of multiple uses at the Fairview Developmental Center site [New Goal for 2015-2035 GP]

- LU-8.1 In anticipation of the potential closure or repurposing of the Fairview Development Center site, the City will work with appropriate State agencies or private entity (if the property is sold) to plan for a complementary mix of low-scale residential, institutional, public facilities, open spaces, and recreational uses within a campus setting. [New Policy for 2015-2035 GP]

**Goal LU-9:**

Ensure that Fairgrounds uses are consistent with the General Plan designation [New Goal for 2015-2035 GP]

- LU-9.1 Discourage changes in the allowable uses specified in the Fairgrounds General Plan land use designation for the Orange County Fair & Event Center property. Ensure that amendments to this General Plan designation are approved by the electorate. [New Policy for 2015-2035 GP]

**Goal LU-10:**

Promote the growth of tourism [New Goal for 2015-2035 GP]

**Objective LU-10A:** Promote structural improvements of visitor-oriented land uses. [New Objective for 2015-2035 GP]

- LU-10.1 Engage with property owners, developers, and business owners to encourage the revitalization of the hotel/motels. [New Policy for 2015-2035 GP]

- LU-10.2 Provide incentives to motel development projects seeking to improve existing motel facilities by increasing the hotel rating. These projects may include:
- a. Updating building mechanical, electrical, or plumbing to comply with current building standards
  - b. Updating physical improvements to the site
  - c. Adding hotel amenities to the site
  - d. Updating or improving the landscaping on the site
  - e. Updating or improving the façade of the building(s) [New Policy for 2015-2035 GP]

**Objective LU-10B:** Promote growth of visitor-oriented land uses. [New Objective for 2015-2035 GP]

- LU-10.3 Motel and hotel land uses should be encouraged to be located near major transportation corridors and close to key tourist/visitor draws, other recreation venues, the airport, regional, and general local shopping centers. [New Policy for 2015-2035 GP]

- LU-10.4 Consider the interest of quality of stay for visitors when evaluating projects near visitor-oriented land uses by requiring on-site amenities and upscale guest services. [New Policy for 2015-2035 GP]

**Objective LU-10C:** Promote uses and events that make visitor-oriented business more economically viable. [New Objective for 2015-2035 GP]

- LU-10.5 Celebrate and promote the arts, culture, and industries of Costa Mesa through special events, civic gatherings, and City marketing and tourism promotion efforts. [New Policy for 2015-2035 GP]

- LU-10.6 Promote the development of small-scale manufacturing uses or other uses that generate multiple secondary and tertiary markets that support business travel tourism-related uses. [New Policy for 2015-2035 GP]

- LU-10.7 Maintain and enhance the City's status and image as a centrally located destination and cultural center in Orange County. [New Policy for 2015-2035 GP]



## Circulation Element

The goals, objectives, and policies that address circulation are as follows:

### **Goal C-1:**

Implement “Complete Streets” Policies on Roadways in Costa Mesa

Plan, develop, and implement a comprehensive transportation system that serves all users and modes of travel. [2000 GP Goal CIR-1 – Modified for 2015-2035 GP]

**Objective C-1A:** Create a transportation network that meets the mobility needs of all Costa Mesa residents, businesses, and visitors. [2000 GP Objective CIR-1A – Modified for 2015-2035 GP]

- C-1.1: Update the City’s engineering standards for public and private streets to provide for safe, comfortable, and attractive access and travel for pedestrians, bicyclists, motorists, and transit users of all ages, abilities, and modes of travel. [New Policy for 2015-2035 GP]
- C-1.2: Allow for flexible use of public rights-of-way to accommodate all users of the street system while maintaining safety standards. [New Policy for 2015-2035 GP]
- C-1.3: Complete and annually maintain a needs assessment for traffic service levels and traffic safety. Develop and annually update a priority list of improvement projects, with priorities based on: 1) correcting identified hazards; 2) accommodating multimodal trips; 3) improving and/or maintaining peak-hour traffic volumes at critical intersections; 4) improving efficiency of existing infrastructure utilization; and 5) intergovernmental coordination. [2000 GP Policy CIR-2C.2]
- C-1.4: Pursue downgrade of arterials that no longer have the demand requiring their buildout to planned capacity. [New Policy for 2015-2035 GP]
- C-1.5: Implement road diets on street segments with excess capacity to enhance bicycle and pedestrian facilities. [New Policy for 2015-2035 GP]
- C-1.6: Encourage the conversion of excess on-street parking spaces for expanded sidewalk gathering places or landscaping. [New Policy for 2015-2035 GP]
- C-1.7: Encourage community participation in City processes and programs focused on improving mobility and transportation facilities. [New Policy for 2015-2035 GP]
- C-1.8: Pursue downgrade of 17th Street from 6-lane Major Arterial to 4-lane Primary Arterial between Orange Ave and Tustin Avenue, through Master Plan of Arterial Highways (MPAH) Amendment process with the Orange County Transportation Authority. [New Policy for 2015-2035 GP]

**Objective C-1B:** Preserve the character of our residential neighborhoods. [2000 GP Objective CIR-1A – Modified for 2015-2035 GP]

- C-1.9: Implement traffic calming measures that discourage speeding and cut-through traffic on residential streets. [2000 GP Policy CIR-1A.14]
- C-1.10: Encourage non-motorized transportation in residential areas by providing sidewalks and implementing bicycle friendly design of local streets. [New Policy for 2015-2035 GP]
- C-1.11: Reduce or eliminate intrusion of traffic related to non-residential development on local streets in residential neighborhoods. [New Policy for 2015-2035 GP]

- C-1.12: Prioritize intersection improvements which improve through traffic flow on Major, Primary, and Secondary Arterials, and reduce impacts on local neighborhood streets with emphasis on pedestrian safety. [2000 GP Policy CIR-1A.14]
- C-1.13: Promote engineering improvements such as physical measures constructed to lower speeds, improve safety, and otherwise reduce the impacts of motor vehicles. [New Policy for 2015-2035 GP]
- C-1.14: Design and Implement transportation projects to meet local and regional system capacity needs in accordance with the Master Plan of Streets and Highways. [New Policy for 2015-2035 GP]
- C-1.15: Implement neighborhood approved traffic-calming measures in residential neighborhoods and appropriate commercial areas, such as street narrowing, curb extensions, roundabouts, landscaped medians, and radar speed feedback signs. [New Policy for 2015-2035 GP]
- C-1.16: Establish priority-ranking system to evaluate traffic-calming requests for implementation throughout the City. [New Policy for 2015-2035 GP]
- C-1.17: Pursue programs that reduce vehicle speeds and cut-through traffic on local streets. [New Policy for 2015-2035 GP]

**Goal C-2:**

Effectively Manage and Improve the Roadway System

Develop and maintain a robust and efficient vehicular circulation network. [2000 GP Goal CIR-1 – Modified for 2015-2035 GP]

**Objective C-2A:** Implement policies that encourage and accommodate all users while maintaining the efficiency of the circulation system. [2000 GP Objective CIR-1A – Modified for 2015-2035 GP]

- C-2.1: Establish a citywide crosswalk policy to address installation, maintenance, removal, and enhancements of crosswalks at intersections and mid-block locations. Crosswalk locations and treatment will be based on criteria including, but not limited to safety, traffic volume, and concentration of pedestrian activity. Potential enhancements may include leading pedestrian intervals at signalized intersections, bulb-outs, and median refuges to reduce crossing distances. [New Policy for 2015-2035 GP]
- C-2.2: Avoid creation of frequent driveways for new development access in active pedestrian areas that create conflict points between pedestrians and vehicles. [New Policy for 2015-2035 GP]
- C-2.3: Encourage commercial property owners to use shared driveway access and interconnected roads within blocks, where feasible. Require driveway access closures or consolidations, or both when a site is remodeled or redeveloped. [New Policy for 2015-2035 GP]
- C-2.4: Collaborate with law enforcement and public safety organizations to coordinate policies and programs that would reduce injuries and deaths on the roadways. [New Policy for 2015-2035 GP]
- C-2.5: Designate routes for truck traffic to minimize potential conflicts between trucks and cars, pedestrians, bicycles, transit, and vehicle access and circulation. Establish by ordinance a truck map that depicts allowable truck routes within the City. [New Policy for 2015-2035 GP]

- C-2.6: Periodically review and update traffic signal timing at all signalized intersections to maintain traffic signal coordination and to accommodate bicycle and pedestrian needs. [New Policy for 2015-2035 GP]
- C-2.7: Develop new traffic level of services criteria in accordance with SB 743 to meet the California Environmental Quality Act (CEQA). [New Policy for 2015-2035 GP]
- C-2.8: Continue the use of the Intersection Capacity Utilization (ICU) methodology to address local traffic level of service and impacts, with Level of Service “D” as the threshold for meeting the City’s significance criteria. [New Policy for 2015-2035 GP]

**Objective C-2B:** Construct street improvements and apply congestion management tools to obtain efficient performance of the transportation system. [2000 GP Objective CIR-1A – Modified for 2015-2035 GP]

- C-2.9: Incorporate the street system improvements identified in the General Plan Environmental Impact Report (EIR) into the Capital Improvement Program. [New Policy for 2015-2035 GP]
- C-2.10: Continue to deploy intelligent transportation systems (ITS) strategies—such as adaptive signal controls, fiber optic communication equipment, closed circuit television cameras, real-time transit information, and real-time parking availability information—to reduce traffic delays, lower greenhouse gas emissions, improve travel times, and enhance safety for drivers, pedestrians, and cyclists. [New Policy for 2015-2035 GP]
- C-2.11: Investigate all operational measures, including the use of one-way streets, to improve traffic circulation and to minimize congestion for all travel modes. [New Policy for 2015-2035 GP]
- C-2.12: Investigate and utilize state-of-the-art transportation system management technology and industry practices to address recurring and non-recurring traffic events (i.e., special events, incident/emergency management). [New Policy for 2015-2035 GP]
- C-2.13: Continue to evaluate and pursue design and operational improvements (medians, driveway closures, signal synchronization or phasing, parking or turn restrictions, etc.) to improve the efficiency of intersections. [2000 GP Policy CIR-2A.4]

### **Goal C-3:**

Enhance Regional Mobility and Coordination

Encourage development of a regional transportation network that addresses regional mobility needs for all modes of travel. [2000 GP Goal CIR-1 – Modified for 2015-2035 GP]

**Objective C-3A:** Promote development of transportation projects along regional corridors. [2000 GP Objective CIR-1A – Modified for 2015-2035 GP]

- C-3.1: Maintain compliance with Orange County Congestion Management Plan (CMP) requirements, including consistency with CMP level of service standards, adoption of a seven-year capital improvement program, analysis of impacts of land use decisions on the CMP highway system, and adoption and implementation of deficiency plans when intersections do not meet adopted performance standards. [New Policy for 2015-2035 GP]

- C-3.2: Support the goals and objectives of the Orange County Long Range Transportation Plan, including expansion of transportation system choices, improvement of transportation system performance, and sustainability of transportation infrastructure. [New Policy for 2015-2035 GP]
- C-3.3: Support the goals and objectives of the SCAG Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), including expansion of transportation system choices, improvement of transportation system performance, and sustainability of transportation infrastructure. [New Policy for 2015-2035 GP]
- C-3.4: Coordinate signal timing on all major arterials with a local signal synchronization program consistent with the Orange County Traffic Signal Synchronization Master Plan (TSSMP). [2000 GP Policy CIR-2A.2 – Modified for 2015-2035 GP]
- C-3.5: Ensure Costa Mesa’s input, participation, and discretionary review of applicable region-wide transportation system policies, programs, and construction. [New Policy for 2015-2035 GP]
- C-3.6: Develop short-term and long-term improvements to the SR-55 corridor in coordination with Caltrans and OCTA to address regional mobility needs. [New Policy for 2015-2035 GP]
- C-3.7: Promote the City’s preferred alternative of undergrounding the SR-55 freeway south of 19th Street within the City limits. [New Policy for 2015-2035 GP]
- Objective C-3B:** Coordinate and partner with local and regional agencies to promote projects and policies that improve regional mobility. [2000 GP Objective CIR-1A – Modified for 2015-2035 GP]
- C-3.8: Coordinate with adjacent jurisdictions to maintain or improve mobility within the City to achieve a standard Level of Service no worse than “D” at all intersections under State or joint control. Intersection Level of Service analyses for General Plan conditions for locations under State or joint control will be updated periodically and presented to the City Council. [2000 GP Policy CIR-1A.12]
- C-3.9: Consult with Caltrans and OCTA regarding the I-405 widening project to minimize adverse impacts to Costa Mesa’s neighborhoods, businesses, and streets. [New Policy for 2015-2035 GP]
- C-3.10: Coordinate with OCTA and other jurisdictions to remove Gisler Avenue Bridge over the Santa Ana River from the City’s Master Plan of Streets and Highways and County’s Master Plan of Arterial Highways. [2000 GP Policy CIR-1A.18]
- C-3.11: Collaborate with Caltrans and neighboring jurisdiction to improve signal timing and coordination along major arterials across jurisdictional boundaries. [2000 GP Policy CIR-2A.3 – Modified for 2015-2035 GP]
- C-3.12: Work closely with the State of California and other government agencies to control traffic-related impacts of uses on State- or other agency-owned land (i.e., Orange County Fairgrounds, Orange Coast College, etc.). [2000 GP Policy CIR-1A.17]
- C-3.13: Coordinate with other responsible agencies the planning, funding, prioritization, and implementation of bicycle, pedestrian, and transit programs and supporting infrastructure. [New Policy for 2015-2035 GP]

**Goal C-4:**

Promote Transportation Demand Management, Transit, and Efficiency

Utilize Transportation Demand Management strategies to manage demand and maximize available capacity. [2000 GP Goal CIR-2 – Modified for 2015-2035 GP]

**Objective C-4A:** Encourage greater utilization of Transportation Demand Management (TDM) strategies to reduce dependence on single-occupancy vehicles. [2000 GP Objective CIR-2A – Modified for 2015-2035 GP]

- C-4.1: Support South Coast Air Quality Management District (SCAQMD) trip reduction programs, including park and ride lots, transit subsidies, carpool and vanpool programs, flexible working hours, bicycle facilities, and other traffic reduction strategies. [New Policy for 2015-2035 GP]
- C-4.2: Support local and multi-jurisdictional car-sharing and bike-sharing programs. [New Policy for 2015-2035 GP]
- C-4.3: Consider implementing park-once approaches for multiuse districts and regional destinations areas. [New Policy for 2015-2035 GP]
- C-4.4: Embrace innovative parking solutions that reduce the required spaced needed for parking, such as automated parking lifts and elevators. [New Policy for 2015-2035 GP]
- C-4.5: Encourage and provide incentives for commercial, office, and industrial development to provide preferred parking for carpools, vanpools, electric vehicles, and flex cars. [New Policy for 2015-2035 GP]
- C-4.6: Encourage and support programs that increase vehicle occupancy, including the provision of traveler information, shuttles, preferential parking for carpools/vanpools, transit pass subsidies, and other methods. [New Policy for 2015-2035 GP]
- C-4.7: Promote the combination of TDM measures as much more effective than any single measure. [New Policy for 2015-2035 GP]
- C-4.8: Require discussion of transportation system management (TSM) and TDM measures in all EIRs prepared for major projects. [2000 GP Policy Policy CIR-2D.5]
- C-4.9: Encourage the integration of compatible land uses and housing into major development projects to reduce vehicle use. [2000 GP Policy CIR-1A.8]
- C-4.10: Allow the application of transportation management rideshare programs, integration of complementary land uses, and other methods to reduce project related average daily and peak hour vehicle trips to achieve consistency with allocated trip budgets. [2000 GP Policy CIR-1A.10]

**Objective C-4B:** Promote regional and local transit services as an alternative to automobile travel. [2000 GP Objective CIR-1A – Modified for 2015-2035 GP]

- C-4.11: Ensure that roadways designated as transit routes can accommodate transit vehicle circulation and convenient pedestrian access to and from transit stops. [2000 GP Policy CIR-1A.11 – Modified for 2015-2035 GP]
- C-4.12: Review all capital improvement projects to ensure improvements located on existing and planned transit routes include modification of street, curb, and sidewalk configurations to allow for easier and more efficient transit operations and improved passenger access. [New Policy for 2015-2035 GP]

- C-4.13: Provide transit stop amenities that facilitate access to and from transit stops and transfer locations. These may include pedestrian pathways approaching stops, high-quality benches and shelters, traveler information systems (real-time transit arrival information), and bike storage and bicycle connections. Bus stops should accommodate timed transfers between buses and other transit services where necessary. [New Policy for 2015-2035 GP]
- C-4.14: Encourage new development along major transit corridors to provide efficient and safe access to transit stops and public sidewalks. [New Policy for 2015-2035 GP]
- C-4.15: Support and participate with OCTA ACCESS Service in providing transportation assistance to senior citizens and the disabled. [New Policy for 2015-2035 GP]
- C-4.16: Consult with OCTA for transit services, such as changes to bus routes, bus stops, and hours of operation. Additionally, coordinate with OCTA for changes to transit services provided for seniors, the disabled, and transit dependent populations. [New Policy for 2015-2035 GP]
- C-4.17: Consult with the Newport-Mesa Unified School District to maintain school bus services provided for local schoolchildren. [New Policy for 2015-2035 GP]
- C-4.18: Coordinate with OCTA to improve transit services in the City, including strategies such as bus rapid transit, express services, community circulators, and other strategies. [New Policy for 2015-2035 GP]
- C-4.19: Encourage new local transit programs in coordination with OCTA, consisting of shuttle services to local and regional destinations. [New Policy for 2015-2035 GP]
- C-4.20: Coordinate with OCTA to construct bus turnouts at appropriate locations, with attractive shelters designed for safe and comfortable use. [2000 GP Policy CIR-2B.1]
- C-4.21: Require discussion of transit service needs and site design amenities for transit ridership in EIR for major projects. [2000 GP Policy CIR-2D.4]

#### **Goal C-5:**

Ensure Coordination between the Land Use and Circulation Systems

Facilitate close coordination between development of land use and circulation system. [2000 GP Goal CIR-2 – Modified for 2015-2035 GP]

**Objective C-5A:** Coordinate land use policies and development activities that support a sustainable transportation system. [2000 GP Objective CIR-1A – Modified for 2015-2035 GP]

- C-5.1: Ensure that new development projects are consistent with the vehicular trip budgets, where adopted. [New Policy for 2015-2035 GP]
- C-5.2: Require that large developments and redevelopments provide short-term and long-term vehicular traffic impact studies. [New Policy for 2015-2035 GP]
- C-5.3: Encourage permitted General Plan land uses which generate high traffic volumes to be located near major transit and transportation corridors to minimize vehicle use, congestion, and delay. [2000 GP Policy CIR-1A.9]
- C-5.4: Maintain balance between land use and circulation systems by phasing new developments to levels that can be accommodated by roadways existing or planned to exist at the time of completion of each phase of the project. [2000 GP Policy GM-1A.2 and Policy CIR-1A.16]

- C-5.5: Promote development of mixed-use projects to reduce number of vehicle trips. [New Policy for 2015-2035 GP]
- C-5.6: Coordinate the design and improvement of pedestrian and bicycle ways in major residential, shopping and employment centers, parks, schools, other public facilities, public transportation facilities, and bicycle networks with adjacent cities. [2000 GP Policy CIR-1A.3]
- C-5.7: Require dedication of right-of-way, in an equitable manner, for development that increases the intensity of land use. [2000 GP Policy CIR-1A.6]
- C-5.8: Minimize circulation improvements that will necessitate the taking of private property on existing developed properties. [2000 GP Policy CIR-1A.19]
- C-5.9: Require that circulation necessary to provide or attain the minimum traffic level of service standard at an intersection to which a development project contributes measureable traffic be completed within three years of issuance of the first building permit for such development project, unless additional right-of-way or coordination with other government agencies is required to complete the improvement. Improvements may be required sooner if, because of extraordinary traffic generation characteristics of the project or extraordinary impacts to the surrounding circulation system, such improvements are necessary to prevent significant adverse impacts. [2000 GP Policy CIR-2D.1]
- C-5.10: Allow for construction of circulation improvements for a phased development project to be constructed commensurate with the project construction, based upon the findings of a traffic study approved by the City of Costa Mesa. [2000 GP Policy CIR-2D.2]
- C-5.11: Maintain balance between land use and circulation systems by phasing new development to levels that can be accommodated by roadways existing or planned to exist at the time of completion of each phase of the project. [2000 GP Policy GM-1A.2 and Policy CIR-1A.16]
- C-5.12: Support consistency with the Orange County Sustainable Communities Strategy (OC SCS) and SCAG RTP/SCS by providing an integrated land use and transportation plan to meet mandated emissions reduction targets consistent with SB 375. [New Policy for 2015-2035 GP]
- Objective C-5B:** Establish strategies and processes that allow large developments to analyze and mitigate traffic impacts and infrastructure needs. [2000 GP Objective CIR-2D – Modified for 2015-2035 GP]
- C-5.13: Require that new development projects improve access to and accommodations for multimodal transportation. [New Policy for 2015-2035 GP]
- C-5.14: Require developers of new building and redevelopment/reuse projects as part of the project development review process that are located along bus routes to pay a designated fair share of the cost of providing improved bus stop facilities and related street furniture or, where appropriate, dedicate land for improved bus stop facilities. [New Policy for 2015-2035 GP]
- C-5.15: Consider the needs of the transportation and infrastructure system early for large developments and coordinate with developers to design projects that minimize traffic impacts and infrastructure demands, and implement complete streets wherever feasible. Alternatively, address transportation and infrastructure system impacts through the implementation of development agreements. [New Policy for 2015-2035 GP]



**Goal C-6:**

Fund and Evaluate the City's Transportation Network

Explore opportunities to secure funding for enhancing the circulation system. [New Goal for 2015-2035 GP]

**Objective C-6A:** Pursue funding sources to maintain and enhance the transportation and infrastructure system. [2000 GP Objective CIR-2C – Modified for 2015-2035 GP]

- C-6.1: Evaluate traffic collision data regularly, and identify top collision locations for automobiles, bicycles, pedestrians, transit in Costa Mesa. Develop appropriate countermeasures and pursue funding from all available sources to implement them. [New Policy for 2015-2035 GP]
- C-6.2: Continue to develop and maintain long-range capital improvement programs consistent with the General Plan and M2 eligibility requirements. [New Policy for 2015-2035 GP]
- C-6.3: Coordinate with OCTA to fund, develop, and maintain a Master Plan of Streets and Highways consistent with the Master Plan of Arterial Highways (MPAH). [New Policy for 2015-2035 GP]
- C-6.4: Require a locally collected and administered traffic mitigation fee program to guarantee that new development pays for its fair share toward improvements resulting in reductions in air pollutant and GHG emissions and traffic impacts generated by the development. [New Policy for 2015-2035 GP]
- C-6.5: Actively pursue local, State, and federal funding to implement, maintain, and evaluate the transportation and infrastructure system. [New Policy for 2015-2035 GP]
- C-6.6: Supplement funding from annual fees or assessments on existing and new development with grants and other nonlocal sources. [New Policy for 2015-2035 GP]
- C-6.7: Develop strategies to implement an infrastructure and transportation system to be consistent with State policies on resiliency and sustainability. [New Policy for 2015-2035 GP]
- C-6.8: Amend the General Plan, if necessary, to be responsive to evolving funding requirements and to comply with State and federal regulations affecting the goals and policies of the Circulation Element. [New Policy for 2015-2035 GP]
- C-6.9: Coordinate with OCTA and Caltrans to seek funding and implementation solutions to improve Newport Boulevard at the terminus of the State Route 55 freeway to relieve congestion from regional traffic. [2000 GP Policy CIR-2A.1 Modified for 2015-2035 GP]
- C-6.10: Review the City's transportation impact fee program on a regular basis, and adjust fees as needed to ensure that funding is available for planned transportation improvements that will benefit all travel modes. [New Policy for 2015-2035 GP]
- C-6.11: Prioritize funding and timing for implementing transportation improvements. Consider prioritizing multimodal projects that provide the most benefit to all users. [New Policy for 2015-2035 GP]
- C-6.12: Require that every new development project pay its share of costs associated with the mitigation of project generated impacts. [New Policy for 2015-2035 GP]

- C-6.13: Measure M2 sales tax revenues shall not be used to replace private funding which has been committed for any project. [2000 GP Policy GM-1A.5 – Modified for 2015-2035 GP]
- C-6.14: The City's seven-year capital improvement program shall be adopted and maintained in conformance with the provisions of Measure M2 for the purpose of maintaining the established level of service standard. [2000 GP Policy GM-1A.6 – Modified for 2015-2035 GP]
- C-6.15: Maintain a traffic impact fee for circulation system improvements to the Master Plan of Streets and Highways; review and update fees on a regular basis. [2000 GP Policy GM-1A.4 AND Policy CIR-2D.3 – Modified for 2015-2035 GP]
- Objective C-6B:** Evaluate the transportation system to ensure that it meets the City's circulation goals. [2000 GP Objective CIR-2A – Modified for 2015-2035 GP]
- C-6.16: Provide an annual Capital Improvement Program General Plan consistency report. [New Policy for 2015-2035 GP]
- C-6.17: Provide annual public review of implementation status reports of goals, policies, and objectives stated in the Circulation Element. [New Policy for 2015-2035 GP]
- C-6.18: Adopt and seek out methods and processes that provide appropriate and accurate data for evaluating the performance of the transportation and infrastructure system. [New Policy for 2015-2035 GP]

#### **Goal C-7:**

Promote a Friendly Active Transportation System in Costa Mesa

Create a bicycle and pedestrian friendly environment throughout Costa Mesa for all types of users and all trip purposes in accordance with the five “Es:” Education, Encouragement, Enforcement, Engineering, and Evaluation. [New Goal for 2015-2035 GP]

*The following recommendations are aimed at providing the maximum flexibility in meeting the goals and policies in this Circulation Element.*

#### **Bikeways and Pedestrian Paths**

- Objective C-7A:** Expand, enhance, and protect the existing bicycle and pedestrian network to provide a comprehensive, system of Class I, Class II, Class III, and Class IV facilities to increase connectivity between homes, jobs, schools transit, and recreational resources in Costa Mesa. [New Objective for 2015-2035 GP]
- Recommendation C-7.1: Develop an extensive bicycle and pedestrian backbone network through the use of standard and appropriate innovative treatments. [New Policy for 2015-2035 GP]
- Recommendation C-7.2: Plan and install new bicycle lanes on Major Arterials, where feasible and appropriate. [New Policy for 2015-2035 GP]
- Recommendation C-7.3: Plan and install shared lane markings (“sharrows”) and signage on appropriate existing and planned bicycle routes where bicycle lane implementation is demonstrated to be infeasible. [New Policy for 2015-2035 GP]
- Recommendation C-7.4: Where feasible, Class I shared-use paths should be a priority for future developments. [New Policy for 2015-2035 GP]

Recommendation C-7.5:	Plan and install new shared-use paths in utility corridors and/or along flood control channels, and extend existing bicycle and shared-use paths. [New Policy for 2015-2035 GP]
Recommendation C-7.6:	Plan and complete north/south multi-purpose and bicycle routes through the City to augment the east/west route. [New Policy for 2015-2035 GP]
Recommendation C-7.7:	Consider the identification and feasibility of potential Class IV cycle tracks. [New Policy for 2015-2035 GP]
Recommendation C-7.8:	When feasible, implement the completion through regional coordination of the Costa Mesa roadway and trail segments of regional bikeway plans. [New Policy for 2015-2035 GP]
Recommendation C-7.9:	Encourage reallocation of roadway rights-of-way where appropriate to accommodate shared-use path and bicycle facilities, while preserving and respecting the character of each adjacent neighborhood. [New Policy for 2015-2035 GP]
Recommendation C-7.10:	Support bicycle improvement projects that close gaps in the regional bicycle network either by implementing specific projects recommended in the Plan or through other treatments. [New Policy for 2015-2035 GP]
Recommendation C-7.11:	Encourage bicycle projects that connect local facilities and neighborhoods to major bicycle corridors. [New Policy for 2015-2035 GP]
Recommendation C-7.12:	Work cooperatively with adjoining jurisdictions and local/regional agencies to coordinate bicycle planning, and implementation activities. Where required, develop consistent active transportation plans and policies with regional and adjacent agencies. [New Policy for 2015-2035 GP]
Recommendation C-7.13:	Prioritize safe access to major regional trails such as the OC Loop/Santa Ana River Trail and the Newport Back Bay Trail System. Where feasible, plan and provide a continuous low-stress Class I and/or Class IV facility from east to west across the city between these facilities. [New Policy for 2015-2035 GP]
Recommendation C-7.14:	Explore favorable opportunities to remove parking to accommodate bicycle lanes. [New Policy for 2015-2035 GP]
Recommendation C-7.15:	Identify favorable opportunities to retain parallel parking adjacent to sidewalks to maintain pedestrian safety. [New Policy for 2015-2035 GP]
Recommendation C-7.16:	Consider every street in Costa Mesa as a street that cyclists could use. [New Policy for 2015-2035 GP]
Recommendation C-7.17:	Link on-road and off-road bicycle and pedestrian facilities within Costa Mesa to existing and planned facilities in adjacent and regional jurisdictions. [New Policy for 2015-2035 GP]

- Recommendation C-7.18: Low-stress design techniques should be considered where necessary to attract a wide variety of users. [New Policy for 2015-2035 GP]
- Recommendation C-7.19: Establish designated safe routes to schools for biking and walking. [New Policy for 2015-2035 GP]
- Recommendation C-7.20: Designate walkable districts in the City. [New Policy for 2015-2035 GP]

#### **Bike and Pedestrian Facilities**

**Objective C-7B:** Provide end-of-trip facilities that support the bicycle network. [New Objective for 2015-2035 GP]

- Recommendation C-7.21: Provide bike parking and bike-related amenities at public facilities and along public rights-of-way. [New Policy for 2015-2035 GP]
- Recommendation C-7.22: Pursue public-private partnerships to furnish local businesses with secure bike parking and other related amenities. [New Policy for 2015-2035 GP]
- Recommendation C-7.23: Develop and adopt bicycle parking equipment standards for bicycle parking to be installed within the public right-of-way and post on the City website. [New Policy for 2015-2035 GP]
- Recommendation C-7.24: Work with local schools and colleges to provide ample and secure bike parking and other related amenities for students and employees. [New Policy for 2015-2035 GP]
- Recommendation C-7.25: Work with OCTA to maximize bicycle amenities, such as bus stop solar lighting and bicycle lockers, at high-volume transit stops. [New Policy for 2015-2035 GP]
- Recommendation C-7.26: Prioritize the installation of bicycle-scale and/or pedestrian-scale lighting. [New Policy for 2015-2035 GP]
- Recommendation C-7.27: Encourage and incentivize providing attended bicycle parking services, such as a bicycle valet, at major City events, OC Fair, Farmers' Markets, holiday festivals, and other community events. [New Policy for 2015-2035 GP]
- Recommendation C-7.28: Prioritize schools with the highest auto traffic volume during peak hours and insufficient parking for staff and parents. Plan and install bicycle facilities adjacent those schools. [New Policy for 2015-2035 GP]
- Recommendation C-7.29: Provide bike parking and bike-related amenities at public facilities and along public right-of-way. [New Policy for 2015-2035 GP]

### **“First and Last Mile” Programs**

<b>Objective C-7C:</b>	Encourage sustainable modes of transportation to fill gaps between the first and last miles of trips (walking, biking, ride sharing, transit, taxi and car-sharing). [New Objective for 2015-2035 GP]
Recommendation C-7.30:	Identify citywide infrastructure needed to create the interconnected multi-trail system. [New Policy for 2015-2035 GP]
Recommendation C-7.31:	Improve the quality, aesthetics, and safety of high-use pedestrian corridors. [New Policy for 2015-2035 GP]
Recommendation C-7.32:	Development and implement a bicycle sharing system. [New Policy for 2015-2035 GP]
Recommendation C-7.33:	Proposed new mode split goals: <ul style="list-style-type: none"> <li>• 50 percent motor vehicles</li> <li>• 10 percent transit</li> <li>• 10 percent bicycles</li> <li>• 20 percent walking</li> <li>• 10 percent carpools, taxi, transportation network company services, and car sharing [New Policy for 2015-2035 GP]</li> </ul>
Recommendation C-7.34:	Establish a goal for all trips of less than three miles to be 30 percent by bicycle, and establish a goal of less than 1 mile to be 30 percent by walking. [New Policy for 2015-2035 GP]
Recommendation C-7.35:	Consider implementing a small-scale transportation system to encourage mode shift to popular destinations as defined by users. [New Policy for 2015-2035 GP]

### **Goal C-8:**

#### **Create a Safer Place to Walk and Ride a Bicycle**

Provide a safe, convenient, and attractive bicycling and pedestrian environment. Apply design standards, enforcement of traffic laws, maintenance practices, and safety awareness campaigns to encourage and increase the use of bicycle and pedestrian facilities. [New Goal for 2015-2035 GP]

### **Design and Way-finding**

<b>Objective C-8A:</b>	Develop bicycle and pedestrian facilities with approved uniform design standards, and implementation of way-finding signage providing information on various destinations. [New Objective for 2015-2035 GP]
Recommendation C-8.1:	Require that all facilities be designed in accordance with the latest federal, state, and local standards. [New Policy for 2015-2035 GP]
Recommendation C-8.2:	Provide and maintain bicycle and pedestrian signal detectors, informational signage, and lighting, along City bikeways. [New Policy for 2015-2035 GP]

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| Recommendation C-8.3: | Develop, install and maintain a bicycle and pedestrian way-finding signage program to indicate route turns, the presence of intersecting bikeways, streets and distances to nearby local and major destinations. [New Policy for 2015-2035 GP]   |
| Recommendation C-8.4: | Develop a list of acceptable plant materials for shared use paths that will not damage, create security problems or hazards for bicyclists. Incorporate canopy trees and native, drought-tolerant landscaping as a standard Class I facility (shared use path) feature. Encourage the use of sustainable drainage designs, such as bio-swales. [New Policy for 2015-2035 GP] |
| Recommendation C-8.5: | Utilize Complete Streets elements as demonstrated in most recent versions of National Association of City Transportation Officials (NACTO) Urban Street Design Guide and Bikeway Design Guide. [New Policy for 2015-2035 GP]   |
| Recommendation C-8.6: | Crosswalks will include high visibility crossing treatments. [New Policy for 2015-2035 GP]   |
| Recommendation C-8.7: | Paint direction arrows on all bike lanes and bike paths to reduce the risk of collisions. [New Policy for 2015-2035 GP]  |

#### **Safety Enforcement and Reporting**

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| <b>Objective C-8B:</b> | Continue and expand enforcement activities that enhance safety of bicyclists on bike paths and roadways. [New Objective for 2015-2035 GP]  |
| Recommendation C-8.8:  | Enforce laws that reduce bicycle/pedestrian/motor vehicle incidents and conflicts. [New Policy for 2015-2035 GP]   |
| Recommendation C-8.9:  | Train police officers on bicyclists' rights and responsibilities and bicycle/pedestrian/vehicle collision evaluation. [New Policy for 2015-2035 GP]  |
| Recommendation C-8.10: | Utilize the City's bicycle-mounted patrol officer program to educate and enforce pedestrian and bicycle user violations not necessarily to punish, but to correct. [New Policy for 2015-2035 GP] |
| Recommendation C-8.11: | Promote efficient reporting mechanisms for behaviors that endanger cyclists and pedestrians. [New Policy for 2015-2035 GP]   |
| Recommendation C-8.12: | Develop a partnership with the school community to establish and update suggested routes to schools for biking and walking. [New Policy for 2015-2035 GP]  |

#### **Safe Roadway Conditions**

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| <b>Objective C-8C:</b> | Maintain bicycle and pedestrian facilities that are clear of debris and provide safe conditions for all users. [New Objective for 2015-2035 GP]  |
| Recommendation C-8.13: | Establish routine maintenance schedule/standards for bicycle and pedestrian facilities such as sweeping, litter removal, landscaping, repainting of striping, signage, and signal actuation devices. [New Policy for 2015-2035 GP] |

- Recommendation C-8.14: Encourage and empower citizens to report maintenance issues that impact bicyclist and pedestrian safety including, but not limited to, potholes, sidewalk lifting, and overgrown vegetation. [New Policy for 2015-2035 GP]
- Recommendation C-8.15: Establish procedures for responding to citizen reports in a timely manner. [New Policy for 2015-2035 GP]
- Recommendation C-8.16: Where feasible, reduce or eliminate conflict points such as driveways that cross the sidewalk. [New Policy for 2015-2035 GP]

### **Safety Education**

**Objective C-8D:** Increase education of bicycle and pedestrian safety through programs and training of school children and the public. [New Objective for 2015-2035 GP]

- Recommendation C-8.17: Create, fund, and implement bicycle-safety curricula and provide to the public, tourists, various ethnic groups, diverse ages and disadvantaged communities. [New Policy for 2015-2035 GP]
- Recommendation C-8.18: Provide multilingual bicycle-safety maps and brochures (print and electronic versions) in languages that are widely used in Costa Mesa. [New Policy for 2015-2035 GP]
- Recommendation C-8.19: Encourage schools to develop and provide bicycle-safety curricula for use in elementary, middle, and high schools, such as the Bicycle Rodeo events. [New Policy for 2015-2035 GP]
- Recommendation C-8.20: Support marketing and public awareness campaigns aimed at improving bicycle and pedestrian safety. [New Policy for 2015-2035 GP]
- Recommendation C-8.21: Provide a user education program developed and promoted to encourage proper trail use and etiquette. [New Policy for 2015-2035 GP]
- Recommendation C-8.22: Work with local bicycle advocacy organizations to develop, promote and support a series of bicycle education classes. Include information on bicycle safety, maintenance, and security. [New Policy for 2015-2035 GP]
- Recommendation C-8.23: Develop and distribute education material regarding bicycle and pedestrian responsibilities and laws. [New Policy for 2015-2035 GP]

### **Safety Data**

**Objective C-8E:** Monitor and analyze bicycle and pedestrian safety. [New Objective for 2015-2035 GP]

- Recommendation C-8.24: Request bicycle and pedestrian collision reports from local law enforcement periodically and consider improvements to address problem areas. [New Policy for 2015-2035 GP]



- Recommendation C-8.25: Establish an expedited process to report maintenance and safety concerns, e.g. pavement markings (sharrows, missing bike lane lines), ramps, curb cut-outs, broken walk/bike signal buttons, signage, minor maintenance of bike lanes/paths (street/path sweeping, minor surface patching, inoperable traffic signal bicycle detection). [New Policy for 2015-2035 GP]
- Recommendation C-8.26: Conduct Roadside Safety Audits (RSAs) on a regular basis to provide periodic snapshots of roadway safety, including bicycle, pedestrian, equestrian, skateboard, and other non-motorized modes of travel. [New Policy for 2015-2035 GP]

**Goal C-9:**

Integrate Active Transportation Elements into Circulation System and Land Use Planning

Provide bikeway and walkway facilities that are integrated with other transportation systems and land use planning decisions. [New Goal for 2015-2035 GP]

**Land Use Planning Decisions and Active Transportation**

**Objective C-9A:** Consider bicycle and pedestrian facilities during land use planning process. [New Objective for 2015-2035 GP]

- Recommendation C-9.1: Incorporate the Costa Mesa Bicycle and Pedestrian Master Plan into the City's General Plan. [New Policy for 2015-2035 GP]
- Recommendation C-9.2: Ensure that all current and proposed land use planning is consistent with the Costa Mesa Bicycle and Pedestrian Master Plan. [New Policy for 2015-2035 GP]
- Recommendation C-9.3: Require new developments provide adequate bicycle parking and pedestrian access. [New Policy for 2015-2035 GP]
- Recommendation C-9.4: Collaborate with property owners to increase bicycle parking over time. [New Policy for 2015-2035 GP]
- Recommendation C-9.5: Encourage the integration of compatible land uses and housing into major development projects to reduce vehicle use. [New Policy for 2015-2035 GP]
- Recommendation C-9.6: Provide a fully integrated network of modern active transportation facilities to and from major activity centers and residential centers. [New Policy for 2015-2035 GP]
- Recommendation C-9.7: Identify areas where an increase in the need for active transportation can reasonably be anticipated due to housing/business growth. [New Policy for 2015-2035 GP]
- Recommendation C-9.8: Make commercial and recreational areas more enjoyable for pedestrians by implementing measures such as providing shade, planting trees, eliminating visible parking lots and vacant land, and minimizing long stretches of building façade. [New Policy for 2015-2035 GP]
- Recommendation C-9.9: Develop creative, artistic, and functional bicycle parking solutions, and install them throughout the City as a standard. [New Policy for 2015-2035 GP]

### Active Transportation in Developments

**Objective C-9B:** Integrate bicycle and pedestrian facility improvements during planning, design and implementation of transportation projects. [New Objective for 2015-2035 GP]

- Recommendation C-9.10: Promote the preservation of bicycle access within all roadway rights-of-way, as well as the development of innovative, safety-enhanced on-street facilities, such as bicycle boulevards and cycle tracks. [New Policy for 2015-2035 GP]
- Recommendation C-9.11: Establish bike boulevards on streets with low traffic volumes and slow speeds to encourage bicycling. [New Policy for 2015-2035 GP]
- Recommendation C-9.12: Proactively seek new opportunities for acquisition of abandoned rights-of-way and other lands for the development of new multi-use pathways that integrate with the planned network. [New Policy for 2015-2035 GP]
- Recommendation C-9.13: Improve the safety of all road users through the implementation of neighborhood traffic-calming treatments. [New Policy for 2015-2035 GP]
- Recommendation C-9.14: Detours through or around construction zones should be designed for safety and convenience, and with adequate signage for cyclists and pedestrians. [New Policy for 2015-2035 GP]
- Recommendation C-9.15: Provide opportunity for public input prior to the removal of an existing bicycle or pedestrian facility or the approval of any development or street improvement that would preclude these planned facilities. [New Policy for 2015-2035 GP]

### **Goal C-10:**

Promote an Active Transportation Culture

Develop educational and promotional programs to increase bicycle and pedestrian usage that respects and accommodates all users to foster a more balanced transportation system. [New Goal for 2015-2035 GP]

### **An Active Transportation Culture**

**Objective C-10A:** Encourage more people to walk and bicycle by supporting programs that foster community support for bicycling and walking, and raise public awareness about active transportation. [New Objective for 2015-2035 GP]

- Recommendation C-10.1: Support marketing and public awareness campaigns through a variety of media aimed at promoting bicycling and walking as a safe, healthy, cost-effective, environmentally friendly transportation choice. [New Policy for 2015-2035 GP]
- Recommendation C-10.2: Support programs aimed at increasing bicycle and walk trips by providing incentives, recognition, or services that make bicycling and walking a more convenient transportation mode. [New Policy for 2015-2035 GP]

Recommendation C-10.3:	Promote bicycling and walking at City-sponsored and public events, such as Earth Day, Bike to Work Day/Month, farmers' markets, public health fairs, art walks, craft fairs, and civic events. [New Policy for 2015-2035 GP]
Recommendation C-10.4:	Encourage and promote bicycle related businesses within Costa Mesa including, but not limited to, involvement of civic clubs and organizations. [New Policy for 2015-2035 GP]
Recommendation C-10.5:	Promote active transportation events in Costa Mesa to raise awareness and encourage bicycling, including, but not limited to, those that may involve temporary road closures, bike to work/school, senior walks, historic walks, and ciclovías. [New Policy for 2015-2035 GP]
Recommendation C-10.6:	Encourage major employment centers and employers to promote commuting by bicycle including the use of flex-time work schedules to support non-rush bicycle commuting. Build a coalition with City, businesses, schools, and residents to promote active transportation. [New Policy for 2015-2035 GP]
Recommendation C-10.7:	Encourage participation in bicycle and pedestrian promotion activities by education facilities, arts programs, active transportation clubs, and entertainment providers. [New Policy for 2015-2035 GP]
Recommendation C-10.8:	Achieve "Silver Level Bicycle Friendly Community" by League of American Bicyclists by 2025. [New Policy for 2015-2035 GP]
Recommendation C-10.9:	Achieve "Walk Friendly Community" status from WalkFriendly.org by 2025. [New Policy for 2015-2035 GP]
Recommendation C-10.10:	Achieve "HEAL City" designation by 2017. [New Policy for 2015-2035 GP]

#### **Goal C-11:**

Promote the Positive Air Quality, Health, and Economic Benefits of Active Transportation

Encourage active transportation by promoting air quality, health, and economic benefits, and by pursuing multiple sources of funding for active transportation programs and facilities. [New Goal for 2015-2035 GP]

#### **Improving the Environment with Active Transportation**

<b>Objective C-11A:</b>	Improve air quality and public health and reduce ambient noise by promoting Active Transportation programs. [New Objective for 2015-2035 GP]
Recommendation C-11.1:	Determine baseline emissions levels, then track and communicate changes in emissions as modes of transportation trips shift to encourage more walking and biking. [New Policy for 2015-2035 GP]
Recommendation C-11.2:	Improve the quality of life in Costa Mesa by reducing neighborhood traffic and noise. [New Policy for 2015-2035 GP]

Recommendation C-11.3: Increase pedestrian and bicycle trips, thereby reducing vehicle trips and vehicle miles Traveled. [New Policy for 2015-2035 GP]

Recommendation C-11.4: Coordinate with appropriate federal, state, and county health agencies on active transportation programs to achieve health benefits. [New Policy for 2015-2035 GP]

**Economic and Other Incentives**

**Objective C-11B:** Provide economic incentives for expanding and enhancing bicycle and pedestrian facilities. [New Objective for 2015-2035 GP]

Recommendation C-11.5: Incentivize the business community to support pedestrians and bicycle users in tangible ways. [New Policy for 2015-2035 GP]

Recommendation C-11.6: Partner with the business and school communities to create a marketing strategy to encourage individual businesses to market Costa Mesa as a bicycle-friendly City. [New Policy for 2015-2035 GP]

Recommendation C-11.7: Encourage developers to include features, amenities and programs that are proven to increase walking and/or bicycling. [New Policy for 2015-2035 GP]

Recommendation C-11.8: Offer incentives for businesses whose employees walk or bike to work. [New Policy for 2015-2035 GP]

Recommendation C-11.9: Encourage the Chamber of Commerce and the business community to promote active transportation in commercial areas to stimulate economic vitality. [New Policy for 2015-2035 GP]

**Goal C-12:**

Monitor, Evaluate, and Pursue Funding for Implementation of the Bicycle and Pedestrian Master Plan. [New Goal for 2015-2035 GP]

**Objective C-12A:** Continuously monitor and evaluate Costa Mesa's implementation progress on the Bicycle and Pedestrian Master Plan policies, programs, and projects. [New Objective for 2015-2035 GP]

Recommendation C-12.1: Establish a monitoring program to measure the effectiveness and benefits of the Costa Mesa Bicycle and Pedestrian Master Plan. [New Policy for 2015-2035 GP]

Recommendation C-12.2: Track citywide trends in active transportation through the use of Census data, bicycle and pedestrian counts, travel surveys, and online surveys as part of annual reviews of the General Plan. [New Policy for 2015-2035 GP]

Recommendation C-12.3: Ensure that Bicycle and Pedestrian Master Plan programs and projects are implemented in an equitable manner geographically, socioeconomically, and serving disadvantaged communities. [New Policy for 2015-2035 GP]

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**Fund the Plans**

**Objective C-12B:** Pursue grants and other sources of funding for bicycle and pedestrian projects. [New Objective for 2015-2035 GP]

Recommendation C-12.4: Strategize use of resources on developing effective and efficient grant application and program administration. [New Policy for 2015-2035 GP]

Recommendation C-12.5: Pursue multiple sources of funding and support efforts to maintain or increase federal, state and local funding for the implementation of the Bicycle and Pedestrian Master Plan. [New Policy for 2015-2035 GP]

Recommendation C-12.6: Consider designating a portion of development traffic impact fees to fund bicycle and pedestrian facilities. [New Policy for 2015-2035 GP]

## Growth Management Elements

The goals, objectives, and policies that address growth management are as follows:

### **Goal GM-1:**

Inter-jurisdictional Coordination [New Goal for 2015-2035 GP]

- Objective GM-1A:** Coordinate land use and transportation planning policies with State, regional, and local growth management efforts. [New Objective for 2015-2035 GP]
- GM-1.1: Cooperate with the Orange County Transportation Authority (OCTA) and other jurisdictions on development, all future regional transportation plans, and land use planning on a countywide basis. [New Policy for 2015-2035 GP]
  - GM-1.2: Coordinate population, housing, and employment projections with the State Department of Finance, Southern California Association of Governments, Center for Demographic Research, Newport-Mesa Unified School District, and County of Orange agencies in terms of infrastructure planning. [New Policy for 2015-2035 GP]
  - GM-1.3: Work with inter-jurisdictional forums such as the City-County Coordinating Committee to make sure that the City's fees are consistent with minimally acceptable impact fees in the region. [New Policy for 2015-2035 GP]
  - GM-1.4: Participate in inter-jurisdictional planning forums to discuss implementation of traffic improvements, cooperative land use planning, and appropriate mitigation measures for developments with multijurisdictional impacts. [New Policy for 2015-2035 GP]
  - GM-1.5: Continue to require that any new large developments prepare a master plan and environmental impact analysis. This allows the City to anticipate the impacts of large projects prior to development of any portion and permits more time to plan for public services and facilities needed to support the project. [New Policy for 2015-2035 GP]

### **Goal GM-2:**

Integration of Land Use and Transportation Planning [2000 GP Goal GM-1 – Modified for 2015-2035 GP]

- Objective GM-2A:** Maintain the Level of Service standards by integration of land use and transportation planning. [2000 GP Objective GM-1A – Modified for 2015-2035 GP]
- GM-2.1: Ensure that land use designations are reflected in the sub-regional county model and SCAG's model through consistent assumptions and methodologies. [New Policy for 2015-2035 GP]
  - GM-2.2: Coordinate with State, county, and local agencies for planning and construction of public utilities to minimize negative impacts on the circulation system. [New Policy for 2015-2035 GP]
  - GM-2.3: Use the Development Phasing and Performance Monitoring Program to assess the impact of existing and new development on the circulation system. [New Policy for 2015-2035 GP]
  - GM-2.4: Support uses and development which create synergistic relationships with neighboring uses and development, especially those whose addition does not create mutually exclusive additional vehicular trips but adds to the value of the destination by any potential visitor. [New Policy for 2015-2035 GP]
  - GM-2.5: Support creative and flexible solutions that provide for additional economic or physical growth within the City but does not place greater impact on the circulation system. These would include shared parking agreements, offset hours of operation, and clustering of harmonious and supportive uses. [New Policy for 2015-2035 GP]

## Housing Element

The goals and policies, from the adopted 2021-2029 Housing Element, that address housing are as follows:

### **Goal HOU-1:**

Preserve and enhance the City's existing housing supply. [2021-2029 Housing Element]

- HOU-1.1: Assist low and moderate-income homeowners and renters through housing assistance programs as long as funds are available. [2021-2029 Housing Element]
- HOU-1.2: Minimize the displacement risk for existing residents when considering approval of future redevelopment and public projects. [2021-2029 Housing Element]
- HOU-1.3: Prioritize enforcement of City regulations regarding derelict or abandoned vehicles, outdoor storage, substandard or illegal construction and establish regulations to abate blighted or substantially unmaintained properties, particularly when any of the above is deemed to constitute a health, safety, or fire hazard. [2021-2029 Housing Element]
- HOU-1.4: Establish housing programs and code enforcement as a high priority and provide adequate funding and staffing to support those programs. [2021-2029 Housing Element]

### **Goal HOU-2:**

Facilitate the creation and availability of housing for residents at all income levels and for those with special housing needs.

- HOU-2.1: Facilitate the development of housing that meets the needs of all segments of the population including affordable housing and households with specialized needs. [2021-2029 Housing Element]
- HOU-2.2: Promote the use of State density bonus provisions to encourage the development of affordable housing for lower and moderate-income households, as well as senior housing through the dissemination of informational materials and discussions with project applicants. [2021-2029 Housing Element]
- HOU-2.3: Monitor the implementation of the City's ordinances, codes, policies, and procedures to ensure they comply with State requirements for "reasonable accommodation" for disabled persons and all fair housing laws. [2021-2029 Housing Element]
- HOU-2.4: Encourage housing programs and future actions that address the need for affordable housing options as well as the housing needs of Costa Mesa's senior resident population and the large households population. [2021-2029 Housing Element]

### **Goal HOU-3:**

Identify adequate, suitable sites for residential use and development to meet the City's Regional Housing Needs Assessment (RHNA) at all income levels and promote a range of housing types to meet the needs of all segments of the Costa Mesa community. [2021-2029 Housing Element]

- HOU-3.1: Encourage the conversion of existing marginal, underutilized, or vacant motels, commercial, and/or industrial land to residential, where feasible and consistent with environmental conditions that are suitable for new residential development. [2021-2029 Housing Element]

- HOU-3.2: Encourage the development of well-planned and designed residential or mixed-use projects which, through vertical or horizontal integration, provide for the development of compatible residential, commercial, industrial, institutional, or public uses within a single project, neighborhood, or geographic area within the City. [2021-2029 Housing Element]
- HOU-3.3: Actively engage and partner with large employers, the Chamber of Commerce, and major commercial and industrial developers to identify and implement programs to balance employment growth with the ability to provide housing opportunities affordable to the incomes of the newly created job opportunities. [2021-2029 Housing Element]
- 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. [2021-2029 Housing Element]
- HOU-3.5: Encourage residential and mixed-use development along transportation routes and major commercial/mixed use corridors. [2021-2029 Housing Element]

**Goal HOU-4:**

Provide housing opportunities to residents of all social and economic segments of the community without discrimination on the basis of race, color, religion, sex, sexual orientation, disability/medical conditions, national origin or ancestry, marital status, age, household composition or size, source of income, or any other arbitrary factors. [2021-2029 Housing Element]

- HOU-4.1: Support equal housing opportunities as expressed in Federal and State fair housing laws. [2021-2029 Housing Element]
- HOU-4.2: Promote actions and programs that provide fair housing and counseling services and other housing assistance programs for all Costa Mesa residents in an effort to remove barriers and promote access to affordable housing in the City as funding is available. [2021-2029 Housing Element]
- HOU-4.3: Encourage and support the construction, maintenance and preservation of residential developments which will meet the needs of families and individuals with specialized housing requirements, including those with developmental disabilities. [2021-2029 Housing Element]



## Conservation Element

The goals, objectives, and policies that address conservation are as follows:

### **Goal CON-1:**

#### **Preserved and Restored Natural Coastal Habitat and Landforms**

It is the goal of the City of Costa Mesa to provide residents with a high-quality environment through the conservation of resources, including land, water, wildlife, and vegetation; and the protection of areas of unique natural beauty. [2000 GP Goal CON-1]

**Objective CON-1.A:** Evaluate existing biotic resources and preserve them in ecologically viable and natural conditions, where possible; and/or restore and integrate these resources into the urban environment, where feasible. [2000 GP Objective CON-1A]

#### **Habitat and Biological Resources Protection and Restoration**

- CON-1.A.1: Natural habitat is essential to ensuring biodiversity and protecting sensitive biological resources. Protect these areas and consult with the California Department of Fish and Wildlife, Orange County Water District, Orange County Parks, and other regional agencies to identify areas for special protection, and establish appropriate protection measures for these areas. [2000 GP Policy CON-1A.1 – Modified for 2015-2035 GP]
- CON-1.A.2: Contribute to regional biodiversity and the preservation of rare, unique, and sensitive biological resources by maintaining functional wildlife corridors and habitat linkages. [New Policy for 2015-2035 GP]
- CON-1.A.3: Coordinate with the United States Fish and Wildlife service, the California Department of Fish and Wildlife, and other regulatory agencies to mitigate project impacts affecting open and natural spaces. [New Policy for 2015-2035 GP]
- CON-1.A.4: Promote and protect native plant species within Fairview Park, and remove and control the spread of invasive species, including plants, animals, and fungi. [New Policy for 2015-2035 GP]
- CON-1.A.5: Ensure that all future development is reviewed with regard to protecting natural topography and bluffs to preserve and enhance Costa Mesa's natural beauty. [New Policy for 2015-2035 GP]
- CON-1.A.6: Minimize soil depletion and erosion in development projects. Prevent erosion caused by construction activities, and encourage preservation of natural vegetation and topography. [New Policy for 2015-2035 GP]

#### **Access to Large-Scale Natural Areas**

- CON-1.A.7: Improve access to large-scale natural areas in the City. These areas should be open for controlled access to improve public enjoyment. Access should be limited where natural habitat is extremely sensitive. Work with transit agencies to improve connections and access to open space and recreation facilities from all Costa Mesa neighborhoods. [New Policy for 2015-2035 GP]
- CON-1.A.8: Require the provision of adequate visitor-serving on-site parking facilities that do no impact sensitive resources within the Coastal Zone. [2000 GP Policy CON-1D.4]
- CON-1.A.9: Coordinate the development of plans, policies, and design standards for projects within the Coastal Zone with appropriate local, regional, and federal agencies. [2000 GP Policy CON-1D.5]

**Goal CON-2:**

Conserved Natural Resources through Environmental Sustainability

Reduce the City's carbon footprints and manage resources wisely to meet the needs of a growing population and economy. Base community planning decisions on sustainable practices that reduce environmental pollutants, conserve resources, and minimize waste. Encourage the design of energy-efficient buildings, use renewable energy, and promote alternative methods of transportation. [2000 GP Goal CON-1]

**Objective CON-2.A:** Work to conserve energy resources in existing and new buildings, utilities, and infrastructure. [2000 GP Objective CON-1C]

**Energy Efficiency and Conservation**

- CON-2.A.1: Promote efficient use of energy and conservation of available resources in the design, construction, maintenance, and operation of public and private facilities, infrastructure, and equipment. [New Policy for 2015-2035 GP]
- CON-2.A.2: Consult with regional agencies and utility companies to pursue energy efficiency goals. Expand renewable energy strategies to reach zero net energy for both residential and commercial new construction. [New Policy for 2015-2035 GP]
- CON-2.A.3: Continue to develop partnerships with participating jurisdictions to promote energy efficiency, energy conservation, and renewable energy resource development by leveraging the abilities of local governments to strengthen and reinforce the capacity of energy efficiency efforts. [New Policy for 2015-2035 GP]
- CON-2.A.4: Encourage new development to take advantage of Costa Mesa's optimal climate in the warming and cooling of buildings, including use of heating, ventilation and air conditioning (HVAC) systems. [New Policy for 2015-2035 GP]

**Green Building Sustainable Development Practices**

- CON-2.A.5: Promote environmentally sustainable development principles for buildings, master planned communities, neighborhoods, and infrastructure. [New Policy for 2015-2035 GP]
- CON-2.A.6: Encourage construction and building development practices that reduce resource expenditures throughout the lifecycle of a structure. [New Policy for 2015-2035 GP]
- CON-2.A.7: Continue to require all City facilities and services to incorporate energy and resource conservation standards and practices and require that new municipal facilities be built within the LEED Gold standards or equivalent. [New Policy for 2015-2035 GP]
- CON-2.A.8: Continue City green initiatives in purchases of equipment, and agreements that favor sustainable products and practices. [New Policy for 2015-2035 GP]

**Solid Waste Reduction and Recycling**

- CON-2.A.9: Encourage waste management programs that promote waste reduction and recycling to minimize materials sent to landfills. Maintain robust programs encourage residents and businesses to reduce, reuse, recycle, and compost. [New Policy for 2015-2035 GP]
- CON-2.A.10: Support waste management practices that provide recycling programs. Promote organic recycling, landfill diversion, zero waste goals, proper

hazardous waste collections, composting, and the continuance of recycling centers. [2000 GP Policy CON-1B.4 – Modified for 2015-2035 GP]

- CON-2.A.11 Continue construction and demolition programs that require recycling and minimize waste in haul trips. [New Policy for 2015-2035 GP]

**Goal CON-3:**

**Improved Water Supply and Quality**

Pursue a multijurisdictional approach to protecting, maintaining, and improving water quality and the overall health of the watershed. A comprehensive, integrated approach will ensure compliance with federal and State standards, and will address a range of interconnected priorities, including water quality and runoff; stormwater capture, storage, and flood management techniques that focus on natural drainage; natural filtration and groundwater recharge through green infrastructure and habitat restoration; and water recycling and conservation. [New Goal for 2015-2035 GP]

- Objective CON-3.A:** Work towards the protection and conservation of existing and future water resources by recognizing water as a limited resource that requires conservation. [2000 GP Objective CON-1B]

**Water Supply**

- CON-3.A.1: Continue to consult with local water districts and the Orange County Water District to ensure reliable, adequate, and high-quality sources of water supply at a reasonable cost. [2000 GP Policy CON-1B.3 – Modified for 2015-2035 GP]

**Water Conservation**

- CON-3.A.2: Encourage residents, public facilities, businesses, and industry to minimize water consumption, especially during drought years. [2000 GP Policy CON-1B.3 – Modified for 2015-2035 GP]
- CON-3.A.3: Restrict use of turf in new construction and landscape reinstallation that requires high irrigation demands, except for area parks and schools, and encourage the use of drought-tolerant landscaping. [2000 GP Policy 1A.2 – Modified for 2015-2035 GP]

**Water Recycling**

- CON-3.A.4: Consult with local water districts and the Orange County Water District to advance water recycling program for new and existing developments, including the use of treated wastewater to irrigate parks, golf courses, roadway landscaping, and other intensive irrigation consumers. [2000 GP Policy CON-1B.2 – Modified for 2015-2035 GP]

**Water Quality and Urban Runoff**

- CON-3.A.5: Work with public and private property owners to reduce stormwater runoff in urban areas to protect water quality in storm drainage channels, the Santa Ana River, and other local water courses that lead to the Pacific Ocean. [New Policy for 2015-2035 GP]
- CON-3.A.6: Continue to develop strategies to promote stormwater management techniques and storm drain diversion programs that collectively and naturally filter urban runoff. [2000 GP Policy CON-1E.5 – Modified for 2015-2035 GP]
- CON-3.A.7: Continue to comply with the National Pollutant Discharge Elimination System Program (NPDES) by participating in the Countywide Drainage Area Management Plan (DAMP), which stipulates water quality requirements for minimizing urban runoff and discharge from new development and requires the provisions of applicable Best Management Practices (BMP). [2000 GP Policy CON-1A.3]

- CON-3.A.8: Require that all applicable development projects be reviewed with regards to requirements of both the on-site Water Quality Management Plan and State requirements for runoff and obtaining a Storm Water Pollution Prevention Plan (SWPPP) permit. [2000 GP Policy CON-1E.6 – Modified for 2015-2035 GP]

**Municipal Sewer System**

- CON-3.A.9: Continue to consult with the Costa Mesa Sanitation District and the Orange County Sanitation District to modernize wastewater treatment facilities to avoid overflows of untreated sewage. [New Policy for 2015-2035 GP]

**Goal CON-4:**

**Improved Air Quality**

Take steps to improve and maintain air quality for the benefit of the health and vitality of residents and the local economy. In alignment with State emissions reduction goals and in cooperation with the South Coast Air Quality Management District, pursue regional collaboration to reduce emissions from all sources. [New Goal for 2015-2035 GP]

- Objective CON-4.A:** Pursue the prevention of the significant deterioration of local and regional air quality. [2000 GP Objective CON-1E]

**Air Quality**

- CON-4.A.1: Support regional policies and efforts that improve air quality to protect human and environmental health, and minimize disproportionate impacts on sensitive population groups. [New Policy for 2015-2035 GP]
- CON-4.A.2: Encourage businesses, industries and residents to reduce the impact of direct, indirect, and cumulative impacts of stationary and non-stationary pollution sources. [New Policy for 2015-2035 GP]
- CON-4.A.3: Require that sensitive uses such as schools, childcare centers, parks and playgrounds, housing, and community gathering places are protected from adverse impacts of emissions. [New Policy for 2015-2035 GP]
- CON-4.A.4: Continue to participate in regional planning efforts with the Southern California Association of Governments, nearby jurisdictions, and the South Coast Air Quality Management District to meet or exceed air quality standards. [2000 GP Policy CON-1E.1]

**Climate Change**

- CON-4.A.5: Encourage compact development, infill development, and a mix of uses that are in proximity to transit, pedestrian, and bicycling infrastructures. [New Policy for 2015-2035 GP]
- CON-4.A.6: Enhance bicycling and walking infrastructure, and support public bus service, pursuant to the Circulation Element's goals, objectives, and policies. [New Policy for 2015-2035 GP]
- CON-4.A.7: Encourage installation of renewable energy devices for businesses and facilities and strive to reduce community-wide energy consumption. [New Policy for 2015-2035 GP]
- CON-4.A.8: Develop long-term, community-wide strategies and programs that work at the local level to reduce greenhouse gases and Costa Mesa's "carbon footprint". [New Policy for 2015-2035 GP]

## Noise Element

The goals, objectives, and policies that address noise are as follows:

### **Goal N-1:**

#### Noise Hazards and Conditions

The City of Costa Mesa aims to protect residents, local workers, and property from injury, damage, or destruction from noise hazards and to work toward improved noise abatement. [2000 GP Goal N-1]

- Objective N-1A:** Control noise levels within the City for the protection of residential areas, park areas, and other sensitive land uses from excessive and unhealthy noise. [2000 GP Objective N-1A]
- N-1.1: Enforce the maximum acceptable exterior noise levels for residential areas at 65 CNEL. [2000 GP Policy N-1A.2]
  - N-1.2: Give full consideration to the existing and projected noise environment when considering alterations to the City's circulation system and Master Plan of Highways. [2000 GP Policy N-1A.3]
  - N-1.3: Encourage Caltrans to construct noise attenuation barriers along I-405, SR-55, and SR-73 where these freeways adjoin residential and other noise-sensitive areas. [2000 GP Policy N-1A.4]
  - N-1.4: Ensure that appropriate site design measures are incorporated into residential developments, when required by an acoustical study, to obtain appropriate exterior and interior noise levels.  
  
When necessary, require field testing at the time of project completion to demonstrate compliance. [2000 GP Policy N-1A.5]
  - N-1.5: Apply the standards contained in Title 24 of the California Code of Regulations as applicable to the construction of all new dwelling units. [2000 GP Policy CON-1C.2 and Policy N-1A.6]
  - N-1.6: Discourage sensitive land uses from locating within the 65 CNEL noise contour of John Wayne Airport. Should it be deemed by the City as appropriate and/or necessary for a sensitive land use to locate in the 65 CNEL noise contour, ensure that appropriate interior noise levels are met and that minimal outdoor activities are allowed. [2000 GP Policy N-1A.7]
  - N-1.7: Support alternative methods for the reduction of noise impacts at John Wayne Airport while continuing to maintain safety and existing limitations on aircraft daily departures. [2000 GP Policy N-1A.8]
  - N-1.8: Monitor the noise levels at OC Fair and Event Center and the Pacific Amphitheater, and continue to monitor the status of legally binding noise levels on the OC Fair and the Event Center and the Pacific Amphitheater. [New Policy for 2015-2035 GP]

**Goal N-2:**

Noise and Land Use Compatibility

Integrate the known impacts of excessive noise on aspects of land use planning and siting of residential and non-residential projects. [New Goal for 2015-2035 GP]

**Objective N-2A:** Plan for the reduction in noise impacts on sensitive receptors and land uses. [New Objective for 2015-2035 GP]

- N-2.1: Require the use of sound walls, berms, interior noise insulation, double-paned windows, and other noise mitigation measures, as appropriate, in the design of new residential or other new noise sensitive land uses that are adjacent to arterials, freeways, or adjacent to industrial or commercial uses. [New Policy for 2015-2035 GP]
- N-2.2: Require, as a part of the environmental review process, that full consideration be given to the existing and projected noise environment. [2000 GP Policy N-1A.1]
- N-2.3: Consider alternative noise level standards for mixed-use projects that take into consideration the interaction of industrial operation noise impacts and the mixed-use developments planned for the Westside and SoBeca. [New Policy for 2015-2035 GP]
- N-2.4: Require that all proposed projects are compatible with adopted noise/land use compatibility criteria. [New Policy for 2015-2035 GP]
- N-2.5: Enforce applicable interior and exterior noise standards. [New Policy for 2015-2035 GP]
- N-2.6: Allow a higher exterior noise level standard for infill projects in existing residential areas adjacent to major arterials if it can be shown that there are no feasible mechanisms to meet the exterior noise levels. The interior standard of 45 dBA CNEL shall be enforced for any new residential project. [New Policy for 2015-2035 GP]
- N-2.7: Encourage effective site planning in mixed-use areas that provides the optimal distance between source of excessive sound and residents. [New Policy for 2015-2035 GP]
- N-2.8: Require new mixed-use developments to site loading areas, parking lots, driveways, trash enclosures, mechanical equipment, and other noise sources away from the residential portion of the development and adjacent established residential development. [New Policy for 2015-2035 GP]
- N-2.9: Limit hours and/or require attenuation of commercial/entertainment operations adjacent to residential and other noise sensitive uses in order to minimize excessive noise to these receptors. [New Policy for 2015-2035 GP]

## Safety Element

The goals, objectives, and policies that address safety are as follows:

### **Goal S-1:**

#### **Risk Management of Natural and Human-Caused Disasters**

Minimize the risk of injury, loss of life, property damage, and environmental degradation from seismic activity, geologic hazards, flooding, fire, and hazardous materials. Promote a sustainable approach to reduce impacts of natural disasters, such as flooding and fire. [2000 GP Goal SAF-1]

**Objective S-1A:** Work to mitigate and prevent potential adverse consequences of natural and human-caused disasters. [2000 GP Objective SAF-1A]

#### **Geologic and Seismic Safety**

- S-1.1: Continue to incorporate geotechnical hazard data into future land use decision-making, site design, and construction standards. [2000 GP Policy SAF-1A.1]
- S-1.2: Enforce standards, review criteria, and ensure that structures on or adjacent to bluffs are set back sufficiently to preserve the natural contours and aesthetic value of the bluff line and to provide sufficient access for fire protection. [2000 GP Policy SAF-1A.2]
- S-1.3: Require geologic surveys of all new development located on or adjacent to bluffs. [2000 GP Policy SAF-1A.3]
- S-1.4: Encourage retrofitting of structures—particularly older buildings—to withstand earthquake shaking and landslides consistent with State and historical building codes. [2000 GP Policy SAF-1A.6 – Modified for 2015-2035 GP]
- S-1.5: Enforce applicable building codes relating to the seismic design of structures to reduce the potential for loss of life and property damage. [New Policy for 2015-2035 GP]
- S-1.6: Identify through a study the issue of unreinforced masonry buildings and soft stories and other structures not meeting earthquake standards in Costa Mesa. Provide assistance if necessary to unreinforced masonry building owners once those buildings have been identified. [New Policy for 2015-2035 GP]

#### **Liquefaction and Landslides**

- S-1.7: Continue to implement the Seismic Hazard Mapping Act, which requires sites within liquefaction hazard areas to be investigated for liquefaction susceptibility prior to building construction or human occupancy. [2000 GP Policy SAF-1A.5 – Modified for 2015-2035 GP]
- S-1.8: Consider site soils conditions when reviewing projects in areas subject to liquefaction or slope instability. [2000 GP Policy SAF-1A.4 – Modified for 2015-2035 GP]

#### **Localized Flooding**

- S-1.9: Continue to consult with appropriate local, State, and federal agencies to maintain the most current flood hazard and floodplain information; use the information as a basis for project review and to guide development in accordance with federal, State, and local standards. [2000 GP Policy SAF-1A.8 – Modified for 2015-2035 GP]

- S-1.10: Regularly review and update Article 10 - Floodway and Floodplain Districts of the City's Municipal Code consistent with federal and State requirements. [New Policy for 2015-2035 GP]
- S-1.11: Improve and maintain local storm drainage infrastructure in a manner that reduces flood hazards. [New Policy for 2015-2035 GP]
- S-1.12: Continue to develop hazard preparedness plans to prepare for large storms that could bring flooding hazards and other related issues. [2000 GP Policy SAF-1A.8 – Modified for 2015-2035 GP]
- S-1.13: Actively promote public education, research, and information dissemination on flooding hazards. [2000 GP Policy SAF-1A.8 – Modified for 2015-2035 GP]

#### **Tsunami and Sea Level Rise**

- S-1.14: Minimize flood hazard risks to people, property, and the environment by addressing potential damage tsunamis and sea level rise. [New Policy for 2015-2035 GP]
- S-1.15: Consult with regional agencies and study strategies that employ engineering defensive methods along the Santa Ana River that limit potential flooding hazards from sea level rise. [New Policy for 2015-2035 GP]

#### **Dam Inundation**

- S-1.16: Develop emergency response, early warning notification, and evacuation plans for areas that are within dam inundation areas, where feasible. [New Policy for 2015-2035 GP]

#### **Aviation Safety and Protection**

- S-1.17: Utilize the John Wayne Airport Environs Land Use Plan (AELUP) as a planning resource for evaluation of land use compatibility and land use intensity in areas affected by airport operations. In particular, future land use decisions within the Safety/Runway Protection Zone will be evaluated in light of the risk to life and property associated with aircraft operations. [New Policy for 2015-2035 GP]
- S-1.18: Comply with Federal Aviation Regulations (FAR) and the John Wayne AELUP requirements relative to Objects Affecting Navigable Airspace. [New Policy for 2015-2035 GP]
- S-1.19: Use the Federal Aviation Regulations as a guideline to establish the ultimate height of structures as defined in FAR Part 77. [New Policy for 2015-2035 GP]
- S-1.20: Minimize hazards to aeronautical operations by ensuring land uses do not emit excessive glare, light, steam, smoke, dust, or electronic interference in compliance with FAR regulations and the John Wayne AELUP. [New Policy for 2015-2035 GP]



**Goal S-2:**

**High Level of Police and Fire Services and Emergency Preparedness**

Provide a high level of security in the community to prevent and reduce crime, and to minimize risks of fire to people, property, and the environment. [New Goal for 2015-2035 GP]

**Objective S-2A:** Plan, promote, and demonstrate a readiness to respond and reduce threats to life and property through traditional and innovative emergency services and programs. [New Objective for 2015-2035 GP]

**Crime Prevention and Response**

- S-2.1: Promote crime prevention strategies and provide a high level of response to incidents. [New Policy for 2015-2035 GP]
- S-2.2: Emphasize and prioritize crime prevention strategies, such as pedestrian-scale lighting in targeted areas. [New Policy for 2015-2035 GP]
- S-2.3: Timely response to incidents and monitoring areas with high crime rates should be part of a comprehensive strategy to reduce crime in the community. [New Policy for 2015-2035 GP]

**Police and Fire Level of Service**

- S-2.4: Provide a high level of police and fire service in the community. Secure adequate facilities, equipment, and personnel for police and fire. [New Policy for 2015-2035 GP]
- S-2.5: Consult with neighboring jurisdictions and partner agencies to respond appropriately to emergencies and incidents in all parts of the City. [New Policy for 2015-2035 GP]
- S-2.6: Require that water supply systems for development are adequate to combat structural fires in terms of location and minimum required fire-flow pressures. [New Policy for 2015-2035 GP]
- S-2.7: Require development to contribute its fair share toward funding the provision of appropriate fire and emergency medical services as determined necessary to adequately serve the project. [New Policy for 2015-2035 GP]

**Fire and Medical Services**

- S-2.8: Regularly update regulations that will protect the community from fire hazards. [New Policy for 2015-2035 GP]
- S-2.9: Emphasize prevention and awareness of fire safety guidelines to minimize risk and potential damage to life, property, and the environment. In areas designated by the Costa Mesa Fire Department as having a high fire hazard, ensure adequate fire equipment, personnel, firebreaks, facilities, water, and access for a quick and efficient response in any area. [New Policy for 2015-2035 GP]

**Emergency and Disaster Preparedness**

- S-2.10: Maintain staff and facilities that will continue to support a coordinated and effective response to emergencies and natural disasters throughout the City. [New Policy for 2015-2035 GP]
- S-2.11: Consult with neighboring jurisdictions, local employers, and industries to ensure that emergency preparedness and disaster response programs equitably serve all parts of the City. [New Policy for 2015-2035 GP]

- S-2.12: Continue to maintain adequate police and fire staffing, facilities, equipment, and maintenance sufficient to protect the community. [New Policy for 2015-2035 GP]

**Hazardous Materials Operations**

- S-2.13: Continue to consult with the County of Orange in the implementation of the Orange County Hazardous Waste Management Plan. [2000 GP Policy SAF-1B.1]
- S-2.14: Ensure that appropriate in-depth environmental analysis is conducted for any proposed hazardous waste materials treatment, transfer, and/or disposal facility. [2000 GP Policy SAF-1B.2]
- S-2.15: Continue to consult with the County of Orange to identify and inventory all users of hazardous materials and all hazardous waste generators, and prepare clean-up action plans for identified disposal sites. [2000 GP Policy SAF-1B.3]
- S-2.16: Require the safe production, transportation, handling, use, and disposal of hazardous materials that may cause air, water, or soil contamination. [New Policy for 2015-2035 GP]
- S-2.17: Encourage best practices in hazardous waste management, and ensure consistency with City, County, and federal guidelines, standards, and requirements. [2000 GP Policy SAF-1B.1 – Modified for 2015-2035 GP]
- S-2.18: Consult with federal, State, and local agencies and law enforcement to prevent the illegal transportation and disposal of hazardous waste. [New Policy for 2015-2035 GP]

## Community Design Element

The goals, objectives, and policies that address community design are as follows:

### **PUBLIC REALM FOCUS**

#### **Goal CD-1:**

Vehicular and Pedestrian Corridors

Strengthen the image of the City as experienced from sidewalks and roadways. [2000 GP Goal CD-1]

**Objective CD-1A:** Contribute to City beautification by enhancing the visual environment of Costa Mesa's vehicular and pedestrian paths and corridors. [2000 GP Objective CD-1A]

CD-1.1 Implement the City of Costa Mesa Streetscape and Median Development Guidelines in all new streetscape corridor and parkway projects. Coordinate with new development adjacent to public rights-of-ways to integrate landscape features and design elements consistent with the streetscape standards and recommendations. [2000 GP Policy CD-1A.1]

CD-1.2 Coordinate street furniture elements (benches, bus shelters, newspaper racks, trash receptacles, kiosks, etc.) whenever possible. Develop design standards and guidelines for the street furniture within and adjacent to public rights-of-way to complement the specific recommendations provided for streets in the City of Costa Mesa Streetscape and Median Development Guidelines. [New Policy for 2015-2035 GP]

CD-1.3 Promote treatments for walls and fences and utility cabinets along public rights-of-way that contribute to an attractive street and sidewalk environment. Require that new walls and fences complement the style and character of the local district and adjacent buildings. Newly constructed or reconstructed walls and fences adjacent to sidewalks and roadways should incorporate architectural treatments such as pilasters, masonry, or wrought iron, and should integrate tiered plantings to soften their appearance. [2000 GP Policy CD-1A.3 – Modified for 2015-2035 GP]

CD-1.4 Promote a consistent landscape character along City streets to reinforce the unique qualities of each corridor and district, including the development of landscaped medians. Support implementation of the recommended street tree palette for each City street, as identified in the City of Costa Mesa Streetscape and Median Development Guidelines. [2000 GP Policy CD-1A.4]

CD-1.5 Encourage electric and communication lines to be placed underground and electrical substations and telephone facilities to be screened to minimize visual impacts from sidewalks, streets, and adjacent properties. Support utility undergrounding through conditions of project approval, preparation of undergrounding plans, and the formation of assessment districts. [2000 GP Policy CD-1A.5]

**Objective CD-1B:** Encourage clear connections between districts within the City. [2000 GP Objective CD-1B]

CD-1.6 Promote linkages between separate districts using bike trails, pedestrian paths, common medians or parkway landscaping, and other location-appropriate physical improvements. Through conditions of approval, public improvement projects, and other measures, support development of new connections and the enhancement of existing connections between districts. [New Policy for 2015-2035 GP]

#### **Goal CD-2:**

Cohesive and Identifiable Districts

Enhance the existing character and strengthen the identity of Costa Mesa's districts. [2000 GP Goal CD-2]

**Objective CD-2A:** Encourage future development and redevelopment to reinforce district scale, identity, and urban form. [2000 GP Objective CD-2]

CD-2.1 Consider urban design guidelines for each identified district in Costa Mesa that recognizes, maintains, and enhances the character and identity of each district; integrate existing specific plans' policies and design guidelines as applicable. [2000 GP Policy CD-2.1 – Modified for 2015-2035 GP]

CD-2.2 Support and seek land uses and development that correspond or enrich our existing districts. [New Policy for 2015-2035 GP]

**Goal CD-3:**

High Quality and Visually Interesting Nodes

Heighten the design quality and visual interest of nodes within Costa Mesa. [2000 GP Goal CD-3]

**Objective CD-3A:** Create a sense of arrival to Costa Mesa, and develop prominent community focal points at key nodes within the City. [2000 GP Objective CD-3]

CD-3.1 Introduce entry monument signs at key gateway locations, as identified in Figure CD-4. Utilize the standard design specifications for entry signs included in the City of Costa Mesa Streetscape and Median Development Guidelines. [2000 GP Policy CD-3.1]

CD-3.2 Reinforce a sense of arrival into the City by promoting architecturally significant development and significant landscape plantings at key nodes. Undertake a visioning process to develop specific design guidelines that articulate the desired character for each node within Costa Mesa. [2000 GP Policy CD-3.2]

CD-3.3 Design and development of entry and internal wayfinding signage to be located throughout the City in areas that correspond to the existing nodes and districts. [New Policy for 2015-2035 GP]

**Goal CD-4:**

Identifiable and Protected City Landmarks. [2000 GP Goal CD-4]

**Objective CD-4A:** Promote the maintenance, use, and improvement of landmarks to enhance the visual image and identity of Costa Mesa. [2000 GP Objective CD-4]

CD-4.1 Support efforts to introduce new monuments and landmarks, and preserve, maintain, and improve the condition of Costa Mesa landmarks. [2000 GP Policy CD-4.1]

**Goal CD-5:**

Edges

Utilize Costa Mesa's edges as opportunities to enhance the City's image along its boundaries. [2000 GP Goal CD-5]

**Objective CD-5A:** Develop and implement programs that preserve and enhance City edges. [2000 GP Objective CD-5]

- CD-5.1 Preserve and optimize natural views and open spaces in Costa Mesa. [2000 GP Policy CD-5.1]
- CD-5.2 Control the visual impacts of new development on natural views of the coast and the wetlands. [2000 GP Policy CD-5.2]
- CD-5.3 Develop open space corridors and trails along the edges of Costa Mesa where feasible and connect these trails to existing and potential future trails throughout the City. [2000 GP Policy CD-5.3]
- CD-5.4 Continue to preserve natural open space, including restoration of the natural areas of Talbert Regional Park. [2000 GP Policy CD-5.4]
- CD-5.5 Continue protection of Fairview Park as an open space and recreation area. [2000 GP Policy CD-5.5]
- CD-5.6 Continue to work with Caltrans to improve the design quality of freeway edges. [2000 GP Policy CD-5.6]

**PRIVATE PROPERTY FOCUS**

**Goal CD-6:**

Image

Enhance opportunities for new development and redevelopment to contribute to a positive visual image for the City of Costa Mesa that is consistent with the district image. [2000 GP Goal CD-6]

**Objective CD-6A:** Establish development policies and design guidelines that create an aesthetically pleasing and functional environment. [2000 GP Objective CD-6]

- CD-6.1 Encourage the inclusion of public art and attractive, functional architecture into new development that will have the effect of promoting Costa Mesa as the "City of the Arts". [2000 GP Policy CD-6.1 – Modified for 2015-2035 GP]
- CD-6.2 Encourage the use of creative and well-designed signs that establish a distinctive image for the City. [2000 GP Policy CD-6.2 – Modified for 2015-2035 GP]
- CD-6.3 Continue to work with Code Enforcement to ensure continued maintenance of properties and compliance with adopted development standards. [2000 GP Policy CD-6.3]

**Goal CD-7:**

Quality Residential

Promote and protect the unique identity of Costa Mesa's residential neighborhoods. [2000 GP Goal CD-7]

**Objective CD-7A:** Encourage excellence in architectural design. [2000 GP Objective CD-7A]

- CD-7.1 Ensure that new and remodeled structures are designed in architectural styles that reflect the City's eclectic quality, yet are compatible in scale and character with existing buildings and the natural surroundings within residential neighborhoods. Continue to update and maintain the Costa Mesa Residential Guidelines. [2000 GP Policy CD-7.1]

- CD-7.2 Preserve the character and scale of Costa Mesa's established residential neighborhoods where possible; when new residential development is proposed, encourage that the new structures are consistent with the prevailing character of existing development in the immediate vicinity, and that new development does not have a substantial adverse impact on adjacent areas. [2000 GP Policy CD-7.2]

**Objective CD-7B:** Encourage the use of native plant palettes in the creation of landscaping plans used to establish a sense of place in neighborhood identification efforts. [New Objective for 2015-2035 GP]

- CD-7.3 Ensure that California native plants are used to support the local ecology and save water. Develop landscaping guidelines that reflect the local community. [New Policy for 2015-2035 GP]

**Goal CD-8:**

Quality Commercial Development

Achieve a high level of design quality for commercial development. [2000 GP Goal CD-8]

**Objective CD-8A:** Encourage a high level of architectural and site design quality. [2000 GP Objective CD-8A]

- CD-8.1 Require that new and remodeled commercial development be designed to reflect architectural diversity, yet be compatible with the scale and character of the district. [2000 GP Policy CD-8A.1 – Modified for 2015-2035 GP]

- CD-8.2 Use distinctive commercial architectural styles to reinforce a positive sense of place. Commercial architectural design elements and materials must be of high quality and style as well as suitable for long-term maintenance. Consistent architectural design should be considered in choosing materials, finishes, decorative details, color, accent features and include the following elements and materials appropriate for their context (see Table CD-3: Elements and Materials): [2000 GP Policy CD-8A.2 – Modified for 2015-2035 GP]

Table CD-3: Elements and Materials

Design Elements	Design Materials
<ul style="list-style-type: none"> <li>• Simple, multi-planed pitched roofs</li> <li>• Open rafters/tails with large overhangs</li> <li>• Appearance of "thick" walls</li> <li>• Courtyards, arcades, and intimate spaces</li> <li>• Tile details</li> <li>• Deep-set window and door openings</li> <li>• Offset wall planes</li> <li>• Fountains and other unique details</li> <li>• Building masses with the incorporation of one and two story architecture</li> <li>• Sequencing of enclosed space/arches</li> </ul>	<ul style="list-style-type: none"> <li>• Stucco, smooth, sand or light lace finish</li> <li>• Wood, as an exposed structural material</li> <li>• Clay or concrete roof tiles</li> <li>• Native fieldstone</li> <li>• Wood window casements</li> <li>• Wood, as an accent material</li> <li>• Brick, as an accent material</li> <li>• Wrought iron (rust proof; anodized aluminum)</li> <li>• Tile, as an accent material</li> <li>• Slumpstone garden walls</li> </ul>

- CD-8.3 Encourage the use of entrance patios, courtyards, plazas, arcades, fountains, porches, tower elements, covered walks, and other features in commercial areas. Promote pedestrian amenities. [2000 GP Policy CD-8A.3]

- CD-8.4 Ensure that common areas, walkways, driveways, and parking spaces be landscaped consistent with landscaping standards contained in the Planning, Zoning, and Development Code. Utilize landscaping to provide project amenities for new and remodeled commercial uses, and to screen parking and equipment areas. Landscaped areas generally should incorporate planting utilizing a three-tiered system: 1) grasses and ground covers, 2) shrubs and vines, and 3) trees. [2000 GP Policy CD-8A.4 – Modified for 2015-2035 GP]
- CD-8.5 Ensure that site access, parking, and circulation for commercial uses are designed in a logical, safe manner. Parking should not dominate the site in areas adjacent to street, and should be well landscaped with a clear hierarchy of circulation. Wherever possible, parking lots should be divided into a series of connected smaller lots utilizing walkways and raised landscape strips. Parking lots should also include landscaping that accents the importance of driveways from the street, frames the major circulation aisles, and highlights pedestrian pathways. [2000 GP Policy CD-8A.5 – Modified for 2015-2035 GP]
- CD-8.6 Require that areas for outside equipment, trash receptacles, storage, and loading areas be located in the least conspicuous part of the site. Utility and mechanical equipment (e.g. electric and gas meters, electrical panels, and junction boxes) should be concealed from view from public streets, neighboring properties, and nearby higher buildings. Trash enclosures should be architecturally compatible with the project. Landscaping should be incorporated into the design of trash enclosures to deter graffiti. [2000 GP Policy CD-8A.6 – Modified for 2015-2035 GP]
- CD-8.7 Encourage decorative paving treatments to be incorporated throughout commercial developments, including driveway entries, pedestrian walkways, plazas, and other areas. The design, materials, and colors of decorative paving treatments (e.g., stamped concrete, stone, brick or granite pavers, exposed aggregate, or colored concrete) should complement the architectural style of the primary buildings and make a positive contribution to the aesthetic and function of the site. [2000 GP Policy CD-8A.7 – Modified for 2015-2035 GP]
- CD-8.8 Require that exterior lighting on commercial properties be consistent with the architectural style of the commercial building. On each commercial site, all lighting fixtures should be from the same family of fixtures with respect to design, materials, color, fixture, and color of light. Lighting sources should be shielded, diffused or indirect to avoid spillover on adjacent properties, nighttime sky light pollution, and glare to pedestrians and motorists. To minimize the total number of freestanding light standards, wall-mounted and pathway lights should be utilized to the greatest extent possible. [2000 GP Policy CD-8A.8]
- Objective CD-8B:** Preserve the scale and character of established neighborhoods near commercial uses. [2000 GP Objective CD-8B]
- CD-8.9 Ensure that new commercial development utilize site planning and design features that optimize compatibility with adjacent residential neighborhoods. The following guidance should be considered:
- When adjacent residential and nonresidential uses can mutually benefit from connection, appropriate linkages (e.g., walkways, common landscape areas, and building orientation) are encouraged. Successful interaction between commercial and residential uses may be achieved through adequate setbacks, landscape buffers, screening, decorative masonry walls, berms, building orientation, and limitations of commercial activities.
  - Loading areas, access and circulation driveways, trash and storage areas, and rooftop equipment should be located as far as possible from adjacent residences.
  - Building orientation and landscaping of commercial buildings should minimize direct lines of sight into adjacent residential private open space. [2000 GP Policy CD-8B.1]

**Goal CD-9:**

Mixed Use

Promote development of mixed-use projects that seamlessly integrate multiple uses both functionally and aesthetically. [2000 GP Goal CD-9]

**Objective CD-9A:** Design mixed use development projects to achieve a high quality character. [2000 GP Objective CD-9A]

CD-9.1 Require that mixed-use development projects be designed to mitigate potential conflicts between uses. Consider noise, lighting, and security. [2000 GP Policy CD-9A.1]

CD-9.2 Provide adequate parking, open space and recreational facilities to serve residents in mixed-use development projects. Design parking and other areas to acknowledge different users (residents versus shoppers) and to be compatible with the architectural character of the building(s). [2000 GP Policy CD-9A.2]

**Objective CD-9B:** Provide for the development of projects that integrate housing with commercial uses and other compatible uses. [2000 GP Objective CD-9B]

CD-9.3 Encourage mixed-use development along the east side of Newport Boulevard between Mesa Drive and Walnut Street. Establish incentives for the development of projects in planned development zones that integrate housing with retail and office uses. [2000 GP Policy CD-9B.1]

CD-9.4 Encourage the development of mixed-use urban villages along specified areas of West 17th Street, West 19th Street, and Superior Avenue that integrates residential with office, retail, business services, personal services, public spaces and uses, and other community amenities in a single building (vertical mixed-use development) or in proximity on the same site (horizontal mixed-use development). [New Policy for 2015-2035 GP]

CD-9.5 Promote new types of urban housing that could be target-marketed to people seeking alternative housing choices in proximity to a major commercial area. [New Policy for 2015-2035 GP]

CD-9.6 Support efforts to mix compatible uses and activities. Encourage the siting of community-oriented services, businesses, and amenities in and near mixed-use neighborhoods, including schools, libraries, open space, and parks. [2000 GP Policy CD-9B.2]

**Goal CD-10:**

Industrial and Business Parks

Promote quality design approaches for the redevelopment of existing industrial buildings, encourage the design to incorporate or provide flexibility for the needs of emerging types of industrial uses, and strive to match design with overall character of nodes, corridors, or districts if applicable. [2000 GP Goal CD-10 – Modified for 2015-2035 GP]

**Objective CD-10A:** Require that industrial and business park projects meet high-quality design standards. [2000 GP Policy CD-10A]



- CD-10.1 Require that industrial projects be designed to convey visual interest and a positive image. Architectural qualities and design elements encouraged for industrial uses are:
- Building modulation indentations and architectural details
  - Building entry accentuation
  - Screening of equipment and storage areas
  - Landscaping to soften building exteriors and to serve as a buffer between uses [2000 GP Policy CD-10A.1]
- CD-10.2 Encourage that the design of industrial buildings considers the visual and physical relationship to adjacent uses. An industrial structure which dominates its surrounding environment by its relative size shall generally be discouraged. [2000 GP Policy CD-10A.2]
- CD-10.3 Encourage adaptive reuse of existing industrial structures which results in rehabilitated buildings with distinctive and attractive architecture. [New Policy for 2015-2035 GP]
- CD-10.4 Promote the use of materials and colors that produce diversity and visual interest in industrial buildings. The use of various siding materials (i.e., masonry, concrete texturing, cement, or plaster) can produce effects of texture and relief that provide architectural interest. [2000 GP Policy CD-10A.3]
- CD-10.5 Require that landscaping be used to define areas such as entrances to industrial buildings and parking lots; define the edges of developments; provide transition between neighboring properties; and provide screening for outdoor storage, loading, and equipment areas. Landscaping should be in scale with adjacent buildings and be of an appropriate size at maturity to accomplish its intended purpose. [2000 GP Policy CD-10A.4]
- CD-10.6 Require that the design of lighting fixtures and their structural support be of a scale and architectural design compatible with on-site industrial buildings. Large areas should be illuminated to minimize the visual impact and amount of spillover light onto surrounding projects. [2000 GP Policy CD-10A.5]

**Objective CD-10B:** Ensure that the development of industrial projects are positive additions to the City's community setting and do not result in adverse impacts with adjacent uses. [2000 GP Objective CD-10B]

- CD-10.7 Require industrial projects to incorporate landscape setbacks, screening walls, and/or other elements that mitigate negative impacts with adjacent uses. [2000 GP Policy CD-10B.1]
- CD-10.8 Protect transitional areas between industrial and other uses. [New Policy for 2015-2035 GP]
- CD-10.9 Storage yards, parking areas, and service areas should be screened from public view. [2000 GP Policy CD-10B.2]

**Goal CD-11:**

Attractive Signs that Reflect Costa Mesa

Ensure that signs contribute positively to Costa Mesa's image and overall economic development. [2000 GP Goal CD-13]

**Objective CD-11A:** Facilitate the installation of signs that contribute to a positive image of the public realm. [2000 GP Objective CD-13]

- CD-11.1 Encourage homeowners' associations and neighborhoods to maintain housing tract entrance signs in an attractive condition, and encourage the placement of such signs at the entrance of major developments which do not have such identification. [2000 GP Policy CD-13.1]
- CD-11.2 Encourage the use of common design elements in signs for commercial and industrial centers through the development of planned sign programs to improve center identity by publicizing the benefits of such programs to developers and local business operators. [2000 GP Policy CD-13.2]
- CD-11.3 Encourage citywide sign design guidelines that promote creativity and flexibility while upholding design quality. Design guidelines could include the design and placement of business signs, public street graphics, street signs, locational and directional signs, traffic signs, etc. [New Policy for 2015-2035 GP]
- CD-11.4 Introduce distinctive entry signage within the Costa Mesa Streetscape and Median Development Guidelines which effectively announces arrival to unique districts and neighborhoods. [2000 GP Policy CD-13.3 – Modified for 2015-2035 GP]
- CD-11.5 Develop and design signage that helps with way-finding throughout the City so visitors and residents can easily access destination locations and identify landmarks. [New Policy for 2015-2035 GP]

**Goal CD-12:**

Public Safety through Design

Use design approaches to enhance public safety. [2000 GP Goal CD-14 – Modified for 2015-2035 GP]

**Objective CD-12A:** Incorporate public safety considerations into community design. [2000 GP Objective CD-14]

- CD-12.1 Decrease the opportunity for criminal activity by addressing high-risk circumstances (e.g., dark alleys, enclosed stairwells, and dark entrances). Involve the Police and Fire Departments in reviewing and making design recommendations during the project review process. [2000 GP Policy CD-14.1]
- CD-12.2 Continue to implement and refine development standards and/or guidelines based on Crime Prevention Through Environmental Design (CPTED) for new development and redevelopment with emphasis on site and building design to minimize vulnerability to criminal activity. [2000 GP Policy CD-14.2]
- CD-12.3 Continue to provide CPTED training to City staff and local planning and design professionals to optimize public safety through community design. [2000 GP Policy CD-14.3]

## Open Space and Recreation Element

The goals, objectives, and policies that address open space and recreation are as follows:

### **Goal OSR-1:**

#### **Balanced and Accessible System of Parks and Open Spaces**

Provide a high-quality environment through the development of recreation resources and preservation of open space that meets community needs in Costa Mesa. [2000 GP Goal OSR-1]

**Objective OSR-1A:** Maintain and preserve existing parks, and strive to provide additional parks, public spaces, and recreation facilities that meet the community's evolving needs. [2000 GP Objective OSR-1A]

#### **Adequate Neighborhood and Community Park Recreational Facilities**

- OSR-1.1: Maintain a system of Neighborhood and Community Parks that provide a variety of active and passive recreational opportunities throughout the City. [New Policy for 2015-2035 GP]
- OSR-1.2: Provide parks and recreation facilities appropriate for the individual neighborhoods in which they are located and reflective of the needs and interests of the population they serve. [New Policy for 2015-2035 GP]

#### **Acquisition of New Parkland**

- OSR-1.3: Pursue the acquisition and development of pocket and neighborhood parks within park-deficient areas, as identified in Figure OSR-3: Planning Areas and Underserved Park Areas. [2000 GP Policy OSR-1A.3 – Modified for 2105-2035 GP]
- OSR-1.4: Prioritize the acquisition of land for parks in underserved neighborhoods. [2000 GP Policy OSR-1A.14 – Modified for 2015-2035 GP]
- OSR-1.5: Maximize public space by requiring plazas and public gathering spaces in private developments that can serve multiple uses, including recreation and social needs. [New Policy for 2015-2035 GP]
- OSR-1.6: Provide maximum visibility and accessibility for future public parks by locating facilities in close proximity to public streets. [2000 GP Policy OSR-1A.2]
- OSR-1.7: Adjust and update development fee programs to accumulate funds for the acquisition and improvement of parks and recreation facilities commensurate with identified need and population growth. [New Policy for 2015-2035 GP]

#### **Balance of Passive and Active Recreation**

- OSR-1.8: Require that parks and recreation facilities reflect new trends and population changes, and are developed with facilities appropriate to all ages, including athletic fields, active play areas, passive open space, tot lots, and picnic areas. [2000 GP Policy OSR-1A.15]
- OSR-1.9: Conduct a sports facility study to review current outdoor facility locations and resources and a demographic study for future facility requirements as they relate to planned growth within the City. [New Policy for 2015-2035 GP]
- OSR-1.10: Pursue additional community garden lots and spaces to meet demand and need by the community. [New Policy for 2015-2035 GP]

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**Park Maintenance and Retrofit**

- OSR-1.11: Perform regular maintenance of facilities to ensure proper working order of all recreation facilities and equipment. [New Policy for 2015-2035 GP]
- OSR-1.12: Retrofit parks and recreation facilities to provide disability access as required by law. [New Policy for 2015-2035 GP]
- OSR-1.13: Design and reform parks to reflect the latest recreational features that respond to demographic changes and community needs. [New Policy for 2015-2035 GP]
- OSR-1.14: Consult with law enforcement agencies, surrounding cities, community policing groups, and OC Parks to create a safe and healthy environment at Talbert Regional Park, Fairview Park, and along the Santa Ana River. [New Policy for 2015-2035 GP]

**Long-Term Planning of Institutional Uses**

- OSR-1.15: Continue to pursue opportunities to create joint-use community space at facilities owned by private organizations such as private schools, faith-based groups, service clubs, and hospitals. [2000 GP Policy OSR-1A.10]
- OSR-1.16: Continue to coordinate with the Newport-Mesa Unified School District to supplement City park facilities through joint-use agreements. [2000 GP Policy OSR-1A.10]
- OSR-1.17: Consult with Orange County Fairgrounds in implementing OC Fair & Event Center Master Plan. [New Policy for 2015-2035 GP]

**Level of Service and Access**

- OSR-1.18: Provide a minimum of 4.26 acres of parkland per 1,000 residents. [2000 GP Policy OSR-1A.1]
- OSR-1.19: Update the Parks, Recreation and Open Space Master Plan every 10 years, as feasible. [2000 GP Policy OSR-1A.15]
- OSR-1.20: Enhance pedestrian, bicycle, and transit linkages to meet the needs of residents and to provide better access to parks, recreation, and public spaces. [New Policy for 2015-2035 GP]
- OSR-1.21: Provide opportunities for public access to all open space areas, except where sensitive resources may be threatened or damaged, public health and safety may be compromised, or access would interfere with the managed production of resources. [New Policy for 2015-2035 GP]

**GOAL OSR-2:**

**Community Services Programs Meeting Community Needs**

Enhancing the community through the delivery of innovative recreational programs, quality parks and facilities and services that promote social, physical, and emotional well-being. High-quality community services programs demonstrate the City's commitment to providing opportunities for recreational, physical, and educational activities for residents of all ages. [New Goal for 2015-2035 GP]

- Objective OSR-2A:** Provide activities, classes, and a variety of programs to meet the year-round recreational needs of all residents: children, adult, seniors, and persons with special needs. [New Objective for 2015-2035 GP]

### **High-quality Community Services**

- OSR-2.1: Provide high-quality community services programs that are flexible and responsive to the community's changing needs. [New Policy for 2015-2035 GP]
- OSR-2.2: Plan and conduct citywide special events that bring residents together to create an enhanced quality of life and promote economic development. [New Policy for 2015-2035 GP]
- OSR-2.3: Continue to consult with nonprofit sports organizations and recreational groups to support their offering of diverse recreational programs that complement and supplement those offered by the City. [New Policy for 2015-2035 GP]
- OSR-2.4: Update existing facilities for senior citizens, youth, adults, and overall community use. [New Policy for 2015-2035 GP]

### **Community Services to Support Community Needs**

- OSR-2.5: Monitor and research the ever-changing community services needs of the community, and develop action plans to address those needs through partnerships with service agencies. [New Policy for 2015-2035 GP]
- OSR-2.6: Continue to provide rental opportunities at community facilities and parks for residents, nonprofit groups, and businesses to meet their recreational and professional needs. [New Policy for 2015-2035 GP]
- OSR-2.7: Continue broad-based public outreach activities that inform residents of all available community services programs, and obtain input from the community regarding program and service needs. [New Policy for 2015-2035 GP]
- OSR-2.8: Encourage resident input and utilize demographic data, partnerships, volunteers, and existing resources to identify the needs of community. [New Policy for 2015-2035 GP]
- OSR-2.9: Identify innovative funding and development opportunities to support and sustain a responsive community services network. [New Policy for 2015-2035 GP]
- OSR-2.10: Continue and expand the development of community partnerships to offer both standard and innovative services to meet residents' needs. [New Policy for 2015-2035 GP]
- OSR-2.11: Develop and implement community services programs and activities that meet the needs of specialized populations through the development of community partnerships. [New Policy for 2015-2035 GP]
- OSR-2.12: Provide support for volunteer groups that conduct special activities open to the entire community. [New Policy for 2015-2035 GP]

### **GOAL OSR-3:**

#### **Conserved Open Space**

Costa Mesa is committed to open space conservation to ensure that the network of parklands, trails, hillsides, and undeveloped natural areas remain viable for supporting biological communities and providing sanctuary for future generations. This commitment includes expanding public access to open space, where appropriate, and acquiring additional lands where feasible. [New Goal for 2015-2035 GP]

- Objective OSR-3A:** Preserve the City's open space lands and provide additional community and neighborhood parkland in underserved areas. [New Objective for 2015-2035 GP]

### **Open Space Preservation and Stewardship**

- OSR-3.1: Preserve open space areas along The Santa Ana River, large open space parks, and along the mesa formations to protect natural habitat and to maintain the integrity of the natural environment. [New Policy for 2015-2035 GP]
- OSR-3.2: Encourage the preservation of coastal views from City and County parkland and public streets within Costa Mesa. [2000 GP Policy OSR-1A.13]
- OSR-3.3: Identify current open space areas for protection, management, and potential enhancement to maintain and, if possible, increase its value as wildlife habitat. [New Policy for 2015-2035 GP]

### **Management and Maintenance of Open Space**

- OSR-3.4: Encourage the long-term maintenance and management of open space lands through open space easements, development rights transfers or acquisition, zoning regulations, and other incentives. [2000 GP Policy OSR-1A.6]
- OSR-3.5: Encourage the greening and beautifying of the Santa Ana River. [New Policy for 2015-2035 GP]
- OSR-3.6: Encourage opportunities for recreation, history, education, interpretive materials, and art associated with the Santa Ana River open spaces. [New Policy for 2015-2035 GP]
- OSR-3.7: Promote water quality strategies to improve water quality along the Santa Ana River. [New Policy for 2015-2035 GP]

### **Coordination and Organization Development**

- OSR-3.8: Consult with State and regional agencies and the California Native American Heritage Commission (NAHC), regarding open space planning efforts. [New Policy for 2015-2035 GP]
- OSR-3.9: Consult with the Orange Coast River Park, Inc. and surrounding cities and other government agencies in maintaining and rehabilitating open space lands along the Santa Ana River. [New Policy for 2015-2035 GP]
- OSR-3.10: Consult with OC Parks over the enhancements and management of Talbert Regional Park without adversely impacting surrounding residential neighborhoods. [New Policy for 2015-2035 GP]

### **GOAL OSR-4:**

#### **Extensive Arts and Culture Programs and Services**

Provide comprehensive and multifaceted arts and culture programs and services that provide education and entertainment to the community and a broader audience. [New Goal for 2015-2035 GP]

- Objective OSR-4A:** Support performing and visual arts programs, facilities, and activities that stimulate the minds and intellectual thinking of community members to increase awareness of the City's motto, "The City of the Arts." [New Objective for 2015-2035 GP]

#### **Cultural Arts Venues**

- OSR-4.1: Continue to support the mission of the Segerstrom Center for the Arts and associate venues and facilities. [New Policy for 2015-2035 GP]
- OSR-4.2: Support the development and operations of an arts museum at the Segerstrom Center for the Arts. [New Policy for 2015-2035 GP]

- OSR-4.3: Encourage additional indoor and outdoor facility spaces citywide to display public art and host arts and culture special events. [New Policy for 2015-2035 GP]

**Leader in the Arts**

- OSR-4.4: Expand the City's role as a supporter of the arts. [New Policy for 2015-2035 GP]
- OSR-4.5: Encourage financial support of the arts by supporting non-profit groups and foundations. [New Policy for 2015-2035 GP]
- OSR-4.6: Consider preparation of an arts and culture master plan for the City. [New Policy for 2015-2035 GP]
- OSR-4.7: Consult with local agencies and surrounding cities to address the creation and implementation of arts-friendly policies. [New Policy for 2015-2035 GP]
- OSR-4.8: Enhance Costa Mesa's position as a leader in the arts in Southern California and its recognition nationally as a city devoted to arts institutions of superior quality. [New Policy for 2015-2035 GP]
- OSR-4.9: Engage community members in arts activities, and utilize the arts to provide educational and cultural awareness opportunities. [New Policy for 2015-2035 GP]
- OSR-4.10: Continue the City's commitment to its arts in cooperation with the private sector. [New Policy for 2015-2035 GP]
- OSR-4.11: Provide opportunities for local artists to create and display their work. [New Policy for 2015-2035 GP]

**Arts Programs and Events**

- OSR-4.12: Support arts activities, programs, events, and facilities for patrons to enjoy and share experiences, and that enhance the City's economic vitality. [New Policy for 2015-2035 GP]
- OSR-4.13: Designate Community Services Department staff with the responsibility for expanding and implementing activities related to recreational arts programming. [New Policy for 2015-2035 GP]
- OSR-4.14: Pursue cooperative educational cultural programs enlisting the aid of public and private institutions. [New Policy for 2015-2035 GP]

**Arts in Public Places and in Private Development**

- OSR-4.15: Continue to review adopting an Arts in Public Places Program. [New Policy for 2015-2035 GP]
- OSR-4.16: Pursue the placement of public art in prominent locations, particularly along major travel corridors to enliven and beautify the public realm. [New Policy for 2015-2035 GP]
- OSR-4.17: Develop incentives or programs that encourage art in new developments. [New Policy for 2015-2035 GP]

## Historical and Cultural Resources Element

The goals, objectives, and policies that address historical and cultural resources are as follows:

### **Goal HCR-1:**

Historical, Archeological, and Paleontological Resource Preservation

The City of Costa Mesa supports focused efforts to provide residents with a sense of community and history through the protection and preservation of historical and cultural resources. [2000 GP Goal HCR-1]

**Objective HCR-1A:** Encourage preservation and protection of the City's archaeological, paleontological, and historical resources. [2000 GP Objective HCR-1A]

### **Preserving Historical Resources**

- HCR-1.1: Encourage protection and enhancement of the diverse range of historical sites and resources in the City for the benefit of current and future residents and visitors. [New Policy for 2015-2035 GP]
- HCR-1.2: Encourage the preservation of significant historical resources (as identified in Table HCR-1) by developing and implementing incentives such as building and planning application permit fee waivers, Mills Act contracts, grants and loans, and implementing other incentives identified in the Historical Preservation Ordinance. [2000 GP Policy HCR-1A.4]
- HCR-1.3: Promote context-sensitive design that respects and celebrates the history and historical character of sites and resources while meeting contemporary needs of the community. [New Policy for 2015-2035 GP]
- HCR-1.4: Require, as part of the environmental review procedure, an evaluation of the significance of paleontological, archaeological, and historical resources, and the impact of proposed development on those resources. [2000 GP Policy HCR-1A.1]
- HCR-1.5: Continue to identify local landmarks with markers and way-finding signage. Include informational signage about local history, utilizing maps to highlight locations of other historical resources at popular historical sites. [New Policy for 2015-2035 GP]
- HCR-1.6: Encourage development of an interpretive center for paleontological, archaeological, and historical resources at Fairview Park. The center may contain resources found in the park area as well as resources found throughout the City. [2000 GP Policy HCR-1A.6]

### **Preserving Archaeological Resources**

- HCR-1.7: Require cultural resources studies (i.e., archaeological and historical investigations) for all applicable discretionary projects, in accordance with CEQA regulations. The studies should identify cultural resources (i.e., prehistorical sites, historical sites, and isolated artifacts and features) in the project area, determine their eligibility for inclusion in the California Register of Historical Resources, and provide mitigation measures for any resources in the project area that cannot be avoided. Cultural resources studies shall be completed by a professional archaeologist that meets the Secretary of the Interior's Professional Qualifications Standards in prehistorical or historical archaeology. [2000 GP Policy HCR-1A.2 and HCR-1A.3 – Modified for 2015-2035 GP]



- HCR-1.8: Comply with requirements of the California Environmental Quality Act regarding protection and recovery of archaeological resources discovered during development activities. [New Policy for 2015-2035 GP]

**Preserving Paleontological Resources**

- HCR-1.9: Require paleontological studies for all applicable discretionary projects. The studies should identify paleontological resources in the project area, and provide mitigation measures for any resources in the project area that cannot be avoided. [2000 GP Policy HCR-1A.2 and HCR-1A.3 – Modified for 2015-2035 GP]
- HCR-1.10: Comply with the California Environmental Quality Act regarding the protection and recovery of paleontological resources during development activities. [New Policy for 2015-2035 GP]



## **Appendix B**

### **Housing Successor Annual Report Fiscal Year 2022-2023**

COSTA MESA  
FINANCING AUTHORITY  
(A Component Unit of the  
City of Costa Mesa)  
Financial Statements  
Year Ended June 30, 2023

COSTA MESA FINANCING AUTHORITY

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Year Ended June 30, 2023

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## INDEPENDENT AUDITOR'S REPORT

Board of Directors  
Costa Mesa Financing Authority  
Costa Mesa, California

### Report on the Audit of the Financial Statements

#### *Opinion*

We have audited the financial statements of the governmental activities and the major fund of the Costa Mesa Financing Authority (the Authority), a component unit of the City of Costa Mesa, California, as of and for the year ended June 30, 2023, and the related notes to the financial **statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.**

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Authority, as of June 30, 2023, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinion*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the **Auditor's Responsibilities for the Audit of the Financial Statements** section of our report. We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### *Emphasis of a Matter*

As described more fully in Note 1A, the basic component unit financial statements present only the Authority and are not intended to present fairly the financial position and results of operations of the City of Costa Mesa, California in accordance with accounting principles generally accepted in the United States of America.

#### *Responsibilities of Management for the Financial Statements*

**The Authority's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.**

In preparing the financial statements, management is required to evaluate whether there are **conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's** ability to continue as a going concern for one year after the date that the financial statements are issued.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole **are free from material misstatement, whether due to fraud or error, and to issue an auditor's report** that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an **opinion on the effectiveness of the Authority's internal control**. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the **Authority's ability to continue as a going concern** for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Required Supplementary Information***

Management has not presented the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinions on the basic financial statements are not affected by this missing information.

### *Report on Summarized Comparative Information*

**We have previously audited the Authority's 2022** financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated December 30, 2022. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2022 is consistent, in all material respects, with the audited financial statements from which it has been derived.

### *Other Reporting Required by Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 21, 2023, **on our consideration of the Authority's internal control over financial reporting and on our** tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

A handwritten signature in blue ink that reads "Davis Fan" followed by a stylized flourish.

Irvine, California  
December 21, 2023

## COSTA MESA FINANCING AUTHORITY

## Statement of Net Position

June 30, 2023  
(With comparative totals for June 30, 2022)

	Governmental Activities	
	2023	2022
ASSETS:		
Cash and investments with fiscal agent (Note 2)	\$ 7,278	\$ 4
Lease interest receivable	254,763	254,763
Leases receivable (Note 3)	21,280,000	23,110,000
TOTAL ASSETS	21,542,041	23,364,767
LIABILITIES:		
Interest payable	254,763	254,763
Noncurrent liabilities:		
Due within one year (Note 3)	2,067,767	1,977,767
Due in more than one year (Note 3)	22,056,745	24,124,512
TOTAL LIABILITIES	24,379,275	26,357,042
NET POSITION:		
Restricted for debt service	7,278	4
Unrestricted	(2,844,512)	(2,992,279)
TOTAL NET POSITION	\$ (2,837,234)	\$ (2,992,275)

See accompanying notes to financial statements.



COSTA MESA FINANCING AUTHORITY

Statement of Activities

Year Ended June 30, 2023  
(With comparative totals for the year ended June 30, 2022)

Functions/Programs	Expenses	Program Revenues			Net (Expenses) Revenues	
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	2023	2022
Governmental Activities:						
Interest on long-term debt	\$ 825,533	-	-	-	\$ (825,533)	(914,783)
Total governmental activities	<u>\$ 825,533</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(825,533)</u>	<u>(914,783)</u>
		General revenues:				
		Investment income			<u>980,574</u>	<u>1,062,553</u>
		Total general revenues			<u>980,574</u>	<u>1,062,553</u>
		Changes in net position			155,041	147,770
		NET POSITION AT BEGINNING OF YEAR			<u>(2,992,275)</u>	<u>(3,140,045)</u>
		NET POSITION AT END OF YEAR			<u>\$ (2,837,234)</u>	<u>(2,992,275)</u>

See accompanying notes to financial statements.

## COSTA MESA FINANCING AUTHORITY

Balance Sheet  
Governmental FundJune 30, 2023  
(With comparative totals for June 30, 2022)

	Total Government Fund	
	2023	2022
ASSETS:		
Cash and investments with fiscal agent	\$ 7,278	\$ 4
Leases receivable	21,280,000	23,110,000
TOTAL ASSETS	<u>\$ 21,287,278</u>	<u>\$ 23,110,004</u>
DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE:		
DEFERRED INFLOWS OF RESOURCES:		
Unavailable lease revenue	\$ 21,280,000	\$ 23,110,000
TOTAL DEFERRED INFLOW OF RESOURCES	<u>21,280,000</u>	<u>23,110,000</u>
FUND BALANCE:		
Restricted for debt service	<u>7,278</u>	<u>4</u>
TOTAL FUND BALANCE	<u>7,278</u>	<u>4</u>
TOTAL DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE	<u>\$ 21,287,278</u>	<u>\$ 23,110,004</u>

See accompanying notes to financial statements.

COSTA MESA FINANCING AUTHORITY

Reconciliation of the Governmental Fund Balance Sheet  
to the Statement of Net Position

June 30, 2023

Fund balances for governmental fund	\$ 7,278
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Accrued interest receivable for the current portion of interest due on lease payments has not been reported in the governmental funds.	
Interest receivable	254,763
Long-term liabilities applicable to the Authority's governmental activities are not due and payable in the current period and, accordingly, are not reported as governmental fund liabilities. All liabilities (both current and long-term) are reported in the Statement of Net Position.	
Revenue bonds	(21,280,000)
Premium on bonds	(2,844,512)
Accrued interest payable for the current portion of interest due on long-term debt has not been reported in the governmental funds.	
Interest payable - revenue bonds	(254,763)
Revenues relating to leases receivable are measurable but not available and, accordingly, are recorded as unavailable revenue in the governmental funds under the modified accrual basis of accounting.	
	<u>21,280,000</u>
Net position of governmental activities	<u><u>\$ (2,837,234)</u></u>

See accompanying notes to financial statements.

## COSTA MESA FINANCING AUTHORITY

Statement of Revenues, Expenditures and Changes in Fund Balances  
Governmental FundYear Ended June 30, 2023  
(With comparative totals for the year ended June 30, 2022)

	Total Governmental Fund	
	2023	2022
REVENUES:		
Other interest	\$ 7,274	\$ 4
Lease payments	2,803,300	2,802,549
TOTAL REVENUES	2,810,574	2,802,553
EXPENDITURES:		
Debt service:		
Principal	1,830,000	1,740,000
Interest	973,300	1,062,550
TOTAL EXPENDITURES	2,803,300	2,802,550
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	7,274	3
NET CHANGE IN FUND BALANCE	7,274	3
FUND BALANCE AT BEGINNING OF YEAR	4	1
FUND BALANCE AT END OF YEAR	\$ 7,278	\$ 4

See accompanying notes to financial statements.

# COSTA MESA FINANCING AUTHORITY

## Reconciliation of the Governmental Fund Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities

Year Ended June 30, 2023

Net change in fund balances - total governmental fund	\$ 7,274
Amounts reported for governmental activities in the Statement of Activities are different because:	
The Statement of Net Position includes accrued interest on leases receivable. The net change in accrued interest for the current period is reported on the Statement of Activities.	254,763
Repayment of long-term principal is an expenditures in the governmental and, thus, has the effect of reducing the fund balances because current funds resources have been used. For the Authority as a whole, however, the principal financial payments reduce the liabilities in the Statement of Net Position and do not result in an expense in the Statement of Activities.	
Debt service principal	1,830,000
Amortization of bond premium	147,767
The Statement of Net Position includes accrued interest on long-term debt. The net change in accrued interest for the current period is reported on the Statement of Activities.	(254,763)
Revenues relating to leases receivable that do not meet the "availability" criteria for revenue recognition and therefore are not reported as revenue in the funds.	<u>(1,830,000)</u>
Change in net position of governmental activities	<u><u>\$ 155,041</u></u>

See accompanying notes to financial statements.

COSTA MESA FINANCING AUTHORITY  
Notes to the Basic Financial Statements  
Year Ended June 30, 2023

1. Reporting Entity and Summary of Significant Accounting Policies

*A. Description of the Reporting Entity:*

The Costa Mesa Financing Authority (the Authority) was created by a joint powers agreement between the City of Costa Mesa (the City) and the Costa Mesa Housing Authority (the Housing Authority), dated August 1, 2017. It was created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 of Title of the Government Code of the State of **California (the "JPA Act")**.

The Authority is an integral part of the reporting entity of the City. The financial activity of the Authority has been included within the scope of the basic financial statements of the City because the City Council of the City of Costa Mesa is the governing board over the operations of the Authority. Only the financial activity of the Authority is included herein, therefore, these financial statements do not purport to represent the financial position or results of operations of the City.

*B. Basis of Accounting and Measurement Focus:*

The *basic financial statements* of the Authority are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to the basic financial statements

Government-wide financial statements display information about the reporting government as a whole, except for its fiduciary activities. These statements include separate columns for the governmental and business-type activities of the primary government (including its blended component units), as well as its discretely presented component units. The Authority has no business-type activities or discretely presented component units.

Government-wide financial statements are presented using the *economic resources measurement focus* and the *accrual basis of accounting*. *Measurement focus* indicates the type of resources being measured. Under the economic resources measurement focus, all (both current and long-term) economic resources and obligations of the reporting government are reported in the government-wide financial statements. *Basis of accounting* refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Under the accrual basis of accounting, revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of Governmental Accounting Standards Board (GASB) Statement No. 33.

Program revenues include charges for services and payments made by parties outside of the reporting government's citizenry if that money is restricted to a particular program. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program.

COSTA MESA FINANCING AUTHORITY  
Notes to the Basic Financial Statements  
(Continued)

1. Reporting Entity and Summary of Significant Accounting Policies (Continued):

Amounts paid to acquire capital assets are capitalized as assets in the government-wide financial statements, rather than reported as expenditures. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as other financing sources. Amounts paid to reduce long-term indebtedness of the reporting government are reported as reductions of the related liabilities, rather than as expenditures.

When both restricted and unrestricted resources are combined, expenses are considered to be paid first from restricted resources, and then from unrestricted resources.

Fund Financial Statements

The underlying accounting system of the Authority is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, deferred inflows of resources, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually and other governmental funds in the aggregate for governmental funds. Fiduciary statements include financial information for fiduciary funds and similar component units. Fiduciary funds primarily represent assets held by the Authority in a custodial capacity for other individuals or organizations. The Authority has no fiduciary funds.

Governmental Funds

In the fund financial statements, governmental funds are presented using the *modified-accrual basis of accounting*. Their revenues are recognized when they become *measurable* and *available* as fund balances. *Measurable* means that the amounts can be estimated, or otherwise determined. *Available* means that the amounts were collected during the reporting period or soon enough thereafter to be available to finance the expenditures accrued for the reporting period. The Authority uses a sixty-day availability period. Unavailable revenues are reported as deferred inflows of resources in the governmental funds.

Revenue recognition is subject to the *measurable* and *availability* criteria for the governmental funds in the fund financial statements. *Exchange transactions* are recognized as revenues in the period in which they are earned (i.e., the related goods or services are provided). *Imposed non-exchange* transactions are recognized as revenues in the period for which they were imposed. If the period of use is not specified, they are recognized as revenues when an enforceable legal claim to the revenues arises or when they are received, whichever occurs first. *Government-mandated and voluntary non-exchange transactions* are recognized as revenues when all applicable eligibility requirements have been met.

COSTA MESA FINANCING AUTHORITY  
Notes to the Basic Financial Statements  
(Continued)

1. Reporting Entity and Summary of Significant Accounting Policies (Continued):

In the fund financial statements, governmental funds are presented using the *current financial resources measurement focus*. This means that only current assets, current liabilities and deferred inflows of resources are generally included on their balance sheets. The reported fund balance is considered to be a measure of **"available spendable resources."** Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in fund balances. Accordingly, they are said to present a summary of sources and uses of **"available spendable resources" during a period.**

Noncurrent portions of long-term receivables due to governmental funds are reported on the balance sheets in spite of their spending measurement focus. Special reporting treatments are used to indicate, however, that they should not be considered **"available spendable resources," since** they do not represent available fund balance. Recognition of governmental fund type revenues represented by noncurrent receivables are reported as unavailable revenues. Noncurrent portions of other long-term receivables are offset by deferred inflows of resources - unavailable revenue.

Because of the spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by noncurrent liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources were expended, rather than as fund assets. The proceeds of long-term debt are recorded as an *other financing sources* rather than as fund liabilities. Amounts paid to reduce long-term indebtedness are reported as fund expenditures.

C. *Activities in Major Fund:*

The following debt service fund is presented as a major fund in the accompanying basic financial statements:

2017 Lease Revenue Bonds Fund - To account for the accumulation of resources for the payments of debt service for lease revenue bond principal and interest relating to the 2017 Lease Revenue Bonds.

D. *Cash and Investments:*

Investments are reported in the accompanying financial statements at fair value.

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Changes in fair value that occur during a fiscal year are recognized as investment income reported for that fiscal year. Investment income includes interest earnings, changes in fair value, and any gains or losses realized upon the liquidation, maturity, or sale of investments.



COSTA MESA FINANCING AUTHORITY  
Notes to the Basic Financial Statements  
(Continued)

1. Reporting Entity and Summary of Significant Accounting Policies (Continued):

*E. Net Position:*

Restricted net position consists of constraints placed on net position use through external constraints imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation. Unrestricted net position is the remaining balance of net position.

*F. Deferred Outflow/Inflows of Resources:*

In addition to assets, the statement of net position and the governmental funds balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expense/expenditure) until that. The Authority does not have any applicable deferred outflows of resources.

In addition to liabilities, the statement of net position and the governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to future periods and will not be recognized as an inflow of resources (revenue) until that time. The Authority reports unavailable lease revenue as deferred inflows of resources in the governmental fund.

*G. Budgetary Reporting:*

Formal budgetary integration is not employed for the Authority because effective control is alternatively achieved through the debt indenture provisions.

*H. Fund Equity:*

The fund balances are reported in the fund statements in the following classification:

Restricted Fund Balance - this includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation. If the Board action limiting the use of funds is included in the same action (legislation) that created (enables) the funding source, then it is restricted.

*I. Long Term Obligations:*

In the government-wide financial statements, long term debt and other long term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts, as well as prepaid insurance costs related to bond issuance costs, are deferred and amortized over the life of the bonds. Bonds payable are reported net of the applicable bond premium or discount.

COSTA MESA FINANCING AUTHORITY  
Notes to the Basic Financial Statements  
(Continued)

1. Reporting Entity and Summary of Significant Accounting Policies (Continued):

*J. Use of Estimates:*

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

*K. Fair Value Measurements:*

Certain assets and liabilities are required to be reported at fair value. The fair value framework provides a hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of fair value hierarchy are described as follows:

Level 1 - Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets.

Level 2 - Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly and fair value is determined through the use of models or other valuation methodologies including:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in markets that are inactive;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

Level 3 - Inputs to the valuation methodology are unobservable and significant to the fair value measurement. **These unobservable inputs reflect the Authority's own assumptions** about the inputs market participants would use in pricing the asset or liability (including assumptions about risk). These unobservable inputs are developed based on the best information available in the circumstances and may include the Authority's own data.

*L. Prior Year Data:*

Selected information regarding the prior year has been included in the accompanying financial statements. This information has been included for comparison purposes only and does not represent a complete presentation in accordance with accounting principles generally accepted in the United States of America. Accordingly, such information should be **read in conjunction with the Authority's prior year financial statements, from which this selected financial data was derived.**

COSTA MESA FINANCING AUTHORITY  
Notes to the Basic Financial Statements  
(Continued)

2. Cash and Investments:

Cash and investments at June 30, 2023 are classified in the accompanying Statement of Net Position as follows:

Cash and investments with fiscal agent	\$ <u>7,278</u>
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Cash and investments held at June 30, 2023 consisted of the following:

Investments:	
Money market mutual funds	\$ <u>7,278</u>

*Investments Authorized by Debt Agreements*

Investments of debt proceeds held by bond trustee are governed by provisions of the debt agreements, rather than the general provisions of the California Government code or the City's investment policy. The table on the following page identifies the investment types that are generally authorized for investments held by bond trustee. The table also identifies certain provisions of these debt agreements that address interest rate risk, credit risk, and concentration of credit risk.

<u>Authorized Investments</u>	<u>Maximum Maturity</u>	<u>Maximum Percentage Allowed</u>	<u>Maximum Investment in One Issuer</u>
United States Treasury Securities	None	None	None
Federal Agency Securities	1 year	None	None
Banker's Acceptances	30 days	None	None
Commercial Paper	270 days	None	None
Money Market Mutual Funds	None	None	None
Investment Agreements	None	None	None
Interest-Bearing Time Deposits	30 days	None	None
Repurchase Agreements	270 days	None	None
Local Agency Investment Fund	None	None	None
State Obligations	None	None	None
Pre-refunded Municipal Obligations	None	None	None

*Disclosures Relating to Interest Rate Risk*

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the Authority manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.

# COSTA MESA FINANCING AUTHORITY

## Notes to the Basic Financial Statements

(Continued)

### 2. Cash and Investments (Continued):

Information about the sensitivity of the fair values of the **Authority's** investments (including investments held by bond trustee) to market interest rate fluctuations is provided by the following table that shows the distribution of the **Authority's** investments by maturity:

Investment Type	Remaining Maturity (in Months)		Total
	12 Months or Less	13 Months or More	
Money market mutual funds	\$ <u>7,278</u>	\$ <u>-</u>	\$ <u>7,278</u>

#### *Disclosures Relating to Credit Risk*

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by (where applicable) the California Government Code, the **City's** investment policy, or debt agreements, and the Standard & Poor's actual rating as of year end for each investment type:

Investment Type	Minimum Legal Rating	Total	Rating
			AAA
Money market mutual funds	AAA	\$ <u>7,278</u>	\$ <u>7,278</u>

#### *Concentration of Credit Risk*

The investment policy of the City contains no limitations on the amount that can be invested in anyone issuer beyond that stipulated by the California Government Code. No investments in anyone issuer (other than mutual funds and external investment pools) represent 5% or more of total investments by reporting unit (governmental activities or major fund).

#### *Custodial Credit Risk*

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the **City's** investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by the state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure Authority deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

COSTA MESA FINANCING AUTHORITY  
Notes to the Basic Financial Statements  
(Continued)

3. Long-Term Liabilities:

The following is a summary of changes in long-term liabilities of the Authority for the year ended June 30, 2023:

	Balance at July 1, 2022	Additions	Reductions	Balance at June 30, 2023	Amount Due Within One Year	Amount Due Beyond One Year
2017 Lease Revenue						
Bonds	\$ 23,110,000	\$ -	\$ (1,830,000)	\$ 21,280,000	\$1,920,000	\$19,360,000
2017 Bond Premium	2,992,279	-	(147,767)	2,844,512	147,767	2,696,745
 Total	 \$ 26,102,279	 \$ -	 \$ (1,977,767)	 \$ 24,124,512	 \$2,067,767	 \$22,056,745

*2017 Lease Revenue Bonds:*

On October 1, 2017, the Authority issued \$29,735,000 in 2017 Lease Revenue Bonds to finance certain capital improvements of the City of Costa Mesa and to advance refund \$16,765,000 of outstanding Costa Mesa Public Financing Authority 2007 Certificates of Participation (2007 Certificates). The bond issue also included a bond premium of \$3,694,172. The bonds mature from October 1, 2018 through October 1, 2042 in annual installments ranging from \$570,000 to \$2,220,000. Interest is payable semi-annually on April 1 and October 1 of each year, commencing on April 1, 2018 at a rate ranging from 2.0% to 5.0%. As of June 30, 2023, the principal outstanding is \$21,280,000 and the unamortized bond premium balance is \$2,844,512.

The lease agreement requires the City to make lease payments to the Authority on each April 1 and October 1 preceding the debt service payment date, commencing April 1, 2018. Lease payments are paid by the City directly to the Trustee.

The **Authority's** source of payment on the certificates will be from lease payments received from its lease with the City. This lease receivable has been recorded on the balance sheet of the related debt service fund. Unavailable revenue has been recorded in an equal amount in the fund financial statements because this lease revenue, although measurable, is not considered available to finance expenditures of the fiscal year reported upon. Lease revenues are pledged toward payment of these bonds. The amount of anticipated future lease payments is equal to the amount of future principal and interest installments due on the debt.

Future debt requirements for the 2017 Lease Revenue Bonds are as follows:

Year Ending June 30	Principal	Interest	Total
2024	\$ 1,920,000	\$ 879,550	\$ 2,799,550
2025	2,015,000	781,175	2,796,175
2026	2,115,000	677,925	2,792,925
2027	2,220,000	569,550	2,789,550
2028	570,000	499,800	1,069,800
2029-2033	3,320,000	2,029,000	5,349,000
2034-2038	4,185,000	1,166,531	5,351,531
2039-2043	4,935,000	411,206	5,346,206
Total	<u>\$ 21,280,000</u>	<u>\$ 7,014,737</u>	<u>\$ 28,294,737</u>

Report on Internal Control Over Financial Reporting and on Compliance and Other  
Matters Based on an Audit of Financial Statements Performed in Accordance with  
*Government Auditing Standards*

Board of Directors  
Costa Mesa Financing Authority  
Costa Mesa, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, financial statements of the governmental activities and the major fund of the Costa Mesa Financing Authority (the Authority), as of and for the year ended June 30, 2023, and the related notes to the basic financial statements, which collectively comprise of the Authority's basic financial statements, and have issued our report thereon dated December 21, 2023.

#### Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of Authority's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

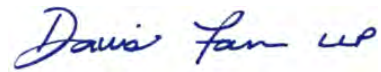
#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

#### Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the **Authority's** internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in blue ink that reads "Davis Fan" followed by a stylized flourish.

Irvine, California  
December 21, 2023



# **PLANNING COMMISSION AGENDA REPORT**

MEETING DATE: April 8, 2024

ITEM NUMBER: NB-1

**SUBJECT: 2023 ANNUAL REVIEW OF THE COSTA MESA 2015-2035 GENERAL PLAN**

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

**PRESENTATION BY: PHAYVANH NANTHAVONGDOUANGSY, PRINCIPAL  
PLANNER AND CAITLYN CURLEY, ASSISTANT PLANNER**

**FOR FURTHER INFORMATION CONTACT: PHAYVANH NANTHAVONGDOUANGSY  
714-754-5611  
PHAYVANH@COSTAMESACA.GOV**

## **RECOMMENDATION:**

Staff recommends that the Planning Commission review the 2023 Annual Progress Report for the 2015-2035 Costa Mesa General Plan, and recommend City Council approve the requisite documentation for submittal to the State Office of Planning and Research (OPR) and the State Department of Housing and Community Development (HCD).

## **BACKGROUND / ANALYSIS:**

The General Plan "Annual Progress Report" (APR) provides an overview of the actions taken by the City during the 2023 calendar years to implement the City's General Plan programs and policies, including the City's Housing Element.

State Land Use and Zoning Law, Government Code section 65000 et seq., requires that an APR from the City's legislative body be submitted to the State each year for review. The State uses the General Plan APR to identify statewide trends in land use decision-making, and how local planning and development activities relate to statewide planning goals and policies. A Housing Element APR is also required and is used by HCD to track the progress of the implementation of a jurisdiction's Housing Element, and requires its submission as a threshold for several State Housing Funding Programs.

The attached APRs address implementation of the City's 2015-2035 General Plan, which was adopted in July 2016. The City's current APR submittal also addresses the City's adopted General Plan Housing Element and includes a 2023 APR for the 6<sup>th</sup> Cycle Housing Element, which was adopted November 2022 and covers the RHNA planning period between October 2021 and 2029.



Pursuant to State Law, the Annual Progress Reports include the following elements:

- An overview of the City's General Plan implementation status and its consistency with State general plan guidelines; and
- A review of the City's progress in meeting the Regional Housing Needs Allocation (RHNA) objectives and a summary of local efforts towards development, preservation and rehabilitation of housing.

As summarized in the attached 2023 APR, the City continues to implement General Plan programs and is progressing towards meeting its 6<sup>th</sup> Cycle RHNA obligation. As required by the State, the APR specifically addresses the following topics.

- **General Plan Implementation:** The degree to which the General Plan complies with the General Plan guidelines developed and adopted by the State Office of Planning and Research pursuant to section 65040.2. This information is included in Table 1 of the General Plan Annual Review.
- **Housing Element APR Form:** The 2023 Housing Element APR is attached to the General Plan Annual Review as Attachment 1. The form is formatted by State HCD and requires the City to report the following information:
  - a. The City's progress in meeting its share of the RHNA allocation;
  - b. The number of housing development applications received over the prior year and the number of housing units included in these applications;
  - c. The number of housing units approved and disapproved in the prior year;
  - d. A listing of sites rezoned to accommodate the City's share of regional housing need; and
  - e. The number of net new housing units provided thus far in the housing element cycle.

### **City's General Plan Consistency with the State OPR General Plan Guidelines**

The City of Costa Mesa's General Plan consists of seven elements that are required by State statutes and three optional elements. The seven required elements include: Land Use, Circulation, Housing, Conservation, Open Space and Recreation, Noise, and Safety. The City's General Plan provides goals and policies that addresses these categories consistent with the State General Plan statutes. The optional elements address additional topics that are of particular local significance and include: Growth Management, Community Design, and Historic and Cultural Resources.

As shown through various City actions and approved projects that are summarized in the General Plan APR, the City's General Plan serves as an effective guide for orderly growth and development, preservation and conservation of open space and natural resources, and efficient expenditure of public funds.

Note that to implement the 6<sup>th</sup> Cycle Housing Element and specifically to accommodate the City's RHNA allocation, future General Plan updates will be necessary to ensure that the City's General Plan will remain internally consistent and remain an effective guiding document for orderly growth. The future updates will also address other topics that are prompted by various State statutes, including incorporating "Environmental Justice" policies and incorporating reference to the recently adopted Local Hazard Mitigation Plan, in accordance with the State OPR General Plan Guidelines.

Below are a list of 2023 City actions and project examples that help achieve the goals and objectives of the General Plan. The list below is not exhaustive and the attached annual report notes further specific projects, efforts, and details.

## **2023 General Plan Implementation Highlights**

### ***Land Use Element***

- **Adoption of Ordinance No. 2023-03**, an ordinance that amends various sections of the Zoning Code to modify existing accessory dwelling unit (ADU) provisions and modify standards to be consistent with State ADU laws, specifically Assembly Bill 2221 and Senate Bill 897. (Implements Land Use Element Goal LU-1 – *"A Balanced Community with a Mix of Land Uses to Meet Resident and Business Needs"*).

The update to the zoning code modified definitions, ADU maximum size standards, setback requirements, and height requirements primarily to implement State development standards for ADU. The amendment satisfies Housing Element Program 3E which specifies that the City will review and revise the ADU provisions as necessary to comply with State law. The amendment also clarifies provisions to improve permitting processing.

- **Zoning Code Amendment PCTY- 23-0002**, the City reviewed and proposed revisions to various sections of Costa Mesa Municipal Code (CMMC) to allow temporary outdoor dining areas that were approved during the pandemic to become permanent. The outdoor dining areas are subject to compliance with development standards and a streamlined approval process for the installation of new outdoor dining areas. (Implements Land Use Element Goal LU-1 – *"A Balanced Community with a Mix of Land Uses to Meet Resident and Business Needs"*).
- In the 2023/2024 City Budget, the financing Director appropriated 2.4 million dollars to implement a City rezoning effort in compliance with the City's required RHNA. An additional 2.6 million dollars is anticipated to be appropriated in the 2024/2025 City Budget. During 2023, staff began preparing a request for proposal (RFP) to contract with a planning consultant to prepare objective design standards, a rezone plan to increase density generally along the City's commercial corridors, update the City's General

Plan (including the Land Use Element) and to prepare the necessary environmental documentation to plan for the development 11,760 housing units. The RFP is expected to be distributed in 2024.

### ***Circulation Element***

- **Bicycle Wayfinding Signage** – With input from the community and the Active Transportation Committee, the City has approved designs for the Bicycle Wayfinding Signage Program. Installation of the signs are anticipated to be installed in 2024. (Circulation Element Goal C-1 – *“Implement “Complete Streets” Policies on Roadways in Costa Mesa”* and Circulation Element Goal C-7: *“Promote a Friendly Active Transportation System in Costa Mesa”*).
- **Placentia Avenue, West 19th street and east 17th Street Pavement Rehabilitation** – The City approved plans, specifications, and working details for the Placentia Avenue, West 19th street and east 17th Street Pavement Rehabilitation, Bicycle Facility and Striping Improvement Project. Improvements are consistent with City’s Active Transportation Plan in achieving bicycle connectivity and expanding the City’s continuing expansion of bicycle networks. Street rehabilitation will include removal and reconstruction of damaged pavement section, milling and overlaying with new asphalt; slurry sealing; adjustment of utility and manhole covers to grade; and implementation of traffic control. (Circulation Element Goal C-1 – *“Implement “Complete Streets” Policies on Roadways in Costa Mesa”* and Circulation Element Goal C-7: *“Promote a Friendly Active Transportation System in Costa Mesa”*).
- **Traffic signal located at West 19th Street and Wallace Avenue and HAWK Signal installations at Lions Park and Wilson Creek** – The City approved plans, specifications, and working details for the traffic signal located at West 19th Street and Wallace Avenue and HAWK Signal installations at Lions Park and Wilson Creek. New traffic signal at west 19th Street and Wallace Avenue will help alleviate congestion, improve mobility, promote safe pedestrian traffic crossing, and facilitate the efficient flow of travel along West 19th Street. New concrete curb bulb-outs will be installed to enhance visibility, shorten crossing distances, and encourage motorists to drive at slower speeds. The new HAWK signal installation at Lions Park and Wilson Park will improve walk and bike access to adjacent parks. (Circulation Element Goal C-1 – *“Implement “Complete Streets” Policies on Roadways in Costa Mesa”* and Circulation Element Goal C-7: *“Promote a Friendly Active Transportation System in Costa Mesa”*).
- **The Fairview Road Active Transportation Improvements** – The City contracted TDG Engineering, Inc. for professional engineering design

services for Fairview Road Active Transportation Improvements. The project will improve bicycle and pedestrian access and mobility along Fairview Road and Fair Drive to Newport Boulevard. The Fairview Road Active Transportation Improvements project will design a Class IV bicycle facility on Fairview Road by reducing the number of vehicle lanes from six lanes to four lanes from Fair Drive to Wilson Street. From Wilson Street to Newport Boulevard, the project will design bicycle facility improvements including buffered bike lanes. The pedestrian design improvements will include high-visibility crosswalks, a midblock pedestrian hybrid beacon between Wilson Street and Fair Drive with a pedestrian refuge island, and bus boarding islands to improve pedestrian connectivity and safety. (Circulation Element Goal C-1 – *“Implement “Complete Streets” Policies on Roadways in Costa Mesa”* and Circulation Element Goal C-7: *“Promote a Friendly Active Transportation System in Costa Mesa”*).

- **Adams/Pinecreek Intersection Improvements** – This project will design intersection improvements to provide improve pedestrian and bicycle access to Orange Coast College. The design plans are now completed and Caltrans issued Authorization to Proceed. Construction will start in 2024. (Circulation Element Goal C-1 – *“Implement “Complete Streets” Policies on Roadways in Costa Mesa”* and Circulation Element Goal C-7: *“Promote a Friendly Active Transportation System in Costa Mesa”*).
- **Adams Avenue Multipurpose Trail** – This project will improve vehicular, bicycle, and pedestrian improvements with a raised center median and Class I multi-use path with landscaped buffer from the Santa Ana River to Royal Palm Drive. The City is coordinating efforts with Southern California Edison to underground utilities. A street rehabilitation project that will precede the utility undergrounding project is currently underway. The resurfacing project will include restriping the roadway with improved bicycle facilities and green conflict striping. (Circulation Element Goal C-7: *“Promote a Friendly Active Transportation System in Costa Mesa”*).
- **Installation of New Pedestrian Signals** – The City completed constructions of new pedestrian signals located at West 18<sup>th</sup> Street at Lions Park Playground HAWK Signal, West 19<sup>th</sup> Street at Wallace, and Wilson Street at Wilson Park to facilitate pedestrian crossings. (Circulation Element Goal C-8: *“Create a Safer Place to Walk and Ride a Bicycle”*).
- **Transit Stop Improvements** – The City improved transit stops and constructed new transit shade structures located at: Fairview Road north of Arlington Drive, Harbor Boulevard north of Wilson Street, and Placentia Avenue south of West 19<sup>th</sup> Street. (Circulation Element Goal C-4 – *“Promote Transportation Demand Management, Transit, and Efficiency”*).

- **Pedestrian Master Plan (PMP)** – The City initiated General Plan Amendment to the Circulation Element (PGPA-23-0001) in 2023. The draft PMP complements the City’s 2018 Active Transportation Plan (ATP) by providing pedestrian programs, pedestrian infrastructure toolbox, and policy recommendations to improve the pedestrian experience in the City. The proposed project will update the Circulation Element to incorporate the PMP by reference and will include policies to ensure that future projects will consider and include street design elements to enhance pedestrian mobility. The proposed General Plan Amendment and Draft Pedestrian Master Plan has been reviewed by the Planning Commission and will be reviewed and considered by City Council in 2024. (Circulation Element Goal C-7: *“Promote a Friendly Active Transportation System in Costa Mesa”*).

## ***Housing Element***

Below is a summary of the 2023 Housing Element APR.

### ***a. The City’s progress in meeting its share of the RHNA allocation:***

Staff completed, released for public review, and submitted the City’s 6<sup>th</sup> Cycle draft Housing Element to the State in 2021. The City Council adopted the Housing Element on February 1, 2022. Following revisions that were made to respond to State comments, the City Council re-adopted the 6<sup>th</sup> Cycle Housing Element on November 15, 2022; and on May 9, 2023, HCD issued a letter acknowledging that the City’s Housing Element is completed and meets the statutory requirements of State Housing Element Law. The 6<sup>th</sup> Cycle Housing Element planning period is between October 15, 2021 through October 15, 2029. The City’s 6<sup>th</sup> Cycle RHNA allocation is 11,760 total units including 6,801 lower income units (2,919 very-low, 1,794 low and 2,088 moderate-income units) and 4,959 above moderate-income units.

### ***Building Permits Issued during the 6<sup>th</sup> Cycle Housing Element (thus far) and Building Permits Issued during 2023:***

From October 15, 2021 (start of the 6<sup>th</sup> Housing Element Cycle) to December 31, 2023, the City issued building permits for a total of 209 residential units, including 183 affordable units and 26 above moderate-income units. (See General Plan APR Attachment 1 - Table B). All 183 affordable units were accessory dwelling units (ADU’s) with 34 ADU’s in the very low-income category, 117 ADU’s in the low-income category and 32 ADU’s in the moderate-income category. These permitted housing units are all within existing residential neighborhoods.

Specifically, for calendar year 2023, the City issued 91 housing unit building permits, and 81 of the building permits were issued for ADUs (28 ADUs completed construction in 2023). No building permits were issued in 2023 for

single-family attached (SFA) units; however, one SFA completed construction (these housing unit applications were submitted during previous years). Seven building permits were issued for single-family detached (SFD) units in 2023 and five completed construction.

***6<sup>th</sup> Cycle Planning Applications for Housing Development with Five or More Residential Units:***

Thus far for the 6<sup>th</sup> Cycle Housing Element, the City approved two new housing development with five or more residential units. Both projects are located within an urban plan area that allows live/work development. The combined number of residential units is 17.

The City processed a General Plan Amendment Screening application to convert an existing office space campus located at 3333 Susan Street into a mixed-use residential development in August 2023. The site is known as the Hive and a portion of the 14.25-acre project site is identified as a Housing Opportunity Site. The project applicant is proposing to demolish the existing office complex and develop 1,050 residential units, 2,500 square feet of retail space, and 5.05 acres of open space in three phases. The planning applications for the land use entitlements was submitted in December 2023. Affordable housing is being contemplated as a component of the project.

The City also processed an Urban Master Plan Screening application for a 60-unit senior housing project located at 695 West 19th Street. Jamboree Housing Corporation is proposing to develop a 60-unit senior housing development on approximately 0.90-acre portion of the parking lot at the Senior Center. The screening was presented to City Council in February 2024 and the applicant anticipates submitting land use entitlement applications in the following months.

**b. The number of housing development applications received over the prior year and the number of units included in these applications:**

For calendar year 2023, the City received a total of 152 housing applications for a total of 1,222 housing units. The 2023 HCD Housing Element APR Form is attached to the General Plan APR as Attachment 1.

Since the adoption of Urgency Ordinance No. 2021-21 that implements Senate Bill (SB) 9 in 2021, the City received five (5) SB 9 applications and approved four. SB 9 projects are approved ministerially and provides additional opportunities for housing. A single SB 9 project can include either a parcel map or proposed residential units, or it can include both a parcel map and residential units. The residential units are tracked in the APR Table A. For calendar 2023, the City received three SB 9 applications and approved four SB 9 applications. The approved SB 9 applications included one application for the creation of one

new parcel, one application that allowed an additional residential unit, and two applications that created two new parcels with a residential unit on each parcel.

**c. The number of units approved and disapproved in the prior year:**

For the calendar year 2023, the City approved 91 residential units and no housing units were denied.

**d. A listing of sites rezoned to accommodate the City's share of regional housing need:**

The City's 6<sup>th</sup> Cycle Housing Element includes several housing programs that require updating zoning for specific areas in the City to accommodate housing on housing opportunity sites ("candidate sites") based on the City's share of the "regional housing need". At this time, the City has not yet completed its rezoning of candidate sites that were identified in the 6<sup>th</sup> Cycle Housing Element; however, the City has assembled a staff team to work on the effort, secured project funding, and will be initiating the community visioning and re-zoning effort in Summer of 2024.

In addition, on August 1, 2023, the City Council authorized an agreement with a planning consultant (PlaceWorks) to prepare a Specific Plan, General Plan Amendment and Environmental Impact Report to guide the reuse of the Fairview Developmental Center (FDC). The planning process is being funded through a \$3.5 million grant from the State pursuant to Senate Bill 188. The FDC is designated as a Housing Opportunity Site in the City's Housing Element. The Housing Element envisions 2,300 units on this site, with 40% of the units affordable to low- and very-low income households.

**e. The number of net new housing units provided thus far in the housing element cycle:**

For the calendar year 2023, 34 total housing units completed construction and received building permit final. These units include one single family attached (SFA) unit, five single-family detached (SFD) units, and 28 ADUs.

**The City has also progressed towards completing the following Housing Element Programs:**

**Affordable Housing (Inclusionary) Ordinance [Program 2A]**

The City initiated the affordable housing ordinance effort in 2021, retaining Keyser Marston Associates (KMA). Since then, KMA have completed the required Financial Evaluation and the City has conducted 17 stakeholder meetings, two joint Council/Planning Commission Study Sessions and completed the draft Ordinance. The Ordinance was presented to the Planning Commission on November 13, 2023 with a second discussion

occurring on December 11, 2023. The Affordable Housing Ordinance (Ordinance No. 2024-02) was approved for first reading by City Council on April 2, 2024.

The Affordable Housing Ordinance will require residential developments with 50 units or more to include an affordable housing component. The residential development must set aside a portion of the residential units as affordable, or provide a land dedication, or construct off-site affordable units, or pay in-lieu fees. To implement the Affordable Housing Program, the City would rezone non-residentially zoned properties located along major corridors to allow for higher density housing with reduced parking requirements and the allowance of affordable rents for low income units to be calculated based on 80% of the area median income (AMI) where 60% is required under state density bonus law. Adding residential development as an allowed use at higher densities creates land value and incentivizes housing production overall.

#### *Parking Standards for Residential Development [Program 2M]*

The City has retained LSA to review and analyze the residential parking provisions of the zoning code. The project will revise the zoning code's requirement for residential off-street parking for multi-family projects to facilitate the development of multi-family housing, specifically affordable housing. The proposed revision is anticipated to be completed by Fall 2024.

#### *Senior Housing Development at the Senior Center [Program 2D]*

Senior residents, generally defined as those over 65 years of age, make up approximately 10.7 percent of the population in Costa Mesa. As part of the candidate housing sites analysis, the City has identified the City's Senior Center parking lot as a candidate housing site. In 2023, City staff continued to work with an affordable housing developer (Jamboree Housing) to submit an application for development of the site with 60 low-income age restricted (55+) apartment units (with one onsite manager's unit). The application was reviewed in concept ("masterplan screening") by the City Council in February of 2024 with a determination for the application to continue as proposed through the application process. The proposed building would be four-story (approximately 57 feet) in height and include parking at the ground level under the new building. Each apartment unit would be one bedroom and one bathroom with sizes ranging between 566 and 614 square feet and would include access to a private patio or deck. A portion of the housing units will be dedicated to supportive housing.

#### *Fairview Developmental Center [Program 3B]*

The City initiated the Fairview Developmental Center (FDC) Project in December of 2022. The FDC site is one of the City's housing opportunity sites. The City executed an agreement with the State of California, providing for \$3.5 million in State funds to the City for community outreach and land use planning efforts for the re-use of the Fairview Developmental Center for mixed use/mixed income housing. The City has contracted PlaceWorks to assist in the planning and environmental review process. The City is currently in the community outreach phase of the project that was launched in October



2023. The Housing Element envisions 2,300 units on this site, with 40% of the units affordable to low- and very-low income households.

*Promote the Development of Accessory Dwelling Unit [Program 3E]*

In February 2023, City Council considered and adopted Ordinance No. 23-03 an amendment to various sections of the Zoning Code to streamline the development of Accessory Dwelling Units (ADUs) in compliance with State Housing Law. The City has a dedicated webpage to assist property owners in the ADU permitting process: The webpage includes a development standard table and FAQ document. It will be updated as needed to highlight grant funding opportunities, when available.

<https://www.costamesaca.gov/government/departments-and-divisions/economic-and-development-services/planning/accessory-dwelling-units-adu>

*Explore Opportunities to implement Motel Conversions Through Project Homekey [Housing Program 3F]*

Project Homekey - Motel Conversion to Permanent Supportive Housing - In 2022, the City of Costa Mesa and County of Orange were awarded over \$10 million in State “Homekey” funds to acquire and convert the Motel 6 located at 2274 Newport Boulevard into permanent supportive housing. The conversion of the motel will occur in two phases. Phase 1 includes converting 40 units to Homekey-assisted units with wraparound services for individuals earning 30% or less than Area Median Income (30 of which are permanent supportive housing units serving homeless veterans and 10 of which are set aside for homeless individuals who meet the Mental Health Services Act eligibility criteria). The leasing office and interior/exterior common area spaces will be updated, as well as performing necessary improvements as required by the Americans with Disabilities Act (ADA). A 2-bedroom manager unit will be added. Phase 1 was completed in December 2023. Phase 2 will convert the remaining 48 non-Homekey units into permanent supportive housing with wraparound services for seniors (62+) earning 50% or less of the Area Median Income. The courtyard at the south-end of the property will be updated and additional design elements will be added. Phase 2 will commence once additional funding resources are identified.

*Tenant Protection Program Fair Housing [Program 4A]*

The City approved a Tenant Protection Program that progresses the City’s Fair Housing goals adopted in the City’s Housing Element. The City’s Tenant Protection Program includes adoption of the Urgency Ordinance No. 2023-04 amending various section of CMMC, allocation of funds to support the program and create three full time staff positions to implement, monitor and enforce the Ordinance, and conduct outreach to landlords. Since adoption of the urgency Ordinance, staff has made specific changes to the City’s permitting process to require an applicant for a building permit to inform staff when a tenant eviction will occur. When staff is notified of a potential eviction, staff evaluates the building permit scope of work to determine the appropriate tenant

protection process. A similar process is also included when staff is notified by a tenant who is being evicted.

#### *Bridges Homeless Shelter [Program 4F]*

In April 2021, the City of Costa Mesa completed the construction of its permanent Bridge Shelter within the city. Construction of the Bridge Shelter, as well as the organization and operation of the temporary Bridge Shelter at Lighthouse Church, and the ongoing efforts of the City's Street Outreach Team represent Costa Mesa's commitment to assisting vulnerable residents currently experiencing homelessness. With the shelter in full operation, the City is able to assist up to 72 residents at one time and connect these residents with services and assistance toward permanent housing solutions.

On June 6, 2023, the City Council approved a capacity increase of 16 beds bringing the Shelter's total capacity to 88 beds. On August 1, 2023, the City Council approved the submission of a joint application with the Orange County Health Care Agency to the State Department of Health Care Services for funding to add 15 behavioral health beds and associated services at the Shelter. The City has since received an award of \$4.2 million dollars to implement the additional beds, which are anticipated to be available for occupancy by April 2024.

This increase will bring the Shelter's total capacity to 100 beds. On December 7, 2023, the CalOptima Board of Directors selected Costa Mesa as one of two cities to receive their innovative Street Medicine Program, which delivers primary and behavioral health care to both sheltered and unsheltered homeless people. Street Medicine is projected to launch at the Bridge Shelter in July 2024.

#### **ENVIRONMENTAL DETERMINATION:**

The 2023 Annual Progress Report for the 2015-2035 Costa Mesa General Plan and Housing Element is not subject to the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15378(b)(2), as this report and review is not a project as defined by this section.

#### **ALTERNATIVES:**

1. Recommend City Council approval of the 2023 Annual Progress Reports for the 2015-2035 Costa Mesa General Plan and adopted Housing Element. Once approved by the City Council, staff will then forward to the State Office of Planning and Research and the State Department of Housing and Community Development for their review; or
2. Suggest modifications to the 2023 Annual Progress Reports for the 2015-2035 Costa Mesa General Plan and adopted Housing Element. The Planning Commission may recommend modifications to the Annual Progress Report for City Council consideration.

**LEGAL REVIEW:**

The report has been approved as to form by the City Attorney's Office.

**PUBLIC NOTICE:**

There is no public notice requirement for the Annual Report.

**CONCLUSION:**

As required by the Government Code, the Annual Progress Report for 2023 provides a status of the City's General Plan and the City's progress in its implementation for the calendar year (including progress toward meeting Housing Element goals and regional housing needs). Following City Council approval, the final annual report will be submitted to the State Office of Planning and Research and the State Department of Housing and Community Development, as required by State law.



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-188

**Meeting Date:** 5/7/2024

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**TITLE:**

**SECOND READING AND ADOPTION OF ORDINANCES TO AMEND TITLE 13 (PLANNING, ZONING AND DEVELOPMENT) AND TITLE 9 (LICENSES AND BUSINESS REGULATIONS) OF THE COSTA MESA MUNICIPAL CODE TO MODIFY THE CITY'S RETAIL CANNABIS PROVISIONS AND FIND THIS PROJECT TO BE CATEGORICALLY EXEMPT FROM CEQA**

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

**PRESENTED BY: MICHELLE HALLIGAN, SENIOR PLANNER**

**CONTACT INFORMATION: MICHELLE HALLIGAN, SENIOR PLANNER, 714-754-5608**

**RECOMMENDATION:**

Staff recommends the City Council:

1. Find that the project is categorically exempt from the California Environmental Quality Act (CEQA), Section 15061(b)(3) ("General Rule").
2. Give second reading to and adopt Ordinance No. 2024-03 amending Title 13 (Planning, Zoning and Development) and Ordinance No. 2024-04 amending Title 9 (Licenses and Business Regulations) of the Costa Mesa Municipal Code to modify the City's retail cannabis provisions.



## Agenda Report

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Item #: 24-188

Meeting Date: 05/07/2024

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**TITLE: SECOND READING AND ADOPTION OF ORDINANCES TO AMEND TITLE 13 (PLANNING, ZONING AND DEVELOPMENT) AND TITLE 9 (LICENSES AND BUSINESS REGULATIONS) OF THE COSTA MESA MUNICIPAL CODE TO MODIFY THE CITY'S RETAIL CANNABIS PROVISIONS AND FIND THIS PROJECT TO BE CATEGORICALLY EXEMPT FROM CEQA**

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

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2. Give second reading to and adopt Ordinance No. 2024-03 amending Title 13 (Planning, Zoning and Development) and Ordinance No. 2024-04 amending Title 9 (Licenses and Business Regulations) of the Costa Mesa Municipal Code to modify the City's retail cannabis provisions.

**BACKGROUND:**

At the March 19, 2024, City Council meeting, the City Council considered the Planning Commission's recommendations, as well as other issues raised by members of the cannabis industry and the public. The City Council passed nine motions for staff to modify and return with revised Ordinances for "first reading". The March 19, 2024, City Council report and video are linked below:

March 19, 2024 City Council Agenda Report:

<https://costamesa.legistar.com/LegislationDetail.aspx?ID=6576096&GUID=EF1D8EE8-A9A0-4153-82A6-19FFB634CE53>

Video: [https://costamesa.granicus.com/player/clip/4107?view\\_id=14&redirect=true](https://costamesa.granicus.com/player/clip/4107?view_id=14&redirect=true)

At the April 2, 2024, City Council meeting, the Council considered the follow-up draft ordinance modifications, heard public comment, and voted 6-1 to give first reading of Ordinance 2024-03 and Ordinance 2024-04 without modifications, and conduct the second reading at the next regularly scheduled City Council meeting.

April 2, 2024 City Council Agenda Report:

<https://costamesa.legistar.com/LegislationDetail.aspx?ID=6606557&GUID=9BC36605-449D-4FC2-B4C0-2D06126BE2B6>

Video: [https://costamesa.granicus.com/player/clip/4112?view\\_id=14&redirect=true](https://costamesa.granicus.com/player/clip/4112?view_id=14&redirect=true)

At the April 16, 2024 City Council meeting, the Council considered modifications to Ordinance 2024-03 and Ordinance 2024-04, heard public comment, and gave new first reading to the ordinance as revised by a 6-1 vote. The Council provided specific direction that staff: (1) remove the proposed requirement for financial interest holders to obtain a City business license; and (2) return with additional information regarding the establishment of a City-issued storefront informational emblem. Although not part of the motion, the City Council also discussed CMMC Section 9-494.5 which permits subsequent cannabis business permits (CBPs) to be issued for ownership changes of cannabis storefronts approved to operate.

April 16, 2024 City Council Agenda Report:

<https://costamesa.legistar.com/LegislationDetail.aspx?ID=6634614&GUID=338D3CD3-22B3-42E8-B5E6-4FD2ECFDDC81>

Video: [https://costamesa.granicus.com/player/clip/4120?view\\_id=14&redirect=true](https://costamesa.granicus.com/player/clip/4120?view_id=14&redirect=true)

## **ANALYSIS:**

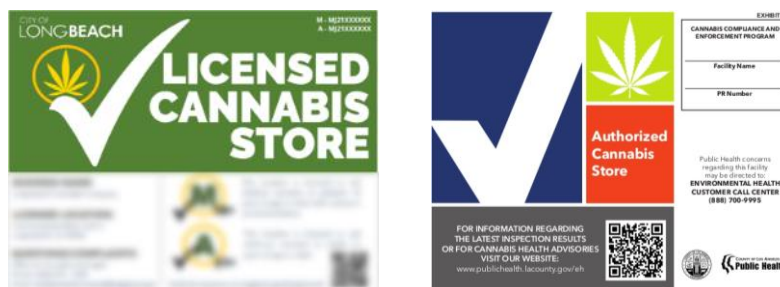
### ***Remove Requirement for Financial Interest Holders to Obtain/Maintain a City Business License***

Municipal Code Sections 9-493 and 9-495(a)(5) have been modified consistent with its April 16<sup>th</sup> first reading to remove the requirement of a financial interest holder to obtain and maintain a City business license.

### ***City-Issued Storefront Informational Emblem***

At the April 16, 2024, City Council meeting, the Council directed staff to return with information regarding a potential City-issued informational emblem to help the public identify licensed cannabis storefronts before entering. The City of Long Beach and County of Los Angeles issue 8.5 by 11-inch approximately sized window sticker emblems to all licensed retail storefronts so consumers can distinguish permitted storefronts from unpermitted ones. Both example emblems feature a QR code linking to the jurisdictions' cannabis webpage, as shown in the below Image 1.

**Image 1 - Emblem Examples**



Staff has determined that a City-issued informational emblem to help identify a permitted cannabis facility is not a business sign or advertisement; therefore, establishing a City-issued emblem program, similar to the above Long Beach and Los Angeles County examples, would not be inconsistent with the CMMC or State cannabis laws. The issuance of such an informational emblem would be an administrative procedure that would be established in the City's Cannabis Administrative Regulations, and no Municipal Code modifications would be necessary. If directed by the City Council, staff would draft design options for City Manager review and approval.

### ***Cannabis Business Permit (CBP) Issuance for Ownership Changes***

At the April 16, 2024 hearing, the City Council expressed concern that the draft Ordinance language in Title 9-494.5 could be interpreted as prohibiting the City from issuing subsequent cannabis business permits (CBPs) for changes in ownership at cannabis storefronts. During the meeting, the City Attorney confirmed that the proposed language in Title 9-494.5 would not prohibit approved cannabis storefront operations from obtaining CBPs following approved changes in ownership.

### **ENVIRONMENTAL DETERMINATION:**

The proposed Ordinances are exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) ("General Rule") in that the updates to the City's Municipal Code provisions for retail cannabis storefronts will not have a significant impact on the environment.

### **ALTERNATIVES:**

The City Council may give second reading and adopt the Ordinances as proposed, modify the Ordinances, or not adopt the Ordinances. If the City Council chooses to make substantive modifications to the Ordinances after introduction, the modified Ordinances would need to be brought back at a future meeting for adoption.

### **FISCAL REVIEW:**

The adoption of the proposed Ordinances is not anticipated to have any fiscal impact on the City's budget.

### **LEGAL REVIEW:**

The draft Ordinances and staff report have been prepared in conjunction with and reviewed by the City Attorney's Office.

### **CITY COUNCIL GOALS AND PRIORITIES:**

This item supports the following City Council Goal:

- Achieve long-term fiscal sustainability.

**CONCLUSION:**

The proposed retail cannabis ordinance amendments are intended to address issues of potential over concentration, land use compatibility, as well as improving economic and business conditions. The City Council's proposed amendments to the retail cannabis provisions are reflected in the attached exhibits.



**ORDINANCE NO. 2024-03**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, AMENDING TITLE 13 (PLANNING, ZONING, AND DEVELOPMENT), CHAPTER IX (SPECIAL LAND USE REGULATIONS), ARTICLE 21 (LOCATION OF CANNABIS DISTRIBUTING, MANUFACTURING, RESEARCH AND DEVELOPMENT, TESTING LABORATOIES, RETAIL STOREFRONT AND RETAIL NONSTOREFRONT USES) OF THE COSTA MESA MUNICIPAL CODE OF THE COSTA MESA MUNICIPAL CODE PERTAINING TO CANNABIS STOREFRONTS**

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

WHEREAS, in November 2020, the Costa Mesa voters approved Measure Q; which allows for storefront and non-storefront retail cannabis uses on commercially zoned properties meeting specific location requirements, and non-storefront retail cannabis uses on Industrial Park (MP) and Planned Development Industrial (PDI) zoned properties;

WHEREAS, Measure Q authorizes the City Council to adopt ordinances to regulate cannabis retail uses;

WHEREAS, on June 15, 2021, the City Council adopted Ordinance No. 21-08 and No. 21-09 to amend Titles 9 and 13 of the Costa Mesa Municipal Code (CMMC) to establish regulations for cannabis retail uses;

WHEREAS, at the July 18, 2023 City Council meeting, a Councilmember requested that an item be agendaized to discuss the potential for exploring amendments to the City's cannabis ordinances in response to public input;

WHEREAS, on September 5, 2023, the City Council directed the Planning Commission to explore potential amendments to the City's cannabis retail storefront provisions specific to eight topics;

WHEREAS, the Planning Commission discussed potential amendments to the City's cannabis retail storefront provisions at the November 27, 2023, December 11, 2023, and January 22, 2024, Planning Commission meetings;

WHEREAS, the City Council considered the Planning Commission's recommended amendments to the City's cannabis retail storefront provisions at the March 19, 2024, April 2, 2024, April 16, 2024, and May 7, 2024 City Council meetings;

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

Section 1. Title 13, of the Costa Mesa Municipal Code is hereby amended to read as specified in Exhibit A, attached hereto and incorporated herein by this reference.

Section 2. Compliance with CEQA. Pursuant to the California Environmental Quality Act (CEQA), the project is exempt from the provisions of the California Environmental Quality Act (CEQA) under Section 15061(b)(3) ("General Rule"), as this action will not have any significant effect on the environment.

Section 3. Inconsistencies. 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 affect the provisions of this Ordinance.

Section 4. Severability. If any chapter, article, section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance, or the application thereof to any person, 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 portion of this Ordinance or its application to other persons. The City Council hereby declares that it would have adopted this Ordinance and each chapter, article, section, subsection, subdivision, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more subsections, subdivisions, sentences, clauses, phrases, or portions of the application thereof to any person, be declared invalid or unconstitutional. No portion of this Ordinance shall supersede any local, State, or Federal law, regulation, or codes dealing with life safety factors.

Section 5. Effective Date. This Ordinance shall take effect thirty (30) days after its final passage.

Section 6. Certification. 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 \_\_\_\_\_, 2024.**

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

ATTEST:

APPROVED AS TO FORM:

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

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

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

I, BRENDA GREEN, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing Ordinance No. 2024-03 was duly introduced for first reading at a regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_\_ 2024, and that thereafter, said Ordinance was duly passed and adopted at a regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_\_, 2024, 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 \_\_\_\_\_, 2024.

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

**ORDINANCE NO. 2024-04**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, AMENDING TITLE 9 (LICENSES AND BUSINESS REGULATIONS) OF THE COSTA MESA MUNICIPAL CODE PERTAINING TO CANNABIS BUSINESSES**

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

WHEREAS, in November 2020, the Costa Mesa voters approved Measure Q; which allows for storefront and non-storefront retail cannabis uses on commercially zoned properties meeting specific location requirements, and non-storefront retail cannabis uses on Industrial Park (MP) and Planned Development Industrial (PDI) zoned properties;

WHEREAS, Measure Q authorizes the City Council to adopt ordinances to regulate cannabis retail uses;

WHEREAS, on June 15, 2021, the City Council adopted Ordinance No. 21-08 and No. 21-09 to amend Titles 9 and 13 of the Costa Mesa Municipal Code (CMMC) to establish regulations for cannabis retail uses;

WHEREAS, at the July 18, 2023 City Council meeting, a Councilmember requested that an item be agendaized to discuss the potential for exploring amendments to the City's cannabis ordinances in response to public input;

WHEREAS, on September 5, 2023, the City Council directed the Planning Commission to explore potential amendments to the City's cannabis retail storefront provisions specific to eight topics;

WHEREAS, the Planning Commission discussed potential amendments to the City's cannabis retail storefront provisions at the November 27, 2023, December 11, 2023, and January 22, 2024, Planning Commission meetings and made recommended modifications for City Council consideration;

WHEREAS, the City Council considered the Planning Commission's recommended amendments to the City's cannabis retail storefront provisions at the March 19, 2024, April 2, 2024, April 16, 2024, and May 7, 2024 City Council meetings;

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

Section 1. Title 9, of the Costa Mesa Municipal Code is hereby amended to read as

specified in Exhibit A, attached hereto and incorporated herein by this reference.

Section 2. Compliance with CEQA. Pursuant to the California Environmental Quality Act (CEQA), the project is exempt from the provisions of the California Environmental Quality Act (CEQA) under Section 15061(b)(3) (“General Rule”), as this action will not have any significant effect on the environment.

Section 3. Inconsistencies. 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 affect the provisions of this Ordinance.

Section 4. Severability. If any chapter, article, section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance, or the application thereof to any person, 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 portion of this Ordinance or its application to other persons. The City Council hereby declares that it would have adopted this Ordinance and each chapter, article, section, subsection, subdivision, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more subsections, subdivisions, sentences, clauses, phrases, or portions of the application thereof to any person, be declared invalid or unconstitutional. No portion of this Ordinance shall supersede any local, State, or Federal law, regulation, or codes dealing with life safety factors.

Section 5. Effective Date. This Ordinance shall take effect thirty (30) days after its final passage.

Section 6. Certification. 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 \_\_\_\_\_, 2024.**

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

ATTEST:

APPROVED AS TO FORM:

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

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

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

I, BRENDA GREEN, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing Ordinance No. 2024-04 was duly introduced for first reading at a regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_\_ 2024, and that thereafter, said Ordinance was duly passed and adopted at a regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_\_, 2024, 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 \_\_\_\_\_, 2024.

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



**EXHIBIT A****CHAPTER IX. SPECIAL LAND USE REGULATIONS. ARTICLE 21. LOCATION OF CANNABIS DISTRIBUTING, MANUFACTURING, RESEARCH AND DEVELOPMENT, TESTING LABORATORIES, RETAIL STOREFRONT AND RETAIL NON-STOREFRONT USES****13-200.90. Purpose.**

The purpose of this article is to regulate the location of and standards for cannabis distributing facilities, manufacturing sites, research and development laboratories, testing laboratories, retail storefront and retail non-storefront uses in order to promote the health, safety, morals and general welfare of the residents and the businesses within the city by maintaining local control over the ability to authorize and regulate the location of cannabis businesses.

**13-200.91. Applicability.**

- (a) Nothing in this article is intended, nor shall it be construed, to burden any defense to criminal prosecution under the Compassionate Use Act of 1996.
- (b) All the provisions of this article shall apply to all property, public and private, within the city.
- (c) All the provisions of this article shall apply indoors and outdoors.
- (d) Unless otherwise provided herein or in this title, the terms used in this article shall have the meaning ascribed to them in Title 9, Chapter VI of this Code.

**13-200.92. Cannabis distributing facilities, manufacturing sites, research and development laboratories, and testing laboratories.**

- (a) Cannabis distribution, manufacturing, research and development and testing is prohibited in all zone districts within the city, except for those portions of the manufacturing park (MP) and planned development industrial (PDI) zones that are located both north of South Coast Drive and west of Harbor Boulevard, excluding any portion of the South Coast Collection (the "Green Zone").
- (b) A conditional use permit shall be required and may be issued to allow the location of any business engaged in the distribution, manufacturing, researching and developing, or testing of cannabis in the MP or PDI zones pursuant to subsection (a) of this section, subject to the following conditions:
  - (1) The requirements of Chapter III of this title have been met;
  - (2) The findings for granting a conditional use permit in accordance with section 13-29(g) are met;
  - (3) The applicant obtains a cannabis business license pursuant to Chapter VI of Title 9 of this Code; and
  - (4) The use is conducted in compliance with all applicable state and local laws.
- (c) No person shall engage in any use set forth in this article unless that use is specifically authorized by Chapter VI of Title 9 of this Code.

**13-200.93. Cannabis retail storefront and non-storefront uses.**

- (a) Cannabis retail storefront uses are prohibited in all zone districts within the city, except for the commercial zone districts.
- (b) Cannabis retail non-storefront uses are prohibited in all zone districts within the city, except for the commercial zone districts and within the Green Zone.
- (c) The following planning application shall be required for cannabis retail uses:
  - (1) A conditional use permit shall be required for retail storefronts and non-storefronts; and
  - (2) An amendment to the approved conditional use permit shall be required for existing licensed cannabis distribution or manufacturing businesses to operate a retail non-storefront under the existing business and within the same licensed premise. The amendment shall be processed as a minor conditional use permit.
- (d) A conditional use permit may be issued to allow the location of a retail cannabis use pursuant to subsections (a) and (b) of this section, subject to the following conditions:
  - (1) The requirements of Chapter III of this title have been met;
  - (2) The findings for granting conditional use permit pursuant to section 13-29(g) are met;
  - (3) The applicant obtains a cannabis business licensed for the location pursuant to Chapter VI of Title 9 of this Code; and
  - (4) The use is conducted in compliance with all applicable state and local laws, regulations, and all applicable conditional use permit conditions of approval.
- (e) Cannabis retail storefront location.
  - (1) No cannabis retail storefront use shall be located within one-thousand (1,000) feet from a K-12 school, playground, child daycare, homeless shelter, or youth center, that is in operation at the time of submission of a completed Cannabis Business Permit application, or within two hundred fifty (250) feet from a property zoned for residential use;
    - i. For the purpose of identifying separations from cannabis storefronts and properties zoned for residential use, properties zoned for residential use are within the following zoning districts: R1 Single-Family Residential District, R2-MD Multiple-Family Residential District, Medium Density, R2-HD Multiple-Family Residential District, High Density, R3 Multiple-Family Residential District, TC Town Center District, PDR-LD Planned Density Residential—Low Density, PDR-MD Planned Development Residential—Medium Density, PDR-HD Planned Development Residential—High Density, and PDR-NCM Planned Development Residential—North Costa Mesa.
    - ii. Where a non-residential property was developed for residential or mixed residential use in accordance with an overlay, urban plan, or specific plan, and the residential development and use remains, the property would be considered residential when establishing a separation from cannabis storefronts.
    - iii. Where an overlay, urban plan, or specific plan allows residential development on a property zoned for residential use, but residential

- development has not been constructed, such property would not be considered a property zoned for residential use pursuant to this provision.
- iv. Where a legal nonconforming residential unit or units have been developed on a property zoned for non-residential use, the property would not be considered residential when establishing a separation from cannabis storefronts.
- (2) All distances referenced in (e)(1) shall be measured in a straight line from the premises where the cannabis retail use is to be located to the closest property line of a K-12 school, playground, child daycare, homeless shelter, youth center or property zoned for residential use.
    - i. For purposes of this sub-sub-section, the property line of a playground shall be a thirty (30) foot radius from the exterior physical boundaries of the playground equipment area;
  - (3) All distances shall be measured without regard to the boundaries of the city and and/or intervening structures or other barriers;
  - (4) At a property as for which the zoning administrator, director or planning commission determines, based on a preponderance of the evidence, that unpermitted and/or illegal cannabis activity involving sales, delivery and/or dispensing has taken place at any time in the 365 days preceding an application under this Article. If an unpermitted and/or illegal cannabis activity has existed on a property no cannabis business may be permitted on that property unless 365 days has elapsed since that unpermitted and/or illegal cannabis activity has vacated the property, and the owner of that property has compensated the City for any and all expenditure of public funds and resources, including all costs, expenses (including but not limited to the salaries of peace and/or code enforcement officers) and/or attorney's fees, incurred in investigating, abating or attempting to abate the unpermitted use or uses, whether or not any type of civil, criminal or administrative proceedings have been commenced against the property, provided however if the owner of the property is required to evict that use, the 365 days shall begin to run from the date of the filing of an unlawful detainer complaint, in which case a permit may be issued after the 365 days had elapsed and that use is no longer occupying the property.
  - (5) A determination and/or finding under sub-section (e)(4) is subject to the appeal provisions of Chapter IX of Title 2 of this Code.
  - (6) The nonconforming provisions contained in Chapter X of this Code pertain to cannabis uses except as follows:
    - i. When an approved retail cannabis storefront conditional use permit location which lawfully met separation requirements at the time of the submission of a cannabis business permit application for the subject property does not conform to the separation and the permitted cannabis retail operation is discontinued or abandoned for more than one hundred eighty (180) days, or when a permitted cannabis use is replaced in whole or part for any period of time by any other use, the conditional use permit shall be null and void after the permittee has had an opportunity for a hearing before the issuing officer as provided in Chapter II of Title 9.
- (f) Retail storefront uses shall be subject to the following development standards in addition to those contained in Chapter VI of Title 9:

- (1) Opaque window coverings unless required by the City for security purposes are prohibited;
  - (2) Permanent security or safety bars shall not be placed on any interior or exterior windows or door, unless required by the City for security purposes;
  - (3) Directional signage to the use including but not limited to A-frame signs, sandwich board signs, banners, or flags are prohibited;
  - (4) No use shall advertise by having a person holding a sign and advertising the business to passersby, whether such person is on the premises of the commercial cannabis business or elsewhere including, but not limited to, the public right-of-way;
  - (5) Uses shall comply with the landscaping requirements set forth in Chapter VII of this title including bringing the site landscaping into conformance when feasible as determined by the director;
  - (6) Parking requirements shall be subject to Section 13-89;
  - (7) The hours of operation may be established as part of the planning application subject to the final review authority and may be more restrictive than those set forth in Chapter VI of Title 9. Modification of operation hours when established as part of the planning application shall be subject to an amendment of the planning application;
  - (8) Drive-through services or walk-up window services are prohibited;
  - (9) Outdoor seating or patio areas are prohibited;
  - (10) Special events that include live entertainment, dancing, and/or amplified music, or that are otherwise visible and/or audible from the public right-of-way, are prohibited;
  - (11) All cannabis products shall be secured after business hours in a locked container under 24-hour video surveillance; and
  - (12) For uses within two hundred (200) feet of a residential zone, all exterior lighting shall be shielded and/or directed away from residential areas. In addition, trash facilities shall be screened from view and designed and located appropriately to minimize potential noise and odor impacts to adjacent residential areas.
- (g) Non-storefront uses shall be subject to the following development standards in addition to those contained in Chapter VI of Title 9:
- (1) Uses may operate independently from a retail storefront or as a part of, and in conjunction with, a permitted storefront, distribution, or manufacturing facility;
  - (2) Parking requirements shall be subject to Section 13-89 and shall also include sufficient parking spaces for delivery vehicles;
  - (3) All deliveries to customers shall be completed by 10:00 p.m.; and
  - (4) The general public shall not be permitted to enter the premises of a non-storefront retail use.
- (h) Except as specifically authorized in this article, all other cannabis retail uses such as but not limited to lounges and cafes are expressly prohibited in the city.
- (i) No person shall engage in any use set forth in this article unless that use is specifically authorized by Chapter VI of Title 9 of this Code.
- (j) Any cannabis use, including but not limited to those involving sale, delivery and/or dispensing, that is not permitted, licensed and otherwise in full compliance with all applicable provisions of this Code and state and local law, shall not be considered a

legally non-conforming use pursuant to, and notwithstanding any contrary provisions of, Chapter IX of this title.

**13-200.94. Declaration of public nuisance.**

Any use, structure, or property that is altered, enlarged, erected, established, maintained, moved, or operated contrary to the provisions of this article, is hereby declared to be unlawful and a public nuisance and may be abated by the city through civil and/or administrative proceedings by means of a restraining order, preliminary or permanent injunction, or in any other manner provided by law for the abatement of such nuisances.

**13-200.95. Violations.**

Violations of this article shall be punishable pursuant to the provisions of section 13-16 in addition to any other remedy available at law or in equity.

**EXHIBIT A****CHAPTER VI. CANNABIS BUSINESS PERMITS****9-481. Purpose and intent.**

It is the purpose and intent of this chapter to regulate the distributing, manufacturing, processing, research and development, retail sale, testing and transporting of cannabis and cannabis-related products in a manner which is responsible, which protects the health, safety, and welfare of the residents of Costa Mesa, and to enforce rules and regulations consistent with state law. In part to meet these objectives, a permit shall be required in order to own and/or to operate a cannabis business within the city. Nothing in this chapter is intended to authorize the possession, use, or provision of cannabis for purposes which violate state or federal law. The provisions of this chapter are in addition to any other permits, licenses, and approvals which may be required to conduct business in the city, and are in addition to any permits, licenses and approvals required under state law.

**9-482. Legal authority.**

Pursuant to Sections 5 and 7 of Article XI of the California Constitution and the provisions of Division 10 of the Business and Professions Code, the city is authorized to adopt ordinances that establish standards, requirements and regulations for local licenses and permits for cannabis and cannabis-related activity.

**9-482.5 Authority of the City Manager**

The City Manager is authorized to make reasonable rules, policies, and procedures consistent with the intent and spirit of this Chapter as may be necessary to administer and enforce the provisions of this Chapter and any other ordinances, regulations or laws relating to and affecting the permitting and operations of commercial cannabis businesses.

The City Manager is authorized to make reasonable rules, policies, and procedures consistent with the intent and spirit of this Chapter concerning the applications, the application process, the information required of applicants, the application procedures, and the administration and procedures to be used and followed in the application process for permit applications and requests for permit changes or modifications pursuant to this Chapter, and the implementation and administration of social equity programs.

**9-483. Cannabis business activities prohibited unless specifically authorized by this chapter.**

Except as specifically authorized in this chapter, the manufacture, processing, storing, laboratory testing, labeling, transporting, dispensing, furnishing, distribution, delivery, or sale of cannabis or a cannabis product is expressly prohibited in the city.

**9-484. Compliance with laws.**

It is the responsibility of the owners and operators of the cannabis business to ensure that it is, at all times, operating in a manner compliant with all applicable state and local laws, and any regulations promulgated thereunder.

#### **9-485. Definitions.**

Unless otherwise defined in this chapter or in chapter I of Title 13, the words used in this chapter shall have the same definitions ascribed to them in Division 10 of the Business and Professions Code or the definitions of the Health and Safety Code applicable to school and child daycare. Any reference to California statutes includes any regulations promulgated thereunder and is deemed to include any successor or amended version of the referenced statute or regulatory provision.

*Cannabis* means all parts of the *Cannabis sativa* Linnaeus, *Cannabis indica*, or *Cannabis ruderalis*, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. “Cannabis” also means the separated resin, whether crude or purified, obtained from marijuana. “Cannabis” also means marijuana as defined by section 11018 of the California Health and Safety Code as enacted by Chapter 14017 of the Statutes of 1972. “Cannabis” does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination. For the purpose of this chapter, “cannabis” does not mean industrial hemp as that term is defined by section 81000 of the California Food and Agricultural Code or section 11018.5 of the California Health and Safety Code.

*Cannabis business permit* means a regulatory permit issued by the city pursuant to this chapter to a cannabis business, and is required before any cannabis activity may be conducted in the city.

*Cannabis goods* means cannabis and/or cannabis products.

*Cannabis product* or *manufactured cannabis product* or *product* means cannabis that has undergone a process whereby the plant material is transformed into a concentrate for internal consumption or topical application, including, but not limited to, concentrated cannabis, an edible cannabis product, or a topical cannabis product containing cannabis or concentrated cannabis in combination with other ingredients.

*Caregiver* or *primary caregiver* has the same meaning as that term is defined in section 11362.7 of the California Health and Safety Code.

*City manager* shall mean the city manager of the city or designee.

*Director* shall mean the city’s Director of the Economic and Development Services department or designee, unless otherwise specified.

*Dispensing* means any activity involving the retail sale of cannabis or cannabis products.

*Distributor* means a person or entity that engages in distribution. The direct and/or retail sale, distribution, or furnishing of any cannabis or cannabis product to any consumer or end user by a distributor is expressly prohibited, unless otherwise authorized pursuant to this chapter.

*Edible cannabis product* means manufactured cannabis that is intended to be used, in whole or in part, for oral human consumption including, but not limited to, chewing gum, but excluding products set forth in Division 15 (commencing with Section 32501) of the California Food and Agricultural Code. An edible cannabis product is not considered food as defined by California Health and Safety Code Section 109935 or a drug as defined by California Health and Safety Code Section 109925.

*Financial interest holder* shall have the same meaning as set forth in Title 4, Division 19, section 15004 of the California Code of Regulations.

*Free sample* means any amount of cannabis goods provided to a patron of a business or member of the public without cost or payment or exchange for any other thing of value.

*Green Zone* means those portions of the manufacturing park (MP) and planned development industrial (PDI) zones that are located both north of South Coast Drive and west of Harbor Boulevard, excluding any portion of the South Coast Collection.

*Homeless shelter* has the same meaning as *emergency shelter*.

*Labor Peace Agreement* has the same meaning set forth in Business and Professions Code section 26001.

*Manufacturing site* means a location where cannabis products are manufactured.

*Marijuana* means “cannabis,” as that term is defined in this chapter.

*Marijuana activity* and/or *cannabis activity* includes manufacture, processing, laboratory testing, research and development, transporting, delivery, dispensing, distribution, furnishing, giving away or sale, or arranging and/or directing any of the foregoing, or any other activity involving cannabis or a cannabis product.

*Marijuana business* and/or *cannabis business* means any business or operation which engages in any marijuana or cannabis activity.

*Marijuana business permit* has the same meaning as *cannabis business permit*.

*Patient* or *qualified patient* shall have the same definition as California Health and Safety Code section 11362.7 et seq., as it may be amended, and which means a person who is entitled to the protections of California Health and Safety Code section 11362.5. For purposes of this chapter, a qualified patient shall include a person with an identification card as that term is defined by California Health and Safety Code section 11362.7 et seq.

*Person with an identification card* shall have the meaning given that term by California Health and Safety Code section 11362.7.



*Playground* shall mean and include both a public playground located in a city park and a private playground. A private playground shall mean a privately-owned outdoor recreation area, including a tot lot, containing playground equipment or amenities such as swings, slides, sandboxes, or similar installations designed for use by minors and serving either the general public or residents of a development where the playground equipment is located, including residential subdivisions and/or developments such as apartments, townhomes and/or condominium complexes, mobile home parks or other similar residential uses, as well as playground equipment serving registered guests at hotels and motels. A private playground does not include a playground or playground equipment installed at a single-family residence, or play equipment that is part of a privately-owned commercial business or place of worship, or a playground that is access-controlled during operating hours or does not have direct access from the public right-of-way. A private playground does not include areas designated for use as a playing field or court, pool, or skate facility.

*Premises* shall have the same meaning as set forth in Business and Professions Code section 26001 sub-section (ap) for purposes of measuring the required distance from retail storefront uses to those uses set forth in section 13-200.93(e)(1).

*Processing and processor* shall have the same meaning as manufacturing and manufacturer, respectively.

*Property* shall mean any single development lot that has been subdivided bearing its own assessor's parcel number or with an approved subdivision map or condominium map unless the context clearly indicates a different meaning.

*Research and development laboratory* means a facility, entity, or site in the city that performs research into and/or the development of cannabis or cannabis products, where cannabis in any amount is located on-site, and that is both of the following:

1. Accredited by an accrediting body that is independent of all other persons involved in the cannabis industry in the state.
2. Registered with the State Department of Public Health, and is owned and operated by a person issued a valid cannabis business permit for laboratory testing from the city and is currently in compliance with all applicable state and local laws and regulations pertaining to the cannabis business and cannabis activities.

*South Coast Collection* or *SoCo* means all properties located at 3303 through 3323, inclusive, Hyland Avenue, in the City of Costa Mesa, commonly known as "SoCo" or "SOCO."

*State* means the State of California, including any of its departments, divisions, and/or bureaus.

*State license* means a permit or license issued by the state to engage in cannabis activity.

*Youth center* means any public or private facility that is primarily used to host recreation or social activities for minors, specifically private youth membership organizations or clubs, social services teenage club facilities, video arcades where ten (10) or more games or game machines or devices

are operated or similar amusement park facilities, but does not include dance studios, tutoring, martial arts studios or similar type of uses.

**9-486. Type of authorized cannabis businesses permitted.**

- (a) One (1) or more of the following types of adult (A-license) and/or medical (M-license) cannabis business may be permitted to operate within the city:
  - 1. Cannabis distributor (includes license classification type 11);
  - 2. Cannabis manufacturer (includes license classification type 6 and 7);
  - 3. Cannabis testing laboratory (includes license classification type 8);
  - 4. Cannabis retail - storefront (includes license classification type 10);
  - 5. Cannabis retail - non-storefront (includes license classification type 9); and
  - 6. Cannabis research and development laboratory.
- (b) Businesses permitted pursuant to this chapter shall not engage in the retail sale, delivery or dispensing of cannabis, cannabis product, hemp or hemp products unless expressly permitted to do so pursuant to the terms of their cannabis business permit.
- (c) No person may engage in any type of cannabis business that is not specifically authorized pursuant to this section and this code, including, but not limited to, cultivating cannabis.
- (d) The City Council may by resolution limit and/or restrict the number of cannabis retail permits available for issuance and/or renewal.

**9-487. Cannabis business permit required to engage in a cannabis business.**

No person may engage in any cannabis business or in any cannabis activity within the city including manufacturing, processing, laboratory testing, transporting, dispensing, distribution, or sale of cannabis or a cannabis product unless the person: 1) has a valid cannabis business permit from the city that authorizes the specific business and activity at specific location; 2) has a valid business license issued to the entity that is listed on the cannabis business permit; and 3) is currently in compliance with all other applicable state and local laws and regulations pertaining to the cannabis business and cannabis activity. All cannabis business permits shall include a copy of a written notice to any existing tenant of the proposed business premises from the owner of the property of the intent to file a cannabis business permit application for those premises.

**9-487.3. Disclosure of Financial Interest Holders Required.**

Any and all financial interest holders must be disclosed to the City as part of any application for issuance and/or renewal of a cannabis business permit.

**9-487.5. Change in business name.**

No operator shall operate, conduct, manage, engage in, or carry on a cannabis business under any name other than the business name specified in the permit and/or any “doing business as” or “DBA”, or “fictitious business name” or “FBN”, provided in the permit application and/or business license. Proof of the “DBA” or “FBN” filing with the County Clerk Recorder shall be required. Any approved changes and/or updates to the permit may require payment of fees as set by resolution of the City Council.

**9-488. Term of permit-Fees.**

- (a) A cannabis business permit shall be valid for two (2) years from the date of issue, unless otherwise suspended or revoked, and may be renewed bi-annually thereafter, provided the permittee and application for renewal are in compliance with all of the provisions of this chapter as well as all administrative regulations adopted pursuant to section 9-497.
- (b) Cannabis business permit application fees and renewal fees shall be established by resolution of the city council as may be amended from time to time. Failure to timely submit fees and/or comply with the administrative regulations governing applications and/or renewals shall be grounds for denial of application and/or renewal.

**9-489. Effect of state license suspension, revocation, or termination.**

Suspension of a license issued by the State of California, or by any of its departments or divisions, shall immediately suspend the ability of a cannabis business to operate within the city, until the State of California, or its respective departments or divisions, reinstates or reissues the State license within 90 days. Should the state license remain suspended for 90 days or longer, any permit issued pursuant to this chapter shall expire and be of no further force and effect. Should the State of California, or any of its departments or divisions, revoke or terminate the license of a cannabis business, such revocation or termination shall also revoke or terminate the ability of a business permitted pursuant to this chapter including the persons and entities set forth in section 9-490(c) to operate any cannabis business within the city for a period of five years from the date of such revocation or termination.

**9-490. Denial and revocation.**

- (a) Revocation. A cannabis business permit may be revoked and/or suspended pursuant to the procedures of section 9-120, and/or deemed abandoned or forfeited pursuant to the procedures of section 9-495, for failing to comply with the terms of the permit, the applicable provisions of this chapter, this Code, city regulations, state law or regulations and/or any conditions of any other permit issued pursuant to this Code.
- (b) Denial. An application for a cannabis business permit may be denied where it fails to provide all required information, documentation and/or fees and/or where it does not or would not be able to comply with the applicable provisions of this chapter, this Code, city regulations and/or state law or regulations and/or where the applicant is otherwise ineligible for such permit.
- (c) Effect of revocation and denial. Whenever an application for a permit is denied, no other similar application by such applicant or permittee will be considered for a period of one (1) year from the date of the denial of an application. Whenever a permit has been revoked, no other similar application by such permittee shall be considered for a period of five (5) years from either the date the notice of the permit revocation was mailed or the date of the final decision of the city to revoke the permit, whichever is later. The prohibitions of this subsection shall also apply to the following:
  - 1. Any individual whose permit was revoked or whose application was denied who later becomes a director or officer of a corporation, profit or nonprofit, or a member

- of a partnership or a person owning or possessing any portion of the shares of a corporation seeking to obtain a new permit.
2. A corporation, profit or nonprofit, whose permit was revoked, or application was denied, to any of its directors or officers or to any person who owned any portion of its shares, who attempts by way of a new corporation or using their individual names or becoming a member of a partnership or a director or officer or a person owning or possessing any portion of the shares in another corporation seeking to obtain a new permit.
- (d) **Ineligibility.** In addition to any other law, no person or entity shall be eligible for and/or receive a cannabis business permit if that person or entity, or any director or officer of that entity or a person who owned any portion of that entity's shares, or any financial interest holder of that entity, engaged or engages in unpermitted and/or illegal cannabis activity involving sales, delivery and/or dispensing in the city, or had an ownership interest in any property set forth in section 13-200.93(e)(5), in the five (5) years preceding an application under this chapter or during the application process. A determination of ineligibility under this sub-section (d) may be made by the City Manager and shall be based on the preponderance of the evidence. This prohibition shall not apply to a natural person who would otherwise be ineligible based on a criminal conviction that has been dismissed, withdrawn, expunged or set aside or is otherwise exempted pursuant to sections 9-495(g)(10) and/or 9-496(b).

#### **9-491. Appeals.**

Notwithstanding any other provision of this code, only a decision by the city manager to suspend, revoke or deny a cannabis business permit under this chapter shall be subject to appeal, which shall be governed by the procedures set forth in Chapter IX of Title 2 of this code.

#### **9-492. Prohibition on transfer of cannabis business permits.**

In the event a permit holding cannabis business sells or transfers the business to a new owner and/or operates the business under a new entity and/or name not listed on the permit, the new owner must obtain a new cannabis business permit and business license prior to commencing or continuing operations. A cannabis business shall be deemed to have transferred to a new owner within the meaning of this section if person(s) or entities with controlling interest at the time the permit was first issued cease(s) at any time to possess controlling ownership interest and/or hold an ownership interest of less than fifty-one (51) percent.

#### **9-493. City business license required.**

Prior to commencing operations, a cannabis business shall obtain and thereafter maintain a valid city business license pursuant to Chapter I of this title. Failure to hold a valid business license at all times shall render the cannabis business permit invalid.

#### **9-494. Conditional use permit required.**

No cannabis business permit shall be issued, and no person shall conduct a cannabis business unless a conditional use permit has been issued therefore pursuant to the provisions of Title 13, Chapter IX, Article 21 of this Code. Approval of a conditional use permit shall not waive any other requirements of State or local law or regulation, including, but not limited, to the requirement to

obtain a building permit, certificate of occupancy, cannabis business permit and/or city business license.

**9-494.5 Maximum cannabis retail storefront cannabis business permits.**

A maximum of thirty-five (35) storefront retail cannabis business permits may be issued by the City; provided, however, that the City will only process applications which have passed the pre-application phase as of the effective date of this ordinance. Thereafter, no further storefront retail cannabis business permits for new locations may be issued by the City until the total number of operating licensed storefront retail establishments falls below ten (10), after which time the City may issue further cannabis business permits not to exceed ten (10) total active storefront retail cannabis business permits operating at one time.

**9-495. Operating requirements for all cannabis businesses permitted under this chapter.**

*(a) Records and recordkeeping.*

1. Each owner and operator of a cannabis business shall maintain accurate books and records, detailing all of the revenues and expenses of the business, and all of its assets and liabilities. On no less than a quarterly basis or at any time upon reasonable request of the city, each cannabis business shall file a sworn statement detailing the number of sales by the cannabis business during the previous three (3) month period (or shorter period based upon the timing of the request), provided on a per-month basis. The statement shall also include gross sales for each month, and all applicable taxes paid or due to be paid.  
Each owner and operator shall keep and preserve for a period of no less than seven (7) years, all records as may be necessary to determine the amount of such tax the operator may have been liable to collect and remit to the city.
2. Each owner and operator of a cannabis business shall maintain a current register of the names and the contact information (including the name, address, telephone number, a copy of that person's government issued identification, and email address) of anyone owning or holding an interest in the cannabis business, and separately of all the officers, managers, employees, agents and volunteers currently employed or otherwise engaged by the cannabis business. The register required by this paragraph shall be provided to the city manager upon a reasonable request.
3. All cannabis businesses shall maintain an inventory control and reporting system that accurately documents the present location, amounts, and descriptions of all cannabis and cannabis products for all stages of the production or manufacturing, laboratory testing and distribution processes.
4. Subject to any restrictions under the Health Insurance Portability and Accountability Act (HIPAA), each cannabis business shall allow city officials to have access to the business's books, records, accounts, together with any other data or documents relevant to its permitted cannabis activities, for the purpose of conducting an audit or examination. Books, records, accounts, and any and all relevant data or documents will be produced no later than twenty-four (24) hours after receipt of the city's request, unless otherwise stipulated by the city.

5. Each owner and operator of a cannabis business shall disclose to the City the names and addresses of each and every financial interest holder of that business within ten (10) calendar days of that person becoming a financial interest holder of the cannabis business, and thereafter shall notify the City within ten (10) business days if that person or entity ceases to be a financial interest holder.
- (b) *Security measures.*
1. A permitted cannabis business shall implement sufficient security measures to deter and prevent the unauthorized entrance into areas containing cannabis or cannabis products, and to deter and prevent the theft of cannabis or cannabis products at the cannabis business. These security measures shall include:
    - a. Establishing limited access areas accessible only to authorized cannabis business personnel;
    - b. All cannabis and cannabis products shall be stored in a secured and locked room, safe, or vault, and shall be kept in a manner as to prevent diversion, theft, and loss;
    - c. Sensors shall be installed to detect entry and exit from all secure areas;
    - d. Having a professionally installed, maintained, and monitored alarm system;
    - e. Any bars to be installed on the windows or the doors of the cannabis business for security purposes, if permitted by the city, shall be installed only on the interior of the building;
    - f. Security personnel if utilized must be licensed by the State of California Bureau of Security and Investigative Services Personnel, shall comply with the requirements of California Business and Professions Code Chapters 11.4 and 11.5 of Division 3, and have a valid business license from the city; and
    - g. Each cannabis business shall have the capability to remain secure and operational during a power outage and shall ensure that all access doors are not solely controlled by an electronic access panel to ensure that locks are not released during a power outage.
  2. Each cannabis business shall identify a designated security representative/liaison to the city, who shall be reasonably available to meet with the city manager regarding any security related measures or and operational issues.
  3. A cannabis business shall notify the city manager within twenty-four (24) hours after discovering any of the following:
    - a. Significant discrepancies identified during inventory, as set forth in the city's administrative regulations;
    - b. Diversion, theft, loss, or any criminal activity involving the cannabis business or any agent or employee of the cannabis business; or
    - c. The loss or unauthorized alteration of records related to cannabis, registering qualifying patients, primary caregivers, or employees or agents of the cannabis business and/or cannabis sales.
- (c) *Restriction on alcohol sales.* No person shall cause or permit the sale, dispensing, or consumption of alcoholic beverages on or about the premises of the cannabis business.
- (d) *Compliance with laws.* It is the responsibility of the owners and operators of the cannabis business to ensure that it is, at all times, operating in a manner compliant with all applicable

state and local laws, and any regulations promulgated thereunder. Nothing in this chapter shall be construed as authorizing any actions which violate state law or local law with respect to the operation of a cannabis business or any site-specific, additional operating procedures or requirements which may be imposed as conditions of approval of the location of the cannabis business.

- (e) *Taxes.* All cannabis businesses authorized to operate under this chapter shall pay all sales, use, business and other applicable taxes, and all license, registration, and other fees required under federal, state and local law. Each cannabis business shall cooperate with the city with respect to any reasonable request to audit the cannabis business's books and records for the purpose of verifying compliance with this section, including, but not limited to, a verification of the amount of taxes required to be paid during any period.
- (f) *Insurance.* Permittee shall obtain and maintain at all times during the term of the permit comprehensive general liability insurance and comprehensive automotive liability insurance protecting the permittee in an amount of not less than one million dollars (\$1,000,000.00) per occurrence, combined single limit, including bodily injury and property damage and not less than one million dollars (\$1,000,000.00) aggregate for each personal injury liability, products-completed operations and each accident, issued by an insurance provider rated at least A-VIII in A.M. Best and Company's Insurance Guide and either admitted and authorized to do business in California or is listed on the California Department of Insurance's List of Approved Surplus Line Insurers.
- (g) *Miscellaneous operating requirements.*
  - 1. *Restriction on consumption.* Cannabis shall not be consumed on the premises of any cannabis businesses or elsewhere in the city other than within private residences.
  - 2. No cannabis or cannabis products or graphics depicting cannabis or cannabis products shall be visible from the exterior of any property issued a cannabis business permit, or on any of the vehicles owned or used as part of the cannabis business except as otherwise expressly allowed by this chapter. No outdoor storage of cannabis or cannabis products is permitted at any time.
  - 3. *Reporting and tracking of product and of gross sales.* Each cannabis business shall have in place a point-of-sale tracking system to track and report on all aspects of the cannabis business including, but not limited to, such matters as cannabis tracking, inventory data, and gross sales (by weight and by sale). The cannabis business shall ensure that such information is compatible with the city's record-keeping systems. The system must have the capability to produce historical transactional data for review by the city manager.
  - 4. All cannabis and cannabis products sold, distributed or manufactured shall be cultivated, manufactured, and transported by licensed facilities that maintain operations in full conformance with all state and local regulations.
  - 5. There shall not be a physician located in or around any cannabis business at any time for the purpose of evaluating patients for the issuance of a cannabis prescription or card.
  - 6. *Signage, notices, and advertising.*
    - a. In addition to the requirements otherwise set forth in this section, business identification signage for a cannabis business shall conform to the requirements

of this Code, including, but not limited to, seeking the issuance of a city sign permit.

- b. Each entrance to a cannabis retail business shall be visibly posted with one clear and legible notice up to twelve (12) inches by eighteen (18) inches in size, indicating that smoking, ingesting, or otherwise consuming cannabis on the premises or in the areas adjacent to the cannabis business is prohibited. The word “cannabis” is allowed to be used up to two times on each of these specific notices. Letter height in the notice shall be limited to up to two (2) inches in size. All notice lettering shall be the same font and color.
- c. Business identification signage shall be limited to that needed for identification only.
- d. The business shall at all times comply with the advertising and marketing restrictions of Business and Professions Code sections 26150-26156, in addition to the requirements of this code.
- e. Cannabis business advertising and/or marketing materials in the city shall comply with advertising, marketing and merchandising restrictions provided in California Code of Regulations sections 15040-15041.1 and California Business and Professions Code sections 26150-26156.

7. *Minors.*

- a. Persons under the age of twenty-one (21) years shall not be allowed on the premises of a cannabis business, except as otherwise specifically provided for by state law. It is unlawful and a violation of this chapter for any person to employ any person at or for a cannabis business who is not at least twenty-one (21) years of age.
  - b. The entrance to the cannabis business shall be clearly and legibly posted with a notice that no person under the age of twenty-one (21) years of age is permitted to enter upon the premises of the cannabis business except as specifically provided for herein.
8. *Odor control.* Odor control devices and techniques shall be incorporated in all cannabis businesses to ensure that odors from cannabis are not detectable off-site.
9. *Display of permit and city business license.* The original copy of the cannabis business permit issued by the city pursuant to this chapter and the city-issued business license shall be posted inside the cannabis business in a conspicuous location.
10. *Background check.* Every owner, manager, supervisor or employee of the cannabis business must submit fingerprints and other information deemed necessary by the city manager for a background check by the Costa Mesa police department to verify that person’s criminal history. No person shall be issued a permit to operate a cannabis business who has been convicted of a felony within the past seven (7) years, unless that felony has been dismissed, withdrawn, expunged or set aside pursuant to Penal Code section 1203.4, 1000 or 1385, or who is currently on probation or parole for the sale, distribution, possession or manufacture of a controlled substance. Exempted from this prohibition is a conviction for a felony involving cannabis and/or marijuana for which the underlying cannabis or marijuana offense has subsequently been designated a misdemeanor or infraction or decriminalized



pursuant to the provisions of the Control, Regulate and Tax Adult Use of Marijuana Act or federal law.

11. *Loitering.* The owner and/or operator of a cannabis business shall prohibit loitering by persons outside the facility both on the premises and within fifty (50) feet of the premises.
12. *Permits and other approvals.* Prior to the establishment of any cannabis business or the operation of any such business, the person intending to establish a cannabis business must first obtain all applicable planning, zoning, building, and other applicable permits from the relevant governmental agency which may be applicable to the zoning district in which such cannabis business intends to operate.
13. *Free samples.* No cannabis business shall provide or cause to be provided any free sample of cannabis goods to any person within the city.
14. A licensed retailer may only sell cannabis goods, cannabis accessories, and licensees' branded merchandise or promotional materials.

(h) *Additional operating requirements for retail sale (storefront) businesses.* In addition to every other requirement of this section, other than those set forth in subsection (i) (*retail sale, non-storefront*) that are expressly inapplicable, every business that sells cannabis as a storefront retailer shall comply with the following requirements:

1. All cannabis retail storefront operators are encouraged to have a licensed private security guard present at the premises twenty-four (24) hours per day. The security plan shall include at least one (1) licensed private security guard or guards who shall be present at the premises at all times during operations, deliveries of any cannabis product to or from the premises, and transportation of cash to or from the premises, exterior lighting, and continuous video monitoring and recording of the interior and exterior of the premises. Video surveillance recordings must also include video of all entryways and exits of the premises. All video recordings shall be maintained for a minimum of ninety (90) days. At the request of the Chief of Police or designee, based upon site-specific concerns or safety incidents, at least one (1) licensed private security guard or guards may be required to be present at the premises twenty-four (24) hours per day.
2. Both the private security guard and the business personnel shall monitor the premises and the immediate vicinity of the premises to ensure that patrons immediately leave the premises and do not consume cannabis in the vicinity of the retail business or on the property or in the parking lot, and shall ensure that persons do not loiter, linger, or otherwise congregate within fifty (50) feet of the premises.
3. There shall be no on-site sales of alcohol or tobacco products, (excluding rolling papers and lighters) and no on-site consumption of food, alcohol, cannabis or tobacco by patrons.
4. Hours of operation shall be limited to: 7:00 a.m. to 10:00 p.m. daily, unless further restricted by conditions of approval. No licensed retail business shall be open to the public between the hours of 10:01 p.m. and 6:59 a.m. of any day.
5. The cannabis retail business shall notify patrons of the following both verbally and through posting of a sign in a conspicuous location:

- a. Unlawful sale, barter or distribution of cannabis is a crime and subject to a fine or arrest.
  - b. Loitering on and around the retail premises is prohibited by California Penal Code section 647 and that patrons must immediately leave the premises and not consume cannabis in the vicinity and/or on the property or in the parking lot.
  - c. A warning that patrons and/or employees may be subject to prosecution under federal cannabis laws, if applicable.
  - d. That the use of cannabis may impair a person's ability to drive a motor vehicle or operate machinery and that doing so is illegal.
6. No one under the age of twenty-one (21) shall be allowed to enter the premises of a cannabis business unless the business holds a retail medical cannabis license (M-license) issued by the State.
7. No person shall be permitted to enter the premises without government-issued identification, and cannabis goods may not be provided to any person, whether by purchase, trade, gift, or otherwise, who does not possess a valid government-issued identification and who does not meet the age requirements of this Chapter.
8. Electronic age verification device required. Proof of age of every person other than employees entering the business shall be verified with an electronic age verification device, prior to entry of the retail area or delivery to that person. The electronic age verification device may be mobile or fixed, and shall be able to retain a log of all scans that includes the following information: date, time, and age. Said log shall be kept for a minimum of one hundred eighty (180) business days and all records shall be made available to the City Manager upon request.
9. Point-of-sale tracking required. The business shall facilitate the sale, making available, furnishing and/or delivery of cannabis goods with a technology platform that uses point-of-sale technology to track, and database technology to record and store, the following information for each transaction involving the exchange of cannabis goods between the business and consumer:
  - a. The date and time of transaction.
  - b. The first name and employee number of the employee who processed the sale of cannabis goods on behalf of the business.
  - c. A list of all the cannabis goods purchased, including the quantity purchased.
  - d. The total amount paid for the sale, including the individual prices paid for cannabis or cannabis products purchased, and any amounts paid for taxes.
10. Cannabis retail businesses shall also record on the video surveillance system point-of-sale areas and areas where cannabis goods are displayed for sale.
11. Adequate signage shall clearly state who has inspected any cannabis product for pesticides, or other regulated contaminants, distributed at this location.
12. Shipments of cannabis goods may only be accepted during regular business hours.
13. Inventory shall be secured using a lockable storage system during non-business hours.
14. No cannabis product shall be visible from the exterior of the business.
15. All required labelling shall be maintained on all product, as required by State law, at all times.

16. A permitted commercial cannabis retail business shall have one hundred eighty (180) days after permit issuance by the city to commence operations, after which the permit shall be void and of no further force and effect. A cannabis retail business shall be considered nonoperational and abandoned after failing to report income and/or reporting no income to the city in any one quarter, ceasing to operate, losing the right to occupy the permitted premises or otherwise failing to maintain an on-going permitted business at the premises for a total of ninety (90) days in any twelve (12) month period. A notice of determination of abandonment shall be delivered to the premises of the retail business and is subject to appeal pursuant to Chapter IX of Title 2. The forgoing notwithstanding, a permitted commercial cannabis business may temporarily suspend operations for a period of time not to exceed ninety (90) days as may be reasonably required to affect upgrades, modifications, repairs, and/or to remedy other real property related problems, as approved in writing by the director or city manager.
  17. Obtain and maintain at all times during the term of the permit the insurance required pursuant to subsection (f) of this section in the minimum amounts of two million dollars (\$2,000,000.00), and enter into an agreement approved by the city attorney to defend, with attorneys of city's choosing, indemnify, release and hold harmless the city, its city council, boards, commissions, officers and employees from and against any and all claims, demands, obligations, damages, actions, causes of action, suits, losses, judgments, fines, penalties, liabilities, costs and expenses (including, without limitation, attorneys' fees, disbursements and court costs) of every kind and nature whatsoever which may arise from or in any manner relate (directly or indirectly) to the permittee or the permittee's activities. This indemnification shall include, but not be limited to, damages awarded against the city, if any, costs of suit, attorneys' fees, and other expenses incurred in connection with such claim, action, or proceeding whether incurred by the permittee, city, and/or the parties initiating or bringing such proceeding, and shall not be limited by the types and/or amounts of insurance required herein;
  18. For an applicant with two or more employees, provide a notarized statement that the applicant will enter into, or demonstrate that it has already entered into, and abide by the terms of a labor peace agreement as otherwise required by Business and Professions Code section 26105.5.
- (i) *Additional operating requirements for retail sale (non-storefront) delivery businesses.* In addition to every other requirement of this section, except only for subsection (h)(1) through (5) and (10) (*retail sale, store-front*), every business that sells and/or delivers cannabis as a non-store front retailer shall comply with the following requirements:
1. Commercial cannabis retail deliveries may be made only from a commercial cannabis retail business permitted by the City in compliance with this chapter, and in compliance with all State regulations.
  2. All employees who deliver cannabis shall have valid identification and a copy of the retail business' cannabis business permit and State license at all times while making deliveries.

3. All commercial cannabis retail businesses shall maintain proof of vehicle insurance for any and all vehicles being used to transport cannabis goods as required by State law.
4. Deliveries may only take place during normal business hours of the commercial cannabis retail business.
5. During delivery, the delivery employee shall maintain a physical or electronic copy of the delivery request and shall make it available upon request by the licensing authority and law enforcement officers. The delivery request documentation shall comply with State law.
6. A licensed delivery employee shall not leave the State of California while possessing cannabis products while performing his or her duties for the cannabis retailer.
7. A commercial cannabis retail business shall maintain a list of all deliveries, including the address delivered to, the amount and type of product delivered, and any other information required by the State.
8. A manifest with all information required in this section shall accompany any delivery person at all times during the delivery process and delivery hours.
9. Any delivery method shall be made in compliance with State law, as amended, including use of a vehicle that has a dedicated GPS device for identifying the location of the vehicle (cell phones and tablets are not sufficient).
10. Each delivery request shall have a receipt prepared by the commercial cannabis retail business with the following information:
  - a. Name and address of the commercial cannabis retail business.
  - b. The name of the employee who delivered the order.
  - c. The date and time the delivery request was made.
  - d. The complete delivery addresses.
  - e. A detailed description of the cannabis goods requested for delivery including the weight or volume, or any accurate measure of the amount of cannabis goods requested.
  - f. The total amount paid for the delivery including any fees or taxes.
  - g. At the time of the delivery, the date and time delivery was made, and the signature of the person who received the delivery.
  - h. No cannabis delivery vehicle shall display signs, decals or any other form of advertisement.
  - i. Inspections by an authorized City representative may be conducted anytime during regular business hours.
11. Delivery must be made to a physical address that is not on publicly owned land, a school, a day care, or a youth center.
12. The delivery employee shall not carry cannabis goods valued in excess of \$5,000 at any time with no more than \$3,000 of cannabis goods that are not already part of a customer order that was processed prior to leaving the premises.
13. Delivery must be made in person by a direct employee of the licensed retailer. An independent contractor, third-party courier service, or an individual employed through a staffing agency would not be considered directly employed by the licensed retailer.

**9-496. Cannabis employees.**

- (a) Any person who is an employee or who otherwise works within a cannabis business must be legally authorized to do so under applicable state law.
- (b) No cannabis business or owner thereof may employ any person who has been convicted of a felony within the past seven (7) years, unless that felony has been dismissed, withdrawn, expunged or set aside pursuant to Penal Code section 1203.4, 1000 or 1385, or who is currently on probation or parole for the sale, distribution, possession or manufacture of a controlled substance. Exempted from this prohibition is a conviction for a felony involving cannabis and/or marijuana for which the underlying cannabis or marijuana offense has subsequently been designated a misdemeanor or infraction or decriminalized pursuant to the provisions of the Control, Regulate and Tax Adult Use of Marijuana Act or federal law.
- (c) All employees must wear an identification badge while on the premises of the business, in a format authorized by the city manager. Any person employed by a single employer at multiple locations in the City may be required to obtain only one identification badge.

**9-497. Promulgation of administrative regulations.**

- (a) The city manager is also authorized to establish any additional administrative rules, regulations, policies, procedures and/or standards governing the issuance, denial or renewal of cannabis business permits, or concerning any other subject necessary to carry out the purposes of this chapter.
- (b) Regulations promulgated by the city manager shall become effective upon the date of publication. Cannabis businesses shall be required to comply with all state and local laws and regulations, including, but not limited to, any rules, regulations policies, procedures and/or standards adopted by the city manager.
- (c) Such administrative rules, regulations and/or standards may include establishing standards and timing for application processing, including but not limited to providing priority for existing licensees in good standing.

**9-498. Inspection and enforcement.**

- (a) The city manager is charged with enforcing the provisions of the Costa Mesa Municipal Code, or any provision thereof, and may enter the location of a cannabis business at any time during the hours of operation without notice, and inspect the location of any cannabis business as well as any recordings and records required to be maintained pursuant to this title or under applicable provisions of state law.
- (b) It is unlawful for any person having responsibility for the operation of a cannabis business, to impede, obstruct, interfere with, or otherwise not to allow, the city to conduct an inspection, review or copy records, recordings or other documents required to be maintained by a cannabis business under this chapter or under state or local law. It is also unlawful for a person to conceal, destroy, deface, damage, or falsify any records, recordings or other documents required to be maintained by a cannabis business under this chapter or under state or local law.

**9-499. Violations.**

- (a) *Violations declared a public nuisance.* Each and every violation of the provisions of this chapter is hereby deemed unlawful and a public nuisance.
- (b) *Each violation a separate offense.* Each and every violation of this chapter shall constitute a separate violation and shall be subject to all remedies and enforcement measures authorized by the Costa Mesa Municipal Code. Additionally, as a nuisance per se, any violation of this chapter shall be subject to injunctive relief, any permit issued pursuant to this chapter being deemed null and void, disgorgement and payment to the city of any monies unlawfully obtained, costs of abatement, costs of investigation, attorney fees, and any other relief or remedy available at law or in equity. The city may also pursue any and all remedies and actions available and applicable under state and local laws for any violations committed by the cannabis business or persons related to, or associated with, the cannabis activity. Additionally, when there is determined to be an imminent threat to public health, safety or welfare, the city manager, or the chief of police, may take immediate action to temporarily suspend a cannabis business permit issued by the city, pending a hearing before the city council.
- (c) *Criminal penalties.* Each and every violation of the provisions of this chapter may be prosecuted as a misdemeanor and upon conviction be subject to a fine not to exceed one thousand dollars (\$1,000.00) or imprisonment in the County Jail for a period of not more than twelve (12) months, or by both such fine and imprisonment. Each day a violation is committed or permitted to continue shall constitute a separate offense.
- (d) *Remedies cumulative and not exclusive.* The remedies provided herein are not to be construed as exclusive remedies. The city is authorized to pursue any proceedings or remedies provided by law.

**CHAPTER IX. SPECIAL LAND USE REGULATIONS. ARTICLE 21. LOCATION OF CANNABIS DISTRIBUTING, MANUFACTURING, RESEARCH AND DEVELOPMENT, TESTING LABORATORIES, RETAIL STOREFRONT AND RETAIL NON-STOREFRONT USES**

**13-200.90. Purpose.**

The purpose of this article is to regulate the location of and standards for cannabis distributing facilities, manufacturing sites, research and development laboratories, testing laboratories, retail storefront and retail non-storefront uses in order to promote the health, safety, morals and general welfare of the residents and the businesses within the city by maintaining local control over the ability to authorize and regulate the location of cannabis businesses.

**13-200.91. Applicability.**

- (a) Nothing in this article is intended, nor shall it be construed, to burden any defense to criminal prosecution under the Compassionate Use Act of 1996.
- (b) All the provisions of this article shall apply to all property, public and private, within the city.
- (c) All the provisions of this article shall apply indoors and outdoors.
- (d) Unless otherwise provided herein or in this title, the terms used in this article shall have the meaning ascribed to them in Title 9, Chapter VI of this Code.

**13-200.92. Cannabis distributing facilities, manufacturing sites, research and development laboratories, and testing laboratories.**

- (a) Cannabis distribution, manufacturing, research and development and testing is prohibited in all zone districts within the city, except for those portions of the manufacturing park (MP) and planned development industrial (PDI) zones that are located both north of South Coast Drive and west of Harbor Boulevard, excluding any portion of the South Coast Collection (the “Green Zone”).
- (b) A conditional use permit shall be required and may be issued to allow the location of any business engaged in the distribution, manufacturing, researching and developing, or testing of cannabis in the MP or PDI zones pursuant to subsection (a) of this section, subject to the following conditions:
  - (1) The requirements of Chapter III of this title have been met;
  - (2) The findings for granting a conditional use permit in accordance with section 13-29(g) are met;
  - (3) The applicant obtains a cannabis business license pursuant to Chapter VI of Title 9 of this Code; and
  - (4) The use is conducted in compliance with all applicable state and local laws.
- (c) No person shall engage in any use set forth in this article unless that use is specifically authorized by Chapter VI of Title 9 of this Code.

**13-200.93. Cannabis retail storefront and non-storefront uses.**

- (a) Cannabis retail storefront uses are prohibited in all zone districts within the city, except for the commercial zone districts.
- (b) Cannabis retail non-storefront uses are prohibited in all zone districts within the city, except for the commercial zone districts and within the Green Zone.
- (c) The following planning application shall be required for cannabis retail uses:
  - (1) A conditional use permit shall be required for retail storefronts and non-storefronts; and
  - (2) An amendment to the approved conditional use permit shall be required for existing licensed cannabis distribution or manufacturing businesses to operate a retail non-storefront under the existing business and within the same licensed premise. The amendment shall be processed as a minor conditional use permit.
- (d) A conditional use permit may be issued to allow the location of a retail cannabis use pursuant to subsections (a) and (b) of this section, subject to the following conditions:
  - (1) The requirements of Chapter III of this title have been met;
  - (2) The findings for granting conditional use permit pursuant to section 13-29(g) are met;
  - (3) The applicant obtains a cannabis business licensed for the location pursuant to Chapter VI of Title 9 of this Code; and
  - (4) The use is conducted in compliance with all applicable state and local laws, regulations, and all applicable conditional use permit conditions of approval.
- (e) Cannabis retail storefront location.
  - (1) No cannabis retail storefront use shall be located within one-thousand (1,000) feet from a K-12 school, playground, child daycare, homeless shelter, or youth center, that is in operation at the time of submission of a completed Cannabis Business Permit application, or within two hundred fifty (250) feet from a property zoned for residential use;
    - i. For the purpose of identifying separations from cannabis storefronts and properties zoned for residential use, properties zoned for residential use are within the following zoning districts: R1 Single-Family Residential District, R2-MD Multiple-Family Residential District, Medium Density, R2-HD Multiple-Family Residential District, High Density, R3 Multiple-Family Residential District, TC Town Center District, PDR-LD Planned Density Residential—Low Density, PDR-MD Planned Development Residential—Medium Density, PDR-HD Planned Development Residential—High Density, and PDR-NCM Planned Development Residential—North Costa Mesa.
    - ii. Where a non-residential property was developed for residential or mixed residential use in accordance with an overlay, urban plan, or specific plan, and the residential development and use remains, the property would be considered residential when establishing a separation from cannabis storefronts.
    - iii. Where an overlay, urban plan, or specific plan allows residential development on a property zoned for residential use, but residential development has not been constructed, such property would not be considered a property zoned for residential use pursuant to this provision.



- iv. Where a legal nonconforming residential unit or units have been developed on a property zoned for non-residential use, the property would not be considered residential when establishing a separation from cannabis storefronts.
- (2) All distances referenced in (e)(1) shall be measured in a straight line from the premises where the cannabis retail use is to be located to the closest property line of a K-12 school, playground, child daycare, homeless shelter, ~~or~~ youth center or property zoned for residential use.
  - i. For purposes of this sub-sub-section, the property line of a playground shall be a thirty (30) foot radius from the exterior physical boundaries of the playground equipment area;
- (3) All distances shall be measured without regard to the boundaries of the city and and/or intervening structures or other barriers;
- (4) At a property as for which the zoning administrator, director or planning commission determines, based on a preponderance of the evidence, that unpermitted and/or illegal cannabis activity involving sales, delivery and/or dispensing has taken place at any time in the 365 days preceding an application under this Article. If an unpermitted and/or illegal cannabis activity has existed on a property no cannabis business may be permitted on that property unless 365 days has elapsed since that unpermitted and/or illegal cannabis activity has vacated the property, and the owner of that property has compensated the City for any and all expenditure of public funds and resources, including all costs, expenses (including but not limited to the salaries of peace and/or code enforcement officers) and/or attorney's fees, incurred in investigating, abating or attempting to abate the unpermitted use or uses, whether or not any type of civil, criminal or administrative proceedings have been commenced against the property, provided however if the owner of the property is required to evict that use, the 365 days shall begin to run from the date of the filing of an unlawful detainer complaint, in which case a permit may be issued after the 365 days had elapsed and that use is no longer occupying the property.
- (5) A determination and/or finding under sub-section (e)(4) is subject to the appeal provisions of Chapter IX of Title 2 of this Code.
- (6) The nonconforming provisions contained in Chapter X of this Code pertain to cannabis uses except as follows:
  - i. When an approved retail cannabis storefront conditional use permit location which lawfully met separation requirements at the time of the submission of a cannabis business permit application for the subject property does not conform to the separation and the permitted cannabis retail operation is discontinued or abandoned for more than one hundred eighty (180) days, or when a permitted cannabis use is replaced in whole or part for any period of time by any other use, the conditional use permit shall be null and void after the permittee has had an opportunity for a hearing before the issuing officer as provided in Chapter II of Title 9.
- (f) Retail storefront uses shall be subject to the following development standards in addition to those contained in Chapter VI of Title 9:
  - (1) Opaque window coverings unless required by the City for security purposes are prohibited;

- (2) Permanent security or safety bars shall not be placed on any interior or exterior windows or door, unless required by the City for security purposes;
- (3) Directional signage to the use including but not limited to A-frame signs, sandwich board signs, banners, or flags are prohibited;
- (4) No use shall advertise by having a person holding a sign and advertising the business to passersby, whether such person is on the premises of the commercial cannabis business or elsewhere including, but not limited to, the public right-of-way;
- (5) Uses shall comply with the landscaping requirements set forth in Chapter VII of this title including bringing the site landscaping into conformance when feasible as determined by the director;
- (6) Parking requirements shall be subject to Section 13-89;
- (7) The hours of operation may be established as part of the planning application subject to the final review authority and may be more restrictive than those set forth in Chapter VI of Title 9. Modification of operation hours when established as part of the planning application shall be subject to an amendment of the planning application;
- (8) Drive-through services or walk-up window services are prohibited;
- (9) Outdoor seating or patio areas are prohibited;
- (10) Special events that include live entertainment, dancing, and/or amplified music, or that are otherwise visible and/or audible from the public right-of-way, are prohibited;
- (11) All cannabis products shall be secured after business hours in a locked container under 24-hour video surveillance; and
- (12) For uses within two hundred (200) feet of a residential zone, all exterior lighting shall be shielded and/or directed away from residential areas. In addition, trash facilities shall be screened from view and designed and located appropriately to minimize potential noise and odor impacts to adjacent residential areas.
- (g) Non-storefront uses shall be subject to the following development standards in addition to those contained in Chapter VI of Title 9:
  - (1) Uses may operate independently from a retail storefront or as a part of, and in conjunction with, a permitted storefront, distribution, or manufacturing facility;
  - (2) Parking requirements shall be subject to Section 13-89 and shall also include sufficient parking spaces for delivery vehicles;
  - (3) All deliveries to customers shall be completed by 10:00 p.m.; and
  - (4) The general public shall not be permitted to enter the premises of a non-storefront retail use.
- (h) Except as specifically authorized in this article, all other cannabis retail uses such as but not limited to lounges and cafes are expressly prohibited in the city.
- (i) No person shall engage in any use set forth in this article unless that use is specifically authorized by Chapter VI of Title 9 of this Code.
- (j) Any cannabis use, including but not limited to those involving sale, delivery and/or dispensing, that is not permitted, licensed and otherwise in full compliance with all applicable provisions of this Code and state and local law, shall not be considered a legally non-conforming use pursuant to, and notwithstanding any contrary provisions of, Chapter IX of this title.

**13-200.94. Declaration of public nuisance.**

Any use, structure, or property that is altered, enlarged, erected, established, maintained, moved, or operated contrary to the provisions of this article, is hereby declared to be unlawful and a public nuisance and may be abated by the city through civil and/or administrative proceedings by means of a restraining order, preliminary or permanent injunction, or in any other manner provided by law for the abatement of such nuisances.

**13-200.95. Violations.**

Violations of this article shall be punishable pursuant to the provisions of section 13-16 in addition to any other remedy available at law or in equity.

**EXHIBIT A****CHAPTER VI. CANNABIS BUSINESS PERMITS****9-481. Purpose and intent.**

It is the purpose and intent of this chapter to regulate the distributing, manufacturing, processing, research and development, retail sale, testing and transporting of cannabis and cannabis-related products in a manner which is responsible, which protects the health, safety, and welfare of the residents of Costa Mesa, and to enforce rules and regulations consistent with state law. In part to meet these objectives, a permit shall be required in order to own and/or to operate a cannabis business within the city. Nothing in this chapter is intended to authorize the possession, use, or provision of cannabis for purposes which violate state or federal law. The provisions of this chapter are in addition to any other permits, licenses, and approvals which may be required to conduct business in the city, and are in addition to any permits, licenses and approvals required under state law.

**9-482. Legal authority.**

Pursuant to Sections 5 and 7 of Article XI of the California Constitution and the provisions of Division 10 of the Business and Professions Code, the city is authorized to adopt ordinances that establish standards, requirements and regulations for local licenses and permits for cannabis and cannabis-related activity.

**9-482.5 Authority of the City Manager**

The City Manager is authorized to make reasonable rules, policies, and procedures consistent with the intent and spirit of this Chapter as may be necessary to administer and enforce the provisions of this Chapter and any other ordinances, regulations or laws relating to and affecting the permitting and operations of commercial cannabis businesses.

The City Manager is authorized to make reasonable rules, policies, and procedures consistent with the intent and spirit of this Chapter concerning the applications, the application process, the information required of applicants, the application procedures, and the administration and procedures to be used and followed in the application process for permit applications and requests for permit changes or modifications pursuant to this Chapter, and the implementation and administration of social equity programs.

**9-483. Cannabis business activities prohibited unless specifically authorized by this chapter.**

Except as specifically authorized in this chapter, the manufacture, processing, storing, laboratory testing, labeling, transporting, dispensing, furnishing, distribution, delivery, or sale of cannabis or a cannabis product is expressly prohibited in the city.

**9-484. Compliance with laws.**

It is the responsibility of the owners and operators of the cannabis business to ensure that it is, at all times, operating in a manner compliant with all applicable state and local laws, and any regulations promulgated thereunder.

#### **9-485. Definitions.**

Unless otherwise defined in this chapter or in chapter I of Title 13, the words used in this chapter shall have the same definitions ascribed to them in Division 10 of the Business and Professions Code or the definitions of the Health and Safety Code applicable to school and child daycare. Any reference to California statutes includes any regulations promulgated thereunder and is deemed to include any successor or amended version of the referenced statute or regulatory provision.

*Cannabis* means all parts of the *Cannabis sativa* Linnaeus, *Cannabis indica*, or *Cannabis ruderalis*, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. “Cannabis” also means the separated resin, whether crude or purified, obtained from marijuana. “Cannabis” also means marijuana as defined by section 11018 of the California Health and Safety Code as enacted by Chapter 14017 of the Statutes of 1972. “Cannabis” does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination. For the purpose of this chapter, “cannabis” does not mean industrial hemp as that term is defined by section 81000 of the California Food and Agricultural Code or section 11018.5 of the California Health and Safety Code.

*Cannabis business permit* means a regulatory permit issued by the city pursuant to this chapter to a cannabis business, and is required before any cannabis activity may be conducted in the city.

*Cannabis goods* means cannabis and/or cannabis products.

*Cannabis product* or *manufactured cannabis product* or *product* means cannabis that has undergone a process whereby the plant material is transformed into a concentrate for internal consumption or topical application, including, but not limited to, concentrated cannabis, an edible cannabis product, or a topical cannabis product containing cannabis or concentrated cannabis in combination with other ingredients.

*Caregiver* or *primary caregiver* has the same meaning as that term is defined in section 11362.7 of the California Health and Safety Code.

*City manager* shall mean the city manager of the city or designee.

*Director* shall mean the city’s Director of the Economic and Development Services department or designee, unless otherwise specified.

*Dispensing* means any activity involving the retail sale of cannabis or cannabis products.

*Distributor* means a person or entity that engages in distribution. The direct and/or retail sale, distribution, or furnishing of any cannabis or cannabis product to any consumer or end user by a distributor is expressly prohibited, unless otherwise authorized pursuant to this chapter.

*Edible cannabis product* means manufactured cannabis that is intended to be used, in whole or in part, for oral human consumption including, but not limited to, chewing gum, but excluding products set forth in Division 15 (commencing with Section 32501) of the California Food and Agricultural Code. An edible cannabis product is not considered food as defined by California Health and Safety Code Section 109935 or a drug as defined by California Health and Safety Code Section 109925.

*Financial interest holder* shall have the same meaning as set forth in Title 4, Division 19, section 15004 of the California Code of Regulations.

*Free sample* means any amount of cannabis goods provided to a patron of a business or member of the public without cost or payment or exchange for any other thing of value.

*Green Zone* means those portions of the manufacturing park (MP) and planned development industrial (PDI) zones that are located both north of South Coast Drive and west of Harbor Boulevard, excluding any portion of the South Coast Collection.

*Homeless shelter* has the same meaning as *emergency shelter*.

*Labor Peace Agreement* has the same meaning set forth in Business and Professions Code section 26001.

*Manufacturing site* means a location where cannabis products are manufactured.

*Marijuana* means “cannabis,” as that term is defined in this chapter.

*Marijuana activity* and/or *cannabis activity* includes manufacture, processing, laboratory testing, research and development, transporting, delivery, dispensing, distribution, furnishing, giving away or sale, or arranging and/or directing any of the foregoing, or any other activity involving cannabis or a cannabis product.

*Marijuana business* and/or *cannabis business* means any business or operation which engages in any marijuana or cannabis activity.

*Marijuana business permit* has the same meaning as *cannabis business permit*.

*Patient* or *qualified patient* shall have the same definition as California Health and Safety Code section 11362.7 et seq., as it may be amended, and which means a person who is entitled to the protections of California Health and Safety Code section 11362.5. For purposes of this chapter, a qualified patient shall include a person with an identification card as that term is defined by California Health and Safety Code section 11362.7 et seq.

*Person with an identification card* shall have the meaning given that term by California Health and Safety Code section 11362.7.

*Playground* shall mean and include both a public playground located in a city park and a private playground. A private playground shall mean a privately-owned outdoor recreation area, including a tot lot, containing playground equipment or amenities such as swings, slides, sandboxes, or similar installations designed for use by minors and serving either the general public or residents of a development where the playground equipment is located, including residential subdivisions and/or developments such as apartments, townhomes and/or condominium complexes, mobile home parks or other similar residential uses, as well as playground equipment serving registered guests at hotels and motels. A private playground does not include a playground or playground equipment installed at a single-family residence, or play equipment that is part of a privately-owned commercial business or place of worship, or a playground that is access-controlled during operating hours or does not have direct access from the public right-of-way. A private playground does not include areas designated for use as a playing field or court, pool, or skate facility.

*Premises* shall have the same meaning as set forth in Business and Professions Code section 26001 sub-section (ap) for purposes of measuring the required distance from retail storefront uses to those uses set forth in section 13-200.93(e)(1).

*Processing and processor* shall have the same meaning as manufacturing and manufacturer, respectively.

*Property* shall mean any single development lot that has been subdivided bearing its own assessor's parcel number or with an approved subdivision map or condominium map unless the context clearly indicates a different meaning.

*Research and development laboratory* means a facility, entity, or site in the city that performs research into and/or the development of cannabis or cannabis products, where cannabis in any amount is located on-site, and that is both of the following:

1. Accredited by an accrediting body that is independent of all other persons involved in the cannabis industry in the state.
2. Registered with the State Department of Public Health, and is owned and operated by a person issued a valid cannabis business permit for laboratory testing from the city and is currently in compliance with all applicable state and local laws and regulations pertaining to the cannabis business and cannabis activities.

*South Coast Collection* or *SoCo* means all properties located at 3303 through 3323, inclusive, Hyland Avenue, in the City of Costa Mesa, commonly known as "SoCo" or "SOCO."

*State* means the State of California, including any of its departments, divisions, and/or bureaus.

*State license* means a permit or license issued by the state to engage in cannabis activity.

*Youth center* means any public or private facility that is primarily used to host recreation or social activities for minors, specifically private youth membership organizations or clubs, social services teenage club facilities, video arcades where ten (10) or more games or game machines or devices

are operated or similar amusement park facilities, but does not include dance studios, tutoring, martial arts studios or similar type of uses.

**9-486. Type of authorized cannabis businesses permitted.**

- (a) One (1) or more of the following types of adult (A-license) and/or medical (M-license) cannabis business may be permitted to operate within the city:
  - 1. Cannabis distributor (includes license classification type 11);
  - 2. Cannabis manufacturer (includes license classification type 6 and 7);
  - 3. Cannabis testing laboratory (includes license classification type 8);
  - 4. Cannabis retail - storefront (includes license classification type 10);
  - 5. Cannabis retail - non-storefront (includes license classification type 9); and
  - 6. Cannabis research and development laboratory.
- (b) Businesses permitted pursuant to this chapter shall not engage in the retail sale, delivery or dispensing of cannabis, cannabis product, hemp or hemp products unless expressly permitted to do so pursuant to the terms of their cannabis business permit.
- (c) No person may engage in any type of cannabis business that is not specifically authorized pursuant to this section and this code, including, but not limited to, cultivating cannabis.
- (d) The City Council may by resolution limit and/or restrict the number of cannabis retail permits available for issuance and/or renewal.

**9-487. Cannabis business permit required to engage in a cannabis business.**

No person may engage in any cannabis business or in any cannabis activity within the city including manufacturing, processing, laboratory testing, transporting, dispensing, distribution, or sale of cannabis or a cannabis product unless the person: 1) has a valid cannabis business permit from the city that authorizes the specific business and activity at specific location; 2) has a valid business license issued to the entity that is listed on the cannabis business permit; and 3) is currently in compliance with all other applicable state and local laws and regulations pertaining to the cannabis business and cannabis activity. All cannabis business permits shall include a copy of a written notice to any existing tenant of the proposed business premises from the owner of the property of the intent to file a cannabis business permit application for those premises.

**9-487.3. Disclosure of Financial Interest Holders Required.**

Any and all financial interest holders must be disclosed to the City as part of any application for issuance and/or renewal of a cannabis business permit.

**9-487.5. Change in business name.**

No operator shall operate, conduct, manage, engage in, or carry on a cannabis business under any name other than the business name specified in the permit and/or any “doing business as” or “DBA”, or “fictitious business name” or “FBN”, provided in the permit application and/or business license. Proof of the “DBA” or “FBN” filing with the County Clerk Recorder shall be required. Any approved changes and/or updates to the permit may require payment of fees as set by resolution of the City Council.



**9-488. Term of permit-Fees.**

- (a) A cannabis business permit shall be valid for two (2) years from the date of issue, unless otherwise suspended or revoked, and may be renewed bi-annually thereafter, provided the permittee and application for renewal are in compliance with all of the provisions of this chapter as well as all administrative regulations adopted pursuant to section 9-497.
- (b) Cannabis business permit application fees and renewal fees shall be established by resolution of the city council as may be amended from time to time. Failure to timely submit fees and/or comply with the administrative regulations governing applications and/or renewals shall be grounds for denial of application and/or renewal.

**9-489. Effect of state license suspension, revocation, or termination.**

Suspension of a license issued by the State of California, or by any of its departments or divisions, shall immediately suspend the ability of a cannabis business to operate within the city, until the State of California, or its respective departments or divisions, reinstates or reissues the State license within 90 days. Should the state license remain suspended for 90 days or longer, any permit issued pursuant to this chapter shall expire and be of no further force and effect. Should the State of California, or any of its departments or divisions, revoke or terminate the license of a cannabis business, such revocation or termination shall also revoke or terminate the ability of a business permitted pursuant to this chapter including the persons and entities set forth in section 9-490(c) to operate any cannabis business within the city for a period of five years from the date of such revocation or termination.

**9-490. Denial and revocation.**

- (a) Revocation. A cannabis business permit may be revoked and/or suspended pursuant to the procedures of section 9-120, and/or deemed abandoned or forfeited pursuant to the procedures of section 9-495, for failing to comply with the terms of the permit, the applicable provisions of this chapter, this Code, city regulations, state law or regulations and/or any conditions of any other permit issued pursuant to this Code.
- (b) Denial. An application for a cannabis business permit may be denied where it fails to provide all required information, documentation and/or fees and/or where it does not or would not be able to comply with the applicable provisions of this chapter, this Code, city regulations and/or state law or regulations and/or where the applicant is otherwise ineligible for such permit.
- (c) Effect of revocation and denial. Whenever an application for a permit is denied, no other similar application by such applicant or permittee will be considered for a period of one (1) year from the date of the denial of an application. Whenever a permit has been revoked, no other similar application by such permittee shall be considered for a period of five (5) years from either the date the notice of the permit revocation was mailed or the date of the final decision of the city to revoke the permit, whichever is later. The prohibitions of this subsection shall also apply to the following:
  - 1. Any individual whose permit was revoked or whose application was denied who later becomes a director or officer of a corporation, profit or nonprofit, or a member

- of a partnership or a person owning or possessing any portion of the shares of a corporation seeking to obtain a new permit.
2. A corporation, profit or nonprofit, whose permit was revoked, or application was denied, to any of its directors or officers or to any person who owned any portion of its shares, who attempts by way of a new corporation or using their individual names or becoming a member of a partnership or a director or officer or a person owning or possessing any portion of the shares in another corporation seeking to obtain a new permit.
- (d) **Ineligibility.** In addition to any other law, no person or entity shall be eligible for and/or receive a cannabis business permit if that person or entity, or any director or officer of that entity or a person who owned any portion of that entity's shares, or any financial interest holder of that entity, engaged or engages in unpermitted and/or illegal cannabis activity involving sales, delivery and/or dispensing in the city, or had an ownership interest in any property set forth in section 13-200.93(e)(5), in the five (5) years preceding an application under this chapter or during the application process. A determination of ineligibility under this sub-section (d) may be made by the City Manager and shall be based on the preponderance of the evidence. This prohibition shall not apply to a natural person who would otherwise be ineligible based on a criminal conviction that has been dismissed, withdrawn, expunged or set aside or is otherwise exempted pursuant to sections 9-495(g)(10) and/or 9-496(b).

#### **9-491. Appeals.**

Notwithstanding any other provision of this code, only a decision by the city manager to suspend, revoke or deny a cannabis business permit under this chapter shall be subject to appeal, which shall be governed by the procedures set forth in Chapter IX of Title 2 of this code.

#### **9-492. Prohibition on transfer of cannabis business permits.**

In the event a permit holding cannabis business sells or transfers the business to a new owner and/or operates the business under a new entity and/or name not listed on the permit, the new owner must obtain a new cannabis business permit and business license prior to commencing or continuing operations. A cannabis business shall be deemed to have transferred to a new owner within the meaning of this section if person(s) or entities with controlling interest at the time the permit was first issued cease(s) at any time to possess controlling ownership interest and/or hold an ownership interest of less than fifty-one (51) percent.

#### **9-493. City business license required.**

Prior to commencing operations, a cannabis business ~~and any financial interest holder therein~~ shall ~~each separately~~ obtain and thereafter maintain a valid city business license pursuant to Chapter I of this title. Failure to hold a valid business license at all times shall render the cannabis business permit invalid.

#### **9-494. Conditional use permit required.**

No cannabis business permit shall be issued, and no person shall conduct a cannabis business unless a conditional use permit has been issued therefore pursuant to the provisions of Title 13, Chapter IX, Article 21 of this Code. Approval of a conditional use permit shall not waive any other

requirements of State or local law or regulation, including, but not limited, to the requirement to obtain a building permit, certificate of occupancy, cannabis business permit and/or city business license.

**9.-494.5 Maximum cannabis retail storefront cannabis business permits.**

A maximum of thirty-five (35) storefront retail cannabis business permits may be issued by the City; provided, however, that the City will only process applications which have passed the pre-application phase as of the effective date of this ordinance. Thereafter, no further storefront retail cannabis business permits for new locations may be issued by the City until the total number of operating licensed storefront retail establishments falls below ~~ten~~ fifteen (15), after which time the City may issue further cannabis business permits not to exceed ~~ten~~ fifteen (15) total active storefront retail cannabis business permits operating at one time.

**9-495. Operating requirements for all cannabis businesses permitted under this chapter.**

**(a) *Records and recordkeeping.***

1. Each owner and operator of a cannabis business shall maintain accurate books and records, detailing all of the revenues and expenses of the business, and all of its assets and liabilities. On no less than a quarterly basis or at any time upon reasonable request of the city, each cannabis business shall file a sworn statement detailing the number of sales by the cannabis business during the previous three (3) month period (or shorter period based upon the timing of the request), provided on a per-month basis. The statement shall also include gross sales for each month, and all applicable taxes paid or due to be paid.  
Each owner and operator shall keep and preserve for a period of no less than seven (7) years, all records as may be necessary to determine the amount of such tax the operator may have been liable to collect and remit to the city.
2. Each owner and operator of a cannabis business shall maintain a current register of the names and the contact information (including the name, address, telephone number, a copy of that person's government issued identification, and email address) of anyone owning or holding an interest in the cannabis business, and separately of all the officers, managers, employees, agents and volunteers currently employed or otherwise engaged by the cannabis business. The register required by this paragraph shall be provided to the city manager upon a reasonable request.
3. All cannabis businesses shall maintain an inventory control and reporting system that accurately documents the present location, amounts, and descriptions of all cannabis and cannabis products for all stages of the production or manufacturing, laboratory testing and distribution processes.
4. Subject to any restrictions under the Health Insurance Portability and Accountability Act (HIPAA), each cannabis business shall allow city officials to have access to the business's books, records, accounts, together with any other data or documents relevant to its permitted cannabis activities, for the purpose of conducting an audit or examination. Books, records, accounts, and any and all relevant data or documents

will be produced no later than twenty-four (24) hours after receipt of the city's request, unless otherwise stipulated by the city.

5. Each owner and operator of a cannabis business shall disclose to the City the names and addresses of each and every financial interest holder of that business within ten (10) calendar days of that person becoming a financial interest holder of the cannabis business, and thereafter shall notify the City within ten (10) business days if that person or entity ceases to be a financial interest holder. ~~Each financial interest holder shall obtain a business license pursuant to section 9 493 within thirty (30) days of becoming a financial interest holder of that business.~~

(b) *Security measures.*

1. A permitted cannabis business shall implement sufficient security measures to deter and prevent the unauthorized entrance into areas containing cannabis or cannabis products, and to deter and prevent the theft of cannabis or cannabis products at the cannabis business. These security measures shall include:
  - a. Establishing limited access areas accessible only to authorized cannabis business personnel;
  - b. All cannabis and cannabis products shall be stored in a secured and locked room, safe, or vault, and shall be kept in a manner as to prevent diversion, theft, and loss;
  - c. Sensors shall be installed to detect entry and exit from all secure areas;
  - d. Having a professionally installed, maintained, and monitored alarm system;
  - e. Any bars to be installed on the windows or the doors of the cannabis business for security purposes, if permitted by the city, shall be installed only on the interior of the building;
  - f. Security personnel if utilized must be licensed by the State of California Bureau of Security and Investigative Services Personnel, shall comply with the requirements of California Business and Professions Code Chapters 11.4 and 11.5 of Division 3, and have a valid business license from the city; and
  - g. Each cannabis business shall have the capability to remain secure and operational during a power outage and shall ensure that all access doors are not solely controlled by an electronic access panel to ensure that locks are not released during a power outage.
2. Each cannabis business shall identify a designated security representative/liaison to the city, who shall be reasonably available to meet with the city manager regarding any security related measures or and operational issues.
3. A cannabis business shall notify the city manager within twenty-four (24) hours after discovering any of the following:
  - a. Significant discrepancies identified during inventory, as set forth in the city's administrative regulations;
  - b. Diversion, theft, loss, or any criminal activity involving the cannabis business or any agent or employee of the cannabis business; or
  - c. The loss or unauthorized alteration of records related to cannabis, registering qualifying patients, primary caregivers, or employees or agents of the cannabis business and/or cannabis sales.

- (c) *Restriction on alcohol sales.* No person shall cause or permit the sale, dispensing, or consumption of alcoholic beverages on or about the premises of the cannabis business.
- (d) *Compliance with laws.* It is the responsibility of the owners and operators of the cannabis business to ensure that it is, at all times, operating in a manner compliant with all applicable state and local laws, and any regulations promulgated thereunder. Nothing in this chapter shall be construed as authorizing any actions which violate state law or local law with respect to the operation of a cannabis business or any site-specific, additional operating procedures or requirements which may be imposed as conditions of approval of the location of the cannabis business.
- (e) *Taxes.* All cannabis businesses authorized to operate under this chapter shall pay all sales, use, business and other applicable taxes, and all license, registration, and other fees required under federal, state and local law. Each cannabis business shall cooperate with the city with respect to any reasonable request to audit the cannabis business's books and records for the purpose of verifying compliance with this section, including, but not limited to, a verification of the amount of taxes required to be paid during any period.
- (f) *Insurance.* Permittee shall obtain and maintain at all times during the term of the permit comprehensive general liability insurance and comprehensive automotive liability insurance protecting the permittee in an amount of not less than one million dollars (\$1,000,000.00) per occurrence, combined single limit, including bodily injury and property damage and not less than one million dollars (\$1,000,000.00) aggregate for each personal injury liability, products-completed operations and each accident, issued by an insurance provider rated at least A:-VIII in A.M. Best and Company's Insurance Guide and either admitted and authorized to do business in California or is listed on the California Department of Insurance's List of Approved Surplus Line Insurers.
- (g) *Miscellaneous operating requirements.*
  - 1. *Restriction on consumption.* Cannabis shall not be consumed on the premises of any cannabis businesses or elsewhere in the city other than within private residences.
  - 2. No cannabis or cannabis products or graphics depicting cannabis or cannabis products shall be visible from the exterior of any property issued a cannabis business permit, or on any of the vehicles owned or used as part of the cannabis business except as otherwise expressly allowed by this chapter. No outdoor storage of cannabis or cannabis products is permitted at any time.
  - 3. *Reporting and tracking of product and of gross sales.* Each cannabis business shall have in place a point-of-sale tracking system to track and report on all aspects of the cannabis business including, but not limited to, such matters as cannabis tracking, inventory data, and gross sales (by weight and by sale). The cannabis business shall ensure that such information is compatible with the city's record-keeping systems. The system must have the capability to produce historical transactional data for review by the city manager.
  - 4. All cannabis and cannabis products sold, distributed or manufactured shall be cultivated, manufactured, and transported by licensed facilities that maintain operations in full conformance with all state and local regulations.
  - 5. There shall not be a physician located in or around any cannabis business at any time for the purpose of evaluating patients for the issuance of a cannabis prescription or card.

6. *Signage, notices, and advertising.*
  - a. In addition to the requirements otherwise set forth in this section, business identification signage for a cannabis business shall conform to the requirements of this Code, including, but not limited to, seeking the issuance of a city sign permit.
  - b. Each entrance to a cannabis retail business shall be visibly posted with one clear and legible notice up to twelve (12) inches by eighteen (18) inches in size, indicating that smoking, ingesting, or otherwise consuming cannabis on the premises or in the areas adjacent to the cannabis business is prohibited. The word “cannabis” is allowed to be used up to two times on each of these specific notices. Letter height in the notice shall be limited to up to ~~one (1)~~ two (2) inches ~~in~~ in size. All notice lettering shall be the same font and color.
  - c. Business identification signage shall be limited to that needed for identification only.
  - d. The business shall at all times comply with the advertising and marketing restrictions of Business and Professions Code sections 26150-26156, in addition to the requirements of this code.
  - e. Cannabis business advertising and/or marketing materials in the city shall ~~not encourage persons under 21 years of age to consume cannabis or cannabis products and shall not depict and/or suggest in any way the consumption of cannabis or cannabis products~~ comply with advertising, marketing and merchandising restrictions provided in California Code of Regulations sections 15040-15041.1 and California Business and Professions Code sections 26150-26156.
7. *Minors.*
  - a. Persons under the age of twenty-one (21) years shall not be allowed on the premises of a cannabis business, except as otherwise specifically provided for by state law. It is unlawful and a violation of this chapter for any person to employ any person at or for a cannabis business who is not at least twenty-one (21) years of age.
  - b. The entrance to the cannabis business shall be clearly and legibly posted with a notice that no person under the age of twenty-one (21) years of age is permitted to enter upon the premises of the cannabis business except as specifically provided for herein.
8. *Odor control.* Odor control devices and techniques shall be incorporated in all cannabis businesses to ensure that odors from cannabis are not detectable off-site.
9. *Display of permit and city business license.* The original copy of the cannabis business permit issued by the city pursuant to this chapter and the city-issued business license shall be posted inside the cannabis business in a conspicuous location.
10. *Background check.* Every owner, manager, supervisor or employee of the cannabis business must submit fingerprints and other information deemed necessary by the city manager for a background check by the Costa Mesa police department to verify that person’s criminal history. No person shall be issued a permit to operate a cannabis business who has been convicted of a felony within the past seven (7) years,

unless that felony has been dismissed, withdrawn, expunged or set aside pursuant to Penal Code section 1203.4, 1000 or 1385, or who is currently on probation or parole for the sale, distribution, possession or manufacture of a controlled substance. Exempted from this prohibition is a conviction for a felony involving cannabis and/or marijuana for which the underlying cannabis or marijuana offense has subsequently been designated a misdemeanor or infraction or decriminalized pursuant to the provisions of the Control, Regulate and Tax Adult Use of Marijuana Act or federal law.

11. *Loitering.* The owner and/or operator of a cannabis business shall prohibit loitering by persons outside the facility both on the premises and within fifty (50) feet of the premises.
12. *Permits and other approvals.* Prior to the establishment of any cannabis business or the operation of any such business, the person intending to establish a cannabis business must first obtain all applicable planning, zoning, building, and other applicable permits from the relevant governmental agency which may be applicable to the zoning district in which such cannabis business intends to operate.
13. *Free samples.* No cannabis business shall provide or cause to be provided any free sample of cannabis goods to any person within the city.
14. A licensed retailer may only sell cannabis goods, cannabis accessories, and licensees' branded merchandise or promotional materials.

(h) *Additional operating requirements for retail sale (storefront) businesses.* In addition to every other requirement of this section, other than those set forth in subsection (i) (*retail sale, non-storefront*) that are expressly inapplicable, every business that sells cannabis as a storefront retailer shall comply with the following requirements:

1. All cannabis retail storefront operators are encouraged to have a licensed private security guard present at the premises twenty-four (24) hours per day. The security plan shall include at least one (1) licensed private security guard or guards who shall be present at the premises at all times during operations, deliveries of any cannabis product to or from the premises, and transportation of cash to or from the premises, exterior lighting, and continuous video monitoring and recording of the interior and exterior of the premises. Video surveillance recordings must also include video of all entryways and exits of the premises. All video recordings shall be maintained for a minimum of ninety (90) days. At the request of the Chief of Police or designee, based upon site-specific concerns or safety incidents, at least one (1) licensed private security guard or guards may be required to be present at the premises twenty-four (24) hours per day.
2. Both the private security guard and the business personnel shall monitor the premises and the immediate vicinity of the premises to ensure that patrons immediately leave the premises and do not consume cannabis in the vicinity of the retail business or on the property or in the parking lot, and shall ensure that persons do not loiter, linger, or otherwise congregate within fifty (50) feet of the premises.
3. There shall be no on-site sales of alcohol or tobacco products, (excluding rolling papers and lighters) and no on-site consumption of food, alcohol, cannabis or tobacco by patrons.

4. Hours of operation shall be limited to: 7:00 a.m. to 10:00 p.m. daily, unless further restricted by conditions of approval. No licensed retail business shall be open to the public between the hours of 10:01 p.m. and 6:59 a.m. of any day.
5. The cannabis retail business shall notify patrons of the following both verbally and through posting of a sign in a conspicuous location:
  - a. Unlawful sale, barter or distribution of cannabis is a crime and subject to a fine or arrest.
  - b. Loitering on and around the retail premises is prohibited by California Penal Code section 647 and that patrons must immediately leave the premises and not consume cannabis in the vicinity and/or on the property or in the parking lot.
  - c. A warning that patrons and/or employees may be subject to prosecution under federal cannabis laws, if applicable.
  - d. That the use of cannabis may impair a person's ability to drive a motor vehicle or operate machinery and that doing so is illegal.
6. No one under the age of twenty-one (21) shall be allowed to enter the premises of a cannabis business unless the business holds a retail medical cannabis license (M-license) issued by the State.
7. No person shall be permitted to enter the premises without government-issued identification, and cannabis goods may not be provided to any person, whether by purchase, trade, gift, or otherwise, who does not possess a valid government-issued identification and who does not meet the age requirements of this Chapter.
8. Electronic age verification device required. Proof of age of every person other than employees entering the business shall be verified with an electronic age verification device, prior to entry of the retail area or delivery to that person. The electronic age verification device may be mobile or fixed, and shall be able to retain a log of all scans that includes the following information: date, time, and age. Said log shall be kept for a minimum of one hundred eighty (180) business days and all records shall be made available to the City Manager upon request.
9. Point-of-sale tracking required. The business shall facilitate the sale, making available, furnishing and/or delivery of cannabis goods with a technology platform that uses point-of-sale technology to track, and database technology to record and store, the following information for each transaction involving the exchange of cannabis goods between the business and consumer:
  - a. The date and time of transaction.
  - b. The first name and employee number of the employee who processed the sale of cannabis goods on behalf of the business.
  - c. A list of all the cannabis goods purchased, including the quantity purchased.
  - d. The total amount paid for the sale, including the individual prices paid for cannabis or cannabis products purchased, and any amounts paid for taxes.
10. Cannabis retail businesses shall also record on the video surveillance system point-of-sale areas and areas where cannabis goods are displayed for sale.
11. Adequate signage shall clearly state who has inspected any cannabis product for pesticides, or other regulated contaminants, distributed at this location.
12. Shipments of cannabis goods may only be accepted during regular business hours.



13. Inventory shall be secured using a lockable storage system during non-business hours.
  14. No cannabis product shall be visible from the exterior of the business.
  15. All required labelling shall be maintained on all product, as required by State law, at all times.
  16. A permitted commercial cannabis retail business shall have one hundred eighty (180) days after permit issuance by the city to commence operations, after which the permit shall be void and of no further force and effect. A cannabis retail business shall be considered nonoperational and abandoned after failing to report income and/or reporting no income to the city in any one quarter, ceasing to operate, losing the right to occupy the permitted premises or otherwise failing to maintain an on-going permitted business at the premises for a total of ninety (90) days in any twelve (12) month period. A notice of determination of abandonment shall be delivered to the premises of the retail business and is subject to appeal pursuant to Chapter IX of Title 2. The forgoing notwithstanding, a permitted commercial cannabis business may temporarily suspend operations for a period of time not to exceed ninety (90) days as may be reasonably required to affect upgrades, modifications, repairs, and/or to remedy other real property related problems, as approved in writing by the director or city manager.
  17. Obtain and maintain at all times during the term of the permit the insurance required pursuant to subsection (f) of this section in the minimum amounts of two million dollars (\$2,000,000.00), and enter into an agreement approved by the city attorney to defend, with attorneys of city's choosing, indemnify, release and hold harmless the city, its city council, boards, commissions, officers and employees from and against any and all claims, demands, obligations, damages, actions, causes of action, suits, losses, judgments, fines, penalties, liabilities, costs and expenses (including, without limitation, attorneys' fees, disbursements and court costs) of every kind and nature whatsoever which may arise from or in any manner relate (directly or indirectly) to the permittee or the permittee's activities. This indemnification shall include, but not be limited to, damages awarded against the city, if any, costs of suit, attorneys' fees, and other expenses incurred in connection with such claim, action, or proceeding whether incurred by the permittee, city, and/or the parties initiating or bringing such proceeding, and shall not be limited by the types and/or amounts of insurance required herein;
  18. For an applicant with two or more employees, provide a notarized statement that the applicant will enter into, or demonstrate that it has already entered into, and abide by the terms of a labor peace agreement as otherwise required by Business and Professions Code section 26105.5.
- (i) *Additional operating requirements for retail sale (non-storefront) delivery businesses.* In addition to every other requirement of this section, except only for subsection (h)(1) through (5) and (10) (*retail sale, store-front*), every business that sells and/or delivers cannabis as a non-store front retailer shall comply with the following requirements:
1. Commercial cannabis retail deliveries may be made only from a commercial cannabis retail business permitted by the City in compliance with this chapter, and in compliance with all State regulations.

2. All employees who deliver cannabis shall have valid identification and a copy of the retail business' cannabis business permit and State license at all times while making deliveries.
3. All commercial cannabis retail businesses shall maintain proof of vehicle insurance for any and all vehicles being used to transport cannabis goods as required by State law.
4. Deliveries may only take place during normal business hours of the commercial cannabis retail business.
5. During delivery, the delivery employee shall maintain a physical or electronic copy of the delivery request and shall make it available upon request by the licensing authority and law enforcement officers. The delivery request documentation shall comply with State law.
6. A licensed delivery employee shall not leave the State of California while possessing cannabis products while performing his or her duties for the cannabis retailer.
7. A commercial cannabis retail business shall maintain a list of all deliveries, including the address delivered to, the amount and type of product delivered, and any other information required by the State.
8. A manifest with all information required in this section shall accompany any delivery person at all times during the delivery process and delivery hours.
9. Any delivery method shall be made in compliance with State law, as amended, including use of a vehicle that has a dedicated GPS device for identifying the location of the vehicle (cell phones and tablets are not sufficient).
10. Each delivery request shall have a receipt prepared by the commercial cannabis retail business with the following information:
  - a. Name and address of the commercial cannabis retail business.
  - b. The name of the employee who delivered the order.
  - c. The date and time the delivery request was made.
  - d. The complete delivery addresses.
  - e. A detailed description of the cannabis goods requested for delivery including the weight or volume, or any accurate measure of the amount of cannabis goods requested.
  - f. The total amount paid for the delivery including any fees or taxes.
  - g. At the time of the delivery, the date and time delivery was made, and the signature of the person who received the delivery.
  - h. No cannabis delivery vehicle shall display signs, decals or any other form of advertisement.
  - i. Inspections by an authorized City representative may be conducted anytime during regular business hours.
11. Delivery must be made to a physical address that is not on publicly owned land, a school, a day care, or a youth center.
12. The delivery employee shall not carry cannabis goods valued in excess of \$5,000 at any time with no more than \$3,000 of cannabis goods that are not already part of a customer order that was processed prior to leaving the premises.
13. Delivery must be made in person by a direct employee of the licensed retailer. An independent contractor, third-party courier service, or an individual employed

through a staffing agency would not be considered directly employed by the licensed retailer.

**9-496. Cannabis employees.**

- (a) Any person who is an employee or who otherwise works within a cannabis business must be legally authorized to do so under applicable state law.
- (b) No cannabis business or owner thereof may employ any person who has been convicted of a felony within the past seven (7) years, unless that felony has been dismissed, withdrawn, expunged or set aside pursuant to Penal Code section 1203.4, 1000 or 1385, or who is currently on probation or parole for the sale, distribution, possession or manufacture of a controlled substance. Exempted from this prohibition is a conviction for a felony involving cannabis and/or marijuana for which the underlying cannabis or marijuana offense has subsequently been designated a misdemeanor or infraction or decriminalized pursuant to the provisions of the Control, Regulate and Tax Adult Use of Marijuana Act or federal law.
- (c) All employees must wear an identification badge while on the premises of the business, in a format authorized by the city manager. Any person employed by a single employer at multiple locations in the City may be required to obtain only one identification badge.

**9-497. Promulgation of administrative regulations.**

- (a) The city manager is also authorized to establish any additional administrative rules, regulations, policies, procedures and/or standards governing the issuance, denial or renewal of cannabis business permits, or concerning any other subject necessary to carry out the purposes of this chapter.
- (b) Regulations promulgated by the city manager shall become effective upon the date of publication. Cannabis businesses shall be required to comply with all state and local laws and regulations, including, but not limited to, any rules, regulations policies, procedures and/or standards adopted by the city manager.
- (c) Such administrative rules, regulations and/or standards may include establishing standards and timing for application processing, including but not limited to providing priority for existing licensees in good standing.

**9-498. Inspection and enforcement.**

- (a) The city manager is charged with enforcing the provisions of the Costa Mesa Municipal Code, or any provision thereof, and may enter the location of a cannabis business at any time during the hours of operation without notice, and inspect the location of any cannabis business as well as any recordings and records required to be maintained pursuant to this title or under applicable provisions of state law.
- (b) It is unlawful for any person having responsibility for the operation of a cannabis business, to impede, obstruct, interfere with, or otherwise not to allow, the city to conduct an inspection, review or copy records, recordings or other documents required to be maintained by a cannabis business under this chapter or under state or local law. It is also unlawful for a person to conceal, destroy, deface, damage, or falsify any

records, recordings or other documents required to be maintained by a cannabis business under this chapter or under state or local law.

#### **9-499. Violations.**

- (a) *Violations declared a public nuisance.* Each and every violation of the provisions of this chapter is hereby deemed unlawful and a public nuisance.
- (b) *Each violation a separate offense.* Each and every violation of this chapter shall constitute a separate violation and shall be subject to all remedies and enforcement measures authorized by the Costa Mesa Municipal Code. Additionally, as a nuisance per se, any violation of this chapter shall be subject to injunctive relief, any permit issued pursuant to this chapter being deemed null and void, disgorgement and payment to the city of any monies unlawfully obtained, costs of abatement, costs of investigation, attorney fees, and any other relief or remedy available at law or in equity. The city may also pursue any and all remedies and actions available and applicable under state and local laws for any violations committed by the cannabis business or persons related to, or associated with, the cannabis activity. Additionally, when there is determined to be an imminent threat to public health, safety or welfare, the city manager, or the chief of police, may take immediate action to temporarily suspend a cannabis business permit issued by the city, pending a hearing before the city council.
- (c) *Criminal penalties.* Each and every violation of the provisions of this chapter may be prosecuted as a misdemeanor and upon conviction be subject to a fine not to exceed one thousand dollars (\$1,000.00) or imprisonment in the County Jail for a period of not more than twelve (12) months, or by both such fine and imprisonment. Each day a violation is committed or permitted to continue shall constitute a separate offense.
- (d) *Remedies cumulative and not exclusive.* The remedies provided herein are not to be construed as exclusive remedies. The city is authorized to pursue any proceedings or remedies provided by law.



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-141

**Meeting Date:** 5/7/2024

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**TITLE:**

DE NOVO PUBLIC HEARING REGARDING PLANNING APPLICATION 22-08 FOR A CONDITIONAL USE PERMIT TO OPERATE A RETAIL CANNABIS STOREFRONT BUSINESS WITH DELIVERY LOCATED AT 2490 NEWPORT BOULEVARD ("NEWPORT WELLNESS")

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

**PRESENTED BY:** MICHELLE HALLIGAN, SENIOR PLANNER

**CONTACT INFORMATION:** MICHELLE HALLIGAN, SENIOR PLANNER, (714) 754-5608

**RECOMMENDATION:**

Staff recommends the City Council conduct a de novo hearing regarding Planning Application 22-08 and make findings regarding the final disposition of the application.



## Agenda Report

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Item #: 24-141

Meeting Date: 5/7/2024

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

**PRESENTED BY: MICHELLE HALLIGAN, SENIOR PLANNER**

**CONTACT INFORMATION: MICHELLE HALLIGAN, SENIOR PLANNER, (714) 754-5608**

**RECOMMENDATION:**

Staff recommends the City Council conduct a de novo hearing regarding Planning Application 22-08 and make findings regarding the final disposition of the application.

**APPLICANT OR AUTHORIZED AGENT:**

The applicant/authorized agent is Sean Maddocks on behalf of "Newport Wellness" and the property owner, Anne Trostle Johnson.

**BACKGROUND:**

The subject site is a 16,000-square-foot property located at 2490 Newport Boulevard, on the southwest corner of Newport Boulevard and Monte Vista Avenue. The site is zoned C1 (Local Business District) and is surrounded by C1 zoned properties to the south and east, the State Route 55 to the west, and residential properties, zoned R3 (Multiple-Family Residential District, High Density) located to the east. The site has a General Plan Land Use Designation of "Commercial Residential". Vehicular ingress/egress is obtained from a driveway located on Monte Vista Avenue. The subject property is located on one of the City's primary corridors paralleling State Route 55. Existing uses in the area include, but are not limited to, specialty stores, salons, restaurants, mini warehousing, automobile services, a hotel, and multi-family and single-family homes. See Figure 1 – Project Aerial

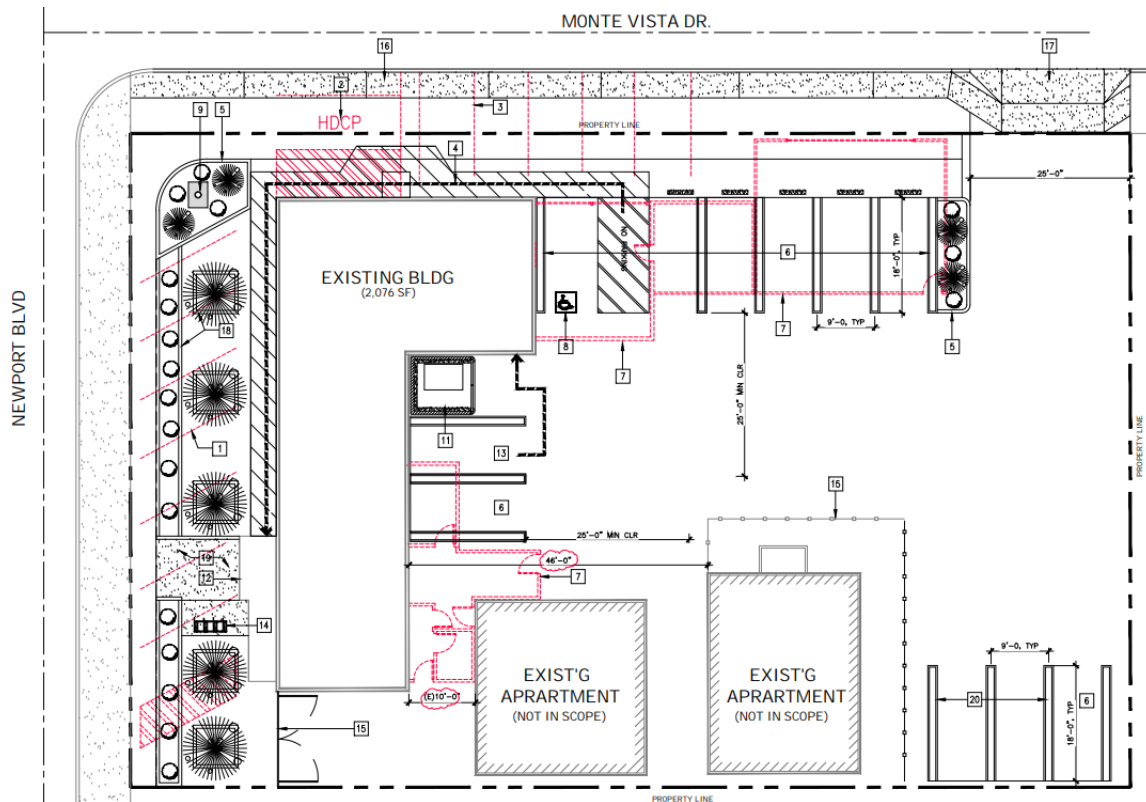
**Figure 1- Project Aerial****Figure 2 - Site Photo**

The subject property is developed with a 2,076-square-foot one-story multi-tenant commercial building and approximately 1,300-square-foot of unpermitted commercial structures, and two detached residential units. See Figure 2 – Site Photo. As proposed, the unpermitted commercial structures would be demolished. The 2,076-square-foot commercial structure and two residential units would remain. The proposed use is a retail cannabis storefront with delivery establishment (“Newport Wellness”) that would occupy all the commercial building following significant improvements. See Figure 3 – Proposed Site Plan. The application includes updating the structure to comply with current building and safety standards, and enhancing the building façade, landscaping, walls, and fences. See



Figure 4 – Proposed Elevation. Parking on site is considered legal-nonconforming with 12 parking spaces proposed (including credit for one bike rack). As proposed, the cannabis retail establishment would operate Monday through Sunday, between the hours of 7 AM and 10 PM, subject to conditions of approval as well as State and local laws pertaining to cannabis retail uses.

**Figure 3 - Proposed Site Plan**



**Figure 4 - Proposed Elevation**





**ANALYSIS:**

Pursuant to Costa Mesa Municipal Code (CMMC) Sections 13-28(B) and 13-200.93(c)(1), subject to the approval of the Planning Commission, a Conditional Use Permit (CUP) is required for the establishment of cannabis retail storefronts and non-storefronts (delivery) in a commercial zone. To obtain a CUP, an applicant must demonstrate that the proposed use is substantially compatible with surrounding developments, is consistent with the applicable General Plan provisions/policies, and will not be detrimental to the health, safety, and welfare of the public or otherwise injurious to property in the immediate area.

A detailed description of the proposed use, operations, and improvements to the property are described in the March 25, 2024 Planning Commission staff report (provided as Attachment 7) and attachments, linked below:

<https://costamesa.legistar.com/LegislationDetail.aspx?ID=6600444&GUID=124AEE41-6B92-49A2-B68D-6C39DCF99C84>

The Planning Commission meeting minutes are provided as an attachment to this report and the meeting video is linked below:

[https://costamesa.granicus.com/player/clip/4109?view\\_id=14&redirect=true](https://costamesa.granicus.com/player/clip/4109?view_id=14&redirect=true)

***Public Comment***

Fourteen public comment letters were submitted to the Planning Commission opposing the proposed use. Members of the public, in written and spoken testimony, stated concerns that the use would result in negative impacts to the public, as well as over-concentration of cannabis storefronts on Newport Boulevard. The Planning Commission public comment letters are provided in Attachment 6.

***Planning Commission Review***

The application was heard by the Planning Commission on March 25, 2024. After receiving staff's presentation and recommendation for approval, the Planning Commission asked questions of staff and then opened the public hearing. The applicant provided a presentation and responded to questions asked by members of the Planning Commission. The Planning Commission then heard and considered public comments before closing the public hearing. After closing the public hearing, the Planning Commissioners further discussed the proposed use. Two of the Commissioners stated concerns with the cannabis storefront site lighting potentially impacting nearby residential uses, and the incompatibility of the proposed cannabis storefront with the two on-site residential units in regard to hours of operation and potential traffic and noise. Three Commissioners noted that the proposed building and property improvements represented a significant investment in the property and its appearance. They identified that proposed conditions of approval, improvements to the commercial building and grounds, and added security would allow the proposed use to operate in a manner that meets the required CUP findings and applicable General Plan policies. Ultimately, the Planning Commission voted 3-2 to approve the CUP application, subject to the conditions of approval.

With the approval, the Planning Commission added the following two additional operational conditions of approval:

- 27. Any proposed modification to operational condition of approval No. 4 (which requires a security guard to be present at the subject property 24 hours per day) shall be reviewed by the Planning Commission for approval or denial.
- 28. A parking attendant shall be required to monitor the parking lot during business hours for at least the first three months from business opening, and after that time, the applicant may request that staff consider eliminating this requirement if parking conditions do not warrant the further need for the attendant.

The Planning Commission Resolution for approval is provided as Attachment 1.

### ***Calls for Review***

On April 1, 2024, Councilmember Harper submitted an application to call up for review the Planning Commission decision to consider potential impacts on residential uses, specifically related to hours of operation, parking, noise, signage, and lighting. On April 1, 2024, Councilmember Marr also submitted an application to call up for review the Planning Commission decision to consider land use compatibility and compliance with the General Plan. The filed applications for review are provided as Attachment 2.

### ***City Council “De Novo” Hearing***

Pursuant to CMMC Chapter 9, Appeal and Review Procedures, the City Council shall conduct a new or “de novo” review of the matter. The City Council may exercise its independent judgment and discretion in making a decision, and the call for review hearing is not limited to the grounds stated for the review or the evidence that was previously presented to the Planning Commission. The City Council’s decision on the matter is the final decision.

### ***Findings and Review Criteria***

Pursuant to the CMMC 13-29(g)(2), approval of the application must be based on evidence in the administrative record that substantially supports the following findings:

- *The proposed development or use is substantially compatible with developments in the same general area and would not be materially detrimental to other properties within the area;*
- *Granting the conditional use permit will not be materially detrimental to the health, safety and general welfare of the public or otherwise injurious to property or improvements within the immediate neighborhood; and*
- *Granting the conditional use permit will not allow a use, density or intensity which is not in accordance with the general plan designation and any applicable specific plan for the property.*

Staff has attached a draft City Council resolution for approval based on the March 25, 2024 Planning Commission's decision, including the two added conditions of approval (operational conditions of approval number 27 and 28). Should the City Council determine to overturn the Planning Commission's decision, staff requests that the City Council articulates its reasons for denial based on the required aforementioned findings in order for staff to incorporate those reasons into a resolution.

**ENVIRONMENTAL DETERMINATION:**

If considered for City Council approval, the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, for the permitting and/or minor alteration of Existing Facilities, involving negligible or no expansion of the existing or prior use. This project site contains existing structures that have been in continual commercial/residential use. The application does not propose an increase in commercial floor area or otherwise expand the prior commercial use, nor increase residential density. Furthermore, 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 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.

If the project is denied by the City Council, the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15270(a) for projects that a public agency rejects or disapproves.

**ALTERNATIVES:**

The City Council has the following alternatives:

- Uphold the Planning Commission's decision and adopt a Resolution to approve the application subject to conditions of approval (including any additional conditions required by the City Council);
- Overturn the Planning Commission's decision and adopt a Resolution to deny Planning Application 22-08; or
- Remand Planning Application 22-08 the Planning Commission to reconsider the matter based on specific City Council direction.

**FISCAL REVIEW:**

There are no fiscal impacts with this agenda item.

**LEGAL REVIEW:**

The City Attorney has reviewed and approved this report as to form.

**PUBLIC NOTICE:**

Pursuant to Title 13, Section 13-29(d), of the Costa Mesa Municipal Code, 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. 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.
3. **Newspaper publication.** A public notice was published once in the Daily Pilot newspaper.

Public comments received prior to the May 7, 2024, City Council meeting, may be viewed at this link: [CITY OF COSTA MESA - Calendar \(legistar.com\)](https://legistar.com/calendar/city-of-costa-mesa).

**CITY COUNCIL GOALS AND PRIORITIES:**

This item is administrative in nature.

**CONCLUSION:**

The subject review is intended to provide the City Council with an opportunity to conduct a de novo hearing for the application and make findings on the final disposition to uphold or overturn the Planning Commission's decision on the Newport Wellness cannabis retail Conditional Use Permit.

**RESOLUTION NO. 2024-xx**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, TO UPHOLD THE PLANNING COMMISSION'S DECISION AND APPROVE PLANNING APPLICATION 22-08 FOR A RETAIL CANNABIS STOREFRONT BUSINESS WITH DELIVERY LOCATED AT 2490 NEWPORT BOULEVARD (NEWPORT WELLNESS)**

THE CITY COUNCIL OF THE CITY OF COSTA MESA HEREBY FINDS AND DECLARES AS FOLLOWS:

WHEREAS, Planning Application 22-08 was filed by Sean Maddocks representing Newport Wellness, the authorized agent for the property owner, Anne Tostle Johnson, requesting approval of the following:

A Conditional Use Permit to operate a storefront retail and cannabis delivery business within an existing 2,076-square-foot commercial building located at 2490 Newport Boulevard. The business would sell pre-packaged cannabis and pre-packaged cannabis products directly to customers onsite and through delivery, subject to conditions of approval and other City and State requirements;

WHEREAS, a duly noticed public hearing was held by the Planning Commission on March 25, 2024 with all persons having the opportunity to speak for and against the proposal, and the project was approved by the Planning Commission on a 3-2 vote;

WHEREAS, Councilmember Marr and Councilmember Harper filed applications for review on April 1, 2024;

WHEREAS, a duly noticed public hearing was held by the City Council on May 7, 2024 with all persons having the opportunity to speak for and against the application;

WHEREAS, pursuant to the California Environmental Quality Act (CEQA), the project is exempt from the provisions of CEQA per Section 15301 (Class 1), for Existing Facilities;

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

WHEREAS, the City Council has considered all public comments which have been received either in writing or at the public hearing.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COSTA MESA HEREBY RESOLVES as follows:

BE IT RESOLVED that 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 City Council hereby upholds the approval of Planning Application 22-08 with respect to the property described above.

BE IT FURTHER RESOLVED that the Costa Mesa City Council 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 22-08 and upon applicant's compliance with each and all of the conditions in Exhibit B, and compliance with 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 7th day of May, 2024.**

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

ATTEST:

APPROVED AS TO FORM:

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

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

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

I, BRENDA GREEN, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 2024-XX and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 7<sup>th</sup> day of May 2024, 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 8th day of May 2024.

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Brenda Green, City Clerk

## EXHIBIT A

### FINDINGS

- A. Pursuant to CMMC Section 13-29(g), when granting an application for a conditional use permit, the review authority shall find that the evidence presented in the administrative record substantially meets required findings.

**Finding:** The proposed development or use is substantially compatible with developments in the same general area and would not be materially detrimental to other properties within the area.

**Facts in Support of Findings:** The subject site is located within a commercial zone (C1, Local Business District) where commercial development is specifically allowed to include retail uses. In addition, the property is located on one of the City's primary commercial corridors that is predominantly intended for commercial uses. Pursuant to the CMMC, cannabis retail storefronts are permitted uses in the C1 zone and are subject to extensive regulation. Additionally, the proposed cannabis retail storefront use is not located within 1,000 feet of a K-12 school, playground, licensed child daycare, homeless shelter, or youth center as defined in the CMMC.

As proposed and conditioned, the storefront would operate in a manner that is compatible with developments in the area. Proposed and conditioned storefront operations include limiting the hours of operation to the hours between 7 AM and 10 PM, posting signs in the parking lot directing customers to use consideration, having a security guard onsite, having a staff member periodically monitor the parking lot, limiting the hours the trash enclosure can be used, and shielding security lighting down and away from residences.

City records indicate that the subject site has been used for both commercial and residential uses since the 1950s or earlier. The most recent previous commercial uses include auto parts retail and automobile window tinting. Staff observed deferred property and building maintenance as well as several nonconforming conditions such as parking in required setbacks. If approved, the applicant would invest in significant site improvements, including bringing a commercial structure up to current building codes, adding landscaped planters and trees, constructing a parking lot to meet Code design standards, adding a bike rack, and replacing chain-link fencing with high quality fencing and walls. Staff does not anticipate that the proposed use, as proposed and conditioned, would be materially detrimental to properties in the area.

**Finding:** Granting the conditional use permit will not be materially detrimental to the health, safety and general welfare of the public or otherwise injurious to property or improvements within the immediate neighborhood.

**Facts in Support of Finding:** The proposed cannabis retail storefront has the potential to improve safety through a significant remodel that includes bringing



a commercial building up to current building codes, improving accessibility, replacing aging fencing and walls, adding security lighting, removing dilapidated structures, and removing parking from required setbacks and from encroaching into public rights-of-ways.

In addition, the proposed business would follow safety measures detailed in a professionally prepared security plan. The security plan was evaluated for compliance by the City's cannabis consultant, HdL. Measures designed to maintain safety at the site include, but are not limited to, security devices including window and door alarms, motion-detectors, limited access areas, and a monitored video surveillance system covering all exterior entrances, exits, exterior loading and unloading, and all interior limited access spaces. In addition, all employees must pass a live scan background check and obtain an identification badge from the City. The City and State requirements are designed to ensure that the proposed use would not be materially detrimental to the health, safety and general welfare of the public or be otherwise injurious to property or improvements within the immediate neighborhood.

**Finding:** Granting the conditional use permit will not allow a use, density or intensity which is not in accordance with the general plan designation and any applicable specific plan for the property.

**Facts in Support of Finding:** The property has a General Plan land use designation of "Commercial Residential". The intent of this land use designation is to allow a mix of commercial and residential zones along Newport Boulevard. The use is consistent with General Plan policies related to providing a mixture of commercial goods, services, and employment opportunities; expanding the City's tax base; and promoting the incubation of specialized businesses. The City's General Plan sets forth long-term policies that guide future development, whereas the Zoning Ordinance implements general plan policies through detailed development regulations, such as specific use types and building standards. Therefore, in determining General Plan compliance for the proposed cannabis retail storefront use, a comparison of the proposed use with the use, density and intensity allowed by the applicable zoning district is required. In this case, the applicable zoning district is "Local Business District" (C1). A variety of commercial uses are allowed in the C1 zone, including a retail cannabis storefront, subject to a CUP. No additional square footage is proposed; therefore, the proposed use would not increase the floor area ratio (building intensity) or increase the number of residential units onsite (density).

- B. If considered for City Council approval, the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, for the permitting and/or minor alteration of Existing Facilities, involving negligible or no expansion of the existing or prior use. This project site contains existing structures that have been in continual commercial or residential use. The application does not propose an increase in commercial floor area or

otherwise expand the prior commercial use nor increase residential density. Furthermore, 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 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 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**

#### **General**

- Plng.
1. The use of this property as a cannabis storefront business shall comply with the approved plans and terms described in the resolution, these conditions of approval, and applicable sections of the Costa Mesa Municipal Code (CMMC). The Planning Commission may modify or revoke any planning application based on findings related to public nuisance and/or noncompliance with conditions of approval [Title 13, Section 13-29(o)].
  2. Approval of the planning/zoning application is valid for two years from the effective date of this approval and will expire at the end of that period unless the applicant establishes the use by one of the following actions: 1) a building permit has been issued and construction has commenced, and has continued to maintain a valid building permit by making satisfactory progress as determined by the Building Official, 2) a certificate of occupancy has been issued, or 3) the use is established and a business license has been issued. A time extension can be requested no less than 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.
  3. No person may engage in any cannabis business or in any cannabis activity within the City including delivery or sale of cannabis or a cannabis product unless the person:
    - a. Has a valid Cannabis Business Permit from the City;
    - b. Has paid all Cannabis Business Permit and all application fees and deposits established by resolution of the City Council, including annual Community Improvement Division inspection deposits;
    - c. Has obtained all applicable planning, zoning, building, and other applicable permits from the relevant governmental agency which may be applicable to the zoning district in which such cannabis business intends to operate;
    - d. Has obtained a City business license pursuant to Chapter I of the Municipal Code;
    - e. Is in compliance with all requirements of the Community Improvement Division regarding the property;
    - f. Has obtained any and all licenses required by State law and/or regulations; and
    - g. Has satisfied all CUP conditions of approval.

4. Any change in the operational characteristics of the use shall be subject to Planning Division review and may require an amendment to the Conditional Use Permit, subject to either Zoning Administrator or Planning Commission approval, depending on the nature of the proposed change.
5. No cultivation of cannabis is allowed anywhere on the premises.
6. The uses authorized by this Conditional Use Permit must be conducted in accordance with all applicable State and local laws, including, but not limited to compliance with the most current versions of the provisions of the California Code of Regulations that regulate the uses permitted hereby. Any violation thereof shall be a violation of the conditions of this permit and may be cause for revocation of this permit.
7. Except for operations allowed by this Conditional Use Permit and under an active Cannabis Business Permit and State Type 10 license, no permit holder or any of its employees shall sell, distribute, furnish, and/or otherwise provide any cannabis or cannabis product to any person, firm, corporation, group or any other entity, unless that person or entity is a lawful, bona fide customer, or it possesses all currently valid permits and/or licenses required by both the State of California and applicable local governmental entity to lawfully receive such cannabis and to engage in a "cannabis activity" as defined by Costa Mesa Municipal Code sec. 9-485. The permit holder shall verify that the recipient, regardless of where it is located, of any cannabis or cannabis product sold, distributed, furnished, and/or otherwise provided by or on behalf of the permit holder, possesses all required permits and/or licenses therefor.
8. The applicant, the property owner and the operator (collectively referred to as "indemnitors") shall each jointly and severally 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 City's approval of the project, including but not limited to any proceeding under the California Environmental Quality Act. 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 indemnitors' joint and several 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.
9. If any section, division, sentence, clause, phrase or portion of this approval is 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.
10. The use shall operate in accordance with the approved Security Plan. Any changes to the Security Plan must be submitted to the Planning Division with

a written explanation of the changes. If the Director determines that changes are substantial, a modification to the Cannabis Business Permit and/or amendment to the CUP may be required.

11. A parking and security management plan, including techniques described in Operational Condition of Approval No. 7, must be approved by the Director of Economic and Development Services or designee prior to any grand opening or other high-volume event on the subject property.
- Bldg. 12. Development shall comply with the requirements of the following adopted codes: 2022 California Residential Code, 2022 California Building Code, 2022 California Electrical Code, 2022 California Mechanical Code, 2022 California Plumbing Code, 2022 California Green Building Standards Code and 2022 California Energy Code (or the applicable adopted, California Residential Code, California Building Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards and California Energy Code at the time of plan submittal or permit issuance) and California Code of Regulations also known as the California Building Standards Code, as amended by the City of Costa Mesa. Requirements for accessibility to sites, facilities, buildings and elements by individuals with disability shall comply with chapter 11B of the 2022 California Building Code.
- CBP 13. The operator shall maintain a valid Cannabis Business Permit and a valid Business License at all times. The Cannabis Business Permit application number associated with this address is MQ-21-39. Upon issuance, the Cannabis Business Permit will be valid for a two-year period and must be renewed with the City prior to its expiration date, including the payment of permit renewal fees. No more than one Cannabis Business Permit may be issued to this property.
14. The use shall operate in accordance with the approved Business Plan. Any changes to the Business Plan must be submitted to the Planning Division with a written explanation of the changes. If the Director determines that changes are substantial, a modification to the Cannabis Business Permit and/or amendment to the CUP may be required.
15. A Cannabis Business Permit may be revoked upon a hearing by the Director of Economic and Development Services or designee pursuant to Section 9-120 of the CMMC for failing to comply with the terms of the permit, the applicable provisions of the CMMC, State law or regulation and/or any condition of any other permit issued pursuant to this code. Revocation of the Cannabis Business Permit shall trigger the City's proceedings to revoke the Conditional Use Permit and its amendments. The Conditional Use Permit granted herein shall not be construed to allow any subsequent owner/operator to continue operating under PA-22-08 until a valid new Cannabis Business Permit is received from the City of Costa Mesa.
16. A change in ownership affecting an interest of 51 or more percent, or an incremental change in ownership that will result in a change of 51 or more percent over a three year period, shall require submittal and approval of a

- new Cannabis Business Permit. A change in ownership that affects an interest of less than 51 percent shall require approval of a minor modification to the Cannabis Business Permit.
- State 17. The business must obtain any and all licenses required by State law and/or regulation prior to engaging in any cannabis activity at the property.
18. The applicant shall obtain State License Type 10 prior to operating. The uses authorized by this Conditional Use Permit must be conducted in accordance with all applicable State and local laws, including, but not limited to compliance with the most current versions of the provisions of the California Code of Regulations that regulate the uses permitted hereby. Any violation thereof shall be a violation of the conditions of this permit and may be cause for revocation of this permit.
19. Suspension of a license issued by the State of California, or by any of its departments or divisions, shall immediately suspend the ability of a cannabis business to operate within the City, until the State of California, or its respective department or division, reinstates or reissues the State license. Should the State of California, or any of its departments or divisions, revoke or terminate the license of a cannabis business, such revocation or termination shall also revoke or terminate the ability of a cannabis business to operate within the City. This Conditional Use Permit will expire and be of no further force and effect if any State issued license remains suspended for a period exceeding six (6) months. Documentation of three violations during routine inspections or investigations of complaints shall result in the Community Improvement Division scheduling a hearing before the Director of Development Services to consider revocation of the Cannabis Business Permit.
20. Third parties are prohibited from providing delivery services for non-storefront retail.
21. Persons under the age of twenty-one (21) years shall not be allowed on the premises of this business, except as otherwise specifically provided for by state law and CMMC Section 9-495(h)(6). It shall be unlawful and a violation of this CUP for the owner/operator to employ any person who is not at least twenty-one (21) years of age.
- PD 22. Every manager, supervisor, employee or volunteer of the cannabis business must submit fingerprints and other information specified on the Cannabis Business Permit for a background check by the Costa Mesa Police Department to verify that person's criminal history. No employee or volunteer may commence paid or unpaid work for the business until the background checks have been approved. No cannabis business or owner thereof may employ any person who has been convicted of a felony within the past 7 years, unless that felony has been dismissed, withdrawn, expunged or set aside pursuant to Penal Code sections 1203.4, 1000 or 1385, or who is currently on probation or parole for the sale, distribution, possession or manufacture of a controlled substance.
- CID 23. Should any employee, volunteer or other person who possesses an identification badge be terminated or cease their employment with the

business, the applicant shall return such identification badge to the City of Costa Mesa Community Improvement Division within 24 hours, not including weekends and holidays.

24. The property owner and applicant shall use “Crime Prevention Through Environmental Design” techniques to reduce opportunities for crime, loitering and encampments on the property as deemed appropriate by the Community Improvement Manager and Director of Economic and Development Services.
- Finance 25. This business operator shall pay all sales, use, business and other applicable taxes, and all license, registration, and other fees and permits required under State and local law. This business operator shall cooperate with the City with respect to any reasonable request to audit the cannabis business’ books and records for the purpose of verifying compliance with the CMMC and this CUP, including but not limited to a verification of the amount of taxes required to be paid during any period.
26. The following records and recordkeeping shall be maintained/conducted:
  - a. The owner/operator of this cannabis business shall maintain accurate books and records, detailing all of the revenues and expenses of the business, and all of its assets and liabilities. On no less than an annual basis, or at any time upon reasonable request of the City, the owner/operator shall file a sworn statement detailing the number of sales by the cannabis business during the previous twelve month period (or shorter period based upon the timing of the request), provided on a per-month basis. The statement shall also include gross sales for each month, and all applicable taxes paid or due to be paid.
  - b. The owner/operator shall maintain a current register of the names and the contact information (including the name, address, and telephone number) of anyone owning or holding an interest in the cannabis business, and separately of all the officers, managers, employees, agents and volunteers currently employed or otherwise engaged by the cannabis business. The register required by this condition shall be provided to the City Manager upon a reasonable request.
  - c. The owner/operator shall maintain an inventory control and reporting system that accurately documents the present location, amounts, and descriptions of all cannabis and cannabis products for all stages of the retail sale process. Subject to any restrictions under the Health Insurance Portability and Accountability Act (HIPPA), the owner/operator shall allow City officials to have access to the business’s books, records, accounts, together with any other data or documents relevant to its permitted cannabis activities, for the purpose of conducting an audit or examination. Books, records, accounts, and any and all relevant data or documents will be produced no later than twenty-four (24) hours after receipt of the City’s request, unless otherwise stipulated by the City.
  - d. The owner/operator shall have in place a point-of-sale tracking system to track and report on all aspects of the cannabis business including,

but not limited to, such matters as cannabis tracking, inventory data, and gross sales (by weight and by sale). The owner/operator shall ensure that such information is compatible with the City's record-keeping systems. The system must have the capability to produce historical transactional data for review by the City Manager or designees.

- Insp.
27. The City Manager or designees may enter this business at any time during the hours of operation without notice, and inspect the location of this business as well as any recordings and records required to be maintained pursuant to Title 9, Chapter VI or under applicable provisions of State law. If the any areas are deemed by the City Manager or designee to be not accessible during an inspection, not providing such access is cause for the City to begin a cannabis business permit (CBP) and/or conditional use permit (CUP) and/or business license revocation process as prescribed by the applicable Municipal Code revocation procedures.
  28. Inspections of this cannabis business by the City will be conducted, at a minimum, on a quarterly basis. The applicant will pay for the inspections according to the adopted Fee Schedule.
  29. Quarterly Fire & Life Safety Inspections will be conducted by the Community Risk Reduction Division to verify compliance with the approved operation. The applicant will pay for the inspection according to the Additional Required Inspections as adopted in the Fee Schedule.
  30. Annual Fire & Life Safety Inspections will be conducted by the Fire Station Crew for emergency response pre-planning and site access familiarization. The applicant will pay for the inspection according to the adopted Fee Schedule.
  31. Pursuant to Title 9, Chapter VI, it is unlawful for any person having responsibility for the operation of a cannabis business, to impede, obstruct, interfere with, or otherwise not to allow, the City to conduct an inspection, review or copy records, recordings or other documents required to be maintained by a cannabis business under this chapter or under State or local law.

**Prior to Issuance of Building Permits**

1. Plans shall be prepared, stamped and signed by a California licensed Architect or Engineer.
2. The conditions of approval and ordinance or code provisions of Planning Application 22-08 shall be blueprinted on the face of the site plan as part of the plan check submittal package.



3. Prior to the Building Division issuing a demolition permit, the applicant shall contact the South Coast Air Quality Management District (AQMD) located at:  
21865 Copley Dr.  
Diamond Bar, CA 91765-4178  
Tel: 909- 396-2000  
Or visit its website:  
<http://www.costamesaca.gov/modules/showdocument.aspx?documentid=23381>. The Building Division will not issue a demolition permit until an Identification Number is provided by AQMD.
4. Odor control devices and techniques shall be incorporated to ensure that odors from cannabis are not detected outside the property, anywhere on adjacent property or public right-of-way. Building and mechanical permits must be obtained from the Building Division prior to work commencing on any part of the odor control system.
5. Plan check submittal shall:
  - Provide a trash enclosure.
  - Remove all chain link gates and fencing.
  - Replace perimeter walls/fencing with block walls or other high-quality material (subject to the 10'x10' visibility triangle at driveways).
  - Replace the gate fronting Newport Boulevard with wrought iron or another high-quality material.
  - Provide a wood, wrought iron, or other high quality material fence to separate the residential area from the commercial use.
  - Include landscaping and irrigation plans featuring landscaped planters along Newport Boulevard and Monte Vista Avenue and other locations where feasible, at least five 24-inch box size shade trees (not palm trees), shrubs, and living ground cover emphasizing drought-tolerant plants and native California plants (see condition no. 10 below).
  - Provide a permanent bike rack that is easily accessed via Newport Boulevard and has a minimum capacity of two bicycles and a minimum clearance of 2'x6'.
  - Provide odor control device specifications.
  - Provide an updated lighting plan and photometric study, including the new fence separating the residential units from the storefront use. The lighting plan shall show the locations of all security lighting. Lighting levels on the property including the parking lot shall be adequate for safety and security purposes (generally, at least 1.0 foot candle), lighting design and layout shall minimize light spill at the residential units, and at other light-sensitive uses (generally, no more than 0.5-footcandle at the property line), and glare shields may be required to prevent light spill.

- Provide sidewalk, curb, and gutter along Monte Vista Avenue designed to Public Works standards.
6. No signage shall be installed until the owner/operator or its designated contractor has obtained permits required from the City. Business identification signage shall be limited to that needed for identification only. Business identification signage shall not include any references to cannabis, whether in words or symbols. All signs shall comply with the CMMC.
  7. The plans and business operator shall comply with the requirements of the applicable California Fire Code, including any referenced standards as amended by the City of Costa Mesa.
  8. The Traffic Impact Fee as calculated by the Transportation Services Division shall be paid in full.
  9. Construction documents shall include a temporary fencing and temporary security lighting exhibit to ensure the site is secured during construction and to discourage crime, vandalism, and illegal encampments.
  10. Two (2) sets of detailed landscape and irrigation plans, which meet the requirements set forth in Costa Mesa Municipal Code Sections 13-101 through 13-108, 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.

**Prior to Issuance of a Certificate of Use/Occupancy**

1. The operator, contractors, and subcontractors must have valid business licenses to do business in the City of Costa Mesa. Final occupancy and utility releases will not be granted until all such licenses have been obtained.

**Prior to Issuance of Cannabis Business Permit**

1. The applicant shall contact the Planning Division for a facility inspection and provide a matrix of conditions of approval explaining how each was met prior to issuance of a Cannabis Business Permit.
2. The applicant shall pay the Planning Commission public notice fee (\$1 per notice post card) and the newspaper ad publishing cost.
3. The final Security Plan shall be consistent with the approved building plans.
4. Each entrance to the business shall be visibly posted with a clear and legible notice stating the following:
  - a. That smoking, ingesting, or otherwise consuming cannabis on the premises or in the areas adjacent to the cannabis business is prohibited;
  - b. That no person under the age of twenty-one (21) years of age is permitted to enter upon the premises of the cannabis business unless the business holds a retail medical cannabis license (M-license) issued by the state;

- c. That loitering by persons outside the facility both on the premises and within fifty (50) feet of the premises is prohibited; and
  - d. The premise is a licensed cannabis operation approved by the City of Costa Mesa. The City may also issue a window/door sticker, which shall be visibly posted.
- 5. The owner/operator shall obtain and maintain at all times during the term of the permit comprehensive general liability insurance and comprehensive automotive liability insurance protecting the permittee in an amount of not less than two million dollars (\$2,000,000.00) per occurrence, combined single limit, including bodily injury and property damage and not less than two million dollars (\$2,000,000.00) aggregate for each personal injury liability, products-completed operations and each accident, issued by an insurance provider admitted and authorized to do business in California and shall be rated at least A-:viii in A.M. Best & Company's Insurance Guide. Such policies of insurance shall be endorsed to name the City of Costa Mesa as an additional insured. Proof of said insurance must be provided to the Planning Division before the business commences operations. Any changes to the insurance policy must be submitted to the Planning Division within 10 days of the date the change is effective.
  - 6. The applicant shall submit an executed Retail Cannabis Business Permit Defense and Indemnity Agreement on a form to be provided by the City.
  - 7. The applicant shall post signs within the parking lot directing the use of consideration such as no loud voices, loud music, revving car engines, etc. The language of the parking lot signs shall be reviewed and approved by the Planning Division prior to installation.

### **Operational Conditions**

- 1. No product deliveries to the facility shall occur after 10:00 PM and before 7:00 AM.
- 2. Onsite sales hours of operations are limited to 7:00 AM to 10:00 PM Monday through Sunday.
- 3. The applicant shall submit an updated delivery vehicle list each quarter with the quarterly update to the employee roster which is required pursuant to the CBP. The number of delivery vehicles parked onsite shall not exceed the number of available onsite surplus parking spaces. Delivery vehicles shall not be parked on City streets.
- 4. At least one licensed security guard shall be onsite at all times.
- 5. The operator shall maintain free of litter all areas of the property under which applicant has control.
- 6. The use shall be conducted, at all times, in a manner that will allow the quiet and safe enjoyment of the surrounding neighborhood. The operator shall institute appropriate security and operational measures as necessary to comply with this requirement.
- 7. If parking shortages or other parking-related problems develop, the business owner or operator will be required to institute appropriate

operational measures necessary to minimize or eliminate the problem in a manner deemed appropriate by the Director of Economic and Development Services or designee. Temporary or permanent parking management strategies include, but are not limited to, reducing operating hours of the business, hiring an additional employee trained in traffic control to monitor parking lot use and assist with customer parking lot circulation, and offering discounts for online and phone orders.

8. While working, employees shall not park on residential streets unless doing so temporarily to make a cannabis delivery.
9. All employees must wear an identification badge while on the premises of the business, in a format prescribed by the City Manager or designee. When on the premises, badges must be clearly visible and worn on outermost clothing and above the waist in a visible location.
10. The operator shall ensure that all vehicles are properly maintained, all delivery drivers have a good driving record, and each driver conducts a visual inspection of the vehicle at the beginning of each shift.
11. The operator shall ensure that deliveries are grouped to minimize total vehicle trips.
12. During each delivery stop, the delivery vehicle shall be parked in a safe manner (i.e., not impeding traffic circulation), the engine shall be turned off and the vehicle shall be locked.
13. Delivery/vendor vehicle loading and unloading shall only take place within direct unobstructed view of surveillance cameras, located in close proximity to the vendor entry door, as shown on an exhibit approved by the Director of Economic and Development Services or designee. No loading and unloading of cannabis products into or from the vehicles shall take place outside of camera view. The security guard shall monitor all on-site loading and unloading of vehicles. Video surveillance cameras shall be installed on the exterior of the building with direct views of the vendor entry door and the entire parking lot. Any modifications or additional vehicle loading and unloading areas shall be submitted to the Director of Economic and Development Services or designee for approval.
14. Delivery/vendor vehicle standing, loading and unloading shall be conducted so as not to interfere with normal use of streets, sidewalks, driveways and on-site parking.
15. The sale, dispensing, or consumption of alcoholic beverages on or about the premises is prohibited.
16. No outdoor storage or display of cannabis or cannabis products is permitted at any time.
17. Cannabis shall not be consumed on the property at any time, in any form.
18. The owner/operator shall prohibit loitering on and within fifty (50) feet of the property.
19. No cannabis or cannabis products, or graphics depicting cannabis or cannabis products, shall be visible from the exterior of the property, or on any of the vehicles owned or used as part of the cannabis business.

20. The owner or operator shall maintain air quality/odor control devices by replacing filters on a regular basis, as specified in the manufacturer specifications.
21. If cannabis odor is detected outside the building, the business owner or operator shall institute corrective measures necessary to minimize or eliminate the problem in a manner deemed appropriate by the Director of Economic and Development Services.
22. Cannabis liquid or solid waste must be made unusable and unrecognizable prior to leaving a secured storage area and shall be disposed of at facility approved to receive such waste. No cannabis products shall be disposed in the exterior trash enclosure. If any damaged or expired cannabis products must be disposed, the owner or operator shall return the damaged or expired cannabis products to the original licensed distributor or vendor and follow all applicable State and City regulations.
23. Waste disposal to the exterior trash enclosure shall be limited between the hours of 8 AM and 8 PM to prevent noise impacts to the abutting residential units.
24. Each transaction involving the exchange of cannabis goods between the business and consumer shall include the following information: (1) Date and time of transaction; (2) Name and employee number/identification of the employee who processed the sale; (3) List of all cannabis goods purchased including quantity; and (4) Total transaction amount paid.
25. All cannabis products shall be secured in a locked container during transportation between the facility and delivery and vendor vehicles. Prior to a vendor's arrival, vendors are required to give notice to facility personnel. Upon arrival, authorized facility personnel shall escort the vendor to the facility.
26. A staff person shall be required to periodically monitor the exterior including the parking lot especially during the evening to ensure customers and vendors are using consideration (i.e. abiding by the parking lot signs as conditioned in Cannabis Business Permit Condition No. 7) when entering or leaving the business.
27. Any proposed modification to operational condition of approval No. 4 (which requires a security guard to be present at the subject property 24 hours per day) shall be reviewed by the Planning Commission for approval or denial.
28. A parking attendant shall be required to monitor the parking lot during business hours for at least the first three months from business opening, and after that time, the applicant may request that staff consider eliminating this requirement if parking conditions do not warrant the further need for the attendant.



## City of Costa Mesa

### ATTACHMENT 2

☐ Appeal of Planning Commission Decision:

\$1,220.00 (Tier 1)<sup>1</sup>

\$3,825.00 (Tier 2)<sup>2</sup>

☐ Appeal of Non-Planning Commission Decision:

\$690.00 (Tier 1)<sup>1</sup>

\$3,825.00 (Tier 2)<sup>2</sup>

RESERVE FOR FILING STAMP

RECEIVED  
CITY CLERK

24 APR -1 PM 2:50

CITY OF COSTA MESA

File with: City Clerk *[Signature]*  
City of Costa Mesa  
77 Fair Drive  
Costa Mesa, CA 92626  
714-754-5225

### APPLICATION FOR APPEAL OR REVIEW

Applicant Name\* Donald Harper, Council Member  
Address 77 Fair Drive, Costa Mesa CA 92626  
Phone 949 524-0188

REQUEST FOR: ☐ **APPEAL** ☒ **REVIEW\*\***

Decision of which appeal or review is requested: (give application number, if applicable, and the date of the decision, if known.)

Reconsider the Planning Commission's decision to approve PA-22-08

Decision by: Planning Commission which passed 3 to 2 with two planning commissioners absent.

Reasons for requesting appeal or review:

Proposal **PA-22-08** may significantly and negatively impact our residential community, which is already saturated with cannabis retail stores. The current proposed business is **within 100 feet of Laurel Point Townhomes**. Having children live so close to an adult only business raises serious safety concerns, as does the proposed business' proximity to a Christian University, and the Orange County Fairgrounds. They may be targeting our youth.

The anticipated hours of operation, **(7:00 AM-10:00 PM)** increased traffic, and proposed lighting are also objectionable. Nearby residents will hear retail business activity, consumers, and delivery trucks, and there is already a **serious lack of resident/street parking. Business lighting and signage** will shine directly into resident homes, disrupt personal enjoyment, and sleep. This is bound to negatively impact property values.

Date 4/1/2024

Signature *[Signature]*

\*If you are serving as the agent for another person, please identify the person you represent and provide proof of authorization.

\*\*Review may be requested only by Planning Commission, Planning Commission Member, City Council, or City Council Member

**For office use only – do not write below this line**

SCHEDULED FOR THE CITY COUNCIL/PLANNING COMMISSION MEETING OF:

If appeal or review is for a person or body other than City Council/Planning Commission, date of hearing of appeal or review

Updated September 2023

<sup>1</sup> Includes owners and/or occupants of a property located within 500 feet of project site (excluding owners and/or occupants of the project site).

<sup>2</sup> Includes the project applicant, owners and/or occupants of the project site, and owners and/or occupants of a property located greater than 500 feet from the project site. **496**





# City of Costa Mesa

RESERVE FOR FILING STAMP

RECEIVED  
CITY CLERK

24 APR -1 PM 3:24

☐ Appeal of Planning Commission Decision:

\$1,220.00 (Tier 1)<sup>1</sup>

\$3,825.00 (Tier 2)<sup>2</sup>

☐ Appeal of Non-Planning Commission Decision:

\$690.00 (Tier 1)<sup>1</sup>

\$3,825.00 (Tier 2)<sup>2</sup>

File with: City Clerk  
City of Costa Mesa  
77 Fair Drive  
Costa Mesa, CA 92626  
714-754-5225

## APPLICATION FOR APPEAL OR REVIEW

Applicant Name\*

ANDREA MARR

Address

954 ORONADO DR

Phone

443-254-8258

REQUEST FOR: ☐ APPEAL ☒ REVIEW\*\*

Decision of which appeal or review is requested: (give application number, if applicable, and the date of the decision, if known.)

Reconsider + review PA 22-08

Decision by: Planning Commission

Reasons for requesting appeal or review:

Land use compatibility of location +  
compliance with Costa Mesa's  
general Plan.

Date:

4/1/2024

Signature:

*[Handwritten Signature]*

\*If you are serving as the agent for another person, please identify the person you represent and provide proof of authorization.

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SCHEDULED FOR THE CITY COUNCIL/PLANNING COMMISSION MEETING OF:

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Updated September 2023

<sup>1</sup> Includes owners and/or occupants of a property located within 500 feet of project site (excluding owners and/or occupants of the project site).

<sup>2</sup> Includes the project applicant, owners and/or occupants of the project site, and owners and/or occupants of a property located greater than 500 feet from the project site.

Application for Cannabis Retail Store

Newport Wellness

2490 Newport Blvd

Dear Mr. Mayor and Esteemed City Council,

Newport Wellness would like to offer the following Applicant Letter in response to a “Request for Review”.

**About Newport Wellness:**

Newport Wellness is led by a Costa Mesa resident, and a Team of locals with experience in the regulated cannabis industry and has adjacent Hemp industry experience. This venture represents the opportunity of a local resident to pursue his aspiration of opening a retail cannabis business in his hometown.

**Relied on City Cannabis Process for over 2 years:**

The Applicant has relied on the City developed Regulatory Scheme and Application process that was based on:

- The City’s polling of Residents to seek regulatory input, including:
  - Where to locate buffers to sensitive uses, buffers to homeless shelters, buffers between store, buffers to residential, should there be a security guard, hours of operation
- The City Council’s discussion and deliberation:
  - All the elements of a Cannabis Ordinance
  - With members of the Cannabis Industry
  - With Staff and Hdl, the City’s subject matter expert
- The City Council’s drafted and approved Cannabis Ordinance, which implemented these considerations
- The City Council’s putting this Ordinance to a vote of Costa Mesa Residents
  - **Vote passed by 65%, 2 out of 3 Costa Mesa voters agreed**

**Staff Recommended Approval:**

Planning Staff worked long and hard to bring a vetted and thoughtful Application to the Planning Commission:

- Reviewed Application, made comments and modifications. Worked with Applicant over 18+ months to offer a project that complied with Land Use and all other regulatory requirements under the City’s Cannabis Ordinance and General Plan.
- Outlined necessary “Findings” specifically related to the proposed project and its location
- Articulated “Facts in support of Findings”
- Recommended Approval



# **Newport Wellness - 2490 Newport Blvd - City Council Review - Applicant Letter**

## **Planning Commission Approved:**

The Planning Commission listened to Staff, heard the Applicant Presentation and asked a lot of questions:

- Deliberated, discussed and considered “Findings of Fact”. This included deliberating the very factors being brought in front of Council and making a professional recommendation to approve the Application.
- Planning Commission’s ultimate decision was based on Following the Rule of Law based on the project’s conformity with City Ordinances and the General Plan
- Approved the Application

## **Recent Cannabis Ordinance Modifications do not apply to this Application:**

During Planning Commission and City Council public consideration of the Cannabis Ordinance modifications, it was made clear that these modifications would only impact future Applications and not be applied to any current Applications. This Application was brought to the Planning Commission prior to any final changes or amendments that apply to future Applications.

## **Proximity to Residential:**

Below you will see 14 other projects either in similar or closer proximity, have been previously approved.

We heard concerns from Residents across Monte Vista, which is a Gated Community. No concerns were raised at the Planning Commission Hearing from any other residents in proximity to the location.

## **2 Residents potentially most impacted are in support of the Application:**

The Applicant and Property owner have committed to retaining the Residents who are located on the same parcel as shown on the Site Plan.

- 2 most impacted Residents are in support, have written and letter and intend to speak in support
- Rather than displacement, we have the support because of recognition of improvements and that the security will help mitigate impacts of life on Newport Blvd

## **Significant Improvement to Mid Century, differed maintenance property:**

- Please note the Before and After pictures below which evidence a vast improvement of the subject property and presumably a positive impact for surrounding properties
- Cannabis Retail Stores have made significant investments to modernize the Commercial Retail Corridor
- The new modern configuration will no longer have cars backing out onto Newport Blvd

## **Cannabis Retail Stores have not caused issues:**

Cannabis Retail Stores are the most regulated business in Costa Mesa and as a result, have not caused any substantive issues, despite to date, unfounded concerns by many.

- Public Records indicate there are no significant concerns with Police Calls for Service for such businesses
- The Police Chief has verified this on several public occasions

## **Newport Wellness - 2490 Newport Blvd - City Council Review - Applicant Letter**

- There are no significant Code Enforcement issues
- There are no parking impact complaints for these types of businesses
- A recently published Orange County Grand Jury Report had several key findings relating to Legal and Licensed Cannabis Businesses, which include:
  - A decrease in Crime
  - Significant reduction in unregulated, unpermitted cannabis retail stores
  - Significant Tax Revenue contribution to support the public good

### **Parking:**

Our Application has demonstrated an improvement in circulation and that the project is parked, as supported by Staff. We are concerned about Residents sharing concerns of residential parking impacts on Monte Vista. The existence of a current parking problem should not have a bearing on a project with conscientious parking considerations and agreed upon conditions of approval relating to parking and traffic. We encourage City Council to investigate and consider the causes of current parking issues so they can be corrected and not impact our business.

### **Significant Tax Revenue and Economic Contributions:**

The proposed project offers the opportunity to generate significant local economic contributions, including:

- ~\$3m in annual revenue, likely to go higher over time
- ~\$200,000 for the Arts
- ~\$200,000 for First Time Home Buyers
- ~\$300,000 in Annual Employee Compensation

### **Conclusion:**

This project not only represents the culmination of a local Costa Mesa resident pursuing his aspirations of opening a business in his hometown, but the proposed business is also in conformance with the City's Ordinance, Land Use Principals, and General Plan while offering substantial benefits to the City and surrounding area. We respectfully request City Council to follow the rule of law and uphold the Planning Commission's approval of our project, consistent with Staff's recommendation.

Sincerely,

*Keith Scott*

Keith J. Scott

Owner & Costa Mesa Resident

## APPLICATION FOR REVIEW - - REASONS FOR REQUESTING REVIEW

### Council Member Don Harper

#### REASONS

#### APPLICANT RESPONSE

<ul style="list-style-type: none"><li>• <b>Negative Impacts on Residential</b></li></ul>	<ul style="list-style-type: none"><li>• Of important note, the 2 most potentially impacted residents on the site are both in support of the project. Those who should have the most impacts are not concerned</li><li>• Public Records indicate Cannabis Retail Stores have low incidents of Police Calls for Service</li><li>• Police Chief has shared at City Council meetings that there are no issues with Cannabis Retail</li><li>• There have been no residents going to Planning Commission or City Council with documented or specific issues. All are theoretical, hypothetical or demonstrate an individual position against cannabis in general.</li></ul>
<ul style="list-style-type: none"><li>• <b>Cannabis Saturation</b></li></ul>	<ul style="list-style-type: none"><li>• There are no regulatory numeric limits for current cannabis applicants</li><li>• There are no separation buffers for current cannabis applicants</li><li>• Process of developing the Cannabis Regulatory Scheme and outcome:<ul style="list-style-type: none"><li>○ City Council polled residents to seek feedback on what elements to include in ordinance</li><li>○ Developed a customized ordinance based on that poll, lengthy discussions with the industry and with residents</li><li>○ That Ordinance was put to the voters: 2 out of 3 voters supported</li><li>○ The Applicant relied on this process and the outcome in selecting a property, paying fees, preparing the application and enduring the high carrying costs of a long process</li></ul></li><li>• Distance to existing Cannabis Retail Stores<ul style="list-style-type: none"><li>○ North on Newport Blvd: 2664 Newport is 0.4 miles / over 2,000 feet / 9 minute walk</li><li>○ South on Newport Blvd: 2332 Newport is 0.4 miles / 2,000 feet / 9 minute walk</li><li>○ Across Newport Blvd: 2301 Newport is 2,500 feet away, across 8 lanes of freeway</li></ul></li></ul>
<ul style="list-style-type: none"><li>• <b>Proximity to Christian University</b></li></ul>	<ul style="list-style-type: none"><li>• There are no State distance requirements to Universities</li><li>• There are no City distance requirements to Universities</li><li>• The only distance requirements for schools are K-12</li><li>• There are no “youth centers” at the Christian University</li><li>• Anyone traveling south on Newport Blvd from the Christian University would pass directly by 3 approved Cannabis Stores</li></ul>
<ul style="list-style-type: none"><li>• <b>Hours of Operation</b></li></ul>	<ul style="list-style-type: none"><li>• Cannabis Retail Store hours are restricted with a Conditional Use Permit</li></ul>

## Newport Wellness - 2490 Newport Blvd - City Council Review - Applicant Letter

	<ul style="list-style-type: none"> <li>• There are by right use options that would not be have hours conditioned and could operate earlier and later hours</li> <li>• An example is a Vape Shop, that could open earlier and stay open till midnight</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Increased Traffic</b></li> </ul>	<ul style="list-style-type: none"> <li>• Staff used the International Traffic Engineer standard of a Pharmacy with Drive through to determine traffic impacts               <ul style="list-style-type: none"> <li>○ The City has collected over \$1 million in Traffic Impact Fees</li> <li>○ This project will pay a Traffic Impact Fee to mitigate impacts</li> <li>○ Applicant does not agree there will be impacts</li> </ul> </li> <li>• To date, there are no reports of increased traffic associated with Cannabis Retail Stores</li> <li>• Simple drive-bys of any of the open Cannabis Retail Stores evidence the lack of parking issues</li> <li>• By adding an additional Cannabis Retail Store, this would create fewer traffic issues</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Lack of Resident Street Parking</b></li> </ul>	<ul style="list-style-type: none"> <li>• The Application has demonstrated an ability to park the project, as reviewed and approved by City Staff, we has determined to make a recommendation to support the approval of the CUP</li> <li>• The Applicant has heard of issues with street parking and has been monitoring the issue</li> <li>• The applicant offered an additional condition relating to parking monitoring</li> <li>• If it is determined the parking issues are a result of the residential uses in proximity, what can be done to control this impact? Can we make sure all garages are not used for storage and are available for parking? This might alleviate the parking issues raised by neighboring residents</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Business Lighting</b></li> </ul>	<ul style="list-style-type: none"> <li>• Each Cannabis Business Application has been required to have a Lighting Engineer produce a Photometric Study, demonstrating how placement and strength of light and use of science indicate where light is and light is not</li> <li>• Please note, that this is a condition introduced by the planning commission. It was important to Commission to have enough light to support the Police Department's visual patrol and not adversely impact the residents of adjacent businesses</li> <li>• A by right use, like a vape shop, would have no such requirement</li> <li>• This project has utilized "Crime Prevention through Environmental Design"</li> </ul>

**Newport Wellness - 2490 Newport Blvd - City Council Review - Applicant Letter**  
**APPLICATION FOR REVIEW - - REASONS FOR REQUESTING REVIEW**

**Council Member Andrea Marr**

**REASONS**

**APPLICANT RESPONSE**

<ul style="list-style-type: none"><li>• <b>Land Use Compatibility of Location</b></li></ul>	<ul style="list-style-type: none"><li>• <b><u>STAFF:</u></b><ul style="list-style-type: none"><li>○ In the professional opinion of Staff, <b>Staff recommended approval of the project</b></li><li>○ Staff prepared Exhibit A.</li><li>○ Staff's report Includes specific Findings and supporting facts</li></ul></li><li>• <b><u>PLANNING COMMISSION:</u></b><ul style="list-style-type: none"><li>○ In the professional opinion of Staff, <b>Staff recommended approval of the project</b></li><li>○ Planning Commission voted to approve the Application after careful deliberation of the issues before Council</li></ul></li></ul>
<ul style="list-style-type: none"><li>• <b>Compliance with Costa Mesa's General Plan</b></li></ul>	<ul style="list-style-type: none"><li>• <b><u>STAFF:</u></b><ul style="list-style-type: none"><li>○ In the professional opinion of Staff, <b>Staff recommended approval of the project</b></li><li>○ Staff prepared Exhibit A.</li><li>○ Includes Findings and supporting facts</li><li>○ Staff report included specific findings of General Plan conformance</li></ul></li><li>• <b><u>PLANNING COMMISSION:</u></b><ul style="list-style-type: none"><li>○ In the professional opinion of Staff, <b>Staff recommended approval of the project</b></li><li>○ Planning Commission voted to approve the Application based on conformance with the General Plan</li></ul></li></ul>
<ul style="list-style-type: none"><li>• <b>Cannabis Ordinance Modifications, when they become final, will only be applied to future Applications and not applied to current Applications</b></li></ul>	<ul style="list-style-type: none"><li>• This Application came to Planning Commission before Ordinance modifications finalized</li><li>• Public discussion indicated City Council intent to only apply the new regulations to future Applications and that these modifications would not be applied to existing Applications</li><li>• The current Applicant chose this location over 2 years ago relying on the Council's original ordinance.</li></ul>

## Newport Wellness - 2490 Newport Blvd - City Council Review - Applicant Letter

- Professional Staff **Recommended Approval**
- Professional Staff **outlined necessary “FINDINGS”**
- Professional Staff **articulated “FACTS IN SUPPORT OF FINDING”**
- **Planning Commission** deliberated, discussed and considered Findings and Facts, and **APPROVED the Application**



### **PLANNING COMMISSION AGENDA REPORT**

MEETING DATE: MARCH 25, 2024      ITEM NUMBER: PH-1

**SUBJECT:** PLANNING APPLICATION 22-08 FOR A RETAIL CANNABIS STOREFRONT BUSINESS WITH DELIVERY LOCATED AT 2490 NEWPORT BOULEVARD (NEWPORT WELLNESS)

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

**PRESENTATION BY:** MICHELLE HALLIGAN, SENIOR PLANNER

**FOR FURTHER INFORMATION CONTACT:** MICHELLE HALLIGAN  
714-754-5608  
MICHELLE.HALLIGAN@COSTAMESACA.GOV

#### **RECOMMENDATION**

Staff recommends the Planning Commission adopt a Resolution to:

1. Find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class 1) Existing Facilities; and
2. Approve Planning Application 22-08 subject to the conditions of approval as contained in the Resolution.

**Finding:** Granting the conditional use permit will not allow a use, density or intensity which is not in accordance with the general plan designation and any applicable specific plan for the property.

**Facts in Support of Finding:** The property has a General Plan land use designation of "Commercial Residential". The intent of this land use designation is to allow a mix of commercial and residential zones along Newport Boulevard. The use is consistent with General Plan policies related to providing a mixture of commercial goods, services, and employment opportunities; expanding the City's tax base; and promoting the incubation of specialized businesses. The City's General Plan sets forth long-term policies that guide future development, whereas the Zoning Ordinance implements general plan policies through detailed development regulations, such as specific use types and building standards. Therefore, in determining General Plan compliance for the proposed cannabis retail storefront use, a comparison of the proposed use with the use, density and intensity allowed by the applicable zoning district is required. In this case, the applicable zoning district is "Local Business District" (C1). A variety of commercial uses are allowed in the C1 zone, including a retail cannabis storefront, subject to a CUP. No additional square footage is proposed; therefore, the proposed use would not increase the floor area ratio (building intensity) or increase the number of residential units onsite (density).

## RESIDENTIAL PROXIMITY

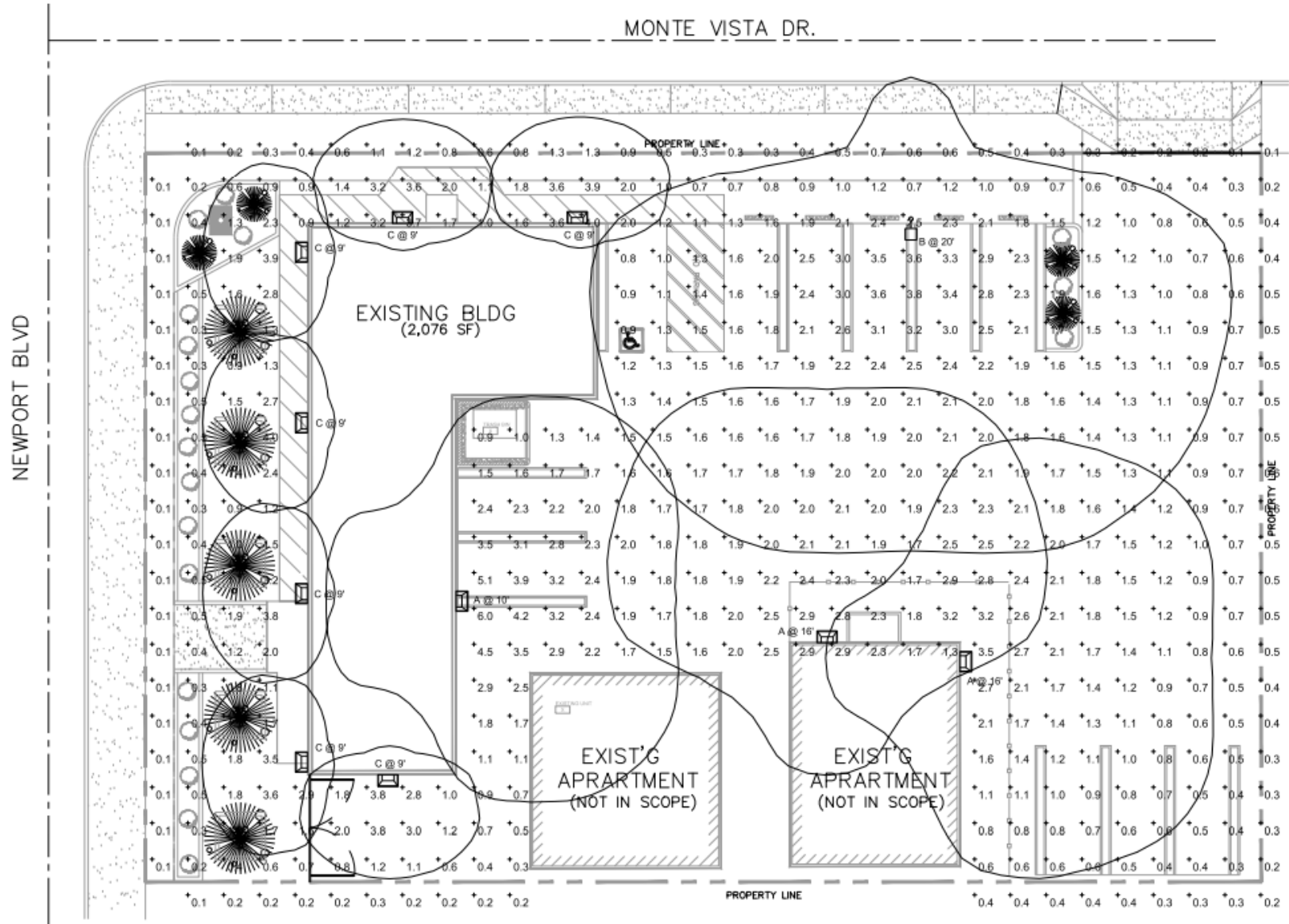
### 14 Cannabis Stores Approved in similar Proximity to Residential

### 2490 Newport Blvd is 40 feet from GATED Residential

PA #	ADDRESS	NAME	Distance: PL - PL
21-14	1921 Harbor Blvd	High Seas	0 ft
21-17	2845 Harbor Blvd	Mr Nice Guy	50 ft (across st)
21-18	1854 Newport Blvd	Mr Nice Guy	90 ft
21-19	2710 Harbor Blvd	Stiiizy	50 ft
21-29	170 E 17 <sup>th</sup> St	Catalyst	50 ft (across st)
21-31	167 Cabrillo	Native Garden	50 ft (across st)
21-37	2146 Newport Blvd	Off the Charts	30 ft
21-34	2332 Newport Blvd	Flower Factory	20 ft (across alley)
21-39	770 W 19 <sup>th</sup> st	Nebrina	0 ft
21-40	2664 Newport Blvd	Secret Garden	0 ft
22-02	1860 Newport Blvd	Newport Flower	0 ft
22-05	1505 Mesa Verde	SCCC	75 ft (across st)
22-07	2013 Newport Blvd	Strains	0 ft (across access)
21-21	2001 Harbor Blvd	South Coast Safe Access	50 ft (across st)

# Newport Wellness - 2490 Newport Blvd - City Council Review - Applicant Letter

## Photometric Study to demonstrate Crime Prevention through Environmental Design





## SIGNIFICANT SITE IMPROVEMENTS

### NO CANNABIS-IDENTIFYING SIGNAGE



### AFTER



# Newport Wellness - 2490 Newport Blvd - City Council Review - Applicant Letter

## Applicants Relied on Measure Q



## Ballot Measures-Q

Section  
**11**

Full Text of Measure Q  
City of Costa Mesa

The City Council for the City of Costa Mesa submits the following measure to the voters of the City for approval and enactment:

### SECTION 1. Name.

This ballot measure shall be known and may be cited as “the City of Costa Mesa Retail Cannabis Tax and Regulation Measure” and shall be referred to herein as the “Measure.”

### SECTION 2. Purpose.

The purpose of the Measure is to amend Measure X to allow the City Council to adopt, and thereafter amend, by a 2/3 vote of the entire membership of the City Council, one or more ordinances to provide for the specific areas in the City within which City and state licensed cannabis retail storefront (dispensary) and non-storefront (delivery only) uses can be located; to provide minimum standards for future City regulation of these uses; and to impose a general tax on all retail and delivery cannabis businesses within the City, as well as on businesses making deliveries into the City if such deliveries are permitted by the City, at a rate of 4 to 7% of gross receipts. Nothing contained in this Measure is intended to limit, curtail or abrogate the City's power to impose greater restrictions or limitations on retail cannabis uses than those set forth herein.

Now, therefore, the People of the City of Costa Mesa do ordain as follows:

**AN ORDINANCE OF THE PEOPLE OF THE CITY OF COSTA MESA, CALIFORNIA, TO AMEND MEASURE X BY AUTHORIZING THE CITY COUNCIL TO ADOPT AN ORDINANCE PERMITTING, REGULATING AND ESTABLISHING A GROSS RECEIPTS TAX OF BETWEEN 4 TO 7% ON THE RETAIL SALE AND DELIVERY OF CANNABIS WITHIN THE CITY AS EXPRESSLY LIMITED HEREIN.**

### SECTION 3. Uncodified ordinance.

The City Council of the City of Costa Mesa, pursuant to the procedures set forth in the Government Code and the City's Municipal Code and without prior approval of the electorate, may amend those provisions of Measure X that require a vote of the electorate as set forth in Ordinance No. 16-15, Section 8, “Future Changes”, as amended and as codified in Chapters I and VI of Title 9 and/or Chapters IV and IX of Title 13 of the Municipal Code, by the adoption or amendment of one or more ordinances to permit, regulate and/or impose a gross receipts tax upon the retail sale, both storefront (dispensaries) and non-storefront (delivery), of cannabis within the City, provided that such ordinance or amendment is adopted by a two-thirds vote of the entire membership of the City Council and meets the following minimum standards:

- the premises of retail storefront uses may be permitted in the commercial zone only;
- the premises of retail non-storefront (delivery) uses may be permitted in both the commercial zone and in the Green Zone only;
- the premises of retail storefront uses must be located a minimum of 1,000 feet from existing and permitted child daycare locations, K-12 schools, playgrounds, and/or homeless shelters, all as defined in the Zoning Code or as may otherwise be defined by City regulation or ordinance;



**City Council determined distance Buffers from Sensitive Uses**

**City Council considered, polled and determined not to include a buffer from Residential**

## Costa Mesa City Council Meeting



## 2 of 3 Costa Mesa Voters Support

Q-City of Costa Mesa, Retail Cannabis Tax and Regulation Measure (VOTE FOR 1)			
<input checked="" type="checkbox"/> Yes	33,291	65.17%	<div><div></div></div>
<input type="checkbox"/> No	17,793	34.83%	<div><div></div></div>

**City Council determined  
Commercial Zone Only**

UNOFFICIAL UNTIL APPROVED

**MEETING MINUTES OF THE CITY OF  
COSTA MESA PLANNING COMMISSION****March 25, 2024****PUBLIC HEARINGS:****1. PLANNING APPLICATION 22-08 FOR A RETAIL CANNABIS STOREFRONT BUSINESS WITH DELIVERY LOCATED AT 2490 NEWPORT BOULEVARD (NEWPORT WELLNESS)**

**Project Description:** Planning Application 22-08 is a request for a Conditional Use Permit to allow an approximate 2,000-square-foot retail cannabis storefront use with delivery in an existing single-story commercial building located at 2490 Newport Boulevard.

**Environmental Determination:** The project is exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class 1), Existing Facilities.

The following two ex-parte Planning Commission communications were reported:

Commissioner Viviar spoke on the phone with Kate Klimow.

Chair Ereth spoke on the phone with Kate Klimow. and spoke with Attorney Alexander Haberbusch who is representing some Eastside Costa Mesa residents.

Michelle Halligan, Senior Planner, presented the staff report.

The Commission asked questions of staff including discussion of number of units on the property, proposed trash enclosure, security lighting impacts on nearby vacant or occupied residential units, light shielding and light fixtures, type of fence proposed to be built, existing businesses, overnight security guards, proximity to other approved cannabis applications, neighborhood compatibility, and employee parking requirements.

**The Chair opened the Public Hearing.**

Sean Maddocks, applicant's representative, stated he had read and agreed to the conditions of approval.

The Commission asked questions of the applicant including discussion of community outreach, unhoused individuals in the surrounding area, reason for holding community outreach meeting in January, and current tenants onsite.

**The Chair opened Public Comments.**

Speaker one spoke in opposition of the item.

Robert White spoke in opposition to the item.

Speaker three spoke in opposition of the item.

Speaker four spoke in opposition of the item.

Alexander Haberbush spoke in opposition to the item.

**The Chair closed Public Comments.**

The Commission asked additional questions of applicant and staff regarding property owners' decision to lease to a cannabis business, whom the community can contact for more information, reduced hours of operation, disadvantages of reducing operation hours are reduced, if there are sensitive uses located nearby, and for staff to elaborate on the pending Cannabis Ordinance update.

**The Chair closed the Public Hearing.**

The Commission deliberation included the number of cannabis storefronts already approved, the proposed cannabis ordinance changes, community concerns, neighboring residential uses, adequate security lighting and if it impacts the neighboring residents, positive and negative impacts on the community, General Plan, compliance findings, and codes the Commission must abide by.

Commissioner Vivar made a motion to Deny Planning Application 22-08. Seconded by Commissioner Andrade.

The Commission discussed the motion including that the proposed development may not be compatible with residential units on the property and nearby, the potential negative impacts on the neighborhood, and that maintenance of the property should be done by the property owner.

Vice Chair Toler made a substitute motion to approve Planning Application 22-08. Seconded by Commissioner Rojas.

The Commission discussed the motion and added conditions to have the applicant come back to the Planning Commission if the 24-hour security condition is revised, and to require a parking attendant for three months and then after the three months, the staff will decide if the parking attendant will continue.

**MOVED/SECOND:** Toler/Rojas

**MOTION:** Approve staff's recommendation.

The motion carried by the following roll call vote:

Ayes: Ereth, Toler, Rojas

Nays: Andrade, Vivar

Absent: Klepack, Zich

Abstain: None

Motion carried: 3-2-2

**ACTION:** The Planning Commission adopted a resolution to:

1. Find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class 1) Existing Facilities; and
2. Approve Planning Application 22-08 subject to the conditions of approval as contained in the Resolution.

**RESOLUTION PC-2024-09 - A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA APPROVING PLANNING APPLICATION 22-08 FOR A STOREFRONT RETAIL CANNABIS BUSINESS WITH DELIVERY (NEWPORT WELLNESS) IN THE C1 ZONE AT 2490 NEWPORT BOULEVARD**

The Chair explained the appeal process.

**RESOLUTION NO. PC-2024-09****A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA APPROVING PLANNING APPLICATION 22-08 FOR A STOREFRONT RETAIL CANNABIS BUSINESS WITH DELIVERY (NEWPORT WELLNESS) IN THE C1 ZONE AT 2490 NEWPORT BOULEVARD**

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

WHEREAS, in November 2020, the Costa Mesa voters approved Measure Q; which allows for storefront and non-storefront retail cannabis uses in commercially zoned properties meeting specific location requirements, and non-storefront retail cannabis uses in Industrial Park (MP) and Planned Development Industrial (PDI) zoned properties;

WHEREAS, on June 15, 2021, the City Council adopted Ordinance Nos. 21-08 and No. 21-09 to amend Titles 9 and 13 of the Costa Mesa Municipal Code (CMMC) to establish regulations for cannabis storefront and non-storefront uses;

WHEREAS, Planning Application 22-08 was filed by Sean Maddocks, representing Newport Wellness, LLC, and the authorized agent for the property owner, Anne Trostle Johnson, requesting approval of the following:

A Conditional Use Permit to operate a cannabis retail storefront retail and delivery business within a 2,076-square-foot commercial building located at 2490 Newport Boulevard. The business would sell pre-packaged cannabis and pre-packaged cannabis products directly to customers onsite and through delivery, subject to conditions of approval and other City and State requirements;

WHEREAS, a duly noticed public hearing was held by the Planning Commission on March 25, 2024 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 CEQA per Section 15301 (Class 1), for Existing Facilities, as described specifically in the staff report;

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 22-08 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 22-08 and upon applicant's compliance with each and all of the conditions in Exhibit B, and compliance of all applicable 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 25th day of March, 2024.**



---

Adam Ereth, Chair  
Costa Mesa Planning Commission

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

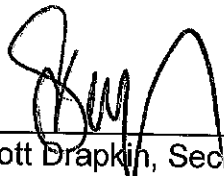
I, Scott Drapkin, Secretary to the Planning Commission of the City of Costa Mesa, do hereby certify that the foregoing Resolution No. PC-2024-09 was passed and adopted at a regular meeting of the City of Costa Mesa Planning Commission held on March 25, 2024 by the following votes:

AYES: Ereth, Toler, Rojas

NOES: Andrade, Vivar

ABSENT: None

ABSTAIN: None

  
\_\_\_\_\_  
Scott Drapkin, Secretary  
Costa Mesa Planning Commission

Resolution No. PC-2024-09



## EXHIBIT A

### FINDINGS

- A. The proposed project complies with Costa Mesa Municipal Code Section 13-29(g)(2) because:

**Finding:** The proposed development or use is substantially compatible with developments in the same general area and would not be materially detrimental to other properties within the area.

**Facts in Support of Findings:** The subject site is located within a commercial zone (C1, Local Business District) where commercial development is specifically allowed to include retail uses. In addition, the property is located on one of the City's primary commercial corridors that is predominantly intended for commercial uses. Pursuant to the CMMC, cannabis retail storefronts are permitted uses in the C1 zone and are subject to extensive regulation. Additionally, the proposed cannabis retail storefront use is not located within 1,000 feet of a K-12 school, playground, licensed child daycare, homeless shelter, or youth center as defined in the CMMC.

As proposed and conditioned, the storefront would operate in a manner that is compatible with developments in the area. Proposed and conditioned storefront operations include limiting the hours of operation to the hours between 7 AM and 10 PM, posting signs in the parking lot directing customers to use consideration, having a security guard onsite, having a staff member periodically monitor the parking lot, limiting the hours the trash enclosure can be used, and shielding security lighting down and away from residences.

City records indicate that the subject site has been used for both commercial and residential uses since the 1950s or earlier. The most recent previous commercial uses include auto parts retail and automobile window tinting. Staff observed deferred property and building maintenance as well as several nonconforming conditions such as parking in required setbacks. If approved, the applicant would invest in significant site improvements, including bringing a commercial structure up to current building codes, adding landscaped planters and trees, constructing a parking lot to meet Code design standards, adding a bike rack, and replacing chain-link fencing with high quality fencing and walls. Staff does not anticipate that the proposed use, as proposed and conditioned, would be materially detrimental to properties in the area.

**Finding:** Granting the conditional use permit will not be materially detrimental to the health, safety and general welfare of the public or otherwise injurious to property or improvements within the immediate neighborhood.

**Facts in Support of Finding:** The proposed cannabis retail storefront has the potential to improve safety through a significant remodel that includes bringing a commercial building up to current building codes, improving accessibility, replacing aging fencing and walls, adding security lighting, removing dilapidated structures, and removing parking from required setbacks and from encroaching into public rights-of-ways.

In addition, the proposed business would follow safety measures detailed in a professionally prepared security plan. The security plan was evaluated for compliance by the City's cannabis consultant, HdL. Measures designed to maintain safety at the site include, but are not limited to, security devices including window and door alarms, motion-detectors, limited access areas, and a monitored video surveillance system covering all exterior entrances, exits, exterior loading and unloading, and all interior limited access spaces. In addition, all employees must pass a live scan background check and obtain an identification badge from the City. The City and State requirements are designed to ensure that the proposed use would not be materially detrimental to the health, safety and general welfare of the public or be otherwise injurious to property or improvements within the immediate neighborhood.

**Finding:** Granting the conditional use permit will not allow a use, density or intensity which is not in accordance with the general plan designation and any applicable specific plan for the property.

**Facts in Support of Finding:** The property has a General Plan land use designation of "Commercial Residential". The intent of this land use designation is to allow a mix of commercial and residential zones along Newport Boulevard. The use is consistent with General Plan policies related to providing a mixture of commercial goods, services, and employment opportunities; expanding the City's tax base; and promoting the incubation of specialized businesses. The City's General Plan sets forth long-term policies that guide future development, whereas the Zoning Ordinance implements general plan policies through detailed development regulations, such as specific use types and building standards. Therefore, in determining General Plan compliance for the proposed cannabis retail storefront use, a comparison of the proposed use with the use, density and intensity allowed by the applicable zoning district is required. In this case, the applicable zoning district is "Local Business District" (C1). A variety of commercial uses are allowed in the C1 zone, including a retail cannabis storefront, subject to a CUP. No additional square footage is proposed; therefore, the proposed use would not increase the floor area ratio (building intensity) or increase the number of residential units onsite (density).

- B. The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, for the permitting and/or minor alteration of Existing Facilities, involving negligible or no expansion of the existing or prior use. This project site contains an existing commercial building that has been used continuously for commercial activities. The application does not propose an increase in commercial floor area or otherwise expand the prior commercial use. The project is consistent with the applicable General Plan land use designation and policies as well as with the applicable zoning designation and regulations. Furthermore, 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 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 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**

#### **General**

- Plng.
1. The use of this property as a cannabis storefront business shall comply with the approved plans and terms described in the resolution, these conditions of approval, and applicable sections of the Costa Mesa Municipal Code (CMMC). The Planning Commission may modify or revoke any planning application based on findings related to public nuisance and/or noncompliance with conditions of approval [Title 13, Section 13-29(o)].
  2. Approval of the planning/zoning application is valid for two years from the effective date of this approval and will expire at the end of that period unless the applicant establishes the use by one of the following actions: 1) a building permit has been issued and construction has commenced, and has continued to maintain a valid building permit by making satisfactory progress as determined by the Building Official, 2) a certificate of occupancy has been issued, or 3) the use is established and a business license has been issued. A time extension can be requested no less than 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.
  3. No person may engage in any cannabis business or in any cannabis activity within the City including delivery or sale of cannabis or a cannabis product unless the person:
    - a. Has a valid Cannabis Business Permit from the City;
    - b. Has paid all Cannabis Business Permit and all application fees and deposits established by resolution of the City Council, including annual Community Improvement Division inspection deposits;
    - c. Has obtained all applicable planning, zoning, building, and other applicable permits from the relevant governmental agency which may be applicable to the zoning district in which such cannabis business intends to operate;
    - d. Has obtained a City business license pursuant to Chapter I of the Municipal Code;
    - e. Is in compliance with all requirements of the Community Improvement Division regarding the property;
    - f. Has obtained any and all licenses required by State law and/or regulations; and
    - g. Has satisfied all CUP conditions of approval.

4. Any change in the operational characteristics of the use shall be subject to Planning Division review and may require an amendment to the Conditional Use Permit, subject to either Zoning Administrator or Planning Commission approval, depending on the nature of the proposed change.
5. No cultivation of cannabis is allowed anywhere on the premises.
6. The uses authorized by this Conditional Use Permit must be conducted in accordance with all applicable State and local laws, including, but not limited to compliance with the most current versions of the provisions of the California Code of Regulations that regulate the uses permitted hereby. Any violation thereof shall be a violation of the conditions of this permit and may be cause for revocation of this permit.
7. Except for operations allowed by this Conditional Use Permit and under an active Cannabis Business Permit and State Type 10 license, no permit holder or any of its employees shall sell, distribute, furnish, and/or otherwise provide any cannabis or cannabis product to any person, firm, corporation, group or any other entity, unless that person or entity is a lawful, bona fide customer, or it possesses all currently valid permits and/or licenses required by both the State of California and applicable local governmental entity to lawfully receive such cannabis and to engage in a "cannabis activity" as defined by Costa Mesa Municipal Code sec. 9-485. The permit holder shall verify that the recipient, regardless of where it is located, of any cannabis or cannabis product sold, distributed, furnished, and/or otherwise provided by or on behalf of the permit holder, possesses all required permits and/or licenses therefor.
8. The applicant, the property owner and the operator (collectively referred to as "indemnitors") shall each jointly and severally 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 City's approval of the project, including but not limited to any proceeding under the California Environmental Quality Act. 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 indemnitors' joint and several 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.
9. If any section, division, sentence, clause, phrase or portion of this approval is 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.
10. The use shall operate in accordance with the approved Security Plan. Any changes to the Security Plan must be submitted to the Planning Division with

- a written explanation of the changes. If the Director determines that changes are substantial, a modification to the Cannabis Business Permit and/or amendment to the CUP may be required.
11. A parking and security management plan, including techniques described in Operational Condition of Approval No. 7, must be approved by the Director of Economic and Development Services or designee prior to any grand opening or other high-volume event on the subject property.
- Bldg. 12. Development shall comply with the requirements of the following adopted codes: 2022 California Residential Code, 2022 California Building Code, 2022 California Electrical Code, 2022 California Mechanical Code, 2022 California Plumbing Code, 2022 California Green Building Standards Code and 2022 California Energy Code (or the applicable adopted, California Residential Code, California Building Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards and California Energy Code at the time of plan submittal or permit issuance) and California Code of Regulations also known as the California Building Standards Code, as amended by the City of Costa Mesa. Requirements for accessibility to sites, facilities, buildings and elements by individuals with disability shall comply with chapter 11B of the 2022 California Building Code.
- CBP 13. The operator shall maintain a valid Cannabis Business Permit and a valid Business License at all times. The Cannabis Business Permit application number associated with this address is MQ-21-39. Upon issuance, the Cannabis Business Permit will be valid for a two-year period and must be renewed with the City prior to its expiration date, including the payment of permit renewal fees. No more than one Cannabis Business Permit may be issued to this property.
14. The use shall operate in accordance with the approved Business Plan. Any changes to the Business Plan must be submitted to the Planning Division with a written explanation of the changes. If the Director determines that changes are substantial, a modification to the Cannabis Business Permit and/or amendment to the CUP may be required.
15. A Cannabis Business Permit may be revoked upon a hearing by the Director of Economic and Development Services or designee pursuant to Section 9-120 of the CMMC for failing to comply with the terms of the permit, the applicable provisions of the CMMC, State law or regulation and/or any condition of any other permit issued pursuant to this code. Revocation of the Cannabis Business Permit shall trigger the City's proceedings to revoke the Conditional Use Permit and its amendments. The Conditional Use Permit granted herein shall not be construed to allow any subsequent owner/operator to continue operating under PA-22-08 until a valid new Cannabis Business Permit is received from the City of Costa Mesa.
16. A change in ownership affecting an interest of 51 or more percent, or an incremental change in ownership that will result in a change of 51 or more percent over a three year period, shall require submittal and approval of a

- new Cannabis Business Permit. A change in ownership that affects an interest of less than 51 percent shall require approval of a minor modification to the Cannabis Business Permit.
- State 17. The business must obtain any and all licenses required by State law and/or regulation prior to engaging in any cannabis activity at the property.
18. The applicant shall obtain State License Type 10 prior to operating. The uses authorized by this Conditional Use Permit must be conducted in accordance with all applicable State and local laws, including, but not limited to compliance with the most current versions of the provisions of the California Code of Regulations that regulate the uses permitted hereby. Any violation thereof shall be a violation of the conditions of this permit and may be cause for revocation of this permit.
19. Suspension of a license issued by the State of California, or by any of its departments or divisions, shall immediately suspend the ability of a cannabis business to operate within the City, until the State of California, or its respective department or division, reinstates or reissues the State license. Should the State of California, or any of its departments or divisions, revoke or terminate the license of a cannabis business, such revocation or termination shall also revoke or terminate the ability of a cannabis business to operate within the City. This Conditional Use Permit will expire and be of no further force and effect if any State issued license remains suspended for a period exceeding six (6) months. Documentation of three violations during routine inspections or investigations of complaints shall result in the Community Improvement Division scheduling a hearing before the Director of Development Services to consider revocation of the Cannabis Business Permit.
20. Third parties are prohibited from providing delivery services for non-storefront retail.
21. Persons under the age of twenty-one (21) years shall not be allowed on the premises of this business, except as otherwise specifically provided for by state law and CMMC Section 9-495(h)(6). It shall be unlawful and a violation of this CUP for the owner/operator to employ any person who is not at least twenty-one (21) years of age.
- PD 22. Every manager, supervisor, employee or volunteer of the cannabis business must submit fingerprints and other information specified on the Cannabis Business Permit for a background check by the Costa Mesa Police Department to verify that person's criminal history. No employee or volunteer may commence paid or unpaid work for the business until the background checks have been approved. No cannabis business or owner thereof may employ any person who has been convicted of a felony within the past 7 years, unless that felony has been dismissed, withdrawn, expunged or set aside pursuant to Penal Code sections 1203.4, 1000 or 1385, or who is currently on probation or parole for the sale, distribution, possession or manufacture of a controlled substance.
- CID 23. Should any employee, volunteer or other person who possesses an identification badge be terminated or cease their employment with the

business, the applicant shall return such identification badge to the City of Costa Mesa Community Improvement Division within 24 hours, not including weekends and holidays.

24. The property owner and applicant shall use "Crime Prevention Through Environmental Design" techniques to reduce opportunities for crime, loitering and encampments on the property as deemed appropriate by the Community Improvement Manager and Director of Economic and Development Services.
- Finance 25. This business operator shall pay all sales, use, business and other applicable taxes, and all license, registration, and other fees and permits required under State and local law. This business operator shall cooperate with the City with respect to any reasonable request to audit the cannabis business' books and records for the purpose of verifying compliance with the CMMC and this CUP, including but not limited to a verification of the amount of taxes required to be paid during any period.
26. The following records and recordkeeping shall be maintained/conducted:
  - a. The owner/operator of this cannabis business shall maintain accurate books and records, detailing all of the revenues and expenses of the business, and all of its assets and liabilities. On no less than an annual basis, or at any time upon reasonable request of the City, the owner/operator shall file a sworn statement detailing the number of sales by the cannabis business during the previous twelve month period (or shorter period based upon the timing of the request), provided on a per-month basis. The statement shall also include gross sales for each month, and all applicable taxes paid or due to be paid.
  - b. The owner/operator shall maintain a current register of the names and the contact information (including the name, address, and telephone number) of anyone owning or holding an interest in the cannabis business, and separately of all the officers, managers, employees, agents and volunteers currently employed or otherwise engaged by the cannabis business. The register required by this condition shall be provided to the City Manager upon a reasonable request.
  - c. The owner/operator shall maintain an inventory control and reporting system that accurately documents the present location, amounts, and descriptions of all cannabis and cannabis products for all stages of the retail sale process. Subject to any restrictions under the Health Insurance Portability and Accountability Act (HIPPA), the owner/operator shall allow City officials to have access to the business's books, records, accounts, together with any other data or documents relevant to its permitted cannabis activities, for the purpose of conducting an audit or examination. Books, records, accounts, and any and all relevant data or documents will be produced no later than twenty-four (24) hours after receipt of the City's request, unless otherwise stipulated by the City.
  - d. The owner/operator shall have in place a point-of-sale tracking system to track and report on all aspects of the cannabis business including,



but not limited to, such matters as cannabis tracking, inventory data, and gross sales (by weight and by sale). The owner/operator shall ensure that such information is compatible with the City's record-keeping systems. The system must have the capability to produce historical transactional data for review by the City Manager or designees.

- Insp. 27. The City Manager or designees may enter this business at any time during the hours of operation without notice, and inspect the location of this business as well as any recordings and records required to be maintained pursuant to Title 9, Chapter VI or under applicable provisions of State law. If the any areas are deemed by the City Manager or designee to be not accessible during an inspection, not providing such access is cause for the City to begin a cannabis business permit (CBP) and/or conditional use permit (CUP) and/or business license revocation process as prescribed by the applicable Municipal Code revocation procedures.
28. Inspections of this cannabis business by the City will be conducted, at a minimum, on a quarterly basis. The applicant will pay for the inspections according to the adopted Fee Schedule.
29. Quarterly Fire & Life Safety Inspections will be conducted by the Community Risk Reduction Division to verify compliance with the approved operation. The applicant will pay for the inspection according to the Additional Required Inspections as adopted in the Fee Schedule.
30. Annual Fire & Life Safety Inspections will be conducted by the Fire Station Crew for emergency response pre-planning and site access familiarization. The applicant will pay for the inspection according to the adopted Fee Schedule.
31. Pursuant to Title 9, Chapter VI, it is unlawful for any person having responsibility for the operation of a cannabis business, to impede, obstruct, interfere with, or otherwise not to allow, the City to conduct an inspection, review or copy records, recordings or other documents required to be maintained by a cannabis business under this chapter or under State or local law. It is also unlawful for a person to conceal, destroy, deface, damage, or falsify any records, recordings or other documents required to be maintained by a cannabis business under this chapter or under State or local law.

#### **Prior to Issuance of Building Permits**

1. Plans shall be prepared, stamped and signed by a California licensed Architect or Engineer.
2. The conditions of approval and ordinance or code provisions of Planning Application 22-08 shall be blueprinted on the face of the site plan as part of the plan check submittal package.

3. Prior to the Building Division issuing a demolition permit, the applicant shall contact the South Coast Air Quality Management District (AQMD) located at:  
21865 Copley Dr.  
Diamond Bar, CA 91765-4178  
Tel: 909- 396-2000  
Or visit its website:  
<http://www.costamesaca.gov/modules/showdocument.aspx?documentid=23381>. The Building Division will not issue a demolition permit until an Identification Number is provided by AQMD.
4. Odor control devices and techniques shall be incorporated to ensure that odors from cannabis are not detected outside the property, anywhere on adjacent property or public right-of-way. Building and mechanical permits must be obtained from the Building Division prior to work commencing on any part of the odor control system.
5. Plan check submittal shall:
  - Provide a trash enclosure.
  - Remove all chain link gates and fencing.
  - Replace perimeter walls/fencing with block walls or other high-quality material (subject to the 10'x10' visibility triangle at driveways).
  - Replace the gate fronting Newport Boulevard with wrought iron or another high-quality material.
  - Provide a wood, wrought iron, or other high quality material fence to separate the residential area from the commercial use.
  - Include landscaping and irrigation plans featuring landscaped planters along Newport Boulevard and Monte Vista Avenue and other locations where feasible, at least five 24-inch box size shade trees (not palm trees), shrubs, and living ground cover emphasizing drought-tolerant plants and native California plants (see condition no. 10 below).
  - Provide a permanent bike rack that is easily accessed via Newport Boulevard and has a minimum capacity of two bicycles and a minimum clearance of 2'x6'.
  - Provide odor control device specifications.
  - Provide an updated lighting plan and photometric study, including the new fence separating the residential units from the storefront use. The lighting plan shall show the locations of all security lighting. Lighting levels on the property including the parking lot shall be adequate for safety and security purposes (generally, at least 1.0 foot candle), lighting design and layout shall minimize light spill at the residential units, and at other light-sensitive uses (generally, no more than 0.5-footcandle at the property line), and glare shields may be required to prevent light spill.

- Provide sidewalk, curb, and gutter along Monte Vista Avenue designed to Public Works standards.
6. No signage shall be installed until the owner/operator or its designated contractor has obtained permits required from the City. Business identification signage shall be limited to that needed for identification only. Business identification signage shall not include any references to cannabis, whether in words or symbols. All signs shall comply with the CMMC.
  7. The plans and business operator shall comply with the requirements of the applicable California Fire Code, including any referenced standards as amended by the City of Costa Mesa.
  8. The Traffic Impact Fee as calculated by the Transportation Services Division shall be paid in full.
  9. Construction documents shall include a temporary fencing and temporary security lighting exhibit to ensure the site is secured during construction and to discourage crime, vandalism, and illegal encampments.
  10. Two (2) sets of detailed landscape and irrigation plans, which meet the requirements set forth in Costa Mesa Municipal Code Sections 13-101 through 13-108, 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.

**Prior to Issuance of a Certificate of Use/Occupancy**

1. The operator, contractors, and subcontractors must have valid business licenses to do business in the City of Costa Mesa. Final occupancy and utility releases will not be granted until all such licenses have been obtained.

**Prior to Issuance of Cannabis Business Permit**

1. The applicant shall contact the Planning Division for a facility inspection and provide a matrix of conditions of approval explaining how each was met prior to issuance of a Cannabis Business Permit.
2. The applicant shall pay the Planning Commission public notice fee (\$1 per notice post card) and the newspaper ad publishing cost.
3. The final Security Plan shall be consistent with the approved building plans.
4. Each entrance to the business shall be visibly posted with a clear and legible notice stating the following:
  - a. That smoking, ingesting, or otherwise consuming cannabis on the premises or in the areas adjacent to the cannabis business is prohibited;
  - b. That no person under the age of twenty-one (21) years of age is permitted to enter upon the premises of the cannabis business unless the business holds a retail medical cannabis license (M-license) issued by the state;

- c. That loitering by persons outside the facility both on the premises and within fifty (50) feet of the premises is prohibited; and
  - d. The premise is a licensed cannabis operation approved by the City of Costa Mesa. The City may also issue a window/door sticker, which shall be visibly posted.
- 5. The owner/operator shall obtain and maintain at all times during the term of the permit comprehensive general liability insurance and comprehensive automotive liability insurance protecting the permittee in an amount of not less than two million dollars (\$2,000,000.00) per occurrence, combined single limit, including bodily injury and property damage and not less than two million dollars (\$2,000,000.00) aggregate for each personal injury liability, products-completed operations and each accident, issued by an insurance provider admitted and authorized to do business in California and shall be rated at least A-:viii in A.M. Best & Company's Insurance Guide. Such policies of insurance shall be endorsed to name the City of Costa Mesa as an additional insured. Proof of said insurance must be provided to the Planning Division before the business commences operations. Any changes to the insurance policy must be submitted to the Planning Division within 10 days of the date the change is effective.
  - 6. The applicant shall submit an executed Retail Cannabis Business Permit Defense and Indemnity Agreement on a form to be provided by the City.
  - 7. The applicant shall post signs within the parking lot directing the use of consideration such as no loud voices, loud music, revving car engines, etc. The language of the parking lot signs shall be reviewed and approved by the Planning Division prior to installation.

### **Operational Conditions**

- 1. No product deliveries to the facility shall occur after 10:00 PM and before 7:00 AM.
- 2. Onsite sales hours of operations are limited to 7:00 AM to 10:00 PM Monday through Sunday.
- 3. The applicant shall submit an updated delivery vehicle list each quarter with the quarterly update to the employee roster which is required pursuant to the CBP. The number of delivery vehicles parked onsite shall not exceed the number of available onsite surplus parking spaces. Delivery vehicles shall not be parked on City streets.
- 4. At least one licensed security guard shall be onsite at all times.
- 5. The operator shall maintain free of litter all areas of the property under which applicant has control.
- 6. The use shall be conducted, at all times, in a manner that will allow the quiet and safe enjoyment of the surrounding neighborhood. The operator shall institute appropriate security and operational measures as necessary to comply with this requirement.
- 7. If parking shortages or other parking-related problems develop, the business owner or operator will be required to institute appropriate

operational measures necessary to minimize or eliminate the problem in a manner deemed appropriate by the Director of Economic and Development Services or designee. Temporary or permanent parking management strategies include, but are not limited to, reducing operating hours of the business, hiring an additional employee trained in traffic control to monitor parking lot use and assist with customer parking lot circulation, and offering discounts for online and phone orders.

8. While working, employees shall not park on residential streets unless doing so temporarily to make a cannabis delivery.
9. All employees must wear an identification badge while on the premises of the business, in a format prescribed by the City Manager or designee. When on the premises, badges must be clearly visible and worn on outermost clothing and above the waist in a visible location.
10. The operator shall ensure that all vehicles are properly maintained, all delivery drivers have a good driving record, and each driver conducts a visual inspection of the vehicle at the beginning of each shift.
11. The operator shall ensure that deliveries are grouped to minimize total vehicle trips.
12. During each delivery stop, the delivery vehicle shall be parked in a safe manner (i.e., not impeding traffic circulation), the engine shall be turned off and the vehicle shall be locked.
13. Delivery/vendor vehicle loading and unloading shall only take place within direct unobstructed view of surveillance cameras, located in close proximity to the vendor entry door, as shown on an exhibit approved by the Director of Economic and Development Services or designee. No loading and unloading of cannabis products into or from the vehicles shall take place outside of camera view. The security guard shall monitor all on-site loading and unloading of vehicles. Video surveillance cameras shall be installed on the exterior of the building with direct views of the vendor entry door and the entire parking lot. Any modifications or additional vehicle loading and unloading areas shall be submitted to the Director of Economic and Development Services or designee for approval.
14. Delivery/vendor vehicle standing, loading and unloading shall be conducted so as not to interfere with normal use of streets, sidewalks, driveways and on-site parking.
15. The sale, dispensing, or consumption of alcoholic beverages on or about the premises is prohibited.
16. No outdoor storage or display of cannabis or cannabis products is permitted at any time.
17. Cannabis shall not be consumed on the property at any time, in any form.
18. The owner/operator shall prohibit loitering on and within fifty (50) feet of the property.
19. No cannabis or cannabis products, or graphics depicting cannabis or cannabis products, shall be visible from the exterior of the property, or on any of the vehicles owned or used as part of the cannabis business.

20. The owner or operator shall maintain air quality/odor control devices by replacing filters on a regular basis, as specified in the manufacturer specifications.
21. If cannabis odor is detected outside the building, the business owner or operator shall institute corrective measures necessary to minimize or eliminate the problem in a manner deemed appropriate by the Director of Economic and Development Services.
22. Cannabis liquid or solid waste must be made unusable and unrecognizable prior to leaving a secured storage area and shall be disposed of at facility approved to receive such waste. No cannabis products shall be disposed in the exterior trash enclosure. If any damaged or expired cannabis products must be disposed, the owner or operator shall return the damaged or expired cannabis products to the original licensed distributor or vendor and follow all applicable State and City regulations.
23. Waste disposal to the exterior trash enclosure shall be limited between the hours of 8 AM and 8 PM to prevent noise impacts to the abutting residential units.
24. Each transaction involving the exchange of cannabis goods between the business and consumer shall include the following information: (1) Date and time of transaction; (2) Name and employee number/identification of the employee who processed the sale; (3) List of all cannabis goods purchased including quantity; and (4) Total transaction amount paid.
25. All cannabis products shall be secured in a locked container during transportation between the facility and delivery and vendor vehicles. Prior to a vendor's arrival, vendors are required to give notice to facility personnel. Upon arrival, authorized facility personnel shall escort the vendor to the facility.
26. A staff person shall be required to periodically monitor the exterior including the parking lot especially during the evening to ensure customers and vendors are using consideration (i.e. abiding by the parking lot signs as conditioned in Cannabis Business Permit Condition No. 7) when entering or leaving the business.
- PC 27. Any proposed modification to operational condition of approval No. 4 (which requires a security guard to be present at the subject property 24 hours per day) shall be reviewed by the Planning Commission for approval or denial.
- PC 28. A parking attendant shall be required to monitor the parking lot during business hours for at least the first three months from business opening, and after that time, the applicant may request that staff consider eliminating this requirement if parking conditions do not warrant the further need for the attendant.



PH-1

**From:** [twoofus2009@yahoo.com](mailto:twoofus2009@yahoo.com)  
**To:** [PC Public Comments](#); [PLANNING INFO](#); [Cannabis](#)  
**Cc:** [PC Public Comments](#); [PLANNING INFO](#); [Cannabis](#)  
**Subject:** PA-22-08  
**Date:** Friday, March 22, 2024 3:47:39 PM  
**Attachments:** [cid9E8931B2-BBDB-46BC-A3E6-6F0B68A30C1F.pdf](#)

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Hello,

Can you please review the map on the website for **Map of Sensitive Uses for Retail Cannabis?**

<https://www.costamesaca.gov/home/showpublisheddocument/48128>

There is proposed Cannabis store trying to have a store at 2490 Newport Blvd. This is less than 1,000 feet from K-12 schools, **child daycare**, playgrounds, and homeless shelters requirements.

Can the map be updated to include the buffer around the whole College of Vanguard College the so the new Cannibas store is not allowed?

The Vanguard has a youth center class and a kid center on the campus.

[2599 Newport Blvd](#)

Costa Mesa, CA 92627

1,000 feet from K-12 schools, child daycare, playgrounds, and homeless shelters

MOPS: Mother's of Preschoolers & Mini Preschool

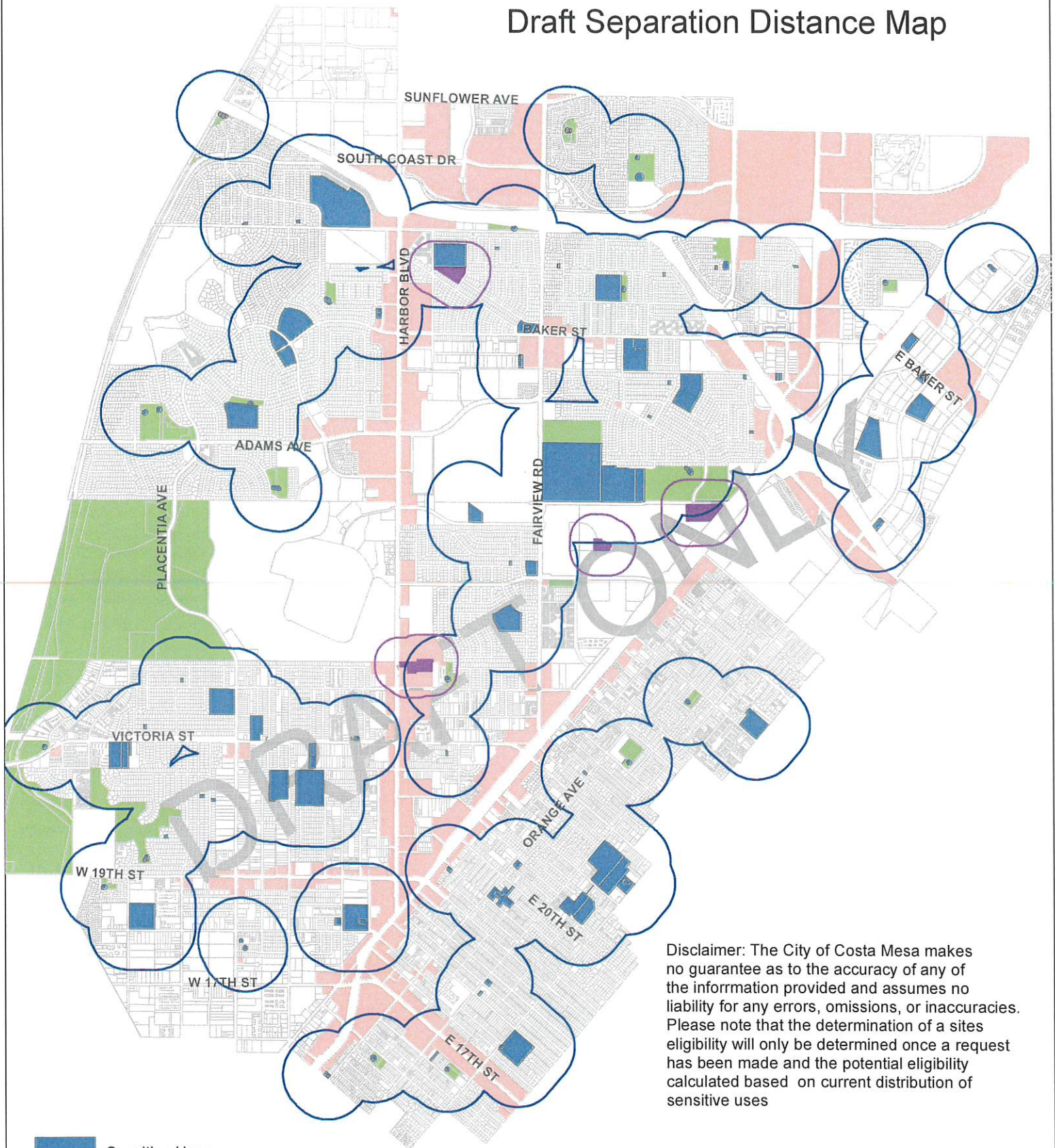
<https://www.yelp.com/biz/mops-mothers-of-preschoolers-and-mini-preschool-costa-mesa>

Thank you,

Community Member

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# Draft Separation Distance Map



Disclaimer: 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. Please note that the determination of a sites eligibility will only be determined once a request has been made and the potential eligibility calculated based on current distribution of sensitive uses

- Sensitive Uses
- Sensitive Uses 1000ft Buffer
- Youth Centers
- Youth Center 600ft Buffer
- Commercially Zoned Sites - 1,195

0 0.25 0.5 1 Miles



Sources: City of Costa Mesa business license records; Department of Health Care Services (DHCS); Department Social Services (DSS)



**From:** [DRAPKIN, SCOTT](#)  
**To:** [HALLIGAN, MICHELLE](#)  
**Subject:** FW: 2490 Newport Blvd Cannabis CUP  
**Date:** Friday, March 22, 2024 4:18:05 PM  
**Attachments:** [image001.png](#)

PH-1



Scott Drapkin  
Assistant Director  
Development Services Department  
77 Fair Drive | Costa Mesa | CA 92626 | (714) 754-5278

*"The City of Costa Mesa serves our residents, businesses and visitors while promoting a safe, inclusive, and vibrant community."*

City Hall is open to the public 8:00 a.m. to 5:00 p.m. Monday through Thursday and alternating Fridays, except specified holidays.

For expedited service, [appointments](#) are strongly encouraged.

---

**From:** Alexander Haberbusch <ahaberbusch@lexrex.org>  
**Sent:** Friday, March 22, 2024 4:00 PM  
**To:** DRAPKIN, SCOTT <SCOTT.DRAPKIN@costamesaca.gov>  
**Subject:** 2490 Newport Blvd Cannabis CUP

Dear Commissioners,

I wish to bring to your attention the application for a new cannabis retailer at 2490 Newport Blvd. Approval of this application would result in an unprecedented concentration of cannabis retailers on Newport Blvd, specifically tallying six establishments on this stretch of the road. This overconcentration significantly concerns us, especially considering the implications for the residential character and safety of Eastside Costa Mesa.

One of my clients, John Upton, a resident of East Side Costa Mesa, regularly observes the effects of this overconcentration firsthand. He, along with numerous neighbors, has expressed growing concerns regarding the potential for increased crime, loitering, and the negative impact on property values that a saturation of cannabis retailers might bring. Their worries are not unfounded; research and case studies from similar communities illustrate the adverse effects high densities of cannabis retailers can have on local neighborhoods, including but not limited to increased crime rates and decreased property values.

In our previous engagements with the Planning Commission, we have emphasized the critical need for a balanced approach to cannabis retail in Costa Mesa, one that respects the rights of business owners while also preserving the quality of life for our residents. It is with this spirit of balance and community well-being in mind that I urge the Commission to consider the following as you deliberate on the application for 2490 Newport Blvd:

Impact Assessment: Conduct a thorough impact assessment to understand the potential effects of adding another cannabis retailer in close proximity to existing ones. This should include considerations of traffic, crime rates, and property values.

Community Feedback: Prioritize feedback from residents of East Side Costa Mesa, especially those living near the proposed location. Their firsthand experiences and concerns are invaluable in understanding the real-world implications of overconcentration.

Zoning and Regulation Review: Reevaluate the current zoning regulations and the city's cannabis ordinance to ensure they adequately prevent overconcentration and protect residential areas from becoming overly commercialized due to a proliferation of any single type of business.

Strategic Planning: Consider implementing more stringent buffer zones between cannabis retailers and residential areas, as well as a cap on the number of retailers permitted within a specified area, to maintain a healthy balance in our community's commercial makeup.

As the Planning Commission, you have the authority and responsibility to shape the future of Costa Mesa in a way that reflects the values and needs of its residents. The decision on the application for 2490 Newport Blvd represents more than just another business permit—it is a critical choice about the kind of community we want to live in.

Thank you for your attention to this matter and for your ongoing dedication to the well-being of Costa Mesa. I trust that you will consider these concerns with the seriousness they warrant and make a decision that best serves the long-term interests of our community.

Please feel free to contact me directly should you wish to discuss these matters further or require additional information. You can reply to this email or reach me at the phone number provided in my signature below.

Warm regards,

Alexander Haberbusch, Esq.  
LEX REX INSTITUTE  
444 West Ocean Boulevard, Suite 1403  
Long Beach, CA 90802  
Telephone No. (562) 435-9062  
<http://www.LexRex.org>

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**From:** Lenore Sinnett <lenoresinnett8@gmail.com>  
**Sent:** Sunday, March 24, 2024 8:29 AM  
**To:** PC Public Comments  
**Subject:** 2490 Newport Blvd - Weed Shop

Planning Committee,

I'm outraged that I have to write an email again regarding the same topic. WHY IS THERE ANOTHER WEED SHOP PLANNING TO OPEN ON NEWPORT BLVD?!

This is pertaining to 2490 Newport Blvd in Costa Mesa! I am asking the council once again to please NOT approve this weed shop from opening. This is getting ridiculous! I cannot fathom why our city is turning into a weed city. Our community does not need any more weed shops especially on Newport Blvd! Please stop this from happening!

Regards,

Lenore

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**From:** jamie miller <miller.jamie0917@outlook.com>  
**Sent:** Sunday, March 24, 2024 4:22 PM  
**To:** PC Public Comments  
**Subject:** Newport Wellness – 2490 Newport Blvd, Costa Mesa

Hello,

I live next to 2490 Newport Blvd in Costa Mesa. The news of Newport Wellness planning to open next to where I live is causing a lot of stress for me as a resident. This area is already very tight with no parking available. This will cause many traffic jams and I really do not want to fight for parking or be stuck in a traffic jam after a long day at work. Let's not create our city into something like LA traffic. I am asking you to please reconsider approving this store next to my house.

Sincerely,

Jamie Miller

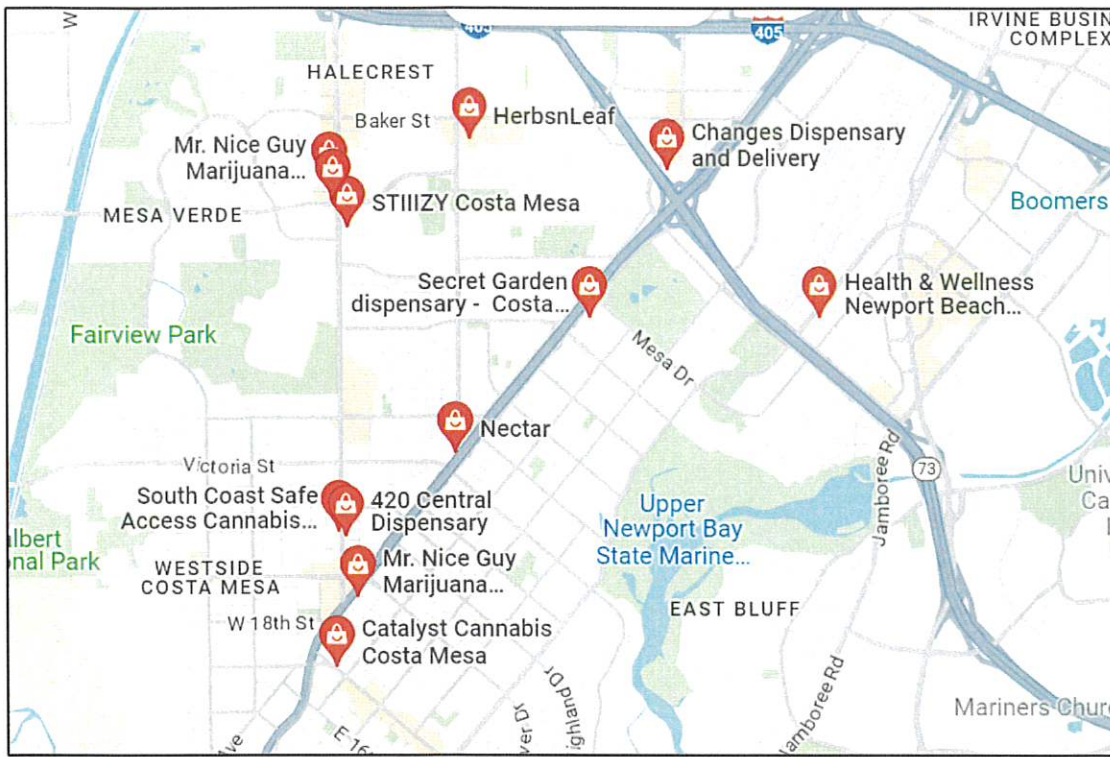
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**From:** Mel Jenn <mcjenn143@gmail.com>  
**Sent:** Sunday, March 24, 2024 5:51 PM  
**To:** PC Public Comments  
**Subject:** Comment for PA-22-08

Hello,

I am emailing about the proposed cannabis retail store that is opening across from my gated community. While I understand the benefits of this type of business and the legalization of recreational marijuana, I am against this proposed location for the following reasons:

- I think the business location is too close to residential homes, and I am worried that families with children will be exposed to people using cannabis or find remnants of cannabis use. I have seen children play by our community pool and the proposed cannabis store is less than 500 feet away, just outside our gates.
- I believe the City of Costa Mesa and the surrounding areas have more than enough cannabis retail stores. I did a simple search on Google Maps for "cannabis dispensary" and found numerous ones, see below for a snapshot.
- I am worried there will be an influx of transient and unhoused people loitering around and within our community. We have had issues in the past where transient people come through and steal things or hide on people's properties. The unhoused people will hide in the bushes on the exterior perimeter of our community.
  - We have a motel on the other side of the community. If the proposed cannabis store were to open, we would be in between the motel and this store, this is a recipe for disaster.
- I am also worried that there will be an increase in crime/worried for the safety of our community. Again, we have experienced these in the past including but not limited to trespassing, stealing, graffiti, drug use, etc.
- That area already has limited parking, and I think if there's an influx of customers, then street parking will be more difficult for the residential people. Also, with more customers in that area, there will be high foot traffic right next to a major street and corner.
- I have also talked to my neighbors, and we're worried that our property value will go down.



Thank you for your time, I will be attending the Public Hearing for more information.

Melody Jen

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**From:** jackson whitlock <jpwhitlock22@yahoo.com>  
**Sent:** Sunday, March 24, 2024 6:08 PM  
**To:** PC Public Comments  
**Subject:** Dispensary: 2490 Newport Blvd in Costa Mesa

To whom it may concern:

There is a weed shop planning to open at 2490 Newport Blvd in Costa Mesa (Newport Wellness). The cannabis retail shop would be extremely too close to the residential apartments. I thought the city is currently in discussion on creating a residential buffer between dispensary and residences? As a resident in Costa Mesa, I absolutely refuse to live next to a cannabis store.

Please do something about this and stop this shop from opening next to the residential apartments!

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**From:** Jayson Simmons <bcba657@yahoo.com>  
**Sent:** Sunday, March 24, 2024 6:19 PM  
**To:** PC Public Comments  
**Subject:** DO NOT APPROVE!!! 2490 Newport Blvd Costa Mesa

Dear Costa Mesa City Council,

Why are we still discussing about opening another dispensary on Newport Blvd?! This is insane that we are wasting valuable time and resources to discuss about this topic again! Please STOP this cannabis shop from opening.

I don't mind having cannabis shops in our city but I am against making Newport Blvd look like a marijuana street. We have enough so please deny and have them open somewhere else!

-Jayson Simmons

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**From:** Michael R Callahan <mrcallahan1975@proton.me>  
**Sent:** Sunday, March 24, 2024 7:48 PM  
**To:** PC Public Comments  
**Subject:** DENY: 2490 Newport Blvd Weed Shop

Dear Planning Council,

I thought the city council just modified the cannabis ordinance to set residential buffer of 100 feet from residential? There are two apartment building on the same parcel of a marijuana store that's trying to open. The planning application number for this is 22-08. Address is 2490 Newport Blvd, Costa Mesa 92627 (Newport Wellness).

Our kids and many families are being exposed to Cannabis. NO ONE wants to live next to a Pot Shop! Please deny this application.

Thank you,  
Michael Callahan

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**From:** Kaylee Steinmeyer <steinmeyer kaylee@gmail.com>  
**Sent:** Sunday, March 24, 2024 9:52 PM  
**To:** PC Public Comments  
**Subject:** Newport Wellness Weed Store

Hello Planning Members,

I live on Monte Vista Dr. and have been a long-time resident in the city of Costa Mesa. I **DO NOT** support this conditional use permit for the weed store trying to open at 2490 Newport Blvd, Costa Mesa. This weed store would be too close of a proximity to my home and many of the residential homes in this area.

Please take my concerns into consideration and deny this permit from moving forward.

Kaylee Steinmeyer

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**From:** Kate Klimow <kdkg03@gmail.com>  
**Sent:** Monday, March 25, 2024 8:07 AM  
**To:** PC Public Comments; ERETH, ADAM; TOLER, RUSSELL; KLEPACK, KAREN; ZICH, JON; ROJAS, JOHNNY; VALLARTA, ANGELY; VIVAR, JIMMY; DRAPKIN, SCOTT  
**Cc:** constituentservices@costamesa.gov; CITY CLERK; MARR, ANDREA; Melanie Clay  
**Subject:** Opposition to Planning Application 22-08 - Agenda item 1  
**Attachments:** OPPOSITION to Newport Wellness LLC proposal Planning Application 22-08.pdf

Good morning,

Please accept the attached letter as public comment in opposition to Newport Wellness LLC's proposal to operate a cannabis business in our neighborhood and opposite our community entrance.

Kind regards,

Laurel Point Town Homes Association

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**From:** Richard Camacho <richrichcamacho@outlook.com>  
**Sent:** Monday, March 25, 2024 8:56 AM  
**To:** PC Public Comments  
**Subject:** Marijuana Store on Newport Blvd

Planning Council,

I wanted to express my concerns about this over saturation of marijuana stores in our city. This is specifically about 2490 Newport Blvd in Costa Mesa. With more stores trying to open, it raises a big concern about safety. It is more concerning because this location is literally right next to residential apartments/homes. It is a no brainer that these weed stores attract more crimes. So, in the event that a crime does take place, us as residents are definitely affected by it. I do not want to raise my kids in a dangerous area.

I love living in Costa Mesa so please do not approve this plan from moving forward. Please take my concerns into consideration. Thank you!

With Regards,

Richard Camacho

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**From:** CYNDIE KAM <penguinpatrol@sbcglobal.net>  
**Sent:** Monday, March 25, 2024 8:58 AM  
**To:** PC Public Comments  
**Subject:** Planning Application 22-08 Proposed Cannabis Dispensary for 2490 Newport Blvd.

To whom it may concern,

I would like it to be noted that I oppose the allowance of a cannabis dispensary at 2490 Newport Blvd in Costa Mesa.

All of a sudden, Costa Mesa is becoming over-saturated with cannabis shops. It seems they are popping up on every corner, and it's becoming ridiculous. How many cannabis shops does the city need? I think the ones off the freeway are fine, and seemed to be doing well for years. Every one I see here now has frosted or blacked out windows and a security guard out front (what does that say about the business?). Several are right next door or across the street from each other.

We are parents and live in the gated townhome community (Laurel Point Townhomes) right across Monte Vista, where this planned shop intends on opening up. There are many families living in here with children. Why would this shop be allowed to open up on the corner that opens into a residential neighborhood? Why not a business that would benefit the whole community instead (small restaurant/food store/ice cream shop).

There is no need for yet another cannabis dispensary in Costa Mesa, and we certainly don't want one opening up right across from our home.

Thank you,

Cyndie Kam

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**From:** chloe novak <ctnovak77@yahoo.com>  
**Sent:** Monday, March 25, 2024 10:08 AM  
**To:** PC Public Comments  
**Subject:** PLEASE DENY THIS WEED SHOP! 2490 NEWPORT BLVD

To: Planning Commission of Costa Mesa,

Please do something about the weed dispensary that's trying to open at 2490 Newport Blvd, Costa Mesa! I live right across from this location and have been a resident here in Costa Mesa for about 15 years now. As a resident of the community, I am urging the Planning Commission to deny their application to open a weed dispensary. Please have them open somewhere else and not next to my home!

Thank you,

Chloe Novak

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**From:** Peter Moore <petet74moore@outlook.com>  
**Sent:** Monday, March 25, 2024 11:47 AM  
**To:** PC Public Comments  
**Subject:** 2490 Newport Blvd, Costa Mesa – DO NOT APPROVE!

Hello Planning Members,

I've noticed there's been an increase in marijuana stores in our city, especially on Newport Blvd. I didn't think the expansion would start coming so close to home. When I heard the news of a marijuana store (2490 Newport Blvd) trying to open next to my house, I was stunned because it's getting too close to the residential area. I am already stressed out thinking of what a negative impact it'll have in my neighborhood. I know for a fact that parking will become a huge problem. We already struggle from finding parking, why would you make it worse?

Please protect our community and residents in the area! Do not approve the marijuana store from opening in our community! Have them go somewhere else and far away from the residential area.

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## **PLANNING COMMISSION AGENDA REPORT**

MEETING DATE: MARCH 25, 2024

ITEM NUMBER: PH-1

**SUBJECT: PLANNING APPLICATION 22-08 FOR A RETAIL CANNABIS  
STOREFRONT BUSINESS WITH DELIVERY LOCATED AT 2490  
NEWPORT BOULEVARD (NEWPORT WELLNESS)**

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

**PRESENTATION BY: MICHELLE HALLIGAN, SENIOR PLANNER**

**FOR FURTHER INFORMATION MICHELLE HALLIGAN  
714-754-5608**

**CONTACT: MICHELLE.HALLIGAN@COSTAMESACA.GOV**

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### **RECOMMENDATION**

Staff recommends the Planning Commission adopt a Resolution to:

1. Find that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class 1) Existing Facilities; and
2. Approve Planning Application 22-08 subject to the conditions of approval as contained in the Resolution.

### **APPLICANT OR AUTHORIZED AGENT**

The applicant/authorized agent is Sean Maddocks on behalf of Newport Wellness, LLC and the property owner, Anne Trostle Johnson.



## **PLANNING APPLICATION SUMMARY**

Location:	2490 Newport Boulevard	Application Number:	PA-22-08
Request:	Planning Application 22-08 is for a Conditional Use Permit for the establishment of a cannabis retail storefront with delivery.		

### **SUBJECT PROPERTY:**

### **SURROUNDING PROPERTY:**

Zone:	C1 (Local Business District)	North:	R3 (Multiple-Family Residential District, High Density)
General Plan:	Commercial Residential	South:	C1 (Local Business District)
Lot Dimensions:	108' x 156'	East:	C1 (Local Business District)
Lot Area:	15,912	West:	State Route 55
Existing Development:	The property is developed with a 2,076-square-foot single-story multi-tenant commercial building, approximately 1,300-square-feet of other commercial structures, and two detached residential dwelling units.		

## **DEVELOPMENT STANDARDS COMPARISON**

Development Standard	Required/Allowed C1 Zone	Provided/Proposed
Building Height	2 stories/30'	1 story/15'
Setbacks:		
Front	20'	20'
Side	15'/0'	16'/12'-6"
Rear	0'	78'
Landscape Setback – front	20'	20' <sup>1</sup>
Parking	8	12 <sup>2</sup>
Floor area ratio (FAR)	0.20	0.13
<p>1 The existing front setback is currently developed as parking that encroaches into the public right-of-way and does not conform to the City's parking design standards.</p> <p>2 Proposed parking includes a bike rack credit of one space. Parking for the residential use is legal non-conforming.</p>		
CEQA Status	Exempt per CEQA Guidelines Section 15301 (Class 1, Existing Facilities)	
Final Action	Planning Commission	

## **BACKGROUND**

The subject property is an approximate 16,000-square-foot site and is located at 2490 Newport Boulevard at the southwest corner of Newport Boulevard and Monte Vista Avenue. The site is zoned C1 (Local Business District) and is surrounded by C1 properties to the south and east, the State Route 55 to the west, and residential properties, zoned R3 (Multiple-Family Residential District, High Density) are located to the east. The site has a General Plan Land Use Designation of "Commercial Residential". Vehicular ingress/egress is obtained from a driveway located on Monte Vista Avenue. The subject property is located on one of the City's primary corridors paralleling State Route 55. Existing uses in the area include, but are not limited to, specialty stores, salons, restaurants, mini warehousing, automobile services, a hotel, and multi-family and single-family homes.

Existing development on the subject property consists of a 2,076-square-foot, one-story multi-tenant commercial building, as well as approximately 1,300-square-feet of unpermitted commercial structures, and two detached residential units. As proposed, the unpermitted structures would be demolished. The proposed cannabis retail establishment with delivery, Newport Wellness, would occupy the commercial building. Although currently vacant, the two previous commercial tenants included an import vehicle parts store and a vehicle window tinting business, which have since relocated. The two businesses generally operated from 9:00 AM to 5:00 PM Monday through Saturday.

### ***Non-Conforming Development***

The existing development is legal nonconforming in terms of parking design, residential guest parking, landscaping, and residential use, and therefore is subject to the nonconforming provisions of the Costa Mesa Municipal Code Section 13-204. Pursuant to this code section, a conforming use may be located on a nonconforming property so long as the new site modifications do not result in greater site nonconformities, and such improvements bring the site into greater conformance with Code requirements.

The proposed project would include demolishing unpermitted commercial structures and removing nonconforming parking stalls from required setbacks and public rights-of-way. Improvements would be made to bring the commercial building into conformance with current building and safety codes; however, and as specifically allowed by the CMMC, the existing nonconformities can remain pursuant to the City's legal nonconforming provisions. The applicant is proposing to bring the property into closer conformance by adding landscaping in the front and side setbacks, at least five trees, a bicycle rack, removing parking from required setbacks and replacing it with landscaping, adding sidewalk, curb, and gutter, and constructing a parking lot designed to meet Code requirements.

### ***City of Costa Mesa Medical Marijuana Measure (Measure X) and Costa Mesa Retail Cannabis Tax and Regulation Measure (Measure Q)***

In November 2016, Costa Mesa voters approved Measure X, allowing medical cannabis manufacturing, packaging, distribution, research and development laboratories, and testing laboratories in "Industrial Park" (MP) and "Planned Development Industrial" (PDI) zoned properties north of South Coast Drive and west of Harbor Boulevard ("The Green Zone," excluding the South Coast Collection property located at 3303 Hyland Avenue). Measure X provisions are included in Titles 9 and 13 of the CMMC.

In 2018, non-medical adult use cannabis became legal in California under the State's Medicinal and Adult-Use Cannabis Regulation and Safety Act (Proposition 64). On April 3, 2018, the City Council adopted Ordinance No. 18-04 to allow non-medical cannabis facilities in the same manner and within the same geographic area as were previously allowed pursuant to Measure X.

On November 3, 2020, Costa Mesa voters approved Measure Q, the Costa Mesa Retail Cannabis Tax and Regulation Measure. This measure allowed the City to adopt regulations permitting retail storefronts and non-storefront retail (delivery) within the City subject to extensive conditions of approval. On June 15, 2021, the City Council adopted Ordinances No. 21-08 and No. 21-09 to amend Titles 9 and 13 of the CMMC to establish regulations for legal cannabis storefront and non-storefront uses (a “non-storefront” retailer sells packaged cannabis goods to customers through direct delivery).

### ***Cannabis Business Permit (CBP) Application Process***

The process to establish a retail cannabis business is subject to an extensive submittal and application review procedure. Pursuant to the CMMC, retail cannabis applicants must obtain the following City approvals and obtain State approval before conducting business in Costa Mesa:

- Pre-Application Determination;
- CBP Notice to Proceed;
- Conditional Use Permit (CUP);
- Building Permit(s);
- Final City Inspections;
- CBP Issuance; and
- City Business License.

The “Pre-Application Determination” includes staff review of a detailed applicant letter that describes the proposed business, an existing site plan, statement attesting that there is/has been no unpermitted cannabis activity at the site within one year, and a detailed map demonstrating the proposed storefront’s distance from sensitive uses. Staff also conducts a site at this time. Planning staff has completed the aforementioned pre-application review, visited the site, and issued a letter indicating that the application complies with the City’s required separation distances from sensitive uses and may proceed to submittal of a CBP.

Following completion of the pre-application review, the applicant submitted a CBP application for the initial phase of the CBP review. Staff’s initial CBP review includes:

- A background check of the business owner(s)/operator(s);
- An evaluation of the proposed business plan (including a capitalization analysis); and
- An evaluation of the proposed security plan by the City’s cannabis security consultant, HdL Companies (HdL).

The applicant successfully passed these evaluations and staff issued a “CBP Notice to Proceed,” which allows the applicant to submit a CUP application.

The CUP application and required supportive materials were submitted by the applicant and reviewed for conformance with City standards and regulations by the Planning Division, Building Division, Public Works Department (including Transportation and Engineering Divisions), Fire Department, and Police Department. If the Planning

Commission approves the CUP, the applicant may then begin the remaining steps of the CBP process, which include:

- Obtaining building permits;
- Completing tenant improvements; and
- Demonstrating through various City reviews/inspections that all conditions of approval have been satisfied, and that all other requirements of the CMMC have been met.

After passing the final City and HdL inspections, the CBP would be issued. CBP approval is valid for a two-year period and must be renewed (every two years) prior to expiration. During the two-year CBP period, the Community Improvement Division (CID), along with other City staff, will conduct site inspections to verify that the business is operating in compliance with CUP and CBP requirements. Violations identified during site inspections may be grounds for revocation of issued permits or non-renewal of a CBP.

After obtaining the CBP, the applicant would apply for and obtain a City Business License through the City's Finance Department. Lastly, the applicant must obtain the appropriate license from the State Department of Cannabis Control (DCC) prior to operating.

Cannabis retail businesses are subject to a City established seven-percent gross receipts tax, which must be paid to the City of Costa Mesa's Finance Department. Records and revenues are audited regularly by the Finance Department and HdL Companies.

## **DESCRIPTION**

Planning Application 22-08 is a request for a CUP to allow a 2,076-square-foot retail cannabis storefront with delivery in an existing multi-tenant commercial building at 2490 Newport Boulevard. The affiliated State license is a Type 10 "storefront retailer" license. If the CUP is approved and the operator also obtains a CBP, City Business License, and State license, the business would be allowed to sell pre-packaged cannabis and pre-packaged cannabis products to customers onsite and by delivery, subject to conditions of approval and other City and State requirements.

## **ANALYSIS**

### ***Conditional Use Permit Required***

Pursuant to CMMC Sections 13-28(B) and 13-200.93(c)(1), subject to the approval of the Planning Commission, a CUP is required for the establishment of cannabis retail storefronts in a commercial zone. To obtain a CUP, an applicant must show that the proposed use is compatible with the City's applicable zoning and General Plan provisions/policies, and will not be detrimental to public health, safety, and welfare.

The subject site is located within a commercial zone (C1 – Local Business District) where commercial development is allowed to include retail uses. As defined in the CMMC, "This district is intended to meet the local business needs of the community by providing a wide

range of goods and services in a variety of locations throughout the City.” Pursuant to the CMMC, cannabis retail storefronts are subject to extensive regulation (as specifically described in this report). These regulations are adopted to prevent land use inconsistencies with adjacent properties. Pursuant to the CMMC, the approval of a CUP requires that the Planning Commission make findings related to neighborhood compatibility, health and safety, and land use compatibility. Proposed uses subject to CUPs will generally have site-specific conditions of approval to ensure the required findings can be met. A detailed project analysis regarding CUP findings is provided below in this report.

### ***Separation Requirements***

CMMC Section 13-200.93(e) stipulates that no cannabis retail storefront use shall be located within 1,000 feet from a K-12 school, playground, licensed child daycare, or homeless shelter, or within 600 feet from a youth center as defined in CMMC Title 9-485, that is in operation at the time of submission of a completed cannabis business permit application. All separation distances are measured in a straight line (“as the crow flies”) from the “premises” (with the exception of playgrounds), where the cannabis retail use is to be located, to the closest property line of the sensitive use(s). (For playgrounds, the property line is a 30-foot radius from the exterior physical boundaries of the playground equipment area.) Premises is as defined in the State’s Business and Professions Code Section 26001 as *the designated structure or structures and land specified in the application that is owned, leased, or otherwise held under the control of the applicant or licensee where the commercial cannabis activity will be or is conducted. The premises shall be a contiguous area and shall only be occupied by one licensee.* Therefore, the premises only include the retail cannabis activity areas (including sales, storage, back-of-house and/or other ancillary areas) and excludes the parking lot and other areas that are not part of the area licensed by the State for commercial cannabis activity. The subject site complies with required separations from sensitive uses per the CMMC.

### ***Exterior Improvements***

The applicant proposes to bring the commercial building up to Code and significantly improve the building façade with new finishes, marquee awnings, windows, and doors. Other proposed or conditioned exterior improvements include:

- Removing nonconforming parking spaces from the front setback, side setback, and public rights-of-way;
- Constructing sidewalk, curb, and gutter along Newport Boulevard and Monte Vista Avenue;
- Creating a parking lot that is compliant with the City’s Parking Design Standards (refer to the parking discussion below);
- Adding bicycle racks to encourage multi-modal transportation;
- Adding a trash enclosure;
- Adding irrigated landscaping planters to bring the property into closer conformance with the CMMC landscape requirements. Landscaping would include at least five

new 24-inch box trees and live, drought-tolerant groundcover. A detailed landscaping plan would be reviewed during the building plan check process;

- Installation of security lighting and surveillance cameras. Should the CUP be approved, a detailed lighting and photometric plan will be further reviewed during the building plan check process; and
- All chain link fencing/gates would be removed, block walls would be installed along the west and southern property lines, the gate facing Newport Boulevard would be replaced with wrought iron or a similar high-quality material, and new fencing would be constructed around the residential area.

Proposed business signs would be reviewed and permitted separately per the City's sign code requirements. Pursuant to Condition of Approval No. 6 (Prior to Issuance of Building Permits), business signage shall not include references to cannabis, whether in words or symbols.

### ***Interior Tenant Improvements***

The proposed interior remodel includes combining the two tenant spaces to accommodate the cannabis storefront, and improvements such as, but not limited to, installation of new flooring, installation of a new restroom, adding commercial showroom finishes, and installation of an odor control system,. A proposed floor area summary is provided in Table 1.

**Table 1 – Floor Plan Summary**

<b>Operational Area</b>	<b>Square Feet</b>
Lobby/Reception	233
Retail Area	1,352
Receiving	253
Office	180
Restroom	58
<b>Total</b>	<b>2,076</b>

### ***Customer and Employee Access***

Customer access would be limited to the lobby and retail area. Customer circulation into the proposed establishment includes entering the licensed premise through the door fronting Newport Boulevard where a greeter employee would verify the customer's identity and age before allowing the customer to enter the retail sales area. After a customer's identity and age is verified and their transaction is completed, they must leave the premise through the exit door facing Monta Vista Avenue. As further conditioned, staff and a security guard would monitor the area to ensure that customers are following regulations.

All other areas of the premises would be accessible only to employees with the proper security credentials. Employees would enter through the customer entrance or an

employee only access-controlled entrance that leads directly into the back-of-house areas. Employees would be able to exit through the customer exit or the access-controlled door.

### ***Vendor Delivery Operations and Access***

All vendors (licensed distributors) will have pre-committed arrival times set by the storefront's operational managers for product delivery. All vendor vehicles will load and unload at the designated parking space located approximately ten feet from the limited access door. Vendors would only be allowed to enter the premise while accompanied by an employee with the proper security credentials. The access-controlled door, product path of travel, and vehicle loading/unloading area would be under camera surveillance at all times.

### ***Storefront Operations***

The proposed business is required to comply with the City's adopted retail storefront operational requirements as follows:

- Display State license, CBP, and City business license in a conspicuous building location;
- The hours of operations are limited to 7:00 AM to 10:00 PM Monday through Sunday;
- Shipments of cannabis goods may only be accepted during regular business hours;
- Cannabis inventory shall be secured using a lockable storage system during non-business hours;
- At least one licensed security guard shall be on premises 24-hours a day;
- The premises and the vicinity must be monitored by security and/or other staff to ensure that patrons immediately leave and do not consume cannabis onsite or within close proximity. The CMMC prohibits the consumption of cannabis or cannabis products in public areas; cannabis consumption is limited to non-public areas, such as within a private residence. State law further prohibits cannabis consumption and open container possession within 1,000 feet of sensitive uses and while riding in or driving a vehicle;
- There must be continuous video monitoring and recording of the interior and exterior of the premises;
- Adequate security lighting shall be provided and shall be designed to prevent offsite light spill;
- Onsite sales of alcohol or tobacco products and on-site consumption of alcohol, cannabis, and tobacco products is prohibited;
- No one under the age of 21 is allowed to enter the premises. If the business holds a retail medical cannabis license (M-license) issued by the State, persons over the age of 18 may be allowed with the proper medical approvals i.e. physician's recommendation or medical card pursuant to CMMC Section 9-495(h)(6);
- Prior to employment, all prospective employees must successfully pass a background check conducted by the City, and the employee must obtain a City issued identification badge;

- Customers are only granted access to the retail area after their age and identity has been confirmed by an employee;
- Each transaction involving the exchange of cannabis goods between the business and consumer shall include the following information:
  - Date and time of transaction;
  - Name and employee number/identification of the employee who processed the sale;
  - List of all cannabis goods purchased including quantity; and
  - Total transaction amount paid.
- There must be video surveillance of the point-of-sale area and where cannabis goods are displayed and/or stored;
- Cannabis products shall not be visible from the exterior of the building;
- Free samples of cannabis goods are prohibited;
- When receiving new inventory from licensed distributors, employees will verify the distributor's identity and license prior to allowing them to enter the facility through an access-controlled door. After distributor's credentials have been confirmed, an employee will escort the distributor to the shipping and receiving area and remain with them throughout the process;
- Cannabis goods to be sold at this establishment (either storefront or delivery) must be obtained by a licensed cannabis distributor and have passed laboratory testing;
- Cannabis product packaging must be labeled with required test results and batch number;
- Packaging containing cannabis goods shall be tamper-resistant; if packaging contains multiple servings, the package must also be re-sealable;
- When processing orders for cannabis delivery, employees will collect the pre-packaged materials, load products into a secured container and transport the containers to delivery vehicles outside the building. Video surveillance cameras will be installed with direct views of the path of travel and loading and unloading area. All loading and unloading of delivery vehicles will be monitored by the required security guard;
- Cannabis deliveries must be made in-person by an employee of the licensed retailer. An independent contractor, third-party courier service, or an individual employed through a staffing agency would not be considered employed by the licensed retailer;
- The applicant shall maintain proof of vehicle insurance for any and all vehicles being used to deliver cannabis goods;
- During delivery, the employee shall maintain a physical or electronic copy of the delivery request and shall make it available upon request by the licensing authority and law enforcement officers;
- A delivery employee shall not leave the State of California while possessing cannabis products and while performing their duties for the cannabis retailer;
- The business shall maintain a list of all deliveries, including the address delivered to, the amount and type of product delivered, and any other information required by the State;
- Any delivery method shall be made in compliance with State law, as amended, including use of a vehicle that has a dedicated global positioning system (GPS)



device for identifying the location of the vehicle (cell phones and tablets are insufficient);

- Signs, decals or any other form of advertisement on the delivery vehicles are prohibited;
- Deliveries must be made to a physical address that is not on publicly owned land and cannot be a school, a day care, homeless shelter, or a youth center; and
- A cannabis delivery employee shall not carry cannabis goods valued in excess of \$5,000 at any time, with no more than \$3,000 of cannabis goods that are not already part of a customer order that was processed prior to leaving the premises.

### ***Business Plan***

The applicant has submitted a detailed business plan that was evaluated by the City's cannabis consultant (HdL). The business plan describes the owner's experience, proof of capitalization, start-up budget, a three-year pro forma, target customers, key software, and daily operations. The business plan contains proprietary details and is therefore not included as an attachment to this staff report. The City's cannabis consultant determined that the applicant's business plan was appropriate for the proposed retail storefront use.

### ***Security Plan***

The applicant has submitted a professionally prepared security plan for the proposed retail cannabis establishment. The City's cannabis consultant reviewed the security plan and determined that appropriate security measures were included to address the City's security requirements pursuant to CMMC Title 9, Chapter VI, and State law. Since the security plan contains sensitive operational details that require limited public exposure to remain effective, the plan is not included as an attachment. However, the following is a list of general security measures that are included in the operations for the proposed cannabis retail establishment:

- One security guard will be on-site 24-hours a day;
- All employees must pass a "Live Scan" background check;
- City-issued identification badges are required for employees;
- An inventory control system shall be maintained;
- Exterior and interior surveillance cameras shall be monitored and professionally installed;
- An alarm system shall be professionally installed, maintained, and monitored;
- Surveillance footage must be maintained for a minimum of 90 days;
- Cash, cannabis, and cannabis products shall be kept in secured storage areas;
- Sensors shall be installed that detect entry and exit from all secured areas;
- Security lighting (interior and shielded exterior) shall be installed;
- Emergency power supply shall be installed;
- Employees shall be trained for use with any/all emergency equipment;
- Employees and vendors will be trained regarding cash and product transportation protocol;

- Visitor/customer specific security measures shall be required; and
- All facility entry and exit points and locations where cash or cannabis products are handled or stored shall be under camera surveillance.

### ***Parking and Circulation***

Retail cannabis establishments are subject to the same parking ratio as other retail storefronts in the City; four spaces per 1,000 square feet of gross floor area. The parking required pursuant to the CMMC for the 2,076-square-foot retail building is approximately eight parking spaces, and the applicant is proposing an eleven-car parking lot with an additional credit of one-space with the installation of a bicycle rack. However, the site also includes two detached apartments and the CMMC requires on-site parking for these residential uses. For each of these existing one-bedroom units, the City's parking standards require a total of 2.5 parking spaces for each unit. The below Table 2 provides a summary of the required site parking, based on use:

**Table 2 – Parking Summary**

<b>Use</b>	<b>CMMC required</b>
Commercial	8.3 spaces (4 spaces per 1,000 square feet.)
Residential	5 spaces (2.5 spaces for each one-bedroom unit)
Total Required:	13.3 spaces
Total Provided:	12 spaces

Since the uses on the site require a combined total of 13.3 parking spaces and only 12 parking spaces (including credit for one-space for the proposed bicycle rack) are proposed, the CMMC considers the site as nonconforming in regard to parking. However, pursuant to CMMC Section 13.204 (Nonconforming Provisions), a commercial use can replace an existing and/or previous existing commercial use, without providing additional parking, as long as the new use does not require additional parking. Pursuant to the CMMC, no additional parking is required with the proposed project and therefore the Code allows the "continuance of a use permitted". In addition, the CMMC also stipulates that "other uses on the same site (two existing residential units) may continue with the existing nonconforming parking".

Staff has included Operational Condition of Approval No. 7 which requires that if parking shortages or other parking-related problems occur, the business owner or operator will be required to monitor the parking lot and institute appropriate operational measures necessary to minimize or eliminate the problem in a manner deemed appropriate by the Director of Economic and Development Services (see "Operational Conditions" of Approval No. 7 in the attached Resolution). Examples of parking demand management techniques include, but are not limited to, offsite parking for employees, reducing operating hours of the business, hiring an employee to monitor parking lot use and assist with customer parking lot circulation, and incentivizing employee carpooling/cycling/walking. As conditioned, cannabis operators would also provide a

parking plan to the Director of Economic and Development Services or their designee in advance of any special event such as a grand opening.

The applicant proposes to upgrade the parking area in the rear of the property to provide a parking lot that meets CMMC parking stall design standards. The parking lot would be accessed via a two-way driveway off Monte Vista Avenue.

### ***Traffic***

CMMC Section 13-275(e) indicates that any increase in traffic generation by a change of use that is required to obtain a discretionary permit, shall be subject to review by the appropriate reviewing authority, which may impose fees to address increased trip generation. If required, the fee collected is used to fund the City's comprehensive transportation system improvement program. The purpose of the program is to ensure that the City's transportation system has the capacity to accommodate additional trips. The Citywide Traffic Impact Fee related to new and expanding developments is determined using estimated Average Daily Trips (ADT), which is the combined total number of vehicular trips both in and out of a development generated throughout an average weekday. The Transportation Services Division determined that the appropriate ADT for a cannabis retail establishment is approximately 108 trips per 1,000 square feet based on the Institute of Transportation Engineers (ITE) 11<sup>th</sup> Edition Trip Generation Manual for the most similar use "pharmacy/drug store with drive-through". The City's traffic engineering review focuses on net trip increase for both the ADT and peak hour trips. Therefore, the trip generation is estimated for the previous/existing use(s) and is credited (subtracted) from the proposed use to estimate potential changes in trip generation for ADT and peak hour trips. The proposed use would be subject to a traffic impact fee based on net ADT. The estimated traffic impact fee is \$36,836.25. The fee calculation would be finalized during the building permit plan check process and must be paid prior to building permit issuance.

CMMC Section 13-275(a), specifies that "a traffic impact study shall be required for all development projects estimated by the Public Works Department to generate one hundred (100) or more vehicle trip ends during a peak hour." The highest peak hour trips in either the AM or PM is used to estimate the number of vehicular trips generated both in and out of a new or expanded development known as vehicle trip-ends during a peak hour. Staff reviewed and determined that the proposed use does not meet the threshold of 100 peak hour trips requiring a traffic study based on the net peak hour trips.

### ***Odor Attenuation***

If approved, cannabis products would arrive in State compliant packaging that is odor-resistant sealed, and remain unopened while on the premises. Pursuant to the CMMC, "odor control devices and techniques shall be incorporated in all cannabis businesses to ensure that odors from cannabis are not detectable off site". Further, as conditioned, if cannabis odor is detected outside of the building or off-site, the business owner/operator

will be required to institute further operational measures necessary to eliminate off-site odors in a manner deemed appropriate by the Director of Economic and Development Services or their designee. Lastly, cannabis products are not allowed to be disposed of in the exterior trash enclosure.

### ***Proximity to Residential***

Similar to many commercial areas in the City, this portion of Newport Boulevard is characterized by a mixture of commercial and residential uses. There are two detached residential buildings on the subject commercial property. Based on City records, the property has contained both residential and commercial uses since the 1950s. The shortest distance between the proposed storefront and the onsite residential building is 10.5 feet.

In addition, there are residentially zoned properties across Monte Vista Avenue and farther west down Monte Vista Avenue. The shortest distance between the proposed licensed premise and the nearest offsite residential building is approximately 90 feet. Block walls, landscaping, and the public right-of-way provide adequate buffers between the proposed storefront and nearby properties zoned for residential use. To ensure neighborhood compatibility, proposed project conditions and requirements include the following:

- A new fence to be constructed between the commercial use and residential uses on the property;
- The business hours are limited from 7 AM to 10 PM;
- Signs shall be posted within the parking lot to remind customers and vendors to keep noise levels to a minimum;
- Security lighting would be shielded and directed down/away from the residential properties to prevent light spill. As conditioned, a photometric study would be updated during plan check to demonstrate that light levels at the residential property are appropriate;
- Disposal of waste at the trash enclosure shall be limited between 8 AM and 8 PM to avoid noise impacts to nearby residential uses during sensitive hours;
- A security guard shall be onsite 24 hours a day to patrol the property including parking areas; and
- A staff person will help monitor the site's parking areas to ensure that customers are quiet, turn off vehicle engines promptly, do not play loud music, and generally do not create excessive neighbor disturbances. The parking lot monitoring will be especially diligent to prevent noise and other neighbor disturbance during early morning and evening business hours.

### **GENERAL PLAN CONFORMANCE**

The Costa Mesa General Plan establishes the long-range planning and policy direction that guides change and preserves the qualities that define the community. The 2015-2035 General Plan sets forth the vision for Costa Mesa for the next two decades. This vision

focuses on protecting and enhancing Costa Mesa's diverse residential neighborhoods, accommodating an array of businesses that both serve local needs and attract regional and international spending, and providing cultural, educational, social, and recreational amenities that contribute to the quality of life in the community. Over the long term, General Plan implementation will ensure that development decisions and improvements to public and private infrastructure are consistent with the goals, objectives, and policies contained in this Plan.

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

1. **Policy LU-1.1:** *Provide for the development of a mix and balance of housing opportunities, commercial goods and services and employment opportunities in consideration of the need of the business and residential segments of the community.*

**Consistency:** The proposed project would provide commercial goods, employment opportunities, and housing on the subject property. Approval of the proposed use would result in the revitalization and reuse of a commercial space and allow nonconforming residential uses to remain. Although there are other cannabis storefronts in Costa Mesa, none of the approved cannabis storefront CUPs (including open storefronts), CUP applications in progress, or applications in the CBP phase are located within close proximity of the subject property.

2. **Objective LU-6B:** *Encourage and facilitate activities that expand the City's revenue base.*

**Consistency:** Retail cannabis uses are subject to a unique local tax that does not apply to other retail businesses in Costa Mesa. Retail cannabis uses are expected to generate increased tax revenues due to this seven-percent local tax on gross receipts. This revenue will then be used for community services and infrastructure improvements that serve the community.

3. **Policy LU-6.15:** *Promote unique and specialized commercial and industrial districts within the City which allow for incubation of new or growing businesses and industries.*

**Consistency:** The proposed use is part of the specialized cannabis industry that is very limited in Orange County. Out of 34 cities in the county, only three have cannabis storefronts--Costa Mesa, Santa Ana, and Stanton. Approval of this CUP would facilitate a business opportunity in a specialized and expanding industry along the City's commercial corridors.

4. **Policy LU-3.1:** *Protect existing stabilized residential neighborhoods, including mobile home parks (and manufactured housing parks), from the encroachment of incompatible or potentially disruptive land uses and/or activities.*

**Consistency:** The cannabis retail facility is proposed in an existing commercial building on a property that also contains two detached residential structures. Historic records indicate that the property was developed with commercial and residential structures prior to 1958. The proposed storefront would not result in the removal of the residential units. As conditioned, a new fence would be constructed to create a distinct separation between the residential units and storefront. Similar to other commercial properties located along Newport Boulevard, the subject property is located within relatively close proximity to other residential uses. As conditioned, the proposed use would be required to control odor, noise, limit trash enclosure access, and provide adequate security and parking lot monitoring to ensure compatibility between uses. The aforementioned cannabis operation controls exceed typical requirements for other retail uses.

5. **Policy N-2.9:** *Limit hours and/or attenuation of commercial/entertainment operations adjacent to resident and other noise sensitive uses in order to minimize excessive noise to these receptors.*

**Consistency:** The proposed cannabis storefront would be located on a site that has included both retail and residential uses since the 1950s, possibly earlier. With the proposed storefront use, parking lot activity and associated noise could be greater than past operations; however, conditions of approval requiring security features, parking lot monitoring, signage regarding noise, and limiting the hours the exterior trash enclosure are intended to ensure compatibility between the proposed use and residences.

## **FINDINGS**

Pursuant to Title 13, Section 13-29(g), Findings, of the Costa Mesa Municipal Code, in order to approve the project, the Planning Commission must find that the evidence presented in the administrative record substantially meets specified findings as follows:

- *The proposed development or use is substantially compatible with developments in the same general area and would not be materially detrimental to other properties within the area.*

The subject site is located within a commercial zone (C1, Local Business District) where commercial development is specifically allowed to include retail uses. In addition, the property is located on one of the City's primary commercial corridors that is predominantly intended for commercial uses. Pursuant to the CMMC, cannabis retail storefronts are permitted uses in the C1 zone and are subject to extensive regulation (as described in this report). Additionally, the proposed cannabis retail storefront use is not located within 1,000 feet of a K-12 school, playground, licensed child daycare, homeless shelter, or youth center as defined in the CMMC.

As proposed and conditioned, the storefront would operate in a manner that is compatible with developments in the area. Proposed and conditioned storefront operations include limiting the hours of operation to the hours between 7 AM and 10 PM, posting signs in the parking lot directing customers to use consideration, having a security guard onsite, having a staff member periodically monitor the parking lot, limiting the hours the trash enclosure can be used, and shielding security lighting down and away from residences.

City records indicate that the subject site has been used for both commercial and residential uses since the 1950s or earlier. The most recent previous commercial uses include auto parts retail and automobile window tinting. Staff observed deferred property and building maintenance as well as several nonconforming conditions such as parking in required setbacks. If approved, the applicant would invest in significant site improvements, including bringing a commercial structure up to current building codes, adding landscaped planters and trees, constructing a parking lot to meet Code design standards, adding a bike rack, and replacing chain-link fencing with high quality fencing and walls. Staff does not anticipate that the proposed use, as proposed and conditioned, would be materially detrimental to properties in the area.

- *Granting the conditional use permit will not be materially detrimental to the health, safety and general welfare of the public or otherwise injurious to property or improvements within the immediate neighborhood.*

The proposed cannabis retail storefront has the potential to improve safety through a significant remodel that includes bringing a commercial building up to current building codes, improving accessibility, replacing aging fencing and walls, adding security lighting, removing dilapidated structures, and removing parking from required setbacks and from encroaching into public rights-of-ways.

In addition, the proposed business would follow safety measures detailed in a professionally prepared security plan. The security plan was evaluated for compliance by the City's cannabis consultant, HdL. Measures designed to maintain safety at the site include, but are not limited to, security devices including window and door alarms, motion-detectors, limited access areas, and a monitored video surveillance system covering all exterior entrances, exits, exterior loading and unloading, and all interior limited access spaces. In addition, all employees must pass a live scan background check and obtain an identification badge from the City. The City and State requirements are designed to ensure that the proposed use would not be materially detrimental to the health, safety and general welfare of the public or be otherwise injurious to property or improvements within the immediate neighborhood.

- *Granting the conditional use permit will not allow a use, density or intensity which is not in accordance with the General Plan designation and any applicable specific plan for the property.*

The property has a General Plan land use designation of “Commercial Residential”. The intent of this land use designation is to allow a mix of commercial and residential zones along Newport Boulevard. The use is consistent with General Plan policies related to providing a mixture of commercial goods, services, and employment opportunities; expanding the City’s tax base; and promoting the incubation of specialized businesses. The City’s General Plan sets forth long-term policies that guide future development, whereas the Zoning Ordinance implements general plan policies through detailed development regulations, such as specific use types and building standards. Therefore, in determining General Plan compliance for the proposed cannabis retail storefront use, a comparison of the proposed use with the use, density and intensity allowed by the applicable zoning district is required. In this case, the applicable zoning district is “Local Business District” (C1). A variety of commercial uses are allowed in the C1 zone, including a retail cannabis storefront, subject to a CUP. No additional square footage is proposed; therefore, the proposed use would not increase the floor area ratio (building intensity) or increase the number of residential units onsite (density).

## **ENVIRONMENTAL DETERMINATION**

The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, for the permitting and/or minor alteration of Existing Facilities, involving negligible or no expansion of the existing or prior use. This project site contains an existing commercial building that has been used continuously for commercial activities. The application does not propose an increase in commercial floor area or otherwise expand the prior commercial use. The project is consistent with the applicable General Plan land use designation and policies as well as with the applicable zoning designation and regulations. Furthermore, 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 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**

The Planning Commission can consider the following decision alternatives:

1. Approve the project. The Planning Commission may approve the project as proposed, subject to the conditions outlined in the attached Resolution.
2. 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 hearing 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.

3. *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.

## **LEGAL REVIEW**

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

## **PUBLIC NOTICE**

Pursuant to Title 13, Section 13-29(d) of the Costa Mesa Municipal Code, 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. 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.
3. **Newspaper publication.** A public notice was published once in the Daily Pilot newspaper.

As of the date this report was circulated, no public comments have been received. Any public comments received prior to the March 25, 2024 Planning Commission meeting will be provided separately.

## **CONCLUSION**

The proposed project is a retail cannabis storefront business at an existing commercial property that is located on one of the City's commercial corridors and meets separation requirements established in CMMC 13-200.93(e). Staff and the City's cannabis consultant completed the Pre-application Determination, Business Plan and Security Plan evaluations, owner background checks, and thoroughly reviewed the CUP materials. If approved, the operation would be required to comply with all conditions of approval and extensive City and State regulations.

If the Planning Commission approves the project, the applicant would next obtain building permits, complete significant site and building improvements, and pass City inspections prior to obtaining a CBP and City Business License. The CBP would be valid for two years and must be continuously renewed, including inspections, prior to expiration. During each two-year CBP period, the Community Improvement Division,

along with other City staff, conducts site inspections to verify that the operation complies with CUP and CBP requirements.

As proposed and conditioned, the use would be consistent with other commercial uses in the C1 zone, the Zoning Code, and the City's General Plan. The required findings for the CUP can be made, as described above, and therefore, staff recommends approval of Planning Application 22-08 subject to conditions of approval.



# CITY OF COSTA MESA

77 Fair Drive  
Costa Mesa, CA 92626

## Agenda Report

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**File #:** 24-139

**Meeting Date:** 5/7/2024

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**TITLE:**

**GENERAL PLAN AMENDMENT PGPA-23-0001 TO AMEND THE 2015-2035 GENERAL PLAN CIRCULATION ELEMENT BY ADDING A REFERENCE TO THE COSTA MESA PEDESTRIAN MASTER PLAN AND REVISING POLICIES UNDER GOALS C-1 TO C-12; AND APPROVAL OF THE DRAFT COSTA MESA PEDESTRIAN MASTER PLAN AND FIND THE PROJECT EXEMPT FROM CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO CEQA GUIDELINES SECTION 15262 AND 15061(B)(3)**

**DEPARTMENT: TRANSPORTATION SERVICES DIVISION/  
PUBLIC WORKS DEPARTMENT**

**PRESENTED BY: JENNIFER ROSALES, TRANSPORTATION SERVICES MANAGER AND  
BRETT ATENCIO THOMAS, ACTIVE TRANSPORTATION COORDINATOR**

**CONTACT INFORMATION: JENNIFER ROSALES, TRANSPORTATION SERVICES MANAGER,  
(714) 754-5343**

**RECOMMENDATION:**

The Planning Commission recommends the City Council:

1. Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15262 (Feasibility and Planning Studies), 15276 (Transportation Improvement Programs), and 15061 (b)(3) (Common Sense Exemption);
2. Approve the Draft Pedestrian Master Plan (PMP) as recommended by the City's Planning Commission by adoption of a resolution; and
3. Approve General Plan Amendment PGPA-23-0001, amending the Circulation Element to revise and include new policies outlined in the PMP by adoption of a resolution.

**ENVIRONMENTAL DETERMINATION**

On March 11, 2024, the Planning Commission found that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15262 (Feasibility and Planning Studies), Section 15276 (Transportation Improvement and Congestion Management Program) and Section 15061(b)(3) (Common Sense Exemption).

The project is specifically excluded from CEQA pursuant to statutory exemptions defined under Sections 15262 and 15276. Section 15262 excludes a project from CEQA if it involves only feasibility or planning studies for possible future actions which the City has not approved, adopted, or funded and does not require the preparation of an environmental impact report or negative declaration, but

does require consideration of environmental factors. Section 15276 states that CEQA does not apply to the development or adoption of a regional transportation improvement program.

The draft PMP complements the City's 2018 Active Transportation Plan (ATP) by providing pedestrian programs, pedestrian infrastructure toolbox, and policy recommendations to improve the pedestrian experience in the City. The proposed project will update the Circulation Element to incorporate the PMP by reference and will include policies to ensure that future projects will consider and include street design elements to enhance pedestrian mobility. Therefore, the project is statutorily exempt from CEQA pursuant to Sections 15262 and 15276.

Furthermore, the proposed project is exempt from CEQA pursuant to Section 15061 (b)(3), which states that "where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA." The PMP provides guidance on improving the environment where pedestrian activities occur and does not implement any specific project, action, or funding. Therefore, there is no possibility that the project (adoption of the PMP and General Plan Amendment) will have a significant effect on the environment.

## **BACKGROUND:**

### **PROJECT SUMMARY**

The proposed project includes the following:

- Review and recommend approval of the Draft Pedestrian Master Plan (Attachments 2 and 3) as recommended by the City's Planning Commission.
- A General Plan Amendment (PGPA-23-0001) to update the City's 2015-2035 General Plan Circulation Element as follows:
  - Revise policies and recommendations under Goals C-1 through Goal C-12 to incorporate the recommended policies outlined in the Draft PMP (Attachment 4).

### ***2015-2035 General Plan***

During the preparation of the General Plan, the City held various workshops and study sessions that helped shape the 2015-2035 General Plan update that was adopted on June 21, 2016. One outcome of the General Plan workshops was the formation of the Bikeway and Walkability Committee. The City Council created the Bikeway and Walkability Committee on April 7, 2015, and renamed it as Active Transportation Committee (ATC) in 2022. The ATC makes recommendations for active transportation related improvements to the City Council.

On June 5, 2018, the City Council approved General Plan Amendment GP-18-01 to revise the Conceptual Bicycle Master Plan and revised policies of the Circulation Element and adopted the ATP. The ATP outlines the vision, strategies and actions that will improve the active transportation experience in Costa Mesa. The ATP developed a Bicycle Facilities Map and primarily focused on completing the local bicycle network. An additional plan is needed to complement the ATP by providing a primary focus on walking for users of all types, ages, and abilities.

In accordance with the General Plan Circulation Element, Goal C-12: *Monitor, Evaluate, and Pursue Funding for Implementation of the Bicycle and Pedestrian Master Plan*, staff have sought out grant funding for the development of a Pedestrian Master Plan from various sources since 2018. In January 2020, City staff was successful in securing grant funding from the Southern California Association of Governments (SCAG) to develop a PMP through its Sustainability Planning Grant Program in the amount of \$125,000, and City Council approved a local match in the amount of \$75,000. Following the initiation of the PMP project, the City Council identified the following Strategic Objective: "Present the Pedestrian Master Plan update to the City Council for direction," under the City Council Goal to Advance Environmental Sustainability and Climate Resiliency.

The proposed PMP includes additional General Plan polices and tools specific for improving the pedestrian experience to support the following ATP vision for active transportation in the City: "The City of Costa Mesa will have a comprehensive and visible active transportation network and will promote safety, education, health, recreation and access to important locations within the City while connecting to the larger regional network."

### **ANALYSIS:**

The Draft PMP expands upon the pedestrian opportunity zones developed in the ATP with further analysis and provides pedestrian programs, a pedestrian infrastructure treatment toolbox, and specific policy recommendations to improve the pedestrian experience in the city. The draft PMP is intended to:

1. Promote a pedestrian-friendly transportation system in Costa Mesa;
2. Create a safer place to walk;
3. Integrate pedestrian elements into the circulation system and land use planning;
4. Promote a culture of walking;
5. Promote the positive air quality, health, and economic benefits of walking; and
6. Monitor, evaluate, and pursue funding for implementation of the PMP.

Community outreach and engagement played a central role in the development of the draft PMP. A combination of in-person public events, electronic and in-person surveying, and online mapping exercises were employed to help the project team understand community sentiment on pedestrian infrastructure. Community members participated throughout the development of the plan through the following opportunities:

- Six (6) Walk Audits
- Three (3) Community Workshops
- Seven (7) ATC Presentations
- One (1) Project Survey
- One (1) Online Mapping Tool

From these community engagement efforts, a total of 551 unique community member comments were received. A qualitative analysis was conducted from the comments gathered to identify common concerns and input shared by community members. This analysis is reflected in the PMP.

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### **Components of the PMP**

The draft PMP contains seven chapters and seven supporting appendices that outline the vision, strategies, and actions that will be implemented to improve the pedestrian experience in Costa Mesa. The chapters of the PMP follow:

1. **Introduction** - provides a plan overview and summary of the City's policies and programs;
2. **Community Engagement** - discusses community participation in plan development;
3. **Existing Conditions** - documents the planning context to the pedestrian environment;
4. **Policy Recommendations** - outlines policies and recommendations to create a pedestrian-friendly environment for users of all types, ages, and abilities.
5. **Pedestrian Infrastructure Toolbox** - provides treatment options to be considered for ongoing and planned projects;
6. **Infrastructure Projects** - provides recommendations to help advance the PMP and ATP vision; and
7. **Implementation Strategy** - provides a list of grant opportunities.

### **Active Transportation Committee**

In June 2022, the ATC unanimously voted to recommend the Draft PMP, as prepared, to the Planning Commission and City Council and recommend that staff proceed with next steps on a General Plan amendment. In December 2023, the ATC discussed the Draft PMP for a second time, and re-affirmed their support of the draft PMP, with the following provisions:

- Inclusion of the 2022 *City of Costa Mesa Local Road Safety Plan* and 2021 *Berkeley SafeTREC City of Costa Mesa Complete Streets Safety Assessment* as appendices to the PMP;
- Additional language to the PMP for future expansion of the scope of the PMP including additional corridors; and
- A one (1) year project implementation horizon.

The above was included in a letter from the ATC to the Planning Commission supporting approval of the PMP on March 6, 2024. As noted in the Planning Commission Agenda report, staff can incorporate the two documents identified for inclusion as appendices to the PMP. The pedestrian treatments identified in the PMP as well as walk-audits along additional corridors can be included as part of the City's ongoing capital improvement projects and proposed five-year capital improvement program. However, staff cannot commit to timelines and further additions to the PMP, such as an implementation plan, outlined in the ATC letter to the Planning Commission as it is outside the scope of the project and will require additional resources, both in staff and funding. In addition, the upcoming Safe Routes to School Action Plan will significantly complement the PMP.

### **Planning Commission Action**

The Planning Commission considered this item at its March 11, 2024 meeting. The Commission recommended approval of the Draft Pedestrian Master Plan by adoption of Resolution No. PC-2024-07; the Commission also recommended approval of the General Plan Amendment PGPA-23-0001 amending the Circulation Element to revise and include new policies outlined in the Pedestrian

Master Plan by adoption of Resolution No. PC-2024-08. Both actions were approved on a 6-0 vote and their resolutions are included as Attachment 5.

On March 11, 2024, the Planning Commission recommended that the City Council find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15262 (Feasibility and Planning Studies), 15276 (Transportation Improvement Programs), and 15061 (b)(3) (Common Sense Exemption).

The Planning Commissioners made individual suggestions for City Council consideration regarding the content of the Draft Pedestrian Master Plan and proposed revisions to the policies in the amendment to the Circulation Element. The Planning Commissioner's suggestions are outlined in the March 11, 2024, Planning Commission Meeting Minutes (Attachment 6). While the Planning Commission as a body did not authorize staff to make any changes to the Draft PMP, they requested staff to make the suggestions available for Council consideration. Some of the major suggestions include:

- The General Plan Amendment includes several "Recommendations" and "Policies" per earlier Council approval. The Commission suggested converting the following Recommendations to Policies: C-7.11, C-7.25, C-7.28, C-8.13, C-8.21, C-9.16, C-10.3.
- Commissioners provided comments on pedestrian toolbox treatments regarding pedestrian crossing times, left turn signal phasing, driveways, crosswalks, pedestrian lighting, and speed feedback signs.

### ***General Plan Amendment***

The proposed General Plan Amendment (PGPA-23-0001) will update the Circulation Element policies to ensure that the PMP goals and provisions are considered and implemented as private and public projects are approved by the City. The proposed Circulation Element policy amendments can be found in Attachment 4 to this report.

The intent of the revised and additional policies is to add long-term programs and policy recommendations that would enhance the pedestrian environment for all pedestrian types, ages, and abilities. This will help the City achieve the vision identified in the ATP and further highlighted in the PMP that states that "the City of Costa Mesa will have a comprehensive and visible active transportation network and will promote safety, education, health, recreation, and access to important locations within the City while connecting to the larger regional network."

Applicable to this project, Senate Bill (SB) 18 (Government Code Section 65352.3), requires that prior to the adoption of a general plan amendment, the City shall provide an opportunity for consultation to the Native American tribes as informed by the Native American Heritage Commission. The purpose of the consultation is to avoid and protect impacts to cultural places when creating or amending General Plans, Specific Plans and Community Plans. In May 2023, staff notified the local Native American tribes identified by the Native American Heritage Commission of the opportunity for consultation as required by SB 18. Following the notification to the tribes, staff did not receive any requests for consultation. However, the Gabrieleno Band of Mission Indians - Kizh Nation requested notification if any ground disturbances would occur in the future. The City will include the Gabrieleno

Band of Mission Indians - Kizh Nation in the notification lists for any future implementation pedestrian projects that require ground disturbances.

### **PUBLIC NOTICE**

Pursuant to Title 13, Section 13-29(d), of the Costa Mesa Municipal Code, a 1/8th page public notice was published once in the Daily Pilot newspaper no less than 10 days prior to the May 7, 2024 public hearing.

### **ALTERNATIVES:**

The City Council could propose amendments to the Circulation Element and the Draft PMP. If these amendments are minor, they could be incorporated without any further analysis. Significant changes may require additional review by staff and will be brought back at a future meeting.

Another alternative is to not approve the proposed amendments and the Draft PMP. However, this alternative will result in gaps in pedestrian infrastructure improvements as a part of private and public developments and may result in lowering grant funding opportunities for pedestrian improvement projects.

### **FISCAL REVIEW:**

There is no fiscal impact with the adoption of the recommended actions. Active transportation projects that include pedestrian treatments outlined in the Draft PMP are programmed through the budget process and subject to approval by the City Council.

### **LEGAL REVIEW:**

The proposed resolutions (Attachment 1) and General Plan Amendment have been reviewed and approved as to form by the City Attorney's Office.

### **CITY COUNCIL GOALS AND PRIORITIES:**

This project works toward achieving the following City Council goals:

- Strengthen the Public's Safety and Improve the Quality of Life.
- Advance environmental sustainability and climate resiliency.
- Maintain and Enhance the City's Facilities, Equipment and Technology.

### **CONCLUSION:**

The Draft PMP and recommended Circulation Element policies have been reviewed at public workshops, Active Transportation Committee meetings and the Planning Commission. Approval of the PMP and the General Plan Circulation Element Amendment will promote a pedestrian-friendly environment and complete streets network. The recommended policies and PMP will help the City achieve the vision identified in the City's Active Transportation Plan for a comprehensive and visible active transportation network promoting safety, education, health, recreation, and access to important locations within the city while connecting to the larger regional network.



**RESOLUTION NO. 2024-XX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA APPROVING ADOPTION OF GENERAL PLAN AMENDMENT PGPA-23-0001 TO AMEND THE CIRCUALTION ELEMENT OF THE CITY OF COSTA MESA GENERAL PLAN BY ADDING A REFERENCE TO THE COSTA MESA PEDESTRIAN MASTER PLAN AND REVISING POLICIES ASSOCIATED WITH CIRCULATION ELEMENT GOALS C-1 THROUGH C-12.**

**THE CITY COUNCIL OF THE CITY OF COSTA MESA HEREBY FINDS AND DECLARES AS FOLLOWS:**

WHEREAS, the City of Costa Mesa's 2015-2035 General Plan was adopted on June 21, 2016;

WHEREAS, the 2015-2035 General Plan includes ten elements, one of which is known as the Circulation Element;

WHEREAS, the Circulation Element includes policies to implement Goals C-1 through C-12;

WHEREAS, the City of Costa Mesa approved the Active Transportation Plan and an amendment (GP-18-01) to the General Plan's Circulation Element on June 5, 2018;

WHEREAS, the City of Costa Mesa, through its consultant, conducted a series of public workshops and meetings from 2020 through 2022 concerning active transportation matters, including opportunities to improve pedestrian circulation;

WHEREAS, these outreach meetings resulted in the preparation of a draft Costa Mesa Pedestrian Master Plan ("PMP");

WHEREAS, the PMP includes policies that require the Circulation Element of the City of Costa Mesa General Plan be amended in order to provide consistency and implement the PMP;

WHEREAS, the PMP policies have been reviewed and recommended by the City Council-appointed Active Transportation Committee to be included as part of the General Plan's Circulation Element;

WHEREAS, General Plan Amendment PGPA-23-0001 includes revisions to the policies contained in Circulation Element Goals C-1 and C-12, which are included as an attachment (Exhibit 1) to this resolution; and

WHEREAS, on March 11, 2024, the Planning Commission held a public hearing and recommended approval of the General Plan Amendment PGPA-23-0001 and the Pedestrian Master Plan on a 6-0 vote;

NOW THEREFORE BE IT RESOLVED that the General Plan Amendment PGPA-23-0001 includes the following revisions to the Circulation Element:

- a. Amend the General Plan Circulation Element to add reference to the Costa Mesa Pedestrian Master Plan.
- b. Amend policies and recommendations under Goals C-1 to C-12 as included in the Excerpt of the Circulation Element itemized in Exhibit 1.

BE IT FURTHER RESOLVED that the Costa Mesa City Council does hereby find and determine that adoption of this Resolution is expressly predicated upon the activity as described in the staff report for General Plan Amendment PGPA-23-0001 and the Pedestrian Master Plan.

BE IT FURTHER RESOLVED that that the adoption of General Plan Amendment PGPA-23-0001 is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15262 (Feasibility and Planning Studies), 15276 (Transportation Improvement Programs), and section 15061(b)(3) (Common Sense Exemption).

BE IT FURTHER RESOLVED that if any section, division, sentence, clause, phrase or portion of this resolution, or the documents 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 7th day of May, 2024.**

---

John Stephens, Mayor

ATTEST:

APPROVED AS TO FORM:

---

Brenda Green, City Clerk

---

Kimberly Hall Barlow, City Attorney

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

I, **BRENDA GREEN**, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 2024-xx and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 7<sup>th</sup> day of May, 2024, 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 7<sup>th</sup> day of May 2024.

\_\_\_\_\_  
BRENDA GREEN, CITY CLERK

(SEAL)

RESOLUTION NO. 2024-XX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA APPROVING THE CITY'S PEDESTRIAN MASTER PLAN**

**THE CITY COUNCIL OF THE CITY OF COSTA MESA HEREBY RESOLVES AS FOLLOWS:**

WHEREAS, the City of Costa Mesa's 2015-2035 General Plan was adopted on June 21, 2016;

WHEREAS, the City of Costa Mesa approved the Active Transportation Plan ("ATP") and an amendment to the General Plan Circulation Element (GP-18-01) on June 5, 2018;

WHEREAS, the ATP focused on completion of the bicycle network by identifying existing and absent bikeway segments to improve connectivity and providing recommendations for potential improvements to the system and programs;

WHEREAS, in accordance with the General Plan Circulation Element Goal C-12, *Monitor, Evaluate, and Pursue Funding for Implementation of the Bicycle and Pedestrian Master Plan*, the City was secured grant funding from Southern California Association of Governments to develop a Pedestrian Master Plan ("PMP");

WHEREAS, following the initiation of the Pedestrian Master Plan project, the City Council identified the following Strategic Objective: "Present the Pedestrian Master Plan update to City Council for direction" under the City Council Goal to Advance Environmental Sustainability and Climate Resiliency;

WHEREAS, the Community outreach played a central role in the development of the PMP;

WHEREAS, the PMP expands upon the pedestrian opportunity zones developed in the ATP with further analysis and provides pedestrian programs, a pedestrian infrastructure treatment toolbox, and specific policy recommendations to improve the pedestrian experience in the City;

WHEREAS, following a series of workshops and public meetings in 2020 through 2022, a draft Costa Mesa Pedestrian Master Plan have been reviewed and recommended for approval by the City's Planning Commission and Active Transportation Committee; and

WHEREAS, the PMP is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15262 (Feasibility and Planning Studies), Section 15276 (Transportation Improvement and Congestion Management Program) and Section 152061(b)(3) (Common Sense Exemption).

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby approve the Pedestrian Master Plan as recommended by the Active Transportation Committee and the Planning Commission included as Exhibit 2.

BE IT FURTHER RESOLVED that the Costa Mesa City Council does hereby find and determine that adoption of this Resolution is expressly predicated upon activity as described in the staff report for General Plan Amendment PGPA-23-0001 and the Pedestrian Master Plan

BE IT FURTHER RESOLVED that if any section, division, sentence, clause, phrase or portion of this resolution, or the documents 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 7th day of May, 2024.**

---

John Stephens, Mayor

ATTEST:

APPROVED AS TO FORM:

---

Brenda Green, City Clerk

---

Kimberly Hall Barlow, City Attorney

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

I, **BRENDA GREEN**, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 2024-xx and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 7<sup>th</sup> day of May, 2024, 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 7<sup>th</sup> day of May 2024.

\_\_\_\_\_  
BRENDA GREEN, CITY CLERK

(SEAL)



# Costa Mesa

## Pedestrian Master Plan

June 2022

# ACKNOWLEDGMENT

## Mayor and City Council

John Stephens, Mayor

Andrea Marr, Mayor Pro Tem

Manuel Chavez, Council Member

Loren Gameros, Council Member

Jeff Harlan, Council Member

Don Harper, Council Member

Arlis Reynolds, Council Member

## City of Costa Mesa

Raja Sethuraman, Public Services Director

Jennifer Rosales, Transportation Services Manager

Seung Yang, City Engineer

Ramin Nikoui, Associate Engineer

Brett Atencio Thomas, Active Transportation  
Coordinator

## Southern California Association of Governments (SCAG)

Cory Wilkerson

Hannah Keyes

## Active Transportation Committee \*

Cynthia McDonald, Chair

Jim Erickson, Vice Chair

Bryan Estrada, Member

Bridget Gleason, Member

Richard Huffman II, Member

Flo Martin, Member

David Martinez, Member

Michael Moses Nolf, Member

Ralph Taboada, Member

Emily Webb, Member

Trace Yulie, Member

John Lux, Alternate Committee Member

Jimmy Vivar, Alternate Committee Member

## Consultant Team

KOA Corporation, Prime Consultant

Katherine Padilla & Associates

Rock E. Miller & Associates

*This plan was funded by a grant from the Southern California  
Association of Governments (SCAG).*

*\*The Committee is formerly known as the Bikeway and  
Walkability Committee.*



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# Executive Summary



## PURPOSE

The Costa Mesa Pedestrian Master Plan, also known as the Plan or CMPMP, offers additional support to the City's 2018 Active Transportation Plan (ATP). The ATP provides a bold vision for active transportation in the city: "The City of Costa Mesa will have a comprehensive and visible active transportation network and will promote safety, education, health, recreation and access to important locations within the City while connecting to the larger regional network."

The CMPMP supplements the ATP by providing additional infrastructure, programs, and policy recommendations specific to improving the pedestrian experience in the city.

## PLAN STRUCTURE

The Plan contains seven chapters and seven supporting appendices.

**Chapter 1: Introduction** provides a Plan overview and a summary of the City's policy, program, and existing/planned infrastructure projects.

**Chapter 2: Community Engagement** discusses the strategies used to gather community input for the planning process and outcomes of the community engagement effort.

**Chapter 3: Existing Conditions** documents the planning context through different analyses that pertain to the pedestrian environment in the city.

**Chapter 4: Policy Recommendations** provides a list of goals, objectives, and recommendations to help achieve the vision identified in the ATP, offering additional long-term recommendations to enhance the pedestrian environment.

**Chapter 5: Pedestrian Infrastructure Toolbox** provides a starting point on what infrastructure treatments (tools) can be considered for ongoing and planned projects that would enhance the pedestrian environment and increase the safety and accessibility for pedestrians.

**Chapter 6: Infrastructure Projects** discusses a set of infrastructure projects the City can begin work on to help advance the CMPMP and ATP Vision. These recommendations provide a short-term roadmap that complement the recommendations discussed in Chapter 4, Policy Recommendations, and Chapter 5, Pedestrian Infrastructure Toolbox, by providing Project Factsheets for five identified pedestrian project corridors.

**Chapter 7: Implementation Strategy** offers a list of prioritized projects that the City could start with to implement the Plan and a list of grant opportunities that the City could seek to fund the projects.

## PLANNING CONTEXT

The project team analyzed five categories of data to better understand the existing conditions of the study corridors and to help identify and develop new recommendations to help enhance the pedestrian environment:

- Demographic statistics & travel characteristics
- Land use and destinations
- Roadway characteristics
- Pedestrian infrastructure
- Pedestrian safety

The analysis was concentrated in the Pedestrian Opportunity Zones. The opportunity zones were first discussed in the General Plan and were included in the Active Transportation Plan. According to the General Plan, the City will pursue street enhancements to create pedestrian-friendly environments in the Pedestrian Opportunity Zones.

## COMMUNITY ENGAGEMENT

Community outreach and engagement played a central role in the Plan development. A combination of in-person public events, electronic and in-person surveying, and online mapping exercises were employed to help the project planning team (the team) understand community sentiment on pedestrian infrastructure. The engagement strategy was

continuously adapted to challenges stemming from the COVID-19 pandemic.

Community members participated in the planning efforts through the following opportunities:

- Six (6) walk audits
- Three (3) Community workshops
- Five (5) Active Transportation Committee presentations
- One (1) Project survey
- One (1) Online mapping tool

A qualitative analysis was conducted from the comments gathered in the outreach effort to identify common concerns and input shared by community members. Community members provided a total of 547 location-specific comments.

## RECOMMENDATIONS

The Plan provides four separate, yet interrelated components of recommendations for pedestrian improvements that the City could implement to realize the vision for the Plan.

### Plan goals and long-term program and policy

**recommendations:** The Plan has six (6) goals and 62 objectives and policies that were adapted from the Active Transportation Plan and 35 new recommendations to



enhance and better support the ATP vision.

**Pedestrian project corridors:** The Plan contains ten Pedestrian Project Corridors. The corridors were identified through the Existing Conditions Analysis and comments received from the community engagement effort and the Active Transportation Committee. These project corridors revolve around the Pedestrian Opportunity Zones identified in the City’s General Plan.

**Pedestrian infrastructure framework:** The Pedestrian Infrastructure Framework is a toolbox that provides guidance on a variety of infrastructure treatments that could be incorporated in ongoing and planned projects to enhance the pedestrian network and increase pedestrian safety.

**Priority project factsheets:**

The Plan provides project factsheets for five Pedestrian Project Corridors. Each factsheet contains a description of the corridor, along with a summary of existing conditions and concerns as well as proposed treatment recommendations including photos and a sample concept plan of a specific treatment for the corridor.



# 01

## Introduction

## 1.1 INTRODUCTION

Walking is an important form of transportation and a valuable recreation activity. As a transportation mode, it allows people to access destinations with minimal assistance from mobility devices, unlike a vehicle or bicycle. As a recreational activity, walking brings many health benefits.

The Costa Mesa Pedestrian Master Plan, also known as the Plan or CMPMP, offers additional support to the City's 2018 Active Transportation Plan (ATP) and the Circulation Element of the General Plan. The ATP provides a bold vision for active transportation in the city, "The City of Costa Mesa will have a comprehensive and visible active transportation network and will promote safety, education, health, recreation and access to important locations within the City while connecting to the larger regional network."

The Plan also contains a policy framework with many goals, objectives, policies, and recommendations that would help the city achieve the Vision.

The Circulation Element of the General Plan identified four Pedestrian Priority Areas, also known as Pedestrian Opportunity Zones, where the City will pursue street enhancements to create pedestrian-friendly environments.

The CMPMP supplements the ATP and the General Plan by providing additional infrastructure, programs, and policy recommendations that are specific to improving the

pedestrian experience in the city. In particular, the CMPMP focuses on improvements at the Pedestrian Opportunity Zones.

## 1.2 PLAN LOCATION

The City of Costa Mesa is home to more than 113,000 residents according to the 2019 America Community Survey. It is located in central Orange County and shares a border with the cities of Huntington Beach, Fountain Valley, Santa Ana, Irvine, and Newport Beach, as well as the John Wayne (JWA) Santa Ana Airport. The City is well-connected via three major freeways – Interstate 405 (I-405), State Route 55 (SR-55), and State Route 73 (SR-73), and has a network of existing pedestrian facilities. The City is host to major employers in Orange County, including: the Auto Club of Southern California, Fairview Developmental Center, South Coast Plaza, and OC Fair and Event Center. The City is comprised of different neighborhoods, which include Eastside Costa Mesa, South Coast Metro, Mesa Verde, and Westside Costa Mesa. Each neighborhood features unique roadway characteristics and built environments, which range from high-density residential units surrounded by wide roadways (such as in South Coast Metro) to single-family residential housing with curvilinear residential streets like those found in the Mesa Verde neighborhood.





## 1.3 PROJECT CONTEXT

The Pedestrian Master Plan builds upon many local and regional planning and engineering efforts. These are summarized below while Appendix A, Plan And Policy Review contains more detailed information.

### CITYWIDE PLANNING EFFORTS

#### Costa Mesa General Plan Circulation Element (2015)

The Circulation Element of the General Plan includes goals, objectives, and policies that the City uses to make decisions about transportation network improvements. The Plan emphasizes expanding travel mobility for bicycles and pedestrians, as well as implementing complete streets strategies in the city.

#### Costa Mesa Active Transportation Plan (2018)

The Costa Mesa Active Transportation Plan (ATP), provides strategies and actions that will improve the active transportation experience in Costa Mesa. It analyzes existing pedestrian and bicycle facilities in the city, provides a policy framework behind the City's active transportation vision, and proposes facilities for future funding.

#### Complete Street Safety Assessment (2021)

The assessment was completed as a collaboration between the City and SafeTREC at UC Berkeley. It reviewed several corridors in the City and provided recommendations for infrastructure improvements.





### Multi-Purpose Trails Plan (2016)

Completed in June 2016, the Costa Mesa Multi-Purpose Trails Plan analyzes the strategies needed for implementing a multi-use trail system within the City, focusing on the area between the Santa Ana River Trail and Newport Bay in the middle of the City.

### Local Roadway Safety Plan (LRSP)

The City's Local Road Safety Plan identifies safety countermeasures for all travel modes including walking and bicycling. The Plan helps ongoing efforts to make safety improvements by analyzing crash data, selecting emphasis areas, and identifying countermeasures through public outreach and diverse stakeholder collaboration.

## LOCAL PROGRAMS AND PROJECTS

### Go Human Explore Merrimac (2018)

On April 21, 2018, Costa Mesa hosted a SCAG Go Human demonstration project on Merrimac Way from Harbor Boulevard to Fairview Road to explore potential pedestrian and bicycle improvements. The demonstration project led to the construction of pedestrian and bicycle facilities in 2021.

### Reimagining 19th Street

In the summer of 2020, the Costa Mesa Alliance for Better Streets, a community organization, collaborated with the Costa Mesa community and the City on the "Reimagine 19th Street" project. The project resulted in a tactical urbanism

demonstration on 19th Street to showcase potential new infrastructure improvements along the corridor and to gather community feedback

### **Costa Mesa Community Pedestrian & Bicycle Safety Training**

The Costa Mesa Active Transportation Committee, California Walks, and the University of California, Berkeley's Safe Transportation Research and Education Center (SafeTREC) collaboratively planned a training on August 28, 2020, which included walking and biking assessments. Assessments were conducted along three routes: Newport Boulevard from 17th Street to 19th Street, 19th Street from the western city limit to Harbor Boulevard, and Fairview Road from Baker Street to Fair Drive (adjacent to Orange Coast College)

### **Other Planned and Funded Active Transportation Projects Within Costa Mesa**

The City is currently working on many projects with pedestrian elements. Examples of such projects include: Mesa Del Mar multi-modal access and circulation improvements, Mesa Drive and Santa Ana Avenue bicycle facility improvements, Randolph Avenue parking and pedestrian improvements, W 18th Street at Lions Park HAWK Signal, Wilson Street HAWK Signal, and Adams Avenue and Pinecreek Drive Intersection Project.

## **REGIONAL & ADJACENT CITY EFFORTS**

### **OC Active (2019)**

OC Active is Orange County's Bike and Pedestrian Plan. It provides a framework for bikeway and pedestrian planning across the county. OC Active replaces the Orange County Commuter Bikeways Strategic Plan developed in 2009.

### **Connect SoCal (2020):**

Connect SoCal is the 2020 Regional Transportation Plan/Sustainable Communities Strategy from Southern California Association of Governments (SCAG). The Plan includes a technical report outlining the existing state of active transportation and the impacts of active transportation investments within the SCAG region.

### **City of Newport Beach Bicycle Master Plan (2014)**

The Plan guides the development and maintenance of a comprehensive bicycle network and set of programs until 2034. The City contains 18.9 miles of Class I Shared-Use Paths which allow joint pedestrian and bicycle use. In 2014, there were 93 miles of existing bikeways, which include 26 miles of sidewalks that allow bicycling.

### **City of Irvine Strategic Active Transportation Plan (2020)**

The 2020 Plan seeks to balance new technologies, innovative pedestrian treatments, and bicycle transportation options to establish an environment that is





comfortable and convenient for users. On-street facility connections are planned via Red Hill Avenue and along Main Street.

### City of Huntington Beach Bicycle Master Plan (2013)

The Bike Master Plan discusses opportunities for pedestrian travel via off-street shared-use paths. Connections are made to Costa Mesa via the Santa Ana River Trail. The Santa Ana River Trail is maintained and operated by the County of Orange.

### City of Santa Ana Active Transportation Plan (2019)

The goal of the Santa Ana Active Transportation Plan (2019) document is to create a City that provides multi-modal access for walking, biking, and rolling. Santa Ana forms the northern boundary with the City of Costa Mesa along Sunflower Avenue.

### City of Fountain Valley General Plan Update (forthcoming)

The City is currently working on updating its General Plan, and it may include discussions on active transportation. The City shares a short border with Fountain Valley.



A photograph of a community engagement activity, overlaid with a semi-transparent green filter. In the foreground, a man in a plaid shirt and a green cap is looking at a clipboard. To his left, a woman in a yellow safety vest and a wide-brimmed hat is also looking at the clipboard. In the background, another person in a yellow safety vest is pointing at a large map or plan displayed on an easel. The setting appears to be a grassy area next to a sidewalk. In the background, there are trees, a building, and a sign that says "BOS Home S...". A large white number "02" is overlaid on the right side of the image.

# 02

## Community Engagement



## 2.1 INTRODUCTION

Interactive community feedback outlets were foundational to the development of the Plan. A combination of in-person public events, electronic and in-person surveying, and online mapping exercises were employed to help the project team understand community sentiment on pedestrian infrastructure. The engagement strategy was continuously adapted to challenges from the COVID-19 pandemic.

Opportunities made available for community members to participate in included:

- Walk audits
- Community workshops
- Active Transportation Committee presentations
- Project survey
- Online mapping tool

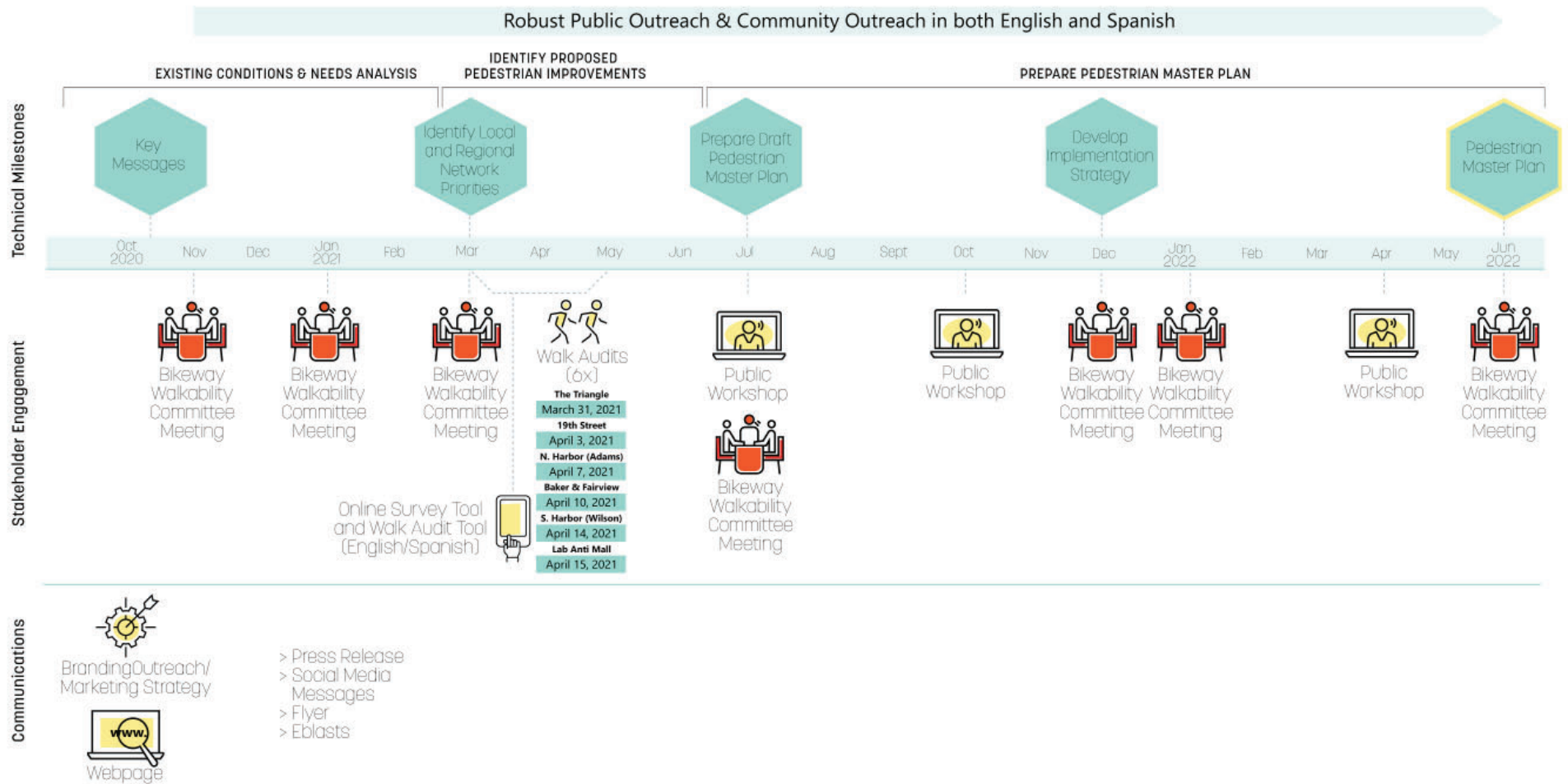
The engagement effort was conducted between November 2020 and April 2022. It focused on two primary audiences: the general public and key stakeholders as represented by the Bikeway and Walkability Committee.

Figure 2.1, Process Diagram, shows how the engagement effort aligned with the overall development of the Plan.





Figure 2.1 Process Diagram





*Project logo*

## 2.2 PUBLIC OUTREACH AND INFORMATION SHARING

The project team employed many strategies to inform the Costa Mesa community about opportunities to participate in the planning effort.

### Project Branding

A logo and branding style were created to establish a project identity. The logo and branding style were used across all project communication materials.

## VIRTUAL COMMUNITY MEETING

October 6, 2021, 6:00 PM - 7:30 PM



The development of a Pedestrian Master Plan for Costa Mesa is underway to serve as a road map to identify solutions to improve walkability in the City. The Plan will propose pedestrian infrastructure improvements aimed at connecting communities to schools, parks, businesses and other destinations in Costa Mesa. In the development of the Pedestrian Master Plan, six walk audits were conducted on Costa Mesa streets in March and April with Bikeway and Walkability Committee members, City staff, project consultant team members, and members of the community. In addition, an online survey was conducted in April and May for additional input to the Pedestrian Master Plan.

The City of Costa Mesa invites you to the second virtual community meeting to review Pedestrian Master Plan proposed recommendations.

- Learn about the feedback collected during the walk audits, online survey, and safety analysis.
- Provide input into proposed recommendations
- Learn about next steps

Virtual Community Meeting  
Via Zoom

[www.zoom.us](https://www.zoom.us)

Or join by phone: +1-669-900-6833 or  
+1-346-248-7799 or +1-253-215-8782

Webinar ID: 982 5155 7097

Passcode: 506054

Live Spanish interpretation will be provided.



*Event flyer using project branding*

### Communication Channels

Project communications and outreach content such as press releases, flyers, and social media messages were developed to inform community members about opportunities to provide input on the Costa Mesa Pedestrian Master Plan. The flyers and social media messages were in both English and Spanish, allowing more community members to participate in the planning process. The project team worked collaboratively with the City's communications team to deliver the information through various communication channels.

## 2.3 WALK AUDITS

A Walk Audit is an event that allows participants to walk along a predefined route and discuss opportunities and barriers to walking along the route with the project team members leading the walk audits.

The project team conducted in-person Walk Audits at six focus areas. The focus areas were identified during Bikeway and Walkability Committee meetings and in the Pedestrian Opportunity Zones in the General Plan Circulation Element. In response to the COVID-19 pandemic, a project website was created with information detailing how community members could conduct a self-guided Walk Audit. Table 2.1 offers an overview of the Walk Audits while Appendix B provides a summary of each Walk Audit.

*Table 2.1 Overview of Walk Audits*

Event #	Event Date	Focus Area
1	Wednesday, March 31, 2021 1:00 pm - 3:00 pm	The Triangle
2	Saturday, April 3, 2021 10:00 am - 12:00 pm	19th Street Commercial
3	Wednesday, April 7, 2021 1:00 pm - 3:00 pm	North Harbor Commercial (Adams)
4	Saturday, April 10, 2021 10:00 am - 12:00 pm	Baker Street and Fairview Road
5	Wednesday, April 14, 2021 1:00 pm - 3:00 pm	South Harbor Commercial (Wilson)
6	Thursday, April 15, 2021 9:00 am - 11:00 am	LAB Anti-Mall

## 2.4 COMMUNITY WORKSHOPS

The project team conducted three community workshops to gather input from community members for the Plan. The workshops were held virtually via Zoom due to the COVID-19 pandemic. Workshop participants included community members, members of the Bikeway and Walkability Committee, elected officials, and commissioners.

Table 2.2 provides a snapshot of the Community Workshops. Appendix C offers a summary of each event.

*Table 2.2 Overview of Community Workshops*

Event #	Event Date	Topic
1	Tuesday, July 27, 2021 6:00 pm - 7:00 pm	Project overview and potential pedestrian treatments
2	Wednesday, October 6, 2021 6:00 pm - 7:30 pm	Draft recommendations
3	Wednesday, April 27, 2022 6:00 pm - 7:30 pm	Draft report

## 2.5 ACTIVE TRANSPORTATION COMMITTEE

The project provided five presentations to the Active Transportation Committee, formerly the Bikeway and Walkability Committee (BWC), to update committee members on key milestones and gather feedback on the next steps. The committee provided valuable comments and input that helped shape the Plan. Table 2.3 gives an overview of the presentations.

**Table 2.3 Overview of Active Transportation Committee Presentations**

Event #	Event Date	Presentation Topics
1	Wednesday, November 4, 2020: 3:00 pm - 4:00 pm	Expectations from the BWC, Strategic objectives, Project schedule, and Outreach & engagement
2	Wednesday, January 6, 2021: 3:00 pm - 4:00 pm	Project recap, Preliminary collision analysis, and Potential Walk Audit locations
3	Wednesday, March 3, 2021 3:00 pm -4:00 pm	Project update, walk audit events, bicycle racks,
4	Wednesday, July 7, 2021 4:00 pm - 6:00 pm	Project overview, Update on outreach & engagement, and Sample of pedestrian treatments
5	Wednesday, December 1, 2021: 6:00 pm -7:30 pm	Draft recommendations
6	Wednesday, January 19, 2022: 6:00 pm -7:30 pm	Draft report
7	Wednesday, June 22, 2022: 4:00 pm -6:00 pm	Updated report review

## 2.6 COMMUNITY FEEDBACK & INPUT TOOLS

A project survey and online mapping tool were created to allow community members to share their input.

### Project Survey

Between February and May, 2021, the project team administered an online survey offering community members an opportunity to participate in the planning process on their own time. It also allowed Walk Audit participants to provide additional detailed feedback after each event. All materials were available in English and Spanish.

Appendix D, Project Survey, provides a discussion of the survey results.

### Online Mapping Tool

An online mapping tool was developed for community participants to identify active transportation-related concerns or desired areas of improvement in the Pedestrian Opportunity Zones. The team received more than 350 comments from the online mapping tool.

## 2.7 FINDINGS FROM OUTREACH EFFORT

A qualitative analysis was conducted from the comments gathered in the outreach effort to identify common concerns and input shared by community members. The analysis was focused on location-based comments in order to identify potential infrastructure improvements that could address the concerns.

The data used in this analysis focused on comments received from the following sources:

- Walk audits
- Online mapping tool
- Virtual workshops
- Project survey
- Bikeway And Walkability Committee (BWC) meetings

### Top Corridors and Spot Locations/Destinations

Community members provided a total of 547 location-specific comments. Of these comments, 68 pertained to corridors and 479 were associated with a particular location or destination. The most popular corridors and intersections are shown in the following lists.

*Note: The number of comments associated with the corridor is in the parentheses.*

Top corridors, with comments:

1. Newport Boulevard (6)
2. Harbor Boulevard (5)
3. Bristol Street (5)
4. Wilson Street (4)
5. Baker Street (4)
6. Fairview Road (4)
7. Paularino Avenue (3)
8. Pomona Avenue (2)
9. W 19th Street (2)
10. W 17th Street (2)

Top intersections or destinations, with comments:

1. Fairview Road and Adams Avenue (12)
2. Bristol Street and Paularino Avenue (9)
3. Bristol Street and Hotel Way (9)
4. Fairview Road and Village Way (9)
5. Harbor Boulevard and Adams Avenue (9)
6. Harbor Boulevard and Gisler Avenue (9)
7. Victoria Street and Maple Street (8)
8. Wilson Street and Center Way (8)
9. Bristol Street and Sobeca Way (8)
10. Baker Street and Jeffrey Drive (8)



## Common Themes

Comments provided by community members can be categorized into four major themes and many sub-themes. The major themes are:

- Sidewalk-related infrastructure
- Crossing-related infrastructure
- Other crossing improvements
- Other roadway infrastructure

The most popular theme is "other infrastructure" with 250 comments. This is followed by sidewalk-related infrastructure with 153 comments and crossing-related infrastructure with 131 comments. Other items with high number of comments include the sub-themes "lack of crossings (at intersections)" and "missing ramps/not ADA compliant" under the "crossing-related infrastructure characteristics" theme, and "destinations" under the "other" theme.

Table 2.4, Summary of Themes, shows the themes, sub-themes, and the total comments received. A detailed summary of the majority of comments received, along with their locations, is available in Appendix B, Walk Audit Summaries.

*Note: Some comments fall into multiple themes; as a result, the total number of comments evaluated in this section of the analysis exceeds the total comments received in the outreach effort.*



**Table 2.4 Summary of Comment Themes, Sub-themes, and Number of Comments**

Theme	Sub-Theme		Comments Received
Sidewalk-related infrastructure	<ul style="list-style-type: none"> <li>Missing sidewalk/connection</li> <li>Narrow sidewalk</li> <li>Buckled (raised) sidewalk</li> </ul>	<ul style="list-style-type: none"> <li>Sidewalk obstructions</li> <li>Bicyclists on sidewalk</li> </ul>	153
Crossing-related infrastructure	<ul style="list-style-type: none"> <li>Lack of crossings (in-between long roadway stretches)</li> <li>Lack of crossings (at intersections)</li> <li>3 legged crosswalk intersection</li> <li>Half-delta ramps</li> <li>Not ADA compliant ramps/missing ramps</li> </ul>	<ul style="list-style-type: none"> <li>Other curb issues</li> <li>Traffic control: insufficient countdown/push button</li> <li>Traffic control: insufficient signal timing</li> <li>Visibility</li> </ul>	131
Crossing Improvements	<ul style="list-style-type: none"> <li>Lack of crossings</li> <li>No right turn on red</li> <li>Pedestrian refuge island</li> </ul>	<ul style="list-style-type: none"> <li>Lead pedestrian interval</li> <li>Curb extension</li> </ul>	17
Other roadway infrastructure	<ul style="list-style-type: none"> <li>Road diet/traffic calming/speeding</li> <li>Destination</li> <li>Compliment</li> <li>Project-relevant notes</li> <li>Non-project related</li> <li>General walking</li> <li>Other specific comments</li> <li>Landscaping/shade</li> <li>Traffic volume</li> </ul>	<ul style="list-style-type: none"> <li>Bike improvement</li> <li>Motorist behavior</li> <li>Driveway issues</li> <li>Roadway rehabilitation</li> <li>Lighting</li> <li>Drainage</li> <li>Transit</li> </ul>	250

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# 03

## Existing Conditions





## 3.1 INTRODUCTION

The existing city fabric presents many opportunities and constraints for improving walkability in Costa Mesa. The City has an area of 15.81 square miles, which includes 0.96 square miles of park and outdoor spaces. On average, it also has a walk score of 65, which means residents can travel to some destinations by walking.

This section examines some of the essential existing conditions that pertain to walking. Many datasets were also analyzed to position the city for a future application for the Walk Friendly Community designation.

The project team analyzed five categories of data for the effort:

- Demographic statistics & travel characteristics
- Land use and destinations
- Roadway characteristics
- Pedestrian infrastructure
- Pedestrian safety

The analysis is concentrated on the Pedestrian Opportunity Zones. The opportunity zones were first discussed in the General Plan and were included in the Active Transportation Plan.

## 3.2 DEMOGRAPHIC CHARACTERISTICS

### POPULATION

The population in the city serves as a proxy for understanding the origins of walking trips and possible community needs for walking infrastructure improvements and programs. According to the 2019 American Community Survey (ACS), the City is home to 113,011 residents, with a population density of 7,148 person per square mile. The Median Household Income (MHHI) in the city is \$84,138, which is higher than the state MHHI (\$75,235), but lower than the MHHI for Orange County (\$90,234). Approximately a quarter of residents are under the age 20 (24.5%).

According to the 2019 ACS, the areas with the highest populations (3,001 to 4,000 people) are located north of Interstate 405 (I-405), around Anton Boulevard, where large townhomes and apartment developments are located. Several areas in Westside Costa Mesa also have a large number of townhomes and apartment developments.

Table 3.1, Population Distribution by Median Household Income, Table 3.2, Age Distribution, Figure 3.1, Total Population by Census Block, and Figure 3.2, Median Household Income provide additional detail about each demographic characteristic.

*Note: The level of analysis used for this portion of the analysis is Census block groups, which are smaller units of area than Census tracts.*

**Table 3.1 Population Distribution by Median Household Income**

Median Household Income Group	Total Households (Estimate)	Percent of Households (citywide)
< \$50,000	1,981	4.76%
\$50,001 - \$75,000	8,338	20.04%
\$75,001 - \$100,000	1,8261	43.9%
\$100,001 - \$125,000	6,048	14.54%
> \$125,000	5,832	14.02%
No MHHI data	1,138	2.74%

*Note: For Census block groups within Costa Mesa that extend outside city boundary, a ratio was applied to estimate total number of households in the Census block group (based on percent area of Census block group that exists within Costa Mesa city limits).*

**Table 3.2 Age Distribution**

Age	Percent of Households (citywide)
Under 20	24.5%
20-64	63%
65-84	10.8%
Over 85	1.8%

*Note: The total % is over 100 (100.1) because these are rounded estimates.*

Figure 3.1 Total Population by Census Block

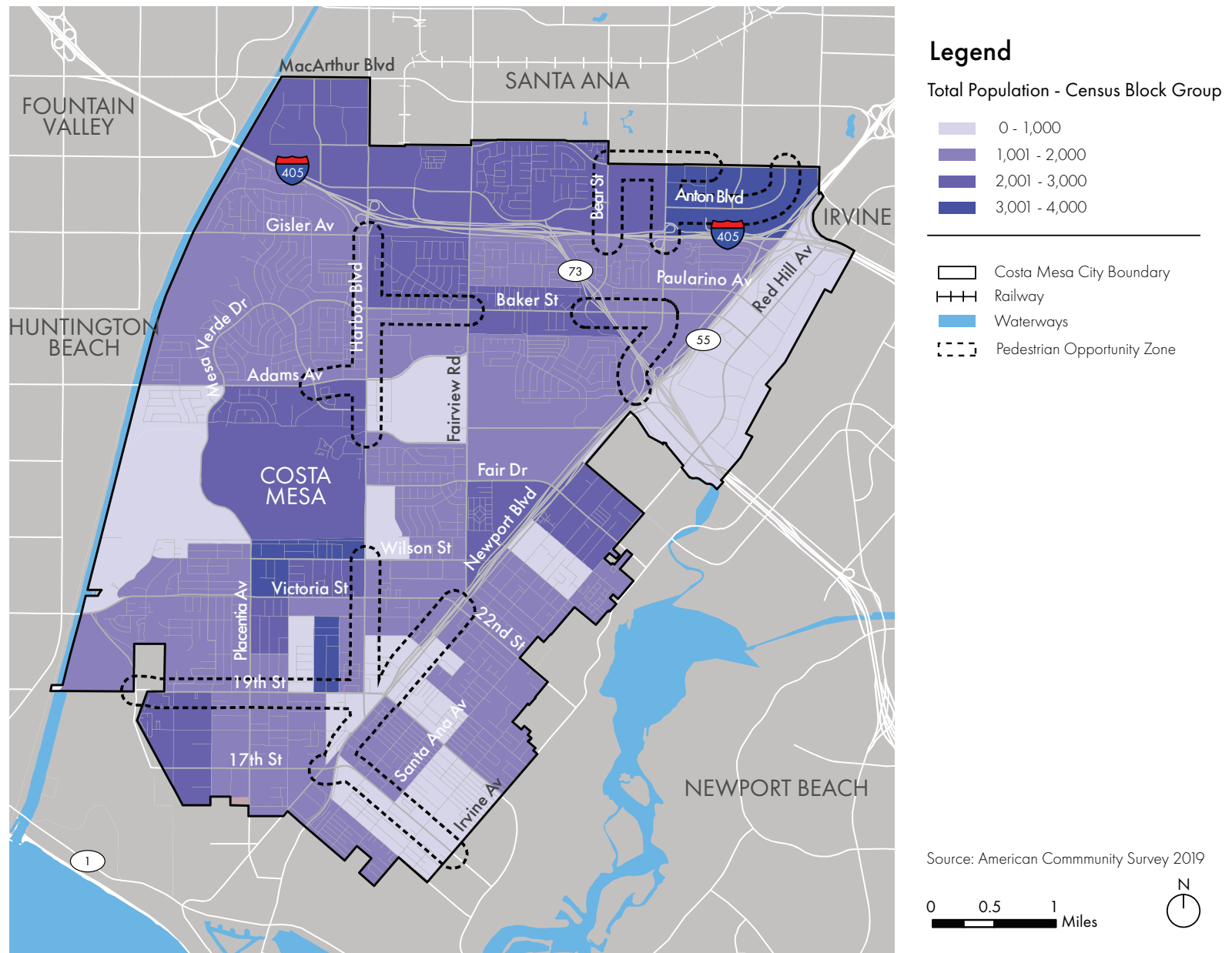
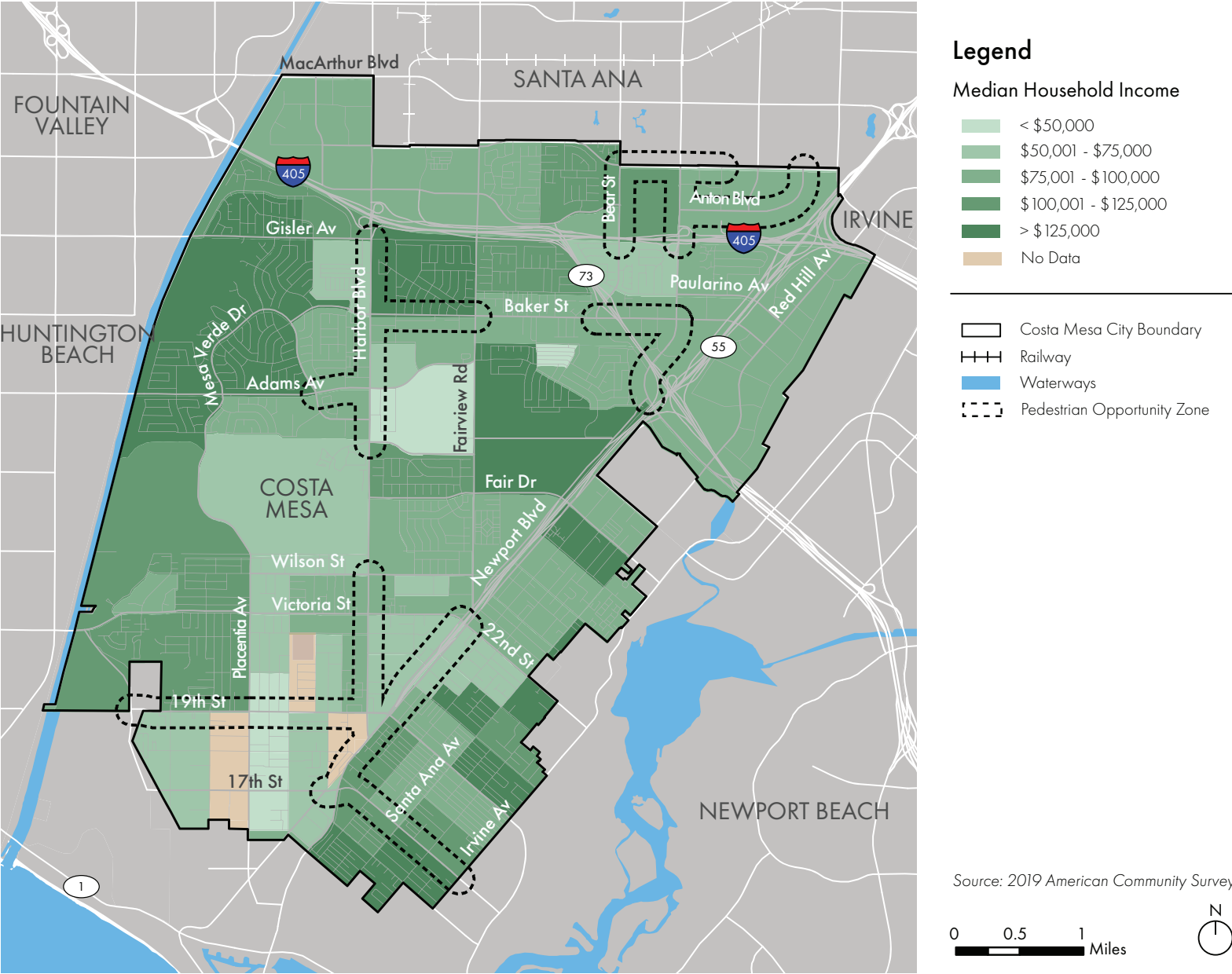




Figure 3.2 Median Household Income



# 3.3 TRAVEL CHARACTERISTICS

## MODE SHARE

Mode share is a breakdown of the travel modes that travelers take to reach a destination. The U.S. Census Bureau collects data on the travel mode share for commuters. According to the 2010 Census, 3.4% of people walk to work in Costa Mesa, while 73.8% drive to work in single-occupancy vehicles, as shown in Table 3.3 Commute to Work. A review of the five-year trend since 2010 shows that a slightly lower percentage of people were walking to work, as shown in Table 3.4, Commute to Work- Five Year Trend. The information will be useful in the application for the Walk Friendly Community designation.

Data collected for the CMPMP, however, suggests that many community members walk in the opportunity zones. Of the 63 responses collected, 74.6% selected walking as an option for how they most frequently get around within the opportunity zones. This was followed by 60.3% of the participants who preferred getting around by car. The third most popular selection was bike at 41.3%. Lastly, scooter and bus were the two least popular selections which only 3.2% of participants used to get around. Figure 3.3, Travel Mode Preferences in the Opportunity Zones summarizes this finding.

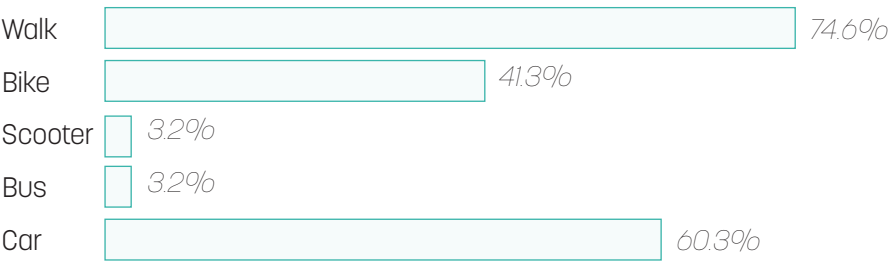
Table 3.3 Commute to Work

Mode	Percent of Households (citywide)
Walking	3.4%
Bicycling (and other means)	3.7%
Public Transit	3.4%
Single Occupant Vehicles	73.8%
Carpool	10.5%

Table 3.4 Commute to Work - Five Year Trend

Mode	Percent of Households (citywide)
Walking (2006-2010)	3.4%
Walking (2010-2014)	2.1%
Public transit (2006-2010)	3.4%
Public transit (2010-2014)	2.9%

Figure 3.3 Travel Mode Preferences in the Opportunity Zones



## PEDESTRIAN COUNTS

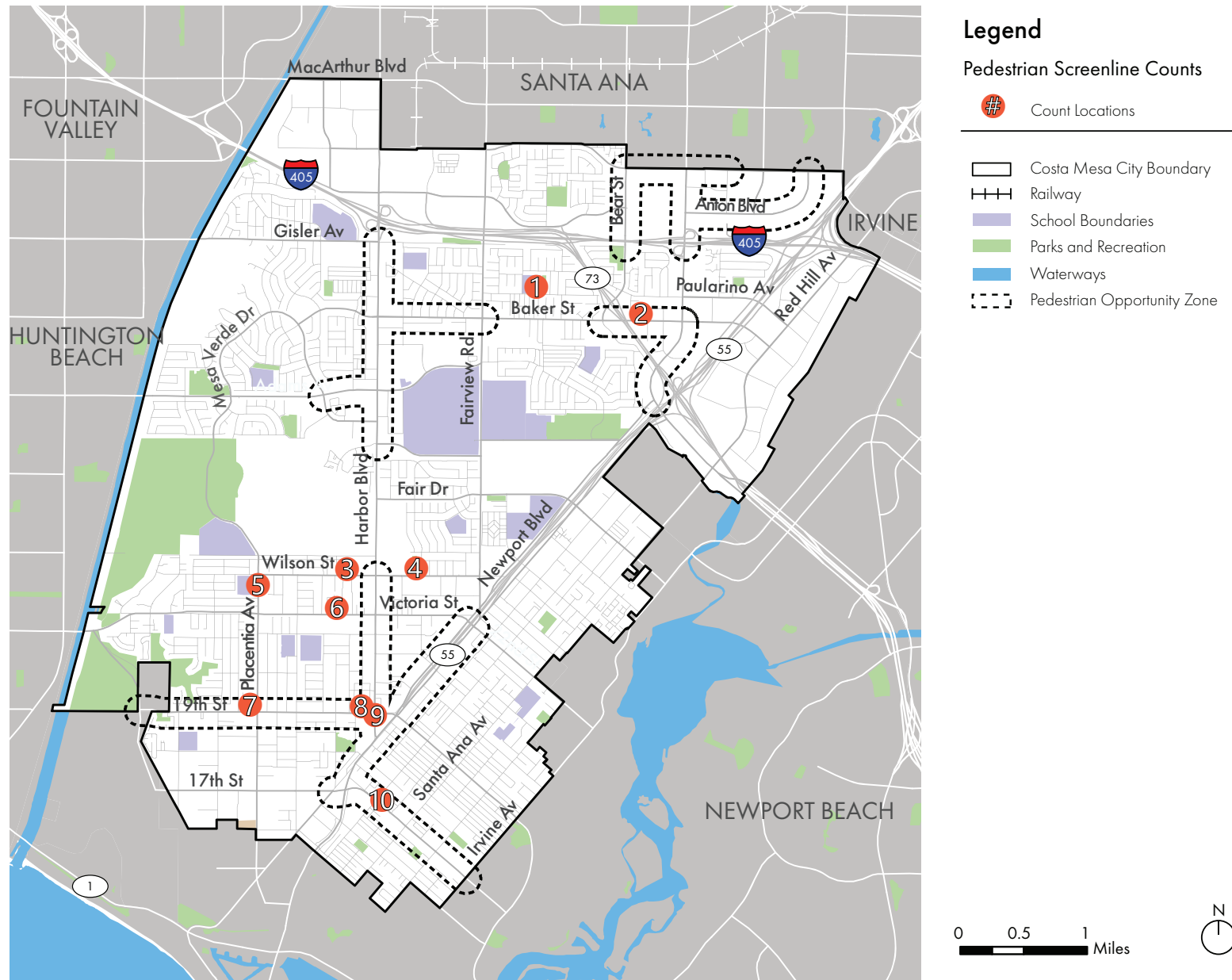
Pedestrian counts were conducted at 10 locations to better assess pedestrian sidewalk traffic along major corridors across the city. The counts were collected on a typical weekday in Fall 2021 during morning and afternoon peak

intervals (7-9 AM and 4-6 PM, respectively). The counts documented pedestrian activities for either side of the street at the locations listed in Table 3.5. Appendix G: Pedestrian Counts provides a more refined breakdown of the pedestrian counts collected.

**Table 3.5 Pedestrian Counts at Selected Locations**

#	Location	Sides of Street	North/East - AM Peak	North/East - PM Peak	South/West - AM Peak	South/West - PM Peak
1	Paularino Avenue btwn Garfield Avenue and Madison Avenue	N/S	62	19	13	10
2	Baker Street btwn Jeffrey Drive and Century Place	N/S	12	11	9	5
3	Wilson Street btwn Maple Street and Miner Street	N/S	31	34	26	25
4	Wilson Street btwn College Avenue and Fordham Drive	N/S	11	15	29	42
5	Placentia Avenue btwn Wilson Street and Congress Street	E/W	95	54	56	18
6	Victoria Street btwn San Michel Drive and Maple Street	N/S	17	12	33	30
7	19th Street btwn Federal Avenue and Placentia Avenue	N/S	30	28	12	19
8	19th Street btwn Park Avenue and Harbor Boulevard	N/S	12	25	43	64
9	Harbor Boulevard btwn 19th Street and Newport Boulevard	E/W	18	63	4	16
10	17th Street btwn Orange Avenue and Westminster Avenue	N/S	10	23	4	8

Figure 3.4 Pedestrian Count Locations







## 3.4 LAND USE AND DESTINATIONS

### LAND USE

Existing land uses within the City identify the locations of where people live, work, and play. Land uses such as low, medium, and high-density residential areas highlight population centers. Meanwhile commercial and public/institutional land uses suggest typical destinations for shopping and entertainment.

Comparing land uses in opportunity zones to the city as a whole, citywide distributions show a higher allocation of residential uses, while opportunity zones are largely comprised of commercial and industrial uses. Land within the opportunity zones accounts for 22% of all city land.

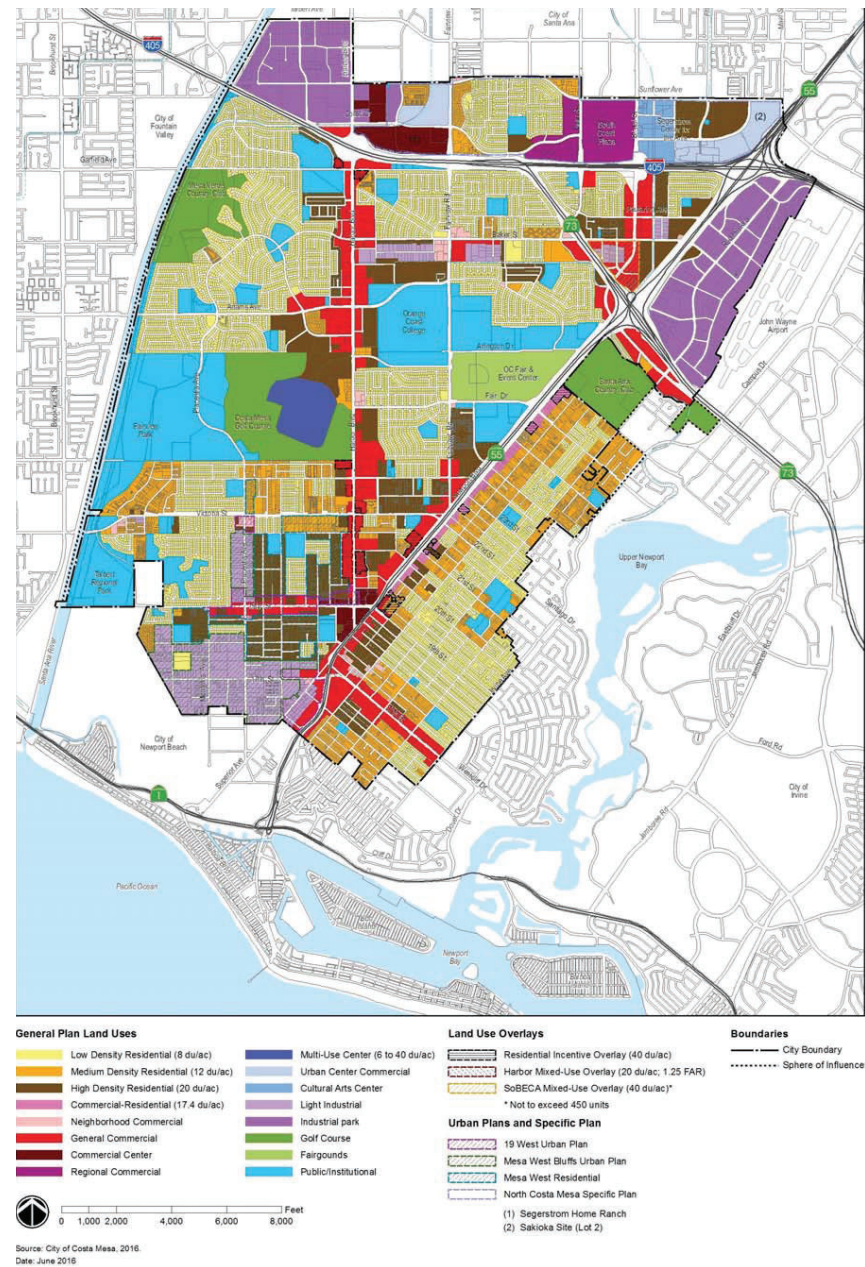
Figure 3.5 Land Use Map shows the spatial distribution of existing land uses at a citywide scale.

### ACTIVITY CENTERS

Activity centers are destinations that community members can reach through non-motorized transportation. Examples of activity centers include schools, parks, commercial areas, and municipal facilities.

The City of Costa Mesa has many local and regional destinations. Some of the popular attractors include South Coast Plaza, Segerstrom Center for the Arts, Downtown, The Triangle, commercial areas on 19th Street and 17th Street, the LAB Anti-Mall, the Camp, Orange Coast College, Herzog Community Center and the OC Fair and Event Center.

Figure 3.5 Land Use Map





# 3.5 ROADWAY CHARACTERISTICS

## ROADWAY NETWORK

The roadway network in the City of Costa Mesa provides inter-and intra-city multimodal connectivity. Major and primary arterials such as Harbor Boulevard, Fairview Road, Placentia Avenue, and Bristol Street offer access in the north-south direction. Meanwhile, roadways such as Sunflower Avenue, Baker Street, Adams Avenue, Victoria Street, 19th Street, and 17th Street allow travelers to move in the east-west direction. Local streets form the bulk of the roadway network and offer access to predominately residential land uses.

## AVERAGE DAILY TRAFFIC VOLUME

The Average Daily Traffic (ADT) volumes shows the vehicular trip volume along a corridor on a given date. It gives an understanding on where roadways have higher or lower vehicular usage. ADT data was sourced from the City of Costa Mesa, Transportation Services Division for the years 2014 to 2020.

The roadways with the highest ADT volume mirror the roadway classifications for major and primary arterials. These include Harbor Boulevard, Fairview Road, Adams Avenue, Victoria Street, and Bristol Street.

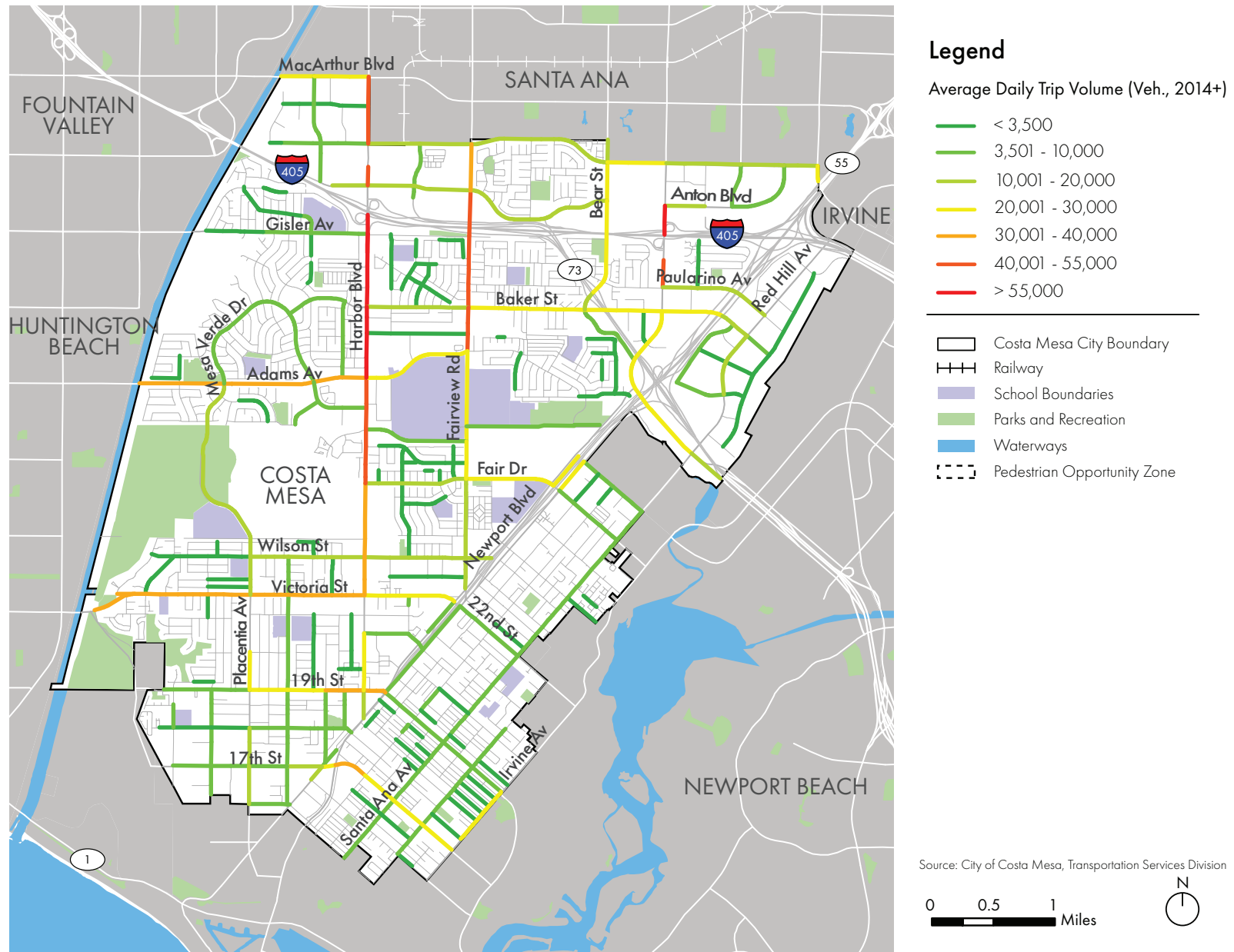
Within the Pedestrian Opportunity Zones, slightly more than a third (39.51%) of all centerline miles where ADT data was available had vehicular volumes between 20,001 and 40,000.

ADT volumes are shown in more detail in Table 3.6 Average Daily Traffic within Pedestrian Opportunity Zones and Figure 3.6 Average Daily Traffic Volumes.

Table 3.6 Average Daily Traffic (ADT) within the Opportunity Zones

ADT Category	Length (mi)	%
0-3,500	1.57	9.54
3,501-10,000	4.31	26.2
10,001-20,000	1.99	12.1
20,001-30,000	4.4	26.75
30,001-40,000	2.1	12.77
40,001-55,000	0.72	4.38
> 55,000	1.36	8.27
Grand Total	16.45	100%

Figure 3.6 Average Daily Traffic Volumes





### POSTED SPEED LIMIT

Posted speed limits indicate how fast motorists are legally allowed to drive, with optimal conditions in place, along each roadway. Data on posted speed limits were sourced from the 2019 City of Costa Mesa Speed Map. The dataset shows primary corridors that represent non-residential roadways where the speed limit is over 25 Miles Per Hour (MPH), and only refers to streets on OCTA’s Master Plan of Arterial Highways (MPAH) with classifications of Collector Arterial, Secondary Arterial, Primary Arterial, and Major Arterial.

The roadways with the highest speed limits are along Red Hill Avenue between SR-73 and I-405 (50 MPH) and Adams Avenue where the speed limit is 45 MPH. Except for a short portion of Adams Avenue, speed limits within the Pedestrian Opportunity Zones are 40 MPH.

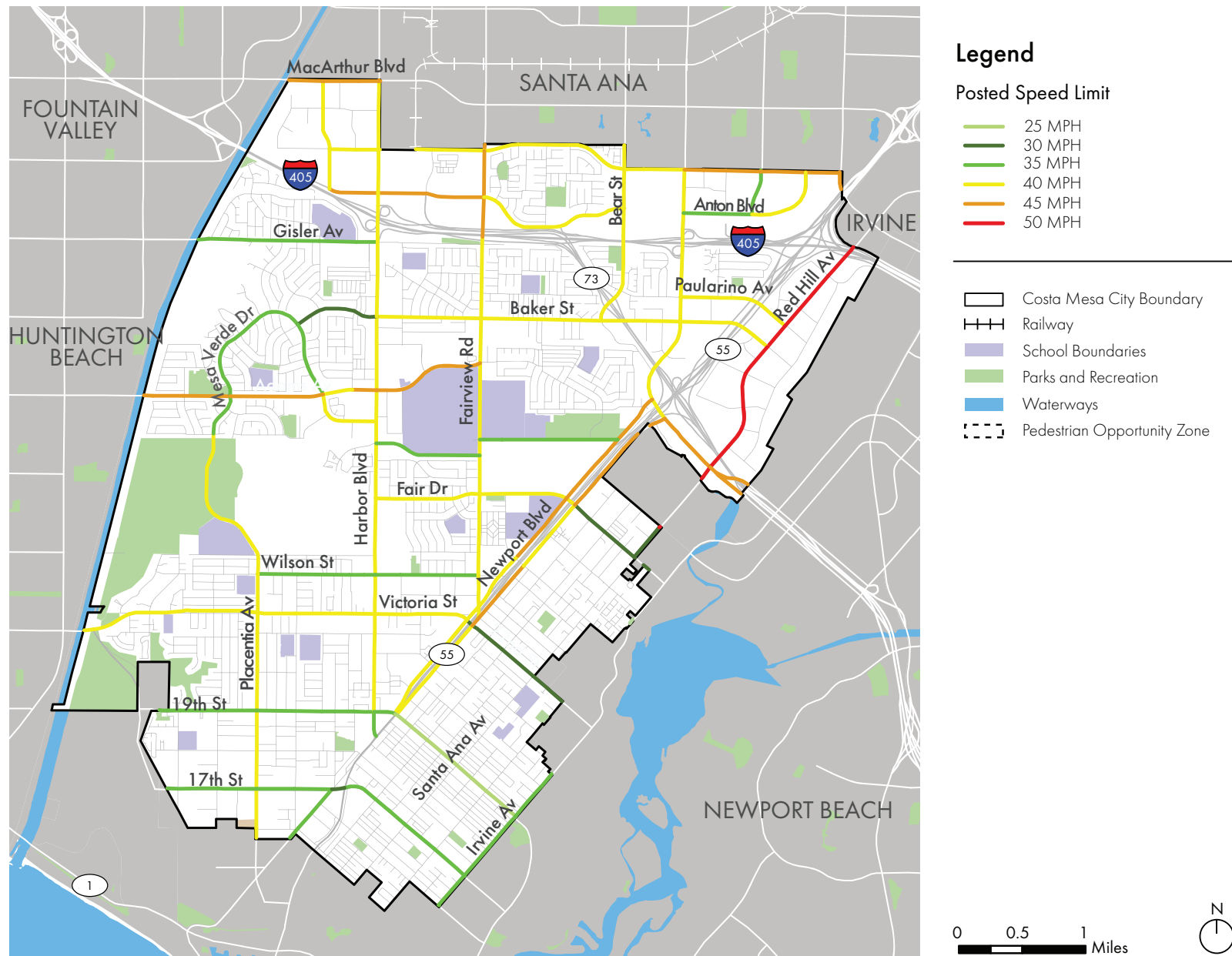
The distribution of speed limits across the City roadways is shown in Table 3.7, Percentage of Posted Speed Limit on

Primary Corridors and Figure 3.7 Posted Speed Limits in the City of Costa Mesa on MPAH Streets of Collector Arterial and Higher.

**Table 3.7 Percentage of Posted Speed Limit on MPAH Streets of Collector Arterial and Higher**

Speed Limit	Total Centerline (ft)	%
Blank	2,433	0.87%
25	2,755	0.99%
30	11,785	4.24%
35	64,777	23.28%
40	144,423	51.91%
45	42,367	15.23%
50	9,692	3.48%
<b>Total</b>	<b>278,231</b>	<b>100%</b>

Figure 3.7 Posted Speed Limits in the City of Costa Mesa on MPAH Streets of Collector Arterial and Higher





# 3.6 PEDESTRIAN INFRASTRUCTURE

## SIDEWALKS

Sidewalks provide a designated right-of-way for pedestrians and separate pedestrian activities from other travel modes. Sidewalk coverage was analyzed in the Pedestrian Opportunity Zones.

Overall, there are 42.77 miles of roadway curb edges on both sides of roadways in the Pedestrian Opportunity Zones. Of these, 39.06 miles (91.33%) have sidewalk infrastructure and 3.71 miles (8.67%) have missing sidewalks. Table 3.8 Summary of Sidewalk Coverage in Pedestrian Opportunity Zones illustrates the sidewalk coverage discussed in this section.

The Northern Pedestrian Opportunity Zones, as shown in Figure 3.8, Sidewalk Coverage in North Pedestrian Opportunity Zones, has 20.3 miles of sidewalk, and 0.88 miles of missing sidewalks. Most of the missing sidewalks are clustered around South Coast Plaza, particularly along Sunflower Avenue. Several roadway segments along Bristol Street also lack sidewalk facilities.

The Southern Pedestrian Opportunity Zones, as shown in Figure 3.9, Sidewalk Coverage in South Pedestrian Opportunity Zones, contain more areas with missing sidewalks. Of the 21.56 roadway curb miles in the area, 2.83 miles have missing sidewalk infrastructure, which account for 13.11% curb space. Many of the missing sidewalks are located around the intersection of Newport Boulevard and

17th Street and along Superior Avenue. The area offers several retail options and could generate more pedestrian traffic with enhanced sidewalk coverage.

There are also several key missing sidewalk segments along Harbor Boulevard. Just south of the intersection of Harbor Boulevard and Victoria Street, southbound Harbor Boulevard is missing small portions of sidewalks from Victoria Street to Hamilton Street, where parking overflow of adjacent auto-related businesses use the space. This is an important pedestrian corridor, linking some of the highest-traffic OCTA bus stops along Harbor Boulevard to relatively dense residential areas.

Another area with limited sidewalk connectivity is the Westside neighborhood. Roadways such as Arbor Street, Whittier Avenue, and Continental Avenue in the neighborhood have front yards that extend to the end of the curb.

Table 3.8 Summary of Sidewalk Coverage in Pedestrian Opportunity Zones

Opportunity Zone	Length - Sidewalks (Miles)	Length – Sidewalks Missing (Miles)	Sidewalk Availability (%)
North	20.30	0.88	95.85%
South	18.76	2.83	86.89%
<b>Total</b>	<b>39.06</b>	<b>3.71</b>	<b>91.33%</b>

Figure 3.8 Sidewalk Coverage in North Pedestrian Opportunity Zone

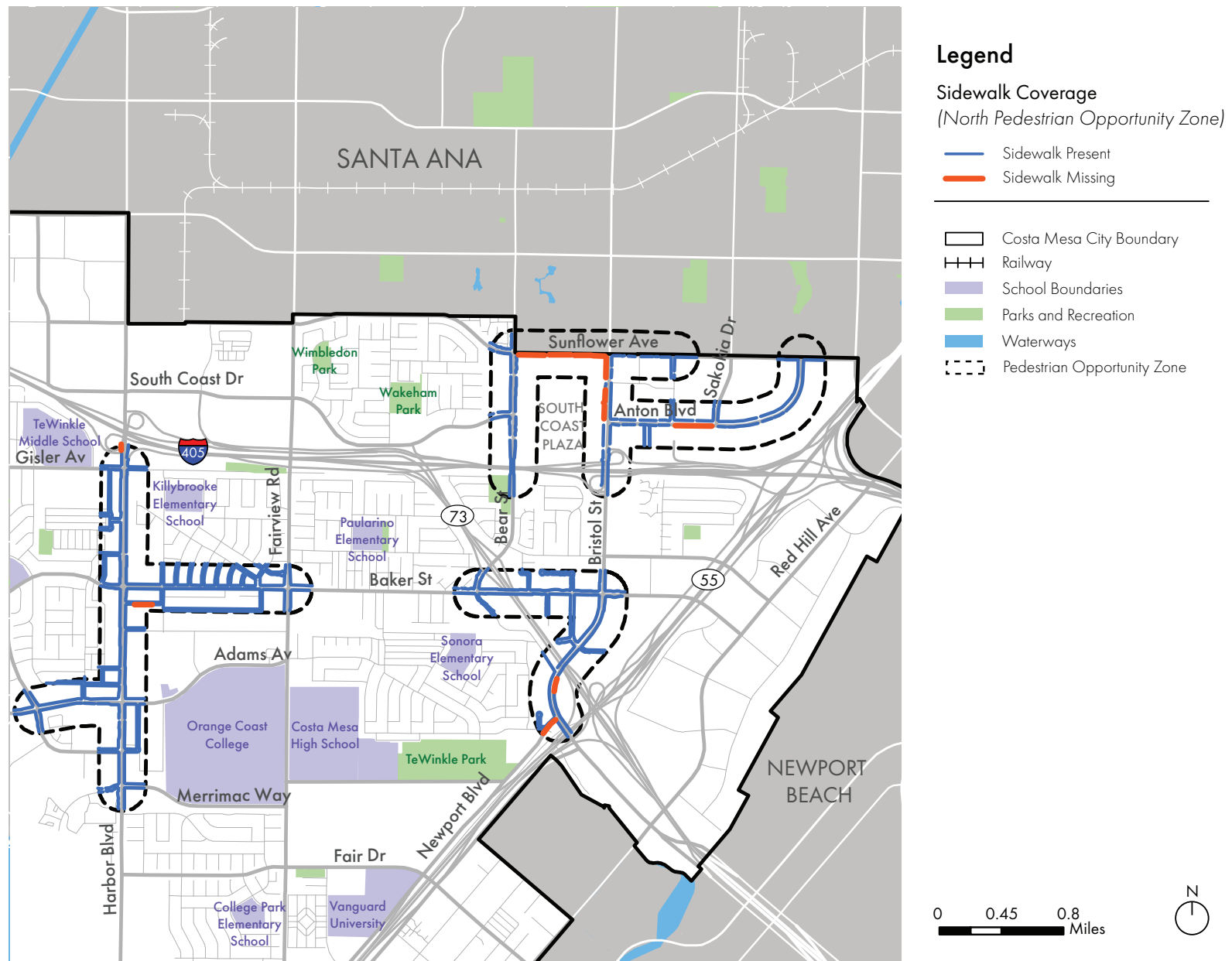
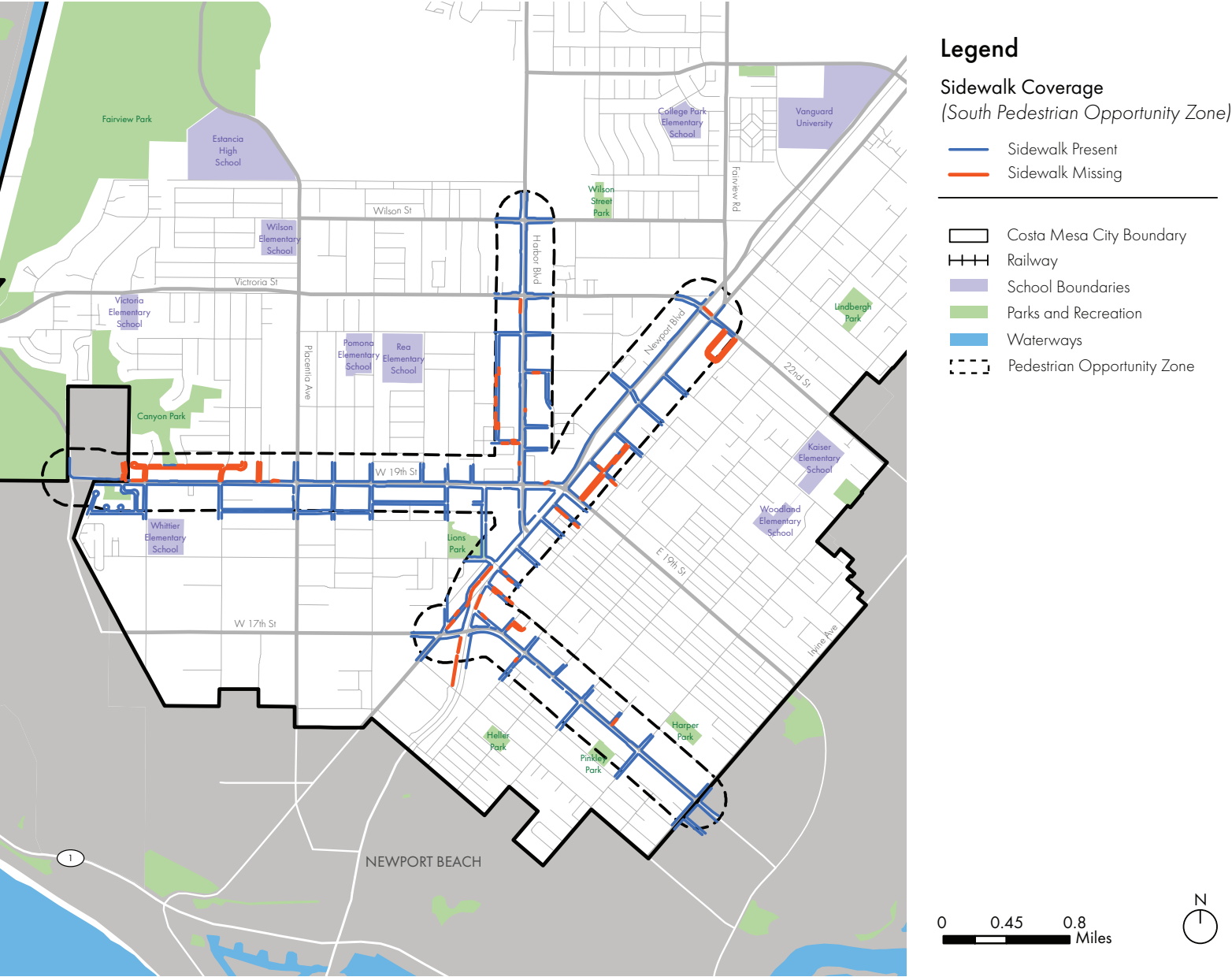




Figure 3.9 Sidewalk Coverage in South Pedestrian Opportunity Zone



## CROSSWALKS

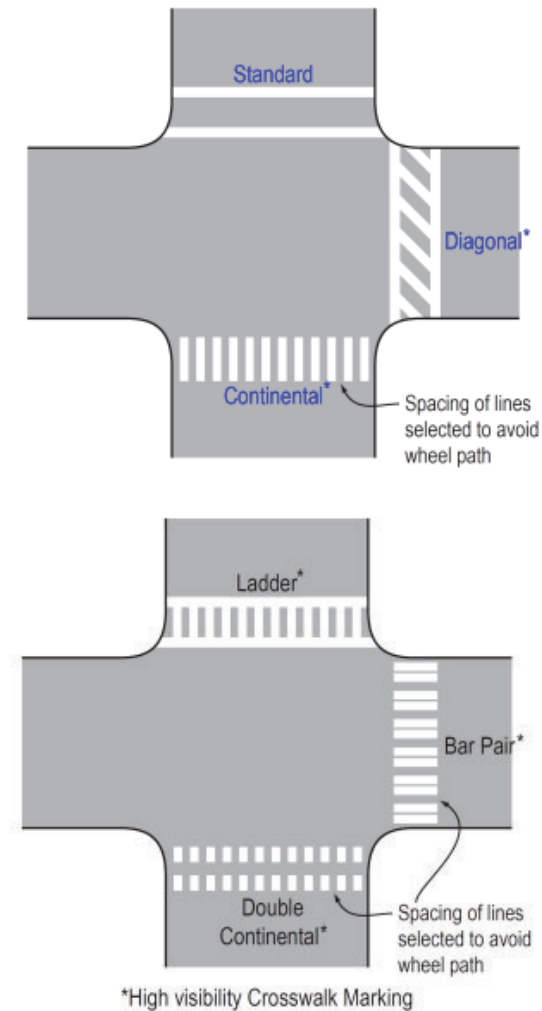
Crosswalks clearly delineate the pedestrian right-of-way at areas where crossings may likely occur, and they are typically located at intersections. Figure 3.10, Crosswalk Types details the different kinds of crosswalks available.

Currently, the City has four types of crosswalks that help facilitate pedestrian crossings: continental, ladder, decorative, and standard crosswalks. There are many intersections that have marked crosswalks on three legs of four-leg intersections. The lack of a fourth leg may present additional barriers for pedestrians to cross the intersection. Several of these three-legged crosswalk intersections are in high pedestrian traffic areas, such as The Triangle and along Harbor Boulevard. The City is in the process of upgrading all crosswalks to either ladder or continental for arterials and high pedestrian volume intersections and school crossings.

## PEDESTRIAN COUNTDOWN SIGNALS

Pedestrian signals with countdown timers show the remaining time left for pedestrians to cross the roadway. Pedestrian countdown signals exist at intersections where new construction or signal improvements have been made (typically in the last five years). In situations where signal upgrades have yet to take place, these pedestrian countdown signals flash without a countdown. It is a City and ADA standard to upgrade any signal heads with pedestrian countdown flashers for all new construction

Figure 3.10 Crosswalk Types



Source: CA MUTCD



or signal upgrades. Over time the City will have more widespread offerings of such features.

## TRANSIT ACCESS

Walking is an important mode of transportation for travelers to travel to/from transit hubs. It allows transit users to complete their “First/Last Mile” trips. The Orange County Transportation Authority (OCTA) is the primary service provider within the city. Bus transit stop locations are shown in Figure 3.11, OCTA Bus Stops.

There are 215 OCTA bus stops within the city. Of these, 94 (44%) are located within the Pedestrian Opportunity Zones. From the average daily boarding bus ridership data acquired from OCTA for June 2019, the major hubs of bus ridership can be found in the opportunity zones. Ridership is particularly concentrated near South Coast Plaza (Bristol Street), major retail destinations along Harbor Boulevard

between Wilson Street and Victoria Street, and along 19th Street in Westside Costa Mesa. Figure 3.12, OCTA Bus Ridership Heat Map, further highlights the higher bus ridership in these major destinations.

Despite the opportunities available for community members in Costa Mesa to take transit, there are some constraints. Bus ridership is much lower in low-density residential (single-family home) neighborhoods such as Victoria Street, around Mesa Verde, and along E 17th Street near Newport Beach. For certain routes such as the ones along Wilson Street and Harbor Boulevard, transit users must walk a long distance to transfer between routes. Additionally, there are minimal transit connections between Downtown Costa Mesa and the Newport Pier area, a popular local destination.



Figure 3.11 OCTA Bus Stops

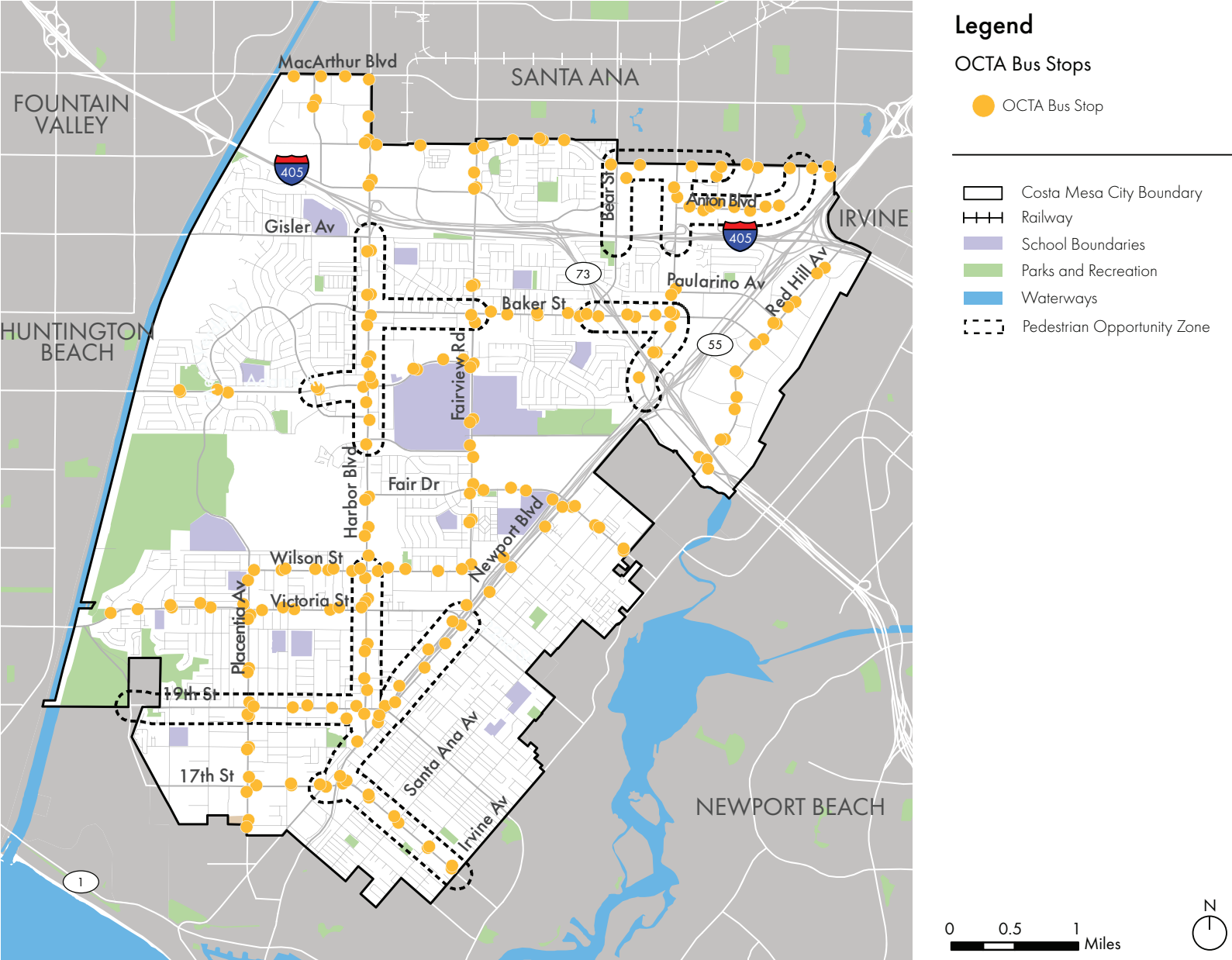
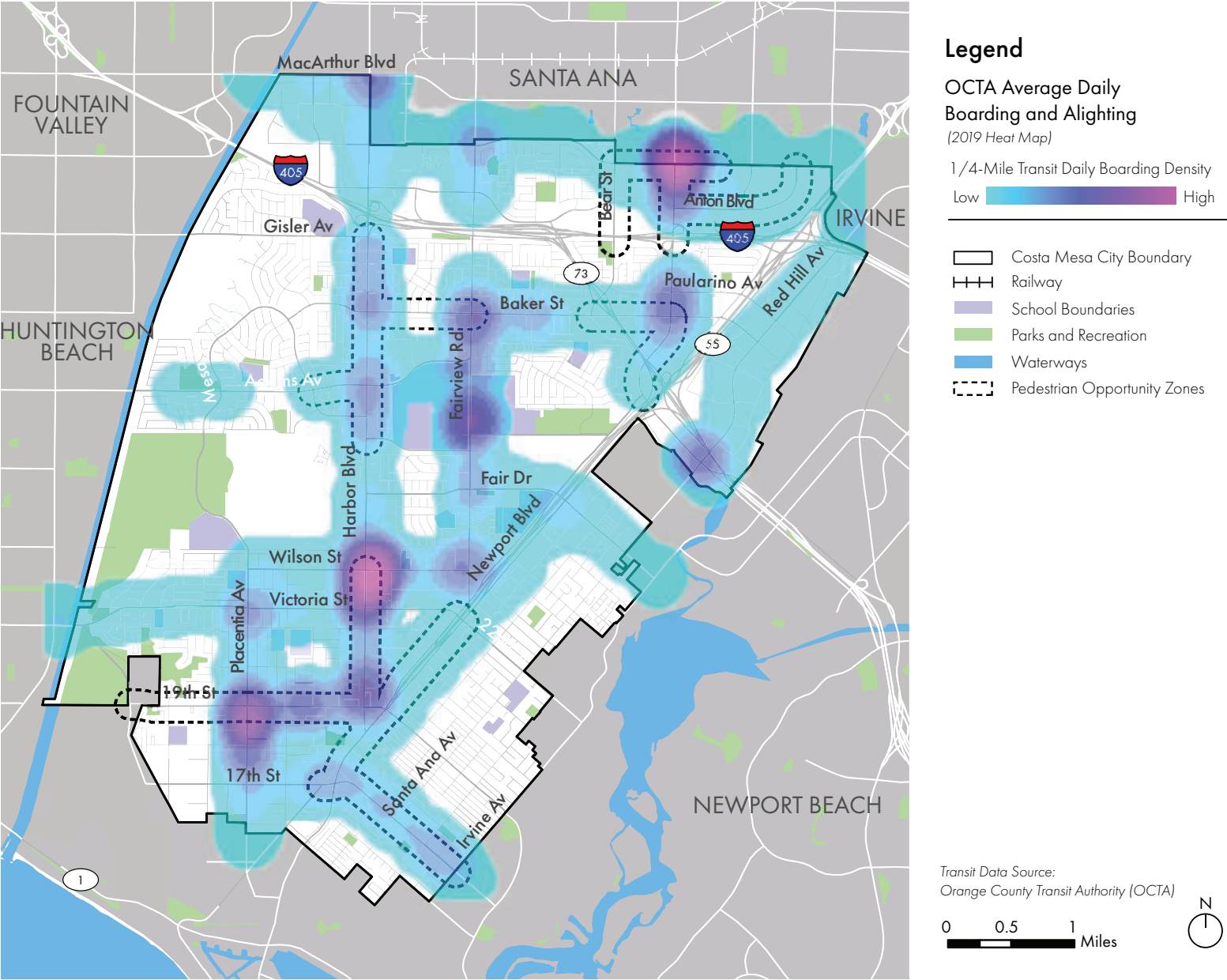


Figure 3.12 OCTA Bus Ridership Heat Map



## 3.7 PEDESTRIAN SAFETY

To understand pedestrian safety, the project team evaluated vehicular collisions and police citations given to motorists who exhibited behaviors that could create an unsafe environment for pedestrians. Traffic collisions are incidents where a vehicle collides with a bicyclist, pedestrian, and/or vehicle. For this study, pedestrian-involved collisions were assessed. Pedestrian-involved collisions typically result from a vehicle or bicyclist colliding with one or more pedestrians. Police citations could be interpreted as “near-miss” collisions. While not all citation indicate a collision, the locations of police citations can indicate hotspots that may be prone to collisions. A full report of pedestrian safety in the city is available in Appendix E: Pedestrian Safety Analysis.

### PEDESTRIAN COLLISION ANALYSIS

Citywide vehicular collision data from July 1, 2015 to June 30, 2020 was obtained through the Statewide Integrated Traffic Records System (SWITRS) published by the California Highway Patrol. This analysis focused on pedestrian-involved collisions. At the citywide scale, a total of 175 collisions over the 5-year timeframe involved a pedestrian. Within opportunity zones, 83 collisions involved a pedestrian.

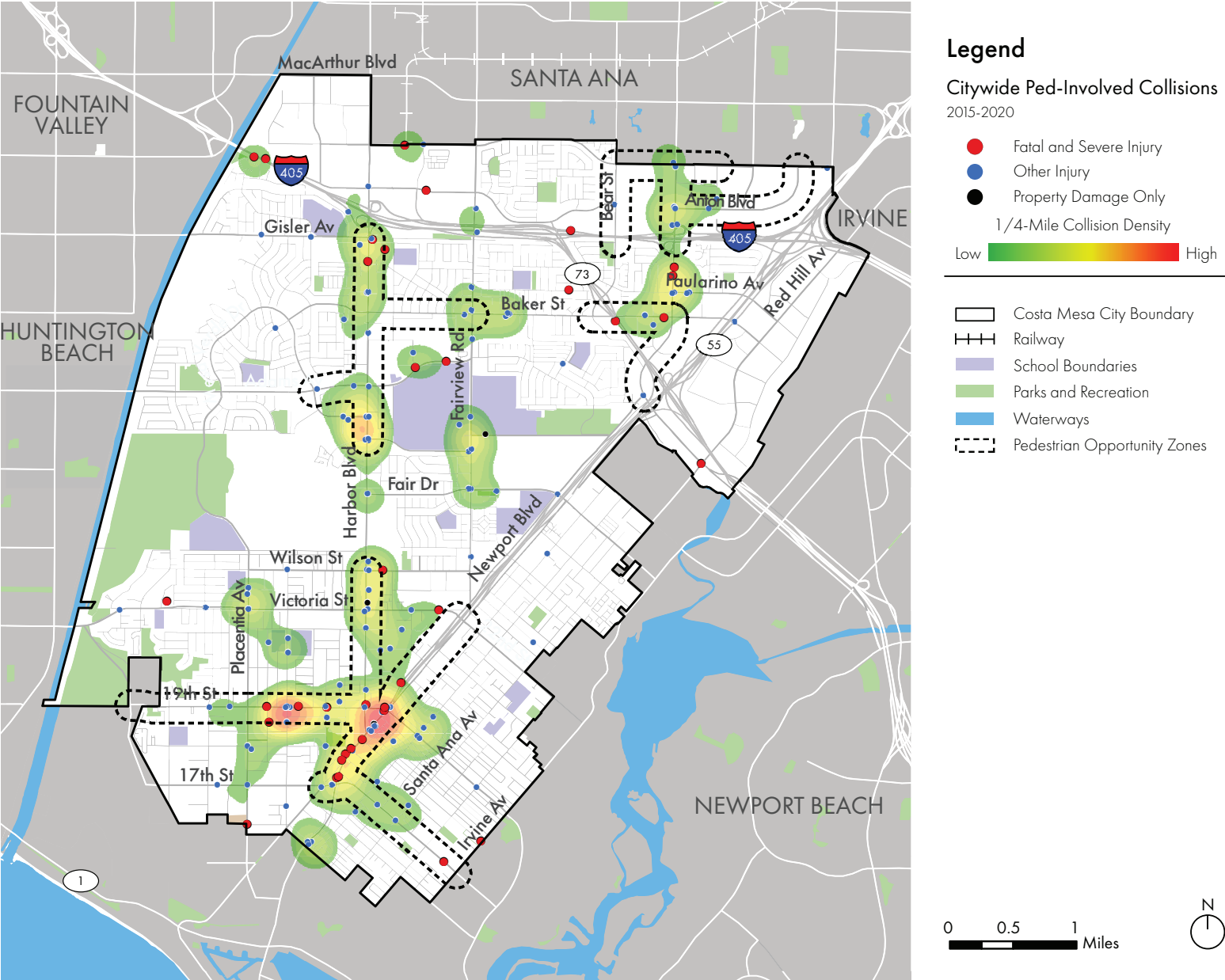
### Top Collision Hotspots

Collision hotspots are classified as intersections with high collision density within 250 feet of the intersection. Pomona Avenue and 19th Street had the highest number of pedestrian-involved collisions at the citywide scale and within the opportunity zones. Figure 3.13, Heat Map of Pedestrian Collisions and Table 3.9, Top Five Collision Hotspots, Citywide and at Pedestrian Opportunity Zones, shows the top five collision hotspots across the city and in the Pedestrian Opportunity Zones, with the corresponding collision severity.

### Top Collision Corridors

A “corridor” is defined as the primary road of travel where a collision occurs. The collisions may occur at intersections along the corridor or outside of an intersection. The top five collision corridors are showcased in Table 3.10, Top Five Corridors. Harbor Boulevard had the highest pedestrian-involved collision density across all scales of analysis. Newport Boulevard also had high collision density at the citywide scale and within opportunity zones.

Figure 3.13 Heat Map of Pedestrian Collisions



**Table 3.9 Top Five Collision Hotspots, Citywide and at Pedestrian Opportunity Zones, from July 2015 to June 2020**

Corridor	Fatal or Severe Injury	Visible Injury	Complaint of Pain	Property Damage Only	Total <sup>1</sup>
<b>Citywide</b>					
Pomona Avenue and 19th Street	0	2	4	0	6
Harbor Boulevard and Merrimac Way	0	1	3	0	4
Gisler Avenue and Harbor Boulevard	2	1	0	0	3
19th Street and Harbor Boulevard	0	0	3	0	3
Fairview Road and Merrimac Way	0	2	1	0	3
<b>Opportunity Zones</b>					
Pomona Avenue and 19th Street	0	2	4	0	6
Harbor Boulevard and Merrimac Way	0	1	3	0	4
Harbor Boulevard and Victoria Street	0	1	1	1	3
19th Street and Newport Boulevard	0	3	0	0	3
Broadway and Newport Boulevard	0	2	0	1	3



Table 3.10 Top Five Collision Corridors, Citywide and at Pedestrian Opportunity Zones, from July 2015 to June 2020

Corridor	Fatal or Severe Injury	Visible Injury	Complaint of Pain	Property Damage Only	Total <sup>1</sup>
<b>Citywide</b>					
Harbor Boulevard <sup>1</sup>	4	10	9	1	24
Newport Boulevard <sup>2</sup>	9	7	5	1	22
Bristol Street	3	5	2	0	10
19th Street	2	4	4	0	10
Fairview Road	0	5	4	0	9
<b>Opportunity Zones</b>					
Harbor Boulevard <sup>1</sup>	3	8	9	1	21
Newport Boulevard <sup>2</sup>	9	6	3	1	19
19th Street	2	4	4	0	10
Bristol Street	0	4	2	0	6
17th Street	1	1	1	0	3

1- A safety improvement project on Harbor Boulevard was completed in 2019, which installed medians and landscaping between sidewalks.

2- Includes Caltrans Right of Way.



## POLICE CITATION ANALYSIS

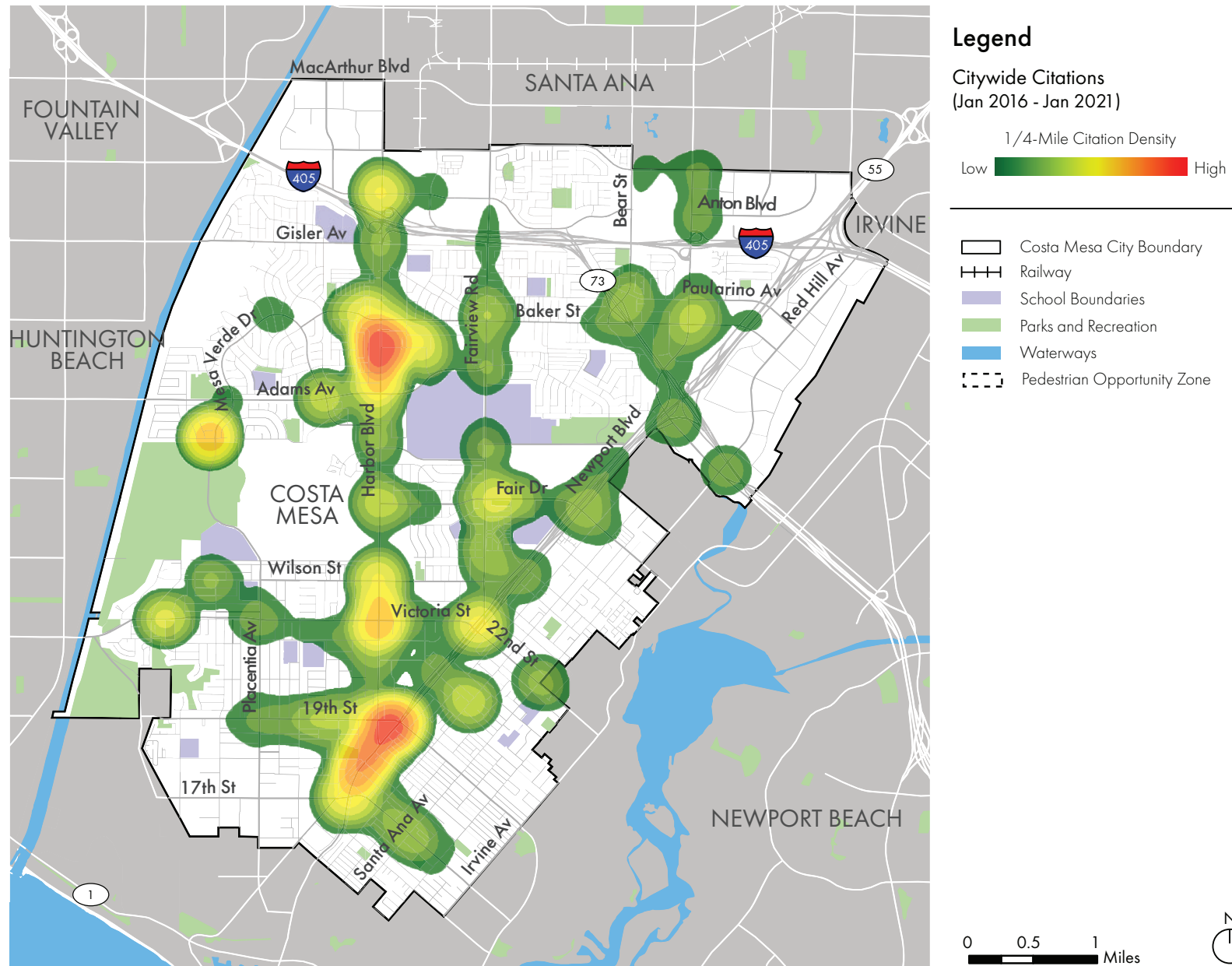
Police citation data from January 2016 to January 2021 was acquired from the City of Costa Mesa Police Department. A total of 20,419 citations were recorded citywide between January 2016 and January 2021. Within the Pedestrian Opportunity Zones, 11,141 citations were recorded, which account for approximately 54% of all citations. The major clusters of citations were centered around 19th Street and Newport Boulevard, and along Harbor Boulevard between Baker Street and Adams Avenue.

The top five locations with police citations are:

- Harbor Boulevard & Village Way
- Newport Boulevard & W 19th Street
- Newport Boulevard & W 18th Street
- Placentia Avenue & Swan Circle
- Harbor Boulevard & Victoria Street

Figure 3.14, Heat Map of Police Citations, illustrates the hotspots where police citations were issued. Table 3.11, Summary of Citations Given shows a list of the citations given out based on different violation categories.

Figure 3.14 Heat Map of Police Citations



**Table 3.11 Summary of Citations Given**

Violation Code	Description	Count	Percent
<b>Cell Phone Use</b>		<b>6364</b>	<b>31.17%</b>
23123-5A	Prohibit text-based communication while driving	4566	22.36%
23123A	Using wireless phone while driving	1798	8.81%
<b>Speeding</b>		<b>5463</b>	<b>26.75%</b>
22350	Unsafe speed for prevailing conditions	5225	25.59%
22349A	No person should travel at speeds greater than 65 mph	226	1.11%
21703	Vehicle follow too closely	12	0.06%
<b>Signals and Signs</b>		<b>5140</b>	<b>25.17%</b>
22450A	Failure to stop at stop sign limit line, crosswalk, or entrance of intersection	1757	8.60%
21453A	Driver failing to stop at traffic signal limit line	1223	5.99%
21461A	Failure to obey sign or signal	1184	5.80%
22101D	Disobeying the directions of a traffic control device	330	1.62%
21453C	Failure to obey red arrow signal	264	1.29%
21950	Crosswalks, failure to yield to pedestrians within.	158	0.77%
38300	Failure to obey sign	67	0.33%
21802	Fail to yield right of way at stop sign/intersection	75	0.37%
38300	Failure to obey sign	67	0.33%
21451A	Driver shall proceed straight through or right, left, or U-turn on green signal unless U-turn sign is present	11	0.05%
21457B	Driver shall stop at flashing red signal	4	0.02%

Table 3.11 Summary of Citations Given (Cont.)

Violation Code	Description	Count	Percent
<b>DUI</b>		<b>1177</b>	<b>5.76%</b>
23152A	Unlawful for a person under the influence of alcohol to operate a vehicle	1102	5.40%
23153A	Unlawful for a person under the influence of alcohol to operate a vehicle and concurrently do any act forbidden by law	75	0.37%
<b>Wrong Side of Road</b>		<b>483</b>	<b>2.37%</b>
21650	Failure to drive on right half of roadway	483	2.37%
<b>Pedestrian</b>		<b>935</b>	<b>4.58%</b>
21955	Jaywalking	412	2.02%
21954A	Pedestrian failing to yield to traffic (not in crosswalk)	183	0.90%
21456	Pedestrian failing to abide to pedestrian control signal at crosswalk	159	0.78%
21456B	Pedestrian failing to obey to "DON'T WALK" or "WAIT" or approved "Upraised Hand" symbol with a countdown	152	0.74%
21453D	Pedestrian failing to obey to red or red arrow signal	24	0.12%
21956A	No pedestrian may walk upon any roadway	5	0.02%
<b>Unsafe Turning</b>		<b>681</b>	<b>3.34%</b>
22107	Unsafe turn and/or without signal	244	1.19%
21804A	Driver of vehicle about to enter or cross a highway from public/private property or an alley shall yield the ROW to all traffic	132	0.65%
21651A2	Improperly making left, semicircular, or U-turn on divided highway	121	0.59%
21801A	Vehicle intending to turn left or to complete a U-turn shall yield the ROW to traffic in the opposite direction	105	0.51%



Table 3.11 Summary of Citations Given (Cont.)

Violation Code	Description	Count	Percent
21453B	Failing to properly turn right or left from a one-way street onto a one-way street	74	0.36%
21800A	Driver of vehicle approaching an intersection shall yield the ROW to any vehicle which has entered the intersection from a different highway	2	0.01%
21803A	Driver of vehicle approaching an intersection controlled by a yield ROW sign shall yield to the ROW to any vehicles that have entered the intersection	2	0.01%
21952	The driver of any motor vehicle, prior to driving over or upon any sidewalk, shall yield the right-of-way to any pedestrian approaching thereon	1	0.00%
Unsafe Lane Change		171	0.84%
21658A	Vehicle shall not move from a lane until movement can be made with reasonable safety	163	0.80%
21750	Overtake vehicle/bike:left pass violation	4	0.02%
21755	Use shoulder/etc to pass on right	4	0.02%
24400B	Vehicle headlamps not equipped or improperly equipped	72	0.35%
Lights		72	0.35%
24400B	Vehicle headlamps not equipped or improperly equipped	72	0.35%
TOTAL		20,419	100%

The background image shows a college campus scene with a paved road, a grassy area, and a multi-story building in the distance. The entire image is covered with a semi-transparent blue overlay. A large white number '04' is positioned in the upper right quadrant of the image.

# 04

## **Policy Recommendations**





## 4.1 INTRODUCTION

This chapter provides a list of goals, objectives, and recommendations that will help the City achieve the vision identified in the Active Transportation Plan: “The City of Costa Mesa will have a comprehensive and visible active transportation network and will promote safety, education, health, recreation, and access to important locations within the city while connecting to the larger regional network.”

The goals, objectives, and recommendations mirror those in the Costa Mesa Active Transportation Plan (ATP) by offering additional long-term programs and policy recommendations that would enhance the environment where pedestrian activities occur.

Adapted from the ATP, the Costa Mesa Pedestrian Master Plan, has the following goals:

- Goal 1.0: Promote a pedestrian-friendly system in Costa Mesa
- Goal 2.0: Create a safer place to walk
- Goal 3.0: Integrate pedestrian elements into the circulation system and land use planning
- Goal 4.0: Promote a culture of walking
- Goal 5.0: Promote the positive air quality, health, and economic benefits of walking
- Goal 6.0: Monitor, evaluate, and pursue funding for implementation of the Pedestrian Master Plan

Objectives and policies that are identified in blue-green are adapted from the Active Transportation Plan, while the objectives and policies in orange are additional recommendations from the Pedestrian Master Plan.



## 4.2 POLICY RECOMMENDATIONS

### GOAL 1.0: PROMOTE A PEDESTRIAN-FRIENDLY SYSTEM IN COSTA MESA

Create a pedestrian-friendly environment for users of all types, ages, and abilities. The pedestrian-friendly environment will be designed in accordance with the six “Es”: Education, Encouragement, Enforcement, Engineering, Evaluation, and Equity.

#### OBJECTIVES & RECOMMENDATIONS

##### **Pedestrian Network**

A pedestrian network offers pedestrians a protected right-of-way for walking activities to occur. It also allows pedestrians to safely reach their destinations within and outside of the city.

##### **ATP Objective 1.1**

Expand, enhance, and protect the existing pedestrian network to provide a comprehensive system to increase connectivity between homes, jobs, schools, transit, and recreational resources in Costa Mesa.

##### **ATP Policy 1.1**

Develop an extensive pedestrian backbone network through the use of standard and appropriate innovative treatments.





#### ATP Policy 1.4

Prioritize safe access to major regional trails such as the OC Loop/ Santa Ana River Trail and the Newport Back Bay Trail System. Where feasible, plan and provide a continuous low-stress Class I and/or Class IV facility from east to west across the City between these facilities.

#### ATP Policy 1.8

Designate walkable districts in the city.

#### ATP Policy 1.9

Pursue the following mode split goal for walking: 20%.

#### ATP Recommendation 1.4

Identify citywide infrastructure needed to create the interconnected multi-trail system.

#### ATP Recommendation 1.5

Low-stress design techniques should be considered where necessary to attract a wide variety of users.

#### ATP Recommendation 1.9

Improve the quality, aesthetics and safety of high-use pedestrian corridors.

#### ATP Recommendation 1.10

Establish a goal for all trips of less than 1 mile to be 30 percent by walking.

#### ATP Recommendation 1.14

Establish designated suggested routes to schools for biking and walking.



#### Recommendation 1.1

Develop an annual list of pedestrian projects to be proposed as part of the city's Capital Improvement Program (CIP). Use the Pedestrian Project Corridors Map and the project factsheets in Chapter 6 Infrastructure Projects as a starting point.

#### Recommendation 1.2

Leverage the tools discussed in the Pedestrian Infrastructure Toolbox (e.g. sidewalk connectivity, curb ramps, and crosswalks) to continue to develop a pedestrian network that is accessible by users of all ages and abilities.

#### Recommendation 1.3

Continue to work with the ADA Coordinator (or someone in a similar role) to ensure that new roadway projects, particularly pedestrian infrastructure projects, are ADA compliant.

#### Recommendation 1.4

Collaborate with adjacent jurisdictions and Caltrans to develop and seek funding for pedestrian projects along corridors that promote intercity connectivity. Examples of such projects include Bristol Street which provides access to South Coast Plaza, commercial centers, residential neighborhoods within Costa Mesa, and adjacent jurisdiction (Santa Ana); Victoria Street which provides access to commercial centers, schools, residential neighborhoods within Costa Mesa, and adjacent jurisdiction (Huntington Beach); 17th Street which offers connectivity to commercial areas, residential neighborhoods within Costa Mesa, and adjacent jurisdiction (Newport Beach); and Newport Boulevard along Caltrans jurisdiction.

#### Recommendation 1.5

Conduct an analysis to identify roadways that have excess vehicle capacity. For roadways with excess vehicle capacity, consider the reduction of travel lanes and use the reclaimed space for other purposes. Examples include widening the sidewalk







and expanding the frontage zones (as identified in the General Plan, Circulation Element), adding in street landscaping, offering more transit amenities, providing diagonal parking, and converting the space into a small parklet or other public space. Examples of such corridors could include Placentia Avenue and South Coast Drive.

#### Recommendation 1.6

Collaborate with Caltrans, OCTA, and other local agencies to re-envision the future of Newport Boulevard in the area between and adjacent to 17th Street and 19th Street as a destination that facilitates placemaking and pedestrian activities with enhanced pedestrian infrastructure that provide for connectivity in the east-west direction.

### First and Last Mile Programs

“First/Last Mile” refers to the first and last-mile connections that transit users typically have to take to reach a transit stop or hub from the trip origin to the final destination. Walking is an important mode of transportation that allows transit users to complete the trip.

#### ATP Objective 1.3

Encourage walking to fill gaps between the first and last miles of trips.

### Lighting

Pedestrian-scaled lighting provides additional visibility for pedestrians walking along the roadway. Nicely designed lighting could also enhance the character of the roadway.

#### Recommendation 1.7

Conduct a study on pedestrian network lighting conditions with a focus to increase the presence of pedestrian-scaled lighting across the city's pedestrian network. Corridors that could benefit from more pedestrian-scaled lighting include: Wilson Street, Pomona Avenue, Orange Avenue, and Santa Ana Avenue.



## Street Canopies

Street trees and landscaping offer many benefits that enhance the pedestrian environment. They provide shade for pedestrians and can contribute to a more comfortable and pleasant environment for pedestrian activities to occur.

### Recommendation 1.8

For new pedestrian infrastructure projects, incorporate street trees that provide shade whenever possible.

### Recommendation 1.9

Address areas where the pedestrian infrastructure is disrupted by street trees. Examples of such concerns include buckled sidewalks and sidewalk obstruction caused by street trees. Corridors identified from the Walk Audits that had concerns include Fairview Road and Wilson Street.

Refer to Appendix F: Toolbox Reference for recommendations on how to address concerns related to street trees and landscaping.

## GOAL 2.0: CREATE A SAFER PLACE TO WALK

Provide a safe, convenient, and attractive pedestrian environment. Apply design standards, equitable enforcement of traffic laws, maintenance practices, and safety awareness campaigns to encourage and increase the use of pedestrian facilities.

## OBJECTIVES & RECOMMENDATIONS

### Design & Wayfinding

There are many manuals that contain approved uniform design standards, as well as guidance for pedestrian infrastructure treatments. Examples include the Federal Highway Administration (FHWA) and California Manual on Uniform Traffic Control





Devices (CAMUTCD), Caltrans Highway Design Manual (HDM), Public Right of Way Accessibility Guidelines (PROWAG), ADA Guidance, and National Association of City Transportation Officials (NACTO) Urban Street Design Guide.

#### ATP Objective 2.1

Develop pedestrian facilities with approved uniform design standards, and implementation of way-finding signage providing information on various destinations.

#### ATP Policy 2.1

Utilize Complete Streets elements as demonstrated in most recent version of National Association of City Transportation Officials (NACTO) Urban Street Design Guide.

#### ATP Policy 2.2

Develop, install, and maintain a pedestrian wayfinding signage program to indicate route turns, the presence of intersecting bikeways, streets and distances to nearby local and major destinations.

#### ATP Policy 2.5

Where feasible reduce or eliminate conflict points such as driveways that cross the sidewalk.

#### ATP Recommendation 2.1

Require that all facilities be designed in accordance with the latest federal, state, and local standards.

#### ATP Recommendation 2.2

Provide and maintain pedestrian signal detectors, informational signage, and lighting, along city bikeways.



### ATP Recommendation 2.3

Crosswalks will include high-visibility treatments.

### Safe Roadway Conditions

Safe roadway conditions provide a more comfortable environment for pedestrian activities to occur. Many infrastructure tools are available to create a safer walking environment.

### ATP Objective 2.3

Maintain pedestrian facilities that are clear of debris and provide safe conditions for all users.

### ATP Recommendation 2.4

Establish an expedited process to report maintenance and safety concerns.

### ATP Recommendation 2.5

Establish routine maintenance schedule/standards for pedestrian facilities for sweeping, litter removal, landscaping, repainting of striping, signage, and signal actuation devices.

### ATP Recommendation 2.12

Promote efficient reporting mechanisms for behaviors that endanger pedestrians.

### ATP Recommendation 2.15

Encourage and empower citizens to report maintenance issues that impact pedestrian safety including, but not limited to, potholes, sidewalk lifting, and overgrown vegetation.

### ATP Recommendation 2.16

Establish procedures for responding to citizen reports in a timely manner.







#### Recommendation 2.1

Identify traffic calming infrastructure improvements in areas with high collision frequencies across the city. Reference the Local Road Safety Plan for projects. Examples of such corridors could include Harbor Boulevard, Newport Boulevard, Bristol Street, 17th Street, 19th Street, and Fairview Road.

#### Recommendation 2.2

Identify opportunities to update signal timing and phases in different areas across the city.

#### Recommendation 2.3

At regular intervals, conduct a study to re-evaluate speeds along the city's roadways in response to AB 43.

#### Recommendation 2.4

Assess and implement enhanced crossing treatments to reduce pedestrian-automobile collisions at multi-lane crossings, including median refuge islands, rapid-rectangular flashing beacons, pedestrian hybrid beacons, raised crosswalks and other treatments. Reference Chapter 5 Pedestrian Infrastructure Toolbox for treatments that address different concerns.

#### Recommendation 2.5

Conduct analysis to identify intersections to prohibit or regulate right-turn-on-red (RTOR) movement at intersections with high frequencies of this collision/citation type. Consider the use of blank-out signs and add Lead Pedestrian Interval (LPI) where feasible.

#### Recommendation 2.6

Develop a program to help maintain clear zones for pedestrians waiting and crossing areas, including increased parking setbacks.

### Recommendation 2.7

Develop a program to review traffic signal locations with prohibited pedestrian crossings and where feasible and appropriate, modify to restore prohibited crossings.

### Education

Educational programs help educate the public on how to safely walk and use pedestrian facilities along the City's roadways. For example, a pedestrian traffic safety program for school children may teach students on when to safely cross an intersection. It is important that all program materials are available in both English and Spanish to accommodate the City's large Hispanic population.

### ATP Objective 2.4

Increase education of bicycle and pedestrian safety through programs and training of school children and the public.

### ATP Policy 2.6

Support marketing and public awareness campaigns aimed at improving pedestrian safety.

### ATP Recommendation 2.19

Develop and distribute education material regarding pedestrian responsibilities and laws.

### Recommendation 2.8

In tandem with new pedestrian or multi-modal projects, promote a campaign to educate roadway users of all modes on new active transportation infrastructure projects and how the projects will promote safety for all users.







## Safety Data

An important component of evaluating pedestrian safety is analyzing pedestrian collisions along the City's roadways. The California Highway Patrol maintains the Statewide Integrated Traffic Record System (SWITRS), a statewide database of vehicle, pedestrian, and bicycle collisions that is accessible for to the public.

### ATP Objective 2.5

Monitor and analyze bicycle and pedestrian safety.

### ATP Recommendation 2.9

Request pedestrian collision reports from local law enforcement periodically and consider improvements to address problem areas.

### ATP Recommendation 2.10

Conduct Roadside Safety Audits (RSAs) on a regular basis to provide periodic snapshots of roadway safety, including bicycle, pedestrian, equestrian, skateboard, and other non-motorized modes of travel.

### Recommendation 2.9

Develop a program to regularly collect and share citywide pedestrian count data, and add as a requirement for all traffic studies/impact analyses conducted within the city's jurisdiction.

## GOAL 3.0: INTEGRATE PEDESTRIAN ELEMENTS INTO THE CIRCULATION SYSTEM AND LAND USE PLANNING

Provide walkway facilities that are integrated with other transportation systems and land use planning decisions.

## OBJECTIVES & RECOMMENDATIONS

### ATP Objective 3.1

Consider pedestrian facilities during land use planning process.

### ATP Objective 3.2

Integrate pedestrian facility improvements during planning, design and implementation of transportation projects.

### ATP Policy 3.1

Require new developments to provide adequate pedestrian access.

### ATP Recommendation 3.1

Provide a fully integrated network of modern pedestrian facilities to and from major activity centers and residential centers.

### ATP Recommendation 3.2

Identify areas where an increase in the need for pedestrian activities can reasonably be anticipated due to housing/ business growth.

### ATP Recommendation 3.4

Improve the safety of all road users through the implementation of neighborhood traffic calming treatments.

### ATP Recommendation 3.5

Make commercial and recreational areas more enjoyable for pedestrians by implementing measures such as providing shade, planting trees, eliminating visible parking lots and vacant lots, and long stretches of bland building façade.

### ATP Recommendation 3.6

Support the incorporation of pedestrian facilities into capital improvement projects, where appropriate to maximize leveraging of funds.







#### ATP Recommendation 3.8

Proactively seek new opportunities for acquisition of abandoned rights-of-way and other lands for the development of new multi-use pathways that integrates with the planned network.

#### ATP Recommendation 3.10

Detours through or around construction zones should be designed for safety and convenience, and with adequate signage for pedestrians.

#### Recommendation 3.1

Encourage new developments to provide pedestrian access that serves their intensity of use and complements the existing pedestrian network.

#### Recommendation 3.2

Study the potential to establish “transition zones” (an area which is communicated to motorists that the roadway environment is changing and their travel speeds or behavior should change as well) between major commercial and employment centers, and residential areas to better support pedestrian access.

#### Recommendation 3.3

Whenever feasible, incorporate pedestrian improvements to the public right-of-way as a part of the conditions of approval or development agreement with the city.

#### Recommendation 3.4

At commercial corridors (such as 19th Street and Harbor Blvd), update design standards on surface parking and driveways to reduce surface parking and driveways along the pedestrian infrastructure network. Whenever possible, have storefronts face the street to encourage pedestrian traffic.

## GOAL 4.0: PROMOTE A CULTURE OF WALKING

Develop engagement, encouragement, and promotional programs to increase pedestrian usage that respects and accommodates all users to foster a more balanced transportation system.

### OBJECTIVES & RECOMMENDATIONS

#### ATP Objective 4.1

Encourage more people to walk by supporting programs that foster community support for walking, and raise public awareness about walking.

#### ATP Policy 4.1

Support marketing and public awareness campaigns through a variety of media aimed at promoting walking as a safe, healthy, cost-effective, environmentally friendly transportation choice.

#### ATP Policy 4.3

Support programs aimed at increasing walk trips by providing incentives, recognition, or services that make walking a more convenient transportation mode.

#### ATP Policy 4.4

Promote walking at city-sponsored and public events, such as Earth Day, Bike to Work Day/Month, farmers' markets, public health fairs, concerts in the park, art walks, craft fairs, civic events, etc.

### Safe Routes to School

Safe Routes to School is an approach that focuses on infrastructure treatments that improve safety on routes to school and non-infrastructure programs that educate and encourage students to walk and bike to school.







#### ATP Recommendations 2.7

Develop a partnership with the school community to establish and update suggested routes to schools for bicycling and walking.

#### Recommendation 4.1

Expand student and school participation in Walk to School Week events with the Newport-Mesa Unified School District.

#### Recommendation 4.2

Seek funding for a permanent citywide Safe Routes to School non-infrastructure program.

#### Recommendation 4.3

Develop a Safe Routes to School Plan for all elementary, middle, and high schools located in Costa Mesa.

#### Recommendation 4.4

On a regular basis, have meetings with school representatives and active parents to discuss opportunities to improve pedestrian safety and connectivity to schools and school facilities.

#### Recommendation 4.5

Encourage the Safe Routes and Accessibility Subcommittee from the Active Transportation Committee to continue to actively participate in projects related to schools.

### Engagement and Encouragement Programs

Engagement and encouragement programs help promote new walking routes and changes to the existing roadway. Programs such as tactical urbanism demonstrations and quick-builds allow community members to experience



infrastructure change on the roadway on a temporary basis and provide feedback. "Open Streets" events close down a portion of a roadway altogether for the public to reclaim the roadway as an open space. Meanwhile, walking tours and walking groups encourage community members to enjoy the experience of being a pedestrian.

#### ATP Recommendation 4.4

Promote walking events in Costa Mesa to raise awareness and encourage walking, including, but not limited to, those that may involve temporary road closures, historic walks, and ciclovias.

#### ATP Recommendation 4.6

Encourage participation in pedestrian promotion activities by education facilities, arts programs, active transportation clubs, and entertainment providers.

#### Recommendation 4.6

Plan and install tactical urbanism demonstrations and/or quick-build projects along corridors or at areas with high pedestrian activity to showcase potential new traffic calming and pedestrian infrastructure treatments to improve the pedestrian environment. Potential projects could be located on Park Avenue, Arlington Drive, Mesa Verde Drive, and various residential roadways near commercial centers.

#### Recommendation 4.7

Host "Open Streets" events where a portion of the roadway is closed off from vehicular traffic and converted into a public space. Collect and evaluate public feedback and conduct traffic operational and other studies to consider closing the streets for longer period of time or even permanently for pedestrian activities.

#### Recommendation 4.8

Develop a network of walking paths in different commercial districts and neighborhoods to encourage community members to walk. The walking paths could





be artistic and each path could have its own wayfinding signs and stylistic flair to create a sense of place.

#### Recommendation 4.9

Build partnerships with local businesses and community groups such as Parks and Community Services, R.O.C.K.S Afterschool Program, Costa Mesa Historical Society, and Costa Mesa Walk Tour to host regular walk tours and other walking-related activities, and promote walking as a form of physical exercise.

### GOAL 5.0: PROMOTE THE POSITIVE AIR QUALITY, HEALTH, AND ECONOMIC BENEFITS OF WALKING

Encourage active transportation by promoting air quality, health, and economic benefits.

#### OBJECTIVES & RECOMMENDATIONS

##### ATP Objective 5.1

Improve air quality and public health and reduce ambient noise by promoting walking programs.

##### ATP Policy 5.1

Coordinate with appropriate federal, state, and county health agencies on active transportation/ pedestrian programs to achieve health benefits.

##### ATP Policy 5.2

Encourage developers to include features, amenities and programs that are proven to increase walking.

##### ATP Policy 5.3

Encourage the Chamber of Commerce and the business community to promote active transportation in commercial areas to stimulate economic vitality.



#### ATP Recommendations 5.1

Determine baseline emissions levels, then track and communicate changes in emissions as modes of transportation trips shift to encourage more walking.

#### ATP Recommendations 5.3

Offer incentives for businesses whose employees walk to work.

#### ATP Recommendations 5.4

Incentivize the business community to support pedestrians in tangible ways.

#### ATP Recommendations 5.5

Improve the quality of life in Costa Mesa by reducing neighborhood traffic and noise.

#### ATP Recommendations 5.6

Increase pedestrian trips, thereby reducing vehicle trips and vehicle miles traveled.

#### Recommendation 5.1

Provide economic incentives for expanding and enhancing pedestrian facilities.

#### Recommendations 5.2

Collaborate with major employers and civic institutions such as Orange Coast College and the OC Fair and Event Center to increase multi-modal access.

## GOAL 6.0: MONITOR, EVALUATE, AND PURSUE FUNDING FOR IMPLEMENTATION OF THE PEDESTRIAN MASTER PLAN

Observe and assess the usage of pedestrian facilities periodically and pursue funding for projects that will help achieve the overall implementation of the Pedestrian Master Plan.





## OBJECTIVES & RECOMMENDATIONS

### ATP Objective 6.1

Continuously monitor and evaluate Costa Mesa's implementation progress on the Pedestrian Master Plan policies, programs, and projects.

### ATP Objective 6.2

Pursue grants and other sources of funding for pedestrian projects.

### ATP Policy 6.1

Establish a monitoring program to measure the effectiveness and benefits of the Plan by tracking citywide trends in walking through the use of Census data, pedestrian counts, travel surveys, and online surveys as part of annual reviews of the General Plan.

### ATP Policy 6.2

Ensure that programs and projects are implemented in an equitable manner, geographically, socioeconomically, and serving disadvantaged communities.

### ATP Policy 6.3

Consider designating a portion of development traffic impact fees to fund pedestrian facilities.

### ATP Recommendations 6.1

Strategize the use of resources on developing effective and efficient grant application and program administration.

### ATP Recommendations 6.2

Pursue multiple sources of funding and support efforts to maintain or increase federal, state and local funding for the implementation of the Pedestrian Master Plan.



#### Recommendations 6.1

Develop a program to evaluate the citywide collected pedestrian count data and identify areas of increased pedestrian activity to evaluate the potential development of new pedestrian-related improvements to further enhance the pedestrian environment.

#### Recommendations 6.2

Develop a program to evaluate new technologies and infrastructure treatments on a regular basis that will support a safe pedestrian environment. Update the Pedestrian Infrastructure Toolbox with any new findings.



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The background image shows a street scene with a green overlay and a white border. The scene includes a road with a crosswalk, trees, utility poles, and cars. Pedestrian crossing signs are visible on both sides of the road. The large number '05' is centered in the upper half of the image.

# 05

## **Pedestrian Infrastructure Toolbox**





## 5.1 INTRODUCTION

Costa Mesa has many improvements and features that improve walkability. Although Costa Mesa has won awards for walkability in recognition of its historical efforts, improving walkability continues to be an ongoing goal of the City.

This chapter is meant to provide a starting point on what infrastructure treatments (tools) can be considered when designing safer and connected streets for pedestrians. It complements the policy recommendations discussed in Chapter 4, Policy Recommendations.

The tools were selected to help address many of the comments received from the community engagement process.

They fall into in following three categories:

- Sidewalk-Related Treatments: Infrastructure that could enhance the pedestrian right-of-way on the sidewalk realm.
- Crossing-Related Treatments: Infrastructure that could improve pedestrian crossings on the roadway.
- General Traffic Behavior and Other: Discussions of strategies to address broader concerns that tangentially impact walkability in the city.

Oftentimes, pedestrian infrastructure is available on the roadway; however, the infrastructure could be better designed to better accommodate pedestrians' needs. Cost estimate for each type of treatments are provided at the end of the chapter to serve as a guide for approximately how much each treatment cost. Appendix E, Toolbox Reference builds upon this chapter to include discussions of the benefits of each tool and their design considerations.

## 5.2 SIDEWALK-RELATED TREATMENTS

Many comments from the community engagement efforts refer to the general condition of sidewalks and the function of the overall sidewalk network. Many principles of sidewalk design can apply to all sidewalks, while others apply based upon the land use in the area, with commercial, high-density residential, and heavily used sidewalks requiring more area for walking than lower density residential areas.

### SIDEWALKS

Sidewalks are perhaps the most important component of the pedestrian network. Whenever feasible, they should be provided on both sides of all roadways within the city. The Americans with Disabilities Act (ADA) sets minimum requirements for width and grades, but wider sidewalks can improve walkability.

### PROPOSED IMPROVEMENTS TO THE SIDEWALK NETWORK

**Improve sidewalk connectivity:** Address gaps in the sidewalk network, and through retrofit of existing sidewalks when adding new developments, widen the pedestrian right-of-way and limit the size and frequency of curb cuts along major corridors to increase pedestrian comfort and reduce conflicts between pedestrians and motorists.

**Provide for a clear, continuous sidewalk:** For new construction, any required obstructions for streetlights, utilities, poles, and other above-ground features should be located within the parkway area (street side) so that the sidewalk is generally continuous and does not require

pedestrians to be watchful to follow the clear, direct path.

**Improve the bicycle network:** To reduce the use of bicycle riding on sidewalks, it is necessary to examine and improve the bicycle network so that bicyclists of all ages and skill levels would be comfortable riding in the dedicated facilities.

**Improve sidewalk connectivity to land uses:** When evaluating the site plans for development proposals, include an analysis of the condition and directness of walking routes. Providing direct walking paths from street corners to the commercial areas can reduce the overall walking distances and time needed to travel to and from these destinations, while also encouraging pedestrians to more frequently opt for walking trips.

**Address buckled, lifted, stained, physical defects on sidewalks:** Develop a citywide program to identify sidewalk locations that are buckled, lifted, or have physical defects, such as cracks and voids, and scheduled remedial repairs. In areas with ongoing root issues, conduct routine inspections to monitor the situation.

**Redesign driveways:** Every driveway that crosses a sidewalk is a potential location for conflict between motorists and pedestrians. Driveways should be designed to be no wider than necessary. The rise from street level to curb level should be kept as short as possible so that the walking surface can be preserved as a level surface

**Incorporate new sidewalk treatments into the existing network:** Consider including some of the tools identified in the following section to improve the sidewalk realm.





### Bus Stops and Amenities

Bus stops are locations where sidewalks experience multiple uses, such as walking, waiting for buses, and bus boarding and alighting. Amenities are often provided at bus stops, including benches, shelters, trash disposals, and system service information.



### Curb Extension / Bulb-out

Curb extensions / bulb-outs generally narrow the roadway at intersections or at mid-block locations, primarily to reduce the crossing distance for pedestrians, widen the sidewalk, and/or slow down vehicular right turns.



### Street Trees and Landscaping

Street trees and landscaping are typically located between the curb and the sidewalk within the landscaped parkway. They are typically planted at regular intervals in a thematic manner. Many varieties of street trees provide shade for sidewalk users.



### Pedestrian Lighting

Tall streetlights can provide adequate illumination to permit walking after dark. Lower-level lighting is often provided in commercial areas. These treatments increase the illumination level along the sidewalk and provide for a more constant level of illumination.



### Curb Ramp

Curb ramps are required by ADA at all street corners where sidewalks are present and where pedestrians may cross. ADA guidelines encourage provision of directional ramps at corners rather than a single diagonal curb ramp.



### Destination Wayfinding Signs

Pedestrian wayfinding signs are often used in walkable areas to help visitors and locals know where to go. They can also be helpful in advising that the walking travel time may be lower than expected.

*Photo Credits: Wayfinding Signage –  
Downtown Long Beach Alliance*



## 5.3 CROSSING-RELATED TREATMENTS

Many comments received from the community engagement process also discussed the general condition of crossings and the function of crossings overall in the pedestrian infrastructure network. Many principles of crosswalk design apply to all crossings, while others may be applied based upon the land use in the area. Heavily used pedestrian crossings require additional visibility and improvements than lower-density residential areas.

### PROPOSED IMPROVEMENTS FOR PEDESTRIAN CROSSINGS

**Consider appropriate design for uncontrolled pedestrian crossings:** An appropriate design will consider the surrounding context, roadway cross-section, volume of pedestrians crossing, vehicular Average Daily Traffic, and

prevailing speeds. Reducing the number of travel lanes and crossing distance for an uncontrolled crossing helps reduce pedestrian exposure in the roadway. Crossings may be enhanced with other treatments discussed in this section such as median refuge islands, advance yield lines, Rectangular Rapid Flashing Beacons (RRFB), Pedestrian Hybrid Beacons (HAWK signal), signalized crosswalks, and street lights.

**Maintain crosswalk markings:** Develop a citywide program to identify faded/poorly maintained crosswalks and other pavement markings, and routinely maintain them.

**Improve sight distances at crosswalks and intersection corners:** Use strategies such as prohibiting parking along the curb approaching the crosswalk and providing curb extensions (bulb-outs) that allow pedestrians to have better visibility of motorists.



**Add missing crosswalks at traffic signals:** Conduct a study to evaluate for adding crosswalks at traffic signals where crosswalks are not provided across all legs of the signalized intersection.

**Improve pedestrian crossing times:** Minimum crossing times are specified in the California MUTCD. Often the minimum times are present and adequate, but pedestrians may not fully understand the operation. Pedestrian Countdown Signals could better communicate how much time is left for pedestrians to cross.

**Provide Pedestrian Push Buttons (PPBs) at appropriate locations:** Pedestrian Push Buttons are generally prescribed to be located near the crosswalk and at a location that meets ADA requirements, and per MUTCD guidelines, preferably near the level landing. The location should be intuitive and generally allow for actuation while standing or waiting near the beginning of the crosswalk.

**Regulate Right Turn on Reds:** Conduct a study to evaluate for Right Turn on Red restrictions and explore using the red turn arrows, extinguishable (blank out) message signs, or regular signs to seek compliance for the restrictions. Prohibiting right turns on red can improve safety for pedestrians.

**Redesign Slip Turn Lanes:** Uncontrolled free right turn lanes, also known as slip lanes, are not friendly to pedestrians, because they help vehicles make the turns at much higher speeds, take motorists' eyes off of the pedestrian crosswalk within the slip lane, and do not provide pedestrian signals

to facilitate the crossing. Programs to remove or modify these turn lanes are common, and design approaches that minimize their future need are preferred.

**Manage Pedestrian Delays:** Pedestrians experience substantial delays at signalized intersections. The average delay per pedestrian is equal to about one-half of the amount of time that the signal does not display a WALK indication. It can amount to 45 seconds or more at typical large intersections.

**Incorporate pedestrian crossing treatments into the existing network:** The tools identified in the following sections can improve the experience of pedestrian crossings. Consider including some of the tools in new projects, and reference Appendix E, Toolbox Reference, on the design considerations of the treatments.



## High Visibility Crosswalks

Marking of crosswalks more clearly indicates where pedestrians are given the right-of-way. Their presence may better remind drivers to watch for pedestrians, and there also may be a traffic calming effect.



## Mid-Block Crosswalk

Mid-block crosswalks facilitate crossings to places that people want to go but are not well served by the existing traffic network.



## Advanced Stop Bars

Advance stop bars help improve the visibility of pedestrians by motorists as it provides an indication of where the vehicle must stop at the intersection approach.



## Median Refuge Islands

Median refuge islands are protected spaces placed in the center of the street to facilitate pedestrian crossings. The median refuge islands help shorten the crossings, especially at large intersections.



## Advanced Yield Lines

Advanced yield lines are roadway markings that provide guidance as to where drivers should wait while a pedestrian is crossing. They are placed in advance to provide separation between the crossing pedestrians and vehicles.



## Pedestrian Scramble

A crosswalk scramble operation is a special traffic signal operation and phasing design that stops motor vehicle traffic in all directions while allowing pedestrians to cross between all corners at the same time.

*Photo Credits: Raised Crosswalk-Jeff Gulden |  
Mid-Block Crosswalk - Josh Mello | Advanced  
Yield markings - ATS Traffic*



### Countdown Pedestrian Signals

Pedestrian countdown signals indicate how many seconds of DON'T WALK remain before the traffic signal turns to yellow. The use of countdown indications is required for all signalized crosswalks except for extremely short crossings.



### Rectangular Rapid Flashing Beacon (RRFB)

RRFBs are a traffic control device that uses a strobing LED light bar and pedestrian warning signs to inform motorists that there is someone at the crosswalk and that they must yield. They are activated through a pedestrian push button or by passive pedestrian detection.



### Accessible Pedestrian Signal (APS) Push Buttons

Accessible Pedestrian Signal (APS) push buttons are devices that communicate information about the "WALK" and "DON'T WALK" intervals at signalized intersections in non-visual formats (audible tones and vibrotactile surfaces) to pedestrians who are visually impaired.



### Leading Pedestrian Interval (LPI)

This traffic signal operation technique provides a head start for pedestrians at crossings, allowing them to leave the curb and establish a presence in the crosswalk before conflicting traffic is given a green to proceed. Typical leading pedestrian intervals (LPIs) range from 3-7 seconds.



### Pedestrian Hybrid Beacon (HAWK Signal)

A pedestrian hybrid beacon provides traffic control to existing uncontrolled or newly proposed marked crosswalk locations. It is only activated by pedestrians when the push button is pressed.



### Flashing Yellow Arrows (FYA)

Flashing Yellow Arrows (FYA) are implemented on traffic signals for left turn movements. The FYA indicates to motorists that they may turn left only when there is no oncoming traffic and crosswalks are clear of pedestrians and bicyclists.

*Photo Credits: Flashing Yellow Arrows - City of Roseville*



## 5.4 GENERAL TRAFFIC BEHAVIOR AND OTHER CONCERNS

A majority of comments received from the community engagement process were either related to the sidewalk realm or pedestrian crossings. However, there were a handful of comments that pertain to general motor vehicle traffic behaviors or that are well beyond the scope of the Plan. The following tools could improve general traffic behavior on the roadway. Reference Appendix F, Toolbox, on the design considerations of the treatments.

### Roadway Reconfiguration

In many communities, multilane arterials have been modified to reduce the number of through travel lanes. It is especially common for roadways with 4-lanes undivided (no left turn lanes) to be reduced to 2 lanes (with left turn lane), where traffic needs are clearly met by fewer lanes. Roads that carry fewer than 20,000 vehicles per day and have no more than 4 lanes are the best candidates. The figure below shows an example of a roadway reconfiguration.

Before



After



### Roadway Pavement Rehabilitation

Paving in pedestrian crossing areas can be important to providing a safe walking surface and should be monitored. Pavement condition in the travel way that does not serve walking is less important to walkability. But when streets are repaved, it is an appropriate time to review issues regarding how the street is used.



### Speed Feedback Sign

A dynamic message sign that uses radar or laser technology to determine the speed of an approaching vehicle and then displays the speed to the driver. If motorists are speeding, the sign flashes the exceeded speed along with "SLOW DOWN" or "YOUR SPEED".

Photo Credits: Roadway Pavement Rehabilitation - City of San Mateo | Speed Feedback Sign - Richard Drdul



## OTHER CONCERNS HEARD FROM THE COMMUNITY ENGAGEMENT EFFORT:

**Transit access:** Walking is an important consideration in encouraging or using transit. A typical walkshed of ¼ mile is considered in transit planning around each bus stop. Special attention to the walkability for all potential routes to bus stops is appropriate. Walking routes from bus stops to nearby shopping centers should be reviewed to ensure that the route is direct and relatively free of high-traffic aisles.

**Excessive traffic volumes:** Traffic volume, high speeds, and traffic noise detract from a positive walking environment. However, achieving reductions in traffic is difficult. Agencies who have removed traffic lanes or taken action to discourage traffic have often encountered intense public resistance. It is generally more successful to increase the separation between pedestrians and motor vehicles,

provide buffers to add to the separation, ensure that convenient crossing locations are available to meet walking needs, and improve overall conditions for walking.

**Motorist Behavior:** Some of the most common concerns heard from the community engagement effort pertained to vehicle speeds, improper turns, and disregard for traffic controls. Many of the strategies in this Plan could help to reduce these behaviors. Police enforcement can help reduce speeds in regulating improper motorist behavior.

**Drainage:** Urban road systems are generally designed to incorporate a drainage system that carries water along the curb line to storm drain inlets. On occasions, the roadway will develop a condition that causes pools of water to persist in areas that are desirable for walking. When concerns over standing water are received, the location should be researched to determine if it can be corrected through routine maintenance.


## 5.5 COST ESTIMATES

Cost estimates were derived from similar recent projects across Southern California in 2022. Each pedestrian treatment has two cost estimates: a low-range estimate and a high-range estimate to account for the variability in existing conditions. When developing cost estimates for a project, it is recommended to include additional costs for design, environmental, construction management, mobilization, construction, and a 30% contingency to ensure that cost estimates cover the full financial expectations of each project.

**Table 5.1 Pedestrian Treatment Cost Estimates**

Treatment	Unit of Measurement	Low-Range	High-Range	Average Cost
Advanced Yield Lines	each	\$75	\$300	\$188
Mid-Block Crosswalk	square foot	\$5.00	\$7.00	\$6
Median Refuge Islands/ Pedestrian Refuge Islands	square foot	\$10	\$15	\$13
Pedestrian Scramble (includes signal equipment and signing and striping)	each	\$50,000	\$100,000	\$75,000
Countdown Pedestrian Signals (includes removal and replacement)	each	\$2,000	\$2,500	\$2,250
Accessible Pedestrian Signal (APS) Push Buttons	each	\$750	\$1,500	\$1,125
Pedestrian Hybrid Beacon (HAWK Signal)	each	\$21,000	\$128,000	\$74,500
Rectangular Rapid Flashing Beacon (RRFB)	each	\$4,500	\$8,000	\$6,250
Leading Pedestrian Interval (LPI)	lump sum	\$500	\$5,000	\$2,750
Flashing Yellow Arrows (FYA) (includes retrofit installation)	each	\$1,500	\$1,650	\$1,575
Roadway Reconfiguration	linear foot	\$16	\$26.10	\$21
Roadway Pavement Rehabilitation	square yard	\$1.50	\$2.25	\$2
Speed Feedback Sign	each	\$1,900	\$7,500	\$4,700



The background image shows a residential street scene with a crosswalk in the foreground. A large white number '06' is overlaid on the right side of the image. The street has a crosswalk with white stripes and a manhole cover. In the background, there are houses, trees, and a 'NO PARKING' sign. The entire image has a blue tint.

# 06

## Infrastructure Projects





## 6.1 INTRODUCTION

This chapter discusses a set of infrastructure projects that the City can start to help advance the Plan vision. The recommendations identified are short-term treatments that the City can install in a small amount of time. They complement the recommendations discussed in Chapter 4, Policy Recommendations, and Chapter 5, Toolbox. Infrastructure projects are comprised of two components: Pedestrian Project Corridors and Project Factsheets.

**Pedestrian Project Corridors (PPC):** PPCs are corridors that would benefit from pedestrian improvements, such as those identified in the toolbox. The corridors are concentrated in the Pedestrian Opportunity Zones to directly address the

General Plan's priority of pursuing street enhancements to create pedestrian-friendly environments within the zones.

**Project Factsheets:** Project factsheets provide more information about recommended pedestrian improvements for the projects. Each factsheet contains a project description, roadway characteristics of the project location, and pictures. The projects were selected based on the feasibility of completion within a short time frame.

## 6.2 PEDESTRIAN PROJECT CORRIDORS

Nine [9] corridors citywide are designated as Pedestrian Project Corridors. The corridors provide connectivity throughout the Pedestrian Opportunity Zones, and they were identified based on the Walk Audits that were conducted as part of the community engagement effort. Figure 6.1, Pedestrian Project Corridors and Table 6.1, Pedestrian Project Corridors Details, show the location and extent of each corridor.

**Table 6.1 Pedestrian Project Corridors Details**

Corridor	From	To	Length (Miles)
19th Street	Whittier Avenue	Santa Ana Avenue	2.28
Wilson Street	Canyon Drive	Newport Boulevard	2.51
Baker Street	Mesa Verde Drive	Bristol Street	2.99
Harbor Boulevard	Gisler Avenue	Newport Boulevard	3.84
Bristol Street	Sunflower Avenue	Bear Street	1.63
Fairview Road	McCormack Lane	Merrimac Way	1.45
Adams Avenue	Mesa Verde Drive	Fairview Road	0.84
Newport Boulevard	19th Street	17th Street	0.44
17th Street	Superior Avenue	Irvine Avenue	1.27

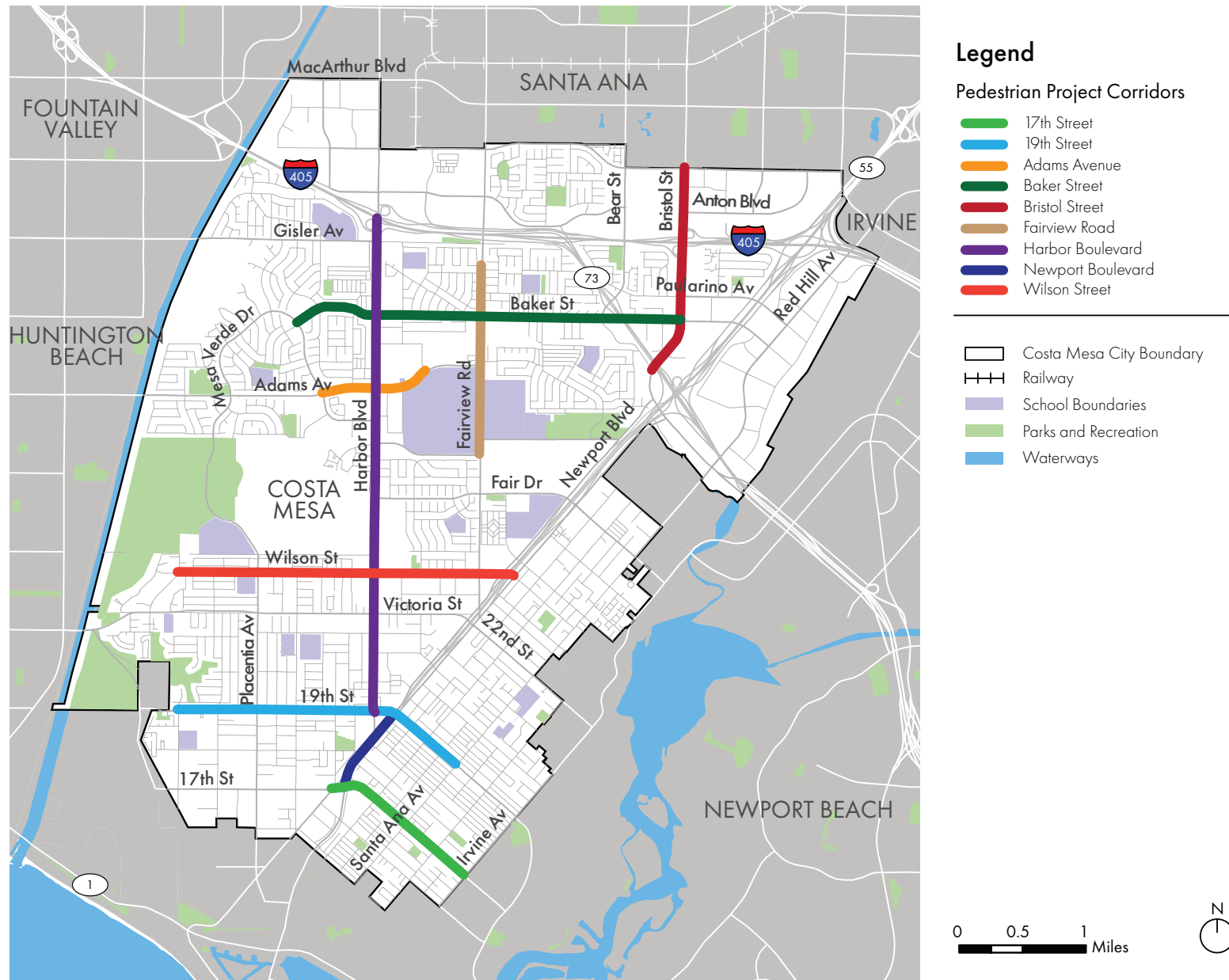
## 6.3 PROJECT FACTSHEETS

The following section presents factsheets for six projects. The projects include five corridors and a citywide project.

Projects with factsheets include:

- 19th Street Corridor
- Baker Street Corridor
- Harbor Boulevard Corridor (North)
- Harbor Boulevard Corridor (South)
- Wilson Street
- Citywide: High-Visibility Crosswalk Markings

Figure 6.1 Pedestrian Project Corridors





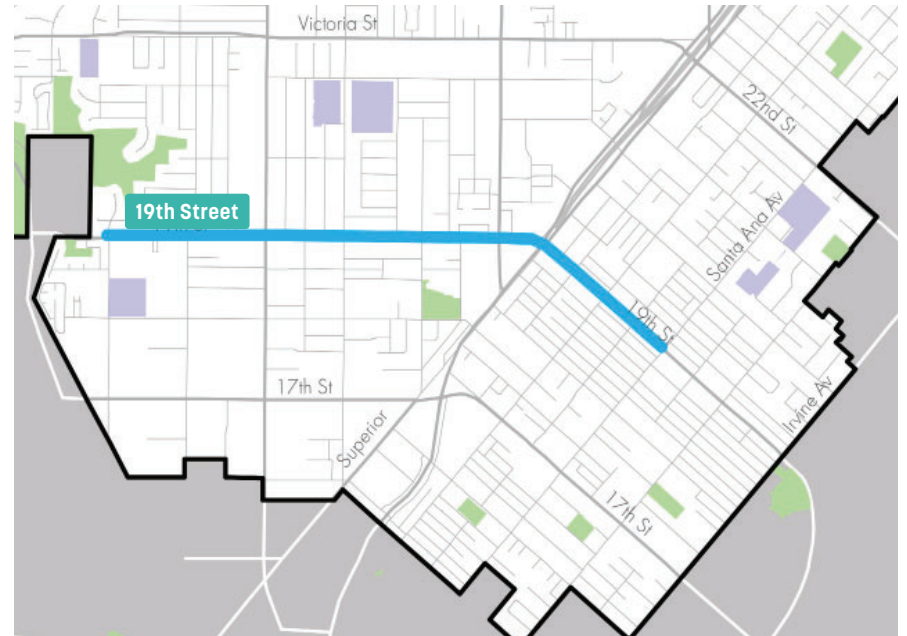
# 19TH STREET CORRIDOR

## PROJECT LOCATION

The 19th Street corridor is located between Whittier Avenue and Santa Ana Avenue in the southern portion of the city. The corridor is classified as a Primary Arterial\* west of Newport Boulevard and a Collector Arterial east of Newport Boulevard. Average Daily Traffic (ADT) volumes are noted to be in the 3,500 – 40,000 vehicles per day range. The corridor provides direct access to State Route 55 (SR-55) at Newport Boulevard. The posted speed limit along this corridor is 35 MPH.

The corridor is located in the Westside Costa Mesa area and adjacent to the Downtown area to the south. Some local destinations include Canyon Park, Talbert Regional Park, Marina View Park, The Triangle Square, Lions Park, Costa Mesa-Donald Dungan Library, Downtown Recreation Center, and several commercial centers.

\* OCTA's 2021 Master Plan of Arterial Highways (MPAH) and City of Costa Mesa General Plan



*Pedestrian crossing on a yellow light*



*Pedestrian activity at 19th Street and Pomona Avenue*



*Sidewalk interrupted by driveway on 19th Street*

## 19TH STREET CORRIDOR

### EXISTING CONDITIONS & CONCERNS

**No Bicycle Facilities:** Corridor is not cyclist-friendly as there is signage indicating that cyclists are not allowed on the sidewalk, yet the corridor does not provide on-street bike lanes.

**Sidewalks:** Some areas along the corridor provide sidewalks that are not wide enough for two pedestrians to walk side by side. Obstructions in the sidewalk network were noted to be present throughout the corridor.

**Intersection Crossings:** The intersection of 19th Street and Meyer Place provides high visibility crosswalks, but does not provide a crossing on the east leg of the intersection.

**Pavement Markings:** Crosswalk markings at the intersection of 19th Street and Pomona Avenue show signs of wear, which can be less visible to motorists.

**Pedestrian Crossing Times and Right Turns:** Motorists have been observed to make right turn movements on red in front of pedestrians that are in the crosswalk. Pedestrian crossing times have been observed by the community to be too short for pedestrians of all ability levels.

**High Vehicle Speeds:** Vehicles traveling at higher than the posted speed limit were observed along the corridor.

**Street Trees:** Community members noted there is a lack of shade along areas of the corridor.

**Sidewalk Conditions:** Lifted and cracked sidewalks.

### PROPOSED TREATMENTS

**Bicycle Facilities:** Reconfigure the roadway to install Class II bike lanes on West 19th Street from Sundance Drive to Pomona Avenue and Class III bike sharrows from Pomona Avenue to Park Avenue, according to the West 19th Street Improvement project. Providing bicycle facilities along the corridor will provide separation between cyclists and pedestrians along the corridor.

**Sidewalks:** Evaluate the sidewalk network along the corridor to identify, remove, and/or relocate obstructions that may create challenges for pedestrians of all ability levels to navigate around.

**High-Visibility Crosswalks:** Install high-visibility crosswalks at existing marked crossings along the corridor (Fullerton Avenue, Orange Avenue, Whitter Avenue, Monrovia Avenue, and Orange Avenue). Additionally, install high visibility crosswalks at Sundance Drive, Whittier Avenue, Monrovia Avenue, Federal Avenue, and Wallace Avenue, according to the West 19th Street Improvement project.

**Curb Ramps:** Install new ADA-compliant curb ramps at locations where new crossings are installed.

**Pavement Markings:** Conduct a study to evaluate adding crosswalks at traffic signals where crosswalks are not provided across all legs of the signalized intersection, such as Meyer Place, and at unsignalized intersections such as Fullerton Avenue and Santa Ana Avenue.

## 19TH STREET CORRIDOR

**Improved Pedestrian Crossing Times:** Evaluate traffic signal timing to adjust/improve pedestrian crossing times, as needed at all signalized intersections.

**Countdown Pedestrian Signals:** Install countdown pedestrian signals at the intersection of 19th Street and Newport Boulevard.

**Leading Pedestrian Intervals:** Evaluate traffic signal timing to include a Leading Pedestrian Interval (LPI), especially for pedestrian crossings adjacent to high vehicle right-turn movements.

**Regulate Right Turn on Reds:** Consider installation of a "blank out" No Right Turn changeable message sign that activates during the LPI WALK interval, then simply shuts off once pedestrians are in the crosswalk and can be seen.

**Pedestrian Lighting:** Install pedestrian lighting/safety lighting at intersections where new pedestrian crosswalks are to be provided and where pedestrian activities are present.

**Speed Feedback Signs:** Consider installation of vehicle speed feedback signs on 19th Street between Pomona Avenue and Meyer Place, and between Orange Avenue and Westminster Avenue to help maintain vehicle speeds within the speed limit. (See concept plan on following page)

**Street Trees:** Evaluate the corridor to install new street trees within the City parkway areas where there are gaps in the sidewalk network. City to collaborate with developers to

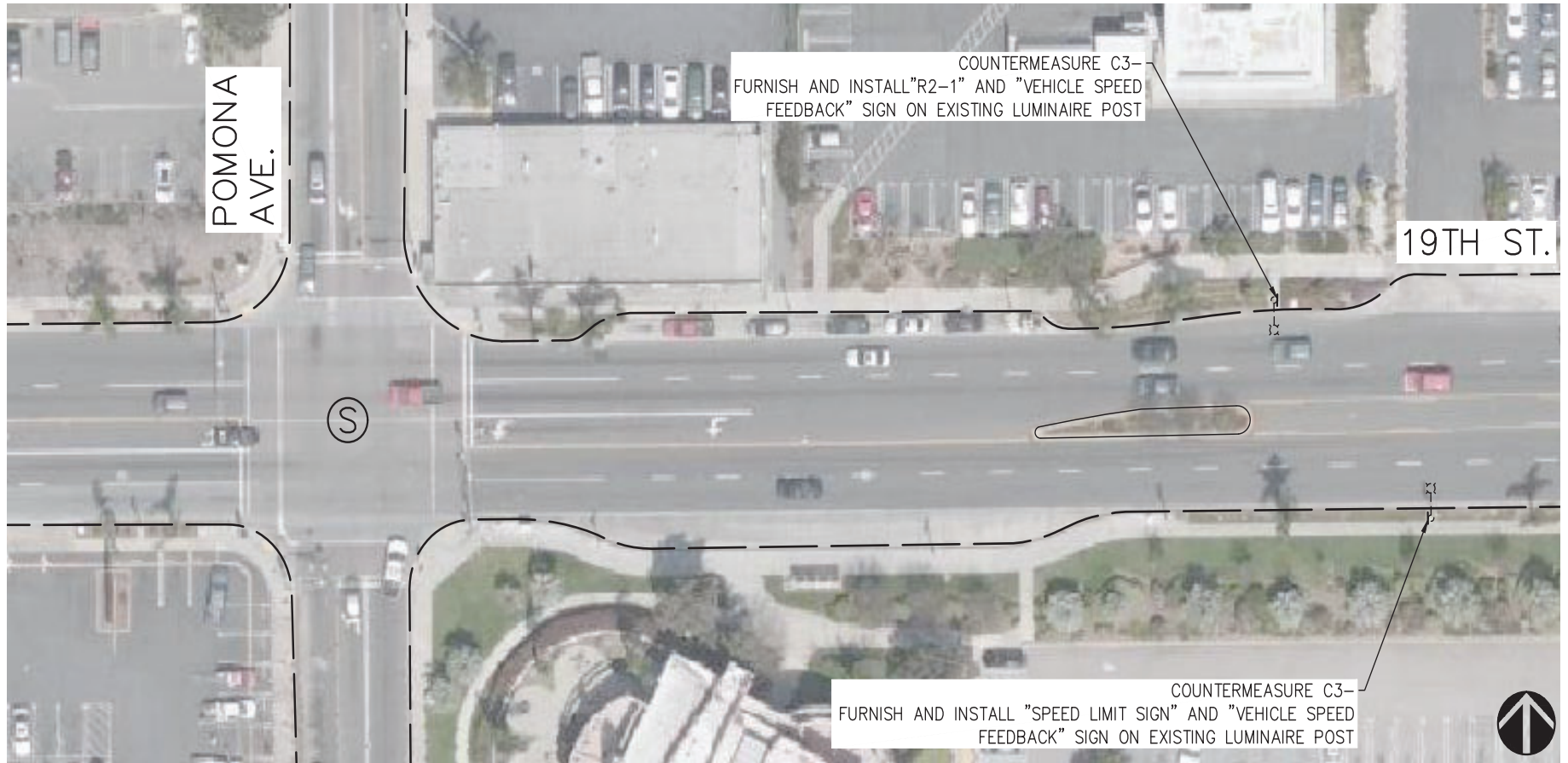
install new street trees adjacent to the new developments and within the City parkway areas to eliminate any gaps along the corridor.

**Corridor-wide Improvements/Maintenance:** Evaluate the corridor on a six-month or yearly basis to identify and repair sidewalk areas that have physical defects such as buckled or lifted pavement, stains, cracks, voids, or ongoing tree root issues to eliminate potential hazards for pedestrians of all ability levels.

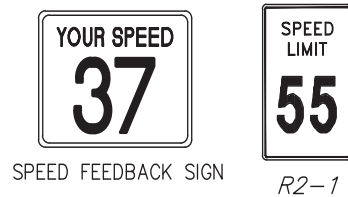


# 19TH STREET CORRIDOR

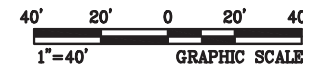
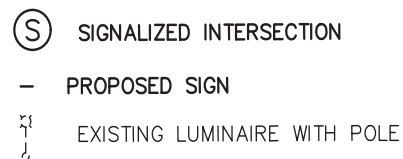
# SAMPLE CONCEPT PLAN



## SIGN LEGEND



## LEGEND

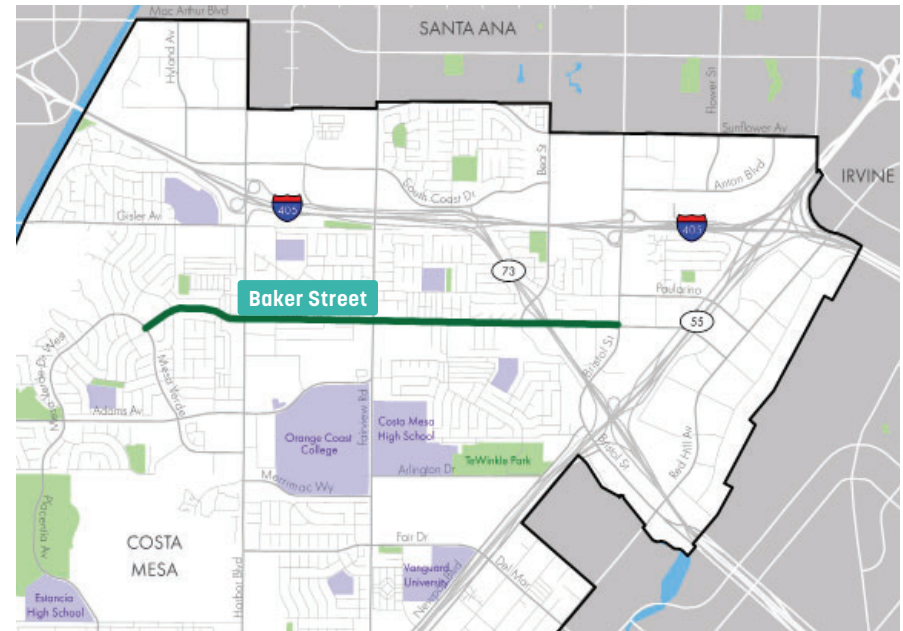


# BAKER STREET CORRIDOR

## PROJECT LOCATION

The corridor is located on Baker Street between Mesa Verde Drive and Bristol Street. It is classified as a Secondary Arterial from Mesa Verde Drive to Harbor Boulevard, Primary Arterial from Harbor Boulevard to Bear Street, and Major Arterial from Bear Street to Bristol Street. Average Daily Traffic (ADT) volumes are noted to be in the 3,500 – 30,000 vehicles per day range. Baker Street provides access to State Route 73 (SR-73) via Bear Street and access to State Route 55 (SR-55) via Newport Boulevard. The posted speed limit along this corridor is 30 MPH from Mesa Verde Drive to Harbor Boulevard and 40 MPH from Harbor Boulevard to easterly city limit.

The corridor is located in the Halecrest area and adjacent to the Mesa Del Mar area to the south. Some local destinations include commercial areas such as the LAB Anti-mall and The Camp.



*Bicyclist crossing Fairview Road at Baker Street*



*Sidewalk on Baker Street*



*Multi-lane STOP controlled intersection on Baker Street*

## BAKER STREET CORRIDOR

### EXISTING CONDITIONS & CONCERNS

**Sidewalks:** Some areas along the corridor provide sidewalks that were noted to not feel wide enough for two pedestrians to walk side by side, and felt narrower especially at locations with utility poles, guy wires, utility boxes, and other obstructions.

**Intersection Crossings:** The Baker Street corridor contains high pedestrian activity, especially at several intersections such as Mesa Verde Drive, Harbor Boulevard, College Avenue, Fairview Road, Coolidge Avenue, Randolph Avenue, and Bristol Street crossings. Additionally, intersections where crosswalks are not provided at all legs were noted to have a desire for additional crossings to be added.

**Pedestrian Crossing Times:** Pedestrian crossing times have been noted by the community to be too short for pedestrians of all ability levels.

**Pedestrian Crossing at Signalized Intersections:** The intersection of Baker Street and Fairview Road is lacking pedestrian countdown signal heads.

**High Vehicle Speeds:** Vehicles traveling at higher than the posted speed limit were observed along the corridor.

**Mid-Block Crossings:** Community members noted there is a need for mid-block crossings on Baker Street between College Avenue and Fairview Road. High mid-block pedestrian and bicyclist crossing activity at Loren Drive, across Baker Street

**Sidewalk Conditions:** Lifted and cracked sidewalks.

**Bus Stop Shelters & Amenities:** Various bus stops along the corridor do not provide shelters for transit riders.

### PROPOSED TREATMENTS

**Bicycle Facilities:** Evaluate Baker Street from Royal Palm Drive to Coolidge Avenue to design and install a Class II bike lane as identified in the City's Active Transportation Plan to complete the bicycle network on Baker Street and reduce conflicts between pedestrians and bicyclists on the sidewalk.

**Sidewalks:** Evaluate the sidewalk network along the corridor to identify, remove, and/or relocate obstructions that may create challenges for pedestrians of all ability levels to navigate around.

**Marked Crosswalks:** Evaluate the traffic operations at signalized intersections where marked crosswalks are not provided at all legs to install new marked crosswalks at intersection legs where not currently provided.

**Curb Ramps:** Install new ADA-compliant curb ramps at locations where new crossings are installed.

**High-Visibility Crosswalks:** Install high-visibility crosswalks at existing marked crossings along the corridor to improve motorists visibility of the crossings and potential pedestrians within the crosswalks (Mesa Verde Drive, Labrador Drive, Harbor Boulevard, College Avenue, Fairview Road, Coolidge Avenue, Babb Street, Milbro Street, and Bear Street).



## BAKER STREET CORRIDOR .....

**Improved Pedestrian Crossing Times:** Evaluate traffic signal timing to adjust/improve pedestrian crossing times, as needed at all signalized intersections.

**Countdown Pedestrian Signals:** Install countdown pedestrian signals at the intersection of Baker Street and Fairview Road.

**Leading Pedestrian Intervals:** Evaluate traffic signal timing to include a Leading Pedestrian Interval (LPI), especially for pedestrian crossings adjacent to high vehicle right-turn movements.

**Regulate Right Turn on Reds:** Consider installation of a "blank out" No Right Turn changeable message sign that activates during the LPI WALK interval, then simply shuts off once pedestrians are in the crosswalk and can be seen.

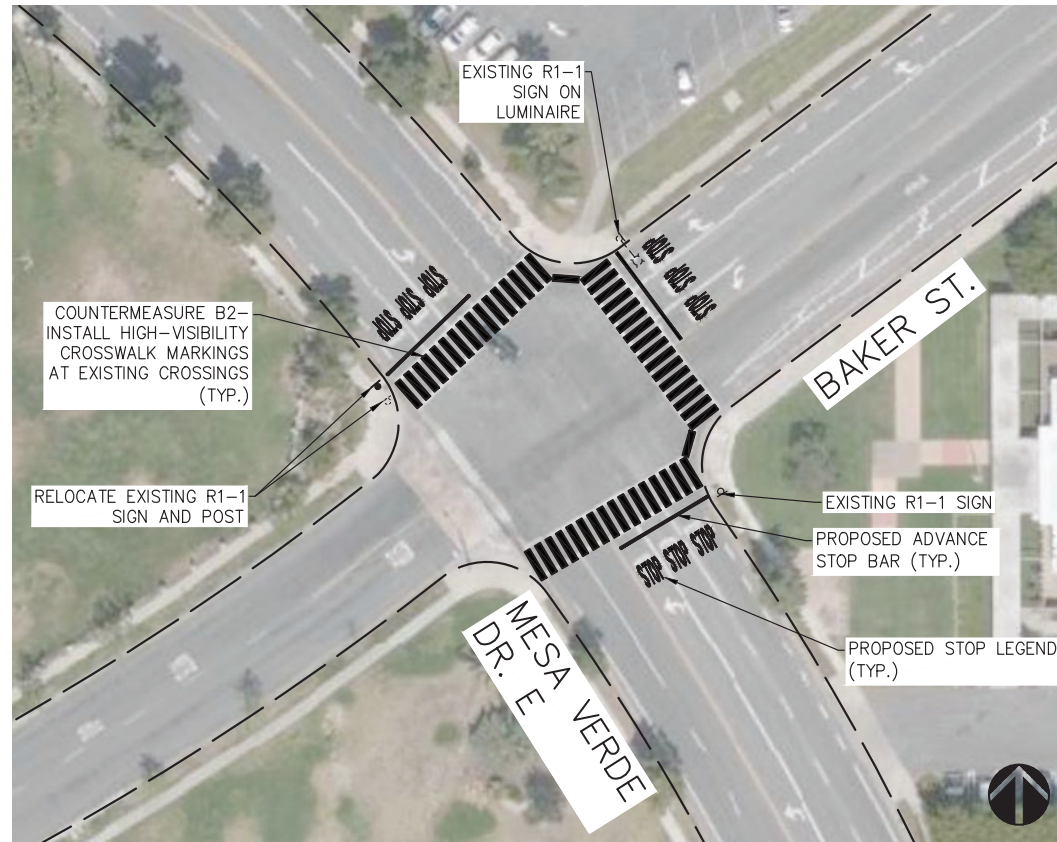
**Speed Feedback Signs:** Consider installation of vehicle speed feedback signs between Bear Street and Century Place to encourage motorists to reduce speeds within the posted speed limit.

**Mid-Block Crossing:** Evaluate corridor between College Avenue and Fairview Road to install a mid-block crossing with RRFB and push buttons to provide additional crossing areas along this segment of the corridor (potentially at Donnybrook Lane).






**Corridor-wide Improvements/Maintenance:** Evaluate the corridor on a six-month or yearly basis to identify and repair sidewalk areas that have physical defects such as buckled

or lifted pavement, stains, cracks, voids, or ongoing tree root issues to eliminate potential hazards for pedestrians of all ability levels.





## LEGEND

-  PROPOSED HIGH-VISIBILITY CROSSWALK
-  EXISTING LUMINAIRE WITH POLE
-  REMOVED SIGN AND POST
-  EXISTING SIGN AND POST
-  PROPOSED SIGN AND POST

## SIGN LEGEND



R1-1

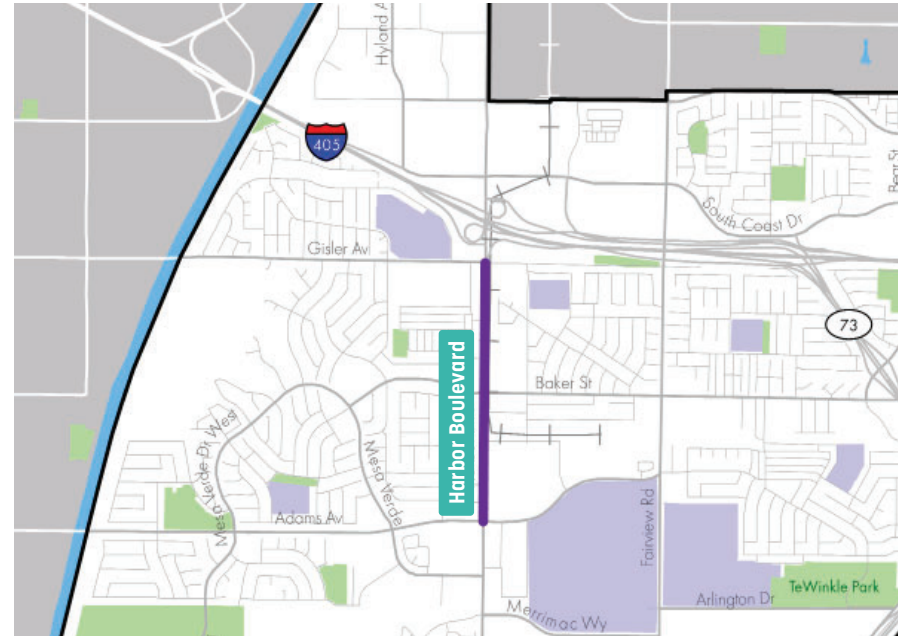
# HARBOR BOULEVARD CORRIDOR (NORTH)

## PROJECT LOCATION

The corridor is located on Harbor Boulevard between Gisler Avenue and Adams Avenue. It is classified as a Major Arterial based on OCTA's 2021 Master Plan of Arterial Highways (MPAH).

Average Daily Traffic (ADT) volumes are noted to be over 55,000 vehicles per day. Harbor Boulevard provides direct access to Interstate 405 (I-405) at the northern end of the corridor. The posted speed limit along this corridor is 40 MPH.

The corridor is located in the Halecrest Neighborhood and adjacent to the Mesa Del Mar area. Some nearby local destinations include Fairview Development Center, Orange Coast College, Early College High School, and Costa Mesa Golf Course.



*Sidewalk on Harbor Boulevard north of Adams Avenue*



*Decorative Crosswalk at Adams Avenue*



*Sidewalk on Harbor Boulevard south of Adams Avenue*

## HARBOR BOULEVARD CORRIDOR (NORTH)

### EXISTING CONDITIONS & CONCERNS

**Sidewalks:** Some areas along the corridor provide sidewalks that are narrower than four feet, especially in front of commercial areas north of Adams Avenue, where wider sidewalks are provided south of Adams Avenue.

**Intersection Crossings:** Various crosswalk markings are faded, causing visibility issues for motorists approaching the crossings. These faded crosswalk markings have been noted to be at various intersections along the corridor.

**Pedestrian Crossing Times & Right Turns:** Pedestrian crossing times have been noted by the community to be too short for pedestrians of all ability levels. Also, many motorists make right turn movements at intersections while pedestrians are starting to cross the street or in the crosswalk, violating the pedestrian right-of-way.

**Bus Stop Shelters & Amenities:** Various bus stops along the corridor do not provide shelters for transit riders or amenities such as trash receptacles.

**Street Trees:** The community expressed support for more street trees and landscaping along the corridor.

**Sidewalk Conditions:** Lifted and cracked sidewalks.

### PROPOSED TREATMENTS

**Bicycle Facilities:** Evaluate Harbor Boulevard from Gisler Avenue to Newport Boulevard to design and install Class II bike lanes as identified in the City's Active Transportation Plan to complete the bicycle network on Harbor Boulevard and reduce conflicts between pedestrians and bicyclists on the sidewalk.

**Sidewalks:** Evaluate the sidewalk network along the corridor to identify, remove, and/or relocate obstructions that may create challenges for pedestrians of all ability levels to navigate around.

**Marked Crosswalks:** Evaluate the traffic operations at signalized intersections where marked crosswalks are not provided at all legs to install new marked crosswalks at intersection legs where not currently provided (Date Place and Nutmeg Place).

**Curb Ramps:** Install new ADA-compliant curb ramps at locations where new crossings are installed.

**High-Visibility Crosswalks:** Install high-visibility crosswalks at existing marked crossings along the corridor to provide motorists better visibility of the crossings and potential pedestrians within the crosswalks.

**Improved Pedestrian Crossing Times:** Evaluate traffic signal timing to adjust/improve pedestrian crossing times, as needed at all signalized intersections.

## HARBOR BOULEVARD CORRIDOR (NORTH)

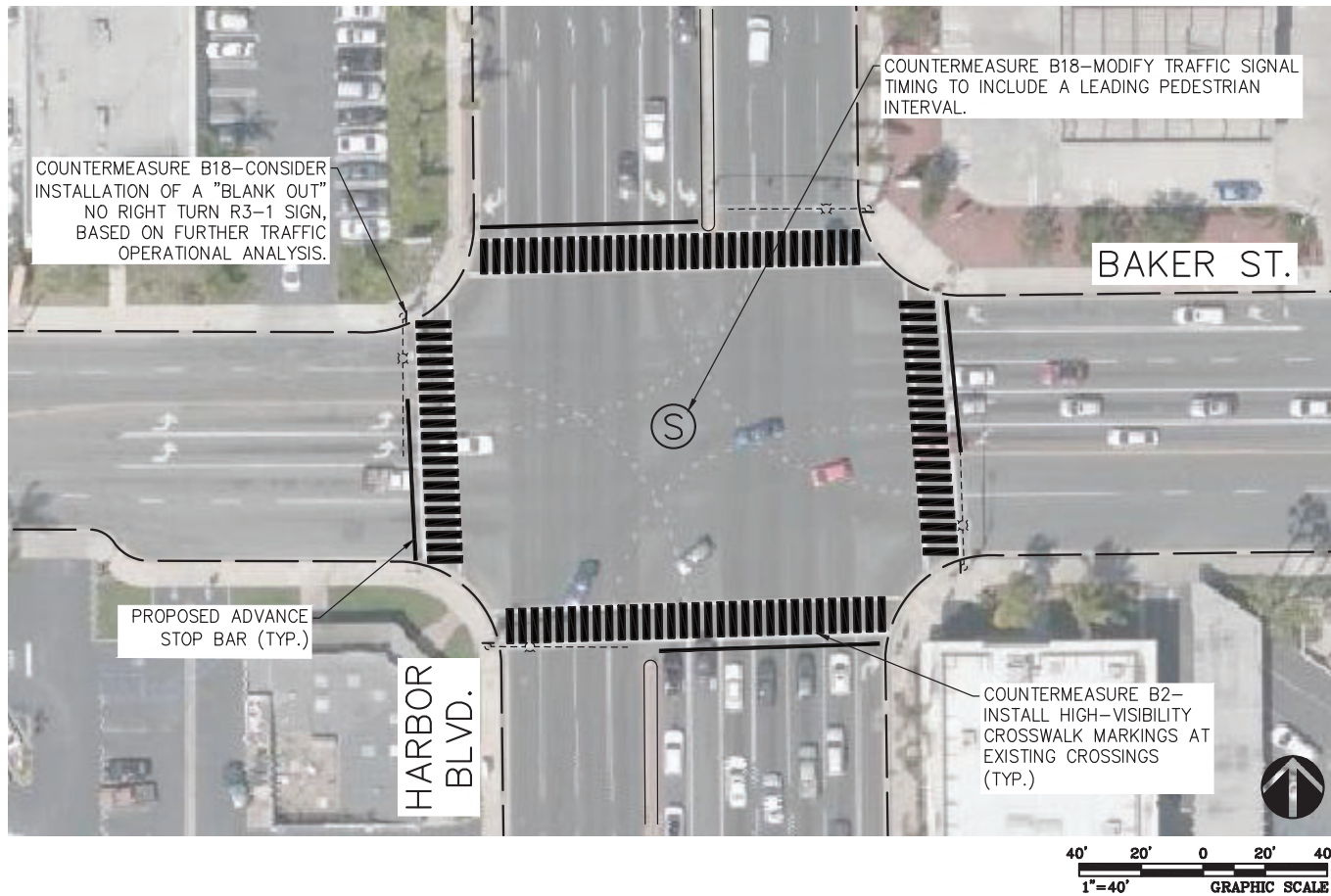
**Regulate Right Turn on Reds:** Consider installation of a "blank out" No Right Turn changeable message sign that activates during the LPI WALK interval, then simply shuts off once pedestrians are in the crosswalk and can be seen.

**Leading Pedestrian Intervals:** Evaluate traffic signal timing to include a Leading Pedestrian Interval (LPI), especially for pedestrian crossings adjacent to high vehicle right-turn movements.

**Corridor-wide Improvements/Maintenance:** Evaluate the corridor on a six-month or yearly basis to identify and repair sidewalk areas that have physical defects such as buckled or lifted pavement, stains, cracks, voids, or ongoing tree root issues to eliminate potential hazards for pedestrians of all ability levels.



# HARBOR BOULEVARD CORRIDOR (NORTH).....SAMPLE CONCEPT PLAN



## LEGEND

- Ⓢ SIGNALIZED INTERSECTION
- ▤ PROPOSED HIGH-VISIBILITY CROSSWALK
- ◊ EXISTING TRAFFIC SIGNAL POLE
- PROPOSED SIGN

## SIGN LEGEND

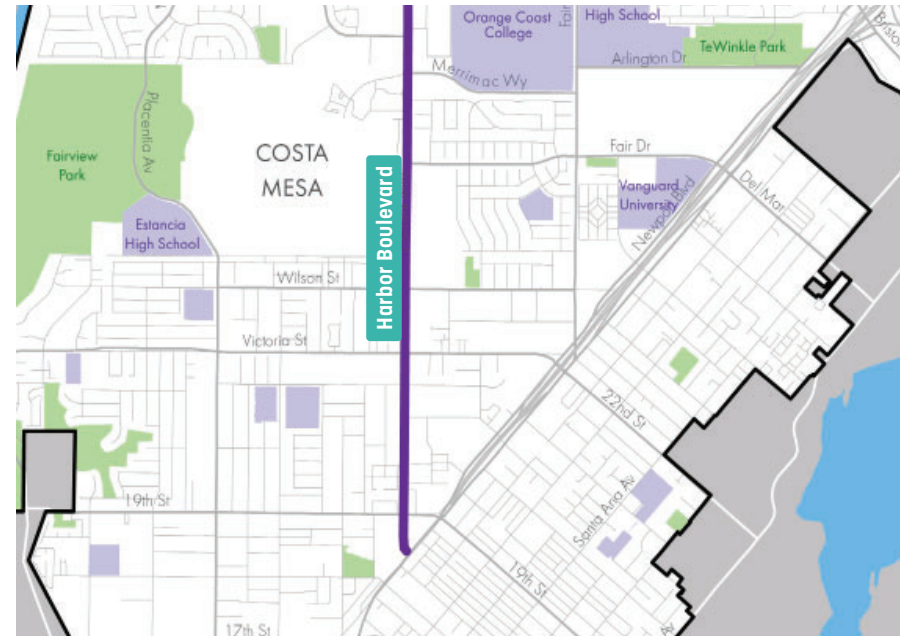


# HARBOR BOULEVARD CORRIDOR (SOUTH)

## PROJECT LOCATION

The corridor is located on Harbor Boulevard between Adams Avenue and Newport Boulevard. It is classified as a Major Arterial. Average Daily Traffic (ADT) volumes are noted to be in the 10,000 – 55,000 vehicles per day range. Harbor Boulevard provides direct access to State Route 55 (SR-55) at Newport Boulevard at the south end of the corridor. The posted speed limit along this corridor is 40 MPH.

The corridor is located in the Westside Costa Mesa and Downtown area and adjacent to the College Park area to the east. Harbor Boulevard terminates at Newport Boulevard. Some local destinations include Fairview Development Center, Estancia High School, Orange Coast College, Early College High School, Fairview Park, and Lions Park.



North leg of Harbor Boulevard at Fair Drive, looking west



Standard crosswalks at Wilson Street



East leg crossing at Mesa Verde Dr./Peterson Place

## HARBOR BOULEVARD CORRIDOR (SOUTH)

### EXISTING CONDITIONS & CONCERNS

**Sidewalks:** Street furniture such as landscaping and utility boxes create obstructions on the sidewalk and reduce the sidewalk width. Additionally, more sidewalk and bicycle infrastructure is desired throughout the corridor to complete gaps in the network and provide a better experience for pedestrians and bicyclists.

**Intersection Crossings:** The intersections of Harbor Boulevard with Fair Drive, as well as Bay Street and Newport Boulevard do not provide a crossing at all legs of the intersections. The community desires more marked crosswalks at these intersections to facilitate pedestrian crossings from various directions.

**Pedestrian Countdown Signals:** The intersection of Harbor Boulevard and Newport Boulevard is lacking pedestrian countdown signals.

**Right Turns vs Pedestrians:** Many motorists make right turn movements at intersections while pedestrians are starting to cross the street or in the crosswalk, violating the pedestrian right-of-way.

**Pedestrian Visibility:** On-street parking has been noted to present visibility concerns for pedestrians crossing the roadway.

**Bus Stop Shelters & Amenities:** Various bus stops along the corridor do not provide shelters for transit riders.

**Sidewalk Conditions:** Lifted and cracked sidewalks.

### PROPOSED TREATMENTS

**Bicycle Facilities:** Evaluate Harbor Boulevard from Gisler Avenue to Newport Boulevard to design and install Class II bike lanes as identified in the City's Active Transportation Plan to complete the bicycle network on Harbor Boulevard and reduce conflicts between pedestrians and bicyclists on the sidewalk.

**Sidewalks:** Evaluate the sidewalk network along the corridor to identify, remove, and/or relocate obstructions that may create challenges for pedestrians of all ability levels to navigate around. Widen sidewalks along the corridor where right-of-way is available.

**Marked Crosswalks:** Evaluate the traffic operations at signalized intersections where marked crosswalks are not provided at all legs to install new marked crosswalks at intersection legs where not currently provided (Fair Drive, Bay Street and Newport Boulevard).

**Curb Ramps:** Install new ADA-compliant curb ramps at locations where new crossings are installed.

**Countdown Pedestrian Signals:** Install countdown pedestrian signals at the intersection of Harbor Boulevard and Newport Boulevard.

**High-Visibility Crosswalks:** Install-high visibility crosswalks at existing marked crossings along the corridor to improve motorists visibility of the crossings and potential pedestrians within the crosswalks (Fair Drive, Wilson Street, Victoria Street, Hamilton Street, and Bay Street).



## HARBOR BOULEVARD CORRIDOR (SOUTH) .....

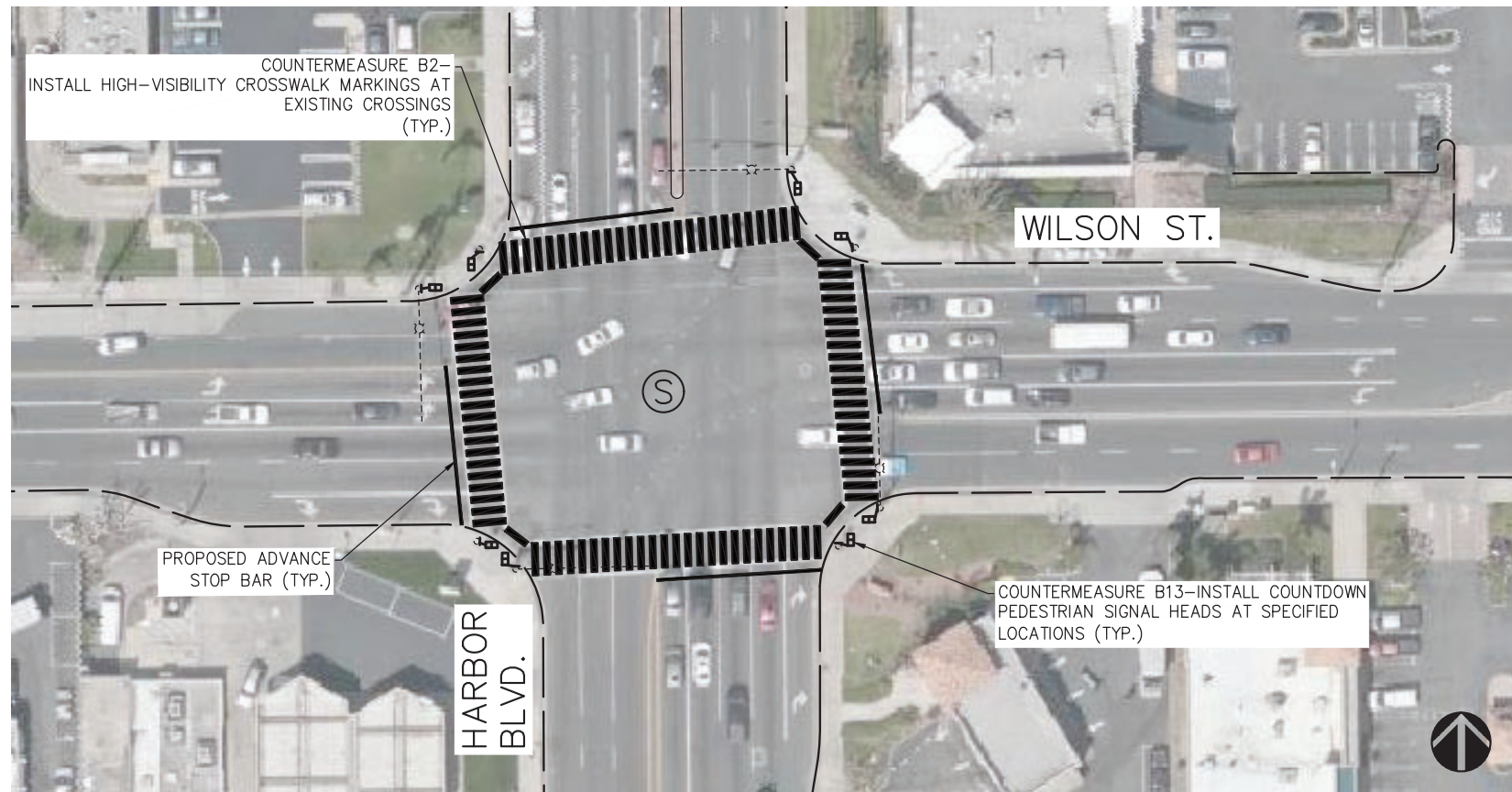
**Improved Pedestrian Crossing Times:** Evaluate traffic signal timing to adjust/improve pedestrian crossing times, as needed at all signalized intersections.

**Regulate Right Turn on Reds:** Consider installation of a "blank out" No Right Turn changeable message sign that activates during the LPI WALK interval, then simply shuts off once pedestrians are in the crosswalk and can be seen.

**Leading Pedestrian Intervals:** Evaluate traffic signal timing to include a Leading Pedestrian Interval (LPI), especially for pedestrian crossings adjacent to high vehicle right-turn movements.

**Corridor-wide Improvements/Maintenance:** Evaluate the corridor on a six-month or yearly basis to identify and repair sidewalk areas that have physical defects such as buckled or lifted pavement, stains, cracks, voids, or ongoing tree root issues to eliminate potential hazards for pedestrians of all ability levels.

# HARBOR BOULEVARD CORRIDOR (SOUTH).....SAMPLE CONCEPT PLAN



## LEGEND

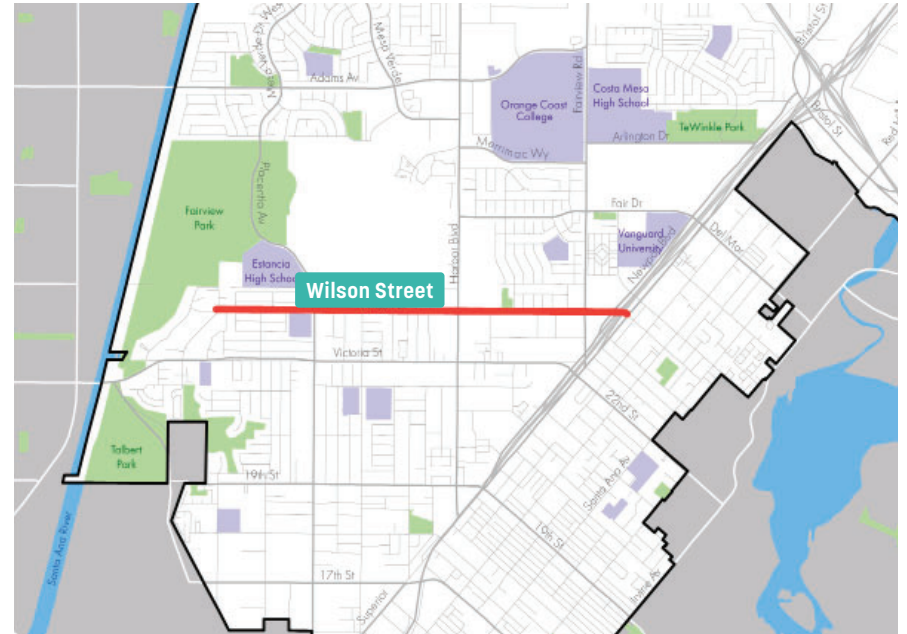
- Ⓢ SIGNALIZED INTERSECTION
- ▤ PROPOSED HIGH-VISIBILITY CROSSWALK
- ▣ PROPOSED PEDESTRIAN SIGNAL HEAD
- EXISTING TRAFFIC SIGNAL POLE
- PROPOSED PEDESTRIAN PUSH BUTTON

# WILSON STREET CORRIDOR

## PROJECT LOCATION

The corridor is located on Wilson Street between Canyon Drive and Newport Boulevard in the southern portion of the City. It is classified as a Secondary Arterial. Average Daily Traffic (ADT) volumes are noted to reach 10,000 vehicles per day. Major arterial roadways in the vicinity include Harbor Boulevard perpendicular to Wilson Street and Fairview Road at the east end of the corridor. The posted speed limit along this corridor is 35 MPH.

The corridor is located in the Westside Costa Mesa and College Park areas of the city. It provides access to State Route 55 (SR-55) via Newport Boulevard on the east side of the corridor. Some local destinations include Wilson Elementary School, Wilson Street Park, and various residential communities and commercial areas along the corridor.



*Pedestrian signage south of Harbor Blvd without mid-block marked crosswalks*



*Pedestrians crossing College Avenue on Wilson Street*



*Cracked and buckled sidewalks near Wilson Park*

## WILSON STREET CORRIDOR

### EXISTING CONDITIONS & CONCERNS

**Sidewalks:** Street furniture such as landscaping and utility boxes create obstructions on the sidewalk and reduce the sidewalk width. Pedestrians were observed to share the sidewalk with bicyclists, despite Wilson Street's designation as a bike route. Additionally, more sidewalk and bicycle infrastructure is desired throughout the corridor to complete gaps in the network, provide a better experience for pedestrians and bicyclists, and provide better access to local destinations, such as Wilson Park.

**Intersection Crossings:** The intersection of Wilson Street and Pomona Avenue does not provide a crossing at the east leg and the intersection of Wilson Street and Center Way does not provide a crossing at the west leg. The community desires an additional marked crosswalk at these locations to facilitate pedestrians crossing from various directions. Additionally, more marked crosswalks are desired throughout the corridor to facilitate pedestrian crossings.

**Pedestrian Crossing Times:** Pedestrian crossing times have been noted by the community to be too short for pedestrians of all ability levels.

**Street Lighting:** Community members expressed the desire for better street lighting along the corridor.

**High Vehicle Speeds:** Vehicles traveling at higher than the posted speed limit were observed along the corridor and the desire for traffic calming features along the corridor was noted.

**Pedestrian Visibility:** On-street parking has been noted to present visibility concerns for pedestrians crossing the roadway.

**Bus Stop Shelters & Amenities:** Various bus stops along the corridor do not provide shelters for transit riders (Wilson-Anaheim and Wilson-College).

**Sidewalk Conditions:** Lifted and cracked sidewalks.

### PROPOSED TREATMENTS

**Bicycle Facilities:** Evaluate Wilson Street west of Placentia Avenue and from Harbor Boulevard to Newport Boulevard to design and install Class II bike lanes as identified in the City's Active Transportation Plan to complete the bicycle network on Wilson Street and reduce conflicts between pedestrians and bicyclists on the sidewalk.

**Sidewalks:** Evaluate the sidewalk network along the corridor to identify, remove, and/or relocate obstructions that may create challenges for pedestrians of all ability levels to navigate around. Widen sidewalks along the corridor where right-of-way is available.

**Marked Crosswalks:** Evaluate the traffic operations at Wilson Street and Pomona Avenue where marked crosswalks are not provided at all legs to install new marked crosswalks at intersection legs where not currently provided.

**Curb Ramps:** Install new ADA-compliant curb ramps at locations where new crossings are installed.



## WILSON STREET CORRIDOR

**Pedestrian Hybrid Beacon (HAWK Signal):** Install a pedestrian HAWK signal at the west leg of Wilson Street and Fordham Drive intersection. (see concept)

**Pedestrian Lighting:** Install pedestrian lighting/safety lighting at intersections where new pedestrian crosswalks are to be provided and where pedestrian activities are present. Evaluate the corridor to install additional street lighting in areas where there is a gap in street lighting along the corridor.

**Countdown Pedestrian Signals:** Install countdown pedestrian signals at Placentia Avenue, Fairview Road, and Newport Boulevard.

**High-Visibility Crosswalks:** Install high-visibility crosswalks at existing and new marked crossings along the corridor to improve motorists visibility of the crossings and potential pedestrians within the crosswalks.

**Speed Feedback Signs:** Consider installation of vehicle speed feedback signs on Wilson Street, National Avenue, and Continental Avenue.

**Mid-Block Crossing:** Evaluate the segment of Wilson Street between Maple Street and Miner Street for the design and installation of a new mid-block crossing with RRFB and push buttons.

**Rectangular Rapid Flashing Beacon (RRFB):** Evaluate the segment of Wilson Street between Maple Street and Miner Street for the design and installation of RRFBs and push buttons to accompany the new mid-block crossing.

**Improved Pedestrian Crossing Times:** Evaluate traffic signal timing to adjust/improve pedestrian crossing times, as needed at all signalized intersections.

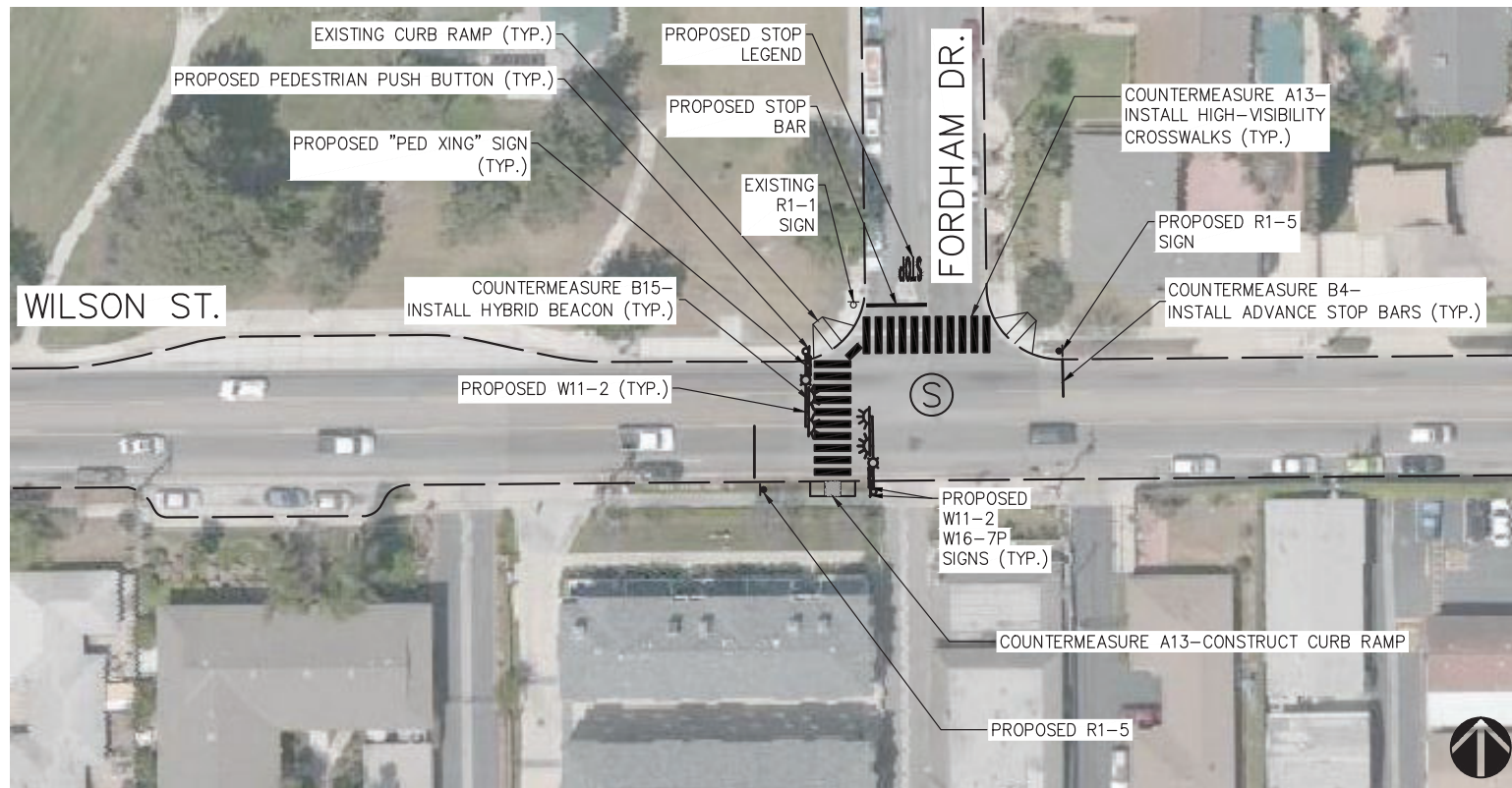
**Leading Pedestrian Intervals:** Evaluate traffic signal timing at signalized intersections to include a Leading Pedestrian Interval (LPI), especially for pedestrian crossings adjacent to high vehicle right-turn movements.

**Regulate Right Turn on Reds:** Consider installation of a "blank out" No Right Turn changeable message sign that activates during the LPI WALK interval, then simply shuts off once pedestrians are in the crosswalk and can be seen.

**Advance Yield Lines:** Install advance yield lines at approaches to existing and new mid-block crossings.

**Corridor-wide Improvements/Maintenance:** Evaluate the corridor on a six-month or yearly basis to identify and repair sidewalk areas that have physical defects such as buckled or lifted pavement, stains, cracks, voids, or ongoing tree root issues to eliminate potential hazards for pedestrians of all ability levels.

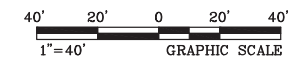
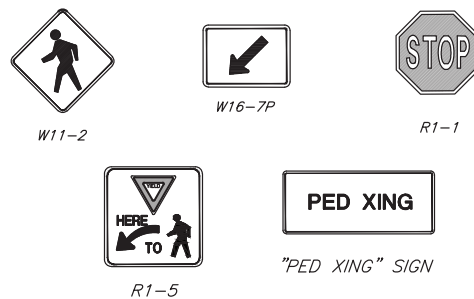
# WILSON STREET CORRIDOR ..... SAMPLE CONCEPT PLAN



## LEGEND

- Ⓢ SIGNALIZED INTERSECTION
- ||||| PROPOSED HIGH-VISIBILITY CROSSWALK
- ⦿ PROPOSED SIGN AND POST
- ⦿ PROPOSED MAST ARM WITH HYBRID BEACON
- PROPOSED PEDESTRIAN PUSH BUTTON
- ⦿ EXISTING SIGN AND POST

## SIGN LEGEND



## (CITYWIDE) HIGH-VISIBILITY CROSSWALK LOCATIONS

### PROPOSED TREATMENTS

Install high-visibility crosswalk markings parallel to the major street and across the minor street, within all commercial corridors and near schools, parks, and regional attractors (such as the OC Fair & Event Center). A list of the locations is illustrated in Table 6.2, Crosswalk Improvement Locations On Minor Streets Along Major Corridors.





**Table 6.2 Crosswalk Improvement Locations On Minor Streets Along Major Corridors**

Street Name Corridor	Orientation	Minor Street	Signalized Intersection	On Ramps	Total Crosswalks
Sunflower Avenue	Northside	3	6	0	9
	Southside	0	8	0	8
Bear Street	Eastside	1	4	0	5
	Westside	0	4	0	4
South Coast Drive	Northside	2	2	0	4
	Southside	0	4	0	4
Bristol Street	Eastside	1	10	1	12
	Westside	0	13	2	15
Baker Street	Northside	4	6	0	10
	Southside	5	5	2	12
Randolph Avenue	Eastside	0	2	0	2
	Westside	1	2	0	3
Arlington Drive	Northside	2	1	0	3
	Southside	1	1	0	2
Fair Drive	Northside	3	6	1	10
	Southside	2	6	0	8
Harbor Blvd	Eastside	5	14	0	19
	Westside	3	13	0	16
Adams Avenue	Northside	1	6	1	8
	Southside	2	4	1	7

**Table 6.2 Crosswalk Improvement Locations On Minor Streets Along Major Corridors (Cont.)**

Street Name Corridor	Orientation	Minor Street	Signalized Intersection	On Ramps	Total Crosswalks
Mesa Verde Drive E	Eastside	1	2	0	3
	Westside	2	2	0	4
19th Street	Northside	6	6	0	12
	Southside	2	5	0	7
17th Street	Northside	5	8	0	13
	Southside	1	8	0	9
Baker Street and Fairview Road	Eastside	4	11	0	15
	Westside	4	12	0	16
Newport Boulevard and Del Mar Avenue	Eastside	8	7	0	15
	Westside	0	7	0	7
Bay Street	Northside	1	2	0	3
	Southside	1	2	0	3
Ford Road	Northside	3	0	0	3
	Southside	3	0	0	3
Park Avenue	Eastside	1	1	0	2
	Westside	2	1	0	3
Orange Avenue	Eastside	3	2	0	5
	Westside	0	2	0	2

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The background of the slide is a photograph of a street intersection, likely in a warm climate given the presence of palm trees. The image is covered with a semi-transparent green overlay. A large white number '07' is positioned in the upper right quadrant. Below it, the words 'Implementation Strategy' are written in a bold, white, sans-serif font. In the bottom right corner, the number '694' is displayed in white inside a small black box.

# 07

## Implementation Strategy

# 7.1 INTRODUCTION

This chapter discusses five approaches the City can take to implement the infrastructure and long-term recommendations discussed in Chapters 4-6. The approaches, both proactive and reactive, could be used together or individually, depending on the resources available. They include:

- Project prioritization: Implement the infrastructure projects by order of priority using a data-driven approach.
- Project cost and time: Construct the infrastructure projects based on the available time and financial resources.
- Funding availability: Develop infrastructure projects based on available funding opportunities. Many funding sources are available for pedestrian improvements.
- Collaboration with different city departments and community stakeholders: Work with city departments and community stakeholders to implement the long-term recommendations.
- Project options: Certain circumstances, such as findings from a new study or community members voicing their concerns, may prompt the City to take a reactive approach to implement the recommendations identified in the Plan.

# 7.2 PROJECT PRIORITIZATION

The purpose of project prioritization is to develop a list of ranked infrastructure projects based on the recommendations that offer the greatest potential benefit that supports pedestrian activities within a short time frame.

The specific measures for each category, along with the weights, are shown in Table 7.1, Project Prioritization Criteria. Table 7.2, Ranked Projects List, shows the list of prioritized projects, with their respective score out of 100.

Table 7.1 Project Prioritization Criteria

Group	Item	Weight
Need and Equity	Disadvantaged Community (DAC)	20%
	Median Household Income (MHHI)	
Safety	Bicycle and Pedestrian Collisions	30%
	Vehicle Citations	
Community Support	Community Support	30%
Network Connectivity	Transit Accessibility	20%
	Connects to priority destinations including commercial areas, parks, and schools	
Total		100%





**Table 7.2 Ranked Projects List**

Rank	Corridor	From	To	Length (in Miles)	Score
1	Newport Boulevard	19th Street	17th Street	0.44	62.8
2	Fairview Road	McCormack Lane	Merrimac Way	1.45	53.3
3	Adams Avenue	Mesa Verde Drive	Fairview Road	0.84	52.0
4	Bristol Street	Sunflower Avenue	Bear Street	1.63	51.1
5	Harbor Boulevard	Gisler Avenue	Newport Boulevard	3.84	46.0
6	Wilson Street	Canyon Drive	Newport Boulevard	2.51	30.8
7	17th Street	Superior Avenue	Irvine Avenue	1.27	27.3
8	19th Street	Whittier Avenue	Santa Ana Avenue	2.28	24.2
9	Baker Street	Mesa Verde Drive	Bristol Street	2.99	19.6



## 7.3 TIME AND COST

Infrastructure improvements roughly follow along a time/cost continuum. Small-scale projects such as signing and striping can be completed in a short amount of time with relatively low cost. On the other hand, large-scale projects such as a roadway configuration and new traffic signals could require more time and cost more. Table 7.3, Infrastructure Cost and Time Continuum, provides some examples of pedestrian improvements that fall into three categories: short-term/low-cost, mid-term/mid-cost, and long-term/high cost.

**Table 7.3 Infrastructure Cost and Time Continuum**

Type	Description	Estimated Time Frame and Cost	Example of Infrastructure	
short-term/low cost	These types of infrastructure improvements present opportunities for more rapid implementation to address community concerns.	0-2 years \$500 - \$50K	<ul style="list-style-type: none"> <li>• ADA-compliant curb ramps</li> <li>• high visibility crosswalks</li> <li>• pavement markings</li> <li>• signage</li> <li>• rectangular rapid flashing beacons (RRFB)</li> </ul>	<ul style="list-style-type: none"> <li>• pedestrian intersection enhancements</li> <li>• neighborhood traffic calming measures (e.g curb extensions, speed humps, and raised crosswalks)</li> </ul>
mid-term/mid cost	These types of projects either require additional research or are ready for implementation, but roadway impacts such as vehicular right-of-way, utility easements, and/or other constraints must be considered.	2-5 years \$50K - \$200K	<ul style="list-style-type: none"> <li>• sidewalk (with curb and gutter)</li> <li>• curb extensions at major intersection and arterial street</li> </ul>	<ul style="list-style-type: none"> <li>• protected intersection</li> <li>• minor traffic control signal improvements</li> </ul>
long-term/high cost	This type of projects can be considered as planned projects and require added resources prior to implementation. These projects require more studies, right-of-way acquisition, and/or include the need for coordination with adjacent agencies or county governing bodies.	5+ years >\$200K	<ul style="list-style-type: none"> <li>• traffic signals</li> <li>• roundabouts</li> <li>• projects that require modifying or adding hard wiring infrastructure</li> </ul>	

## 7.4 FUNDING OPPORTUNITIES

The following section presents potential federal, state, regional, and local funding sources that the City can seek for Plan implementation. Table 7.4, Funding Opportunities, lists different grant programs by source, agency, program name, and project eligibility, with a brief description for context. The City can consider applying for a variety of funding opportunities to implement the recommendations.

**Table 7.4 Funding Opportunities**

Source	Program	Administering Agency	Program Description
Federal	Congestion Mitigation and Air Quality (CMAQ) Program via FAST Act	OCTA	The program funds transportation projects likely to contribute to the attainment or maintenance of a national ambient air quality standard, with a high level of effectiveness in reducing air pollution, and are included in the MPO's current transportation plan and transportation improvement program. OCTA directs these funds mainly to transit and high occupancy vehicle lane projects, but 10% is set aside for bike and pedestrian projects.
Federal	Highway Safety Improvement Program (HSIP)	Caltrans	Projects that improve safety for any public road, bicycle facility, pedestrian pathway, or trail.
Federal	Community Development Block Grant (CDBG)	Orange County Housing and Community Development	CDBG is a flexible program that provides communities with resources to address a wide range of unique community development needs. The federally-funded program is administered by the Department of Housing and Urban Development (HUD). On the local level, these funds are administered by the Orange County Housing and Community Development and can fund a range of projects including transportation services, public safety programs, flood and drainage facilities, water/sewer improvements, street improvements/sidewalks, etc.
Federal	(Forthcoming) Safe Streets and Roads for All (SS4A) Grant Program	US Department of Transportation	The Bipartisan Infrastructure Law (BIL) established the new Safe Streets and Roads for All (SS4A) discretionary program with \$5 billion in appropriated funds over the next 5 years. In fiscal year 2022 (FY22), up to \$1 billion is available. The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries.

*Note: The program descriptions are retrieved from the program websites.*

**Table 7.4 Funding Opportunities (Cont.)**

Source	Program	Administering Agency	Program Description
Federal/State	Office of Traffic Safety (OTS) Grants	California Office of Traffic Safety	Bicycle and pedestrian projects have been funded through this program. Promotes traffic safety education.
State	Affordable Housing and Sustainable Communities Program (AHSC)	Strategic Growth Council and Department of Housing and Community Development	The program funds land-use, housing, transportation, and land preservation projects to support infill and compact development that reduce greenhouse gas emissions.
State	Active Transportation Program (ATP)	Caltrans	Funds active transportation-related infrastructure projects, plans, and education/encouragement/enforcement activities. Consolidates previous programs (Transportation Alternatives Program, Bicycle Transportation Account, and Safe Routes to Schools).
State	Sustainable Transportation Planning Grant Program	Caltrans	Projects that plan for reductions in GHG and VMT, and/or integrate Land Use and Transportation planning are eligible. This includes: SRTS, ATP, trail master plans, pedestrian master plans, bicycle master plans, Vision Zero, bike parking facilities planning, educational outreach, traffic calming, health equity studies, first mile/last mile, station area planning, etc.
Regional/Local	Sustainable Planning Grant	SCAG	The Sustainability Planning Grant Program (formerly known as the Compass Blueprint Grant Program) provides technical support to members in SCAG's jurisdictions. Grants can be used toward planning and policy efforts that allow for the implementation of the regional RTP/SCS. Grants in the program falls into three categories: Integrated Land Use – Sustainable Land Use Planning, Transit Oriented Development (TOD) and Land Use & Transportation Integration. Active Transportation – Bicycle, Pedestrian and Safe Routes to School Plans. Green Region – Natural Resource Plans, Climate Action Plans (CAPs) and Green House Gas (GHG) Reduction programs.

*Note: The program descriptions are retrieved from the program websites.*

Table 7.4 Funding Opportunities (Cont.)

Source	Program	Administering Agency	Program Description
Regional/Local	Comprehensive Transportation Funding Program (CTFP) Project O Regional Capacity Program	OCTA	Approximately \$32 million in M2 funds that are available through the RCP (Project O) for Arterial Capacity Enhancements, Intersection Capacity Enhancements, and Freeway Arterial/Street Transitions.
Regional/Local	Comprehensive Transportation Funding Program (CTFP) Project P Regional Traffic Signal Synchronization Program (RTSSP)	OCTA	Competitive funding from M2 funds that are available for traffic signal synchronization updates.

*Note: The program descriptions are retrieved from the program websites.*



# APPENDIX A

## Plan & Policy Review



# INTRODUCTION

The Pedestrian Master Plan builds upon many local and regional planning and engineering efforts. The following provides a description of the citywide planning efforts, local programs and projects, and regional and adjacent city efforts that were available at the time of the writing (in 2021).

## CITYWIDE PLANNING EFFORTS

### Costa Mesa General Plan Circulation Element (2015)

The Costa Mesa General Plan (GP) was last updated in 2015. The Circulation Element of the General Plan includes goals, objectives, and policies that the City uses to make decisions about transportation network improvements. The Plan emphasizes expanding the travel ability for bicycles and pedestrians and implementing “complete streets” strategies in the city, in accordance with the California Complete Streets Act of 2008.

The Circulation Element advocates for pedestrians via the following methods:

- Safe, accessible, and well-maintained sidewalks.
- Sidewalk zones in commercial areas with frontage zone, pedestrian-through zone, street furniture zone, and enhancement/buffer zone.
- Properly designed, marked, and signed crossings.
- Street and intersection improvements for pedestrian safety (pedestrian refuge islands, advance stop and yield lines, flashing lights and beacons, raised crosswalks, etc.)

It also lays out Pedestrian Opportunity Zones, areas where pedestrian improvements should be targeted.

The Circulation Element includes the following goals related to pedestrian planning:

- Goal C-1: Implement “Complete Streets” policies on roadways in Costa Mesa
- Goal C-7: Promote a friendly active transportation system in Costa Mesa (initiating “First and Last Mile” Programs)
- Goal C-8: Create a safer place to walk and ride a bicycle
- Goal C-9: Integrate active transportation elements into circulation system and land use planning
- Goal C-10: Promote an active transportation culture
- Goal C-11: Promote the positive air quality, health, and economic benefits of active transportation
- Goal C-12: Monitor, evaluate, and pursue funding for the implementation of the Bicycle and Pedestrian Master Plan

### Costa Mesa Active Transportation Plan (ATP) (2018)

The Costa Mesa Active Transportation Plan, adopted in 2018, provides strategies and actions that will improve the active transportation experience in Costa Mesa. It analyzes existing pedestrian and bicycle facilities in Costa Mesa, provides a policy framework behind the City’s active transportation vision, and proposes facilities for future funding. The existing conditions analysis and recommendations emphasize analysis related to bicycle travel.

The Active Transportation Plan includes the following goals:

- Goal 1.0: Promote a friendly active transportation system in Costa Mesa
- Goal 2.0: Create a safer place to walk and ride a bicycle
- Goal 3.0: Integrate active transportation elements into the circulation system and land use planning

- Goal 4.0: Promote an active transportation culture
- Goal 5.0: Promote the positive air quality, health, and economic benefits of active transportation
- Goal 6.0: Monitor, evaluate, and pursue funding for implementation of the Active Transportation Master Plan.

Recommended pedestrian accommodations mirror those found in the General Plan, with an emphasis on sidewalks located within Pedestrian Opportunity Zones, including suggested routes to school:

Frontage Zone: Functions as an extension of a building, including entryways and sidewalk cafes.

Pedestrian Through Zone: Primary accessible pathway for pedestrians, 5-7 feet wide in residential settings and 8-12 feet wide in commercial areas.

Street Furniture Zone: Location of street furniture such as lighting, benches, utility poles, tree wells, and bicycle parking.

Enhancement/Buffer Zone: Space between street and sidewalk with curb extensions, parklets, or cycle tracks.

The Plan also recommends drought tolerant landscaping for shading and heat reduction, and the development of multiuse trails, which would accommodate both pedestrians and bicycles.

A list of proposed shared-use paths is also included. There is one proposed multiuse trail within a pedestrian opportunity zone along the Paularino Channel adjacent to the Bristol Street opportunity zone.

### Complete Street Safety Assessment (2021)

The Complete Street Safety Assessment was completed as a collaboration between the City and SafeTREC at UC Berkeley. It reviewed six focus areas in the city and provided recommendations for improvements. The six corridors include:

- Placentia Avenue

- Placentia Avenue access to Joann Street Path
- Pomona Avenue between 19th Street and Wilson Street
- Wilson Street
- Del Mar Avenue, Newport Boulevard- Santa Ana Avenue
- Bristol Street, Irvine Avenue - Sunflower Avenue

### Multi-Purpose Trails Plan (2016)

Completed in June 2016, the Costa Mesa Multi-Purpose Trails Plan analyzes the strategies needed to implement a multi-use trail system within the City, focusing on the area between the Santa Ana River Trail and Newport Bay (in the middle-third of the City). Two public workshops and two stakeholder meetings helped inform the recommendations.

While the proposed multi-use trails largely do not intersect the Pedestrian Opportunity Zones, new facilities are proposed on Tanager Drive and Adams Avenue adjacent to the zone surrounding Harbor Blvd. This includes pedestrian improvements, including sidewalk widening and enhanced crosswalks on Adams Avenue and traffic calming on Tanager Drive. "Project 12" provides an alternate (bicycle) route to Adams Avenue on Mesa Verda Drive, Harla Avenue, and Peterson Place.

### Local Roadway Safety Plan (LRSP) (2022)

The City's Local Road Safety Plan identifies safety countermeasures for all travel modes including walking and bicycling. The Plan supports ongoing efforts to make safety improvements by analyzing crash data, selecting emphasis areas, and identifying countermeasures through public outreach and collaboration with diverse stakeholders.

## LOCAL PROGRAMS & PROJECTS

### Go Human Explore Merrimac (2018)

On April 21, 2018, Costa Mesa hosted a SCAG Go Human demonstration project on Merrimac Way, from Harbor Boulevard to Fairview Road, to explore potential improvements to bicycle and pedestrian safety. Temporary demonstrations included a protected bike lane, sidewalk seating and shade, and an activated community event hub. The project included engagement with Orange Coast College, and was advised by the Costa Mesa Bikeways and Walkability Committee and OCTA. The demonstration project attracted 400 participants.

The top three desired walking improvements (from 93 surveys collected at the event) were:

- Improved sidewalks
- Public space/parks
- Street lighting

### Reimagining 19th Street

In the summer of 2020, the Costa Mesa Alliance for Better Streets (CMABS), a community organization, led the Reimagining 19th Street project. CMABS is a non-profit active transportation community group that facilitated and led grassroots activities. For the project, the organization planned and implemented a tactical urbanism demonstration to test out potential active transportation treatments, which included traffic circles, along the 19th Street Corridor. The organization also developed infrastructure recommendations for construction. The project received positive support from community members. However, following the project, the City of Costa Mesa received mixed reviews about the project, particularly regarding the traffic circles.

### Costa Mesa Community Pedestrian & Bicycle Safety Training:

The Costa Mesa Planning Committee, California Walks, and the University of California at Berkeley's Safe Transportation Research and Education Center (SafeTREC) collaboratively led a training session on August 28, 2020. The session included walking and biking assessments along three key routes within the City: Newport Boulevard from 17th Street to 19th Street, 19th Street from the western city limit to Harbor Boulevard, and Fairview Boulevard from Baker Street to Fair Drive (adjacent to Orange Coast College). The first two corridors correspond to areas within the Pedestrian Opportunity Zones, which are prioritized as a part of the Pedestrian Master Plan. Following the training, recommendations were proposed for the three corridors.

## PLANNED AND FUNDED ACTIVE TRANSPORTATION PROJECTS WITHIN COSTA MESA

### Active Transportation Improvements

Several active transportation projects are proposed as part of the FY 2021-22 CIP. These include:

- Bicycle and pedestrian Infrastructure Improvements
- Citywide Bicycle Wayfinding Signage
- Citywide Class II, III, & IV Bicycle Projects
- Mesa Del Mar Multi-Modal Access and Circulation Improvements
- Mesa Drive and Santa Ana Avenue Bicycle Facility Improvements
- Mesa Verde Drive East/Peterson Place Class II Bicycle Facility
- Randolph Avenue Parking and Pedestrian Improvements
- West 18th Street and Wilson Street Crosswalks

The Merrimac Way project final design has been completed. The project create several improvements between Harbor Boulevard and Fairview Road, including cycle tracks, a multi-use path, and pedestrian crossing with pedestrian hybrid beacon. Construction is expected to be completed by end of July 2021.

Adams Avenue Improvements Project – This project will build a raised center median and Class I Multi-Use Path with landscaped buffer from Harbor Boulevard to the Santa Ana River.

Adams Avenue Bicycle Facility Project – This project will add new bike lanes on both directions from Harbor Boulevard to Fairview Road, as well as, provide new lighting on the south side of Adams Avenue.

Adams Avenue & Pinecreek Drive Intersection Project – The project will enhance the traffic patterns and accessibility of the area by adding an additional crosswalk across Adams Avenue, converting the northbound slip lane to a conventional right-turn-lane, reconstructing the eastbound slip lane to slow right-turning vehicular traffic, constructing a wider sidewalk and trail along the west edge of the south leg of the intersection, and providing a crosswalk across the eastbound right turn lane. The project will also include traffic signal modifications at the intersection to accommodate the improvements.

West 19th Street Bicycle Facility Improvements – This project will provide improved bicycle connectivity and multi-modal accessibility between Pomona Avenue and Marina View Park by adding Class II bicycle lanes, bicycle boxes, high-visibility bike lane markings, sharrows, and pedestrian crosswalks.

Project W, Transit stops – This project will improve transit stops and construct new transit shade structures at three

locations: Fairview Road north of Arlington Drive, Harbor Boulevard north of Wilson Street, and Placentia Avenue south of 19th Street.

#### Traffic signals that are currently in construction:

- Fairview Road HSIP Project (at the intersection of Fairview Road & Village Way)
- Baker Street & Randolph Avenue
- VANS Headquarters driveway along Hyland Avenue
- The Press driveway along S. Coast Drive

#### Traffic signals and HAWK signals that are currently in design:

- HAWK signal at W. 18th Street between Lions Park and the Westside Police Substation.
- W. 19th Street & Wallace Avenue traffic signal.

#### Traffic Signal Synchronization Project (TSSP)

- Fairview Road TSSP (implementation complete and O&M underway).
- Bear Street TSSP (implementation is under construction).
- Red Hill Avenue TSSP (design is underway and implementation/construction beginning in 2021).
- Baker, Placentia, Victoria, and 19th Street TSSP – design phase to begin Sept 2021-time frame with construction/implementation starting in 2022.

#### Roadway Resurfacing Projects

Wilson Street resurfacing project – construction to begin in 2021. The City has a FY 21-22 CIP project for a new pedestrian crossing (location to be determined) on Wilson Street near Wilson Park; improvement likely to include a HAWK signal (pedestrian hybrid beacon).

Neighborhood Traffic Improvements – This project features neighborhood traffic improvements including signs, approved

speed humps, crosswalk enhancements, and other landscape improvements to enhance the neighborhood character.

**Randolph Avenue Improvements** - This project will construct new signing, striping, and traffic calming improvements along Randolph Avenue and St. Clair Street between Bristol Street and Baker Street. A roundabout at the intersection of Randolph Avenue and St. Clair Street has been designed. The project includes speed cushions on Randolph Avenue, a mid-block raised crosswalk on Randolph Avenue, a Rectangular Rapid Flashing Beacon (RRFB) at the mid-block raised crosswalk, and new street lighting for pedestrian crossings. The project will increase available on-street parking, encourage slower traffic speeds on Randolph Avenue, improve circulation, and improve pedestrian crossings.

**Citywide Street Improvements** – Several streets in the Westside and Eastside neighborhoods of Costa Mesa were improved as part of this project. Major streets improved over the current fiscal year include Bear Street, Santa Ana Avenue and Hamilton Street. A total of 1.14 million square feet of pavement was reconstructed as part of this project.

## REGIONAL AND ADJACENT CITY EFFORTS

### OC Active: Orange County's Bike and Ped Plan (2019)

OC Active: Orange County's Bike and Ped Plan aims to enhance walking and biking countywide. The Plan contains seven primary goals:

- Reduce pedestrian and bicyclist collisions
- Advance strategic walking and biking network
- Enhance walking and biking access to transit

- Improve high-need pedestrian areas
- Strengthen stakeholder partnerships
- Incorporate diverse community perspectives
- Leverage funding opportunities

Pedestrian focus area maps were established for the entire county, emphasizing the areas with the greatest activity and demand for pedestrian travel. They were based on a GIS-based analysis of generators, barriers, and attractors. Results from the analysis indicate that pedestrian improvements should be concentrated in the area southwest of Wilson Street and Newport Boulevard.

### OC Supervisorial District Bikeway Plan:

OCTA created bikeways strategies by district to promote cross-jurisdictional and regional bicycle corridors. Costa Mesa was included in the OCTA Districts 1 and 2 Bikeways Strategy. This plan primarily focuses on the region's bicycle network rather than pedestrian improvements.

### Connect SoCal (2020)

Connect SoCal is the 2020 Regional Transportation Plan/ Sustainable Communities Strategy from the Southern California Association of Governments (SCAG). The Plan includes a technical report outlining the existing state of active transportation and the impacts of investments in active transportation within the SCAG region. The Plan contains ten goals for active transportation in the region:

- Encourage regional economic prosperity and global competitiveness.
- Improve mobility, accessibility, reliability, and travel safety for people and goods.
- Enhance the preservation, security, and resilience of the regional transportation system.



- Increase person and goods throughput and travel choices within the transportation system.
- Reduce greenhouse gas emissions and improve air quality.
- Support healthy and equitable communities.
- Adapt to a changing climate and support an integrated regional development pattern and transportation network.
- Leverage new transportation technologies and data-driven solutions that result in more efficient travel.
- Encourage development of diverse housing types in areas well supported by multiple transportation options.
- Promote conservation of natural and agricultural lands and restoration of critical habitats.

### City of Newport Beach Bicycle Master Plan (2014)

The Newport Beach Bicycle Master Plan guides the development and maintenance of a comprehensive bicycle network and set of programs until 2034. Class I Shared-Use Paths are present within the City allowing joint pedestrian and bicycle use for a total of 18.9 miles. There were 93 miles of bikeways in 2014, including 26 miles of sidewalks that allow bicycling

Major existing connections (Class I Shared-Use Paths) are made from Newport Beach, which is geographically southeast of Costa Mesa, at the following streets/shared-use paths: Back Bay Open Space Trail and the Santa Ana River Trail. The Santa Ana River Trail is maintained and operated by the County of Orange.

### City of Irvine Strategic Active Transportation Plan (2020)

The 2020 Plan seeks to balance new technologies and innovative pedestrian and bicycle transportation options to establish an environment that is comfortable and convenient for users. The vast array of off-street facilities is complimented by a complete on-street mobility network. On-

street facility connections are made via Red Hill Avenue and along Main Street.

### City of Huntington Beach Bicycle Master Plan (2013)

The Bicycle Master Plan discusses opportunities for pedestrian travel via off-street shared-use paths. Connections are made to Costa Mesa via the Santa Ana River Trail. The Santa Ana River Trail is maintained and operated by the County of Orange.

### City of Santa Ana Active Transportation Plan (2019)

The goal of the Santa Ana Active Transportation Plan (2019) document is to create a City which provides multi-modal access for walking, biking, and rolling. Santa Ana forms the northern boundary with the City of Costa Mesa along Sunflower Avenue.

### City of Fountain Valley General Plan Update (Forthcoming)

The City is currently working on updating its General Plan, and it may include discussions on active transportation. The City shares a small border with Fountain Valley.



# APPENDIX B

## Walk Audit Event Summaries



## INTRODUCTION

In the spring of 2021, the project team hosted walk audits to collect participant feedback on existing street conditions and desired improvements. The input collected helped inform the recommendations development for the Costa Mesa Pedestrian Master Plan. The walk audits allowed community members to explore major pedestrian corridors in the city, as identified in the General Plan as Pedestrian Opportunity Zones.

Community members were provided opportunities to conduct the walk audits in-person or virtually through an

online platform. In response to the COVID-19 pandemic, in-person walk audit events were restricted to a small number of participants who registered on a first-come-first-served basis. For the virtual walk audits, community members were directed to an event website with instructions on how to share their input through an online mapping tool. The website was both in English and Spanish in order to properly include the Hispanic population in the planning process.

This section discusses the findings from the in-person walk audits. Comments received from the virtual walk audits were incorporated into the findings for the overall community engagement efforts, which were discussed in Chapter 2, Community Engagement.





## IN-PERSON WALK AUDITS

The in-person walk audits had 39 participants who provided a wealth of input for the Plan. The dates and locations of each in-person walk audit are as follows:

- Wednesday, March 31, 2021 (1pm-3pm) – The triangle
- Saturday, April 3, 2021 (10am-12pm) – 19th Street Commercial
- Wednesday, April 7, 2021 (1pm-3pm) – N. Harbor Commercial (Merrimac)
- Saturday, April 10, 2021 (10am-12pm) – N. Harbor Commercial (Baker)
- Wednesday, April 14, 2021 (1pm-3pm) – S. Harbor Commercial (Wilson)
- Thursday, April 15, 2021 (9am-11am) – LAB Anti Mall

## Event Activities

Each in-person walk audit was comprised of three activities: event overview, the walk, and the event debrief.

**Event Overview:** Participants were introduced to the planning effort for the Costa Mesa Pedestrian Master Plan, the walk audit process, and the walking route.

**The Walk:** Event attendees took a walk along the pre-determined route. Along the way, participants pointed out areas of concern and brainstormed potential solutions.

**Event Debrief:** Following The Walk, participants discussed common infrastructure and behavioral themes that they saw on the walk and discussed next steps.





## EVENT SUMMARY WALK AUDIT #1

### THE TRIANGLE

WEDNESDAY, MARCH 31, 2021

1:00 PM – 3:00 PM

7 ATTENDEES



ATTACHMENT 3

## OVERVIEW

On Wednesday, March 31, 2021, the project team conducted the first scheduled walk audit, held at The Triangle area in Downtown Costa Mesa, which includes Newport Boulevard, 19th Street, and Harbor Boulevard. The event had 7 attendees, excluding the project team and city staff.

The following section documents the key findings and observations discussed at the walk audit.

## KEY FINDINGS

- Pedestrian clearance intervals at some locations should be extended to accommodate adequate time for senior pedestrian crossings.
- Tree planters are raised and interfere with the effective width of the sidewalks.
- The pedestrian experience is noisy along major corridors.
- At driveways/intersections, vehicles were observed to block pedestrian crossings.
- Landscaped buffer is more preferred by participants than a wider sidewalk with no buffer.
- Vehicles were observed to make right turns on red without coming to a complete stop.
- Some intersections had high visibility ladder-style crosswalks while others did not.
- Pedestrians were observed crossing outside of marked crosswalks at several mid-block locations.





## CORRIDORS

### Corridor #1 (19th Street)

- Utility wires create obstructions on the sidewalk network.
- The sidewalk has obstructions due to raised tree planters.
- The corridor is noisy.
- The sidewalk is approximately 6 feet wide and does not have a landscaped area along the curb to provide a buffer between pedestrians and vehicles.
- At driveways/intersections, vehicles were observed to block pedestrian crossings.

### Corridor #2 (Newport Boulevard)

- Participants expressed positive feedback for the wide sidewalk with buffer along the corridor.

- The majority of crosswalks are decorative.

### Corridor #3 (Harbor Boulevard)

- The corridor has high vehicular volumes.
- Participants expressed positive feedback for the wide sidewalk with buffer along the corridor.
- Vehicles turning in and out of signalized driveways presented some conflict with pedestrian crossings

### Corridor #4 (Park Avenue)

- The sidewalk is approximately 6 feet wide.

### Corridor #5 (Rochester Street)

- Pedestrians were observed to cross mid-block outside of crossing designations to travel to and from the park and facilities to the south of Rochester Street.



## INTERSECTIONS

### Intersection #1 (19th Street & Park Avenue)

- Crosswalk markings are not high-visibility style crosswalks.
- Pedestrian countdown signals are present at intersection.

### Intersection #2 (19th Street & Anaheim Avenue)

- Crosswalk markings at the intersection are faded.
- High volume of vehicles lined up for the In-N-Out, creating poor visibility of pedestrians crossing the intersection.

### Intersection #3 (Newport Boulevard & 19th Street)

- In conversations with community members, drivers have to make quick decisions at the southbound approach of 19th Street coming off the freeway.
- The pedestrian clearance interval is not long enough to accommodate pedestrians.
- The traffic signal does not have pedestrian countdown signals.
- The intersection has high vehicular volumes.
- Location is along Caltrans' right-of-way.

### Intersection #4 (Newport Boulevard & Broadway)

- The intersection has decorative crosswalks.

### Intersection #5 (Newport Boulevard & Harbor Boulevard)

- The intersection has decorative crosswalks.
- The pedestrian clearance interval is not long enough to accommodate pedestrians.

### Intersection #6 (Newport Boulevard & Rochester Street/ Park Avenue)

- Westbound merge lane limits visibility of pedestrians crossing east/west at Park Avenue.
- The crosswalks are not high visibility.



*Participants attended a brief overview of the walk audit process prior to the walk*



*Traffic signal poles obstruct the sidewalk and crosswalk on 19th Street and Park Avenue*

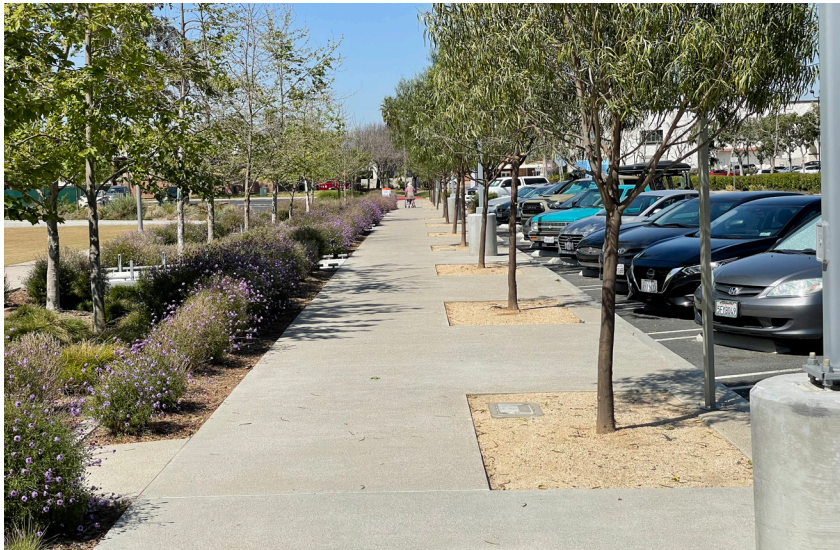




*Participants crossed a decorative crosswalk on 19th Street and Harbor Boulevard*



*Vehicle parked on the crosswalk which blocked off access for pedestrians*



*Nice sidewalk infrastructure on Park Avenue adjacent to the Norma Hertzog Community Center*



*Transit stop at Broadway and 19th Street*





## EVENT SUMMARY WALK AUDIT #2

### 19TH STREET COMMERCIAL AREA

SATURDAY, APRIL 3, 2021

10:00 AM – 12:00 PM

11 ATTENDEES

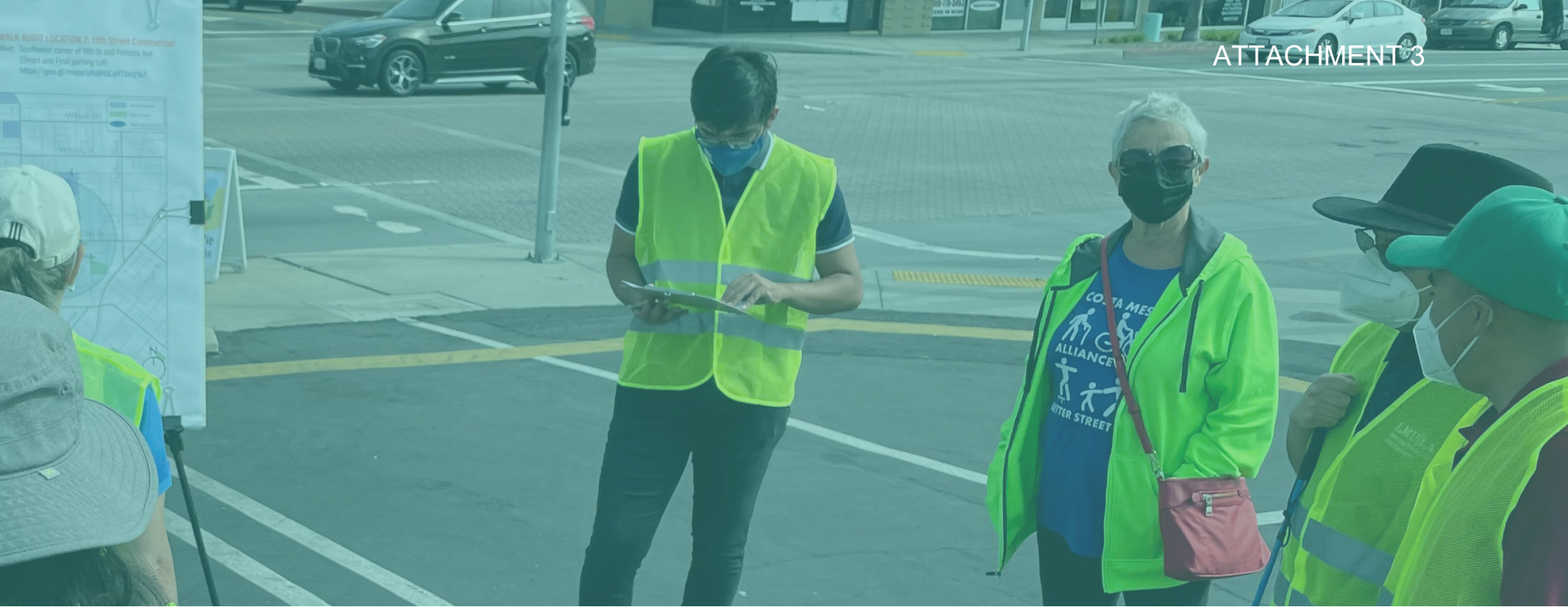


## OVERVIEW

The project team conducted the second scheduled walk audit on Saturday, April 3 2021 at the 19th Street commercial area. The event had 11 participants who gave valuable feedback on how to improve the pedestrian experience of walking on 19th Street, Pomona Avenue, and Placentia Avenue. The following section documents the key findings and observations made at the walk audit.

## KEY FINDINGS

- Several areas lack sidewalks, particularly near Pomona Elementary School.
- Signage around the schools is worn out and could be upgraded to include “yield to pedestrians” signs.
- Many locations do not feature enough separation between vehicular traffic and pedestrians.
- Pedestrians were observed to cross mid-block along 19th Street due to long stretches without designated crossings.
- 19th Street is a loud corridor.
- Participants noted a lack of street lighting along the minor streets that provide connectivity to 19th Street.
- Participants expressed concern that Santa Ana Avenue has a higher speed limit than desired as compared to other areas near schools.



## CORRIDORS

### Corridor #1 (19th Street)

- Sidewalks are not wide enough to allow two pedestrians to walk side-by-side, from Placentia Avenue to Pomona Avenue.
- Pedestrians crossed outside of marked crosswalks at several mid-block locations
- There are areas where the buffer between sidewalk and street is wider than sidewalk itself.
- Radar speed feedback signs are available to alert motorists of their speeds.
- There is sporadic landscaping (i.e. trees and shrubs) along the corridor.
- Bus stops exist along this corridor and are heavily used.
- E-bikes are allowed on sidewalks except in certain zones.

## INTERSECTIONS

### Intersection #1 (Meyer Place & 19th Street)

- The intersection has crossings on three sides.

### Intersection #2 (Meyer Place & Surf Street)

- There is no sidewalk on either sides of Surf Street.

### Intersection #3 (Meyer Place & Beach Street)

- There is no sidewalk on the north side of Beach Street.

### Intersection #4 (Pomona Ave & 19th Street)

- Crosswalks are faded.

### Intersection #5 (Wallace Avenue & 19th Street)

- A new signalized intersection is being considered at this location.



#### Intersection #4 (Placentia Avenue & 19th Street)

- The intersection may have sight distance issues that result in vehicles moving forward into the crosswalk and/or turning on red in front of pedestrians.
- The pedestrian clearance interval is not long enough to accommodate pedestrians.
- The intersection lacks shade and participants noted the high noise volumes.

### OUTSIDE WALK AUDIT RADIUS

The project team received the following comments from walk audit participants about areas that were not within the walk audit radius.

#### Corridor (19th Street)

- Participants noted that motorists frequently speed.
- Many locations do not provide enough separation between vehicular traffic and pedestrians.
- This corridor contains wide driveways that interrupt the sidewalk infrastructure.
- Participants expressed the need to beautify and clean the sidewalks.
- The sidewalk has many obstructions that create obstacles for pedestrians.

#### Corridor (Monrovia Avenue)

- Participants noted that motorists frequently speed.
- There may be a lack of street lighting along Monrovia Avenue.

#### Corridor (Placentia Avenue)

- Bus stops along the corridor have no shade structure.

#### Corridor (Center Street)

- The corridor lacks street trees.
- Participants noted sidewalk improvements over the years.

#### Corridor (Ross Street)

- There are no sidewalks on either side of the street.

#### Corridor (Seal Street)

- There are no sidewalks on either side of Seal Street (near Meyer Place).

#### Intersection (Federal Ave & 19th Street)

- Participants noted that motorists frequently speed.

#### Intersection (Monrovia Ave & 19th Street)

- This intersection has high pedestrian volumes and provides access to many bus stops.

#### Intersection (Placentia Ave & Center Street)

- Participants noted that motorists frequently speed.

#### Intersection (Monrovia Ave & Center Street)

- Participants observed pedestrians cross Monrovia Avenue despite the lack of designated markings or pedestrian facilities.

#### Intersection (Meyer Place & Cove Street)

- A utility pole and street light create an obstruction to the pedestrian path at the curb of the intersection.



*The project team reviewed the walk audit route with participants*



*Sidewalk interrupted by driveway into a strip mall on 19th Street*



*Pedestrian crossing on a yellow light*



*Pedestrians at the intersection of 19th Street and Pomona Avenue*





## EVENT SUMMARY WALK AUDIT #3

**NORTH HARBOR COMMERCIAL  
AREA (ADAMS AVENUE)**

**WEDNESDAY, APRIL 7, 2021**

**1:00 PM – 3:00 PM**

**3 ATTENDEES**



### OVERVIEW

On Wednesday, April 7, 2021, the project team conducted the third scheduled walk audit. At the event, the participants walked along Harbor Boulevard, Adams Avenue, Merrimac Way, and Baker Street. The event had 3 attendees, excluding the project team and city staff. The following section documents the key findings and observations made at the walk audit.

### KEY FINDINGS

- Adams Avenue has wide sidewalks that get narrower in each direction as you move away from Adams Avenue and Harbor Boulevard.
- ADA access could be improved as various driveways are not wheelchair accessible.
- Many roads and driveways show signs of deterioration, especially along Harbor Boulevard.
- Participants expressed support for having more street trees and landscaping along the corridors.
- Orange Coast College also has plans to make improvements that could benefit pedestrians traveling to and from the college.
- The roadways near the car sales lots could benefit from pavement rehabilitation.
- Several bus stops lack covered canopies.
- Participants observed bicyclists biking on the sidewalk due to the lack of bike lanes on the roadways.
- Participants observed pedestrians crossing Mesa Verde Drive mid-block between Harbor Boulevard and Harla Avenue to reach the shopping on the south side.





## CORRIDORS

### Corridor #1 (Adams Avenue)

- Several sections of the sidewalk are buckled.
- Participants provided positive feedback for the separation between vehicular traffic and pedestrians.

### Corridor #2 (Harbor Boulevard)

- The sidewalk width north of Adams Avenue is narrower than that south of Adams Avenue.
- The Harbor-Ponderosa bus stop does not have a bus shelter.
- Participants noted that more trash cans are desired along Harbor Boulevard.
- Roads and driveways along Harbor Boulevard show signs of deterioration.
- Drainage issues were observed, north of Adams Avenue, along Harbor Boulevard's east sidewalk.

## INTERSECTIONS

### Intersection #1 (Adams Ave & Harbor Boulevard)

- Crossing times were observed to be insufficient and motorists were observed to violate the pedestrian right-of-way when turning at intersections.
- Crosswalks are faded.
- Curb ramps are not ADA compliant.

### Intersection #2 (Adams Ave & Peterson Place)

- Pedestrians cross Peterson Place without a designated crosswalk.

### Intersection #3 (Adams Ave & Royal Palm Drive)

- A countdown pedestrian signal is missing at the east leg.

## OUTSIDE WALK AUDIT RADIUS

The project team received the following comments from walk audit participants about areas that were not within the walk audit radius.

### Corridor (Harbor Boulevard)

- North of Adams Avenue, Harbor Boulevard has various sidewalks on the east side that are 3 feet wide.
- Many curb ramps are not ADA compliant.
- Participants reported an incorrectly placed curb ramp along the median island north of Dale Way.
- There is no separation between pedestrians and traffic on the east side of Harbor Boulevard between Dale Way and Village Way.

### Corridor (Baker Street)

- This corridor has heavy pedestrian activity.

### Corridor (College Avenue)

- Participants supported having more curbs painted red at intersections and more street trees to provide shade.
- The corridor has wide sidewalks.

### Corridor (Pinecreek Drive)

- Curb ramps are missing on Pinecreek Drive, Village Way, and residential streets to the south of Village Way.

### Intersection (Adams Avenue & Mesa Verde Drive)

- This intersection provides pedestrian crossings along the north, east, and south legs of the intersection. Crossing along the west leg is prohibited.

### Intersection (Adams Avenue and Pinecreek Drive)

- The City is in the process of redesigning the intersection.
- Pedestrians cross mid-block along Adams Avenue, west of Pinecreek Drive.

### Intersection (Harbor Boulevard & Village Way)

- The intersection lacks crosswalks in all directions.

### Intersection (Mesa Verde Drive & Harla Avenue)

- Participants noted the popularity of the intersection for pedestrian and bicycle crossings.

### Intersection (Baker Street & College Avenue)

- Participants noted the popularity of the intersection for pedestrian crossings.





*Staff waiting for participants to arrive*



*Decorative crosswalk at Harbor Boulevard and Adams Avenue*



*Bicyclists ride on the sidewalk along College Avenue*



*Participants walk along the walk audit corridor*





## EVENT SUMMARY WALK AUDIT #4

### BAKER STREET & FAIRVIEW ROAD

SATURDAY, APRIL 10, 2021

10:00 AM – 12:00 PM

7 ATTENDEES



## OVERVIEW

On Wednesday, April 10 2021, the project team conducted the fourth scheduled walk audit. Participants had an opportunity to walk along Baker Street, Fairview Road, and Adams Avenue, and discussed areas of concern and improvement with the project team. The following section documents the key findings and observations made at the walk audit.

## KEY FINDINGS

- Sidewalk along the south side has no separation while the north side does have separation, along Baker Street.
- There are various obstructions (trees, signs, utility boxes) throughout the walk audit areas.
- Participants reported observing pedestrians cross mid-block on Fairview Road to get to and from commercial areas.
- At various intersections, traffic signal poles block the curb ramps and obstruct the pedestrian path.
- Where curb ramps are available, many are not ADA compliant.
- Many portions of the sidewalk along Fairview Road are buckled due to uprooted trees. However, participants expressed support for street trees since they provide shade.
- At the intersection of Fairview Road and Adams Avenue, curb ramps do not face the direction of crosswalks, and the north leg of the intersection does not have a crosswalk.
- Slip lanes on Adams Avenue create challenges for





pedestrians. Pedestrian push buttons are located on the pork chop islands; consequently, pedestrians first have to navigate through the slip lanes, which do not have instructions on how to safely do so.

- Along Fairview Road between Baker Street and Adams Avenue, the City is going to install new pedestrian upgrades which include a new traffic signal near Paularino Channel, as well as crosswalks and sidewalk improvements.
- Orange Coast College is planning new sidewalk improvements.

## CORRIDORS

### Corridor #1 (Baker Street)

- Baker Street contains narrow sidewalks that

participants reported to feel narrower at locations with utility pole, guywires, utility boxes, and other obstructions.

- Certain sidewalk segments are buckled.
- Pedestrians cross mid-block between Fairview Road and McClintock Way to get to and from businesses and apartments on south side of Baker Street.
- Radar speed sign flashes during school hours.
- Participants noted that bicyclists and pedestrians use Donegal Place/Paularino Avenue and the residential neighborhoods to travel east/west as an alternative to using Baker Street.

### Corridor #2 (Fairview Road)

- Participants observed high vehicular speeds.
- The corridor has sidewalks that are between 6-7 feet

wide. Participants reported sidewalk space feeling cramped especially in areas where pedestrians and bicyclists need to share the sidewalk.

- Trees, utility boxes, and street light poles obstruct the sidewalk and present challenges for pedestrians.
- Many sections of the sidewalk are buckled.
- Participants expressed concern for walking near the Paularino Channel at night due to insufficient lighting.
- Participants observed bicyclists riding on the sidewalk due to the lack of bicycle facilities on Fairview Road.
- Between the I-405 freeway and Paularino Avenue, there are no designated crossings for pedestrians to cross Fairview Road.
- The City is planning a new traffic signal near the Paularino Channel, south of Baker Street.

## INTERSECTIONS

### Intersection #1 (Baker Street & Fairview Road)

- Traffic signal poles and street furniture are located adjacent to non-ADA-compliant curb ramps that block pedestrians from accessing the crosswalks.
- The traffic signals do not have pedestrian countdown timers.
- The City will repaint the intersection and provide new stop bars at the intersection.

### Intersection #2 (Baker Street & Coolidge Avenue)

- The pedestrian clearance interval is not long enough to accommodate pedestrians.
- The Baker-Coolidge bus stop is missing shaded cover.

### Intersection #3 (Fairview Road & Paularino Avenue)

- The west leg of the crosswalk does not provide direct access to curb ramps.
- Pedestrian push buttons are located far away from the crosswalks.

- Participants reported high vehicular speeds.
- This intersection does not provide a crosswalk on the south leg.

### Intersection #4 (Baker Street & Loren Lane)

- Participants identified this intersection as a high priority crossing; they observed heavy pedestrian and bicycle activity.

## OUTSIDE WALK AUDIT RADIUS

The project team received the following comments from walk audit participants about areas that were not within the walk audit radius.

### Corridor (Fairview Road)

- Buckled and uneven sidewalks that also have various obstructions along this corridor.
- Driveways along this corridor do not have standard ramps, based on City's Standard Plans for commercial and multi-use areas.
- The curb on Fairview Road, in front of Costa Mesa High School, has a curb cut but no crosswalk or signage to the north east.

### Corridor (Paularino Avenue)

- Participants noted high vehicular speeds.
- The corridor has pedestrian signage around Paularino Park.

### Corridor (Cheyenne Street)

- Sidewalks are buckled along the corridor.
- Intersections are uncontrolled and do not have crosswalks.

### Intersection (Fairview Road & Adams Avenue-El Camino Drive)

- Curb ramps are not aligned with the crosswalks.



- The north leg of the intersection does not have a crosswalk.
- Slip lanes on Adams Avenue create challenges for pedestrians. Pedestrian push buttons are located on the pork chop islands; consequently, pedestrians first have to navigate through the slip lanes, which do not have instructions on how to safely do so.

#### Intersection (Fairview Road & Monitor Way)

- The north leg of the intersection does not have a crosswalk.

#### Intersection (Paularino Avenue & Coolidge Avenue)

- Pavement markings show signs of deterioration.

#### Intersection (Coolidge Avenue & Austin Street)

- Pavement markings shows signs of deterioration.



*Walk audit participants walked along Fairview Road*



*Participants and the project team gathered for an overview of the walk audit*





*Bicyclist riding on the crosswalk*



*High wall gives the impression that the sidewalk feels narrower*



*Intersection with high visibility crosswalks and pedestrian signage*



*Residential street with landscape parkway between the sidewalk and the road*





*Participants discussed opportunities for pedestrian improvements on the roadways adjacent to Orange Coast College*



*A utility box creating an obstruction for pedestrians walking along the sidewalk on Fairview Road*



*A utility pole creating an obstruction for pedestrians walking along the sidewalk on Fairview Road*



*Bicyclist crossing mid-block on Fairview Road*





## EVENT SUMMARY WALK AUDIT #5

HARBOR BOULEVARD & WILSON  
STREET

WEDNESDAY, APRIL 14, 2021

1:00 PM – 3:00 PM

5 ATTENDEES



ATTACHMENT 3

### OVERVIEW

On Wednesday, April 10 2021, the project team conducted the fifth scheduled walk audit. At the event, participants discussed challenges and opportunities for walking along Harbor Boulevard, Wilson Street, Victoria Street, and Maple Street. The event had 5 attendees, excluding the project team and city staff. The following section documents the key findings and observations made at the walk audit.

### KEY FINDINGS

- Pedestrians were observed sharing the sidewalk with bicyclists, despite Wilson Street's designation as a bike route.
- Many intersections would benefit from new crosswalks which would help facilitate safer pedestrian crossings.

- Utility boxes and other street furniture create obstructions on the sidewalk.
- Many portions of the sidewalk facilities are buckled or uneven.
- Participants expressed the desire for improved pedestrian connectivity to Wilson Park.
- Pedestrian clearance intervals at some locations should be extended to better accommodate senior pedestrian crossings.

### CORRIDORS

#### Corridor #1 (Harbor Boulevard)

- The sidewalk is uneven or buckled.
- Street furniture such as landscaping and utility boxes create obstructions on the sidewalk and reduce the sidewalk width.



- The bus stop at Harbor Boulevard and Wilson Street has no bus shelter.
- Participants noted that the driveway adjacent to the Motel Tahiti Inn does not provide enough space for pedestrian access.

#### Corridor #2 (Wilson Street)

- The corridor has “Watch for Peds” signs; however, it could benefit from additional pedestrian treatments to provide access to Wilson Park.
- Pedestrians were observed to share the sidewalk with bicyclists, despite Wilson Street’s designation as a bike route.
- The Wilson-Anaheim and Wilson-College bus stops do not have bus shelters.
- The sidewalk has many obstructions from street

furniture and is uneven or buckled at many locations.

- Participants observed high vehicular speeds.
- Many pedestrians travel along Wilson Street to reach the Harbor Center.
- Participants expressed desire for better street lighting, sidewalk infrastructure, and traffic calming measures.

#### Corridor #3 (Maple Street)

- Participants observed high vehicular speeds.
- The corridor could benefit from additional pedestrian and traffic calming treatments to provide access to Ketchum-Libolt Park. Participants showed support for speed bumps or signage.
- Participants noted that motorists who turn right on red encroach on the crosswalk to have improve their of oncoming vehicular traffic.



### Corridor #4 (Victoria Street)

- The corridor has areas with adequate sidewalks and bicycle infrastructure; however, they are not continuous. Participants expressed the desire for more continuous pedestrian and bicycle infrastructure.
- The corridor contains widespread on-street parking which presents visibility concerns for pedestrians crossing the roadway.

## INTERSECTIONS

### Intersection #1 (Harbor Boulevard & Wilson Street)

- Curb ramps at all four corners may not be ADA-compliant.

### Intersection #2 (Wilson Street & College Avenue)

- The roadway width transitions from 40 feet east of the intersection to 65 feet west of College Avenue.

### Intersection #3 (Wilson Street & Center Way)

- The east leg has pedestrian countdown timers; however, the pedestrian clearance interval is not sufficient for pedestrians to safely cross Wilson Street.
- The south and west legs do not have marked crossings.
- The curb ramps on all corners may not provide truncated domes.

## OUTSIDE WALK AUDIT RADIUS

The project team received the following comments from walk audit participants about areas that were not within the walk audit radius.

### Corridor (Wilson Street)

- Portions of the sidewalk infrastructure are missing, uneven, or buckled.
- Street furniture such as landscaping and utility boxes create obstructions on the sidewalk and reduce the

sidewalk width.

- Participants expressed support for parkways which act as a separation between motorists and pedestrians.
- The City has plans for pedestrian improvements along the corridor, south of Wilson Park.

### Intersection (Wilson Street & Placentia Avenue)

- Traffic signals do not have pedestrian countdown timers.
- Participants noted that the curb ramps do not provide adequate space for pedestrian access.

### Intersection (Wilson Street & Pomona Avenue)

- The intersection is a dog leg intersection which has a staggered cross street.
- The east intersection is signalized, while the west intersection is STOP-controlled on the southbound direction.
- The east intersection does not have a crosswalk on its east leg and the curb ramps may not be ADA-compliant.
- The west intersection does not have a marked crosswalk.

### Intersection (Wilson Street & Meyer Place)

- The intersection is a dog leg intersection which has a staggered cross street.
- Both intersections are STOP-controlled on the north/southbound directions and do not have marked crosswalks in any direction.

### Intersection (Wilson Street & Fordham Drive)

- The City is planning to provide pedestrian improvements.
- Participants expressed support for pedestrian treatments that facilitate access across Wilson Street and connect the residential area to Wilson Park.

### Intersection (Wilson Street & Rutgers Drive)

- There are no marked crosswalks in any direction.
- Pedestrian signage is posted to warn motorists of pedestrian crossings.



### Intersection (Wilson Street & Colgate Drive)

- The west leg has pedestrian signage to warn motorists of pedestrian crossings. The southwest corner also has a curb ramp. However, the intersection does not have a crosswalk on the west leg.
- There are no delineated crosswalks in any direction.

### Intersection (Wilson Street & Avalon Street)

- Intersection is not ADA-accessible.
- South leg of intersection features a wide crossing but no crosswalk.

### Intersection (Wilson Street & Columbia Drive)

- There are no marked crosswalks in any direction.

### Intersection (Wilson Street & Fairview Road)

- Participants expressed support for curb ramps on the northwest and southwest corners. The corners each have two curb ramps that align with the crosswalks.
- Traffic signals do not have pedestrian countdown timers.



*Participants gathered at the beginning of the event to learn about the walk audit process*



*Participants walking on the sidewalk*





*Pedestrian signage adjacent to an intersection without crosswalks on Wilson Street*



*Speed feedback sign*



*Bus stop without a shelter*



*Pedestrians crossing a minor street without a marked crosswalk*





*Driveway ramp that hampers pedestrian using sidewalk*



*Sidewalk condition along Fordham Drive*



*Pedestrians walking across Wilson Street and College Avenue*



*Walk audit participants documenting the sidewalk condition*





## EVENT SUMMARY WALK AUDIT #6

### LAB ANTI- MALL AREA

THURSDAY, APRIL 15, 2021

9:00 AM – 11:00 AM

6 ATTENDEES

ATTACHMENT 3



## OVERVIEW

On Thursday, April 15, 2021, the project team hosted a walk audit at The LAB Anti-Mall area. The event site included Bristol Street, Randolph Avenue, Paularino Avenue, and Bear Street. The event had 6 attendees, excluding the project team and city staff. The following section documents the key findings and observations discussed at the time of the walk audit.

## KEY FINDINGS

- Many portions of the sidewalk infrastructure along the corridors were buckled.
- Several intersections along Bristol Street (with marked crosswalks) have broken countdown pedestrian timers (participants were able to see numbers but the timers do not light up).

- The Camp and The LAB Anti-Mall could help encourage high pedestrian activity on the roadways adjacent to the attractors.
- The SR-73 underpass has dirt run-off that accumulates on the sidewalk which presents challenges for pedestrians using the facility.
- Many intersections have curb ramps; however, they do not connect or align directly to crosswalks.

## ORRIDORS

### Corridor #1 (Baker Street)

- Many portions of the sidewalk infrastructure were buckled.
- Has a bus stop on Baker Street and Randolph Avenue.
- Trees, utility boxes, and poles obstruct the south side of the sidewalk.





- Participants expressed support for the landscaped parkway by the Baker Fire Station 2.

### Corridor #2 (Bristol Street)

- The corridor has wide sidewalks. However, various sections are uneven or buckled and/or have obstructions.
- Some commercial areas have steep driveways.
- Participants expressed support for the landscaped parkway in front of The LAB Anti-mall; however, they noted that the sidewalk is narrow.
- Participants also showed their support for street trees. But they acknowledged that tree roots could buckle the sidewalk.

### Corridor #3 (Randolph Avenue)

- Participants reported insufficient street lights at night.
- The corridor provides access to several breweries,

eateries, as well as The Camp and The LAB Anti-Mall.

- Many curb ramps may not be ADA-compliant.
- The City is working on new traffic calming, pedestrian, and bicycle facilities along the corridor.

## INTERSECTIONS

### Intersection #1 (Baker Street & Bristol Street)

- Traffic signal poles on the northeast corner create obstructions along the pedestrian path.
- The intersection has high vehicular traffic volumes.

### Intersection #2 (Bristol Street & Paularino Avenue)

- The traffic signal poles on the west leg create obstructions along the pedestrian path.
- Participants noted that motorists turn right on the red light and do not respect the traffic signals.



- Curb ramps do not align with the crosswalks.

#### Intersection #3 (Baker Street & Randolph Avenue)

- The City is working on installing a traffic signal to connect the commercial area on the south side with residential communities on the north side.
- The curb ramps are not ADA-compliant.

#### Intersection #4 (Bristol Street & Sobeca Way)

- A crosswalk is not provided along the north leg of the intersection.
- Participants noted that the Camp driveway is uncomfortable to cross.
- Participants commented that pedestrians used the crosswalk to get between The Camp and The LAB Anti-Mall.

## OUTSIDE WALK AUDIT RADIUS

The project team received the following comments from walk audit participants about areas that were not within the walk audit radius.

#### Corridor (Baker Street)

- Participants commented that pedestrians cross mid-block.
- The SR-73 underpass has dirt run-off that accumulates on the sidewalk which presents challenges for pedestrians using the facility.

#### Intersection (Baker Street & Jeffrey Drive)

- The intersection has wide curb radii and lacks curb ramps.

#### Intersection (Baker Street & Bear Street)

- The intersection does not have a crosswalk on the east leg.

#### Intersection (Bristol Street & Bear Street)

- The intersection does not have a crosswalk on the east leg.
- South of Bear Street, the corridor does not have sidewalk on the south side.



*Participants gathered for an overview of the walk audit*



*Artistic utility box on Bristol Street*





*Faded crosswalks at the intersection of Bristol Street and Randolph Avenue*



*Construction workers installing new curb ramp*



*Sidewalk facility underneath SR-73 at Bristol Street*



*Sidewalk with a manicured landscape at the entrance to The LAB Anti-Mall*

# APPENDIX C

## Community Workshop Summaries



# COMMUNITY WORKSHOP #1 EVENT SUMMARY

## EVENT INFORMATION

Date: Tuesday, July 27, 2021

Time: 6:00 PM – 7:00 PM

Location: Virtual via Zoom

## EVENT OVERVIEW

The City of Costa Mesa organized a Virtual Workshop to gather input from community members for the Costa Mesa Pedestrian Plan. The workshop was held virtually via Zoom due to the COVID-19 pandemic. The Virtual Workshop had 26 participants that included community members, city staff, and members of the consultant team. The Participant List shown in Exhibit A documents the participants that were present during the Virtual Workshop. Community participants included elected officials, members of the Bikeway Walkability Committee, and Costa Mesa residents.

The Virtual Workshop was comprised of three parts: 1) PowerPoint presentation, 2) Q&A session, and 3) discussion of next steps. The PowerPoint presentation provided a project overview, status update of the stakeholder engagement efforts, highlights of findings from the Existing Conditions Analysis, and an overview of different preliminary pedestrian treatments recommended for the City. Following the presentation, the project team (which consisted of the consultant team and City Staff) fielded questions from community participants. Comments received will help guide the development of the recommendations to address community concerns.

## SUMMARY OF COMMENTS

Community members provided input on many different topics. These include:

- Support for different pedestrian infrastructure treatments presented in the PowerPoint presentation
- Identified areas that could benefit from pedestrian infrastructure treatments
- Safety concerns in different areas within the city, such as the interaction between pedestrians and bicyclists, and high vehicular speeds
- Integration of the Plan with new planned developments
- Opportunities for tactical urbanism demonstrations or quick-build projects
- Overall vision for a more pedestrian-friendly city

## COMMUNITY QUOTES

“When the OCC [Orange City College] starts again, there will be a lot of pedestrian activity.”

“Thank you for hosting this workshop!”

“I really like the raised crosswalks, and pedestrian refuge island, especially on Newport Blvd.”

“I am concerned about three-legged intersection; there are so many in Costa Mesa. I would like to see greater emphasis to finish intersections with four crosswalks.”

“What makes for a good pedestrian experience? Big shade trees, bulb-outs, and traffic calming measures.”

“I would love to see a design that is really pedestrian infrastructure in the city so that folks can really see what it can be.”

# Costa Mesa to Host Virtual Community Meeting for a Pedestrian Master Plan on July 27



The development of a Pedestrian Master Plan for Costa Mesa is underway to serve as a road map to identify solutions to improve walkability in the City. The Plan will propose pedestrian infrastructure improvements aimed at connecting communities to schools, parks, businesses and other destinations in Costa Mesa. In the development of the Pedestrian Master Plan, six walk audits were conducted on Costa Mesa streets in March and April with Bikeway and Walkability Committee members, City staff, project consultant team members, and members of the community. In addition, an online survey was conducted in April and May for additional input to the Pedestrian Master Plan.

The community is invited to attend a Virtual Community Meeting to discuss solutions to improve walkability in the City on **July 27, 2021 from 6:00 p.m. to 7:30 p.m.** At the meeting, the City will present findings from community engagement and data collection efforts, offer opportunities to receive additional feedback from the community, and discuss next steps.

The goal of the Costa Mesa Pedestrian Master Plan is to make it easier, safer, and more comfortable to walk for recreation, commuting, and other daily needs, such as getting to schools or local businesses. The benefits of walking are numerous, such as boosting economic activity, improving health, and reducing greenhouse gas emissions as we drive less and walk more. The Plan fits community values around healthy lifestyles, sustainability, and economic vitality.

## Virtual Community Meeting via Zoom

[WWW.ZOOM.US](https://www.zoom.us)

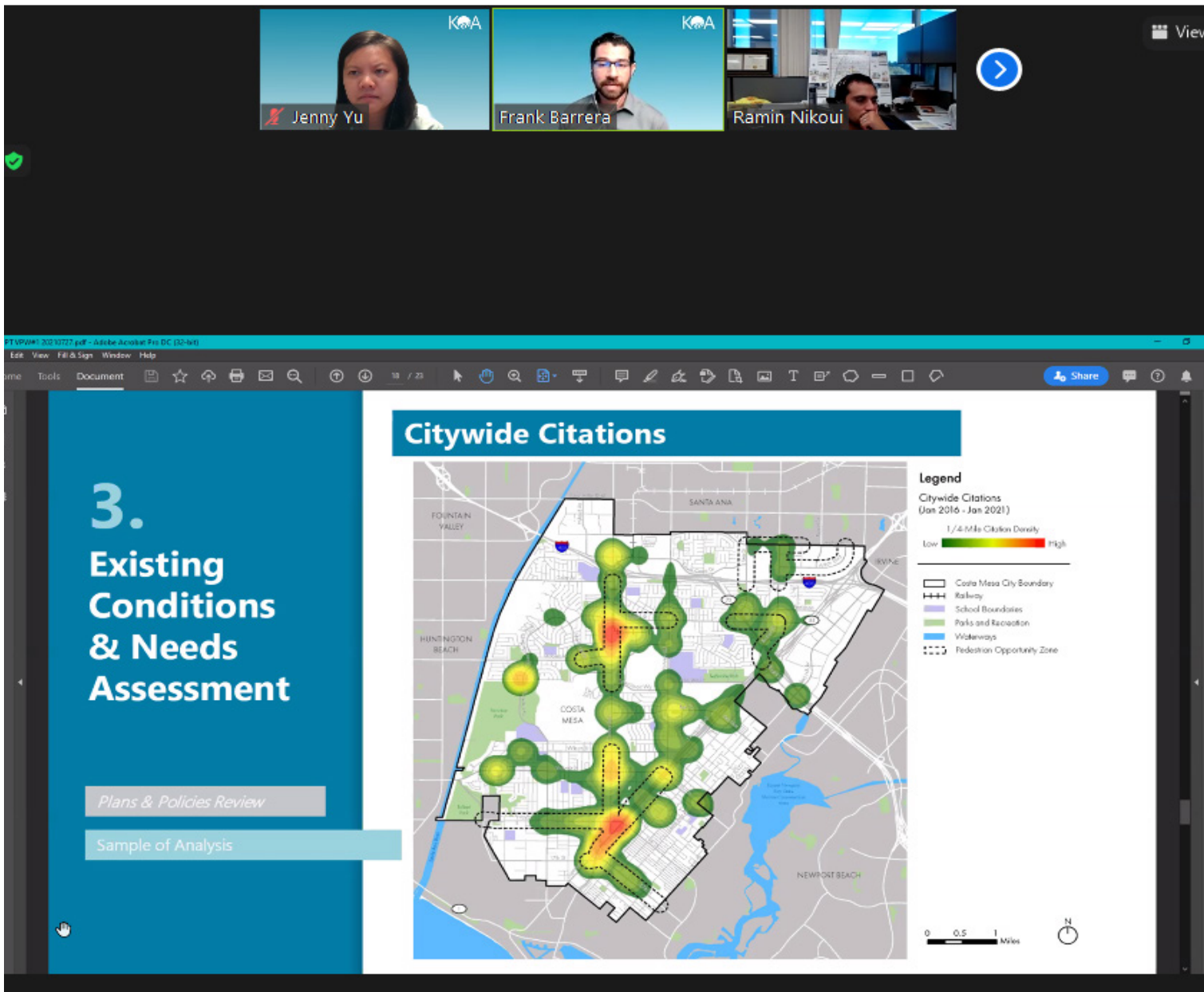
Or join by phone: 1-669-900-6833

Webinar ID: 982 5155 7097

Passcode: 506054

*Live Spanish interpretation will be provided.*





Screenshot of Community Workshop #1 held via Zoom

# 4. Pedestrian Treatment Toolbox

**CURB EXTENSIONS:**

- Several on 19<sup>th</sup> Street
- Gisler Avenue

**LEADING PEDESTRIAN INTERVALS:**

- Bear St/Bristol St
- Bear St/Sunflower Ave
- Fairview Ave/Arlington Dr

**PEDESTRIAN COUNTDOWN:**

- Majority of signalized intersections

**HIGH VISIBILITY CROSSWALKS:**

- Various locations

## EXAMPLE OF PEDESTRIAN TREATMENTS

Orange Ave/19<sup>th</sup> St

Curb Extensions (Bulb-out)

Leading Pedestrian Interval

Pedestrian Countdown

California St/Gisler Ave

High Visibility Crosswalks

Screenshot of Community Workshop #1 held via Zoom



# COMMUNITY WORKSHOP #2 EVENT SUMMARY

## EVENT INFORMATION

Date: Wednesday, October 6, 2021

Time: 6:00 PM – 7:00 PM

Location: Virtual via Zoom

## EVENT OVERVIEW

On Wednesday, October 6, 2021, the City of Costa Mesa organized the second Virtual Workshop to solicit feedback from community members on the Costa Mesa Pedestrian Master Plan. The primary purpose of the workshop was to draft preliminary recommendations. The workshop was held virtually via Zoom due to the COVID-19 pandemic.

The Virtual Workshop had 22 attendees that included community members, city staff, and members of the consultant team. Community participants included elected officials, members of the Bikeway Walkability Committee, and Costa Mesa residents.

The Virtual Workshop had three parts: 1) PowerPoint presentation, 2) Q&A session, and 3) discussion of next steps. The primary focus of the PowerPoint presentation was to share the draft recommendations with the community. Following the presentation, the project team answered questions from workshop participants. Comments received were incorporated into the draft report.

## SUMMARY OF COMMENTS

Community members shared a lot of feedback about the draft recommendations. Their comments are categorized into the following themes:

- Include discussions on new technology, such as the pedestrian scramble crossings and upgrading traffic signals to include APS systems (Accessible Pedestrian Signals)
- Provide bigger and bolder recommendations that contribute to a more walkable city
- Address right turn-on red vehicular movements, intersections with crosswalks on three out of four sides, , and obstructions along the sidewalk infrastructure
- Provide traffic calming infrastructure treatments where appropriate
- Add more street trees and landscaping
- Provide bicycle facilities so bicyclists won't ride on the sidewalk and conflicts with pedestrians
- Specific infrastructure improvements on certain corridors or locations such as Newport Boulevard and pedestrian refuge islands on Wilson Street.

## COMMUNITY QUOTES

"Want to see more technology discussed, e.g. pedestrian scramble, and pedestrian push button."

"I'm in favor of slowing traffic as a tradeoff for better pedestrian safety."

"We need a bigger and bolder plan in a vision for a longer future."

"The City needs a grand vision, like closing down streets like Paris. We need more trees."

# VIRTUAL COMMUNITY MEETING



## Costa Mesa Pedestrian Master Plan

*Join us in making a more walk-friendly city  
with your input.*

**October 6, 2021, 6:00 PM - 7:30 PM**

The development of a Pedestrian Master Plan for Costa Mesa is underway to serve as a road map to identify solutions to improve walkability in the City. The Plan will propose pedestrian infrastructure improvements aimed at connecting communities to schools, parks, businesses and other destinations in Costa Mesa. In the development of the Pedestrian Master Plan, six walk audits were conducted on Costa Mesa streets in March and April with Bikeway and Walkability Committee members, City staff, project consultant team members, and members of the community. In addition, an online survey was conducted in April and May for additional input to the Pedestrian Master Plan.

**The City of Costa Mesa invites you to the second virtual community meeting to review Pedestrian Master Plan proposed recommendations.**

- Learn about the feedback collected during the walk audits, online survey, and safety analysis.
- Provide input into proposed recommendations
- Learn about next steps

### Virtual Community Meeting Via Zoom

**www.zoom.us**

**Or join by phone:** +1-669-900-6833 or  
+1-346-248-7799 or +1-253-215-8782

**Webinar ID:** 982 5155 7097

**Passcode:** 506054

*Live Spanish interpretation will be provided.*





# Costa Mesa

## Pedestrian Master Plan

*Join us in making a more walk-friendly city  
with your input.*

October 6, 2021

### Virtual Public Workshop

Meeting #2



*Title Page of PowerPoint Presentation presented at the Community Workshop #2*

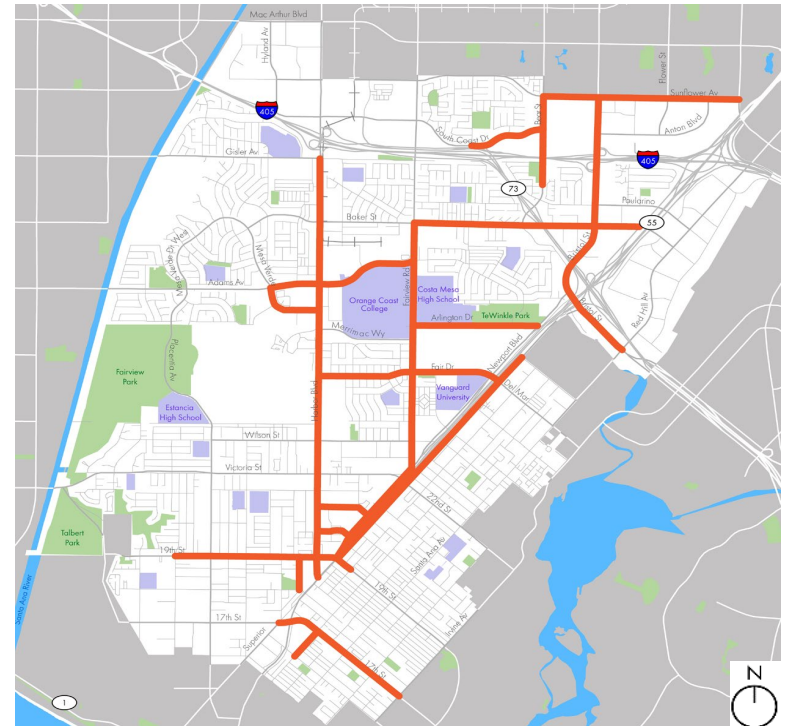
# 3. Draft Recommendations

## Citywide Improvements

- High-Visibility Crosswalks within commercial corridors and near schools, parks and regional attractors (OC Fairgrounds, etc.)\*

## Citywide – High Visibility Crosswalk Markings

- Sunflower Avenue
- South Coast Drive
- Baker Street
- Adams Avenue
- Mesa Verde
- Arlington Drive
- Fair Drive
- Bay Street
- 19<sup>th</sup> Street
- 17<sup>th</sup> Street
- Harbor Boulevard
- Park Avenue
- Orange Avenue
- Fairview Road
- Bristol Street
- Newport Boulevard



\* Parallel to the major street and across the minor street

# COMMUNITY WORKSHOP #3 EVENT SUMMARY

## EVENT INFORMATION

Date: Wednesday, April 27, 2022

Time: 6:00 PM – 7:30 PM

Location: Virtual via Zoom

## EVENT OVERVIEW

The City of Costa Mesa organized a third Virtual Workshop on Wednesday, April 27 to engage with the community about the Costa Mesa Pedestrian Master Plan (CM PMP). The primary focus of the event was to gather input for the Draft Costa Mesa Pedestrian Master Plan. The workshop was conducted virtually through Zoom.

The Virtual Workshop had 33 attendees, with 22 community participants and 11 members of the project team. Community participants included elected officials, members of the Bikeway Walkability Committee, and Costa Mesa residents.

The event was comprised of three parts: 1) PowerPoint presentation, 2) Q&A session, and 3) discussion of next steps. For the presentation, the project team shared highlights of the Draft CM PMP. Following the presentation, the project team fielded questions from workshop participants. The public had an opportunity to continue providing feedback until the end of May.

## SUMMARY OF COMMENTS

Community members gave many inputs about the Draft Costa Mesa Pedestrian Master Plan. Their comments are categorized into the following overarching themes:

- Overall appreciation for the updates to the CM PMP based on the previous workshop and input received from the Active Transportation Committee, formerly known as the Bikeway and Walkability Committee
- Connection between the CM PMP and changes to land use and urban design
- Placement of street trees and furniture along the roadway to increase pedestrian comfort
- Consistency between the CM PMP and other planning documents/ studies
- Opportunities to provide additional input for the Draft CM PMP
- Additional coordination between the Active Transportation Committee and the City

## COMMUNITY QUOTES

"I appreciate that the Plan is really readable and easy to digest."

"Everyone in Costa Mesa is a pedestrian in the city and as we work to make the city more walkable and safe, it benefits everyone."

"It would be nice to have more references to Safe Routes to School in this plan."

# VIRTUAL COMMUNITY MEETING



**Wednesday, April 27, 2022 at 6:00 PM**

The City of Costa Mesa invites you to a virtual community meeting to review a Draft Pedestrian Master Plan developed with the participation of the Active Transportation Committee and community members.

The Draft Plan is ready for community review. The Plan proposes pedestrian improvements to connect communities to schools, parks, businesses and other key destinations.

To review the Draft Plan, visit:  
<https://www.costamesaca.gov/city-hall/commissions-and-committees/active-transportation-committee>

We would love to hear your ideas for the plan!

The City of Costa Mesa invites you to a community meeting to review the Pedestrian Master Plan with proposed recommendations.

## Virtual Community Meeting Via Zoom

**[www.zoom.us](https://www.zoom.us)**

**Or join by phone:** (669) 900 6833

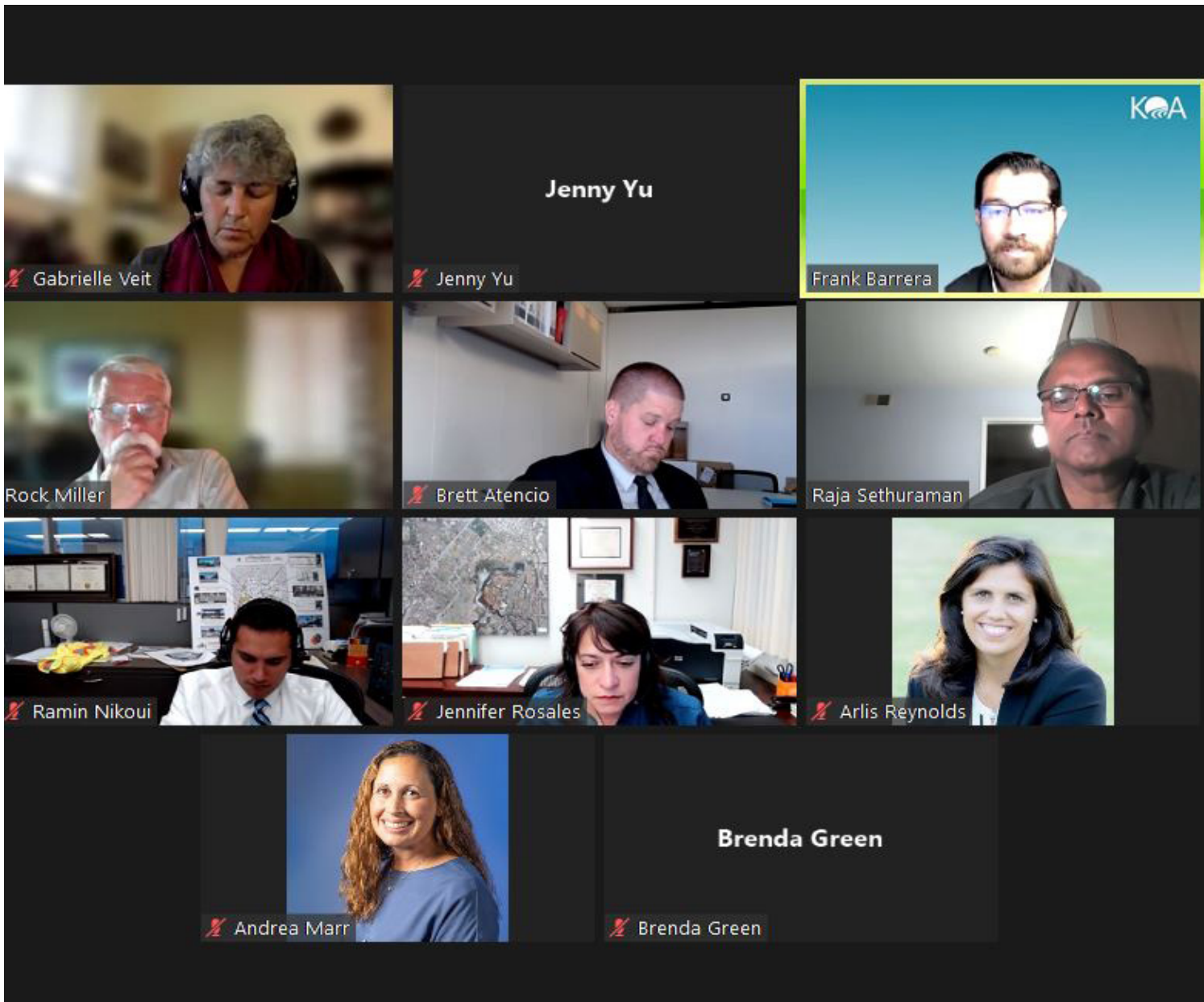
**Webinar ID:** 858 5073 7643

**Passcode:** 590594

*Live Spanish interpretation will be provided.*





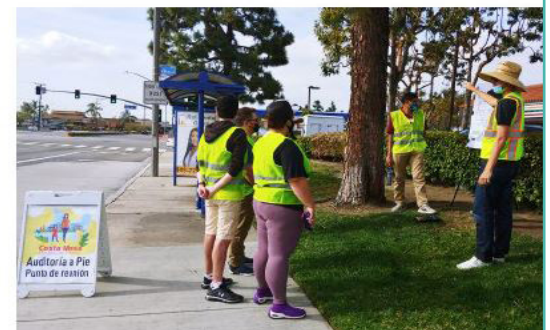
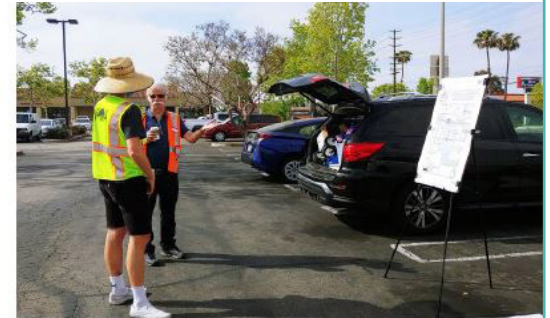


Screenshot of Community Workshop #3 held via Zoom

## 2. Draft Pedestrian Master Plan

### Opportunities for Community Engagement

- *Six (6) walk audits*
- *Three (3) Community workshops*
- *Five (5) Bikeway and Walkability Committee (BWC) presentations*
- *One (1) Project survey*
- *One (1) Online mapping tool*



Slide of PowerPoint Presentation presented at the Community Workshop #3

# APPENDIX D

**Project  
Survey**

## BACKGROUND AND PURPOSE

The Costa Mesa Pedestrian Master Plan (CMPMP) online survey was created as an opportunity to engage stakeholders who were unable to participate in the Walk Audits that were conducted in Spring 2021. The survey also provided stakeholders who participated in the Walk Audits with an opportunity to give additional detailed feedback.

The survey was hosted on the website developed for the project (cmpmp-wa.weebly.com). Stakeholders who visited the website landed on a welcome page that included links to the following:

- Project survey
- Walk audit sign ups
- Short video on how to use the Public Feedback Tool
- Public Feedback Tool

All materials were available in English and Spanish.

The survey was available on the website from February 18, 2021, to May 25, 2021. The following report summarizes the responses received.

## SURVEY OVERVIEW

The survey had seven questions. Five of the seven survey questions were multiple choice and participants could select more than one response. Questions #3 and #7 were open-ended. In addition to the project-relevant questions, the survey included six optional questions to gather survey respondents' contact information.

## PARTICIPANTS

A total of 64 responses were received. Of these, 63 participants provided their names and email addresses and 42 participants also provided a phone number. Four participants identified themselves as being part of the Costa Mesa Bikeway and Walkability Committee.

Zip codes were sourced from 58 participants. Participants live in the following zip codes: 92627 (34), 92626-2012 (22), 92663 (1), and 92704 (1).

Of the 63 responses, 96.8% selected English as their preferred language. Spanish and Other each accounted for 1.6%.

## SUMMARY OF FINDINGS

Participants' responses to the key questions are presented below using their own words as much as possible.

### QUESTIONS

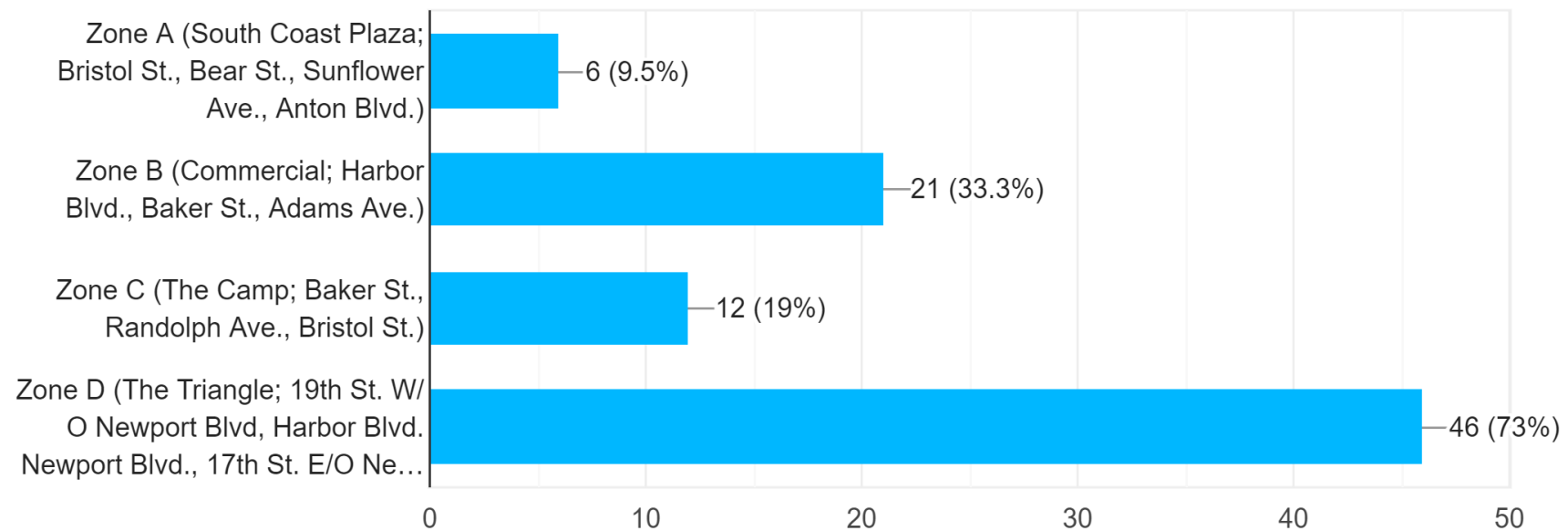
#### 1. Do you live/work/attend school within ½ mile of a pedestrian zone?

Of the 63 responses, 88.9% said yes and 11.1% said no.

## 2. Which pedestrian zone(s) would you be most likely to use?

The pedestrian area most likely to be used by the respondents was Zone D (The Triangle). A total of 73% of participants selected this zone. This was followed by Zone B (Commercial, Harbor Boulevard, Baker Street, and Adams Avenue) with 33.3%. The least used areas were Zone C with 19% and Zone A with 9.5%. Figure C.1 Pedestrian Zone Preferences shows the breakdown of the survey responses.

Figure D.1 Pedestrian Zone Preferences



### 3. Please identify top pedestrian destinations within your selected pedestrian zone.

The most frequently selected top destinations within the selected pedestrian zone were:

- 17th Street
- 19th Street
- Harbor Boulevard
- Newport Boulevard

These were followed by:

- Ogle Street and Santa Ana Avenue
- Baker Street and Fairview Road
- Wilson Street-between Harbor Boulevard & Fairview Road
- E. Bay St/Newport Boulevard
- Bus stop on Harbor Boulevard and W. Bay Street
- Harbor Boulevard & Baker Street and Fairview Road & Baker Street
- Mesa Verde North to anywhere south of the 405
- Harbor Boulevard near Adams Avenue
- Gisler Avenue to get to the Santa Ana River Trail (SART)

The Triangle received the greatest number of comments as a top destination. This area was followed by Sprouts, parks (Lions Park, Canyon Park, Talbert Regional Park, Tanager Park, and Ketchum-Libolt Park), the Donald Dungan Library, Target, The Camp, Vons, and numerous stores located on both 17th Street and 19th Street.

Four schools were also mentioned by survey respondents:

- Ensign Middle School
- Harbor High School
- Newport Heights Elementary School
- Costa Mesa High School

### 4. How do you most frequently get around the pedestrian zone selected above?

Of the 63 responses collected, 74.6% selected walking as an option for how they most frequently get around. This was followed by 60.3% getting around by car. The third selection was bike at 41.3%. Lastly, only 3.2% of respondents selected scooter and bus as a travel mode preference. Figure C.2 Travel Mode Preferences in the Pedestrian Zones illustrates the survey responses.

### 5. What would most improve your walk within your selected pedestrian zone?

Answers to this question were spread out and divided among several options. The two options with the most responses were safe and visible street crossings, and accessible sidewalks, with 73% and 65.1% respectively. This was followed by 49.2% selecting street trees/shade and 47.6% choosing to regulate the speed of vehicles. The last group of responses were all in the 30% range and included traffic signal timing changes with 39.7%, a flashing beacon supported crossing systems (Rectangular Rapid Flashing Beacon or Pedestrian Hybrid Beacon) with 34.9%, accessible countdown pedestrian signal heads with 33.3%, and curb extensions with 30.2%. The two options with the lowest responses were pedestrian wayfinding signage with 17.5% and accessible sidewalk ramps with 11.1%. Survey responses to this question are illustrated in Figure C.3 Pedestrian Improvement Preferences in the Pedestrian Zones



Figure D.2 Travel Mode Preferences in the Pedestrian Zones

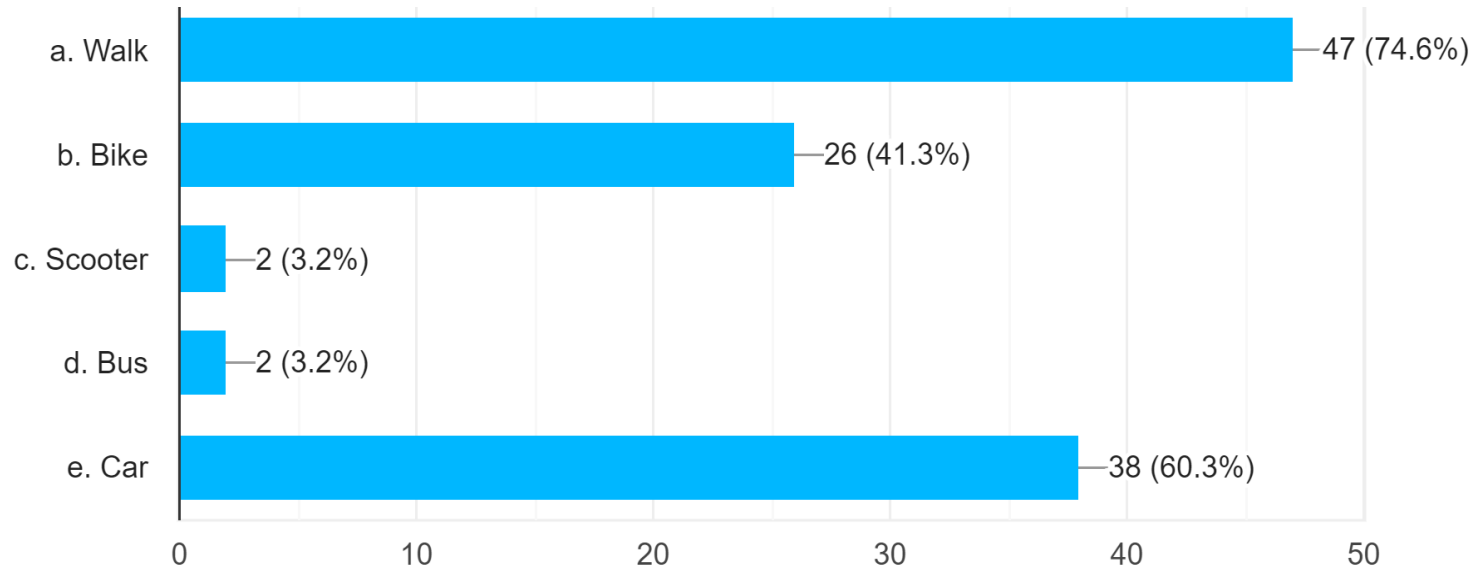
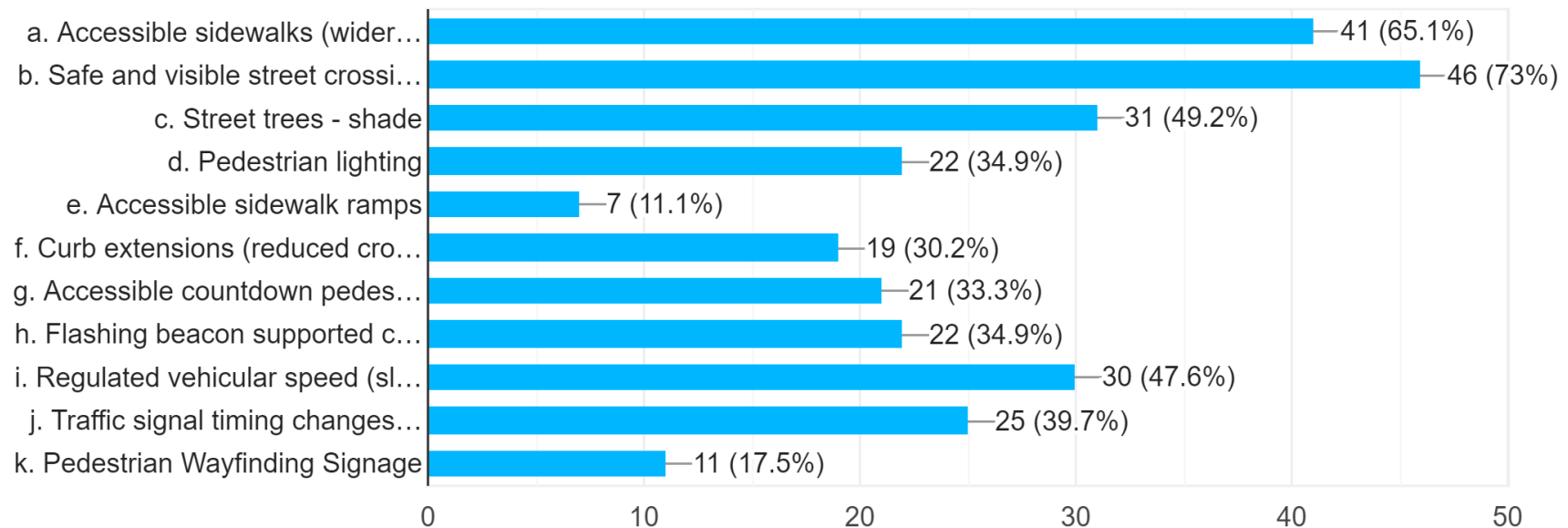


Figure D.3 Pedestrian Improvement Preferences in the Pedestrian Zones



## 6. What would make it easier to walk or roll from your home/neighborhoods within your selected pedestrian zone?

Survey participants identified safe street crosswalks and connected, safe sidewalks as their top treatments which would make it easier to walk or roll from their home/neighborhood, both receiving 69.8% of selections. This was followed by sidewalks/pathways widening (49.2%); ramps, curb cuts, signage to remind people of the presence of wheelchair accessibility (28.6%); and sidewalk lighting (25.4%). Lastly, ADA accessibility received 12.7%.

Survey responses to this question are shown in Figure C.4 Pedestrian Treatments Preferences in the Pedestrian Zones.

## 7. Please provide any comments for us:

A total of 52 responses were submitted for this question. Received responses are listed below (in each respondent's own writing with minor grammar edits):

- Fear of getting hit by a car
- Concern over mailboxes on the sidewalks
- Speed limit signs should be posted
- Maintenance of sidewalks is needed
- Cleanliness/upkeep of sidewalks is needed
- Lighted street crossings are needed
- Sidewalks are missing, incomplete, and/or narrow
- High speed / reduce speed
- Right turns on red
- Lack of trees/shade
- No bike lanes
- Create more distance between roads and sidewalks

- There are a lot of blind spots from shopping center/businesses' driveways
- Cars don't slow down near freeway ramps
- Add protection from automobiles
- Transient issues

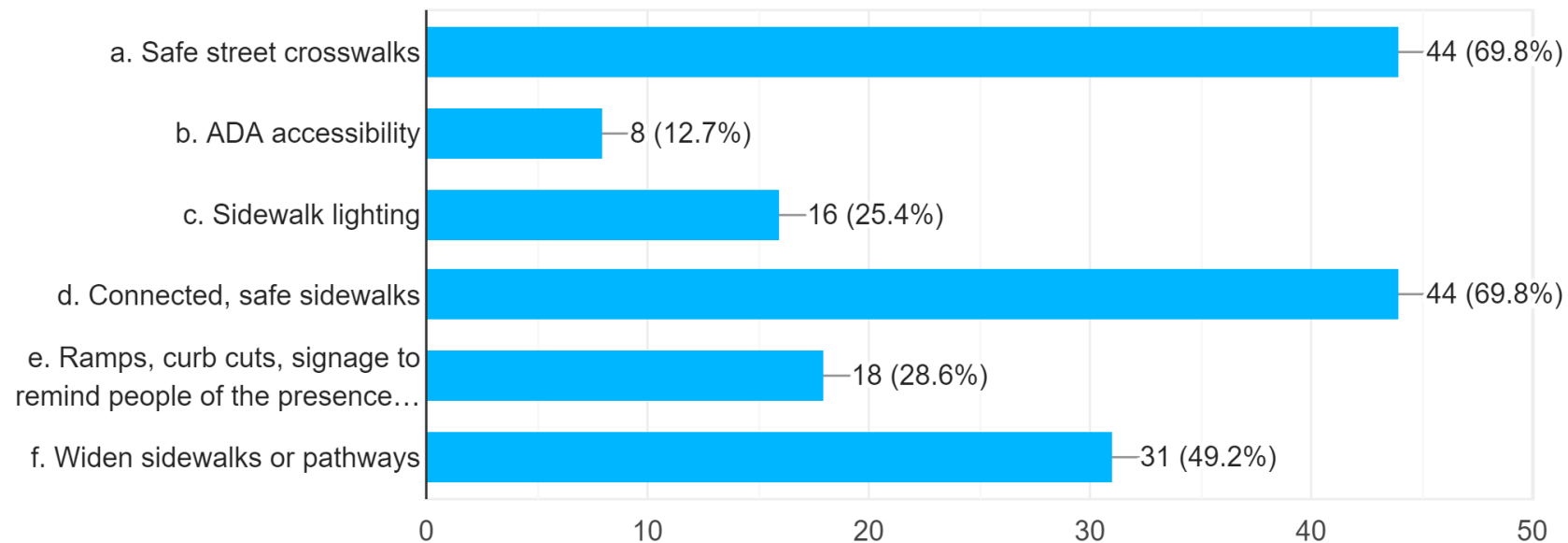
Locations outlined in the responses include:

- Wilson Street at Rutgers Drive
- Newport Boulevard
- Harbor Boulevard
- Rochester Street / West 18th Street
- Harbor Boulevard and Gisler Avenue
- Wallace Street
- Weelo Drive
- Fullerton Avenue
- I-405 at Bristol Street
- Bristol Street
- Baker Street
- Mesa Verde North
- Ogle Street and Santa Ana Avenue
- Irvine Avenue and 19th Street

Noteworthy:

- CM (Costa Mesa) has potential for pedestrian and biking activities
- Would like to see bicycle boulevards
- Shared bike paths
- The In-N-Out has generated a lot of traffic

Figure D.4 Pedestrian Treatments Preferences in the Pedestrian Zones



#### Excerpts:

- Eliminate free street parking on a street like Pomona Avenue and separate cars from pedestrians/cyclists OR make speed limits 15 miles per hour with up/down curbing on pedestrian-friendly streets.
- Walkability and bikeability need to go hand-in-hand. High density and low parking requirements should also be a part of this.
- My household enjoys walking to destinations in the Area B and Area C zones. We would like to walk more than drive for additional exercise as well as eliminating drinking and driving and need to call an Uber.
- Wide protected and continuous sidewalks along with friendly plantings would be a huge improvement for pedestrians...

improve them and they will come. Walking spaces need to be inviting and safe.

- Bicycle space and accessibility are extremely poor, especially on Tustin Avenue between 17th Street and 15th Street where there is no space for cars and bikes. It would be best to remove parking on one side of the street or make it a one-way street with speed controls (such as on Broadway). More bike lanes everywhere!!!
- There are bricks over the grass on Superior Avenue and E 17th Street to walk to the Del Taco. However, there is no sidewalk or crosswalk to those bricks, and the street doesn't have lighting. There is one STOP sign with no crosswalk. There should be two crosswalks or a sidewalk.
- Create safe and highly visible bike lanes and bike crossing access.
- A protected path on Bear Street.

- It would be very nice if there was a protected bike route up to South Coast Plaza/Crystal Court/ Metro Pointe in addition to Area C.
- Need longer time to cross street (especially Harbor Boulevard and Gisler Avenue)
- Need to increase time for pedestrians to safely cross intersections
- We live in the Del Mesa neighborhood, and Paularino Avenue and Baker Street are busy/unsafe cross streets for pedestrians and cyclists. My son goes to CM High School and I am not comfortable with the bike lanes/access from our neighborhood to CM High School. I would really like to see Bristol Street/Baker Street/Paularino Avenue add much-needed wider bike lanes and signage.
- The ramps at the crosswalks force you to walk or ride your bike, stroller, scooter, etc into the green light traffic lanes in order to walk across the street that has the red light specifically on Irvine Avenue and 19th Street because that's the one we use most frequently
- More crosswalks would be great. There are no crosswalks on Wilson Street between Harbor Boulevard and Fairview Road. This makes it challenging to safely access Wilson Street Park for neighborhoods south of Wilson Street. It is also challenging to get across Newport Boulevard/ the 55 since crossings at 19th Street, Bay Street, 22nd St, Santa Isabel Avenue, Del Mar Avenue, and Bristol Street are at roughly 1/2 mile intervals.
- Wilson Street between Fairview Road and Harbor Boulevard, Fairview Road between Wilson Street and Fair Drive, and Fair Drive between Harbor Boulevard and Loyola Road are great examples of stretches that have FAR too much distance between crosswalks which causes people to dash across the street. It would be great to add some pedestrian-triggered crossing opportunities to them.
- Please provide better bike-ability and walkability in and around the Harbor Boulevard Corridor. Also, note the lack of a northbound Harbor Boulevard bus stop at Merrimac Way. This is a huge problem for my community as I have a lot of disabled neighbors who utilize what used to be the bus stop here, which is now moved to in front of the former Ace Hardware.



# APPENDIX E

## Toolbox Reference



## E.1 INTRODUCTION

While Costa Mesa features several qualities that improve its walkability, and has won awards in recognition of its historical efforts for enhancing the pedestrian experience, improving walkability continues to be an ongoing goal of the City.

This appendix builds upon Chapter 5, Infrastructure Toolbox to include discussions of each tool's benefits and design considerations.

The tools were selected to help address many of the comments received from the community engagement process. They fall into three categories:

- Sidewalk-Related Treatments: Infrastructure that could enhance the pedestrian right-of-way on the sidewalk realm.
- Crossing-Related Treatments: Infrastructure that could improve pedestrian crossings on the roadway.
- General Traffic Behavior and Other: Discussions of strategies to address broader concerns that tangentially impact walkability in the city.

The guide consolidates information from various state, national, and well-recognized institution design standards. These include, but are not limited to, California Manual on Uniform Traffic Control Devices (CA MUTCD), Caltrans Design

Standards and Specifications, and Caltrans Highway Design Manual. Additionally, many standards were referenced from the following organizations: Federal Highway Administration (FHWA), National Association of City Transportation Officials (NACTO), and American Association of State Highway and Transportation Officials (AASHTO).

The Design Guidelines do not contain discussions of additional infrastructure that may be needed to fully install the infrastructure. Examples of such infrastructure include signage, striping, and traffic signal modifications.

## E.2 SIDEWALK-RELATED TREATMENTS

A large number of comments from the community engagement efforts refer to the general condition of sidewalks and the function of the overall sidewalk network. Many principles of sidewalk design can apply to all sidewalks, while others are applied based upon the land use in the area, with commercial, high-density residential, and heavily used sidewalks requiring more area for walking than lower density residential areas.





*Wide sidewalk with street trees at the Donald Dungan Library*



## SIDEWALK NETWORKS

Sidewalks are perhaps the most important component of the pedestrian network. Whenever feasible, they should be provided on both sides of all roadways within the city. The Americans with Disabilities Act (ADA) sets minimum requirements for width and grades, but expanding sidewalk widths beyond this minimum requirement can improve walkability. Most of the city's roadways contain sidewalks, but the network has gaps in some neighborhoods, requiring pedestrians to walk off the sidewalk and along the roadway, resulting in discomfort and greater exposure to traffic. Many sidewalks have been constructed to a minimum width and are adjacent to the curb, which can require pedestrians to yield to pedestrians traveling in the opposite direction and also generally increases pedestrian discomfort. These barriers to the pedestrian experience can occur in areas with higher pedestrian activity or near transit stops.

Through retrofit of existing sidewalks or for new developments, widening the pedestrian right-of-way and limiting the size and frequency of curb cuts along major corridors can increase pedestrian comfort and reduce conflicts between pedestrians and drivers.

### Benefits

A well-designed sidewalk network encourages walking, and also improves safety by discouraging walking on the roadway. Proper placement of sidewalks also ensures that potential obstructions to the pedestrian walkway are located between the sidewalk and the curb line of the roadway, known as the "parkway", and not within the direct travel route along the sidewalk.

### Design Considerations

A minimum total width of 8 feet is desired from the curb face to the back of the sidewalk with a minimum sidewalk width of 4 feet. In residential areas, a planter strip should be located between the curb and the sidewalk (parkway), and the sidewalk should be continuous with minimum obstructions. Driveway ramps should be located between the roadway and the nearest edge of the sidewalk, to maintain a level sidewalk at driveways. Above ground utilities, sign posts, street trees, and other obstructions should be located in the parkway, if possible, and alternatively on the side of the sidewalk closest to the street. Residential driveway standards should be evaluated and modified as appropriate. Ensure that driveway flares rise only 4 feet from the nearest curb, in order to maintain a level sidewalk. Sidewalks should be level wherever possible.

Walkable commercial areas often provide areas for sidewalks that are wider than 8 feet. A 12-foot area can allow for street trees in two parallel rows, with one row adjacent to the street curb and a second row behind the sidewalk. When applied to north/south streets, this can provide shade for most typical sun angles. Many cities provide special treatments such as installing unique scoring patterns or tactile treatments such as bricks directly behind the curb. These treatments are most appropriate in commercial areas and are used as a cohesive design feature for place-making within the commercial areas and to provide a visual element for pedestrians as a separating buffer between the roadway and the sidewalk areas.

## CLEAR CONTINUOUS SIDEWALK

Well-designed residential sidewalks provide for a minimum 4-foot-wide walking surface that is free of obstructions. For new construction, any required obstructions such as streetlights, utilities, poles, and other above-ground features should be located within the parkway area (street side) so that the sidewalk is generally continuous and does not require pedestrians to be alert to potential obstructions in their walking path. Placing required obstructions within the parkway area also provides greater separation between pedestrians and adjacent traffic, which further enhances the pedestrian experience.

### Benefits

A straight and direct walking path minimizes travel time and effort for walking. Maintaining a clear 4-foot passage allows two people to walk side-by-side, which is preferable for walking together. Walkable communities strongly emphasize the need for direct walking routes. There are many places in the city where the walking route deviates from being immediately adjacent to the curb to being further from the roadway, separated by a parkway (and vice versa). This varied sidewalk design can provide for more interesting landscape architecture, but it can also increase the difficulty of walking to destinations, requiring pedestrians to be alert to obstructions and walk longer distances.

### Design Considerations

As street and sidewalk design has evolved, the best practices from several decades are no longer appropriate to meet current active transportation and complete street goals. Sidewalks along streets and in walkable areas should have distinct and purposeful designs. They should follow new best practice design principles that make walking more accessible and enjoyable. Some sidewalk enhancements can include relocation of obstructions, widening of sidewalks, and realignment of sidewalks to provide more direct routes. On some streets, widening sidewalks may require relocating the curbs further into the street; however, this will be to detriment of other uses of the street area and studies may be needed to identify the optimal street configuration.

### Program Considerations

In addition to the Design Considerations for new sidewalk facilities, it is recommended for City to develop several programs that could address obstructions on the sidewalk. These include:

- Study the potential to relocate street furniture, utility poles, access covers/vaults, and obstructions within the pedestrian right-of-way, with a goal to provide more direct walking routes by placing obstructions outside of the direct walking path.
- Update permitting requirements and enforcement policies for outdoor dining, construction zones, and temporary sidewalk closures to ensure the pedestrian right-of-way remains accessible and clear for pedestrians.

- Expand education/outreach efforts focused on sidewalk maintenance for property owners and businesses.
- Coordinate with street cleaning and maintenance divisions to ensure that curb ramps, crossings and other pedestrian facilities are regularly maintained and kept clean, well-lit and in a state of good repair.
- Implement a sidewalk inspection program focused on pro-active efforts to identify and repair sidewalk and curb ramp damage.

### 3

## SEPARATE BICYCLE FACILITY

To the detriment of pedestrians, bicyclists often use sidewalks to reach their destinations. Riding bicycles on sidewalks is legal except where signage prohibits the use, or where there is a dedicated on-street bicycle lane. Even with a dedicated bicycle facility, use of sidewalks by very young bicyclists is normal and expected. However, if used by older bicyclists, this usually indicates that the existing bicycle facility is unappealing or uncomfortable. To reduce the frequency of bicycle riding on sidewalks, it is necessary to examine and improve the bicycle network so that bicyclists of all ages and skill levels may be comfortable riding in the dedicated facilities.

### Benefits (of separate bicycle facilities)

Bicycle use on sidewalks creates excessive and unnecessary conflicts with pedestrians, especially in commercial areas where sidewalk use by pedestrians is high. The walking experience is improved if bicyclists are drawn away from sidewalks in these areas. This provides a more

comfortable and enjoyable pedestrian experience without the concern of potential conflicts with bicyclists on the sidewalks. Bicycle use on sidewalks, especially while riding opposite the direction of adjacent traffic, can cause safety concerns for bicyclists as motorists are less likely to observe a bicyclist moving against the adjacent flow of traffic especially while turning into or out of driveways and side streets.

### Design Considerations

Class I Multi-Use Paths need to be carefully designed to ensure safe use for both bicyclists and pedestrians. If substantial frequencies of both modes are present, it is often more appropriate to separate their flows into parallel channels, which can be done through striping, signage, pavement textures, and/or physical separation. When separating the flows, the bicycle pathway is usually placed closer to the vehicular traffic.

Many arterials in the city have bicycle lanes, but many of the existing lanes currently provide the minimum width. There may be opportunities to widen existing bike lanes to provide buffers between the bikeway and the travel way. If travel way lanes are 11 feet or wider, a buffer may be feasible and may increase the attractiveness of the bicycle lanes.

Class IV bike lanes provide additional separation from vehicle travel lanes by placing flexible posts or other vertical elements in the buffer area to create more protected and inviting/attractive bicycle facility.

The City's Active Transportation Plan and proposed bicycle network goals align with providing separate bicycle facilities to reduce conflicts with pedestrians.

## 4

### SIDEWALK CONNECTIVITY TO LAND USES

In its current state, the sidewalk network can often result in out-of-direction travel for pedestrians. A common example is the location of a landscaped strip near street corners, which requires pedestrians to travel a longer distance to reach destinations such as shopping areas. For example, commercial centers with landscaped strips along the street frontage - without any breaks or pedestrian access points- require pedestrians to walk from the street corner to the nearest driveway to access the commercial center, rather than providing pedestrians direct access to driveways located near the street corners, which creates a more direct walking route. When evaluating the site plans for development proposals, the length and directness of walking routes should be considered.

#### Benefits

This concept is very important to encourage transit usage and walking to destinations. While unintended, current walking routes can be up to three times longer than the direct distance because of failure to provide walking connections to buildings. Providing direct walking paths from street corners to the commercial areas can reduce the overall walking distances and time needed to travel to and from these destinations, while encouraging pedestrians to make more frequently walking trips.

#### Design Considerations

There may be limited opportunities to address these issues in residential areas, but improvements can be made to the commercial/business areas. Improving a sidewalk connection over a landscaped area that separates the sidewalk from the business parking lots can increase connectivity and access.

## 5

### SIDEWALK NETWORK GAPS

Sidewalk gaps can discourage walking and expose pedestrians to traffic. The City's long-term goal should be to provide a continuous sidewalk network on all streets. During the Costa Mesa Pedestrian Master Plan (CM PMP) walk audits, community members identified several critical gaps in the system that should be prioritized for improvements, especially in commercial areas and areas that connect to commercial areas.

#### Benefits (of gap closures)

Filling sidewalk gaps, with special focus on walking routes to destinations, removes barriers to walking and eliminates the need for pedestrians to walk along the roadway to reach another sidewalk.

#### Design Considerations

The City should review and revise its standard plans for construction of sidewalks to ensure that it incorporates the best practices for sidewalk design. These include clear width, providing a separate zone for obstructions, and amenities. Filling of sidewalk gaps can be controversial in some neighborhoods or with some homeowners especially if the area is heavily landscaped.

Areas with minimal landscaping and worn paths ("goat tracks") may be high priorities for filling sidewalk gaps. Landscaping provides no value to pedestrians, but a worn path indicates that a significant walking demand is present.



## BUCKLED AND LIFTED SIDEWALKS

Community outreach efforts resulted in many comments regarding sidewalks that were uneven, buckled, raised by tree roots, or other factors that made walking uncomfortable. In the past, the City allowed or provided street trees that were later discovered to have invasive roots that raised and damaged the sidewalk. Most of these trees have been replaced where the condition could not be corrected without removal of the trees. Sidewalk deficiencies can impact ADA compliance and can pose trip-and-fall hazards. However, it's important to note that street trees create a sense of enclosure/increased buffer to the street, as well as shade and are a major benefit to overall walkability.

### Benefits

Continuous level sidewalks are more pleasant and desirable for walking. Efforts to address sidewalk condition should be a part of any program to improve walkability.

### Design Considerations

Uplifted sidewalks of more than one inch are often considered to pose a safety hazard. Uplifted sidewalks of  $\frac{3}{4}$  inch may also be an issue if the uplifted sidewalk limits a pedestrian's visibility of the elevation change. An effective program will monitor sidewalks citywide proactively to identify buckled and/or lifted sidewalk locations before they pose a safety

hazard and to then schedule remedial repairs. In areas with ongoing tree root issues, the inspections may be required annually, but there should be a routinely scheduled inspection program.

Temporary ramping can address the uplifted sidewalk immediately but delaying correction can endanger trees if tree roots are involved and allowed to grow further. More aggressive removal and replacement of sidewalk sections may be effective to minimize damage to trees from root pruning. An arborist may be required to properly diagnose the effective remedy to preserving beneficial shade and trees.

## 7

## RAISED CROSSWALK

A raised crosswalk is an internationally accepted design treatment that maintains a raised pedestrian path of travel across a minor street at midblock crossings. Traffic rises from street level over the raised pavement area and drops back to street level, similar to a speed hump. The design indicates that the pedestrian has the right-of-way over crossing vehicles.

### Benefits

A raised crosswalk acts as a traffic calming measure, slowing vehicles as they approach from both sides. It makes pedestrians more visible since they are above road-grade. If constructed with asphalt and at sidewalk grade, raised crosswalks can be designed to allow pedestrians to cross a street along a continuous, level grade, without needing to drop down to street level while crossing.

### Design Considerations

The treatment works best when the roadway volume is 9,000 daily vehicles or less for a 2 lane roadway or a 3 lane roadway with or without a raised median. The treatment can also be effective for creating a safe crossing for a separated Class IV bikeway adjacent to the walkway. Appropriate locations for raised crosswalks include residential roadways in school areas where mid-block crossings are provided or planned.

## 8

## DRIVEWAY ISSUES

Every driveway that crosses a sidewalk is a potential location for conflict between motorists and pedestrians. Every driveway that causes pedestrians to travel down toward street level, move aside to walk on a level surface, or give apparent right-of-way to motorists increases pedestrian inconvenience, and hampers the walking experience. Pedestrians are supposed to have the right-of-way where sidewalks cross driveways, but the presence of street-type or alley-type entrances, especially with large intersection curb return radii, should be avoided, where possible.

### Benefits

Walkability is best served when pedestrians are given the highest priority. Pedestrians should be provided sidewalks that are direct, level, and have a minimum number of conflicts with traffic.

### Design Considerations

Driveways should be designed to be no wider than necessary. The rise from street level to curb level should be kept as short as possible, so that the walking surface can be preserved as a level surface (less than 2% crossfall). If the driveway rise can be accomplished to maintain a minimum 4-foot level sidewalk, the sidewalk condition will be improved. In some cases, where parking is allowed, the driveway can be extended out into the street using curb extensions to provide more distance to change grade.

Oftentimes street entrances are provided in conjunction with short deceleration lanes. This design along with signalized intersections where one of the legs is a driveway also causes misleading or confusing right-of-way assignments. Marked crosswalks should be installed along the sidewalk in the direction of foot travel, so that turning vehicles on the roadway understand that they must yield to pedestrians before turning into the driveway. The curb return radius should also be tight enough to require motorists to slow while making right turns.

## 9

### BUS STOPS AND BUS SHELTERS

Bus stops are locations where sidewalks experience multiple uses, such as walking, waiting for buses, and bus boarding and alighting. Amenities are often provided at bus stops, including benches, shelters, trash disposals, and system service information.

#### Benefits

Transit trips often begin as walking, biking, riding scooters, and other non-motorized modes of travel. The vast majority of transit riders are a pedestrian at some point of their trip. Paying attention to conditions at or near bus stops can be especially important. A bus stop's condition and amenities can encourage (or discourage) transit usage. These conditions include both the surrounding sidewalk network and the design and provision of amenities at the stop.

#### Design Considerations

ADA space must be provided to access the bus stop area. This includes the ability to use the ADA lift so all users can access the bus. The walking path to the bus stop should generally be direct along the alignment of the sidewalk. Bus benches, shelters, and furniture should not obstruct the walkway and should also provide space in front of the bench or shelter for sitting as well as ADA access. Optimal design of a bus stop may require more space than is available in a typical 8-foot-wide parkway/sidewalk area. Many agencies are using curb extensions to widen the sidewalk area into the street, in part to maximize the area that can be used to meet bus stop needs. This also results in the bus stopping in the curb travel lane. This approach may not be feasible on most corridors, but should be explored where high pedestrian volumes are present and wider sidewalks would benefit the high pedestrian demand. This potentially increases the risk of rear-end or lane change collisions with following vehicles, but it improves travel time and reduces delay for the bus. It is normally a consideration on roadways with speeds of 35 mph or less.

Providing or maintaining space for bicycle infrastructure is also appropriate. This is often accomplished by providing a bikeway behind the bus stop area and a marked or raised crossing that connects the bus stop with the sidewalk.

## STREET TREES

Street trees are typically located between the curb and the sidewalk within the landscaped parkway. They are typically planted at regular intervals in a consistent theme to help create a sense of place. Many varieties of street trees provide shade for sidewalk users.

### Benefits

The benefits of street trees cannot be underestimated. They include shade, cooling, air quality, traffic calming, and property value enhancement. Street trees are a typical component of all well-designed streets.

### Design Considerations

Some tree species are more appropriate than others for planting alongside roadways. Much of the city was developed with Ficus trees. These trees have advantages, but their invasive roots are difficult to control to prevent damage to sidewalks. Tree varieties that are better suited to the street and sidewalk environment should be used for all new tree plantings. Palm trees grow well in the local climate, but they do not offer the shade benefits of other tree types. The City

is recommended to select a sustainable palette of plants that a) provides shade for people walking or standing at gathering points, b) will not uplift or damage sidewalks with their root structures and c) plantings are large enough that they will provide shade canopy within a few years of being planted. Installation of tree well grates in commercial areas allow for maintaining sidewalk widths without requiring a parkway.

A landscape architect can provide advice on optimal street trees. Some cities have established detailed tree plans and employ an arborist on staff or contract.

Many streets considered to be “Great Streets” have dual rows of trees: A row behind the curb and a row between the sidewalk and private property. This treatment is most feasible if 12 feet or more is available behind the curb line.

## 11

### LANDSCAPING

Landscaping is an important feature when located within or adjacent to the sidewalk. In addition to trees, landscaping may include turf or shrubs.

#### Benefits

Landscaping can provide walkability benefits when placed alongside of sidewalks. Landscaping is most beneficial when it is located between the curb and the sidewalk as it provides a buffer between vehicles and pedestrians. It also can be a positive amenity if located along the outside edge of the sidewalk within the public right-of-way or on private property.

#### Design Considerations

There can be a trade-off between landscaping and the providing an adequate width for walking. In commercial areas, sidewalks should be wide enough for pedestrians to pass and preferably wide enough for 3 pedestrians to walk side-by-side. Long sections of sidewalk that are continuously 8 feet wide or wider without poles, posts, or above ground utility equipment next to the curb can benefit from the introduction of landscaping adjacent to the curb. This increases pedestrian comfort especially if there is no curbside parking.

## 12

### SIDEWALK CONDITION

During the walk audits, community members regularly commented on the condition of the city's sidewalks. These comments referred to cosmetic issues such as stains, discoloration, as well as physical defects such as cracks, lifted sections, and voids.

#### Benefits

Desirable sidewalks create desirable walking conditions. Maintenance can make a difference. This can include maintaining a level surface and ensuring the condition is appealing and appropriate for the location.

#### Design Considerations

It is important to have an inspection system and a program to manage the sidewalk surface, replacing sidewalk panels or entire sections that are cracked, chipped, or uplifted. Sidewalks in walkable commercial areas may also benefit from a cleaning program that can include sweeping as needed and deep cleaning via pressure washing to remove stains.

## 13

### CURB RAMPS

Curb ramps are required by the ADA at all street corners where sidewalks are present, and pedestrians may cross. the ADA also has requirements for minimum dimensions

and maximum grades. Many curb ramps are located at the midpoint of curb returns at intersections. ADA guidelines encourage the placement of directional ramps at corners rather than a single diagonal curb ramp.

### Benefits

Directional curb ramps allow better guidance for visually-impaired pedestrians and provide a level sidewalk surface for wheelchair users at sidewalk level. They also shorten the crosswalk distance for all users and increase the distance from the crosswalk to adjacent traffic lanes.

### Design and Other Considerations

Retrofitting existing signalized corners with directional ramps can be difficult and costly. Existing traffic signal poles are often located at the desirable location for these ramps. Also, available space at these corners is often limited due to the radius of the corner curb or the right-of-way available behind the corner, which can make directional ramps impractical. Directional ramps are well suited for newly constructed corners or existing street corners that have been redesigned with curb extensions or bulbouts. Detectable warning surfaces (i.e. truncated domes) signal to the sight impaired/blind that they have entered or exited areas where there may be conflicts with vehicles and/or bicycles. These detectable warning surfaces should be used at curb ramps where width allows for their inclusion. Standard Plans should be reviewed for compliance with current ADA requirements and should provide directional ramps for all new construction projects.

## 14

### CURB EXTENSIONS / BULBOUTS

Curb extensions / bulbouts generally narrow the roadway at intersections or at mid-block locations. They are especially appropriate on roadways where on-street parking is allowed or where the road travel way is wider than necessary. By providing only the width necessary to meet traffic needs, the sidewalks can be greatly expanded, leaving more room for walking. Crossing distances can also be reduced, which shortens the duration of time where a pedestrian is vulnerable to vehicular traffic.

### Benefits

The primary benefits for pedestrians are to shorten the crossing length, widen sidewalks, and/or to slow down vehicular right turns. Bulbouts, in combination with other design considerations such as the reduction in curb return radii, can be beneficial for pedestrians because they decrease the crossing distance (which reduces the time pedestrians are in the roadway) and also slow down right turning traffic.

### Design and Other Considerations

These improvements can pose design challenges for maintaining existing drainage facilities. They may require adjusting the street elevation or providing new catch basins and storm drain facilities. In other cases, the natural terrain or existing drains may allow for adjustment. When designing for roadways with bicycle facilities, care should be taken to preserve space for bicyclists and provide a continuous surface without requiring the bicyclist to cross onto the gutter in front of the new curb.





*Mid-block crossing with pedestrian beacons, pedestrian island, and crosswalk with aesthetic treatment at Gisler Ave, east of California Ave*

## E.3 CROSSING-RELATED TREATMENTS

The community also discussed the general condition of crossings and the function of crossings overall in the pedestrian infrastructure network. Many principles of crosswalk design apply to all crossings, while others may be applied based upon the land use in the area. Heavily

used pedestrian crossings require additional visibility and improvements than lower-density residential areas.

# 1

## MARKED CROSSWALKS

Though not common knowledge for most motorists, the California Vehicle Code defines intersections as locations of legal crossing, whether or not a crosswalk is marked.

### Benefits

Adding a crosswalk marking more clearly indicates that pedestrians have the right-of-way at intersections, and encourages more walking. Their presence may better remind drivers to watch for pedestrians, and there may be a traffic calming effect.

### Design Considerations

Cities often mark crosswalks to highlight locations that are frequently crossed by pedestrians. The City may wish to adopt a clear policy on when to mark crosswalks which may include factors such as traffic volumes, lane configurations, pedestrian volumes, sight distance, and if a supplemental traffic control device would be required (RRFB, HAWK or signal) to facilitate safe crossing of the marked crossing. Marking unwarranted crosswalks at uncontrolled locations can lead pedestrians into a false sense of security. Pedestrians are usually more cautious and observant to oncoming vehicles when crossing a location without a marked crosswalk.

# 2

## ADVANCE STOP BARS

Motorists occasionally stop too close to the crosswalk or their vehicle encroaches into the crosswalk when stopped at an intersection, crowding the pedestrians in the crosswalk.

### Benefits

Advance stop bars help improve the visibility of pedestrians by motorists as it provides an indication of where the vehicle must stop at the intersection approach, before the crosswalk.

### Design Considerations

Communities routinely include advance limit lines located approximately 5 feet in front of all continental style crosswalks. Costa Mesa has done this in some locations but in a few locations the setback distance is less than 4-5 feet. Advance limit lines tend to encourage motorists to stop further from the crosswalk and reduce vehicle encroachment into the crosswalk area.

Traffic loops are also set back to align with these new limit lines. This treatment can also allow for crosswalks to be shifted to better align with the wheelchair ramps, while the limit line continues to advise traffic on where to wait. Staggered advance stop bars can also be used to help combat the multiple-threat situation between stopped cars, pedestrians in the crosswalk, and fast-approaching right turn traffic with impacted sight distance of pedestrians.

### 3

## HIGH-VISIBILITY CROSSWALKS

High-visibility ladder, continental, or triple four (double continental) crosswalks are crosswalk designs that provide greater visibility to motorists to help increase awareness of pedestrians crossings.

### Benefits

High-visibility crosswalks are more likely to draw a motorist's attention and have been shown to improve yield behavior. These crosswalks also create a more comfortable crossing experience for pedestrians.

### Design Considerations

Costa Mesa uses standard crosswalk markings and high-visibility (continental, ladder, and triple-four (or double continental)) depending on existing factors such as volumes, speeds, grades, available sight distance and surrounding context (schools, commercial areas, major arterials, etc.). These types of crosswalks are typically installed in areas with high pedestrian demand and high vehicle activity to increase the safety of pedestrians. The horizontal bars of a continental or ladder crosswalk should be aligned with the nearest lane alignment (upstream or downstream) to maximize the visual effectiveness of the treatment as motorists approach the crosswalk.

### 4

## ADVANCED YIELD LINES

Advanced yield lines are roadway markings that provide guidance as to where drivers should wait while a pedestrian is crossing. They are placed in advance of a crosswalk to provide separation between the crossing pedestrians and vehicles.

### Benefits

Advanced yield lines offer more visibility of pedestrians crossing the roadway and reduce the likelihood of multiple-threat crashes.

### Design Considerations

These markings must be placed 20 to 50 feet in advance of the crosswalk and must include R1-5 or R1-5a MUTCD signage. These markings are typically used at mid-block crossings or at unsignalized slip lanes.



## 5

### PEDESTRIAN CROSSING TREATMENTS

Recent pedestrian safety studies continue to indicate that marked uncontrolled pedestrian crossings can increase the risk of collisions with pedestrians, as well as rear-end and other types of collisions between motor vehicles.

#### Benefits

Pedestrian crossing treatments should be considered wherever an uncontrolled pedestrian crossing exists. These treatments can reduce the risk of collisions with pedestrian and other types of collisions between motor vehicles.

#### Design Considerations

An appropriate design will consider the surrounding context, roadway cross section, pedestrian crossing volume, vehicular ADT, and prevailing speeds. Reducing the number of travel lanes and crossing distance for an uncontrolled crossing helps reduce pedestrian exposure in the roadway. Other treatments include median refuge islands, advance yield lines, rectangular rapid flashing beacons (RRFB), pedestrian hybrid beacons (HAWK), signalized crosswalks, and special traffic signal operations. The California MUTCD provides minimum guidance on use thresholds for some of these facilities, and guidance for FHWA is also available for selection of crossing treatments. It is also important to note that recent studies have indicated that crosswalk collisions are far more likely during darkness. Evaluation or enhancement of street lighting may be appropriate in locations where uncontrolled crosswalks exist or are planned.

## 6

### MID-BLOCK CROSSING

Mid-block crosswalks facilitate crossings to popular destinations that are not well-served by the existing traffic network. Mid-block crossings may be suitable in roadway segments where there is a large gap between signalized intersections and pedestrians are more likely to cross the roadway at a mid-block location, instead of traveling to one of the signalized intersecting and then crossing the roadway.

#### Benefits

Mid-block crossings can lessen the amount of walking needed for pedestrians to access a popular destination. These crossings help maintain a pedestrian travel network and minimize the number of mid-block crossings that occur throughout different parts of the block by attracting pedestrians to a marked crossing where there is high pedestrian demand or anticipated demand.

#### Design Considerations

When considering mid-block crossings, pedestrian demand should be considered for optimal placement and usage. Controlled mid-block crossings require pedestrian crossing treatments to improve visibility and safety. The design of these crossings needs to consider stopping sight distances, effects of grade, cross slope, need for lighting, and other factors.

## 7

### MAINTENANCE OF CROSSWALK MARKINGS

Many community member comments from the walk audits were related to worn or poorly maintained markings. The community is concerned that poorly marked or maintained locations may be less safe than properly and clearly marked sites.

#### Benefits

Crosswalk markings that are in good condition (free from major cracks, chips or faded color), can maintain conspicuity of the crossing, especially from a long distance. Crosswalks that are properly installed will also retain their retro-reflectiveness.

#### Design Considerations

Since pedestrians in California have similar rights at both marked and unmarked crossings, the condition of markings is not a large factor in litigation, but poorly marked locations are often noted as a cause of a collision. Gaps in thermoplastic markings are often created by utility trenches or pavement spot repair. Existing pavement quality needs to be accounted for before installing crosswalk markings. Poor pavement quality such as asphalt with major cracks and chips are not ideal for thermoplastic installation as the thermoplastic will then also crack and chip easily. Thermoplastic is also not ideal for installation over existing painted asphalt, or over concrete where a side street has a concrete swale/cross gutter across the street. Thermoplastic should be allowed to properly dry prior to motor vehicle travel, especially for high-visibility crosswalks, which will cause indentations and scuff marks by motor vehicles that cannot be removed.

## 8

### SIGHT DISTANCES AT CROSSWALKS AND INTERSECTION CORNERS

During the walk audits, community members often noted that they witnessed sight distance issues at crosswalks and at intersection corners, generally due to on-street parking near an intersection. It is not necessary to paint red curb around curb returns to provide adequate sight distance, but this treatment is often omitted on the opposite side of the street at T-intersections. Prohibiting parking on the approach to marked uncontrolled crosswalks is also normally encouraged to ensure that motorists and pedestrians can observe each other before the pedestrian enters the roadway.

#### Benefits

Parking management and providing adequate sight distances is important where pedestrian crossings are expected or encouraged. The key benefit of this practice is safety.

#### Design Considerations

Providing adequate sight distance at all crossing locations in residential areas is a good practice. This can be accomplished by prohibiting parking along the curb approaching the crosswalk. Sight distance can also be improved by providing a curb extension that allows the pedestrian to step forward and improve their vision of approaching traffic without stepping into the street. Curb extensions also can provide a traffic calming effect that helps achieve more reasonable vehicle speeds in residential areas. General design considerations for curb extensions, including drainage impacts, and bus stop opportunities, are discussed in other sections of this toolbox.

## ADDING MISSING CROSSWALKS AT TRAFFIC SIGNALS

Community feedback from the walk audits noted that crosswalk markings were not provided across all legs at many signalized intersections. The absence of crosswalk markings can increase the time and distance required to reach destinations. Crossings are typically prohibited where the efficiency of traffic signalization is improved by eliminating the pedestrian crossing or where allowing the crossing increases the potential for a collision. Typical locations include 4-way intersections with heavy turning movements from one leg of the intersection and light traffic on the opposite direction, such as Newport Boulevard at 19th Street, or Adams Avenue at Fairview Road; intersections that use “split phasing” and prohibit the crosswalk that would operate with the lightly used approach. Crossing movements are also often prohibited for one leg at T-intersections where left turns from the terminating street conflict with pedestrians using the crosswalk at the left leg of the intersection.

### Benefits

Providing controlled pedestrian crossings reduces the amount of street crossings, since a pedestrian may be required to use three crosswalks because of a missing crosswalk leg. Many crosswalks are prohibited in commercial areas at this time, and these crossing prohibitions can be an impediment to walkability.

### Design Considerations

Prohibiting crossings at signalized intersections should be

carefully considered to verify that the prohibition is justified and that other countermeasures are not suitable. In some cases, the potential inefficiency of requiring increased pedestrian crossing time to travel around the prohibited crossing may not be significant. If the parallel and adjacent through traffic movement already regularly requires enough time to serve a pedestrian crossing, there may be limited justification for the prohibition.

In many cases the added time needed to add a pedestrian crossing can be easily incorporated into the existing signal operation. This may be most relevant at intersections with minor cross streets where surplus time is often available in the signal cycle to meet the needs of the added crossing. Some traffic signal design and phasing treatments can minimize the time lost for vehicles, by allowing non-conflicting traffic movements while the pedestrian crossing continues, including potentially other crosswalk movements or left turns that do not conflict with the crossing movement. While studying whether or not a missing crosswalk should be added, it is important to coordinate with emergency services. Pedestrian crossings can conflict with emergency vehicle preemption because the preemption cannot be triggered during an active and conflicting pedestrian phase.



## 10

### PEDESTRIAN ISLANDS

Pedestrian islands are protected spaces placed in the center of the street to facilitate pedestrian crossings. The pedestrian islands help shorten the crossings especially at large intersections.

#### Benefits

Pedestrian islands can provide a protected space for pedestrians to wait for an acceptable gap in traffic. They reduce the overall crossing length and a pedestrian's exposure to vehicular traffic. The islands can decrease the amount of delay that a pedestrian will experience to cross a street by not requiring a pedestrian to find gaps in vehicular traffic in order to cross street safely.

#### Design Considerations

Pedestrian islands should be at minimum 4 feet wide and preferably 8 feet wide to accommodate pedestrian comfort and safety. At mid-block crossings, pedestrian islands, in combination with curb extensions/bulb-outs, can provide traffic calming benefits along with shorter crossings for pedestrians across each direction of travel way.

Detectable warning surfaces (i.e. truncated domes) signal to the sight impaired/blind to inform them that they have entered or exited areas where there may be conflicts with vehicles and/or bicycles. These detectable warning surfaces should be used at pedestrian islands where width allows for their inclusion.

## 11

### CROSSWALK SCRAMBLE OPERATIONS

A crosswalk scramble operation is a special traffic signal operation and phasing design that stops motor vehicle traffic in all directions while allowing pedestrians to cross between all corners at the same time.

#### Benefits

By eliminating nearly all conflicts between vehicles and pedestrians, this technique can enhance safety at locations with a high number of pedestrians. It is appropriate in areas where pedestrian flows are so heavy that motorists may have difficulty turning through pedestrian streams. They are seeing increased usage in Southern California near beaches, colleges, and in busy walkable retail areas with heavy pedestrian volumes.

#### Design Considerations

While providing unique service to pedestrians, this technique can also increase delays to pedestrians, especially if a pedestrian can begin their crossing of two consecutive intersection legs as soon as one direction indicates a WALK signal. The time required to serve the crossing is lost to other traffic movements, so heavily used intersections can experience substantial delays and queuing. They are rarely implemented at heavily used intersections between multi-lane roadways.

## 12

### IMPROVED PEDESTRIAN CROSSING TIMES

Community feedback from the walk audits often reported inadequate pedestrian crossing times. Minimum crossing times are specified in the California MUTCD. Providing less time can increase liability and increase the potential for a pedestrian collision. Often the minimum times are present and adequate, but pedestrians may need additional crossing time if they do not fully understand the operation. The use of countdown indications is discussed in this toolbox and is an effective solution for this concern.

#### Benefits

Providing adequate crossing times allows for the last pedestrian entering at the end of the “walk” cycle to clear the intersection safely before any conflicting vehicular movements begin. This reduces the potential for pedestrian-related collisions.

#### Design Considerations

The California MUTCD lowered the standard minimum walking rate from 4 feet per second (fps) to 3.5 fps over 10 years ago with an allowance that the times did not need to be implemented until other traffic signal work or retiming was required. In addition to the walking speed of 3.5 fps, the method of measuring the crossing distance greatly affects the crossing time. A conservative approach to measuring the crossing distance is to measure from the bottom of the curb ramps at both ends of the crossing, with the path measured through the center of the crosswalk. This is more conservative than MUTCD guidance and provides pedestrians with sufficient time to cross.

## 13

### PEDESTRIAN COUNTDOWN SIGNALS

Pedestrian countdown signals indicate how many seconds of DON'T WALK remain before the traffic signal turns to yellow. The use of countdown indications is required for all signalized crosswalks except for extremely short crossings.

#### Benefits

Countdown pedestrian signals have greatly reduced concern that signals do not provide adequate time to complete a crossing. They are extremely useful in allowing pedestrians to gauge whether or not they have sufficient time to cross. Countdown pedestrian signals have significantly reduced collisions caused by pedestrians beginning to cross near the end of the pedestrian phase due to not knowing the remaining time. This type of incident was common prior to the emergence of countdown pedestrian signals.

#### Design Considerations

It is recommended that all remaining standard pedestrian signals be retrofitted to a pedestrian countdown signal.

## PEDESTRIAN PUSH BUTTON LOCATIONS

Pedestrian Push Buttons (PPBs) are generally located near the crosswalk and at a location that meets ADA requirements, and per MUTCD guidelines, preferably near the level landing. The location should be intuitive and generally allow for activation while standing or waiting near the beginning of the crosswalk. PPBs located outside the crosswalk area may provide misleading information about the crossing location, especially to visually impaired pedestrians who may stand beside the push button and begin to cross outside of the crosswalk.

### Benefits

Proper design of pedestrian push buttons reduces the chance that a visually-impaired pedestrian will cross against a WALK signal or outside the crosswalk area. This greatly reduces the potential that a pedestrian will be struck by a moving vehicle which then increases walkability.

### Design Considerations

Traffic signal design guides and the California MUTCD provide guidance for the optimum location of pedestrian push buttons. Where possible, a 4' x 2.5' level landing should be provided in front of the pedestrian push button for ADA adherence. Push buttons should not be installed in ramp flares. Pedestrian push buttons with older style push buttons consisting of a ½ inch round button need to be replaced with ADA compliant push buttons. Older push buttons are too difficult to press for some and ADA-compliant pedestrian push buttons requires buttons to require less force to push.

A pedestrian will not have difficulty locating a pedestrian push button (PPB) if it is properly designed. Improperly located PPBs are often due to unusual placement of traffic signal poles, mounting the PPB on the wrong side of the pole, or the use of non-standard designs for traffic signals at street corners. Where there is concern for PPB placement, site research will normally confirm if the PPB is placed at a proper location. It may be necessary to install a separate push button and post closer to the crosswalk, but this installation is not as costly as attempting to move a large signal pole to a different location.

## 15

## ACCESSIBLE PEDESTRIAN SIGNALS (APS) PUSH BUTTONS

Accessible Pedestrian Signal (APS) push buttons are devices that communicate information about the “WALK” and “DON’T WALK” intervals at signalized intersections, in non-visual formats (audible tones and vibrotactile surfaces) to pedestrians who are visually impaired.

### Benefits

APS pedestrian push buttons benefit the visually-impaired by alerting them to the activation of a “WALK” interval as well as the status of the walk cycle.

### Design Considerations

APS pedestrian push buttons should meet the current requirements of the MUTCD and should include features such as a “Locate Tone” that sounds once per second, which is intended to direct a visually impaired pedestrian to the location of the push button. APS pedestrian push buttons should also have a raised tactile arrow pointing in the direction of the crosswalk, which helps orient pedestrians in the direction of the crosswalk. The APS push buttons also emit an audible sound after the button is pushed, using sounding the word “Wait” each time the button is pushed.

## 16

## PEDESTRIAN HYBRID BEACON (HAWK SIGNAL)

A pedestrian hybrid beacon, also known as a HAWK signal, is a traffic control device used to provide additional pedestrian protection to existing uncontrolled or newly proposed marked crosswalk locations. A HAWK signal is distinct from traffic signals and constant flash warning beacons because it is only activated by pedestrians when the push button is pressed.

### Benefits

HAWK signals can lead to lower conflict and crash rates for pedestrians and vehicles. They clearly indicate that a crosswalk is being used and that all motorists must come to a complete stop. When the pedestrian phase of the HAWK signal ends, the HAWK signal goes dark until the next activation by a pedestrian.

### Design Considerations

HAWK signals should be located outside the functional area of a signalized intersection. CA MUTCD allows for installation at intersections or driveways. In addition to the signal head displays, stop lines and marked crosswalks are required at HAWK signal crossings. Advance stop lines should be used on at crossings to reduce the potential for crashes.

## 17

### RECTANGULAR RAPID FLASHING BEACONS (RRFB)

Rectangular Rapid Flashing Beacons (RRFB) are a traffic control device that uses a combination of a strobing LED light bar and pedestrian warning signs to help facilitate pedestrian crossing at marked crosswalks by informing motorists that there is someone in the crossing and that they must yield. The devices flash when activated through a pedestrian push button or by passive pedestrian detection.

#### Benefits

RRFBs promote safer driver yielding behavior at crossings because they use an irregular flash pattern similar to emergency flashes on police vehicles to bring awareness to pedestrians using the crosswalk.

#### Design Considerations

RRFBs should be used in combination with a marked crosswalk, ADA curb ramps, advance warning signs or pavement markings, and overhead lighting. Reserve the use of RRFBs for locations with significant pedestrian safety issues, as over-use of RRFB treatments may diminish their effectiveness.

## 18

### LEADING PEDESTRIAN INTERVALS

This traffic signal operation technique provides pedestrians a head start for crossing, allowing them to leave the curb and establish presence in the crosswalk before adjacent traffic is signaled to proceed. They are most effective where vehicular right turns are frequent, and motorists are highly likely to enter the crosswalk during the first few seconds of WALK. Typical leading pedestrian intervals (LPIs) range from 3-7 seconds.

#### Benefits

Conflicts between pedestrians and right-turning vehicles are most likely to occur within the first few seconds, so the use of LPIs can be a great safety benefit. Agencies who use the treatment in downtown location or heavily-used crossings report significant reductions in reported pedestrian-related collisions. A reduction of 10-20 percent may arise, according to ongoing safety studies.

#### Design Considerations

LPI duration is an important consideration in the signal timing of an intersection. LPIs of 3 seconds may be too short to allow pedestrians adequate time to enter the roadway, and LPIs of 7 seconds may be too long and cause unnecessary delays for adjacent through movements where the right turn is not its own dedicated phase. Since motor vehicles are stopped during LPIs, implementing them on every intersection leg can cause significant delays to motorists, especially where pedestrian and vehicular demand is high. LPIs can also be programmed to be active during specific times of the day. This allows the LPI to serve the time period of the highest pedestrian demand, if demand varies throughout the day.

## REGULATING RIGHT TURNS ON RED

Pedestrians occasionally mention right turns on red that conflict with pedestrian crossings. Motorists making right turns may not always observe pedestrians to their right because their vision is directed to traffic approaching from the left. The problem may be more pronounced at locations with designated right turn lanes or locations where most of the traffic in the curb lane turns right.

### Benefits

Prohibiting right turns on red can improve safety for pedestrians. It is unknown how many pedestrian injuries occur due to allowing Right Turn on Red. However, there can be challenges to effective prohibitions.

### Design Considerations

Motorists are highly accustomed to turning right on red and may resist measures without heavy enforcement. The use of red turn arrows or the use of extinguishable (blank out) message signs or regular message signs have been employed to seek better compliance. Prohibited locations normally have visibility issues that discourage motorists from trying to turn on red. Locations where the through lane limit line is set further back from the side street also see better compliance.

Right turn on red restrictions, however, need to be carefully studied before implementation because right turning movements with high volumes can lead to long queues that spill back to the main line which may cause other safety concerns.

## FLASHING YELLOW ARROWS (FYA)

Flashing Yellow Arrows (FYA) are implemented on traffic signals for left/right turn movements. The FYA indicates to motorists that they may turn left/right only when there is no oncoming traffic and crosswalks are clear of pedestrians and bicyclists. During the flashing yellow arrow, the left/right turn movement becomes a permissive left/right turn and when the yellow arrow turns solid, vehicles should prepare to stop and not proceed into the intersection to turn left/right.

### Benefits

Flashing yellow arrows help make motorists more aware of the permissive situation and makes them more alert to pedestrians. Depending on the traffic volumes and opposing through traffic conditions, the permissive green light may not allow more opportunities than a protected left turn arrow. Therefore, potential locations for flashing yellow arrows will need to be studied to determine the feasibility of this treatment.

### Design Considerations

Flashing yellow arrows can be useful for intersections with permissive left/right turns where there is a high level of non-compliance of motorists yielding to pedestrians. Flashing yellow arrows are more conspicuous and bring greater attention to the required yield than a green light



## REDESIGN OR REMOVE SLIP TURN LANES

Uncontrolled free right turn lanes, also known as slip lanes, are lanes that allow motorists to turn right at signalized intersections, often without stopping, even when the traffic signal is red for adjacent through traffic. They were designed at intersections to reduce the delays and queues of right turning movements with very large right turning volumes. Slip lanes are usually equipped with a large median “porkchop” island which is used by pedestrians as a refuge. Slip lanes usually require right turning traffic to either yield to cross-traffic or the slip lane has its own dedicated receiving lane which merges onto the side street mainline.

### Benefits (of Redesign or Removal)

These types of lanes are not friendly to pedestrians, because they help vehicles make the turns at much higher speeds and divert motorists' attention away from the pedestrian crosswalk within the slip lane. Programs to remove or modify these turn lanes are common, and design approaches that minimize their future need are preferred.

### Design Treatments

The most common design treatment is to remove the slip lane median island and, if necessary, reconstruct the corner curb adjacent to the slip lane. This removes the uncontrolled crosswalk across the slip lane and creates a conventional right turn condition. Where such lanes are needed to accommodate the traffic volumes, or where construction funds are limited, their designs can be modified.

This can be done by redesigning the slip lane to have a more perpendicular approach to the cross-street which reduces the angle of a motorist's head turn needed to look for a gap in oncoming traffic. This allows for a better sight distance to pedestrians crossing from the right to the left of the slip lane, which would normally be in the motorist's blind spot as they are looking to the left. Another treatment is to remove the dedicated receiving lane of existing slip lanes. This would slow down vehicles as they approach the crosswalk because then motorists would need to yield to cross-traffic before turning.

## 22

### PEDESTRIAN DELAY MANAGEMENT

Pedestrians experience substantial wait time when they want to cross the minor leg of the intersection, parallel to the major roadway, with a coordinated movement as the cycle lengths during the coordinated phase are longer.

#### Benefits

Turning on the "Pedestrian re-service" function on a signalized intersection controller, if a pedestrian arrives at the intersection and the coordinated phase has enough time to service the pedestrian phase, then the pedestrian phase will turn on. This prevents pedestrians from needing to wait until the cycle finishes and the coordinated phase starts back up.

#### Design Considerations

Alternative intersection types have greatly reduced pedestrian delays. These include all-way stops, roundabouts, and crossings of lightly traveled streets where no control is needed for pedestrians. When new traffic signals are being considered, equal consideration to alternative intersections should be included, especially if an alternative intersection can meet expected usage requirements of all users.

## 23

### PEDESTRIAN LIGHTING

Street lighting can be an important amenity. Tall streetlights can provide adequate illumination to permit walking after dark, but lower-level lighting is often provided in commercial areas. These treatments increase the illumination level along the sidewalk and provide for a more constant level of illumination.

#### Benefits

Higher illumination is especially beneficial in commercial areas. It makes the area more attractive, and it better illuminates pedestrians as they walk along the sidewalk or across driveways. Illumination is less needed in residential areas, but it should be sufficient to allow for walking without carrying flashlights. It can also provide comfort and personal safety benefits for walking alone.

#### Design Treatments

Adequate lighting needs to be provided for sidewalks, trails/MUPs, and crossings. Lighting at crossings needs to be either adjacent to the crossing or upstream from the crossing as to not create a backlight contrast issue which only allows a silhouette of the pedestrian to be visible.



*Pedestrian bridge on Bristol Street*

## E.4 GENERAL TRAFFIC BEHAVIOR AND OTHER CONCERNS

A majority of comments received from the community engagement process were either related to the sidewalk realm or pedestrian crossings. However, there were a handful of comments that pertain to general motor vehicle traffic

behaviors or that are well beyond the scope of the Plan. The following tools could improve general traffic behavior on the roadway.

# 1

## ROADWAY RECONFIGURATIONS

In many communities, multi-lane arterials have been modified to reduce the number of through travel lanes. It is especially common for roadways with 4-lanes undivided (no left turn lanes) to be reduced to 2 lanes (with left turn lane), where traffic needs are clearly met by fewer lanes. Roads that carry fewer than 20,000 vehicles per day and have no more than 4 lanes are the best candidates for reconfiguration.

### Benefits

Roadway reconfigurations may create reduction in distance to cross active lanes, freeing space for bicycle lanes and other purposes, and slowing the flow of traffic by inhibiting passing, especially along roadways with high pedestrian activity, such as roadways near schools.

### Design Considerations

Reducing roadways from 4 lanes to 2 lanes (with traffic volumes of less than 20,000 vehicles per day) can improve pedestrian safety, motorist safety, and result in traffic calming benefits. Furthermore, a traffic analysis may be appropriate for roadways in the 15-20,000 vehicle range to ensure that potential side effects are identified.

The need to initiate a roadway reconfiguration should be considered based upon the identification of safety issues or other needs that can be alleviated by reducing the width required for motor vehicle travel. A project that provides public enhancements will generally be treated more positively than a project which reduces travel lanes.



## ROADWAY PAVEMENT REHABILITATION

The roadway pavement conditions was often discussed by community members during the walk audits. Paving in pedestrian crossing areas can be an important factor in providing a safe walking surface and pavement condition should be monitored. But when streets are repaved, it is an appropriate time to review issues regarding how the street is used.

### Benefits

When walkability measures are incorporated strategically with pavement rehabilitation, the costs can be reduced substantially. Also the potential to reconstruct a feature that was recently constructed in its existing condition can result in expenditures that could be eliminated or reduced. Integrating potential street changes into the rehabilitation schedule, often a year or more in advance, can save funds or allow for more work with the same amount of funding.

### Design Considerations

The marking treatment, alignment, and location of marked crosswalks is best addressed when the existing crosswalk is repaved. The crosswalk can be shifted to better align with wheelchair ramps, the marking treatment can be converted to high visibility, and advance limit lines can be provided to move motorists further from the crosswalk when stopping.

The feasibility of road diets should also be a consideration before and after pavement rehabilitation. The best time to

restripe the roadway to a different configuration is when it is repaved. The best time to test a trial configuration is a few months to a year before it is repaved, if there is a potential that it would be changed back after a demonstration is completed.

If a roadway is being considered for modification to change the location of the curbs, either at an intersection or for a longer distance, consideration of including the curb change may be more affordable if done together with repaving.

There is often hesitancy to changing roadway soon after new pavement or other roadway features is completed. It is better to plan for the future of the roadway, and then undertake maintenance based upon moving toward the future plan.

### 3

## SPEED FEEDBACK SIGNS

A dynamic message sign that uses radar or laser technology to determine the speed of an approaching vehicle and then displays the speed to the driver. If motorists are speeding, the sign flashes the exceeded speed along with “SLOW DOWN” or “YOUR SPEED”.

### Benefits

Speed feedback signs activate when drivers exceed posted speed limit by five miles per hour. These can be effective in reducing motorists’ speeds on wide roadways or near high pedestrian areas such as schools.

### Design Considerations

Physical constraints in installing speed feedback signs include requiring a special type of pole, space for footing, and if the signs are not solar – a source of electricity. Speed feedback signs should be strategically placed, where warranted, such as locations with historical speeding violations or collisions due to speeding.

### 4

## TRANSIT ACCESS

Walking is an important consideration in encouraging or using transit. A typical walk shed, an area around a central destination that is reachable on foot by the average person, of ¼ mile is considered in transit planning around each bus stop. Special attention to the walkability for all potential routes to bus stops is appropriate. The walking route to high activity generators is especially important. Walking routes from bus stops to nearby shopping centers should be reviewed to ensure that the route is direct and relatively free of high traffic aisles.

### Design Considerations

Bus stops should be carefully integrated into the walking environment. Bus stops and shelters can impede the direct travel path of pedestrians. If space is available, they should be located between the travel way of the sidewalk and the curb line. If the space is not adequate, the furniture should be located toward the back of, or behind, the sidewalk.

Costa Mesa has constructed bus bays to move buses out of the flow of vehicle traffic. Many communities are constructing curb extensions to locate transit stops further into the street area. This location improves bus speed and provides more space for bus stop amenities. It can increase conflicts between stopping buses and through traffic, but it can also discourage use of the curb lane, increasing the separation between walkers and heavy traffic. Often, the combination of bus stops, slowing for pedestrians crossing driveways and intersections can greatly reduce the use of the curb travel lane.



# APPENDIX F

## Pedestrian Counts

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Tue, Oct 5, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Garfield and Madison  
EAST & WEST: Paularino

PROJECT #: SC3096  
LOCATION #: 1  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			
AM	7:00 AM	0	3	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5		
	7:15 AM	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	7:30 AM	0	2	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5		
	7:45 AM	1	7	4	5	0	10	0	0	0	0	0	0	0	0	1	2	0	0	0	0	30		
	8:00 AM	4	0	2	1	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	9		
	8:15 AM	0	1	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4		
	8:30 AM	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	8:45 AM	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
TOTAL AM		6	15	10	16	0	11	0	0	0	0	0	0	0	0	2	2	0	0	0	0	62		
PM	04:00 PM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	4:15 PM	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	4:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	4:45 PM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	5:00 PM	0	1	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4		
	5:15 PM	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	5:30 PM	0	1	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4		
	5:45 PM	1	0	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	4		
TOTAL PM		3	3	6	7	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	20		

		SOUTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			
AM	7:00 AM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	7:15 AM	1	0	1	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	5		
	7:30 AM	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2			
	7:45 AM	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3			
	8:00 AM	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2			
	8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	8:30 AM	1	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	3			
	8:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
TOTAL AM		5	1	1	6	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	16			
PM	04:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	4:30 PM	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	2			
	4:45 PM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1			
	5:00 PM	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3			
	5:15 PM	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2			
	5:30 PM	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2			
	5:45 PM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1			
	TOTAL PM		4	2	2	2	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	11		

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Wed, Oct 6, 21

LOCATION: Costa Mesa  
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EAST & WEST: Paularino

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		NORTH SIDE																				TOTAL		
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		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			
AM	7:00 AM	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4		
	7:15 AM	0	1	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4		
	7:30 AM	1	4	1	2	0	3	0	0	0	0	0	0	0	0	1	0	0	0	0	0	12		
	7:45 AM	2	5	3	3	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	17		
	8:00 AM	2	2	1	2	0	2	0	0	0	0	0	0	0	1	0	0	0	0	0	0	10		
	8:15 AM	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4		
	8:30 AM	1	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5		
	8:45 AM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	TOTAL AM	7	17	9	13	0	9	0	0	0	0	0	0	0	0	1	1	0	0	0	0	57		
PM	04:00 PM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	4:15 PM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	4:30 PM	0	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	4:45 PM	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
	5:00 PM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	5:15 PM	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	5:30 PM	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
	5:45 PM	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
		TOTAL PM	3	2	4	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15	

		SOUTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			
AM	7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	7:15 AM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	7:30 AM	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	7:45 AM	0	2	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	4		
	8:00 AM	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	8:15 AM	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
	8:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	8:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
TOTAL AM		3	3	2	3	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	13		
PM	04:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	4:30 PM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	4:45 PM	2	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5		
	5:00 PM	0	1	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	5:15 PM	1	1	2	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	5		
	5:30 PM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	5:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	TOTAL PM		5	3	3	2	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	15	

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Sat, Oct 2, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Garfield and Madison  
EAST & WEST: Paularino

PROJECT #: SC3096  
LOCATION #: 1  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			
MD	11:00 AM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	11:15 AM	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	
	11:30 AM	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	2	
	11:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	12:00 PM	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	12:15 PM	0	0	1	0	0	0	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	4	
	12:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	12:45 PM	1	1	2	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	7	
TOTAL MD		2	1	6	3	0	0	1	2	0	3	0	0	0	0	1	0	0	0	0	0	0	19	

		SOUTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			
MD	11:00 AM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	11:15 AM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	11:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	11:45 AM	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2	
	12:00 PM	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2	
	12:15 PM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	12:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	12:45 PM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
TOTAL MD		2	1	1	0	0	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	8	

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Tue, Oct 5, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Jeffrey and Century  
EAST & WEST: Baker

PROJECT #: SC3096  
LOCATION #: 2  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			
AM	7:00 AM	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	7:15 AM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	7:30 AM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	7:45 AM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	2	
	8:00 AM	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	8:15 AM	0	3	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	5	
	8:30 AM	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	8:45 AM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
TOTAL AM		2	4	2	2	0	0	2	2	0	0	0	0	0	0	1	0	1	0	0	0	0	16	
PM	04:00 PM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	4:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	
	4:45 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	5:00 PM	0	0	1	1	0	0	0	2	0	0	0	0	0	0	0	1	0	0	0	0	0	5	
	5:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	5:30 PM	1	1	1	0	0	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	5	
	5:45 PM	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
TOTAL PM		2	2	3	1	0	0	0	4	0	0	0	0	0	0	2	0	1	0	0	0	0	15	

		SOUTH SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB		EB	WB		
AM	7:00 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	7:15 AM	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	7:30 AM	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	7:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	
	8:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	8:15 AM	1	0	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	3	
	8:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	8:45 AM	0	1	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	3	
TOTAL AM		3	1	1	1	0	0	3	0	0	0	0	0	0	1	1	0	1	0	0	0	0	12	
PM	04:00 PM	0	1	2	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
	4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	4:30 PM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	4:45 PM	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	5:00 PM	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	5:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	5:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	5:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL PM		0	3	2	0	0	0	3	2	0	0	0	0	0	0	0	0	0	0	0	0	0	10	

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Wed, Oct 6, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Jeffrey and Century  
EAST & WEST: Baker

PROJECT #: SC3096  
LOCATION #: 2  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	7:15 AM	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	7:30 AM	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	7:45 AM	1	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	3	
	8:00 AM	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	8:15 AM	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	8:30 AM	0	0	1	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	8:45 AM	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
TOTAL AM		2	2	3	3	0	0	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	17	
PM	04:00 PM	0	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	4:30 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	4:45 PM	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	5:00 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	5:15 PM	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	5:30 PM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	5:45 PM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
TOTAL PM		0	2	3	1	0	0	1	4	0	0	0	0	0	0	0	0	0	0	0	0	0	11	

		SOUTH SIDE																					TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE							
		Male		Female		Child		Male		Female		Child						Male		Female		Child			
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB		WB	
AM	7:00 AM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	7:15 AM	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	7:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	7:45 AM	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	8:00 AM	0	0	0	0	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	8:30 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	8:45 AM	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
TOTAL AM		2	0	1	0	0	0	6	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11	
PM	04:00 PM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	4:15 PM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	4:30 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	4:45 PM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	5:00 PM	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	5:15 PM	1	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	5:30 PM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	5:45 PM	0	2	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	
TOTAL PM		5	4	2	0	0	0	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16	



# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Sat, Oct 2, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Jeffrey and Century  
EAST & WEST: Baker

PROJECT #: SC3096  
LOCATION #: 2  
CONTROL: NO CONTROL

		NORTH SIDE																		TOTAL		
PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
Male		Female		Child		Male		Female		Child						Male		Female			Child	
EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
MD	11:00 AM	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	2			
	11:15 AM	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	2			
	11:30 AM	0	2	0	1	0	0	1	0	0	0	0	0	0	1	0	0	0	5			
	11:45 AM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1			
	12:00 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0			
	12:15 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1			
	12:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	12:45 PM	0	0	0	0	0	1	0	1	0	1	0	0	0	0	1	0	0	4			
TOTAL MD		0	4	0	1	0	1	2	4	0	1	0	0	0	2	0	0	0	15			

		SOUTH SIDE																		TOTAL		
PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
Male		Female		Child		Male		Female		Child						Male		Female			Child	
EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
MD	11:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	11:15 AM	1	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	3			
	11:30 AM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1			
	11:45 AM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1			
	12:00 PM	1	1	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	4			
	12:15 PM	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4			
	12:30 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1			
	12:45 PM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1			
TOTAL MD		4	4	0	0	0	0	4	3	0	0	0	0	0	0	0	0	0	15			

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Tue, Oct 5, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Maple and Miner  
EAST & WEST: Wilson

PROJECT #: SC3096  
LOCATION #: 3  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			
AM	7:00 AM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	7:30 AM	0	1	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	
	7:45 AM	1	2	1	1	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	
	8:00 AM	2	2	1	3	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	10	
	8:15 AM	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	8:30 AM	1	0	0	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	
	8:45 AM	0	1	1	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	4	
TOTAL AM		4	7	8	6	3	1	1	2	0	0	0	0	0	0	1	1	0	0	0	0	0	34	
PM	04:00 PM	1	0	1	0	0	11	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	15	
	4:15 PM	0	0	1	1	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	4	
	4:30 PM	0	0	0	1	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	3	
	4:45 PM	0	0	1	1	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	4	
	5:00 PM	0	1	2	3	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	7	
	5:15 PM	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	
	5:30 PM	0	1	0	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	4	
	5:45 PM	1	0	0	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	3	
TOTAL PM		2	2	5	6	2	11	1	4	0	1	1	0	0	0	2	1	2	0	0	0	1	41	

		SOUTH SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB		EB	WB		
AM	7:00 AM	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	7:15 AM	0	0	1	0	1	2	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	7
	7:30 AM	0	5	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7
	7:45 AM	1	3	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5
	8:00 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	8:15 AM	3	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
	8:30 AM	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	8:45 AM	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
TOTAL AM		5	10	3	3	1	3	4	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	32
PM	04:00 PM	1	1	0	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5
	4:15 PM	1	0	0	0	1	0	3	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	6
	4:30 PM	0	1	0	0	0	0	1	3	0	0	0	0	0	0	0	0	1	0	0	0	0	0	6
	4:45 PM	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	5:00 PM	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	5:15 PM	2	3	0	1	0	0	1	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	9
	5:30 PM	2	3	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	7
	5:45 PM	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
TOTAL PM		8	8	0	3	1	1	9	4	2	0	0	0	0	0	2	1	0	1	0	0	0	0	40

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Wed, Oct 6, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Maple and Miner  
EAST & WEST: Wilson

PROJECT #: SC3096  
LOCATION #: 3  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	7:30 AM	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	7:45 AM	3	0	0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	
	8:00 AM	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	8:15 AM	0	0	1	1	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	4	
8:30 AM	0	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	5		
8:45 AM	1	0	0	0	3	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	6		
TOTAL AM		8	1	3	5	6	1	1	1	0	0	0	0	0	0	1	0	0	1	1	0	0	29	
PM	04:00 PM	2	2	2	0	1	5	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	13	
	4:15 PM	1	1	1	0	1	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	6	
	4:30 PM	1	1	1	0	0	0	1	1	0	0	0	0	0	0	0	1	0	0	0	0	0	6	
	4:45 PM	2	1	0	1	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	6	
	5:00 PM	0	3	0	0	0	0	1	0	0	0	0	1	0	0	0	1	0	0	0	0	0	8	
	5:15 PM	0	2	0	1	0	0	1	1	0	0	0	0	1	0	0	0	0	0	0	0	0	6	
	5:30 PM	0	0	0	0	0	0	0	2	0	0	0	1	0	1	0	0	0	0	0	0	0	5	
	5:45 PM	1	1	1	2	2	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	10	
	TOTAL PM		7	11	5	4	4	6	4	9	1	0	0	1	1	2	0	1	2	2	0	0	0	60

		SOUTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	2	0	1	0	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	6	
	7:15 AM	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	7:30 AM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	7:45 AM	0	1	0	2	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
	8:00 AM	1	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7	
	8:15 AM	1	2	1	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	6	
	8:30 AM	0	1	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
	8:45 AM	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	
TOTAL AM		7	9	6	6	0	1	7	2	0	0	0	0	0	0	0	0	0	0	0	0	0	38	
PM	04:00 PM	1	2	0	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	5	
	4:15 PM	1	2	0	1	1	0	2	0	1	1	0	0	0	0	0	0	0	0	0	0	0	9	
	4:30 PM	1	3	0	2	0	3	1	3	0	0	0	1	0	0	0	0	0	0	0	0	0	11	
	4:45 PM	3	1	2	0	0	0	2	1	0	0	2	0	0	0	0	0	0	0	0	0	0	11	
	5:00 PM	2	0	1	1	0	1	3	2	0	0	0	0	0	0	1	1	0	0	0	0	0	12	
	5:15 PM	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	1	1	0	0	0	0	4	
	5:30 PM	0	2	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
	5:45 PM	3	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	6	
TOTAL PM		11	10	5	6	1	5	10	6	2	2	2	1	0	0	1	1	1	2	0	0	0	66	

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Sat, Oct 2, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Maple and Miner  
EAST & WEST: Wilson

PROJECT #: SC3096  
LOCATION #: 3  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			
MD	11:00 AM	1	1	2	1	0	0	1	0	1	0	0	0	0	0	0	1	0	0	0	0	0	9	
	11:15 AM	0	0	2	2	0	0	0	2	0	3	0	0	0	0	0	0	0	0	0	0	9		
	11:30 AM	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
	11:45 AM	0	0	0	2	0	0	0	2	0	1	0	0	0	0	0	0	0	0	0	0	5		
	12:00 PM	2	1	0	1	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	6		
	12:15 PM	0	0	2	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	4		
	12:30 PM	1	0	0	2	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	5		
	12:45 PM	2	1	0	0	0	0	0	2	0	0	0	0	0	0	0	1	0	0	0	0	7		
TOTAL MD		7	4	6	8	0	0	2	8	1	5	0	0	0	0	1	2	1	0	0	0	1	1	47

		SOUTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			
MD	11:00 AM	1	0	1	4	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	8	
	11:15 AM	0	0	3	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	5		
	11:30 AM	1	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	4		
	11:45 AM	2	0	1	1	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	6		
	12:00 PM	2	2	0	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	7		
	12:15 PM	0	0	0	3	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	5		
	12:30 PM	1	0	0	0	0	0	2	1	0	0	0	0	0	0	0	0	0	2	0	0	6		
	12:45 PM	1	0	2	0	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	6		
TOTAL MD		8	3	7	10	1	0	5	4	1	0	0	0	0	0	1	1	2	4	0	0	0	47	

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Tue, Oct 19, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: College and Fordham  
EAST & WEST: Wilson

PROJECT #: SC3096  
LOCATION #: 4  
CONTROL: NO CONTROL

		NORTH SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	1	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	7:15 AM	1	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	
	7:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	7:45 AM	1	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	8:00 AM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	8:30 AM	0	1	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	4	
	8:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL AM		3	1	5	2	0	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0	15	
PM	04:00 PM	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	4:15 PM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	4:30 PM	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	4:45 PM	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	5:00 PM	0	1	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	5:15 PM	0	1	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
	5:30 PM	1	1	0	1	0	0	0	2	0	0	0	0	0	0	0	1	0	0	0	0	0	6	
	5:45 PM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
TOTAL PM		3	2	5	4	0	0	2	5	0	0	0	0	0	0	0	1	0	0	0	0	0	22	

		SOUTH SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	7:15 AM	3	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	
	7:30 AM	0	3	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	
	7:45 AM	1	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
	8:00 AM	2	3	0	0	0	0	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	8	
	8:15 AM	1	0	0	4	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	
	8:30 AM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	8:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL AM		7	10	3	7	0	0	3	0	0	0	0	0	0	0	1	1	0	0	0	0	0	32	
PM	04:00 PM	2	1	2	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	
	4:15 PM	3	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
	4:30 PM	3	0	1	1	0	0	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	4	
	4:45 PM	0	1	1	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	4	
	5:00 PM	2	2	1	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	7	
	5:15 PM	1	0	1	0	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
	5:30 PM	2	4	2	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	
	5:45 PM	2	0	2	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	6	
TOTAL PM		15	8	12	7	0	0	4	4	1	1	0	0	0	0	0	0	0	0	0	0	0	52	

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Wed, Oct 20, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: College and Fordham  
EAST & WEST: Wilson

PROJECT #: SC3096  
LOCATION #: 4  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	7:15 AM	2	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	7:30 AM	1	1	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0			
	7:45 AM	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	8:00 AM	0	1	1	1	0	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0			
	8:15 AM	1	3	0	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0			
	8:30 AM	2	2	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0			
	8:45 AM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
TOTAL AM		7	9	4	4	1	0	0	3	2	1	0	0	0	0	0	0	0	0	0	0			
PM	04:00 PM	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	4:15 PM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0			
	4:30 PM	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0			
	4:45 PM	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0			
	5:00 PM	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	2	0	0	0	0			
	5:15 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0			
	5:30 PM	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	5:45 PM	1	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0			
TOTAL PM		1	3	3	1	0	0	4	2	1	1	0	0	0	0	1	0	0	0	0	0			

		SOUTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	7:15 AM	3	2	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0			
	7:30 AM	0	2	2	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0			
	7:45 AM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	8:00 AM	2	1	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0			
	8:15 AM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	8:30 AM	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0			
	8:45 AM	0	0	0	1	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0			
TOTAL AM		6	7	4	6	0	0	4	3	0	0	0	0	0	0	0	0	0	0	0	0			
PM	04:00 PM	1	0	2	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0			
	4:15 PM	0	2	1	1	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0			
	4:30 PM	3	1	3	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	4:45 PM	2	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	5:00 PM	2	1	2	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0			
	5:15 PM	2	2	2	3	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0			
	5:30 PM	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	5:45 PM	3	0	5	2	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0			
TOTAL PM		16	7	16	10	1	2	6	2	0	0	1	0	0	0	0	1	0	0	0	0			



# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Sat, Oct 23, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: College and Fordham  
EAST & WEST: Wilson

PROJECT #: SC3096  
LOCATION #: 4  
CONTROL: NO CONTROL

		NORTH SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
MD	11:00 AM	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	11:15 AM	1	0	0	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	11:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	11:45 AM	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	12:00 PM	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	12:15 PM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	2
	12:30 PM	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	12:45 PM	1	1	0	1	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
TOTAL MD		3	5	0	6	3	0	1	2	0	0	0	0	0	0	0	1	0	0	0	0	0	0	21

		SOUTH SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
MD	11:00 AM	1	0	0	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	11:15 AM	1	3	2	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	9
	11:30 AM	0	1	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	11:45 AM	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	12:00 PM	1	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	12:15 PM	1	2	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
	12:30 PM	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	12:45 PM	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
TOTAL MD		6	9	8	7	1	0	3	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	35

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Tue, Oct 5, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Placentia  
EAST & WEST: Wilson and Congress

PROJECT #: SC3096  
LOCATION #: 5  
CONTROL: NO CONTROL

		EAST SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB			
AM	7:00 AM	2	5	1	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10
	7:15 AM	2	4	2	1	3	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	13
	7:30 AM	12	4	5	2	0	1	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	31
	7:45 AM	3	2	5	1	5	0	2	0	0	0	0	0	0	0	0	0	3	0	0	0	0	0	21
	8:00 AM	0	1	6	3	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15
	8:15 AM	0	1	0	1	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	4
	8:30 AM	2	1	0	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7
	8:45 AM	1	0	3	3	0	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	10
TOTAL AM		22	18	22	13	12	2	13	3	0	0	0	0	0	0	0	2	0	4	0	0	0	0	111
PM	04:00 PM	1	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	4:15 PM	1	3	0	2	0	1	2	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	11
	4:30 PM	1	0	1	0	0	0	1	0	0	1	0	0	0	0	0	0	1	1	0	0	0	1	7
	4:45 PM	1	3	1	2	0	5	2	1	0	0	0	0	0	0	0	1	1	0	0	0	0	0	17
	5:00 PM	3	0	2	0	5	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	12
	5:15 PM	1	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	4
	5:30 PM	1	0	0	2	0	1	1	2	0	0	0	0	0	0	0	0	2	0	0	0	0	0	9
	5:45 PM	0	0	1	0	0	3	4	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	10
TOTAL PM		9	8	6	6	5	10	13	3	0	2	1	1	0	0	0	0	1	3	5	0	0	0	74

		WEST SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB			
AM	7:00 AM	0	2	1	1	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
	7:15 AM	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	7:30 AM	8	0	9	0	1	0	2	0	0	0	0	0	0	0	0	0	5	0	0	0	0	0	25
	7:45 AM	2	1	7	0	5	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16
	8:00 AM	0	0	1	3	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	6
	8:15 AM	0	1	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	8:30 AM	0	0	2	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	8:45 AM	0	0	0	1	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3
TOTAL AM		11	5	21	5	8	0	5	5	0	1	0	0	0	0	0	0	6	0	0	0	0	0	67
PM	04:00 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	2
	4:15 PM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	2
	4:30 PM	0	0	1	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5
	4:45 PM	0	0	2	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	5:00 PM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	5:15 PM	0	1	1	3	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
	5:30 PM	1	1	1	1	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7
	5:45 PM	0	2	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
TOTAL PM		1	4	6	5	0	0	1	10	0	0	0	0	0	0	0	0	1	1	0	0	0	0	29

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Wed, Oct 6, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Placentia  
EAST & WEST: Wilson and Congress

PROJECT #: SC3096  
LOCATION #: 5  
CONTROL: NO CONTROL

		EAST SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB			
AM	7:00 AM	2	3	1	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8
	7:15 AM	3	4	2	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11
	7:30 AM	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	7:45 AM	1	1	1	0	2	0	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	8
	8:00 AM	5	1	7	3	8	3	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	29
	8:15 AM	11	0	9	1	4	0	5	0	0	0	0	3	0	0	0	2	0	0	1	0	0	0	36
	8:30 AM	3	1	3	2	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	13
	8:45 AM	2	0	2	0	2	0	1	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	9
TOTAL AM		29	10	26	7	16	5	11	2	0	0	3	0	0	0	3	1	3	0	1	0	0	0	117
PM	04:00 PM	1	1	0	0	0	1	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
	4:15 PM	1	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	5
	4:30 PM	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	4:45 PM	1	0	0	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	3
	5:00 PM	0	0	0	0	0	0	3	2	0	0	0	0	0	0	0	0	0	1	0	0	0	0	6
	5:15 PM	2	1	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	5
	5:30 PM	1	1	1	0	1	1	2	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	8
	5:45 PM	1	2	1	3	0	2	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	12
TOTAL PM		7	6	2	4	1	4	12	4	0	0	2	0	0	0	0	0	0	0	0	0	1	0	47

		WEST SIDE																		TOTAL					
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE							
		Male		Female		Child		Male		Female		Child						Male			Female		Child		
		NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB		NB	SB			
AM	7:00 AM	0	1	0	2	0	0	1	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	6
	7:15 AM	0	0	1	0	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	7:30 AM	0	0	2	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	7:45 AM	1	0	3	0	4	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	10
	8:00 AM	3	1	4	5	4	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	18
	8:15 AM	2	0	3	1	2	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	10
	8:30 AM	0	0	0	0	0	0	1	3	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5
	8:45 AM	1	1	1	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7
TOTAL AM		7	3	14	8	12	0	5	9	0	1	0	0	0	0	0	0	0	2	2	0	0	0	0	63
PM	04:00 PM	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	4:30 PM	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	4:45 PM	1	1	0	1	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7
	5:00 PM	0	1	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	4
	5:15 PM	0	0	1	1	0	1	0	1	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	6
	5:30 PM	0	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	5:45 PM	1	3	1	1	0	0	0	2	0	1	0	0	0	0	0	0	0	2	1	0	0	0	0	12
TOTAL PM		2	7	3	4	7	1	0	5	1	2	0	0	0	0	0	0	0	2	3	0	0	0	0	37

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Sat, Oct 2, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Placentia  
EAST & WEST: Wilson and Congress

PROJECT #: SC3096  
LOCATION #: 5  
CONTROL: NO CONTROL

		EAST SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB			
MD	11:00 AM	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	4
	11:15 AM	2	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	11:30 AM	0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	4
	11:45 AM	0	2	1	0	0	0	0	1	2	0	1	0	0	0	0	0	0	0	0	0	0	0	7
	12:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
	12:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	12:30 PM	1	0	2	1	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	2	0	0	8
	12:45 PM	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	4
	TOTAL MD	5	6	4	2	0	0	2	1	2	1	1	0	0	0	0	0	3	1	0	0	4	0	32

		WEST SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB		NB	SB		
MD	11:00 AM	2	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	11:15 AM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	11:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	11:45 AM	1	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	4	
	12:00 PM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	2	
	12:15 PM	1	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	3	
	12:30 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	12:45 PM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	TOTAL MD	4	1	1	0	0	0	0	7	0	2	0	0	0	0	1	0	0	0	0	0	0	16	

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Tue, Oct 5, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: San Michel and Maple  
EAST & WEST: Victoria

PROJECT #: SC3096  
LOCATION #: 6  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2			
	7:15 AM	1	1	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	4			
	7:30 AM	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	4			
	7:45 AM	2	0	2	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	6			
	8:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
	8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1			
	8:30 AM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1			
8:45 AM	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2				
TOTAL AM		6	4	2	2	0	0	1	2	0	0	0	0	0	2	0	1	0	0	0	20			
PM	04:00 PM	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1			
	4:15 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1			
	4:30 PM	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2			
	4:45 PM	1	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3			
	5:00 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1			
	5:15 PM	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2			
	5:30 PM	2	1	0	1	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	7			
	5:45 PM	1	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4			
TOTAL PM		5	3	0	3	1	0	2	6	0	1	0	0	0	0	0	0	0	0	0	21			

		SOUTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	0	3	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	5	
	7:15 AM	2	2	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7		
	7:30 AM	1	1	1	2	0	0	1	1	0	0	0	1	0	0	1	0	0	0	0	0	9		
	7:45 AM	1	0	1	0	1	0	2	1	0	1	0	0	0	0	2	0	0	0	0	0	9		
	8:00 AM	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5		
	8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	8:30 AM	0	1	0	1	0	0	0	1	0	0	0	0	0	0	2	0	0	0	0	0	5		
8:45 AM	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2			
TOTAL AM		5	7	2	6	6	1	5	2	0	1	0	1	0	0	5	0	1	0	0	0	42		
PM	04:00 PM	1	2	0	1	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8		
	4:15 PM	0	1	0	0	0	3	2	0	0	0	0	0	0	0	0	0	0	0	0	0	8		
	4:30 PM	0	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3		
	4:45 PM	1	0	2	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	5		
	5:00 PM	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
	5:15 PM	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6		
	5:30 PM	0	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3		
	5:45 PM	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
TOTAL PM		6	10	4	3	0	7	4	3	0	0	0	0	0	0	0	0	0	0	0	0	37		

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Wed, Oct 6, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: San Michel and Maple  
EAST & WEST: Victoria

PROJECT #: SC3096  
LOCATION #: 6  
CONTROL: NO CONTROL

		NORTH SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	7:15 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	7:30 AM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	7:45 AM	1	1	0	1	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	5		
	8:00 AM	0	3	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	5		
	8:15 AM	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4		
	8:30 AM	0	1	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	3		
	8:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
TOTAL AM		2	7	4	2	0	0	1	2	0	0	0	0	0	0	1	2	0	0	0	0	21		
PM	04:00 PM	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
	4:15 PM	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2		
	4:30 PM	1	1	0	0	0	1	1	1	0	0	0	0	0	0	1	0	0	0	0	0	6		
	4:45 PM	0	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	4		
	5:00 PM	0	0	0	0	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	3		
	5:15 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	2		
	5:30 PM	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3		
	5:45 PM	1	0	0	1	1	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	6		
TOTAL PM		3	6	0	2	1	1	2	11	0	0	0	0	0	0	2	0	0	0	0	0	28		

		SOUTH SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	4	
	7:15 AM	0	0	1	2	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	5	
	7:30 AM	1	1	1	2	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	7		
	7:45 AM	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
	8:00 AM	2	1	2	2	1	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	10		
	8:15 AM	0	0	3	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	4		
	8:30 AM	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	8:45 AM	1	2	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	5		
TOTAL AM		7	7	8	7	2	0	3	0	0	0	1	1	0	0	1	2	1	0	0	0	40		
PM	04:00 PM	2	0	2	0	0	10	0	0	0	0	0	0	0	0	1	0	0	0	0	0	15		
	4:15 PM	0	2	0	1	0	0	1	0	0	0	0	0	0	0	0	0	2	0	0	0	6		
	4:30 PM	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	3		
	4:45 PM	1	1	1	1	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	7		
	5:00 PM	1	2	1	2	0	0	3	0	0	0	0	0	0	0	0	1	0	0	0	0	10		
	5:15 PM	3	0	2	2	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	8		
	5:30 PM	2	1	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	5		
	5:45 PM	0	3	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5		
TOTAL PM		9	10	6	8	1	10	8	1	0	0	0	0	0	0	1	0	2	3	0	0	59		



# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Sat, Oct 2, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: San Michel and Maple  
EAST & WEST: Victoria

PROJECT #: SC3096  
LOCATION #: 6  
CONTROL: NO CONTROL

		NORTH SIDE																		TOTAL					
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE							
		Male		Female		Child		Male		Female		Child						Male			Female		Child		
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB						
MD	11:00 AM	1	0	0	0	0	0	1	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	4
	11:15 AM	0	0	0	0	0	0	1	5	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	7
	11:30 AM	0	0	0	0	0	0	0	3	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	5
	11:45 AM	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	12:00 PM	0	0	0	0	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	12:15 PM	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	12:30 PM	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	12:45 PM	0	0	0	0	0	0	0	3	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	5
	TOTAL MD	2	0	0	0	0	0	4	20	0	3	0	0	0	0	0	1	1	1	0	0	0	0	0	32

		SOUTH SIDE																		TOTAL					
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE							
		Male		Female		Child		Male		Female		Child						Male			Female		Child		
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB						
MD	11:00 AM	1	0	0	1	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	11:15 AM	1	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	11:30 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	11:45 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1	0	1	0	0	0	0	5	
	12:00 PM	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	12:15 PM	0	0	2	0	0	0	0	2	0	0	0	0	0	0	1	0	0	0	0	0	0	0	5	
	12:30 PM	2	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	5	
	12:45 PM	0	0	0	2	0	0	2	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	5	
	TOTAL MD	4	2	2	3	0	0	6	3	1	1	0	0	0	0	1	3	1	2	0	1	0	0	30	

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Tue, Oct 5, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Federal and Placentia  
EAST & WEST: 19th

PROJECT #: SC3096  
LOCATION #: 7  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			
AM	7:00 AM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	7:15 AM	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	7:30 AM	5	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7	
	7:45 AM	2	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	8	
	8:00 AM	5	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7	
	8:15 AM	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	8:30 AM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	8:45 AM	0	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
TOTAL AM		15	12	1	0	0	1	1	1	0	0	0	0	0	0	0	1	0	0	0	0	0	32	
PM	04:00 PM	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	
	4:15 PM	0	1	1	0	0	0	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	5	
	4:30 PM	1	1	2	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	6	
	4:45 PM	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	5:00 PM	2	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	5:15 PM	1	2	0	1	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	7	
	5:30 PM	3	2	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	7	
	5:45 PM	1	1	0	0	0	0	0	1	1	1	0	0	0	0	0	0	0	0	0	0	0	5	
TOTAL PM		9	8	5	4	0	0	3	5	2	2	0	0	0	0	1	1	0	0	0	0	0	40	

		SOUTH SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB		EB	WB		
AM	7:00 AM	0	1	0	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	7:15 AM	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	7:30 AM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	7:45 AM	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	8:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	8:15 AM	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	8:30 AM	0	1	2	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
	8:45 AM	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2	
TOTAL AM		2	2	3	4	0	1	2	3	1	0	0	0	0	0	0	0	0	0	0	0	0	18	
PM	04:00 PM	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	4:15 PM	1	0	2	4	1	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	10	
	4:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	4:45 PM	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	
	5:00 PM	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	5:15 PM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	2	
	5:30 PM	0	1	0	0	1	0	1	1	0	0	0	0	0	0	0	1	0	0	0	0	0	5	
	5:45 PM	0	0	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
TOTAL PM		3	2	4	5	2	0	6	3	0	0	0	0	0	0	1	0	1	1	0	0	0	28	

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Wed, Oct 6, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Federal and Placentia  
EAST & WEST: 19th

PROJECT #: SC3096  
LOCATION #: 7  
CONTROL: NO CONTROL

		NORTH SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	7:15 AM	0	1	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	7:30 AM	2	2	3	0	2	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11
	7:45 AM	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	8:00 AM	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	8:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	8:45 AM	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
TOTAL AM		5	7	5	1	2	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	24
PM	04:00 PM	3	1	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7
	4:15 PM	1	1	0	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5
	4:30 PM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	4:45 PM	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	5:00 PM	1	1	0	0	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5
	5:15 PM	0	2	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	5:30 PM	2	5	2	1	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12
	5:45 PM	1	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
TOTAL PM		8	11	4	5	0	0	5	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	39

		SOUTH SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	7:15 AM	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	7:30 AM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	7:45 AM	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	3
	8:00 AM	0	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	8:30 AM	1	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	8:45 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	2
TOTAL AM		3	4	3	0	0	0	3	1	1	0	0	0	0	0	0	0	1	0	0	1	0	0	17
PM	04:00 PM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	4:15 PM	1	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	4:30 PM	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	4:45 PM	1	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	5:00 PM	0	1	2	1	0	0	3	0	0	0	1	0	0	0	1	0	0	2	0	0	0	0	11
	5:15 PM	0	0	0	2	1	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	5
	5:30 PM	1	3	2	1	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9
	5:45 PM	0	1	0	1	0	1	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	5
TOTAL PM		4	5	4	8	1	2	6	3	0	0	1	0	0	0	1	1	1	2	0	0	0	0	39

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Sat, Oct 2, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Federal and Placentia  
EAST & WEST: 19th

PROJECT #: SC3096  
LOCATION #: 7  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL			
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE							
		Male		Female		Child		Male		Female		Child						Male		Female			Child		
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB				
MD	11:00 AM	0	1	0	0	0	0	0	4	0	2	0	0	0	0	0	0	0	1	0	0	0	0	0	8
	11:15 AM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	11:30 AM	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	11:45 AM	1	0	0	1	0	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
	12:00 PM	0	0	0	0	0	0	1	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	4	
	12:15 PM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	2	
	12:30 PM	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	12:45 PM	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	1	0	0	0	0	5	
	TOTAL MD	2	1	2	1	0	0	3	13	1	3	0	0	0	0	0	0	1	2	0	0	0	0	0	29

		SOUTH SIDE																				TOTAL			
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE							
		Male		Female		Child		Male		Female		Child						Male		Female			Child		
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB				
MD	11:00 AM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	3
	11:15 AM	0	0	0	1	0	0	2	2	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	7
	11:30 AM	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	
	11:45 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	2	
	12:00 PM	1	0	0	0	0	0	2	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	5	
	12:15 PM	2	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
	12:30 PM	0	3	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
	12:45 PM	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	TOTAL MD	5	5	2	3	0	0	9	4	0	0	0	0	0	0	0	2	1	0	2	0	0	0	0	33

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Tue, Oct 5, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Park and Harbor  
EAST & WEST: 19th

PROJECT #: SC3096  
LOCATION #: 8  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			
AM	7:00 AM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	7:15 AM	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
	7:30 AM	0	1	0	1	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	5		
	7:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	8:00 AM	1	2	0	0	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	6		
	8:15 AM	1	2	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4		
	8:30 AM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
8:45 AM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1			
TOTAL AM		2	6	0	4	0	0	4	4	0	0	0	0	0	0	0	0	0	0	0	0	20		
PM	04:00 PM	0	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3		
	4:15 PM	0	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3		
	4:30 PM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	4:45 PM	2	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5		
	5:00 PM	0	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	4		
	5:15 PM	1	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3		
	5:30 PM	3	1	1	0	0	0	2	0	0	0	0	0	0	0	0	1	0	0	0	0	8		
	5:45 PM	2	0	1	3	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	9		
	TOTAL PM	8	9	2	5	0	0	5	6	0	0	0	0	0	0	0	0	1	0	0	0	36		

		SOUTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			
AM	7:00 AM	3	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5		
	7:15 AM	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	7:30 AM	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4		
	7:45 AM	6	1	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	11		
	8:00 AM	0	1	1	0	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0	6		
	8:15 AM	2	4	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	8		
	8:30 AM	1	1	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	4		
8:45 AM	0	4	2	5	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	12			
TOTAL AM		16	13	8	6	0	0	7	2	0	1	0	0	0	0	0	0	0	0	0	0	53		
PM	04:00 PM	3	3	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8		
	4:15 PM	2	3	0	2	0	0	2	4	0	0	0	0	0	0	0	0	0	0	0	0	13		
	4:30 PM	0	1	1	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	5		
	4:45 PM	1	2	1	1	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	8		
	5:00 PM	2	0	4	1	0	0	1	2	1	1	2	2	0	0	0	0	0	0	0	0	16		
	5:15 PM	4	3	1	3	0	0	1	1	0	0	0	0	0	0	0	1	0	0	0	0	14		
	5:30 PM	0	5	0	3	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	9		
5:45 PM	5	5	1	2	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0	17			
TOTAL PM		17	22	9	14	0	0	10	10	1	1	2	2	0	0	0	0	2	0	0	0	90		

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Wed, Oct 6, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Park and Harbor  
EAST & WEST: 19th

PROJECT #: SC3096  
LOCATION #: 8  
CONTROL: NO CONTROL

		NORTH SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	2	
	7:15 AM	3	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5		
	7:30 AM	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	7:45 AM	2	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5		
	8:00 AM	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
	8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	8:30 AM	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
	8:45 AM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
TOTAL AM		8	4	4	1	0	0	2	0	0	0	0	0	0	1	0	0	0	0	0	0	20		
PM	04:00 PM	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4		
	4:15 PM	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2		
	4:30 PM	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	4:45 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	2		
	5:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	5:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	5:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	5:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
TOTAL PM		3	3	0	2	0	0	0	2	0	0	0	0	0	0	0	1	0	0	0	0	11		

		SOUTH SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	3	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4		
	7:15 AM	4	2	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	8		
	7:30 AM	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	7:45 AM	0	1	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7		
	8:00 AM	3	1	2	0	0	0	1	1	0	0	0	0	0	0	1	0	0	0	0	0	9		
	8:15 AM	3	4	2	2	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	14		
	8:30 AM	4	3	3	4	0	0	5	0	0	0	0	0	0	0	0	1	0	0	0	0	20		
	8:45 AM	2	4	5	11	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	23		
TOTAL AM		21	16	17	20	0	0	10	1	0	0	0	0	0	0	2	0	0	0	0	0	88		
PM	04:00 PM	0	1	2	3	0	0	1	6	0	0	0	0	0	0	0	0	0	0	0	0	13		
	4:15 PM	4	3	5	4	0	0	2	0	0	1	0	0	0	0	0	1	0	0	0	0	20		
	4:30 PM	4	6	2	3	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	17		
	4:45 PM	1	1	0	2	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	8		
	5:00 PM	1	0	1	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	5		
	5:15 PM	2	3	2	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	10		
	5:30 PM	3	2	2	1	0	0	2	1	0	0	1	1	0	0	0	0	0	0	0	0	13		
	5:45 PM	2	4	1	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	10		
TOTAL PM		17	20	15	18	0	0	11	11	0	1	1	1	0	0	0	1	0	0	0	0	96		



# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Sat, Oct 2, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Park and Harbor  
EAST & WEST: 19th

PROJECT #: SC3096  
LOCATION #: 8  
CONTROL: NO CONTROL

		NORTH SIDE																		TOTAL		
PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
Male		Female		Child		Male		Female		Child						Male		Female			Child	
EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
MD	11:00 AM	1	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5			
	11:15 AM	1	0	0	0	0	0	0	1	0	0	0	0	0	0	1	0	0	3			
	11:30 AM	1	1	1	0	0	0	1	1	0	0	0	0	0	0	0	0	0	5			
	11:45 AM	1	2	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	5			
	12:00 PM	2	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5			
	12:15 PM	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3			
	12:30 PM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2			
	12:45 PM	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3			
TOTAL MD		12	5	7	2	0	0	1	3	0	0	0	0	0	0	1	0	0	31			

		SOUTH SIDE																		TOTAL		
PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
Male		Female		Child		Male		Female		Child						Male		Female			Child	
EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
MD	11:00 AM	4	2	6	1	0	0	1	2	0	0	0	0	0	0	0	0	0	16			
	11:15 AM	3	1	3	4	1	0	0	1	0	0	0	0	0	1	0	0	0	15			
	11:30 AM	5	6	2	2	0	0	3	0	0	0	0	0	0	0	1	0	0	19			
	11:45 AM	4	1	2	0	0	1	0	0	0	0	0	0	0	1	0	0	0	9			
	12:00 PM	3	1	2	1	0	0	2	0	0	0	0	0	0	0	0	0	0	9			
	12:15 PM	3	3	2	2	0	0	3	1	0	0	0	0	0	0	0	0	0	14			
	12:30 PM	4	6	1	2	0	0	0	1	0	0	0	0	0	0	0	0	0	14			
	12:45 PM	1	3	3	1	0	0	1	1	0	0	0	0	0	0	0	0	0	10			
TOTAL MD		27	23	21	13	1	1	10	6	0	0	0	0	0	1	1	2	0	106			

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Tue, Oct 5, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Harbor  
EAST & WEST: 19th and Newport

PROJECT #: SC3096  
LOCATION #: 9  
CONTROL: NO CONTROL

		EAST SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB		NB	SB		
AM	7:00 AM	1	2	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5
	7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	7:30 AM	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	7:45 AM	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	8:00 AM	0	1	0	1	0	0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5
	8:15 AM	2	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
	8:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	8:45 AM	3	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5
TOTAL AM		7	4	3	4	0	0	3	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	24
PM	04:00 PM	1	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	5
	4:15 PM	0	2	0	3	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7
	4:30 PM	1	3	2	1	1	1	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	11
	4:45 PM	1	1	5	4	0	0	1	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	14
	5:00 PM	3	4	1	1	1	1	0	2	2	2	1	1	0	0	0	0	0	0	0	0	0	0	19
	5:15 PM	2	2	6	5	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16
	5:30 PM	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	5:45 PM	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
TOTAL PM		9	14	14	18	2	3	2	6	2	2	1	1	0	0	0	0	2	1	0	0	0	0	77

		WEST SIDE																		TOTAL				
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male			Female		Child	
		NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB		NB	SB		
AM	7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	7:15 AM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	7:30 AM	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	7:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
	8:00 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	8:15 AM	1	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	8:30 AM	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	8:45 AM	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
TOTAL AM		1	0	0	2	0	0	1	6	0	0	0	0	0	0	0	0	0	0	1	0	0	0	11
PM	04:00 PM	0	1	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	4:15 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	2
	4:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
	4:45 PM	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	5:00 PM	0	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	5:15 PM	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	5:30 PM	0	2	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3
	5:45 PM	2	2	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8
TOTAL PM		3	7	3	1	0	0	3	4	0	1	0	0	0	0	0	0	0	1	0	1	0	0	24

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Wed, Oct 6, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Harbor  
EAST & WEST: 19th and Newport

PROJECT #: SC3096  
LOCATION #: 9  
CONTROL: NO CONTROL

		EAST SIDE																		TOTAL		
PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
Male		Female		Child		Male		Female		Child						Male		Female			Child	
NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB			
AM	7:00 AM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	7:15 AM	0	0	1	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	3	
	7:30 AM	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	2	
	7:45 AM	2	3	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	6	
	8:00 AM	1	1	0	1	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	5	
	8:15 AM	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3	
	8:30 AM	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	8:45 AM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
TOTAL AM		6	6	2	1	0	0	2	4	2	0	0	0	0	0	0	0	0	0	0	23	
PM	04:00 PM	2	2	0	0	0	0	4	2	0	0	0	0	0	0	0	0	0	0	0	10	
	4:15 PM	3	1	1	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	7	
	4:30 PM	1	1	2	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	8	
	4:45 PM	4	7	1	5	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	18	
	5:00 PM	1	1	0	4	0	0	4	1	0	0	0	0	0	0	0	0	0	0	0	11	
	5:15 PM	2	1	0	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	6	
	5:30 PM	1	3	1	3	0	1	0	1	0	0	0	0	0	2	1	0	1	0	0	14	
	5:45 PM	3	6	3	3	0	0	1	0	1	0	0	0	0	0	0	1	2	0	0	20	
TOTAL PM		17	22	7	19	1	1	12	7	1	0	0	0	0	0	0	2	1	1	3	94	

		WEST SIDE																		TOTAL		
PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
Male		Female		Child		Male		Female		Child						Male		Female			Child	
NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB			
AM	7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	7:15 AM	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	2	
	7:30 AM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	
	7:45 AM	0	0	0	1	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	3	
	8:00 AM	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	8:15 AM	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	2	
	8:30 AM	0	1	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	3	
	8:45 AM	0	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	4	
TOTAL AM		1	6	1	1	0	0	0	8	0	0	0	0	0	0	0	0	1	0	0	18	
PM	04:00 PM	0	0	1	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	3	
	4:15 PM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	4:30 PM	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	3	
	4:45 PM	3	0	6	0	0	0	1	1	0	0	0	0	0	0	0	0	1	0	0	12	
	5:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	
	5:15 PM	0	5	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	
	5:30 PM	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	5:45 PM	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	2	
TOTAL PM		7	6	7	2	0	0	2	4	0	0	0	0	0	0	0	2	0	1	0	31	

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Sat, Oct 2, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Harbor  
EAST & WEST: 19th and Newport

PROJECT #: SC3096  
LOCATION #: 9  
CONTROL: NO CONTROL

		EAST SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB			
MD	11:00 AM	0	2	1	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	6	
	11:15 AM	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
	11:30 AM	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
	11:45 AM	3	2	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7		
	12:00 PM	1	2	2	3	0	0	0	3	0	1	0	0	0	0	0	0	0	0	0	0	11		
	12:15 PM	1	2	0	3	0	0	3	0	1	0	0	0	0	0	0	0	0	0	0	0	10		
	12:30 PM	2	2	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	7		
	12:45 PM	4	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5		
	TOTAL MD	14	11	6	10	0	1	4	4	1	0	0	0	0	0	0	0	0	0	0	0	51		

		WEST SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB			
MD	11:00 AM	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4		
	11:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	11:30 AM	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2		
	11:45 AM	2	0	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5		
	12:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	12:15 PM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1		
	12:30 PM	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	2		
	12:45 PM	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
	TOTAL MD	4	5	2	0	0	0	3	2	0	0	0	0	0	0	0	0	0	0	0	0	16		

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Tue, Oct 5, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Orange and Westminster  
EAST & WEST: 17th

PROJECT #: SC3096  
LOCATION #: 10  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	7:15 AM	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	2	
	7:30 AM	2	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	4	
	7:45 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	8:00 AM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	2	
	8:15 AM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	8:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	8:45 AM	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
TOTAL AM		4	3	1	0	0	0	2	2	1	0	0	0	0	0	1	0	1	0	0	0	0	15	
PM	04:00 PM	1	1	0	0	0	0	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	5	
	4:15 PM	1	1	1	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	
	4:30 PM	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	3	
	4:45 PM	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	5:00 PM	1	1	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
	5:15 PM	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	5:30 PM	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	5:45 PM	1	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	
	TOTAL PM		5	8	3	5	0	1	1	3	0	2	0	0	0	0	0	1	0	0	0	0	0	29

		SOUTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	7:15 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	7:30 AM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	7:45 AM	0	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3	
	8:00 AM	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	8:15 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	8:30 AM	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	
	8:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL AM		1	1	2	0	0	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	8	
PM	04:00 PM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	4:15 PM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	4:30 PM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	4:45 PM	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	5:00 PM	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	5:15 PM	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	5:30 PM	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	5:45 PM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
TOTAL PM		5	2	0	1	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	12	

# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Wed, Oct 6, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Orange and Westminster  
EAST & WEST: 17th

PROJECT #: SC3096  
LOCATION #: 10  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	0	1	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	7:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	7:30 AM	1	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	
	7:45 AM	0	0	0	0	0	0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3	
	8:00 AM	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	8:15 AM	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	8:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	8:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1	
TOTAL AM		3	4	1	0	0	0	5	0	1	0	0	0	0	0	1	0	0	0	0	0	0	15	
PM	04:00 PM	3	0	0	0	0	0	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	6	
	4:15 PM	0	0	3	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	5	
	4:30 PM	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	3	
	4:45 PM	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	5:00 PM	1	1	2	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	
	5:15 PM	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	5:30 PM	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	5:45 PM	2	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
TOTAL PM		9	5	7	4	0	0	3	1	0	1	0	0	0	0	1	1	0	0	0	0	0	32	

		SOUTH SIDE																				TOTAL		
		PEDS						BYCICLIST						WHEELCHAIR		STROLLERS		OTHER WHEELED DEVICE						
		Male		Female		Child		Male		Female		Child						Male		Female			Child	
		EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB					
AM	7:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	7:15 AM	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2	
	7:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	7:45 AM	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	8:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	8:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	8:45 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
TOTAL AM		0	0	0	0	0	0	3	0	1	0	0	0	0	0	0	0	1	0	0	0	0	5	
PM	04:00 PM	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	2	0	0	0	0	0	3	
	4:15 PM	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	4:30 PM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	4:45 PM	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	5:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	5:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	5:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	5:45 PM	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
TOTAL PM		2	3	0	1	0	0	1	1	0	0	0	0	0	0	0	2	0	0	0	0	0	10	



# INTERSECTION TURNING MOVEMENT COUNTS

PREPARED BY: AimTD LLC. tel: 714 253 7888 cs@aimtd.com

DATE:  
Sat, Oct 2, 21

LOCATION: Costa Mesa  
NORTH & SOUTH: Orange and Westminster  
EAST & WEST: 17th

PROJECT #: SC3096  
LOCATION #: 10  
CONTROL: NO CONTROL

		NORTH SIDE																				TOTAL
PEDS						BYCICLIST						WHEELCHAIR	STROLLERS	OTHER WHEELED DEVICE								
Male		Female		Child		Male		Female		Child				Male		Female		Child				
EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			EB	WB	EB	WB	EB	WB			
MD	11:00 AM	1	1	1	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	6
	11:15 AM	2	1	0	1	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	6
	11:30 AM	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
	11:45 AM	1	0	2	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	8	
	12:00 PM	1	3	0	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	6	
	12:15 PM	1	1	2	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	5	
	12:30 PM	2	0	0	0	0	0	2	6	0	0	0	0	0	0	0	0	0	0	0	10	
	12:45 PM	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	2	
	TOTAL MD	9	8	6	4	0	0	3	13	0	2	0	0	0	0	0	1	0	0	0	0	46

		SOUTH SIDE																				TOTAL
PEDS						BYCICLIST						WHEELCHAIR	STROLLERS	OTHER WHEELED DEVICE								
Male		Female		Child		Male		Female		Child				Male		Female		Child				
EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB			EB	WB	EB	WB	EB	WB			
MD	11:00 AM	2	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
	11:15 AM	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3	
	11:30 AM	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
	11:45 AM	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3	
	12:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	12:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	12:30 PM	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2	
	12:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	TOTAL MD	4	2	3	2	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	15	

## GOALS, OBJECTIVES, AND POLICIES

The following goals, objectives, and policies work in concert with those in the Land Use Element.

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### Goal C-1: Implement “Complete Streets” Policies on Roadways in Costa Mesa

Plan, develop, and implement a comprehensive transportation system that serves all users and modes of travel.

**Objective C-1A:** *Create a transportation network that meets the mobility needs of all Costa Mesa residents, businesses, and visitors.*

**Policy C-1.1:** Update the City’s engineering standards for public and private streets to provide for safe, comfortable, and attractive access and travel for pedestrians, bicyclists, motorists, and transit users of all ages, abilities, and modes of travel.

**Policy C-1.2:** Allow for flexible use of public rights-of-way to accommodate all users of the street system while maintaining safety standards.

**Policy C-1.3:** Complete and annually maintain a needs assessment for traffic service levels and traffic safety. Develop and annually update a priority list of improvement projects, with priorities based on: 1) correcting identified hazards; 2) accommodating multimodal trips; 3) improving and/or maintaining peak-hour traffic volumes at critical intersections; 4) improving efficiency of existing infrastructure utilization; and 5) intergovernmental coordination.

**Policy C-1.4:** Pursue downgrade of arterials that no longer have the demand requiring their buildout to planned capacity.

**Policy C-1.5:** Implement road diets on street segments with excess capacity to enhance bicycle and pedestrian facilities. For roadways with excess vehicle capacity, consider the reduction of travel lanes and use the reclaimed space for active modes of transportation including pedestrian and bicycle.

**Policy C-1.6:** Encourage the conversion of excess on-street parking spaces for expanded sidewalk gathering places or landscaping.

**Policy C-1.7:** Encourage community participation in City processes and programs focused on improving mobility and transportation facilities.

**Policy C-1.8:** Pursue downgrade of 17<sup>th</sup> Street from 6-lane Major Arterial to 4-lane Primary Arterial between Orange Ave and Tustin Avenue, through Master Plan of Arterial Highways (MPAH) Amendment process with the Orange County Transportation Authority.

## Circulation Element

**Objective C-1B:** *Preserve the character of our residential neighborhoods.*

**Policy C-1.9:** Implement traffic calming measures that discourage speeding and cut-through traffic on residential streets. Identify opportunities to update signal timing and phases with high collision frequencies.

**Policy C-1.10:** Encourage non-motorized transportation in residential areas by providing sidewalks, ~~and~~ implementing bicycle friendly design of local streets, and incorporating street trees in new projects wherever feasible.

**Policy C-1.11:** Reduce or eliminate intrusion of traffic related to non-residential development on local streets in residential neighborhoods.

**Policy C-1.12:** Prioritize intersection improvements which improve through traffic flow on Major, Primary, and Secondary Arterials, and reduce impacts on local neighborhood streets with emphasis on pedestrian safety.

**Policy C-1.13:** Promote engineering improvements such as physical measures constructed to lower speeds, improve safety, and otherwise reduce the impacts of motor vehicles.

**Policy C-1.14:** Design and Implement transportation projects to meet local and regional system capacity needs in accordance with the Master Plan of Streets and Highways.

**Policy C-1.15:** Implement neighborhood approved traffic-calming measures in residential neighborhoods and appropriate commercial areas, such as street narrowing, curb extensions, roundabouts, landscaped medians, and radar speed feedback signs.

**Policy C-1.16:** Establish priority-ranking system to evaluate traffic-calming requests for implementation throughout the City.

**Policy C-1.17:** At regular intervals, conduct a study to re-evaluate speeds along the city's roadways, and Pursue programs that reduce vehicle speeds and cut-through traffic on local streets in accordance with the most recent version of the California Manual on Uniform Traffic Control Devices (CA MUTCD).

**Policy C-1.18:** Leverage the tools discussed in the Pedestrian Master Plan Infrastructure Toolbox (e.g. sidewalk connectivity, curb ramps, and crosswalks) to continue to develop a pedestrian network that is accessible by users of all ages and abilities.

**Policy C-1.19:** Develop a network of walking paths in different commercial districts and neighborhoods to encourage community members to walk. The walking paths could be artistic and each path could have its own wayfinding signs and stylistic flair to create a sense of place.

## Goal C-2: Effectively Manage and Improve the Roadway System

Develop and maintain a robust and efficient ~~vehicular~~-multimodal circulation network.

**Objective C-2A:** *Implement policies that encourage and accommodate all users while maintaining the efficiency of the circulation system.*

**Policy C-2.1:** Establish a citywide crosswalk policy to address installation, maintenance, removal, and enhancements of crosswalks at intersections and mid-block locations. Crosswalk locations and treatment will be based on criteria including, but not limited to safety, traffic volume, and concentration of pedestrian activity. Potential enhancements may include leading pedestrian intervals at signalized intersections, bulb-outs, and median refuges to reduce crossing distances.

**Policy C-2.2:** Avoid creation of frequent driveways for new development access in active pedestrian areas that create conflict points between pedestrians and vehicles.

**Policy C-2.3:** Encourage commercial property owners to use shared driveway access and interconnected roads within blocks, where feasible. Require driveway access closures or consolidations, or both when a site is remodeled or redeveloped.

**Policy C-2.4:** Collaborate with law enforcement and public safety organizations to coordinate policies and programs that would reduce injuries and deaths on the roadways.

**Policy C-2.5:** Designate routes for truck traffic to minimize potential conflicts between trucks and cars, pedestrians, bicycles, transit, and vehicle access and circulation. Establish by ordinance a truck map that depicts allowable truck routes within the City.

**Policy C-2.6:** Periodically review and update traffic signal timing at all signalized intersections to maintain traffic signal coordination and to accommodate bicycle and pedestrian needs.

**Policy C-2.7:** Develop new traffic level of services criteria in accordance with SB 743 to meet the California Environmental Quality Act (CEQA).

**Policy C-2.8:** Continue the use of the Intersection Capacity Utilization (ICU) methodology to address local traffic level of service and impacts, with Level of Service “D” as the threshold for meeting the City’s significance criteria.

**Objective C-2B:** *Construct street improvements and apply congestion management tools to obtain efficient performance of the transportation system.*

**Policy C-2.9:** Incorporate the street system improvements identified in the General Plan Environmental Impact Report (EIR) into the Capital Improvement Program.

- Policy C-2.10:** Continue to deploy intelligent transportation systems (ITS) strategies—such as adaptive signal controls, fiber optic communication equipment, closed circuit television cameras, real-time transit information, and real-time parking availability information—to reduce traffic delays, lower greenhouse gas emissions, improve travel times, and enhance safety for ~~drivers,~~ pedestrians, ~~and~~ cyclists, and motorists.
- Policy C-2.11:** Investigate all operational measures, including the use of one-way streets, to improve traffic circulation and to minimize congestion for all travel modes.
- Policy C-2.12:** Investigate and utilize state-of-the-art transportation system management technology and industry practices to address recurring and non-recurring traffic events (i.e., special events, incident/emergency management).
- Policy C-2.13:** Continue to evaluate and pursue design and operational improvements (medians, driveway closures, signal synchronization or phasing, prohibited or regulated right-turn movements on red, parking ~~or turn~~ restrictions or setbacks, ADA Accessibility etc.) to improve the efficiency and safety of intersections.

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## Goal C-3: Enhance Regional Mobility and Coordination

Encourage development of a regional transportation network that addresses regional mobility needs for all modes of travel.

**Objective C-3A:** *Promote development of transportation projects along regional corridors.*

- Policy C-3.1:** Maintain compliance with Orange County Congestion Management Plan (CMP) requirements, including consistency with CMP level of service standards, adoption of a seven-year capital improvement program, analysis of impacts of land use decisions on the CMP highway system, and adoption and implementation of deficiency plans when intersections do not meet adopted performance standards.
- Policy C-3.2:** Support the goals and objectives of the Orange County Long Range Transportation Plan, including expansion of transportation system choices, improvement of transportation system performance, and sustainability of transportation infrastructure.
- Policy C-3.3:** Support the goals and objectives of the SCAG Regional *Transportation Plan/Sustainable Communities Strategy* (RTP/SCS), including expansion of transportation system choices, improvement of transportation system performance, and sustainability of transportation infrastructure.
- Policy C-3.4:** Coordinate signal timing on all major arterials with a local signal synchronization program consistent with the Orange County Traffic Signal Synchronization Master Plan (TSSMP).

- Policy C-3.5:** Ensure Costa Mesa’s input, participation, and discretionary review of applicable region-wide transportation system policies, programs, and construction.
- Policy C-3.6:** Develop short-term and long-term improvements to the SR-55 corridor in coordination with Caltrans and OCTA to address regional mobility needs.
- Policy C-3.7:** Promote the City’s preferred alternative of undergrounding the SR-55 freeway south of 19<sup>th</sup> Street within the City limits.
- Policy C-3.8:** Collaborate with Caltrans, OCTA, and other local agencies to re-envision the future of Newport Boulevard in the area between and adjacent to 17<sup>th</sup> Street and 19<sup>th</sup> Street as a destination that facilitates placemaking and pedestrian and bicycle activities by implementing enhanced pedestrian and bicycle infrastructure that provides for connectivity, especially in the east-west direction.
- Objective C-3B:** *Coordinate and partner with local and regional agencies to promote projects and policies that improve regional mobility.*
- Policy C-3.~~89~~:** Coordinate with adjacent jurisdictions to maintain or improve mobility within the City to achieve a standard Level of Service no worse than “D” at all intersections under State or joint control. Intersection Level of Service analyses for General Plan conditions for locations under State or joint control will be updated periodically and presented to the City Council.
- Policy C-3.~~910~~:** Consult with Caltrans and OCTA regarding the I-405 widening project to minimize adverse impacts to Costa Mesa’s neighborhoods, businesses, and streets.
- Policy C-3.~~1011~~:** Coordinate with OCTA and other jurisdictions to remove Gisler Avenue Bridge over the Santa Ana River from the City’s Master Plan of Streets and Highways and County’s Master Plan of Arterial Highways.
- Policy C-3.~~1112~~:** Collaborate with Caltrans and neighboring jurisdiction to improve signal timing and coordination along major arterials across jurisdictional boundaries.
- Policy C-3.~~1213~~:** Work closely with the State of California and other government agencies to control traffic-related impacts of uses on State- or other agency-owned land (i.e., Orange County Fairgrounds, Orange Coast College, etc.).
- Policy C-3.~~1314~~:** Coordinate with other responsible agencies the planning, funding, prioritization, and implementation of bicycle, pedestrian, and transit programs and supporting infrastructure.



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## Goal C-4: Promote Transportation Demand Management, Transit, and Efficiency

Utilize Transportation Demand Management strategies to manage demand and maximize available capacity.

**Objective C-4A:** *Encourage greater utilization of Transportation Demand Management (TDM) strategies to reduce dependence on single-occupancy vehicles.*

**Policy C-4.1:** Support South Coast Air Quality Management District (SCAQMD) trip reduction programs, including park and ride lots, transit subsidies, carpool and vanpool programs, flexible working hours, bicycle facilities, and other traffic reduction strategies.

**Policy C-4.2:** Support local and multi-jurisdictional car-sharing and bike-sharing programs.

**Policy C-4.3:** Consider implementing park-once approaches for multiuse districts and regional destinations areas.

**Policy C-4.4:** Embrace innovative parking solutions that reduce the required spaced needed for parking, such as automated parking lifts and elevators.

**Policy C-4.5:** Encourage and provide incentives for commercial, office, and industrial development to provide preferred parking for carpools, vanpools, electric vehicles, and flex cars.

**Policy C-4.6:** Encourage and support programs that increase vehicle occupancy, including the provision of traveler information, shuttles, preferential parking for carpools/vanpools, transit pass subsidies, and other methods.

**Policy C-4.7:** Promote the combination of TDM measures as much more effective than any single measure.

**Policy C-4.8:** Require discussion of transportation system management (TSM) and TDM measures in all EIRs prepared for major projects.

**Policy C-4.9:** Encourage the integration of compatible land uses and housing into major development projects to reduce vehicle use.

**Policy C-4.10:** Allow the application of transportation management rideshare programs, integration of complementary land uses, and other methods to reduce project related average daily and peak hour vehicle trips to achieve consistency with allocated trip budgets.

**Objective C-4B:** *Promote regional and local transit services as an alternative to automobile travel.*

- Policy C-4.11:** Ensure that roadways designated as transit routes can accommodate transit vehicle circulation and convenient pedestrian access to and from transit stops.
- Policy C-4.12:** Review all capital improvement projects to ensure improvements located on existing and planned transit routes include modification of street, curb, and sidewalk configurations to allow for easier and more efficient transit operations and improved passenger access.
- Policy C-4.13:** Provide transit stop amenities that facilitate access to and from transit stops and transfer locations. These may include pedestrian pathways approaching stops, high-quality benches and shelters, traveler information systems (real-time transit arrival information), and bike storage and bicycle connections. Bus stops should accommodate timed transfers between buses and other transit services where necessary.
- Policy C-4.14:** Encourage new development along major transit corridors to provide efficient and safe access to transit stops and public sidewalks.
- Policy C-4.15:** Support and participate with OCTA ACCESS Service in providing transportation assistance to senior citizens and the disabled.
- Policy C-4.16:** Consult with OCTA for transit services, such as changes to bus routes, bus stops, and hours of operation. Additionally, coordinate with OCTA for changes to transit services provided for seniors, the disabled, and transit dependent populations.
- Policy C-4.17:** Consult with the Newport-Mesa Unified School District to maintain school bus services provided for local schoolchildren.
- Policy C-4.18:** Coordinate with OCTA to improve transit services in the City, including strategies such as bus rapid transit, express services, community circulators, and other strategies.
- Policy C-4.19:** Encourage new local transit programs in coordination with OCTA, consisting of shuttle services to local and regional destinations.
- Policy C-4.20:** Coordinate with OCTA to construct bus turnouts at appropriate locations, with attractive shelters designed for safe and comfortable use.
- Policy C-4.21:** Require discussion of transit service needs and site design amenities for transit ridership in EIR for major projects.

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## Goal C-5: Ensure Coordination between the Land Use and Circulation Systems

Facilitate close coordination between development of land use and circulation system.

**Objective C-5A:** *Coordinate land use policies and development activities that support a sustainable transportation system.*

**Policy C-5.1:** Ensure that new development projects are consistent with the vehicular trip budgets, where adopted.

**Policy C-5.2:** Require that large developments and redevelopments provide short-term and long-term vehicular traffic impact studies.

**Policy C-5.3:** Encourage permitted General Plan land uses which generate high traffic volumes to be located near major transit and transportation corridors to minimize vehicle use, congestion, and delay.

**Policy C-5.4:** Maintain balance between land use and circulation systems by phasing new developments to levels that can be accommodated by roadways existing or planned to exist at the time of completion of each phase of the project.

**Policy C-5.5:** Promote development of mixed-use projects to reduce number of vehicle trips.

**Policy C-5.6:** Coordinate the design and improvement of pedestrian and bicycle ways in major residential, shopping and employment centers, parks, schools, other public facilities, public transportation facilities, and bicycle networks with adjacent cities.

**Policy C-5.7:** Require dedication of right-of-way, in an equitable manner, for development that increases the intensity of land use.

**Policy C-5.8:** Minimize circulation improvements that will necessitate the taking of private property on existing developed properties.

**Policy C-5.9:** Require that circulation necessary to provide or attain the minimum traffic level of service standard at an intersection to which a development project contributes measureable traffic be completed within three years of issuance of the first building permit for such development project, unless additional right-of-way or coordination with other government agencies is required to complete the improvement. Improvements may be required sooner if, because of extraordinary traffic generation characteristics of the project or extraordinary impacts to the surrounding circulation system, such improvements are necessary to prevent significant adverse impacts.

- Policy C-5.10:** Allow for construction of circulation improvements for a phased development project to be constructed commensurate with the project construction, based upon the findings of a traffic study approved by the City of Costa Mesa.
- Policy C-5.11:** Maintain balance between land use and circulation systems by phasing new development to levels that can be accommodated by roadways existing or planned to exist at the time of completion of each phase of the project.
- Policy C-5.12:** Support consistency with the Orange County *Sustainable Communities Strategy* (OC SCS) and SCAG RTP/SCS by providing an integrated land use and transportation plan to meet mandated emissions reduction targets consistent with SB 375.
- Objective C-5B:** *Establish strategies and processes that allow large developments to analyze and mitigate traffic impacts and infrastructure needs.*
- Policy C-5.13:** Require that new development projects improve access to and accommodations for multimodal transportation, provide pedestrian access that serves the intensity of use and compliments the existing pedestrian network, and whenever feasible incorporate pedestrian improvements in to the public right-of-way as a part of conditions of approval.
- Policy C-5.14:** Require developers of new building and redevelopment/reuse projects as part of the project development review process that are located along bus routes to pay a designated fair share of the cost of providing improved bus stop facilities and related street furniture or, where appropriate, dedicate land for improved bus stop facilities.
- Policy C-5.15:** Consider the needs of the transportation and infrastructure system early for large developments and coordinate with developers to design projects that minimize traffic impacts and infrastructure demands, and implement complete streets wherever feasible. Alternatively, address transportation and infrastructure system impacts through the implementation of development agreements.
- Policy C-5.16:** Develop a hierarchy of pedestrian classification types linked to the land uses they serve, and an approach to design or redesign pedestrian infrastructure based upon the classification.

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## Goal C-6: Fund and Evaluate the City's Transportation Network

Explore opportunities to secure funding for enhancing the circulation system.

## Circulation Element

**Objective C-6A:** *Pursue funding sources to maintain and enhance the transportation and infrastructure system.*

**Policy C-6.1:** Evaluate traffic collision data regularly, and identify top collision locations for ~~automobiles, bicycles,~~ pedestrians, bicycles, transit, ~~and automobiles~~ in Costa Mesa. Develop appropriate countermeasures and pursue funding from all available sources to implement them.

**Policy C-6.2:** Continue to develop and maintain long-range capital improvement programs consistent with the General Plan and M2 eligibility requirements.

**Policy C-6.3:** Develop an annual list of Active Transportation projects to be proposed as part of the City's Capital Improvement Program (CIP).

**Policy C-6.~~34~~:** Coordinate with OCTA to fund, develop, and maintain a Master Plan of Streets and Highways consistent with the Master Plan of Arterial Highways (MPAH).

**Policy C-6.~~45~~:** Require a locally collected and administered traffic mitigation fee program to guarantee that new development pays for its fair share toward improvements resulting in reductions in air pollutant and GHG emissions and traffic impacts generated by the development.

**Policy C-6.~~56~~:** Actively pursue local, State, and federal funding to implement, maintain, and evaluate the transportation and infrastructure system.

**Policy C-6.~~67~~:** Supplement funding from annual fees or assessments on existing and new development with grants and other nonlocal sources.

**Policy C-6.~~78~~:** Develop strategies to implement an infrastructure and transportation system to be consistent with State policies on resiliency and sustainability.

**Policy C-6.~~89~~:** Amend the General Plan, if necessary, to be responsive to evolving funding requirements and to comply with State and federal regulations affecting the goals and policies of the Circulation Element.

**Policy C-6.~~910~~:** Coordinate with OCTA and Caltrans to seek funding and implementation solutions to improve Newport Boulevard at the terminus of the State Route 55 freeway to relieve congestion from regional traffic.

**Policy C-6.~~1011~~:** Review the City's transportation impact fee program on a regular basis, and adjust fees as needed to ensure that funding is available for planned transportation improvements that will benefit all travel modes.

**Policy C-6.~~1112~~:** Prioritize funding and timing for implementing transportation improvements. Consider prioritizing multimodal projects that provide the most benefit to all users.

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| <b>Policy C-6.<del>12</del>13:</b>   | Require that every new development project pay its share of costs associated with the mitigation of project generated impacts.   |  |
| <b>Policy C-6.<del>13</del>14:</b>   | Measure M2 sales tax revenues shall not be used to replace private developer funding which has been committed for any project.   |  |
| <b>Policy C-6.<del>14</del>15:</b>   | The City’s seven-year capital improvement program shall be adopted and maintained in conformance with the provisions of Measure M2 for the purpose of maintaining the established level of service standard. |  |
| <b>Policy C-6.<del>15</del>16:</b>   | Maintain a traffic impact fee for circulation system improvements to the Master Plan of Streets and Highways; review and update fees on a regular basis.   |  |
| <b>Objective C-6B:</b> <i>Evaluate the transportation system to ensure that it meets the City’s circulation goals.</i> |  |  |
| <b>Policy C-6.<del>16</del>17:</b>   | Provide an annual Capital Improvement Program General Plan consistency report.   |  |
| <b>Policy C-6.<del>17</del>18:</b>   | Provide annual public review of implementation status reports of goals, policies, and objectives stated in the Circulation Element.  |  |
| <b>Policy C-6.<del>18</del>19:</b>   | Adopt and seek out methods and processes that provide appropriate and accurate data for evaluating the performance of the transportation and infrastructure system.  |  |

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## Goal C-7: Promote a Friendly Active Transportation System in Costa Mesa

Create a bicycle and pedestrian friendly environment throughout Costa Mesa for all types of users and all trip purposes in accordance with the five “Es:” Education, Encouragement, Enforcement, Engineering, and Evaluation.

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| <b>Objective C-7A:</b> | <i>Expand, enhance, and protect the existing bicycle and pedestrian network to provide a comprehensive, system of Class I, Class II, Class III, and Class IV facilities to increase connectivity between homes, jobs, schools transit, and recreational resources in Costa Mesa.</i> |
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### Bikeways and Pedestrian Paths

<b>Policy C-7.1:</b>	Develop an extensive bicycle and pedestrian backbone network through the use of standard and appropriate innovative treatments.	<hr/> <i>The following recommendations are aimed at providing the maximum flexibility in meeting the goals and policies in this Circulation Element.</i>
<b>Policy C-7.2:</b>	Plan and install new bicycle lanes on Major Arterials, where feasible and appropriate.	
<b>Recommendation C-7.3:</b>	Plan and install shared lane markings (“sharrows”) and signage on appropriate existing and planned bicycle routes where bicycle lane implementation is demonstrated to be infeasible.	
<b>Policy C-7.4:</b>	Where feasible, Class I shared-use paths should be a priority for future developments.	
<b>Policy C-7.5:</b>	Plan and install new shared-use paths in utility corridors and/or along flood control channels, and extend existing bicycle and shared-use paths.	
<b>Policy C-7.6:</b>	Plan and complete north/south multi-purpose and bicycle routes through the City to augment the east/west route.	
<b>Recommendation C-7.9:</b>	Encourage reallocation of roadway rights-of-way where appropriate to accommodate shared-use path and bicycle facilities, while preserving and respecting the character of each adjacent neighborhood.	
<b>Policy C-7.10:</b>	Support bicycle improvement projects that close gaps in the regional bicycle network either by implementing specific projects recommended in the Plan or through other treatments.	
<b>Recommendation C-7.11:</b>	Encourage bicycle projects that connect local facilities and neighborhoods to major bicycle corridors.	
<b>Recommendation C-7.12:</b>	Work cooperatively with adjoining jurisdictions and local/regional agencies to coordinate bicycle planning, and implementation activities. Where required, develop consistent active transportation plans and policies with regional and adjacent agencies.	
<b>Policy C-7.13:</b>	Prioritize safe access to major regional trails such as the OC Loop/Santa Ana River Trail and the Newport Back Bay Trail System. Where feasible, plan and provide a continuous low-stress Class I and/or Class IV facility from east to west across the city between these facilities.	
<b>Recommendation C-7.14:</b>	Explore favorable opportunities to remove parking to accommodate bicycle lanes.	
<b>Recommendation C-7.15:</b>	Identify favorable opportunities to retain parallel parking adjacent to sidewalks to maintain pedestrian safety.	

- Recommendation C-7.16:** Consider every street in Costa Mesa as a street that cyclists could use.
- Recommendation C-7.17:** Link on-road and off-road bicycle and pedestrian facilities within Costa Mesa to existing and planned facilities in adjacent and regional jurisdictions.
- Recommendation C-7.18:** Low-stress design techniques should be considered where necessary to attract a wide variety of users.
- Recommendation C-7.19:** Establish designated safe routes to schools for biking and walking.
- Policy C-7.20:** Designate walkable districts in the City.

### **Bike and Pedestrian Facilities**

**Objective C-7B:** *Provide end-of-trip facilities that support the bicycle network.*

- Recommendation C-7.21:** Provide bike parking and bike-related amenities at public facilities and along public rights-of-way.
- Recommendation C-7.22:** Pursue public-private partnerships to furnish local businesses with secure bike parking and other related amenities.
- Recommendation C-7.23:** Develop and adopt bicycle parking equipment standards for bicycle parking to be installed within the public right-of-way and post on the City website.
- Recommendation C-7.24:** Work with local schools and colleges to provide ample and secure bike parking and other related amenities for students and employees.
- Recommendation C-7.25:** Work with OCTA to maximize bicycle amenities, such as bus stop solar lighting and bicycle lockers, at high-volume transit stops.
- Recommendation C-7.26:** Prioritize the installation of bicycle-scale and/or pedestrian-scale lighting.
- Recommendation C-7.27:** Encourage and incentivize providing attended bicycle parking services, such as a bicycle valet, at major City events, OC Fair, Farmers’ Markets, holiday festivals, and other community events.
- Recommendation C-7.28:** Prioritize schools with the highest auto traffic volume during peak hours and insufficient parking for staff and parents. Plan and install bicycle facilities adjacent those schools.
- Recommendation C-7.29:** Provide bike parking and bike-related amenities at public facilities and along public right-of-way.

### **“First and Last Mile” Programs**

**Objective C-7C:** *Encourage sustainable modes of transportation to fill gaps between the first and last miles of trips (walking, biking, ride sharing, transit, taxi and car-sharing).*

- Recommendation C-7.30:** Identify citywide infrastructure needed to create the interconnected multi-trail system.

**Recommendation C-7.31:** Improve the quality, aesthetics, and safety of high-use pedestrian corridors.

**Recommendation C-7.32:** Development and implement a bicycle sharing system.

**Policy C-7.33:** Proposed new mode split goals:

- 50 percent motor vehicles
- 10 percent transit
- 10 percent bicycles
- 20 percent walking
- 10 percent carpools, taxi, transportation network company services, and car sharing

**Recommendation C-7.34:** Establish a goal for all trips of less than three miles to be 30 percent by bicycle, and establish a goal of less than 1 mile to be 30 percent by walking.

**Recommendation C-7.35:** Consider implementing a small-scale transportation system to encourage mode shift to popular destinations as defined by users.

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## Goal C-8: Create a Safer Place to Walk and Ride a Bicycle

Provide a safe, convenient, and attractive bicycling and pedestrian environment. Apply design standards, enforcement of traffic laws, maintenance practices, and safety awareness campaigns to encourage and increase the use of bicycle and pedestrian facilities.

### Design and Way-finding

**Objective C-8A:** *Develop bicycle and pedestrian facilities with approved uniform design standards, and implementation of way-finding signage providing information on various destinations.*

**Recommendation C-8.1:** Require that all facilities be designed in accordance with the latest federal, state, and local standards.

**Recommendation C-8.2:** Provide and maintain bicycle and pedestrian signal detectors, informational signage, and lighting, along City bikeways.

**Policy C-8.3:** Develop, install and maintain a bicycle and pedestrian way-finding signage program to indicate route turns, the presence of intersecting bikeways, streets and distances to nearby local and major destinations.

**Policy C-8.4:** Develop a list of acceptable plant materials for shared use paths that will not damage, create security problems or hazards for bicyclists. Incorporate canopy trees and native, drought-tolerant landscaping as a standard Class I facility ~~(and shared use path)~~ feature. Address areas where the pedestrian infrastructure is disrupted by street trees, such as buckled sidewalk and

sidewalk obstruction. Encourage the use of sustainable drainage designs, such as bio-swales.

**Policy C-8.5:** Utilize Complete Streets elements as demonstrated in most recent versions of National Association of City Transportation Officials (NACTO) Urban Street Design Guide and Bikeway Design Guide.

**Recommendation C-8.6:** Crosswalks will include high visibility crossing treatments. Where feasible implement enhanced crossing treatments to reduce pedestrian-automobile collisions at multi-lane crossings including median refuge islands, and Rapid Rectangular Flashing Beacons (RRFB).

**Recommendation C-8.7:** Review traffic signal locations with prohibited pedestrian crossings and where feasible and appropriate modify crossings.

**Recommendation C-8.78:** Paint direction arrows on all bike lanes and bike paths to reduce the risk of collisions.

### Safety Enforcement and Reporting

**Objective C-8B:** *Continue and expand enforcement activities that enhance safety of bicyclists on bike paths and roadways.*

**Recommendation C-8.89:** Enforce laws that reduce bicycle/pedestrian/motor vehicle incidents and conflicts.

**Policy C-8.910:** Train police officers on bicyclists' rights and responsibilities and bicycle/pedestrian/vehicle collision evaluation.

**Recommendation C-8.1011:** Utilize the City's bicycle-mounted patrol officer program to educate and enforce pedestrian and bicycle user violations not necessarily to punish, but to correct.

**Recommendation C-8.1112:** Promote efficient reporting mechanisms for behaviors that endanger cyclists and pedestrians.

**Recommendation C-8.1213:** Develop a partnership with the school community to establish and update suggested routes to schools for biking and walking and expand student and school participation in Walk and Bike to School Week events within Newport Mesa Unified School District.

### Safe Roadway Conditions

**Objective C-8C:** *Maintain bicycle and pedestrian facilities that are clear of debris and provide safe conditions for all users.*

## Circulation Element

**Recommendation C-8.1314:** Establish routine maintenance schedule/standards for bicycle and pedestrian facilities such as sweeping, litter removal, landscaping, repainting of striping, signage, and signal actuation devices.

**Recommendation C-8.1415:** Encourage and empower citizens to report maintenance issues that impact bicyclist and pedestrian safety including, but not limited to, potholes, sidewalk lifting, and overgrown vegetation.

**Recommendation C-8.1516:** Establish procedures for responding to citizen reports in a timely manner.

**Policy C-8.1617:** Where feasible, reduce or eliminate conflict points such as driveways that cross the sidewalk.

**Recommendation C-8.18:** Study the potential to establish “transition zones” (an area which is communicated to motorists that the roadway environment is changing and their travel speeds or behavior should change as well) between major commercial and employment centers, and residential areas to better support pedestrian access.

### Safety Education

**Objective C-8D:** *Increase education of bicycle and pedestrian safety through programs and training of school children and the public.*

**Recommendation C-8.1719:** Create, fund, and implement bicycle-safety curricula and provide to the public, tourists, various ethnic groups, diverse ages and disadvantaged communities.

**Recommendation C-8.1820:** Provide multilingual bicycle-safety maps and brochures (print and electronic versions) in languages that are widely used in Costa Mesa.

**Recommendation C-8.1921:** Encourage schools to develop and provide bicycle-safety curricula for use in elementary, middle, and high schools, such as the Bicycle Rodeo events.

**Policy C-8.2022:** Support marketing and public awareness campaigns aimed at improving bicycle and pedestrian safety.

**Recommendation C-8.2123:** Provide a user education program developed and promoted to encourage proper trail use and etiquette.

**Policy C-8.2224:** Work with local bicycle advocacy organizations to develop, promote and support a series of bicycle education classes. Include information on bicycle safety, maintenance, and security.

**Recommendation C-8.2325:** Develop and distribute education material regarding bicycle and pedestrian responsibilities and laws.

Safety Data

**Objective C-8E:** *Monitor and analyze bicycle and pedestrian safety.*

**Recommendation C-8.2426:** Request bicycle and pedestrian collision reports from local law enforcement periodically and consider improvements to address problem areas.

**Recommendation C-8.2527:** Establish an expedited process to report maintenance and safety concerns, e.g. pavement markings (sharrows, missing bike lane lines), ramps, curb cut-outs, broken walk/bike signal buttons, signage, minor maintenance of bike lanes/paths (street/path sweeping, minor surface patching, inoperable traffic signal bicycle detection).

**Recommendation C-8.2628:** Conduct Roadside Safety Audits (RSAs) on a regular basis to provide periodic snapshots of roadway safety, including bicycle, pedestrian, equestrian, skateboard, and other non-motorized modes of travel.

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**Goal C-9: Integrate Active Transportation Elements into Circulation System and Land Use Planning**

Provide bikeway and walkway facilities that are integrated with other transportation systems and land use planning decisions.

**Land Use Planning Decisions and Active Transportation**

**Objective C-9A:** *Consider bicycle and pedestrian facilities during land use planning process.*

**Policy C-9.1:** Incorporate the Costa Mesa [Bicycle-Active Transportation](#) and Pedestrian Master Plan into the City’s General Plan.

**Policy C-9.2:** Ensure that all current and proposed land use planning is consistent with the Costa Mesa [Bicycle-Active Transportation](#) and Pedestrian Master Plan.

**Policy C-9.3:** Require new developments provide adequate bicycle parking and pedestrian access.

**Recommendation C-9.4:** Collaborate with property owners to increase bicycle parking over time.

**Policy C-9.5:** Encourage the integration of compatible land uses and housing into major development projects to reduce vehicle use.

**Recommendation C-9.6:** Provide a fully integrated network of modern active transportation facilities to and from major activity centers and residential centers.



## Circulation Element

- Recommendation C-9.7:** Identify areas where an increase in the need for active transportation can reasonably be anticipated due to housing/business growth.
- Recommendation C-9.8:** Make commercial and recreational areas more enjoyable for pedestrians by implementing measures such as providing shade, planting trees, eliminating visible parking lots and vacant land, ~~and~~ minimizing long stretches of blank building façade-, and orienting new development toward the street where feasible.
- Recommendation C-9.9:** Develop creative, artistic, and functional bicycle parking solutions, and install them throughout the City as a standard.
- Recommendation C-9.9(a):** Support the incorporation of bicycle and pedestrian facilities into capital improvement projects, where appropriate to maximize leveraging of funds.

### Active Transportation in Developments

- Objective C-9B:** *Integrate bicycle and pedestrian facility improvements during planning, design and implementation of transportation projects.*
- Policy C-9.10:** Promote the preservation of bicycle access within all roadway rights-of-way, as well as the development of innovative, safety-enhanced on-street facilities, such as bicycle boulevards and cycle tracks.
- Recommendation C-9.11:** Establish bike boulevards on streets with low traffic volumes and slow speeds to encourage bicycling.
- Recommendation C-9.12:** Proactively seek new opportunities for acquisition of abandoned rights-of-way and other lands for the development of new multi-use pathways that integrate with the planned network.
- Recommendation C-9.13:** Improve the safety of all road users through the implementation of neighborhood traffic-calming treatments.
- Recommendation C-9.14:** Detours through or around construction zones should be designed for safety and convenience, and with adequate signage and minimum impacts for cyclists and pedestrians.
- Recommendation C-9.15:** Provide opportunity for public input prior to the removal of an existing bicycle or pedestrian facility or the approval of any development or street improvement that would preclude these planned facilities.
- Recommendation C-9.16:** Along commercial corridors, identify opportunities to reduce surface parking and driveways along the pedestrian infrastructure network. Whenever possible, have storefronts face the street to encourage pedestrian traffic.

## Goal C-10: Promote an Active Transportation Culture

Develop educational and promotional programs to increase bicycle and pedestrian usage that respects and accommodates all users to foster a more balanced transportation system.

### An Active Transportation Culture

- Objective C-10A:** *Encourage more people to walk and bicycle by supporting programs that foster community support for bicycling and walking, and raise public awareness about active transportation.*
- Policy C-10.1:** Support marketing and public awareness campaigns through a variety of media aimed at promoting bicycling and walking as a safe, healthy, cost-effective, environmentally friendly transportation choice.
- Policy C-10.2:** Support programs aimed at increasing bicycle and walk trips by providing incentives, recognition, or services that make bicycling and walking a more convenient transportation mode.
- Policy C-10.3:** Build partnerships with local businesses and community groups to host regular bike and walk tours and other biking and walking-related activities that promote biking and walking as a form of physical exercise.
- Policy C-10.34:** Promote bicycling and walking at City-sponsored and public events, such as Earth Day, Bike to Work Day/Month, farmers' markets, public health fairs, art walks, craft fairs, and civic events.
- Recommendation C-10.45:** Encourage and promote bicycle related businesses within Costa Mesa including, but not limited to, involvement of civic clubs and organizations.
- Recommendation C-10.56:** Promote active transportation events in Costa Mesa to raise awareness and encourage bicycling, including, but not limited to, ~~those that may involve temporary road closures~~ Open Street events, bike to work/school, senior walks, and historic walks, ~~and ciclovías.~~
- Recommendation C-10.67:** Encourage major employment centers and employers to promote commuting by bicycle including the use of flex-time work schedules to support non-rush bicycle commuting. Build a coalition with City, businesses, schools, and residents to promote active transportation.
- Recommendation C-10.78:** Encourage participation in bicycle and pedestrian promotion activities by education facilities, arts programs, active transportation clubs, and entertainment providers.

**Recommendation C-10.9:** Plan and install tactical urbanism demonstrations and/or quick-build projects along corridors or at areas with high pedestrian and/or bicycle activity to showcase potential new traffic calming and pedestrian infrastructure treatments to improve the pedestrian environment.

**Policy C-10.89:** Achieve “Silver Level Bicycle Friendly Community” by League of American Bicyclists by 2025.

**Recommendation C-10.910:** Achieve “Walk Friendly Community” status from WalkFriendly.org by 2025.

**Recommendation C-10.1011:** Achieve “HEAL City” designation by ~~2017~~2025.

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## Goal C-11: Promote the Positive Air Quality, Health, and Economic Benefits of Active Transportation

Encourage active transportation by promoting air quality, health, and economic benefits, and by pursuing multiple sources of funding for active transportation programs and facilities.

### Improving the Environment with Active Transportation

**Objective C-11A:** *Improve air quality and public health and reduce ambient noise by promoting Active Transportation programs.*

**Recommendation C-11.1:** Determine baseline emissions levels, then track and communicate changes in emissions as modes of transportation trips shift to encourage more walking and biking.

**Recommendation C-11.2:** Improve the quality of life in Costa Mesa by reducing neighborhood traffic and noise.

**Recommendation C-11.3:** Increase pedestrian and bicycle trips, thereby reducing vehicle trips and vehicle miles Traveled.

**Policy C-11.4:** Coordinate with appropriate federal, state, and county health agencies on active transportation programs to achieve health benefits.

### Economic and Other Incentives

**Objective C-11B:** *Provide economic incentives for expanding and enhancing bicycle and pedestrian facilities.*

**Recommendation C-11.5:** Incentivize the business community to support pedestrians and bicycle users in tangible ways.

**Recommendation C-11.6:** Partner with the business and school communities to create a marketing strategy to encourage individual businesses to market Costa Mesa as a bicycle-friendly City.

- Policy C-11.7:** Encourage developers to include features, amenities and programs that are proven to increase walking and/or bicycling.
- Recommendation C-11.8:** Offer incentives for businesses whose employees walk or bike to work.
- Policy C-11.9:** Encourage the Chamber of Commerce and the business community to promote active transportation in commercial areas to stimulate economic vitality.

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## Goal C-12: Monitor, Evaluate, and Pursue Funding for Implementation of the Bicycle and Pedestrian Master Plan

- Objective 12A:** *Continuously monitor and evaluate Costa Mesa’s implementation progress on the Bicycle and Pedestrian Master Plan policies, programs, and projects.*
- Policy C-12.1:** Establish a monitoring program to measure the effectiveness and benefits of the Costa Mesa Bicycle and Pedestrian Master Plan.
- Policy C-12.2:** Track citywide trends in active transportation through the use of Census data, bicycle and pedestrian counts, travel surveys, and online surveys as part of annual reviews of the General Plan.
- Policy C-12.3:** Ensure that Bicycle and Pedestrian Master Plan programs and projects are implemented in an equitable manner geographically, socioeconomically, and serving disadvantaged communities.
- Fund the Plans**
- Objective C-12B:** *Pursue grants and other sources of funding for bicycle and pedestrian projects.*
- Recommendation C-12.4:** Strategize use of resources on developing effective and efficient grant application and program administration.
- Recommendation C-12.5:** Pursue multiple sources of funding and support efforts to maintain or increase federal, state and local funding for the implementation of the Bicycle and Pedestrian Master Plan.
- Policy C-12.6:** Consider designating a portion of development traffic impact fees to fund bicycle and pedestrian facilities.
- Policy C-12.7:** Develop a program to regularly collect and share citywide pedestrian and bicycle count data, and add as a requirement for all traffic studies/impact analysis conducted within the City’s jurisdiction.

**RESOLUTION NO. PC-2024-07**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA RECOMMENDING THAT THE CITY COUNCIL OF THE CITY OF COSTA MESA ADOPT GENERAL PLAN AMENDMENT PGPA-23-0001 TO AMEND THE CIRCULATION ELEMENT OF THE CITY OF COSTA MESA GENERAL PLAN BY ADDING A REFERENCE TO THE COSTA MESA PEDESRIAN MASTER PLAN AND REVISING POLICIES ASSOCIATED WITH CIRCULATION ELEMENT GOALS C-1 THROUGH C-12.**

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

WHEREAS, the City of Costa Mesa's 2015-2035 General Plan was adopted on June 21, 2016;

WHEREAS, the 2015-2035 General Plan includes ten elements, one of which is known as the Circulation Element;

WHEREAS, the Circulation Element includes policies to implement Goals C-1 through C-12;

WHEREAS, the City of Costa Mesa approved the Active Transportation Plan and an amendment (GP-18-01) to the General Plan's Circulation Element on June 5, 2018;

WHEREAS, the City of Costa Mesa, through its consultant, conducted a series of public workshops and meetings from 2020 through 2022 concerning active transportation matters, including opportunities to improve pedestrian circulation;

WHEREAS, these outreach meetings resulted in the preparation of a draft Costa Mesa Pedestrian Master Plan ("PMP");

WHEREAS, the PMP includes policies that require the Circulation Element of the City of Costa Mesa General Plan be amended in order to provide consistency and implement the PMP;

WHEREAS, the PMP policies have been reviewed and recommended by the City Council-appointed Active Transportation Committee to be included as part of the General Plan's Circulation Element;

WHEREAS, General Plan Amendment PGPA-23-0001 includes revisions to the policies contained in Circulation Element Goals C-1 through C-12, which are included as an attachment (Exhibit 1) to this resolution; and

WHEREAS, the Planning Commission of the City of Costa Mesa considered the staff report and public testimony on General Plan Amendment PGPA-23-0001 at a duly-noticed public hearing held on Monday, March 11, 2024.

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

1. To recommend that the City Council of the City of Costa Mesa find that General Plan Amendment PGPA-23-0001 is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15262 (Feasibility and Planning Studies), Section 15276 (Transportation Improvement and Congestion Management Program) and Section 15061(b)(3) (Common Sense Exemption). The draft PMP complements the City's 2018 Active Transportation Plan (ATP) by providing pedestrian programs, pedestrian infrastructure toolbox, and policies to improve the pedestrian experience in the City. Section 15262 excludes a project from CEQA if it involves only feasibility or planning studies for possible future actions which the City has not approved, adopted, or funded and does not require the preparation of an environmental impact report or negative declaration but does require consideration of environmental factors. Section 15276 states that CEQA does not apply to the development or adoption of a regional transportation improvement program. Furthermore, the proposed project is exempt from CEQA pursuant to Section 15061 (b)(3), which states that "where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA." While the general plan amendment revises policies to support improved pedestrian circulation in Costa Mesa, it does not include funding or any specific programs to implement these policies at this time. In fact, implementation would occur in conjunction with individual future projects that are, themselves, subject to future review pursuant to CEQA. Therefore, there is no possibility that the General Plan Amendment PGPA-23-0001 will have a significant effect on the environment.

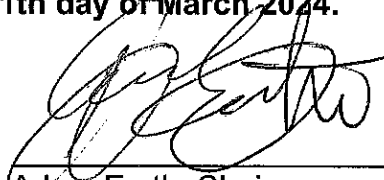


2. To recommend that the City Council adopt General Plan Amendment PGPA-23-0001 amending the Circulation Element to add reference to the Costa Mesa Pedestrian Master Plan and revise the policies of the General Plan Circulation Element for Goals C-1 through C-12, as shown in the attachment entitled Exhibit 1.

BE IT FURTHER RESOLVED that the CEQA determination 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 documents 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 11th day of March 2024.**

A handwritten signature in black ink, appearing to read 'Adam Ereth', is written over a horizontal line.

Adam Ereth, Chair  
Costa Mesa Planning Commission

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

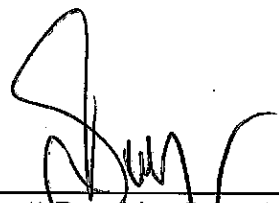
I, Scott Drapkin, Secretary to the Planning Commission of the City of Costa Mesa, do hereby certify that the foregoing Resolution No. PC-2024-07 was passed and adopted at a regular meeting of the City of Costa Mesa Planning Commission held on March 11, 2024 by the following votes:

AYES: Ereth, Toler, Andrade, Klepack, Rojas, Vivar

NOES: None

ABSENT: Zich

ABSTAIN: None

  
\_\_\_\_\_  
Scott Drapkin, Secretary  
Costa Mesa Planning Commission

Resolution No. PC-2024-07

**RESOLUTION NO. PC-2024-08**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE  
CITY OF COSTA MESA RECOMMENDING APPROVAL OF  
THE PEDESTRIAN MASTER PLAN**

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

WHEREAS, the City of Costa Mesa's 2015-2035 General Plan was adopted on  
June 21, 2016;

WHEREAS, the City of Costa Mesa approved the Active Transportation Plan  
("ATP") and an amendment to the General Plan Circulation Element (GP-18-01) on June 5,  
2018;

WHEREAS, the ATP focused on completion of the bicycle network by identifying  
existing and absent bikeway segments to improve connectivity and providing  
recommendations for potential improvements to the system and programs;

WHEREAS, in accordance with the General Plan Circulation Element Goal C-12,  
*Monitor, Evaluate, and Pursue Funding for Implementation of the Bicycle and Pedestrian  
Master Plan*, the City was secured grant funding from Southern California Association of  
Governments to develop a Pedestrian Master Plan ("PMP");

WHEREAS, following the initiation of the Pedestrian Master Plan project, the City  
Council identified the following Strategic Objective: "Present the Pedestrian Master Plan  
update to City Council for direction" under the City Council Goal to Advance Environmental  
Sustainability and Climate Resiliency;

WHEREAS, the Community outreach played a central role in the development of the  
draft PMP;

WHEREAS, following a series of workshops and public meetings in 2020 through  
2022, a draft Costa Mesa Pedestrian Master Plan have been reviewed and recommended  
for approval by the City's Active Transportation Committee;

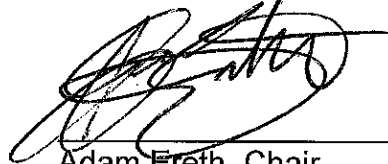
WHEREAS, the PMP expands upon the pedestrian opportunity zones developed in  
the ATP with further analysis and provides pedestrian programs, a pedestrian infrastructure  
treatment toolbox, and specific policy recommendations to improve the pedestrian  
experience in the City; and

WHEREAS, the PMP is exempt from the California Environmental Quality Act  
(CEQA) pursuant to pursuant to Section 15262 (Feasibility and Planning Studies), Section  
15276 (Transportation Improvement and Congestion Management Program) and Section

15061(b)(3) (Common Sense Exemption). The draft PMP complements the City's 2018 Active Transportation Plan (ATP) by providing pedestrian programs, pedestrian infrastructure toolbox, and policies to improve the pedestrian experience in the City. Section 15262 excludes a project from CEQA if it involves only feasibility or planning studies for possible future actions which the City has not approved, adopted, or funded and does not require the preparation of an environmental impact report or negative declaration but does require consideration of environmental factors. Section 15276 states that CEQA does not apply to the development or adoption of a regional transportation improvement program. Furthermore, the proposed project is exempt from CEQA pursuant to Section 15061 (b)(3), which states that "where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA." While the PMP includes strategies and actions that will be implemented to improve the pedestrian experience in Costa Mesa and recommends revisions to General Plan policies to support improved pedestrian circulation in Costa Mesa, it does not include funding or any specific programs to implement these policies at this time. In fact, implementation would occur in conjunction with individual future projects that are, themselves, subject to future review pursuant to CEQA. Therefore, there is no possibility that the PMP will have a significant effect on the environment.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission does hereby recommend that the City Council approve the draft Costa Mesa Pedestrian Master Plan included as Exhibit 1.

**PASSED AND ADOPTED this 11th day of March 2024.**

A handwritten signature in black ink, appearing to read 'Adam Ereth', is written over a horizontal line.

Adam Ereth, Chair  
Costa Mesa Planning Commission

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

I, Scott Drapkin, Secretary to the Planning Commission of the City of Costa Mesa, do hereby certify that the foregoing Resolution No. PC-2024-08 was passed and adopted at a regular meeting of the City of Costa Mesa Planning Commission held on March 11, 2024 by the following votes:

AYES: Ereth, Toler, Andrade, Klepack, Rojas, Vivar

NOES: None

ABSENT: Zich

ABSTAIN: None

  
\_\_\_\_\_  
Scott Drapkin, Secretary  
Costa Mesa Planning Commission

**MEETING MINUTES OF THE CITY OF  
COSTA MESA PLANNING COMMISSION**

**March 11, 2024**

**CALL TO ORDER**

The Chair called the meeting to order at 6:00 p.m.

**PLEDGE OF ALLEGIANCE TO THE FLAG**

Chair Ereth led the Pledge of Allegiance.

**ROLL CALL**

Present: Chair Adam Ereth, Vice Chair Russell Toler, Commissioner Angely Andrade, Commissioner Karen Klepack, Commissioner Jonny Rojas, Commissioner Vivar

Absent: Commissioner Jon Zich

Officials Present: Assistant Director of Development Services Scott Drapkin, Assistant City Attorney Tarquin Preziosi, Planning & Sustainable Development Manager Bill Rodrigues, Principal Planner Phayvanh Nanthavongdouangsy, Assistant Planner Gabriel Villalobos, Director of Public Works Raja Sethuraman, Transportation Services Manager Jennifer Rosales, Active Transportation Coordinator Brett Atencio Thomas, City Engineer Seung Yang, and Recording Secretary Anna Partida

**ANNOUNCEMENTS AND PRESENTATIONS:**

None.

**PUBLIC COMMENTS – MATTERS NOT LISTED ON THE AGENDA:**

Ida Wolf, spoke against the proposed Jamboree Housing project proposed for the Senior Center parking lot.

**PLANNING COMMISSIONER COMMENTS AND SUGGESTIONS:**

Commissioner Klepack informed the public of the deadline to apply to serve on a City Committee is March 18, 2024.

Commissioner Vivar thanked all present for attending the Planning Commission meeting, and also thanked Council Member Harper for his service on the City Council.



## **CONSENT CALENDAR:**

**No member of the public nor Commissioner requested to pull a Consent Calendar item.**

**MOVED/SECOND:** Vivar/Rojas

**MOTION:** Approve recommended action for Consent Calendar Item No. 1.

The motion carried by the following roll call vote:

Ayes: Ereth, Toler, Andrade, Rojas, Klepack, Vivar

Nays: None

Absent: Zich

Abstain: None

Motion carried: 6-0

### **1. APPROVAL OF MEETING MINUTES: FEBUARY 12, 2024**

**ACTION:** Planning Commission approved the minutes of the regular meeting of February 12, 2024.

## **PUBLIC HEARINGS:**

### **1. PLANNING APPLICATION 23-15 FOR A CONDITIONAL USE PERMIT TO RENOVATE AND EXPAND CHRIST LUTHERAN CHURCH AND SCHOOL LOCATED AT 760 VICTORIA STREET**

**Project Description:** Planning Application 23-15 is a Conditional Use Permit (CUP) to allow for the renovation and expansion of an existing school ("Christ Lutheran School"). The proposed school expansion includes adding a 3,078-square-foot second-floor mezzanine area to the existing recreational gym and adding 400 square feet of classroom area. To accommodate these changes, the slope for a portion of the existing gymnasium's roofline will be modified and several new clerestory windows added. The building height modifications are subject to the approval of a conditional use permit. In addition, 2,900 square feet of classroom area and a 711-square-foot church café & kitchen would be renovated. The previously approved student enrollment is not proposed to change.

**Environmental Determination:** The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class 1), Existing Facilities and Section 15305 (Class 5), Minor Alterations in Land Use Limitations.

One ex-parte communication reported by Chair Ereth who spoke with David Handcock and noted that he attended the school from 1989-1990.

Gabriel Villalobos, Assistant Planner, presented the staff report.

The Commission asked questions of staff including about current student enrollment, maximum student enrollment, traffic study, number of parking spaces, reason for previous appeal for the site, gated access, potential traffic impacts, and landscape enhancement.

**The Chair opened the Public Hearing.**

Pastor Drew Ross, applicant, stated he had read and agrees to the conditions of approval and provided the Planning Commission with some context for the project. Ronnie Boslow, principal, and James Cleveland, architect, also representing Christ Lutheran Church and School spoke in support of the project.

The Commission asked questions of the applicant team about driveway operations, pick-up operations, crosswalk visibility, applicants property ownership, benefits of white noise machine to reduce sound and green screen to limit visibility, and applicant's openness to adding landscaping to help alleviate noise concerns.

**The Chair opened public comments.**

Karen Johnson spoke in support of the item.

Cammie Mendez spoke in support of the item.

**The Chair closed public comments.**

**The Chair closed the Public Hearing.**

Vice Chair Toler made a motion to approve the application. Chair Ereth seconded the motion.

The Commission discussed the motion including the positive impacts on the community, community involvement, landscaping, and noise mitigation.

**MOVED/SECOND:** Toler/Ereth

**MOTION:** Approve staff's recommendation.

The motion carried by the following roll call vote:

Ayes: Ereth, Toler, Andrade, Rojas, Klepack, Vivar

Nays: None

Absent: Zich

Recused: None

Motion carried: 6-0

**ACTION:** The Planning Commission adopted a resolution to:

1. The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 (Class

- 1), Existing Facilities and Section 15305 (Class 5), Minor Alterations in Land Use Limitations.
2. Approve Planning Application 23-15, based on findings of fact and subject to conditions of approval.

**RESOLUTION PC-2024-06 - A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA APPROVING PLANNING APPLICATION TO RENOVATE AND EXPAND CHRIST LUTHERAN CHURCH AND SCHOOL LOCATED AT 760 VICTORIA STREET**

The Chair explained the appeal process.

**2. GENERAL PLAN AMENDMENT PGPA-23-0001 TO AMEND THE 2015-2035 GENERAL PLAN CIRCULATION ELEMENT BY ADDING A REFERENCE TO THE COSTA MESA PEDESTRIAN MASTER PLAN AND REVISING POLICIES UNDER GOALS C-1 TO C-12; AND REVIEW OF THE DRAFT COSTA MESA PEDESTRIAN MASTER PLAN**

**General Plan Amendment (PGPA-23-0001)** is a proposed amendment to the **General Plan - Circulation Element** to incorporate revised policies and a reference to the Costa Mesa Pedestrian Master Plan. The Planning Commission will hold a public hearing regarding the proposed amendment to the Circulation Element and to review the draft Costa Mesa Pedestrian Master Plan on March 11, 2024. The Planning Commission will consider both items and make a recommendation to the City Council.

**Environmental Determination:** Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15262 (Feasibility and Planning Studies), 15276 (Transportation Improvement Programs), and 15061 (b)(3) (Common Sense Exemption)

Two ex-parte communications reported. First, Vice Chair Toler reported conversations with staff. And, second, Chair Erath reported conversations with staff as well as two members from the Active Transportation Committee, Ralph Taboada and Florence Martin.

Raja Sethuraman, Director of Public works, Jennifer Rosales, Transportation Services Manager and Brett Atencio Thomas, Active Transportation Coordinator, presented the staff report.

The Commission asked questions of staff about reasons behind the creation of the Pedestrian Master Plan (PMP), plans to implement the PMP, excess capacity of streets, if street furniture could be added as a buffer between pedestrians and traffic, pedestrian safety, limiting driveways at arterials, City applying for grants to help fund the implementation of the PMP, Safe Routes for School Action Plan, the

relation between the PMP and the Environmental Sustainability Goals, frequency that City observes and adjusts of speed limits, what data does they city use to decide wither an intersection should have no right turn on red, collaboration with Orange County Transportation Authority, collaboration between the City's Planning Division and Public works Departments on review of development projects, roadway classifications, traffic collision data, staff providing annual reports for City Council, replacing trees for safety issues and policy for replacement, traffic signal locations with prohibited pedestrians crossings, difference between a recommendation and policy within the staff report, e-bike safety, traffic solutions for speeding and an annual collection of Citywide pedestrian and bicycle count data.

**The Chair opened the Public Hearing.**

**The Chair opened public comments.**

Florence Martin spoke on pedestrian safety and data she would like in the appendix.

Ralph Taboada, Chair for the Active Transportation Committee, provided a statement from the committee regarding the PMP.

Speaker three gave language suggestions. He spoke on slip lanes and downgrades of roads.

Michaela Teissere expressed her support for the item.

Cynthia McDonald stated she supports the concept of the item. However, she asked for a more complete document to be sent to the City Council.

**The Chair closed public comments.**

Commission asked more questions of staff to include about Safe Routes to School Action Plan, the difference between Recommendations and Policies in the Circulation Element, thoughts on providing a twelve-month implementation plan, adding a set of appendices to PMP, federal highways and controlled crossings, Local Road Safety Plan, grant funds received, redundancies in policies and recommendations, grant opportunities that could be used to help enforce safe driving, and traffic accident history and locations.

**The Chair closed the Public Hearing.**

The Commission deliberated and asked that the following suggestions be included in the staff report to be presented for consideration by the City Council:

- Recommendation 2.5 - that the metric not be tied to the number of pedestrian and traffic accidents. Instead, that it be based on the amount of

people using the intersection to cross safely. Include the number of left turn yields

- Toolbox, Pedestrian Lighting – that pedestrian-scaled lighting of approximately 12 to 15 feet maximum be used
- Flashing Yellow Arrows – remove these and instead employ protected left turns
- Incorporate the use of raised cross walks / speed tables
- Discontinue use of speed feedback signs
- Remove the text in the bottom left on Page 82 as it is not needed
- The average cost column in the toolbox should be worded for the public
- Provide longer cross walk times for pedestrian walk signals
- Projects Prioritization Criteria - recast to be more favorable for the Safety Category
- Modify language in policies C-1.19 and C-3.8 by generalizing the language, and C-1.12 to “maximize the efficiency of”
- Policy C-8.4 – asked City to plant more trees than is currently required
- Recommended that C-8.7 language be more explicit
- Make Recommendation C-9.16 a policy
- Policy C-10.3 be changed to a Recommendation
- Strike “excess” from policy C-1.6
- Add language to Policy C-3.19 to “discourage speeding on all streets”
- Eliminate slip lanes in the city
- Change language to “enforce traffic violations for all transit modes”
- Add to Policy C-2.2 text reading “avoid driveways on arterial streets”
- Remove redundancies where they occur in the policies and recommendations
- Recommend changing the following from Recommendations into Policies: C-7.11; C-14; C-7.25; C-7.28; C-8.13; and C-8.21

Chair Ereth made a motion. Seconded by Commissioner Vivar.

The Commission discussed the motion and their anticipation for this to go to Council.

**MOVED/SECOND:** Ereth/Vivar

**MOTION:** Approve staff's recommendation.

The motion carried by the following roll call vote:

Ayes: Ereth, Toler, Andrade, Rojas, Klepack, Vivar

Nays: None

Absent: Zich

Recused: None

Motion carried: 6-0

**ACTION:** The Planning Commission adopted a resolution to:

1. Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15262 (Feasibility and Planning Studies), 15276 (Transportation Improvement Programs), and 15061 (b)(3) (Common Sense Exemption).
2. Recommend to the City Council approval of the Draft Pedestrian Master Plan as recommended by the City's Active Transportation Committee (ATC); and
3. Recommend to the City Council to approve General Plan Amendment PGPA-23-0001 amending the Circulation Element to revise and include new policies outlined in the Pedestrian Master Plan.

**RESOLUTION PC-2024-07 - A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COSTA MESA, CALIFORNIA RECOMMENDING THAT THE CITY COUNCIL OF THE CITY OF COSTA MESA ADOPT GENERAL PLAN AMENDMENT PGPA-23-0001 TO AMEND THE CIRCULATION ELEMENT OF THE CITY OF COSTA MESA GENERAL PLAN BY ADDING A REFERENCE TO THE COSTA MESA PEDESRIAN MASTER PLAN AND REVISING POLICIES ASSOCIATED WITH CIRCULATION ELEMENT GOALS C-1 THROUGH C-12**

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**DEPARTMENTAL REPORTS:**

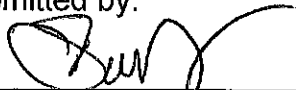
1. Public Works Report – None.
2. Development Services Report – None.

**CITY ATTORNEY'S OFFICE REPORT:**

1. City Attorney – None.

**ADJOURNMENT AT 9:31 PM**

Submitted by:



\_\_\_\_\_  
SCOTT DRAPKIN, SECRETARY  
COSTA MESA PLANNING COMMISSION





# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-127

**Meeting Date:** 5/7/2024

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**TITLE:**

**CANNABIS EMPLOYEE BADGE FEE REDUCTION AND BACKGROUND CHECK PROCESS**

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

**PRESENTED BY: MICHELLE HALLIGAN, SENIOR PLANNER**

**CONTACT INFORMATION: MICHELLE HALLIGAN, SENIOR PLANNER, 714-754-5608**

**RECOMMENDATION:**

Staff recommends that the City Council receive the staff presentation, hear public comment, and provide direction on reducing the badging fee and certain administrative aspects of the cannabis employee badge process.



## Agenda Report

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**Item #: 24-127**

**Meeting Date: 05/07/2024**

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**TITLE: CANNABIS EMPLOYEE BADGE FEE REDUCTION AND BACKGROUND CHECK PROCESS**

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

**PRESENTED BY: MICHELLE HALLIGAN, SENIOR PLANNER**

**CONTACT INFORMATION: MICHELLE HALLIGAN, SENIOR PLANNER, 714-754-5608**

**RECOMMENDATION:**

Staff recommends that the City Council receive the staff presentation, hear public comment, and provide direction on reducing the badging fee and certain administrative aspects of the cannabis employee badge process.

**BACKGROUND:**

At the March 19, 2024 City Council meeting, during the review of the City's cannabis ordinance revisions, the City Council directed staff to return to City Council for consideration of the following: (1) potential reduction of cannabis employee badging fee; (2) the issuance of one badge to persons that are employed by multiple City cannabis operations owned by the same owner; (3) the outsourcing of cannabis required employee background checks; (4) the issuance of temporary cannabis employee badges; (5) providing the average Department of Justice (DOJ)/Federal Bureau of Investigation (FBI) background check response times, and (6) updating of the City's cannabis badge design to be State-compliant.

March 19, 2024 City Council agenda report:

<https://costamesa.legistar.com/View.ashx?M=F&ID=12756774&GUID=BD1ADFBA-5B90-4891-AB98-A4C5B8E50800>

March 19, 2024 City Council video:

[https://costamesa.granicus.com/player/clip/4107?view\\_id=14&redirect=true](https://costamesa.granicus.com/player/clip/4107?view_id=14&redirect=true)

**ANALYSIS:**

**Employee Badge Fee Reduction**

Costa Mesa Municipal Code (CMMC) Section 9-495 (g)(10) requires that "Every owner, manager, supervisor or employee of the cannabis business must submit fingerprints and other information deemed necessary by the City Manager for a background check by the Costa Mesa Police Department to verify the person's criminal history." CMMC Section 9-496 establishes further the following regulations regarding cannabis employee background checks and badges:

- (a) Any person who is an employee or who otherwise works within a cannabis business must be legally authorized to do so under applicable State law;
- (b) No cannabis business or owner thereof may employ any person who has been convicted of a felony within the past seven years, unless that felony has been dismissed, withdrawn, expunged or set aside pursuant to Penal Code section 1203.4, 1000 or 1385, or who is currently on probation or parole for the sale, distribution, possession or manufacture of a controlled substance. Exempted from this prohibition is a conviction for a felony involving cannabis and/or marijuana for which the underlying cannabis or marijuana offense has subsequently been designated a misdemeanor or infraction or decriminalized pursuant to the provisions of the Control, Regulate and Tax Adult Use of Marijuana Act or federal law; and
- (c) All employees must wear an identification badge while on the premises of the business, in a format authorized by the City Manager.

At the March 19, 2024 City Council meeting, the Council proposed reducing the cannabis employee background check fee from \$631 to \$306. The current fee was established in 2021, following a ClearSource Financial Consulting study. Prior to the ClearSource study, the City's fee for a cannabis employee background check and badge was \$341. The study found that the full cost recovery of providing the service was \$631, and thus the fee was increased by the City Council to be paid in full for services rendered. Reducing the fee to \$306 would not cover the full cost of City staff time to review the applications, correspond with applicants regarding missing or incorrect items, review DOJ/FBI results, prepare badges, and manages employee databases. It should be noted that implementation of the City's on-line permitting system (TESSA) has reduced several of the steps in the initial employee background/badge process and staff processing efforts have slightly decreased.

### **Multiple-Facility Employee Badge**

Presently, a cannabis employee in Costa Mesa who works for multiple cannabis operations in the City is required to obtain a background check and a separate badge for each cannabis location and pay a separate fee. The City Council directed staff to explore ways to instead issue one badge for cannabis employees who work for multiple cannabis businesses in Costa Mesa under the same ownership. Staff believes that issuing one badge per employee for multiple cannabis operations under the same ownership can be completed in compliance with State badging requirements. This proposed change was made to the ordinance after direction from the City Council at the March 19, 2024 meeting in Title 9-496(c). The result would be a new badge design. If adopted by the City Council on 2<sup>nd</sup> reading, Staff could implement the improved badge design for new employees that have not already obtained a City-issued badge after developing procedures which will included in updates to the Administrative Regulations.

### **DOJ and FBI Background Check Timeframe**

Staff analyzed California DOJ and FBI response times for Costa Mesa cannabis employees and owners that processed Live Scan fingerprints between January 1, 2023 and March 27, 2024. Based upon this data, clearances were sent to Costa Mesa Police Department (CMPD) for 57 percent of applicants within 24 hours, and 87 percent of clearances were sent within two weeks. DOJ/FBI response times fluctuate due to a variety of reasons; however, primarily because of criminal record dispositions. The Live Scan data analysis results are summarized below:

- 57 percent cleared within 24 hours;
- 30 percent cleared between 24 hours to 2 weeks;
- 5 percent cleared between 15 days to 4 weeks;
- 2 percent cleared between 29 days to 6 weeks; and
- 6 percent cleared after more than 6 weeks.

Approximately 6.5 percent of cannabis employee badge applicants do not pass the Live Scan background check.

### **Temporary Employee Badge**

The City Council directed staff to explore creating a temporary badge program to provide cannabis operators the option of temporarily hiring employees during the background check process.

During this research, the City Attorney determined that allowing persons who have not completed and passed the background check process to work in cannabis businesses could result in cannabis operators temporarily hiring individuals that: (1) have been convicted of a felony(ies) within the past seven years that have not been dismissed, withdrawn, expunged or set aside pursuant to Penal Code section 1203.4, 1000 or 1385; and/or (2) who are currently on probation or parole for the sale, distribution, possession or manufacture of a controlled substance. Although the employment would be considered temporary, the operator could be found in violation of CMMC Section 9-496. As noted above, approximately 6.5 percent of cannabis employee applicants do not pass the Live Scan background check. If the City issued temporary badges, it is possible that a similar percentage of the employees permitted to work under a temporary badge would be found to be ineligible.

If the City Council desires staff to create a temporary badge process, the City Attorney could be directed to work with staff to develop such a program, which may require a revision to the Municipal Code and amendment to the Administrative Regulations.

### **Outsourcing Background Checks**

The City Council directed staff to explore outsourcing background checks as a means to reduce processing times and costs. Staff contacted the City's cannabis consultant (HdL), which assists City staff with numerous components of cannabis application reviews, to determine if they could provide background checks consistent with the City's current standards for review and as required by the CMMC. According to HdL, there are several aspects of the City's current background check process that HdL would not be able to provide the same level of service and would not be consistent with certain background check regulations of the CMMC. Specifically, HdL does not provide fingerprinting, which is explicitly required by the CMMC. In addition, the HdL background check process is limited to current criminal dispositions (the current status or final outcome of an arrest or prosecution that has already occurred) and does not include the "live scan" capability of the City's current background check process. The HdL background check process would not inform the City of an owner or employee who was prosecuted for a felony after the initial background check was performed. To partially address this issue, HdL could require all owners and employees to undergo an annual background check renewal process for an additional fee.

Based on the above information, staff recommends continuing to utilize the Live Scan background check process. Further, with interdepartmental coordination and utilization of TESSA to save time resulting in improvements to internal procedures, staff believes that the timeframe for issuing badges after receiving results from the DOJ/FBI will be shortened.

### **Updating Badge Design**

As directed by the City Council, staff will update the design of City-issued badges to meet the requirements of California Code of Regulations Title 4 Section 15043, such as including the business' Department of Cannabis Control license number.

### **ALTERNATIVES:**

As directed by the City Council, several of the City's cannabis badge and background processing procedures are analyzed above. The City Council can direct staff to modify any of these procedures, or direct staff to continue processing as currently administered. The City Council has the following alternatives:

1. Adopt a resolution reducing the cannabis employee badge fee to \$306 or as otherwise determined;  
or
2. Not adopt the cannabis employee badge fee and the fee will remain at \$631.
3. Direct staff to modify cannabis badge and background processing procedures; or
4. Direct staff to not modify the cannabis badge and background processing procedures.

### **FISCAL REVIEW:**

The cannabis employee badge fee is presently set at full cost recovery at a rate of \$631 per badge. The City Council proposed a reduction in badge fees from \$631 to \$306, an approximate a 50% reduction. The reduced fee would no longer achieve full cost recovery; however, would be more consistent with other cities' badge fees that were surveyed.

The City collects an average of \$25,000 in badge fees per month, or \$300,000 per year. The fiscal impact of the fee reduction is projected to reduce the City's badge fee revenue by \$150,000 per year.

### **LEGAL REVIEW:**

The draft Resolution and staff report have been prepared in conjunction with and reviewed by the City Attorney's Office.

### **CITY COUNCIL GOALS AND PRIORITIES:**

This item supports the City Council Goal of achieving long-term fiscal sustainability, in that cannabis operations are subject to Measure Q and Measure X taxes, and efficiency in the cannabis employee background review will further the success of cannabis businesses in Costa Mesa.

### **CONCLUSION:**

The cannabis employee background check and badge fee topics described above are intended to provide the City Council information to provide staff with direction on modifications to the badging fee and certain administrative aspects of the cannabis review process.



**RESOLUTION NO. 2024-xx**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, REDUCING THE CANNABIS EMPLOYEE BADGE FEE PUSUANT TO CHAPTER VI OF TITLE 9 OF THE COSTA MESA MUNICIPAL CODE**

THE CITY COUNCIL OF THE CITY OF COSTA MESA HEREBY FINDS AND DECLARES AS FOLLOWS:

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, the City of Costa Mesa is authorized to adopt and implement rates, fees, and charges for municipal services; provided, however, that such rates, fees, and/or charges do not exceed the estimated reasonable cost of providing such services; and

WHEREAS, Resolution 21-20 was adopted by City Council in 2021 related to cannabis application fees and cannabis employee badge fees; and

WHEREAS, although the City is not required to comply with the noticing requirements of California Government Code Section 66018 for a reduction of previously adopted fees, the City has published all notices consistent with the requirements of that section; and

WHEREAS, the City Council has held at least one public hearing and received oral and written presentations thereat with respect to the proposed fee reduction before adopting this Resolution; and

WHEREAS, the City Council has considered all public comments which have been received either in writing or at the public hearing; and

WHEREAS, the City Council desires to reduce the cannabis employee badge fee as set forth herein.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COSTA MESA HEREBY RESOLVES as follows:

SECTION 1. The City Council hereby finds and determines that based upon the information, analysis, oral and written documentation presented to the City Council concerning the fee reduction described in Exhibit “A” attached hereto and by this reference incorporated herein, the fee set forth in said Exhibit “A” does not exceed the established reasonable cost of providing the service for which the fee is being levied.

SECTION 2. The fees set forth in Exhibit “A” as further described below, are hereby adopted and approved as the fee for the services identified for each such fee:

Exhibit “A” Cannabis Employee Badge Fee

SECTION 3. The rates, fees, and charges set forth in Exhibit “A” shall be effective and shall be implemented commencing July 1, 2024.

SECTION 4. The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

**PASSED AND ADOPTED this 7<sup>th</sup> day of May, 2024.**

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

ATTEST:

APPROVED AS TO FORM:

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

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

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

I, BRENDA GREEN, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 2024-xx and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 7<sup>th</sup> day of May, 2024, 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 8<sup>th</sup> day of May, 2024.

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Brenda Green, City Clerk

**EXHIBIT "A"****Cannabis Employee Badge Fee**

	Description	Proposed Fee
1	Cannabis employee badge fee	\$306



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

**File #:** 24-193

**Meeting Date:** 5/7/2024

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**TITLE:**

**ONE YEAR USE AGREEMENT FOR JACK HAMMETT SPORTS COMPLEX WITH RAIDERS FOOTBALL CLUB, LLC, FOR 2024 PRE SEASON TRAINING CAMP**

**DEPARTMENT:** CITY MANAGER'S OFFICE

**PRESENTED BY:** ALMA REYES, DEPUTY CITY MANAGER

**CONTACT INFORMATION:** ALMA REYES, DEPUTY CITY MANAGER, (714) 754-5328

**RECOMMENDATION:**

Staff recommends the City Council approve and authorize the City Manager to execute a Use Agreement for the City's Jack Hammett Sports Complex for a portion of the Raiders Football Club's 2024 Summer Training Camp and related community benefits.

**BACKGROUND:**

The Raiders Football Club, LLC, a Limited Liability Company, located in Nevada, has approached the City of Costa Mesa regarding the use of Jack Hammett Sports Complex (Complex) for a portion of their 2024 Summer Training Camp (Camp). Each year, National Football League (NFL) teams operate summer training camps to prepare their teams for the upcoming season. After exploring various location options, the Raiders requested the use of the City's Complex for a portion of their 2024 pre-season Training Camp operations.

Throughout the year, the City reviews Special Events Permits and Use Agreements for many different parks and facilities for non-profit groups, businesses, and individuals. In the past, the City's Jack Hammett Sports Complex has been used for various tournaments, events and practices.

In 2010, the University of Alabama football team had exclusive use of the site for their preparations for the national championship game that was played at the Rose Bowl. In addition, the Complex hosted the University of Florida State football team in 2014 when they were playing in the national championship game. Both of these teams became the national champions in those respective years.

In 2017, the City entered into a 10-year Use Agreement with the Los Angeles Chargers to conduct their annual Summer Training Camps through 2026 at the Complex at an annual cost of \$150,570. The Chargers also invested approximately \$1 million into the fields to bring them to NFL standards, among other community benefits. In 2022, the Chargers notified the City that their 2023 Summer Training Camp would likely be its last year at the Complex as they would be transitioning to a new training facility in El Segundo, California.

In March of 2024, the Los Angeles Chargers confirmed they would not be utilizing the City's Complex to conduct its 2024 Summer Training Camp. As the Chargers organization has an Agreement with the City for use of the Complex through 2026, if they choose to exercise the option, the City can only enter into a one-year Use Agreement with another sports team at this time.

### **ANALYSIS:**

The proposed Use Agreement (Attachment 1) outlines the terms and conditions for the Raiders' use of the Complex. The Agreement includes the following key provisions:

- Use of Fields: The Raiders will have use of the Complex for a portion of their pre-season summer training camp from approximately July 19, 2024, through August 11, 2024. The investments they plan to make into the fields to bring them to current NFL standards will commence in June.
- Fees for Use: The Raiders will pay the City \$165,00 for its use of the fields which is a negotiated one year price based on field use rates and the level of community benefits (itemized below), as well as, the overall economic benefit to the local community.
- Community Benefits: In addition to the field use rate, the Raiders have agreed to the following community benefits:
  - \$600,000 in improvements to Fields 3 and 4 to current NFL standards
  - Team Junior Training Camp for kids ages 6 to 12
  - 100 tickets for local students to attend an NFL pre-season game in southern California
  - Replacement of fitness and weight training equipment for Costa Mesa High School
  - A Mobile Recreation Van for recreation programs in underserved areas
  - A \$10,000 donation to a local youth sports group
- Training Camp: The Raiders would be allowed to utilize the Complex to support open practices during the camp. Details of the training camp dates and all related information will be coordinated through the City's Special Events Permitting process, as with all major events at the City. The City will work closely with the community, neighborhoods surrounding the Complex and other community institutions and partners as needed in the discussions of parking, traffic, and other impacts to ensure that parking and traffic needs continue to operate as smoothly as possible. The Raiders will be responsible for the costs related to the development and implementation of all plans and for the rental of necessary equipment. Any requested public safety (Police and Fire) or other City staff necessary to support security, traffic/parking management, or any other activity will be charged per the City's event rate schedule.

In addition to the community benefits outlined above, the City will also reap the overall economic benefits from increased hotel stays and multiplier effects from hosting an NFL team, thereby increasing the City's hotel and sales tax revenues.



Since the fields at the Jack Hammett Sports Complex are not used and instead are refurbished during the summer months, no youth sports teams will be displaced during the Training Camp period.

**ALTERNATIVES:**

The City Council may elect not to authorize this use agreement. There are no other considerations for alternatives as no other city facilities could adequately accommodate this use.

**FISCAL REVIEW:**

The proposed Use Agreement with the Las Vegas Raiders for the rental of the City's Jack Hammett Sports Complex for a portion of their annual summer training camp, and related events, would provide the City \$165,000 in revenue for the duration of use, and other community benefits. The revenue from this agreement would be deposited into the Jack Hammet Sports Complex Capital Improvement Fund (Fund 417) for future improvements at the Complex benefitting the Costa Mesa community and youth sports groups that regularly use the facility.

**LEGAL REVIEW:**

The City Attorney has reviewed and approved the Agreement as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This item supports the following City Council Goal:

- Improve the Quality of Life
- Achieve Long-Term Fiscal Sustainability

**CONCLUSION:**

Staff recommends the City Council approve and authorize the City Manager to execute a Use Agreement for the City's Jack Hammett Sports Complex for a portion of the Raiders Football Club's 2024 Summer Training Camp and related community benefits.

**USE AGREEMENT FOR  
JACK HAMMETT SPORTS COMPLEX**

This Use Agreement (“Agreement”) is between the City of Costa Mesa, a California municipal corporation (“City”) and Raiders Football Club, LLC, a Nevada limited liability company (“Team”). The City and Team are periodically referred to herein individually as a “Party” and collectively as the “Parties.”

**WHEREAS**, City owns and operates recreational fields property located at 2750 Fairview Road, Costa Mesa California, 92626, also referred to as Jack Hammett Sports Complex as more particularly described in Exhibit A (referred to herein as the “Property” or “Jack Hammett Sports Complex”), which has several fields, including Fields 3 and 4 as more particularly depicted in Exhibit A; and

**WHEREAS**, the Team is known for its extensive community involvement and the City welcomes the Team to the City; and

**WHEREAS**, the Team desires to operate a portion of their 2024 preseason training camp at the Jack Hammett Sports Complex; and

**WHEREAS**, the Parties agree that the Team may utilize the Property for its training camp and related community events subject to the terms and conditions as set forth herein.

Now, therefore, in consideration of the mutual promises contained in this Agreement, the City and Team agree as follows:

- I. **TERM.** The term of this Agreement is for the 2024 pre-season during the Training Camp Maintenance and Training Camp Use periods as described more particularly in Section II of this Agreement.

**II. PERIODS FOR USE OF THE PROPERTY.**

- A. **TRAINING CAMP.** Team shall have the option for the exclusive use of Fields 1-6 during the 2024 pre-season to conduct its preseason training camp and related community events (“Training Camp Use Period”). The parties recognize that the specific dates and lengths of time associated with the Training Camp Use Period in 2024 may vary; however, it is understood that training camp will commence on approximately July 19, 2024 and end on August 11, 2024. It is understood the Use Period may vary for future years. The precise dates for these periods shall be established as set forth in Section III(C) below.
- B. **TRAINING CAMP MAINTENANCE.** In addition, Team shall have the option for an exclusive right of access and use of Fields 1-6 at the Property for a period commencing on June 4, 2024 to the commencement date of the Training Camp Use Period (this period being the “Training Camp Maintenance Period”), at which time, Team shall have exclusive access to maintain and/or repair Fields

1-6 as needed to hold the Training Camp and all related community events, including upgrading Fields 3 and 4 into NFL quality fields, as determined at the discretion of the Team. As used in this Agreement, the term “exclusive” shall not be interpreted to preclude the City, as owner of the property, including its designees, from accessing the Fields for any purpose, including but not limited to, general maintenance and upkeep purposes including the City Maintenance (defined below). City will make best efforts to coordinate all maintenance activities and access to fields with the Team so that such access shall not materially interfere with Team’s permitted use of the fields. The costs incurred in maintaining Fields 3 and 4 during the Training Camp Maintenance Period, or at any other time shall hereinafter be referred to as “Maintenance Costs,” and shall be the sole responsibility of the Team. Team’s exclusive access to Fields 1-6 during the Training Camp Maintenance Period shall include the right to maintain Team’s own security personnel on site for the protection of the fields.

- C. FUTURE USE. Team must submit a Letter of Interest (LOI) to notify City of any interest in utilizing the fields, if available, in 2025, by January 1, 2025. The City does not guarantee availability for any future years outside of this Agreement term as the City is still under contract with the Los Angeles Chargers through August 2026. This information is requested for planning purposes in the event the fields are made available.

### **III. USE OF PROPERTY DURING EXCLUSIVE USE PERIODS.**

- A. GENERAL PROVISIONS. Whenever Team has a right to use the Property or any fields under this Agreement, Team shall have the exclusive rights to use and may use the fields for football training purposes and incidental uses thereto, including but not limited to the preparation for pre-season training and the set up and break down of training and field equipment, subject to the Management Plan submitted by the Team and conditions required by the City as set forth in the Special Event permit to be submitted by Team. Team shall have the obligation to maintain those fields beyond the City’s basic maintenance (“City Maintenance”), and shall be solely responsible for all Maintenance Costs, should Team determine that additional maintenance is required beyond the City Maintenance. The parties shall coordinate whenever planning or performing maintenance. In no event shall City allow for the building of permanent structures or improvements on any of the fields during the Term of this Agreement; provided, however, City may allow temporary structures or improvements to be placed on and adjacent to the fields, such as temporary restrooms or grandstands, when such temporary structures or improvements are consistent with the uses of the Property pursuant to this Agreement and do not result in permanent damage or destruction to the quality of the fields.

- B. SPECIAL EVENT PERMIT REQUIRED FOR PUBLIC EVENTS HELD DURING TRAINING CAMP USE PERIODS. During the Training Camp Use Period, Team shall host no less than ten (10) open and public events at the Property each of which will allow the community to access and view football players, coaches, training and related operations. As such, Team may make accommodations for such public viewing by having grandstands on the Property, by having merchandise available for gift or purchase, games, activities, activations, and by having other related public events accommodations (such as portable restrooms, temporary food service provisions including food trucks, and any needed security provisions). The scheduling of all public events and open practices held by Team during the Training Camp Use Period shall be at the sole discretion of Team and subject to the needs, priorities, and practice scheduling of the Team. Within thirty (30) days of execution of this Agreement, Team shall deliver to City, through its City Manager or authorized designee, any necessary permit applications, including but not limited to a special event permit application and management plan that includes, but is not limited to, the anticipated dates of the Training Camp Use and Maintenance Periods, including anticipated dates when Training Camp will be open to the public, as well as the Team plan for parking, traffic, safety and security, noise management, concessions, staffing, site improvements and any other relevant information (“Management Plan”) required by the City Manager. Team shall cooperate with the Orange County Fairgrounds as well as other surrounding properties in developing their Management Plan, and, in particular, addressing their parking needs during the Training Camp Use Period. The City Manager or authorized designee, shall have the discretion to place reasonable conditions on the Team, as set forth in the Special Event Permit to be submitted by the Team, related to the use of the Property pursuant to this Agreement. The Team shall obtain all other applicable permits (such as a film permit), all of which shall be subject to review and approval of the City Manager or authorized designee, for use of the Property pursuant to this Agreement. All costs for review and approval by the City shall be borne by the Team. The City Manager or authorized designee shall review and approve, deny, or approve with conditions, such management plan and all permits as expeditiously as possible, and in no event more than thirty (30) days after a complete application has been submitted to the City Manager or authorized designee.
- C. MAINTENANCE COSTS. Team shall have the obligation to pay all costs and expenses relating to the preparation for the use periods including any approved temporary improvements, except for any City Maintenance. In addition, for the Term of this Agreement, Team shall be responsible for all Maintenance Costs related to Fields 3 and 4 beyond the City Maintenance.

#### **IV. USAGE RENT AND COMMUNITY CONTRIBUTIONS.**

- A. USAGE RENT TO CITY. In exchange for the Team's use of those facilities specified in this Agreement for the 2024 Training Camp, the Team agrees to pay City usage rent ("Usage Rent") in the amount of one hundred and sixty-five thousand (\$165,000).
1. Usage Rent schedule shall be as follows:
    - 50% deposit due upon contract execution
    - 25% due on July 1, 2024
    - 25% final payment due by August 31, 2024
- B. COMMUNITY CONTRIBUTIONS. In addition to the payments associated with Maintenance Costs and Usage Rent, Team shall make the following community contributions ("Community Contributions"):
1. Team Junior Training Camp. Team shall host a junior training camp ("Jr. Training Camp") at the Property on a date selected by Team. The Jr. Training Camp shall be open to the public for youth ages six (6) through twelve (12), provided Team shall determine the maximum number of attendees based on operational and staffing availability. The Jr. Training Camp shall be free of charge for all youth attendees. All scheduling, activities, content, Team personnel appearances, marketing, and media coverage for the Jr. Training Camp shall be determined at the sole discretion of the Team. Team may require all attendees to review and sign a waiver form prior to participating in the Jr. Training Camp.
  2. Team Donation to Local Youth Sports Team. Team shall donate a monetary amount of Ten Thousand Dollars (\$10,000) to a local youth sports team.
  3. Vehicle Donation. Team shall donate a new Ford transit van ("Van") to City. Team shall be responsible for the purchase price and all costs to deliver the Van to City. The Parties shall mutually agree on a pick-up location and date for the Van to be delivered. City shall be responsible for all other costs and obligations in connection with operating the vehicle including registration fees, insurance costs, and any permitting.
  4. Ticket Donation. Team shall donate one hundred (100) tickets to City for an NFL preseason game played in Southern California during the

2024-2025 season. Selection of the game and the exact location of the tickets shall be at the discretion of the Team. All other costs related to attendance of the game shall be the responsibility of City or the ticketholder including parking fees and concessions.

In addition to the Community Contributions provided to the City under this Section, the Parties acknowledge that Team shall also provide community contributions to Costa Mesa High School (“CMHS”) under a separate agreement, which shall include: (1) hosting an event for the CMHS football team; and (2) donating weight room equipment to CMHS.

- C. **COSTS.** City shall not pay for, nor have any obligation to pay, in whole or in part with public funds any of the Maintenance Costs. No later than September 1, 2024 or by such date as mutually agreed date to by Parties, Team shall be responsible for all work and costs required to restore the Property back to its condition prior to the Training Camp Use and Maintenance Periods , following the Training Camp Use Period. Following the Training Camp Use Period, the parties will perform an on-site walk through of the Property on a mutually agreed upon date to determine whether any additional maintenance and repairs are required by the Team to restore the field to its condition prior to the Training Camp Use and Maintenance Periods.
- V. **CONFLICT OF INTEREST.** The Team affirms that, to the best of Team’s knowledge, there exist no actual or potential conflicts of interest between the parties, including the financial interests of their officers, agents, or employees. Any question regarding a possible conflict of interest will be raised with the City.
- VI. **COOPERATION.** City and Team shall cooperate in the event of any legal action or claim made by a third party that may result from activities relating to the performance of this Agreement.
- VII. **COMPLIANCE.** City and Team agree to comply with all applicable federal, state, and local laws, regulations and codes in the performance of this Agreement. Team and City expressly agree and acknowledge that the terms of this Agreement may be modified to the extent any provision of the League Rules requires such a modification in order to make this Agreement comply with any new League Rules established after the Agreement is executed or any new interpretations or clarifications issued by the NFL for any League Rules, which are existing as of the date of this Agreement. Without limiting the generality of the foregoing, Team shall have the right to terminate this Agreement without penalty upon written notice to City at any time if this Agreement is then prohibited by new League Rules, provided, however, that the requirements of Sections III.C. (Maintenance Costs), and XI. (Indemnification), shall survive termination of the Agreement. As used in this Agreement, “League Rules”



means the Constitution, By-Laws and any other agreements or policies of the NFL and its subsidiaries and affiliates, as well as any rulings and or orders of the NFL Commissioner.

**VIII. FORCE MAJEURE.** City and Team shall not be responsible for damages or for delays or failures in performance resulting from acts or occurrences beyond their respective, reasonable control (“Force Majeure Event”), including, without limitation: fire, lightning, explosion, power surge or failure, water, acts of God, war, revolution, civil commotion or acts of civil or military authorities or public enemies; any law, order, regulation, ordinance, or requirement of any government (other than City, unless City action is consistent with this Agreement and generally applicable laws); labor unrest, including without limitation, strikes, slowdowns, picketing or boycotts; inability to secure materials and supplies, transportation facilities, fuel or energy shortages, or acts or omissions of others. If a Party is prevented from performing its material obligations under this Agreement due to a Force Majeure Event, the Parties shall discuss, in good faith, rescheduling the affected dates of the Training Camp Maintenance and/or Use Period, as applicable, to a later mutually agreed upon date(s). If the Parties are unable to mutually agree on a later rescheduled date(s), either Party shall have the right to terminate this Agreement without penalty and without any further obligations. In the event of such termination, Team shall be entitled to a refund pro rata, of any pre-paid Usage Rent (as set forth under Section IV.A) or other upfront payments made by Team based on the proportion of days in which Team actually used the Property during the Training Camp Use Period prior to the termination.

**IX. ASSIGNMENT.** The obligations of the parties pursuant to this Agreement shall not be assigned without the prior written consent of the parties.

**X. PUBLIC RECORDS AND CONFIDENTIALITY.**

- A. The Team understands that City is subject to the California Public Records Act and this Agreement constitutes a public record of a type that is generally required to be disclosed upon request.
- B. It is agreed that the Team shall disclose only information necessary for City to provide the facilities and services contemplated by this Agreement and, if any such information is considered confidential, it shall be clearly marked “Confidential Information” and sent by the Team in writing only to City (as specified below) or orally disclosed to City and reduced to writing by the Team within an appropriate time period as reasonably required by the City or otherwise required by law. City shall inform its employees that Confidential Information shall not be used or disclosed to others except in furtherance of this Agreement unless Confidential Information: (i) is or shall have been known to

City before its receipt thereof; (ii) is disclosed to City by a third party; (iii) is or shall have become known to the public through no fault of City; or (iv) is required by law to be disclosed.

- C. During and subsequent to the term of this Agreement, no publicity, advertisement, media release or other public announcement related to this Agreement or the subject matter hereof, including without limitation, reference to the Las Vegas Raiders or its trademarks or products or services, in connection with this Agreement, will be made without Team's prior written consent.

## **XI. INDEMNIFICATION.**

- A. Except as otherwise limited herein, City shall defend, indemnify and hold harmless the Team, LV Stadium Events Company, LLC, The Oakland Raiders, a California limited partnership, The Raider Image, LLC, Raiders Foundation NV, and each of their officers, and employees, agents from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damage are caused by or result from the grossly negligent or intentional acts or omissions of City, their/its officers, employees, or agents.
- B. Except as otherwise limited herein, the Team shall defend, with the attorneys of City's choosing, indemnify and hold harmless City and their/its officers, employees, and agents from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damage are caused by or result from the grossly negligent or intentional acts or omissions of the Team or their/its officers, employees, or agents.
- C. Neither termination of this Agreement nor completion of the acts to be performed under this Agreement shall release any Party from its obligation to indemnify as to any claims or cause of action asserted so long as the event(s) upon which such claim or cause of action is predicated shall have occurred prior to the effective date of termination or completion.

## **XII. INSURANCE.**

- A. The Team, shall obtain, maintain, and keep in full force and effect during any and all Training Camp Use Periods, and Training Camp Maintenance Periods, all of the

following minimum scope of insurance coverages with an insurance company admitted to do business in California, rated “A,” Class X, or better in the most recent AM Best’s Insurance Rating Guide, and approved by City:

1. Commercial general liability, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury with a policy limit of not less than five million dollars (\$5,000,000.00), combined single limits, per occurrence and no less than ten million dollars (\$10,000,000.00) general aggregate limit. For the year 2024, the above insurance shall cover the period beginning within two (2) weeks of execution of this Agreement. The insurance shall have a retroactive date of placement prior to or coinciding with the commencement of the Term of this Agreement.
2. Business automobile liability for owned vehicles (if any), hired, and non-owned vehicles, with a policy limit of not less than Ten Million Dollars (\$10,000,000.00), combined single limits, per occurrence for bodily injury and property damage.
3. Property Insurance, Fire and Extended Coverage Form in an amount sufficient to reimburse Team for all of its equipment, trade fixtures, inventory, fixtures and other personal property located on or in the Property.
4. Workers’ Compensation as required by California law.
5. Such other insurance in such amounts which from time to time may be reasonably required by the mutual consent of City and the Team against other insurable risks relating to performance.

B. Endorsements. The commercial general liability insurance policy and business automobile liability policy shall contain or be endorsed to contain the following provisions:

1. Additional insureds: “The City of Costa Mesa and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of this Agreement with the City.”
2. Notice: “Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled nor the coverage or limits reduced, until thirty (30) days after written notice is given to City (for the avoidance of doubt, any notice of a reduction in coverage may come from Team and not from Team’s insurance carrier).”
3. Other insurance: “The Team’s insurance coverage shall be primary insurance as respects the City and its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Costa Mesa

shall be excess and not contributing with the insurance provided by this policy.”

4. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City and its officers, officials, agents, employees, and volunteers.
5. The City’s insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer’s liability.

C. Deductible or Self Insured Retention. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by City. No policy of insurance issued as to which the City is an additional insured shall contain a provision which requires that no insured except the named insured can satisfy any such deductible or self-insured retention.

D. Certificates of Insurance. Team shall provide to City certificates of insurance showing the insurance coverages and required endorsements described above, in a form and content approved by City, prior to the commencement of a Training Camp Maintenance Period.

E. Non-limiting. Nothing in this Section shall be construed as limiting in any way; the indemnification provision contained in this Agreement.

**XIII. COSTS OF IMPROVEMENTS**. Team has been alerted to the requirements of California Labor Code section 1770, *et seq.*, which require the payment of prevailing wage rates and the performance of other requirements if it is determined that improvements made to the Property related to this Agreement constitute public works. It shall be the sole responsibility of team to determine whether to pay prevailing wages for any or all work required by this Agreement. As a material part of this Agreement, team agree to assume all risk of liability arising from any decision not to pay prevailing wages for work related to this Agreement.

**XIV. WAIVER OF SUBROGATION**. The team hereby waives any right of recovery against City due to loss of or damage to the property of Team, when such loss of or damage to property arises out of an act of God or any of the property perils included in the classification of fire or extended perils (“all risk” as such term is used in the insurance industry) whether or not such perils have been insured, self-insured, or non-insured; provided however, team does not waive the right of subrogation where the loss or damage is caused by City’s gross negligence or willful misconduct.

**XV. DAMAGES**. Except as otherwise provided in this Agreement, the Team shall be responsible for damages to City property directly resulting from Team’s use of the Property (or portion thereof) except for damages resulting from acts of God or by

## **XVI. SECURITY, HEALTH AND SAFETY.**

- A. The Team shall inspect the fields to be used at the Property prior to use each day and report any material hazards or defects to City immediately.
- B. If the Team performs any “Trainer” services on site, such services shall be performed by appropriately licensed trainers or medical personnel.
- C. Each Party shall comply with all federal, state and local laws in performance of this Agreement.
- D. The Team understands that the possession, use and sale of alcohol on the City campus is governed by City Alcohol Policy and California state law. The Team agrees to comply with such policy and laws while on City property.

To City: Lori Ann Farrell Harrison, City Manager  
City of Costa Mesa  
77 Fair Drive  
Costa Mesa, CA 92626  
e-mail: [loriann@costamesaca.gov](mailto:loriann@costamesaca.gov)

To City Attorney: Jones Mayer  
Kimberly Hall Barlow, City Attorney  
3777 N. Harbor Blvd.  
Fullerton, CA 92835  
e-mail: khb@jones-mayer.com

881

To Team's Attorney: Raiders Football Club, LLC  
Attention: Legal  
1475 Raiders Way  
Henderson, NV 89052  
e-mail: legal@raiders.com

- XVIII. SEVERABILITY.** If any term, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired, or invalidated in any way.
- XIX. NON-WAIVER.** Waiver or non-enforcement by either Party of a term or condition shall not constitute a waiver or non-enforcement of any other term or condition or of any subsequent breach of the same or similar term or condition.
- XX. NO THIRD-PARTY RIGHTS.** Nothing in this Agreement is intended to make any person or entity who is not signatory to the Agreement a third-party beneficiary of any right created by this Agreement or by operation of law.
- XXI. DISPUTE RESOLUTION.** Any dispute arising regarding the interpretation or implementation of this Agreement, including any claims for breach of this Agreement, shall be resolved by submitting the claim for arbitration to JAMS in accordance with its rules and procedures applicable to commercial disputes. The location of any arbitration proceedings shall be Orange County, California, and any enforcement of the arbitrator's decision shall be brought in a court of competent jurisdiction in Orange County, California.
- XXII. AMENDMENTS.** Any amendments to this Agreement must be made, in writing, and approved by the authorized representatives of the Team and City.
- XXIII. ENTIRE AGREEMENT.** This Agreement and any exhibits attached hereto constitute the entire agreement between the parties to it and supersede any prior understanding or agreement with respect to the subject contemplated, and may be amended only by written amendment executed by both parties to this Agreement.
- XXIV. GOVERNING LAW.** This Agreement shall be construed in accordance with the laws of the State of California without regard to its conflicts of laws rules.



ACKNOWLEDGED AND ACCEPTED BY:

City of Costa Mesa

\_\_\_\_\_  
Name:

Title:

\_\_\_\_\_  
Date

APPROVED AS TO FORM:

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

\_\_\_\_\_  
Date

Raiders Football Club, LLC

\_\_\_\_\_  
Signature:

Name:

Title:

\_\_\_\_\_  
Date

EXHIBIT A  
JACK HAMMETT SPORTS COMPLEX



## FIELD RATES

Field rate	# of hours	# of fields	# of days	Total
\$239/hr.	9	6	10 practices	\$ 129,060.00
\$239/hr.	9	2	7 setup days	\$ 30,114.00
				<b>\$ 159,174.00</b>
				<b>\$ 164,745.09*</b>

\*Total plus 3.5% CPI



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-133

**Meeting Date:** 5/7/2024

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**TITLE:**

**UPDATE REGARDING THE CITY'S TENANT PROTECTION ORDINANCE**

**DEPARTMENT:** CITY MANAGER'S OFFICE

**PRESENTED BY:** NATE ROBBINS, NEIGHBORHOOD IMPROVEMENT MANAGER  
AND SERGIO ESCOBAR, MANAGEMENT ANALYST

**CONTACT INFORMATION:** NATE ROBBINS, NEIGHBORHOOD IMPROVEMENT MANAGER  
(714) 754-5274

**RECOMMENDATION:**

Staff recommends the City Council receive and file this update regarding the City's Tenant Protection Ordinance.



## Agenda Report

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**Item #: 24-**

**Meeting Date: 05/07/2024**

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**TITLE:**

**UPDATE REGARDING THE CITY'S TENANT PROTECTION ORDINANCE**

**DEPARTMENT: CITY MANAGER'S OFFICE**

**PRESENTED BY: NATE ROBBINS, NEIGHBORHOOD IMPROVEMENT MANAGER AND  
SERGIO ESCOBAR, MANAGEMENT ANALYST**

**CONTACT INFORMATION: NATE ROBBINS, NEIGHBORHOOD IMPROVEMENT  
MANAGER (714) 754-5274**

**RECOMMENDATION:**

Staff recommends the City Council receive and file this update regarding the City's Tenant Protection Ordinance.

**BACKGROUND:**

At the direction of the City Council and in an effort to assist Costa Mesa residents when facing eviction, and also assist landlords in complying with State law, staff worked with the City Attorney's Office to draft an urgency ordinance to ensure protections for residents facing a no-fault just cause eviction.

On November 7, 2023, the City Council voted to adopt Urgency Ordinance No. 2023-04 (Ordinance), amending Title 9 of the Costa Mesa Municipal Code by adding Chapter II, Article 24 (Just Cause Residential Tenant Protections) and declared the Ordinance to be an emergency measure to take effect immediately upon adoption. The Ordinance, in addition to codifying the provisions of State legislation in AB1482 and SB567, further increased local tenant protections by including the following requirements:

1. All components of SB567 that would otherwise go into effect on April 1, 2024, were immediately enacted upon adoption of the Ordinance on November 7, 2023.
2. Property owners must notify the City within 72 hours of serving a tenant a no-fault just cause eviction.
3. Property owners required to pay relocation assistance must pay an amount equal to the Small Area Fair Market Rents published annually by the Department of Housing and Urban Development.

In order to implement the program authorized by the Ordinance, the City Council approved the hiring of up to two (2) full-time Outreach Workers in the Neighborhood Improvement Division, if needed, a Senior Planner in the Economic and Development Services Department (EDSD) to assist property owners and tenants through the no-fault eviction process and a Code Enforcement Officer.

Further, the City Council appropriated \$300,000 in American Rescue Plan Act (ARPA) funds to be awarded to local partners for the provision of supplemental case management and financial assistance to Costa Mesa households facing no-fault eviction. Lastly, the City Council allocated \$250,000 in ARPA funds, if needed, to Jones & Mayer for any required legal advice.

Further information regarding the November 7, 2023 meeting can be found here:

- [Agenda Report](#)
- [Urgency Ordinance No 2023-04](#)
- [Council Meeting Video](#)

The City Council has requested an update from staff on the City's Tenant Protection Program which has now been in effect for six (6) months and has proven to have a significant impact in aiding those facing no-fault eviction and who are at risk of becoming homeless. It has also significantly aided landlord and property owners in understanding and complying with State and local rules regarding no fault evictions.

### **ANALYSIS:**

Since adopting the Ordinance on November 7, 2023, the City has received correspondence from 103 individuals (unduplicated) requesting information regarding the provisions of the law and other eviction-related topics. Approximately 55 of these inquiries were residents seeking clarity regarding the rights afforded to them by the City's Ordinance. The other 48 inquiries were property owners (or their representatives) seeking clarity on their rights as owners and the definition of lawful just cause evictions. The information provided by the City to educate the public likely prevented landlords from inadvertently conducting unlawful evictions and equipped residents with the knowledge to better understand their rights as tenants.

The City has three methods by which tenants and landlords may inquire about eviction-related matters. Tenants and landlords may contact staff in person at City Hall, email [evictions@costamesaca.gov](mailto:evictions@costamesaca.gov), or call 714-754-5346. Email is the most used method to contact the City. Of the 103 inquiries made, 57 were emails, 28 were in-person inquiries, and 18 were calls. Spanish bilingual staff is available to assist Spanish-speaking individuals in any of the three methods of inquiry. Calls and emails are typically answered within 72 hours.

In addition to requests for information, the City has received from property owners a total of 35 eviction notices (See Attachment 1). Twenty-five (25) of the notices were no-fault evictions, which occur when a property owner chooses to evict a tenant for one of four allowable justifications and in the absence of any wrongdoing by the tenant. Another ten (10) of the notices were for at-fault evictions, which occur when a property owner chooses to evict a tenant who has breached one or more terms of the rental agreement. Each eviction notice received by the City is reviewed by staff to ensure it contains the specific language and back-up documentation required by law. These eviction notices are categorized as follows:



1. No-Fault, Compliant – Eight (8) eviction notices were deemed compliant upon initial review and no further action was required.
2. No-Fault, Reissued – Thirteen (13) eviction notices were deemed non-compliant upon initial review and withdrawn by the owner. The owner subsequently amended the notices and reissued them to the tenants. Nine (9) of the reissued notices were deemed compliant upon second review and four (4) are currently under review.
3. No-Fault, Withdrawn – Four (4) eviction notices were deemed non-compliant upon initial review and withdrawn by the owner. None of these notices have been resubmitted for staff review nor have the owners expressed intent to reissue updated notices to their tenant(s).
4. At-Fault – Ten (10) eviction notices were for failure to pay rent or general breaches of the rental contract. While at-fault eviction notices are not required to be submitted to the City, staff may be contacted owners or tenants to attempt to facilitate a resolution. Residents facing an at-fault eviction for failure to pay rent are referred to the Costa Mesa Rental Assistance Program operated by Mercy House. Eligible households may receive financial assistance of up to \$10,000 in arrears and six (6) months of future rent.

In sum, for the almost six (6) month period following the adoption of the Tenant Protection Ordinance (November 7, 2023, through April 30, 2024), there were a total of 35 households in the City that received eviction notices (25 no-fault and 10 at-fault). This number represents an approximate 50 percent reduction in the total number of eviction notices issued to residents than in the four (4) month period that preceded the Ordinance when a total of 67 eviction notices were issued to residents (approximately 63 no-fault and 4 at-fault). This data suggests the adoption of the Ordinance, coupled with a robust community outreach and education strategy, may have helped educate landlords, property managers and tenants understand the law and reduce certain evictions from taking place. It appears the program implemented by the City equipped both landlords and residents with the knowledge to better understand current State and local laws, and each parties' respective obligations and rights.

#### Assistance to Residents

All households that received a compliant no-fault eviction notice were contacted by a City Outreach Worker to offer voluntary case management and referrals to our local service partners for supplemental assistance. While not all households require case management, most express deep gratitude to the City for reaching out and offering support in their time of need. The services available to residents facing no-fault eviction are:

- **Intensive case management by Outreach Worker.** To date, five (5) of the twenty one (21) households who received a lawful no-fault eviction notice have requested case management, which includes the following services:
  - Needs Assessment – An in-depth look at a household's overall situation to identify challenges related to employment, housing, and health. The Outreach Worker takes a “strengths-based” approach that empowers clients to identify and apply one’s strengths to achieve goals, rather than fixating on weaknesses or deficiencies.

- Income Determination – Collecting income documentation for all adult residents to officially determine a household's annual income. This determination is valid for 12 months and establishes eligibility for all income-based programs and resources.
- Housing Plan – The process of developing goals to identify, secure, and retain the best possible housing solution for a client household.
- Housing Search Assistance – Educating and coaching households on how to search for and apply to various housing options in and around the areas they wish to reside.
- Referrals – Connecting households to all available resources related to employment, housing, and health to ensure the best possible outcomes and achieve the highest level of self-sustainability.

City staff are finalizing funding agreements with Families Forward and SPIN to provide the following services to households facing no-fault eviction:

- **Up to \$500 for moving-related expenses.** To date, one (1) of the twenty one (21) households who received a no-fault eviction notice has utilized this service. This service is available to all residents facing no-fault eviction, regardless of income, and is rendered by our partner providers Families Forward and Serving People In Need (SPIN). Examples of eligible items include a dumpster rental, moving boxes, hiring a moving company, and/or renting a moving van. No direct payments are made to tenants as purchases are completed by the provider on behalf of the household. This service is only available before a household vacates their unit and is not available retroactively.
- **Supplemental financial assistance.** This service is available to households at or below 50% of the Area Median Income (AMI) (i.e., \$78,900/yr for a 4-person household). Eligible costs include security and utility deposits, holding fees, application fees, future rent, etc., and is administered by Families Forward and SPIN.

Households assisted in the interim are referred to the Costa Mesa Rental Assistance Program administered by Mercy House. To date, Mercy House has provided one (1) household with financial assistance to pay for a security deposit on their new unit. One (1) household was placed in a hotel and has been approved for ongoing rental assistance to ensure stability in their new home. The family will be moving into their new home in less than a week from the writing of this report.

### Review of Eviction Notices

The City has developed a streamlined process for the review of no-fault eviction notices. In general, a property owner (or their representative) submits to the City a copy of a Notice of Termination of Tenancy (NTT) and all applicable backup documents within 72 hours of issuing the notice to the tenant(s). Neighborhood Improvement staff performs an initial review to determine compliance with the notification requirements of the Ordinance. If the NTT complies with the Ordinance and requires no additional investigation or follow-up because all required documentation has been provided, a "Notice to Proceed" is sent to the property owner.

NTTs identified as out of compliance with the Ordinance are void and the property owner is notified that the NTT is invalid and they must either: 1) bring the notice into compliance and reissue it to their tenant(s); or, 2) rescind the notice and allow the tenant to remain in place. NTTs that utilize “substantially remodel” as the stated reason for the eviction, are forwarded to the Senior Planner in the Economic and Development Services Department (EDSD) who oversees the review of this aspect of the NTT process. This review involves coordination with the property owner to ascertain the scope of the “substantially remodel” work and associated building permits with input from the Building Official.

In addition, the City’s Totally Electronic Self Service Application (TESSA) was updated to allow property owners to electronically submit notices of no-fault eviction for staff review. TESSA requires those applying for a residential building permit to identify if the work will result in an eviction. If the building permit is related to work to “substantially remodel”, resulting in an eviction, the Senior Planner in EDSD coordinates with owners/contractors and the Building Official to ensure compliance with the Ordinance.

### Community Outreach and Education

Since adopting the Ordinance, City staff has provided outreach and education including multiple in-person community meetings to inform owners and tenants of their rights regarding evictions and available resources. Prior and ongoing actions include:

- Bilingual documents regarding the rights and responsibilities of owners and tenants:
  - A dedicated Tenant Protections page on the City’s website at <https://www.costamesaca.gov/trending/tenant-protections>
  - Published the flyers *TPO Fact Sheet* ( See Attachment 2) and *TPO Resources* (See Attachment 3)
  - Mailed nearly 600 letters to property owners
  - Canvassed neighborhoods affected by no-fault eviction
- Continued education regarding available rental assistance and legal aid resources
  - Hosted tables at City Council meetings, Fair Housing Foundation workshops, community clean-ups, and resource fairs
- Community partner outreach to schools, stakeholders, apartment associations, nonprofits, service providers, etc.
  - Distributed educational materials to the Newport Mesa Unified School District, dozens of service providers and faith-based organizations, the Apartment Association of Orange County, Resilience OC, and local community leaders.
- The City’s Network for Homeless Solutions Hotline at (714) 754-5346 is now answered by a live person 24 hours a day, 7 days a week, to better serve those in need of assistance.

Adoption of the Ordinance has shed light on the disproportionate number of Costa Mesa households with minor children negatively affected by no-fault evictions. To combat this and provide the highest level of service to our community, the City will continue to implement just cause eviction education and assist Costa Mesa households facing eviction with necessary assistance and services. The City understands that outreach and education to property owners and tenants about the Ordinance and their rights are also integral to ensuring effective implementation and enforcement of the ordinance.

**ALTERNATIVES:**

No alternatives are considered at this time.

**FISCAL REVIEW:**

The Tenant Protection Program is funded in this fiscal year's budget. All of the funding appropriated by the Council to support households facing no-fault eviction is available for use. There is no fiscal impact to receiving and filing this report. The status of and need for future funding will be discussed in the context of the Fiscal Year 2024-25 Proposed Budget for Fiscal Year starting July 1, 2024.

**LEGAL REVIEW:**

The City Attorney's Office has reviewed the staff report and approves as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This item supports the following City Council Goal:

1. Diversify, Stabilize, and Increase Housing to Reflect Community Needs
2. Strengthen the Public's Safety and Improve the Quality of Life

**CONCLUSION:**

Staff recommends the City Council receive and file this report.

# Summary of Eviction-Related Inquiries & Notices Received

As of April 30, 2024

Attachment 1

Type of Inquiry	Amount of Inquiries
General Information	64
No-Fault	28
At-Fault	11
<b>Total Inquiries</b>	<b>103*</b>

\* Total represents unduplicated inquiries from tenants, landlords, and property managers.

Type of No-Fault Notices Received	Amount of Inquiries
Substantial Rehab	17
Owner/Relative Move-In	5
Abate Hazardous Materials	1
Withdrawal from Rental Market	2
<b>Total Notices Received</b>	<b>25</b>

No-Fault Evictions: Ordinance Compliance	Amount of Inquiries
No	13**
Yes	8
Withdrawn	4
<b>Total</b>	<b>25</b>

\*\* Evictions found to be non-compliant with the Ordinance were voided as per the Costa Mesa Municipal Code Sections 9-402 & 9-403.

At-Fault Eviction Notices Received	Amount of Inquiries
Arrears	4
Breach of Contract	6
<b>Total Inquiries</b>	<b>10</b>

## Definitions

**At-Fault:** Results when a tenant performs or fails to perform specific actions as specified on their contract that causes an owner to terminate a lease.

**No-Fault:** Results when actions taken by the owner to terminate a lease absent any wrongdoing by the tenant.

**Inquiry:** Defined by any call, email, or in-person inquiry made to City staff seeking clarification regarding the Ordinance. These figures are unduplicated.



# CITY OF COSTA MESA

## Just Cause Residential

### Tenant Protections Ordinance (No. 2023-04)

# Fact Sheet



## BACKGROUND

On November 7, 2023, the Costa Mesa City Council adopted a Just-Cause Residential Tenant Protections Urgency Ordinance (No. 2023-04) to align with State Bills AB 1482 and SB 567.



## OVERVIEW

The ordinance includes the following provisions:

1. **Effective** November 7, 2023.
2. Landlords or their representatives must notify the City within **three (3) business days** after giving an eviction notice to their tenant. Failure to properly notify renders a notice to vacate void.
3. Landlords or their representatives must pay tenants issued a no-fault just cause eviction relocation assistance equal to **one (1) month of Fair Market Rent (FMR)** or waive the tenant's final month of rent. If FMR is higher than the current rent, tenant is owed the difference.



## RELOCATION ASSISTANCE

The relocation assistance rates required by the ordinance are as follows (i.e., 1 month of FMR\*):

ZIP Code	Studio	One-Bedroom	Two-Bedroom	Three-Bedroom
92626	\$2,480	\$2,640	\$3,140	\$4,250
92627	\$2,120	\$2,260	\$2,680	\$3,630



## NOTIFICATIONS

Landlords of applicable properties **must** notify:

1. **City of Costa Mesa:**
  - a. Landlords must submit, through the City's Totally Electronic Self-Service Application (TESSA), a copy of all documents served to the tenant.
2. **Tenants:**
  - a. Landlords issuing a no-fault just cause eviction for intent to demolish or substantially rehabilitate the property, must provide written notice to tenants including:
    - i. A **description** of the substantial rehabilitation to be completed;
    - ii. An approximate **estimated duration** of the substantial rehabilitation or expected date the property is to be demolished; and
    - iii. A copy of the **building permit(s)** required to undertake the substantial remodel or demolition, or a copy of the contract for work not requiring permits.

\*Fair Market Rent(FMR) is determined annually by the U.S. Department of Housing and Urban Development.

## FOR ADDITIONAL INFORMATION:



714-754-5346



evictions@costamesaca.gov



costamesaca.gov/tenantprotection





# CITY OF COSTA MESA

## Just Cause Residential Tenant Protections

### Legislative Overview

# AB-1482 & SB-567

## AB 1482: TENANT PROTECTION ACT OF 2019

Signed into law on October 8, 2019, AB 1482 prohibits owners of residential properties from evicting a tenant without **just cause** when said tenant has occupied a residential unit for a minimum of 12 consecutive months. This bill delineates just cause evictions into **two** categories: **At-Fault** and **No-Fault**.

At-Fault Just Cause Reasons	No-Fault Just Cause Reasons
<ul style="list-style-type: none"><li>• Failure to pay rent</li><li>• Material breach of rental agreement</li><li>• Maintaining, committing, or permitting a nuisance</li><li>• Using premises for an unlawful purpose or committing criminal activity</li><li>• Failure to sign a substantially similar lease</li><li>• Subleasing the premises in violation of the lease agreement</li><li>• Refusing to allow the owner to access premises</li><li>• Failure to move out after written notice</li></ul>	<ul style="list-style-type: none"><li>• Intent to occupy the property by the owner or an immediate family member</li><li>• Withdrawal of the property from the rental market</li><li>• Comply with an order from a government agency, court, or ordinance</li><li>• Intent to demolish or substantially rehabilitate the property</li></ul>

## SB 567: HOMELESSNESS PREVENTION ACT OF 2023

Signed into law by the Governor on September 30, 2023, this bill amended AB 1482 to place **additional requirements** on residential property owners when issuing **no-fault just-cause evictions**.

- **Intent to Occupy**
  - Owners/designated family member are to move in within 90 days of the tenant vacating the unit and maintain occupancy for a minimum period of 12 consecutive months.
- **Intent to demolish or substantially rehabilitate**
  - Owners are to provide a description and estimated duration of the substantial rehabilitation to be completed, or expected date the property is to be demolished, and a copy of the building permit(s) required to undertake the work, or a copy of the contract for work not requiring permits.
- Makes an owner who issues a notice of eviction in violation of AB-1482 and/or SB-567 liable to the tenant in a civil action for damages up to 3 times the actual damages, plus punitive damages.

### FOR ADDITIONAL INFORMATION:



714-754-5346



evictions@costamesaca.gov



costamesaca.gov/tenantprotection



# CIUDAD DE COSTA MESA

## Ordenanza de protección para inquilinos de residencias con causa justa (No. 2023-04)

# Hoja Informativa

### ANTECEDENTES

El martes 7 de noviembre, el Ayuntamiento de Costa Mesa adoptó una Ordenanza de Urgencia de Protección para Inquilinos de Residencias con Causa Justa (No. 2023-04) para alinearse con los Proyectos de Ley Estatales AB 1482 y SB 567.

### RESUMEN

La ordenanza incluye las siguientes provisiones:

1. En efecto desde el 7 de noviembre de 2023.
2. Los propietarios o sus representantes deben de notificar a la Ciudad dentro de tres (3) días hábiles después de dar un aviso de desalojo al inquilino. Si no se notifica correctamente, la notificación de desalojo será nula.
3. Los propietarios o sus representantes son responsables de pagar a los inquilinos que han sido desalojados sin culpa por causa justa una compensación de realojamiento equivalente a un (1) mes de alquiler justo de mercado (FMR) o renunciar el último mes de alquiler al inquilino. Si el FMR es más alto que el alquiler actual, el propietario hará un pago al inquilino para cubrir la diferencia.

### ASISTENCIA PARA LA RELOCALIZACIÓN

Las tasas de ayuda para el realojamiento requeridas por la ordenanza son las siguientes (es decir, 1 mes de FMR\*):

ZIP Code	Studio	One-Bedroom	Two-Bedroom	Three-Bedroom
92626	\$2,480	\$2,640	\$3,140	\$4,250
92627	\$2,120	\$2,260	\$2,680	\$3,630

### AVISOS

Los propietarios de los inmuebles aplicables deben de notificar:

1. **La ciudad de Costa Mesa:**
  - a. Los propietarios deben someter, a través de la Aplicación de Autoservicio Electrónico Total de la Ciudad (TESSA), una copia de todos los documentos entregados al inquilino.
2. **Los inquilinos:**
  - a. Los propietarios que emitan un desalojo sin culpa por causa justa por la intención de demoler o rehabilitar sustancialmente la propiedad, deben hacer un aviso por escrito a los inquilinos que incluya:
    - i. Una **descripción** de la rehabilitación sustancial que se va a llevar a cabo;
    - ii. Una **estimación aproximada de la duración** de la rehabilitación sustancial o la fecha prevista para la demolición de la propiedad; y
    - iii. Una copia de los **permisos de construcción** necesarios para llevar a cabo la remodelación sustancial o la demolición, o una copia del contrato para los trabajos que no requieran permisos.

El alquiler justo de mercado (FMR) lo determina anualmente el Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos.

### PARA MÁS INFORMACIÓN:



714-754-5346



evictions@costamesaca.gov



costamesaca.gov/tenantprotection



# CITY OF COSTA MESA

## Ordenanza de protección para inquilinos de residencias con causa justa **AB-1482 & SB-567**

### AB 1482: LEY DE PROTECCIÓN A INQUILINOS DE 2019

Firmado como ley el 8 de octubre de 2019, AB 1482 prohíbe a los propietarios de propiedades residenciales desalojar a un inquilino **sin causa** cuando dicho inquilino ha ocupado una unidad residencial durante un mínimo de 12 meses consecutivos. Esta ley distingue los desalojos con causa justa en **dos** categorías: **Con Culpa y Sin Culpa**.

Razones Con Culpa por Causa Justa	Razones Sin Culpa por Causa Justa
<ul style="list-style-type: none"><li>• Falta de pago del alquiler</li><li>• Incumplimiento del contrato de alquiler</li><li>• Mantenimiento, cometiendo o permitiendo una molestia</li><li>• Utilizando los locales con un propósito ilícito o cometiendo actividades criminales</li><li>• La falta de firma de un contrato de arrendamiento con las mismas condiciones o sustanciones similares.</li><li>• Subarrendar los locales en violación del contrato de arrendamiento</li><li>• Negarse a permitir que el propietario acceda a los locales.</li><li>• Falta de mudanza tras ser notificado por escrito</li></ul>	<ul style="list-style-type: none"><li>• Intención de ocupar la propiedad por parte del propietario o de un familiar directo</li><li>• La propiedad se retira del mercado del alquiler</li><li>• Cumplir con una orden de un agencia gubernamental, una corte o una ordenanza</li><li>• Intención de demoler o rehabilitar sustancialmente la propiedad</li></ul>

### SB 567: LEY DE PREVENCIÓN DE LAS PERSONAS SIN HOGAR DE 2023

Firmado como ley por el Gobernador el 30 de septiembre de 2023, este proyecto de ley modificó el AB 1482 para imponer **requerimientos adicionales** a los propietarios residenciales al emitir desalojos **sin culpa por causa justa**.

- **Intención de ocupar**
  - Los propietarios o familiares designados tienen que mudarse dentro de los 90 días siguientes del desalojo de la vivienda por parte del inquilino y mantener la ocupación durante un periodo mínimo de 12 meses consecutivos.
- **Intención de demoler o rehabilitar sustancialmente**
  - Los propietarios tienen que facilitar una descripción y una estimación de la duración de la rehabilitación sustancial que se va a llevar a cabo, o la fecha prevista de demolición de la propiedad, y una copia del permiso o permisos de construcción necesarios para realizar las obras, o una copia del contrato para las obras que no requieran permisos.
- Hace que un propietario que emite un aviso de desalojo en violación de AB-1482 y / o SB-567 responsable ante el inquilino en una acción civil por daños y perjuicios hasta 3 veces los daños reales, además de daños punitivos.

### PARA MÁS INFORMACIÓN:



714-754-5346



evictions@costamesaca.gov



costamesaca.gov/tenantprotection



# CITY OF COSTA MESA

## Tenant Protections Ordinance

# Are you facing a no-fault eviction? The City of Costa Mesa can help!

### SERVICES OFFERED TO ALL RESIDENTS:

The City of Costa Mesa has resources to help with the following services:



#### Housing Education

- Searching for a new unit



#### Case Management

- Income Assessment
- Benefit Eligibility
- Resource Referrals



#### Move-Out Assistance

- Dumpster rental, boxes, moving truck

### SERVICES OFFERED TO QUALIFYING RESIDENTS:

The City of Costa Mesa has income based resources to help qualifying individuals with the following services:



#### Financial Assistance

- Move-in security & utility deposit



#### Rental Assistance

- 3-6 months of financial assistance



#### Post-lease stabilization

### FOR ADDITIONAL INFORMATION:



714-754-5346



evictions@costamesaca.gov



costamesaca.gov/tenantprotec

898



# CIUDAD DE COSTA MESA

## Ordenanza de protección de los inquilinos

**¿Se enfrenta usted con un desalojo sin culpa?  
La ciudad de Costa Mesa puede ayudar!**

### SERVICIOS OFRECIDOS A TODOS LOS RESIDENTES:

La ciudad de Costa Mesa tiene recursos para ayudar con los siguientes servicios:



#### **Educación sobre la vivienda**

- Ayuda para buscar una nueva unidad



#### **Manejo de Casos**

- Evaluación de ingresos
- Elegibilidad para recibir beneficios
- Referencias para recursos



#### **Asistencia para Mudarse**

- Alquiler de contenedores, cajas, camión de mudanzas

### SERVICIOS OFRECIDOS A LOS RESIDENTES QUE CALIFICAN:

La ciudad de Costa Mesa tiene recursos basados en los ingresos para ayudar a las personas que califican para los siguientes servicios:



#### **Asistencia financiera**

- Depósito de seguridad y utilidades



#### **Asistencia para el alquiler**

- De 3 a 6 meses de ayuda financiera



#### **Estabilización tras el arrendamiento**

**PARA MÁS INFORMACIÓN:**



714-754-5346



evictions@costamesaca.gov



costamesaca.gov/tenantprotec

**899**



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-140

**Meeting Date:** 5/7/2024

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**TITLE:**

**APPOINTMENT TO VARIOUS CITY COMMITTEES BY COUNCIL MEMBER HARPER**

**DEPARTMENT:** CITY MANAGER'S OFFICE/CITY CLERK DIVISION

**PRESENTED BY:** BRENDA GREEN, CITY CLERK

**CONTACT INFORMATION:** BRENDA GREEN, CITY CLERK, (714) 754-5221

**RECOMMENDATION:**

Staff recommends Council Member Harper make appointments as follows:

1. Animal Services Committee - Make one (1) member appointment with a term expiration of April 2026. Council Member Harper may defer his nomination to the Council Liaison (Mayor Stephens).
2. Active Transportation Committee - Make one (1) member appointment with a term expiration of April 2026. Council Member Harper may defer his nomination to the Council Liaison (Council Member Reynolds).
3. Finance and Pension Advisory Committee - Make one (1) member appointment with a term expiration of April 2028. Council Member Harper may defer his nomination to the Council Liaison (Mayor Stephens, Alternate Council Member Marr).
4. Housing and Public Service Grants Committee - Make one (1) member appointment with a term expiration of April 2026. Council Member Harper may defer his nomination to the Council Liaison (Council Member Chavez).
5. Mobile Home Park Advisory Committee - Make one (1) Independent Citizen At-large appointment with a term expiration of April 2028. Council Member Harper may defer his nomination to the Council Liaison (Council Member Reynolds, Alternate Council Member Chavez).

**BACKGROUND:**

At the Tuesday, April 16, 2024 City Council meeting, City Council selected their appointments to the Animal Services Committee, Active Transportation Committee, Finance and Pension Advisory Committee, Housing and Public Service Grants Committee, and Mobile Home Park Advisory Committee with the exception of Council Member Harper.



**Animal Services Committee - 7 Members**

1 Appointment/2-year term (Term Expiration April 2026)

Liaisons - Mayor Stephens, Alternate Council Member Harper

The Animal Services Committee meets monthly and provides advice and recommendations to the City Council on animal services issues, promotes pet licensing, and assists with planning and execution of animal-related community events.

Five applicants remain that may be considered for the appointment (Applications attached).

1. Syed Zia Hussain - District 2
2. Caley Turner - District 2
3. Danielle Mills - District 3
4. Paul Lancaster - District 4
5. Debra Lee - District 5

**Active Transportation Committee - 9 Members**

1 Appointment/2-year term (Term Expiration of April 2026)

Liaison - Council Member Reynolds

The Active Transportation Committee meets monthly and helps plan and implement an Active Transportation network for the City by improving bicycle and pedestrian connectivity throughout the City. The committee also assists with the review, update and implementation of the city's Active Transportation Plan, and evaluates the bikeability and walkability for the City in order to make recommendations to the City Council.

Five applicants remain that may be considered for the appointment (Applications attached).

1. Syed Zia Hussain - District 2
2. Arthur Alderete - District 3
3. Paul Lancaster - District 4
4. Jay C. McGlinchey - District 5
5. Farhad Edward Khrosravi - District 6

**Finance and Pension Advisory Committee - 7 Members**

1 Appointment/4-year term (Term Expiration of April 2028)

Liaisons - Mayor Stephens, Alternate Council Member Marr, and Council Member Harper

The Finance and Pension Advisory Committee meets monthly and provides advice to the City Council on issues related to significant financial matters. The committee advises annually on the adoption of the City's budget, the allocation of any budget surpluses, the City's investment performance and policies, multi-year forecasts presented by City staff to the City Council, and adjustments under consideration at the time of the mid-year budget report.

Two applicants remain that may be considered for the appointment (Applications attached).

1. Syed Zia Hussain - District 2
2. Kathryn Grant - District 6

### **Housing and Public Service Grants Committee - 7 Members**

1 Appointment/2-year term (Term Expiration of April 2026)

Liaisons - Council Member Chavez, Alternate Council Member Harper

The Housing and Public Service Committee meets twice a year and helps to promote understanding of the community development process and activities funded by the U.S. Housing and Urban Development Department (HUD) and Community Development Block Grants (CDBG). Additionally, the committee rates and ranks applications for CDBG public service grants, ultimately developing funding recommendations for City Council recommendations.

Four applicants remain that may be considered for the appointment (Applications attached).

1. Gloria A. Fallon - District 1
2. Syed Zia Hussain - District 2
3. Arthur Alderete - District 3
4. Paul Lancaster - District 4

### **Mobile Home Park Advisory Committee**

1 Independent Resident Citizen At-large/4-year term (Term Expiration of April 2028)

Liaisons - Council Member Reynolds, Alternate Council Member Chavez

The Mobile Home Park Advisory Committee meets quarterly and addresses issues that will help improve the quality of life in mobile home parks and review matters concerning mobile home parks in the City.

Eight applicants remain that may be considered for the appointment (Applications attached).

1. Paul Lancaster - District 4 (Independent Citizen At-Large)
2. Georgette M. Quinn - District 5 (Costa Mesa Park Owner or Rep. OR Mobile Home Park Resident)
3. Michael Dougher - District 5 (Mobile Home Park Resident - Incumbent)
4. Mary Lamas - District 5 (Mobile Home Park Resident)
5. Wyatt Lin - District 5 (Costa Mesa Park Owner or Rep.)
6. Lucia Salinas Holt - District 5 (Mobile Home Park Resident)
7. Debra Lee - District 5 (Mobile Home Park Resident)
8. Laurie Beverage - Non-Resident

### **ANALYSIS:**

A total of sixteen (16) applicants remain for consideration for the appointments.

**ALTERNATIVES:**

Councilmember Harper may choose not to make an appointment to the various City Committees and/or request to reopen the recruitment period.

**FISCAL REVIEW:**

There are no fiscal impacts with this agenda item. Committee members do not receive a stipend.

**LEGAL REVIEW:**

City Attorney has reviewed this report and has approved it as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This item is administrative in nature.

**CONCLUSION:**

Staff recommends Council Member Harper make appointments to various City Committees.

#1

COMPLETE

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Last Modified: Saturday, February 10, 2024 8:50:58 PM  
Time Spent: 00:42:34  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Syed Zia Hussain

Q2

Indicate the name of the Committee you are interested in serving on:

- Animal Services Committee ,
- Active Transportation Committee,
- Finance and Pension Advisory Committee,
- Housing and Public Service Grants Committee ,
- Mobile Home Park Advisory Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I am a fresh graduate from Cal Poly Pomona State University undergraduate degree in Urban Planning. I have volunteered with Civic Well Climate Forum 2023, I am also serving at the Mobile Housing Committee City of Costa Mesa at this moment. I have conducted couple of research in Costa Mesa, CA voluntarily. I find Costa Mesa one of the best cities within Orange County and believe it has a lot potential to improve and imply sustainable solutions for future growth.

Q4

As a Committee member, what ideas or projects are of interest to you?

I would like to serve as a Costa Mesa resident. I have been living here for 11 years. As a City of Costa Mesa Committee member, I would be able to play my part in finding better and sustainable solution to further improving the Costa Mesa.

Q5

Optional Resume:

URP-Full%20Resume.pdf (272.5KB)

# Syed Zia Hussain

Member of Mobile Housing Committee, City of Costa Mesa, CA. 2023.  
[Ziahussain2019@gmail.com](mailto:Ziahussain2019@gmail.com). Cell phone: 1-714-280-3730

## Education

<b>Cal Poly Pomona, California, CA.</b> Bachelors of Urban Planning. GPA 3.16	<b>Dec 2023</b>
<b>Orange Coast College. California, United States.</b> Associate degree in Architecture (Honors) GPA 3.36	<b>Dec 2019</b>
<b>Orange Coast College. California, United States.</b> Associate Degree (Honors) in Event Management GPA 3.36	<b>Dec 2016</b>

## Relevant Coursework

**CEQA 101** online Course (Gov. Office Planning and Research).  
**URP 4040 Place-making** – Study Florence-Graham city. In final research presentation proposed solutions to the S. Central Ave and E. 74 Street. Focus of the research was to make the site more safer, and children friendly because of the Wisdom Elementary School.  
**Advance Project Management** from Coastline Community College.

## Freelance Projects

**2023 –To-date**

Community Enrichment Program, Civic Well 2023 Adaptation Climate Forum – Support to recruit volunteers, Videography on “Impact of McBride Park Long Beach on Youth”

[McBride Park Impacts on the Youth Community Long Beach, California. - YouTube](#)

## Work Experience

### Community Service Leader II

**Jan '24 - update**

Work for R.O.C.K Program, it is after school program served by Recreation Department, City of Costa Mesa, CA. Require self-motivation and team-player abilities. Assist with program planning on field; maintain record of schedule and log-book of day to day duties and hours of work. Supervise check-in and check-outs, activities, fire drills, help with homework, artwork and games, and keep a health and safe environment.

### Student Connect SoCal Community Outreach: SCAG Project

**May '23-June '23**

Engage public to fill out surveys, conduct street events, Research and suggest new locations for more survey

### Planning Aide Intern:

**June '22-July '22**

Cal Poly Pomona Facility Planning and Management, CA.

Record keeping, cold calls, drawing figure grounds, site analysis, printout architectural drawing, keeping files, report writing, and administrative work.

### Administrative Intern

**Oct '21- Feb '22**

City of Tustin Department of Community Planning, Tustin, CA.

Review variance, condition permits, and design reviews, Quality control and update code files. Customer service and attend phone calls. Review General Plan, zoning, subdivision, and environmental report review. Work as a team and individually.

### Recreation leader

**June'20 –Oct'21**

**City of San Clemente, San Clemente.**

Supervised Summer campus games and activity for children, manage inventory, customer service, games, and setups and breakdowns.

### Event Planner Unpaid Intern

**June'15 –Dec'15**

**American Family Housing, Tustin, CA**

Outreach, promotion, and marketing for “Summer Festival for Homeless Veterans”. Sold out a stall and raise more than \$ 3,000 through bringing in vendors.

**Awards and Recognitions:**

Research on Walkability, presented at OCC Symposium 2019 and 2020 and Cal Poly Pomona 2023.

Topic: *"Effects of New High-Density Residency on Walkability in Costa Mesa, CA"*.

Topic: *"How Mix-Use Land Contributes to Walkability in 19<sup>th</sup> Street, Costa Mesa, CA."* 2023.

**Administration Skill:** Comfortable working in, group and individual setting, research, excellent customer service skills, and marketing and sales experience, organizational skills, general clerical tasks, data managing, data entry, report writing, and event management.



#10

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Time Spent: 00:07:28  
IP Address: [REDACTED]

Page 1

Q1

Full Name:  
  
Caley Turner

Q2

Animal Services Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I am a Costa Mesa resident and licensed attorney with a huge love for animals. I have volunteered with various animal shelters and other animal related organizations throughout my life and and would love to be able to contribute to my local community in this regard.

Q4

As a Committee member, what ideas or projects are of interest to you?

I am very interested in animal related community events, specifically helping to promote pet adoption and teach residents more about proper animal care and the local resources available to them. I am also interested in finding ways to improve upon the city's current animal services and potential collaborations with private and public entities that could benefit local residents and animal service organizations.

Q5

Respondent skipped this question

Optional Resume:

#27

COMPLETE

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Last Modified: Friday, March 15, 2024 2:10:46 PM  
Time Spent: 02:58:38  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Danielle Mills

Q2

Animal Services Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have worked in the veterinary field for over 20 years, as well as have fostered cats/kittens and dogs/puppies many times through a few different rescues.

Q4

As a Committee member, what ideas or projects are of interest to you?

Interested in being on the committee and supporting adoption and wellness events.

Q5

Respondent skipped this question

Optional Resume:

#9

COMPLETE

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Last Modified: Tuesday, February 20, 2024 7:41:17 PM  
Time Spent: 00:12:07  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

paul lancaster

Q2

Indicate the name of the Committee you are interested in serving on:

Animal Services Committee ,  
Active Transportation Committee,  
Housing and Public Service Grants Committee ,  
Mobile Home Park Advisory Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

Housing and public service grants committee is my interest. With previous contracting experience I can apply here I think the technical aspects are well served. I live in councilman Chavez's district. As one of few homeowners on my block, Weelo Drive, I can provide valuable feedback from other residents who are often ignored in simple things like permit parking which is only accessible to owners. As a bilingual resident, I find that my neighbors are often ignored. Its not fair and I can help.

Q4

As a Committee member, what ideas or projects are of interest to you?

The bike lane, the master plan redevelopment of my district. Adjusting the city's master plan. Opening a street vendor location and offering case workers to navigate the permit process with the county and to allocate funds for doing so. It shouldn't be the fairgrounds. Fairview developmental is also interesting.

Q5

Respondent skipped this question

Optional Resume:

#24

COMPLETE

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Last Modified: Friday, March 08, 2024 1:11:35 PM  
Time Spent: 00:07:08  
IP Address: [REDACTED]

Page 1

Q1

Full Name:  
  
Debra Lee

Q2

Indicate the name of the Committee you are interested in serving on:

Animal Services Committee ,  
Mobile Home Park Advisory Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.  
  
I wish to help protect my interest and the interest of my neighbors in being treated fairly within our mobile home community.

Q4

As a Committee member, what ideas or projects are of interest to you?  
  
Keeping the residence, safe and guarding the elderly against theft and fraud.

Q5

Respondent skipped this question

Optional Resume:

#1

COMPLETE

Collector: Web Link 1 (Web Link)  
Started: Saturday, February 10, 2024 8:08:23 PM  
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Page 1

Q1

Full Name:

Syed Zia Hussain

Q2

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Q5

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# Syed Zia Hussain

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Topic: *"How Mix-Use Land Contributes to Walkability in 19<sup>th</sup> Street, Costa Mesa, CA."* 2023.

**Administration Skill:** Comfortable working in, group and individual setting, research, excellent customer service skills, and marketing and sales experience, organizational skills, general clerical tasks, data managing, data entry, report writing, and event management.

#26

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Last Modified: Tuesday, March 12, 2024 8:03:27 AM  
Time Spent: 00:03:48  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Arthur Alderete

Q2

Indicate the name of the Committee you are interested in serving on:

Active Transportation Committee,  
Housing and Public Service Grants Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

Contribute to Public Safety and Housing Options

Q4

As a Committee member, what ideas or projects are of interest to you?

Contribute to Public Safety and Housing Options

Q5

Respondent skipped this question

Optional Resume:

#9

COMPLETE

Collector: Web Link 1 (Web Link)  
Started: Tuesday, February 20, 2024 7:29:10 PM  
Last Modified: Tuesday, February 20, 2024 7:41:17 PM  
Time Spent: 00:12:07  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

paul lancaster

Q2

Indicate the name of the Committee you are interested in serving on:

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Active Transportation Committee,  
Housing and Public Service Grants Committee ,  
Mobile Home Park Advisory Committee

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Q4

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Q5

Respondent skipped this question

Optional Resume:

#29

COMPLETE

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Last Modified: Saturday, March 16, 2024 4:19:08 PM  
Time Spent: 00:09:17  
IP Address: [REDACTED]

Page 1

Q1

Full Name:  
  
JAY C MCGLINCHEY

Q2

Active Transportation Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I'm interested in making it easier and safer to get around Costa Mesa without a car. I have traveled extensively to other cities and countries with extensive biking and alternative infrastructure.

Q4

As a Committee member, what ideas or projects are of interest to you?

I am particularly interested in fostering the movement away from automobiles by making it easier to use alternatives.

Q5

Respondent skipped this question

Optional Resume:

City of Costa Mesa, Active Transportation Committee,

In addition to the narrative contained in the online survey, please consider:

- 1) that I have been president of my homeowners' association for over 20 years
- 2) that I have retired from the local real estate industry with almost 30 years of experience in land planning, development, architecture, public spaces, landscape architecture, approval processes, etc.

Thank you,

Jay McGlinchey

#31

COMPLETE

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Last Modified: Monday, March 18, 2024 11:23:20 PM  
Time Spent: 00:06:18  
IP Address: [REDACTED]

Page 1

Q1

Full Name:  
  
Farhad Edward Khosravi

Q2

Active Transportation Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I am a retired Caltrans Transportation Engineer

Q4

As a Committee member, what ideas or projects are of interest to you?

Complete streets project

Q5

Optional Resume:

Farhad%20Edward%20Khosravi%20Resume%203-24.docx (15.1KB)



260 Santa Isabel Ave.  
Costa Mesa, CA 92627  
Cel. (949) 632-9126  
Fax. (949) 548-6990  
[edkhosravi@yahoo.com](mailto:edkhosravi@yahoo.com)

# **Farhad Edward Khosravi**

<b>Objective</b>	Improve living in Costa Mesa, California and United States
<b>Experience</b>	1984- 2023, Retired Transportation Engineer, California Department Transportation.  1998-Present Real Estate and Mortgage Broker
<b>Education</b>	1986-1988     San Diego State University, California  • M.S. Civil Engineering  1978-1982     Portland State University, Oregon  • B.S. Civil Engineering
<b>Licenses</b>	Professional Engineering, General Contractor, Real Estate and Mortgage Broker
<b>Interests</b>	Tennis, Walking, Movies

#1

COMPLETE

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Last Modified: Saturday, February 10, 2024 8:50:58 PM  
Time Spent: 00:42:34  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Syed Zia Hussain

Q2

Indicate the name of the Committee you are interested in serving on:

- Animal Services Committee ,
- Active Transportation Committee,
- Finance and Pension Advisory Committee,
- Housing and Public Service Grants Committee ,
- Mobile Home Park Advisory Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I am a fresh graduate from Cal Poly Pomona State University undergraduate degree in Urban Planning. I have volunteered with Civic Well Climate Forum 2023, I am also serving at the Mobile Housing Committee City of Costa Mesa at this moment. I have conducted couple of research in Costa Mesa, CA voluntarily. I find Costa Mesa one of the best cities within Orange County and believe it has a lot potential to improve and imply sustainable solutions for future growth.

Q4

As a Committee member, what ideas or projects are of interest to you?

I would like to serve as a Costa Mesa resident. I have been living here for 11 years. As a City of Costa Mesa Committee member, I would be able to play my part in finding better and sustainable solution to further improving the Costa Mesa.

Q5

Optional Resume:

URP-Full%20Resume.pdf (272.5KB)

**Q6**

Contact Information:Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name:	Syed Zia Hussain
Address:	
Address 2:	
City/Town:	
ZIP/Postal Code:	
Email Address:	
Phone (cell):	

**Q7**

By checking this box and typing my name below, I am electronically signing my application.

Signature Required:

**Q8**

Full Name:  
  
Syed Zia Hussain

# Syed Zia Hussain

Member of Mobile Housing Committee, City of Costa Mesa, CA. 2023.  
[Ziahussain2019@gmail.com](mailto:Ziahussain2019@gmail.com). Cell phone: 1-714-280-3730

## Education

<b>Cal Poly Pomona, California, CA.</b> Bachelors of Urban Planning. GPA 3.16	<b>Dec 2023</b>
<b>Orange Coast College. California, United States.</b> Associate degree in Architecture (Honors) GPA 3.36	<b>Dec 2019</b>
<b>Orange Coast College. California, United States.</b> Associate Degree (Honors) in Event Management GPA 3.36	<b>Dec 2016</b>

## Relevant Coursework

**CEQA 101** online Course (Gov. Office Planning and Research).  
**URP 4040 Place-making** – Study Florence-Graham city. In final research presentation proposed solutions to the S. Central Ave and E. 74 Street. Focus of the research was to make the site more safer, and children friendly because of the Wisdom Elementary School.  
**Advance Project Management** from Coastline Community College.

## Freelance Projects

**2023 –To-date**

Community Enrichment Program, Civic Well 2023 Adaptation Climate Forum – Support to recruit volunteers, Videography on “Impact of McBride Park Long Beach on Youth”

[McBride Park Impacts on the Youth Community Long Beach, California. - YouTube](#)

## Work Experience

### Community Service Leader II

**Jan '24 - update**

Work for R.O.C.K Program, it is after school program served by Recreation Department, City of Costa Mesa, CA. Require self-motivation and team-player abilities. Assist with program planning on field; maintain record of schedule and log-book of day to day duties and hours of work. Supervise check-in and check-outs, activities, fire drills, help with homework, artwork and games, and keep a health and safe environment.

### Student Connect SoCal Community Outreach: SCAG Project

**May '23-June '23**

Engage public to fill out surveys, conduct street events, Research and suggest new locations for more survey

### Planning Aide Intern:

**June '22-July '22**

Cal Poly Pomona Facility Planning and Management, CA.

Record keeping, cold calls, drawing figure grounds, site analysis, printout architectural drawing, keeping files, report writing, and administrative work.

### Administrative Intern

**Oct '21- Feb '22**

City of Tustin Department of Community Planning, Tustin, CA.

Review variance, condition permits, and design reviews, Quality control and update code files. Customer service and attend phone calls. Review General Plan, zoning, subdivision, and environmental report review. Work as a team and individually.

### Recreation leader

**June'20 –Oct'21**

**City of San Clemente, San Clemente.**

Supervised Summer campus games and activity for children, manage inventory, customer service, games, and setups and breakdowns.

### Event Planner Unpaid Intern

**June'15 –Dec'15**

**American Family Housing, Tustin, CA**

Outreach, promotion, and marketing for “Summer Festival for Homeless Veterans”. Sold out a stall and raise more than \$ 3,000 through bringing in vendors.

**Awards and Recognitions:**

Research on Walkability, presented at OCC Symposium 2019 and 2020 and Cal Poly Pomona 2023.

Topic: *"Effects of New High-Density Residency on Walkability in Costa Mesa, CA"*.

Topic: *"How Mix-Use Land Contributes to Walkability in 19<sup>th</sup> Street, Costa Mesa, CA."* 2023.

**Administration Skill:** Comfortable working in, group and individual setting, research, excellent customer service skills, and marketing and sales experience, organizational skills, general clerical tasks, data managing, data entry, report writing, and event management.

#13

COMPLETE

Collector: Web Link 1 (Web Link)  
Started: Friday, March 01, 2024 9:23:43 AM  
Last Modified: Friday, March 01, 2024 9:46:22 AM  
Time Spent: 00:22:38  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Kathryn Grant

Q2

Finance and Pension Advisory Committee,  
Housing and Public Service Grants Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I am interested in 2 committees. I love all things finance because I am a high school math teacher. I am interested in making sure our city stays on budget and is fair to its employees regarding pension. The housing and public service committee interests me because I have remodeled and custom built 2 homes of my own in Costa Mesa and gone through all the planning/permitting and construction process. I also want to help our city with housing issues and help solve any problems we have.

Q4

As a Committee member, what ideas or projects are of interest to you?

- Building/expanding housing in our city meanwhile ensuring our current homeowners & citizens have little negative impact .
- Keeping finances in order and preventing debt
- 

Q5

Respondent skipped this question

Optional Resume:



#15

COMPLETE

Collector: Web Link 1 (Web Link)  
Started: Sunday, March 03, 2024 2:26:10 PM  
Last Modified: Sunday, March 03, 2024 2:40:56 PM  
Time Spent: 00:14:45  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Gloria A. Fallon

Q2

Housing and Public Service Grants Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I moved to Costa Mesa 4 years ago.

Coming to Costa Mesa our housing plans were upended due to COVID, complications with COVID, mental illness in my family , Ana's not realizing how complicated the housing market in Costa Mesa was and is. After a pending all of our savings and down payment for a home in the hotel and motels here and in Orange County we realized that even though living in Costa Mesa was our dream it wasn't happening as we expected. But that did not stop Costa Mesa from becoming our home.

The housing situation here is in crisis. Costa Mesa is our home and I have recently went into real estate to better develop an understanding on how to help Costa Mesans own their homes, protect their businesses and learn the levels of ownership and how to make best use of the land. With my experience of being unhoused and among the working under-employed, I now have education in Real Estate and Real Estate law through University of California Irvine. With education, experience, and a love and commitment to Costa Mesa; I have an understanding of the crisis nature and want to be a part of the best possible solutions as we continue to build a beautiful Costa Mesa. Thank you for your consideration.

Q4

As a Committee member, what ideas or projects are of interest to you?

Housing developments, unhoused population assistance or even relocation, housing solutions, potential Fairview Developmental Center housing project. Real Estate in general.

#1

COMPLETE

Collector: Web Link 1 (Web Link)  
Started: Saturday, February 10, 2024 8:08:23 PM  
Last Modified: Saturday, February 10, 2024 8:50:58 PM  
Time Spent: 00:42:34  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Syed Zia Hussain

Q2

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Q5

Optional Resume:

URP-Full%20Resume.pdf (272.5KB)

# Syed Zia Hussain

Member of Mobile Housing Committee, City of Costa Mesa, CA. 2023.  
[Ziahussain2019@gmail.com](mailto:Ziahussain2019@gmail.com). Cell phone: 1-714-280-3730

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Topic: *"Effects of New High-Density Residency on Walkability in Costa Mesa, CA"*.

Topic: *"How Mix-Use Land Contributes to Walkability in 19<sup>th</sup> Street, Costa Mesa, CA."* 2023.

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#26

COMPLETE

Collector: Web Link 1 (Web Link)  
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Last Modified: Tuesday, March 12, 2024 8:03:27 AM  
Time Spent: 00:03:48  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Arthur Alderete

Q2

Indicate the name of the Committee you are interested in serving on:

Active Transportation Committee,  
Housing and Public Service Grants Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

Contribute to Public Safety and Housing Options

Q4

As a Committee member, what ideas or projects are of interest to you?

Contribute to Public Safety and Housing Options

Q5

Respondent skipped this question

Optional Resume:

#9

COMPLETE

Collector: Web Link 1 (Web Link)  
Started: Tuesday, February 20, 2024 7:29:10 PM  
Last Modified: Tuesday, February 20, 2024 7:41:17 PM  
Time Spent: 00:12:07  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

paul lancaster

Q2

Indicate the name of the Committee you are interested in serving on:

Animal Services Committee ,  
Active Transportation Committee,  
Housing and Public Service Grants Committee ,  
Mobile Home Park Advisory Committee

Q3

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Housing and public service grants committee is my interest. With previous contracting experience I can apply here I think the technical aspects are well served. I live in councilman Chavez's district. As one of few homeowners on my block, Weelo Drive, I can provide valuable feedback from other residents who are often ignored in simple things like permit parking which is only accessible to owners. As a bilingual resident, I find that my neighbors are often ignored. Its not fair and I can help.

Q4

As a Committee member, what ideas or projects are of interest to you?

The bike lane, the master plan redevelopment of my district. Adjusting the city's master plan. Opening a street vendor location and offering case workers to navigate the permit process with the county and to allocate funds for doing so. It shouldn't be the fairgrounds. Fairview developmental is also interesting.

Q5

Respondent skipped this question

Optional Resume:



#9

COMPLETE

Collector: Web Link 1 (Web Link)  
Started: Tuesday, February 20, 2024 7:29:10 PM  
Last Modified: Tuesday, February 20, 2024 7:41:17 PM  
Time Spent: 00:12:07  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

paul lancaster

Q2

Indicate the name of the Committee you are interested in serving on:

Animal Services Committee ,  
Active Transportation Committee,  
Housing and Public Service Grants Committee ,  
Mobile Home Park Advisory Committee

Q3

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Q5

Respondent skipped this question

Optional Resume:

#8

COMPLETE

Collector: Web Link 1 (Web Link)  
Started: Tuesday, February 20, 2024 12:36:00 PM  
Last Modified: Tuesday, February 20, 2024 12:38:45 PM  
Time Spent: 00:02:44  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Georgette M. Quinn

Q2

Mobile Home Park Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I manage one of the mobile home parks in the city. Since I am in the middle of Owner and Residents I think it would be beneficial

Q4

As a Committee member, what ideas or projects are of interest to you?

Senior rights and services for us in mobile home parks.

Q5

Respondent skipped this question

Optional Resume:

#14

COMPLETE

Collector: Web Link 1 (Web Link)  
Started: Saturday, March 02, 2024 11:47:14 AM  
Last Modified: Saturday, March 02, 2024 11:49:59 AM  
Time Spent: 00:02:44  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Michael Dougher

Q2

Mobile Home Park Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

No sense changing wats already working. I have served and will be of service.

Q4

As a Committee member, what ideas or projects are of interest to you?

Keeping our lifestyle safe and affordable.

Q5

Respondent skipped this question

Optional Resume:

#17

COMPLETE

Collector: Web Link 1 (Web Link)  
Started: Wednesday, March 06, 2024 11:49:30 AM  
Last Modified: Wednesday, March 06, 2024 12:08:23 PM  
Time Spent: 00:18:52  
IP Address: [REDACTED]

Page 1

Q1

Full Name:  
  
Mary Lamas

Q2

Mobile Home Park Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

As a life long resident of Costa Mesa and a new mobile home owner in Playport I would like the opportunity to make a positive impact for mobile home parks and their residents. My experience I bring to the table is being a home owner several times throughout my life and always wanting to give back to the community I live in which is why I started a Neighborhood Watch (at my previous residence prior to Playport) and am part of CERT team.

Q4

As a Committee member, what ideas or projects are of interest to you?

A couple of ideas that interest me most are park safety and creating events and educational materials to help get residents more involved.

Q5

Optional Resume:

Mary%20Lamas%20Executive%20Sales%20Leader%20Jan%202024.pdf (141.1KB)

# Mary J. Lamas

## Executive Sales Leader



949.300.3620



[milamas@yahoo.com](mailto:milamas@yahoo.com)



Costa Mesa, CA



[linkedin.com/in/marylamas](https://www.linkedin.com/in/marylamas)

### EXPERTISE

Enterprise Solution Sales  
Enterprise Account Management  
Business Model Innovations  
Strategic Planning  
Solution Selling  
Design Thinking  
Customer Relationship Management  
Performance Management  
Budgeting & Forecasting  
Business Intelligence  
Profitability Management  
Cross Functional Team Leadership  
Creative Problem Solving  
Development & Retention  
Process Improvement  
Change Management  
Go To Market Execution  
Competitive Market Analysis  
Training & Mentorship  
Customer Service Excellence  
Negotiations Management  
Presentation and Delivery  
Pipedrive, SaaS

### EDUCATION

Bachelor of Arts, Liberal Studies,  
Economics, Cum Laude: California  
State University Long Beach

### PROFESSIONAL SUMMARY

18+ years of experience in Enterprise Sales and Business Development with a proven track record of consistent revenue growth, cross-team collaboration and relationship management.

### EXPERIENCE

#### Sales Executive, Western United States

Reynolds and Reynolds Co., IMN & Auto Data Direct Divisions (07/2013-present)

- **164%** of sales quota YTD up **228%** from previous year
- **300 Club Achiever 2022**
- Manage ADD's & IMN's enterprise accounts including Penske, Hendrick, and Valvoline (1100+ Corporate and Franchise stores) adding more than 170 stores.
- Closed Lucid Motors & Upgrade (over 1M+ customers/\$10B loaned) managing convoluted sales cycle with multiple stakeholders
- Superseded sales revenue goals by **110%** in 2020
- Executed unprecedented agreement totaling **\$500K** with Senegence
- Lead and coordinate multiple projects with internal and external key stakeholders

#### International Sales Manager, Western United States & Australia

Reynolds and Reynolds Co., IMN Division Direct Selling (06/2016-12/2017)

- Exceeded sales quota by **155%**
- Strategically developed several key accounts, continually presenting and training sales force leading to continual annual growth averaging **55%** every year
- Executed end-to-end sales process through engagement of appropriate internal resources including subject matter experts, implementation team, and executives
- Conducted quarterly strategic meetings with business owners and category managers, presenting new ways of growing business and adding new items

#### National OEM Account Executive

Reynolds and Reynolds Co. (12/2015-06/2016)

- Created a **\$2M** opportunity with Hyundai Western Region for services to be placed in **64** of their dealerships
- Developed vertically aligned and cohesive business partnerships with Kia Executives through team collaboration, which produced multiple revenue streams

#### Western Regional Sales Manager

Reynolds and Reynolds Co. (01/2015-12/2015)

- Generated incremental new business revenue through strategic positioning, quality client relationships and effective negotiation
- Exceeded annual quota by **187%** for FY2015 in new business
- Mentored and trained ongoing support for Western Regional Sales Team
- Coordinated and conducted monthly team meetings

#### Territory Sales Manager

Reynolds and Reynolds Co. (07/2013-01/2015)

- Created processes that improved retention and collaboration of teams, now used company-wide

#23

COMPLETE

Collector: Web Link 1 (Web Link)  
Started: Friday, March 08, 2024 11:36:22 AM  
Last Modified: Friday, March 08, 2024 11:43:26 AM  
Time Spent: 00:07:03  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Lucia Salinas Holt

Q2

Mobile Home Park Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I am a senior living in a mobile home. I have years of working during the elections in Costa Mesa. I have been living in Costa Mesa over 20 years. I want to get involved in helping with problems & making Costa Mesa a better place.

Q4

As a Committee member, what ideas or projects are of interest to you?

I am interested in the Mobile Homes projects or finding solutions to problems.

Q5

Respondent skipped this question

Optional Resume:



#24

COMPLETE

Collector: Web Link 1 (Web Link)  
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Last Modified: Friday, March 08, 2024 1:11:35 PM  
Time Spent: 00:07:08  
IP Address: [REDACTED]

Page 1

Q1

Full Name:  
  
Debra Lee

Q2

Indicate the name of the Committee you are interested in serving on:

Animal Services Committee ,  
Mobile Home Park Advisory Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.  
  
I wish to help protect my interest and the interest of my neighbors in being treated fairly within our mobile home community.

Q4

As a Committee member, what ideas or projects are of interest to you?  
  
Keeping the residence, safe and guarding the elderly against theft and fraud.

Q5

Respondent skipped this question

Optional Resume:

#11

COMPLETE

Collector: Web Link 1 (Web Link)  
Started: Saturday, February 24, 2024 3:03:20 PM  
Last Modified: Saturday, February 24, 2024 3:11:39 PM  
Time Spent: 00:08:19  
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Laurie Beverage

Q2

Mobile Home Park Advisory Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have lived in a mobile home park in the past and would like to advocate on behalf of the residents. Based on my prior experience as a former resident and my experience assisting a seasoned real estate agent for the last 12 years I have gained some insight and would hope to bring a fresh perspective to the committee.

Q4

As a Committee member, what ideas or projects are of interest to you?

Advocating for the rights of the residents and helping to find solutions to the problems specially experienced by mobile home owners.

Q5

Respondent skipped this question

Optional Resume: