



# AGENDA

## ZONING ADMINISTRATOR REGULAR MEETING

July 10, 2013  
1:30 PM

Irvine Civic Center  
One Civic Center Plaza  
Conference Rooms L102  
Irvine, California

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**Speaker's Form/Request to Speak:** If you would like to address the Administrator on a scheduled agenda item, please complete the [Request to Speak Form](#). Speaker's Forms are located on the table at the entrance to the Conference Room. Please identify on the card your name, address, and the item on which you would like to speak and return to the Recording Secretary. The [Request to Speak Form](#) assists the Administrator in ensuring that all persons wishing to address the Administrator are recognized. Your name will be called at the time the matter is heard.

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### CALL TO ORDER

### ADDITIONS AND DELETIONS

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Additions to the agenda are limited by California Government Code Section 54954.2 of the Brown Act and for those items that arise after the posting of the Agenda must be acted upon prior to the next Committee meeting.

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### PUBLIC COMMENTS

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Any member of the public may address the Administrator on items within the Administrator's subject matter jurisdiction, but which are not listed on this Agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. PUBLIC COMMENTS are scheduled for 30 minutes and are limited to 3 minutes per person.

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the Zoning Administrator Agenda.



**BUSINESS**

**1. APPROVAL OF MINUTES**

**RECOMMENDED ACTION:**

- 1) Approve the Minutes of a regular meeting of the Zoning Administrator held on May 22, 2013.
- 2) Approve the Minutes of a regular meeting of the Zoning Administrator held on June 12, 2013.
- 3) Approve the Minutes of a regular meeting of the Zoning Administrator held on June 26, 2013.

**PUBLIC HEARING(S)**

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Public Hearings are scheduled for a time certain of 1:30 p.m. or as soon thereafter as possible. The Zoning Administrator, when considering the matter scheduled for hearing, will take the following actions: 1) Open the Public Hearing. 2) Receive staff report. 3) Accept public testimony. 4) Zoning Administrator comments and questions. 5) Take appropriate action.

If, in the future, you wish to challenge in court any of the matters on this agenda for which a public hearing is to be conducted, you may be limited to raising only those issues which you (or someone else) raised orally at the public hearing or in written correspondence received by the City at or before the hearing.

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**2. CONDITIONAL USE PERMIT TO OPERATE A MESSAGE ESTABLISHMENT LOCATED IN CULVER PLAZA SHOPPING CENTER**

**RECOMMENDED ACTION:**

- 1) Open public hearing.
- 2) Comments and questions.
- 3) Close public hearing.
- 4) Adopt Resolution No. 13-1192 entitled:

A RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF IRVINE APPROVING CONDITIONAL USE PERMIT 00572233-PCPM TO OPERATE A MESSAGE ESTABLISHMENT LOCATED AT 15333 CULVER DRIVE, SUITE #220, IN THE CULVER PLAZA SHOPPING CENTER (PLANNING AREA 10)

**3. REQUEST TO APPROVE ADMINISTRATIVE RELIEF FOR SIGNS RESULTING IN A MODIFICATION TO SIGN PROGRAM FOR CENTERPOINTE BUSINESS CENTER IN THE IRVINE BUSINESS COMPLEX (IBC)**

**RECOMMENDED ACTION:**

- 1) Open public hearing.
- 2) Continue the item to the Zoning Administrator meeting of July 24, 2013.

**ADJOURNMENT**

Next meeting: Zoning Administrator regular meeting, July 24, 2013, 1:30 p.m., in Conference Room L102, City Hall, One Civic Center Plaza, Irvine, California.

## **NOTICE TO THE PUBLIC**

The foregoing does not constitute the final agenda. The final revised agenda will be posted no later than 5:00 p.m., on **Wednesday, July 3, 2013**, at the Irvine Police Facility Lobby, One Civic Center Plaza, Irvine, California.

**The Agenda may also be accessed through the City's Web page at [www.ci.irvine.ca.us](http://www.ci.irvine.ca.us)**

## **IRVINE ZONING ADMINISTRATOR GENERAL INFORMATION**

The City of Irvine Zoning Administrator is appointed by the City Council. The Zoning Administrator meets at 1:30 p.m. on the second and fourth Wednesday of each month in Conference Room L102 of the Irvine City Hall located at One Civic Center Plaza.

## **RESPONSIBILITY**

The Zoning Administrator is the City official responsible for determining whether a proposed project complies with the requirements and intent of the Zoning Ordinance. The Zoning Administrator has the authority to approve, approve with conditions or modifications, or deny various discretionary applications, all of which require a public hearing. The Zoning Administrator may request that certain applications be reviewed and acted upon by the Planning Commission.

Staff reports are available in the Community Development Department for public review and copying. Please call the Zoning Administrator support staff at (949) 724-6401 for assistance or any additional information.

## **HEARING PROCEDURES**

For each hearing item on the agenda, the Zoning Administrator will open the public hearing and receive the staff report. After asking any questions of staff, the Zoning Administrator will invite interested parties, including the project applicant, to present testimony. There is a five-minute time limit to address the Zoning Administrator with your comments. Following his/her own comments, the Zoning Administrator will close the public hearing or continue the project to the next hearing if additional information is required. If the hearing is closed, the Zoning Administrator will adopt a resolution approving or denying the project. If, in the future, you wish to challenge in court any of the matters on this agenda for which a public hearing is to be conducted, you may be limited to raising only those issues which you (or someone else) raised orally at the public hearing or in written correspondence received by the City at or before the hearing.

## **APPEALS**

Any person who owns property or resides within 500 feet of the exterior boundaries of the subject property, the applicant, or a member of the City Council may appeal the determination of the Zoning administrator to the Planning Commission. All appeals must be in writing, state the reasons for the appeal and be submitted within 15 days of the decision to the City Clerk. A \$245 deposit shall accompany the appeal. The Planning Commission will hold a public hearing on the appeal within 60 days of receipt of the appeal. Decisions of the Planning Commission may be appealed to the City Council within 15 days.


## **AMERICANS WITH DISABILITIES ACT (ADA)**

It is the intention of the City of Irvine to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or participant of this meeting, you will need assistance beyond what is normally provided, the City will attempt to accommodate you in every reasonable manner. Please contact the Zoning Administrator support staff at (949) 724-6401 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

STATE OF CALIFORNIA )  
CITY OF IRVINE ) SS  
COUNTY OF ORANGE )

I declare under penalty of perjury that I am employed by the City of Irvine in the Community Development Department and that I posted this agenda in the binder located in the lobby of the Public Safety Department, One Civic Center Plaza, Irvine, California 92606.

Dated: July 3, 2013

  
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Jeanne Zimmerman, Administrative Secretary