



**CITY OF NEWPORT BEACH  
COMMUNITY DEVELOPMENT DEPARTMENT  
PLANNING DIVISION ACTION REPORT**

**TO:** CITY COUNCIL, CITY MANAGER, AND PLANNING COMMISSION  
**FROM:** Seimone Jurjis, Assistant City Manager/Community Development Director  
**SUBJECT:** Report of actions taken by the Zoning Administrator and/or Community Development Director for the week ending September 1, 2023.

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**COMMUNITY DEVELOPMENT DIRECTOR  
OR ZONING ADMINISTRATOR ACTIONS**  
(Non-Hearing Items)

Item 1: Lighthouse Café Comprehensive Sign Program (PA2022-055)  
Site Address: 1600 West Balboa Boulevard

Action: Approved

Council District 1

**APPEAL PERIOD:** An appeal or call for review may be filed with the Director of Community Development or City Clerk, as applicable, within fourteen (14) days following the date the action or decision was rendered unless a different period is specified by the Municipal Code (e.g., Title 19 allows ten (10) day appeal period for tentative parcel and tract maps, lot line adjustments, or lot mergers). For additional information on filing an appeal, contact the Planning Division at 949 644-3200.



COMMUNITY DEVELOPMENT DEPARTMENT  
PLANNING DIVISION  
100 Civic Center Drive, P.O. Box 1768, Newport Beach, CA 92658-8915  
949-644-3200  
[www.newportbeachca.gov](http://www.newportbeachca.gov)

**ZONING ADMINISTRATOR ACTION LETTER**

**Subject:** Lighthouse Café Comprehensive Sign Program (PA2022-055)

**Site Location** 1600 West Balboa Boulevard

**Applicant** Lighthouse Café

**Accessor Parcel Nos.** 047 190 08 and 09

On **August 31, 2023**, the Zoning Administrator approved the Comprehensive Sign Program filed as PA2022-055 to recognize all existing and proposed signage at the Marina Park site, including a second freestanding sign within the required setback. This approval is based on the following analysis and facts in support of the required findings and standards and is further subject to the conditions thereafter.

**LAND USE AND ZONING**

- **General Plan Land Use Plan Category:** Parks and Recreation (PR)
- **Zoning District:** Marina Park Planned Community (PC51)
- **Coastal Land Use Plan Category:** Parks and Recreation (PR)
- **Coastal Zoning District:** Marina Park Planned Community (PC51)

**SUMMARY**

The project is located at 1600 West Balboa Boulevard on City owned property. The subject property is hereafter referred to as “Marina Park” and includes public park areas, vessel launching facilities, City administration offices, and the Lighthouse Café. The Lighthouse Café space is leased to a private restaurant operator and is located along the bay side of the facility, which is not visible from the adjacent streets. To increase awareness of the restaurant at the back of the site, the operator is requesting approval of a second monument sign along West Balboa Boulevard. As Chapter 20.42 (Sign Standards) of the Newport Beach Municipal Code (NBMC) allows for only one freestanding sign at this site, the Comprehensive Sign Program is required.

The General Plan Land Use Element category is Parks and Recreation (PR). The property is located within the Marina Park Planned Community (PC-51). No Planned Community Development Plan (“PC Text”) was adopted for this Planned Community; therefore, signs are regulated by the NBMC.

A comprehensive sign program is required for this site because it maintains a frontage along a public right-of-way totaling more than 300 lineal feet and the applicant requests the following deviations from the NBMC:

1. To allow more than one (1) freestanding sign; and
2. To allow the freestanding sign to be located three (3)-feet from the street instead of the minimum five (5)-feet required.

## **FINDINGS AND STANDARDS FOR APPROVED SIGNS**

### Finding

- A. *The project is exempt from environmental review under the requirements of the California Environmental Quality Act under Section 15311, Class 11 (Accessory Structures).*

### Fact in Support of Finding

1. Class 11 exempts minor structures, including signs, that are accessory to existing facilities. The proposed signs are incidental and accessory to the principal recreational, commercial, and administrative use of the property and do not intensify or alter the use.

### Standard

- B. *The proposed sign program shall comply with the purpose and intent of this Chapter [Chapter 20.42], any adopted sign design guidelines, and the overall purpose and intent of this Section [Section 20.42.120 – Comprehensive Sign Program].*

### Facts in Support of Standard

1. A comprehensive sign program is required whenever there is a property with a frontage along a public right-of-way totaling more than 300 linear feet. Marina Park has a frontage over 1,000 feet. As proposed, the number of freestanding signs along Balboa Boulevard will be increased from one (1) to two (2). The distance of the proposed sign from the street will be three (3) feet instead of the minimum five (5) feet required, which will still provide the necessary visibility for pedestrians and motorists along the right-of-way.
2. The purpose of a comprehensive sign program is to integrate all project signage. It provides means for the flexible application of sign regulations for projects that require multiple signs. The font, colors, and materials of the existing and proposed signs complement the existing architecture and colors of the site.
3. Approval of this Comprehensive Sign Program includes two (2) deviations to Chapter 20.42 (Sign Standards) of the NBMC. It allows the flexible application of the sign regulations to achieve a unified design theme that meets the purpose and intent of the Zoning Code.

4. The Comprehensive Sign Program complies with the purpose and intent of Chapter 20.42 (Sign Standards) of the NBMC. The purpose of the chapter includes the protection of property values and promotion of tourism through enhanced aesthetic appeal. The increase in number of freestanding signs provides necessary identification of Marina Park and Lighthouse Café for motorists traveling in both directions on Balboa Boulevard, which is a street with relatively moderate to heavy vehicular traffic. Enhancing visitor awareness of the Lighthouse Café and should help to support tourism in an area of the City that is highly traveled by tourists.

#### Standard

*C. The proposed signs shall enhance the overall development, be in harmony with and relate visually to other signs included in the Comprehensive Sign Program, to the structures and/or developments they identify, and to surrounding development when applicable.*

#### Facts in Support of Standard

1. Marina Park is used for multiple purposes and operations onsite including the Community Center, the City of Newport Beach Harbor and Recreation Departments, and the Lighthouse Café. The signage design for Lighthouse Café has been integrated with the design and character of existing signs within the site. The new monument sign will also provide identification of Marina Park.
2. The proposed monument sign is approximately 460 feet from the other existing monument sign, which will prevent the appearance of visual clutter along the right-of-way. Most signs on site are wall signs that are located on the Marina Park building, which is almost 200 feet from the new sign.
3. The various uses at the site, which are all covered by this Comprehensive Sign Program, will be permitted to have a total of four (4) non-illuminated wall signs, one (1) non-illuminated address number sign, and two (2) non-illuminated double-faced monument signs. The proposed seven (7) signs (total) will be appropriate for the large site, which is over seven (7) acres.

#### Standard

*D. The sign program shall address all signs, including permanent, temporary, and exempt signs.*

#### Facts in Support of Standard

1. The Comprehensive Sign Program addresses all project signage. Temporary and exempt signs not specifically addressed in the sign program shall be regulated by the provisions of Chapter 20.42 (Sign Standards) of the NBMC.

Standard

*E. The sign program shall accommodate future revisions that may be required because of changes in use or tenants.*

Facts in Support of Standard

1. Marina Park includes uses for several City operations and one (1) private tenant. It has been designed to be effective for such uses.
2. It is not anticipated that future revisions to the program will be necessary to accommodate normal changes in tenants or uses. However, flexibility has been incorporated into the Sign Program Matrix to allow minor deviations from the proposed signs.
3. Consistent with Chapter 20.42 (Sign Standards) of the NBMC, the Director may approve minor revisions to the Sign Program if the intent of the original approval is not affected.

Standard

*F. The program shall comply with the standards of this Chapter [Chapter 20.42], except that deviations are allowed about signing area, total number, location, and/or height of signs to the extent that the Comprehensive Sign Program will enhance the overall development and will more fully accomplish the purposes and intent of this Chapter [Chapter 20.42].*

Facts in Support of Standard

1. The NBMC generally allows one (1) freestanding monument sign within the Parks and Recreation (PR) zoning district. This request will allow the addition of a second monument sign along West Balboa Boulevard. The additional monument sign will enhance visibility and provide adequate identification of Marina Park and the Lighthouse Café for motorists and pedestrians traveling along the adjacent right-of-way.
2. The proposed placement of the freestanding monument does not provide the required five (5)-foot minimum separation from the street; however, this request for a Comprehensive Sign Program will allow a separation of three (3) feet from the street. This will provide adequate identification and visibility for the tenant that is located at the back of the property and not visible from the street. The two (2)-foot deviation is minor in nature and the sign will remain at least five (5) feet from the curb, as a wide sidewalk separates the subject front property line from the street. Public Works has reviewed the proposed sign for compliance with the City's site distance requirements and provided appropriate conditions of approval to confirm compliance prior to issuance of building permits.

Standard

*G. The approval of a Comprehensive Sign Program shall not authorize the use of signs prohibited by this Chapter [Chapter 20.42].*

Fact in Support of Standard

1. The Comprehensive Sign program does not authorize the use of prohibited signs.

Standard

*H. Review and approval of a Comprehensive Sign Program shall not consider the signs' proposed message content.*

Fact in Support of Standard

1. The Comprehensive Sign Program contains no regulations affecting sign message content.

**CONDITIONS**

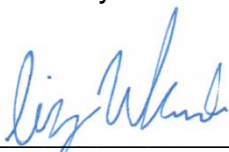
1. The development shall be in substantial conformance with the project plans and Sign Program Matrix except as noted in the following conditions.
2. Freestanding signs shall contain an address plate identifying the subject property. Numbers shall be a minimum of six (6) inches in height and shall be clearly visible from the public right-of-way.
3. Freestanding signs shall contain landscaping with automatic irrigation shall be provided at the base of the supporting structure equal to twice the area of one (1) face of the sign or seventy-five (75) square feet, whichever is greater. This requirement may be waived or modified by the City's Real Property Division.
4. Prior to issuance of building permits, a lease amendment shall be approved by the City to reflect the new Lighthouse Café improvements.
5. Prior to issuance of building permits, a bond shall be provided to the City's Real Property Division.
6. All signs shall be maintained by Section 20.42.170 (Maintenance Requirements) of the NBMC. Temporary and exempt signs not specifically addressed in the program shall be regulated by the provisions of Section 20.42 (Sign Standards) of the NBMC.
7. Locations of the signs shall be limited to the designated areas and shall comply with the limitations specified in the Sign Program Matrix included in Attachment No. ZA 2. The proposed location shall also comply with any applicable sight distance provisions of Title 20 (Planning and Zoning) of the NBMC or required by the Public

Works Department (i.e., City Standard 110-L). Prior to the issuance of a building permit, the applicant shall provide Sight Distance Exhibits for review and approval by the Public Works Department before the issuance of building permits.

8. In accordance with Section 20.42.120(F) of the NBMC, the Community Development Director may approve minor revisions to the Sign Program if the intent of the original approval is not affected.
9. A building permit shall be obtained before the commencement of the construction and/or installation of the signs.
10. A copy of the approved action letter, including conditions of approval and sign matrix, shall be incorporated into the City and field sets of plans before issuance of the building permits for the freestanding sign.
11. To the fullest extent permitted by law, the applicant shall indemnify, defend and hold harmless the City, its City Council, its boards and commissions, officials, officers, employees, and agents from and against any claims, demands, obligations, damages, actions, causes of action, suits, losses, judgments, fines, penalties, liabilities, costs, and expenses (including without limitation, attorney's fees, disbursements, and court costs) of every kind and nature whatsoever which may arise from or in any manner relate (directly or indirectly) to City's approval of the **Lighthouse Café Comprehensive Sign Program including, but not limited to PA2022-055** and the determination that the project is exempt under the requirements of the California Environmental Quality Act. This indemnification shall include, but not be limited to, damages awarded against the City, if any, costs of suit, attorney's fees, and other expenses incurred in connection with such claim, action, causes of action, suit, or proceeding whether incurred by the applicant, City, and/or the parties initiating or bringing such proceeding. The applicant shall indemnify the City for all the City's costs, attorneys' fees, and damages that the City incurs in enforcing the indemnification provisions outlined in this condition. The applicant shall pay to the City upon demand any amount owed to the City under the indemnification requirements prescribed in this condition.

**APPEAL PERIOD:** An appeal or call for review may be filed with the Director of Community Development or City Clerk, as applicable, within fourteen (14) days following the date the action or decision was rendered. For additional information on filing an appeal, contact the Planning Division at 949-644-3200.

Prepared by:



Liz Westmoreland, Senior Planner

Approved by:



Benjamin M. Zieba, AICP, Zoning Administrator

LW/ja

Attachments: ZA No. 1 Vicinity Map  
ZA No. 2 Comprehensive Sign Program Matrix  
ZA No. 3 Project Plans



# **Attachment No. ZA 1**

Vicinity Map

# VICINITY MAP



Comprehensive Sign Program  
PA2022-055  
**1600 West Balboa Blvd.**

# **Attachment No. ZA 2**

Comprehensive Sign Program Matrix

# 1600 W BALBOA BLVD SIGN PROGRAM MATRIX

Originally Submitted March 9, 2022; Updated July 27, 2023

<b>SIGNS</b>	<b>DESIGNATIONS</b>
<b>MARINA PARK</b> <i>Signs A1 &amp; A2</i>	One Non-Illuminated Reverse Channel Letter Wall Sign (22" x 17'-0) and One Non-Illuminated Reverse Channel Logo (22" x 22") Wall Sign Centered onto Building Façade Facing onto Balboa Boulevard.
<b>1600 ADDRESS NUMBERS</b> <i>Sign B</i>	One Non-Illuminated Reverse Channel Address Numbers (22" x 4'-6") Located Above the Exterior Façade of the Building Entrance Facing Balboa Boulevard.
<b>MARINA SERVICES</b> <i>Sign C</i>	One Non-Illuminated Reverse Channel Letter Wall Sign (22" x 20'-0").
<b>LIGHTHOUSE CAFE BUILDING SIGN</b> <i>Sign D</i>	One Non-Illuminated Reverse Channel Letter Wall Sign (22" x 17'-0") Located on Tenant's Second Floor Exterior Façade.
<b>MONUMENT SIGN 1</b> <i>Sign E</i>	One Non-Illuminated Double-Faced Monument Sign (5'-9.5" x 12'-0") Located Perpendicular to Balboa Boulevard.
<b>MONUMENT SIGN 2</b> <i>Sign F</i>	One Non-Illuminated Double-Faced Monument Sign (7'-1.5" x 6'-6") Located Perpendicular to Balboa Boulevard with a 459'-0" Distance Apart from Monument Sign 1, and 3'-0" Distance to Sidewalk and 2'-0" Other Setback Distance.

Signs may have been approved per Coastal Development Permit 5-10-229, as amended by the Coastal Commission. This Matrix can be modified with further input from the City of Newport Beach. It was designed for the purpose of sign permit application for Sign F and face-change to Sign E.



# **Attachment No. ZA 3**

Project Plans

**1600 W BALBOA BLVD. NEWPORT BEACH, CA 92663**

JOB ADDRESS

# LIGHT HOUSE

*Waterfront Dining*

## SIGN PACKAGE

prepared by:



**SAN PEDRO  
ELECTRIC  
SIGN COMPANY**

**SPESCO**

  701 LAKME AVE.  
WILMINGTON, CA 90744

P: 310.549.4661  
F: 310.549.7788

STATE LICENSE # 351019  
[WWW.SPESCO.COM](http://WWW.SPESCO.COM)

2-24-20

**SCOPE OF WORK:**

Install New Double Face  
Monument sign for Light  
House Cafe



**SPESCO**

**SAN PEDRO ELECTRIC SIGN COMPANY**

701 N. LAKME AVE. WILMINGTON, CA  
PH. 310.549.4661  
CA LIC.# 351019 - C45

**PROJECT INFO:**

LIGHTHOUSE CAFÉ  
1600 W BALBOA BLVD  
NEWPORT BEACH, CA  
92663

**ACCOUNT MANAGER:**

G. NAVARRO

**DESIGNER:**

AM

**DRAWING TYPE:**

- PRESENTATION
- PERMIT
- SHOP

**CLIENT APPROVAL**

**REVISION NOTES:**

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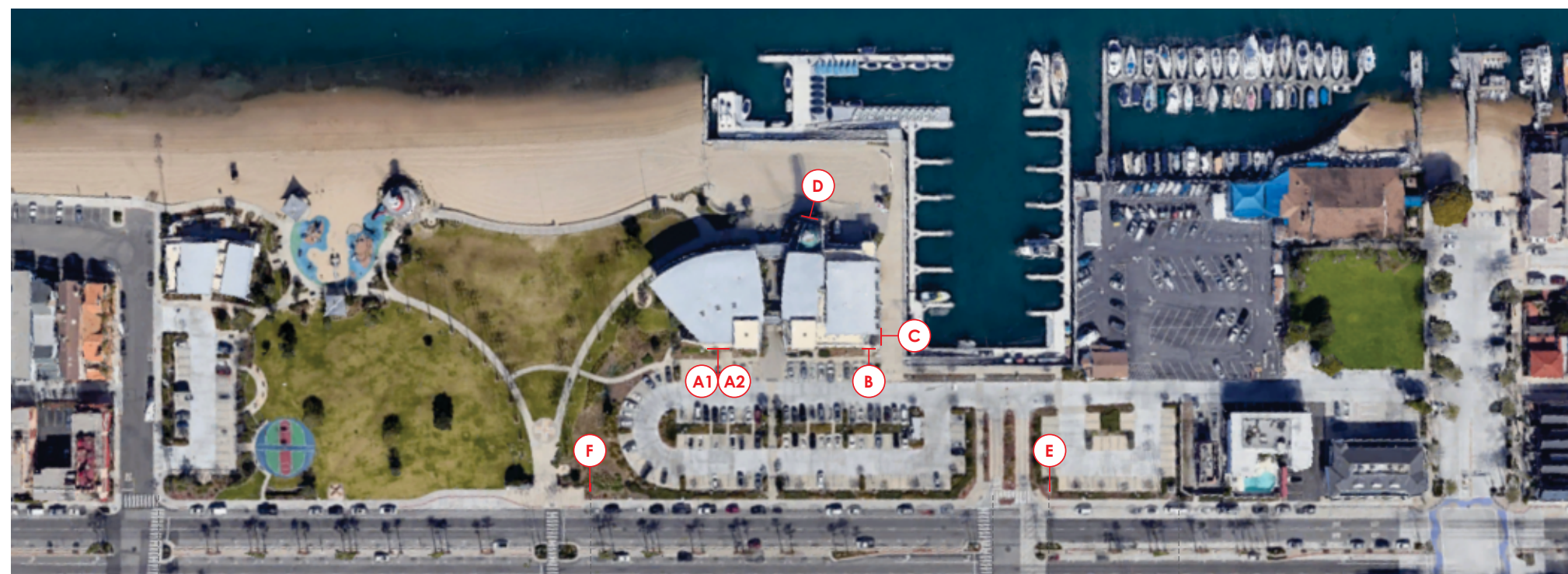
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**21-07-8369**

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405'-0"  
DISTANCE BETWEEN (N) MONUMENT SIGN & NEAREST DRIVEWAY

459'-0"  
DISTANCE BETWEEN SIGN E AND SIGN F

1,023'-0"  
O.A. STREET FRONTAGE LENGTH

**SIGN LEGEND**

- EXISTING SIGNS**
- A1.** Wall Sign: 22" x 17'-0"
  - A2.** Wall Sign: 22" x 22"
  - B.** Address Numbers: 22" x 4'-6"
  - C.** Wall Sign: 22" x 20'-0"
  - D.** Wall Sign: 22" x 17'-0"
  - E.** Existing Monument Sign: 5'-9½" x 12'-0"
  - F.** New Proposed Monument Sign: 7'-1½" x 6'-6"  
(See next page for additional information in regard to location)



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G. NAVARRO

**DESIGNER:**

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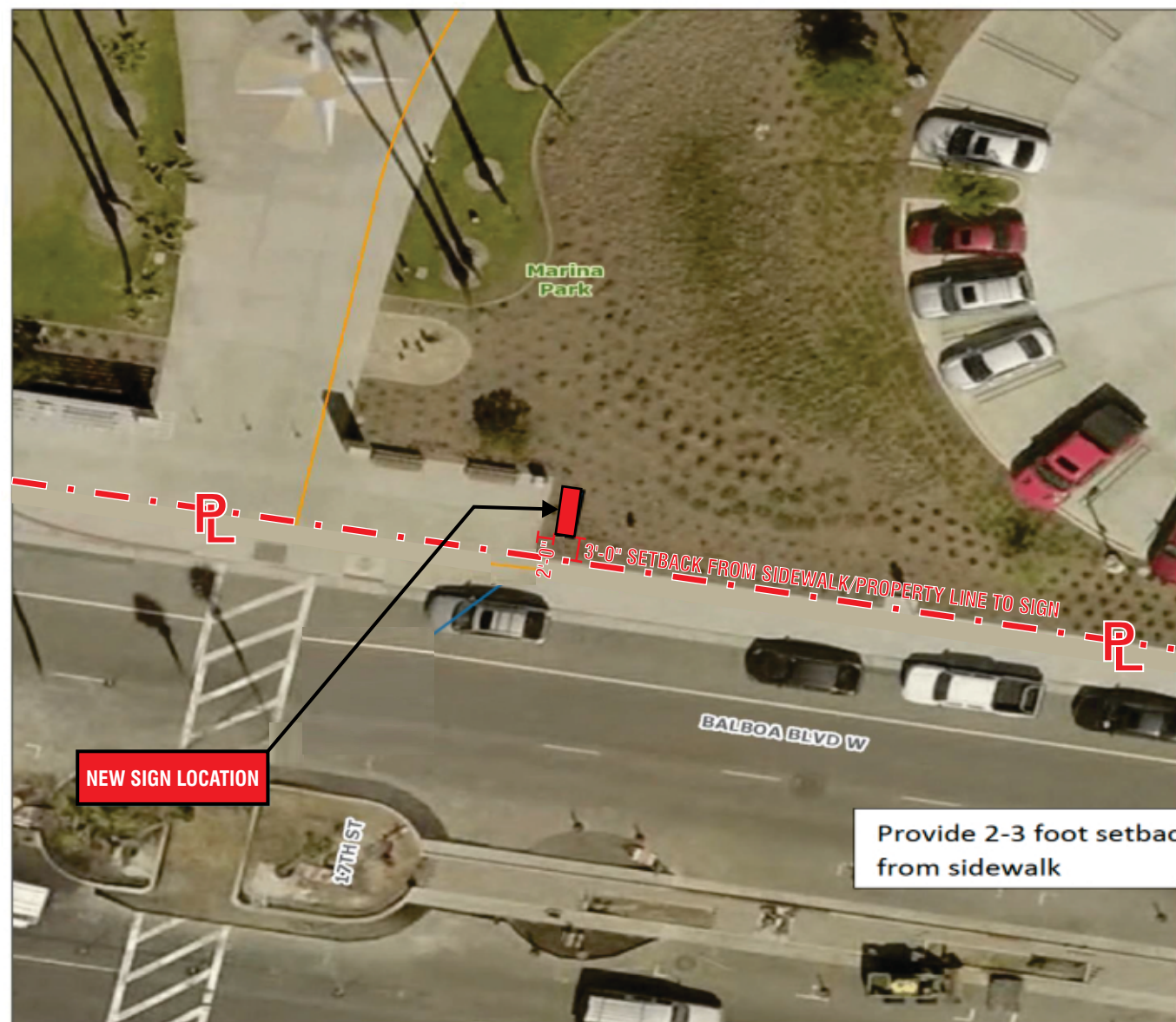
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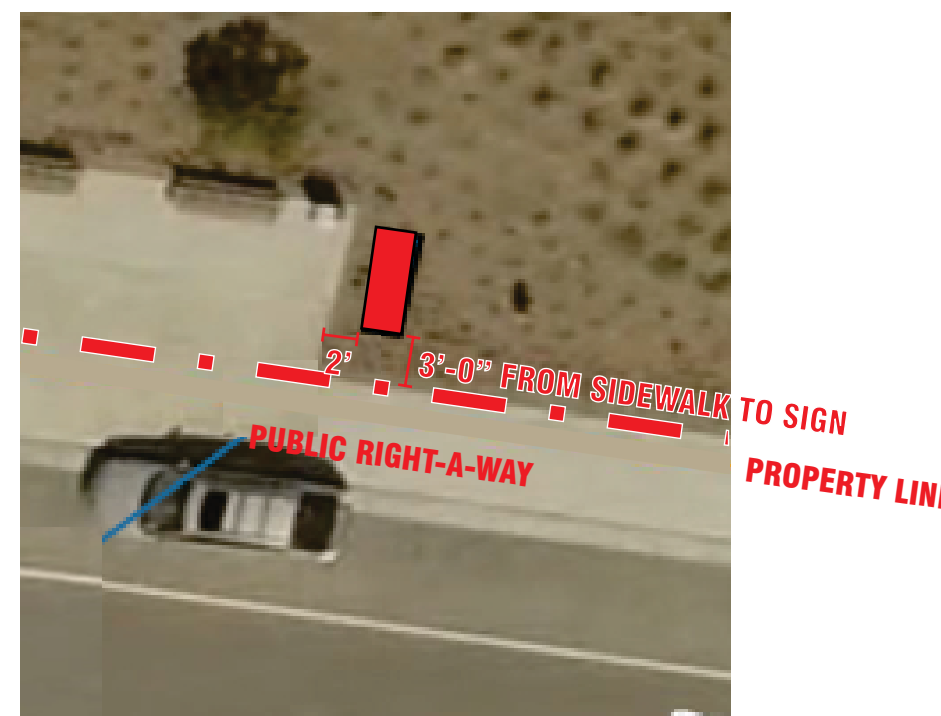
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**GENERAL NOTES:**

- 1. Sign to be installed perpendicular to the street;
- 3. Sign location (setback requirements, etc.), dimensions, and materials to comply with code requirements and Planning approvals;
- 4. Sign not to be illuminated as electrical power is not readily available near this area of the site; and
- 5. Lighthouse Café to be responsible for all costs associated with the design, approvals, permitting, bond, installation, operation and maintenance of the sign.







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**1 SIGN A / EXISTING NON-ILLUMINATED REV. CHANNEL LETTERS and LOGO**

scale: NTS



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Sign "B" (Existing) 22" x 4'-6"



**2** SIGN B / EXISTING NON-ILLUMINATED REV. CHANNEL LETTERS and LOGO  
scale: NTS



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Sign "C" (Existing) 22" x 20'-0"



**3 SIGN C / EXISTING NON-ILLUMINATED REV. CHANNEL LETTERS and LOGO**

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Sign "D" (Existing) 22" x 17'-0"



**4** SIGN D / EXISTING NON-ILLUMINATED REV. CHANNEL LETTERS and LOGO  
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Sign "E" (Existing) 5'-9½" x 12'-0"



**5** SIGN E / PROPOSED FACE CHANGE ONTO EXISTING NON ILLUMINATED D/F MONUMENT SIGN  
scale: NTS



**SPESCO**

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**SIGN AREA:  
5'-10" x 5'-4" = 31.11 SF**



**7A** SIGN F / NEW PROPOSED NON-ILLUMINATED D/F MONUMENT SIGN SIZE DIMENSIONS  
scale: 3/4"=1'-0"



**SPESCO**

**SAN PEDRO ELECTRIC SIGN COMPANY**

701 N. LAKME AVE. WILMINGTON, CA  
PH. 310.549.4661  
CA LIC.# 351019 - C45

**PROJECT INFO:**

LIGHTHOUSE CAFÉ  
1600 W BALBOA BLVD  
NEWPORT BEACH, CA  
92663

**ACCOUNT MANAGER:**

G. NAVARRO

**DESIGNER:**

AM

**DRAWING TYPE:**

- PRESENTATION
- PERMIT
- SHOP

**CLIENT APPROVAL**

**REVISION NOTES:**

- 1.
- 2.
- 3.
- 4.

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**DATE:**

**4/10/2023**

**DRAWING #:**

**21-07-8369**

**PAGE:**

**9 OF 9**

**NON-ILLUMINATED**



CUSTOM FABRICATED DOUBLE FACE NON-ILLUMINATED SIGN CABINET WITH 1 1/2" RETAINER. SIGN FACE TO BE CLEAR ACRYLIC WITH 3M #3630-36 "BLUE" TRANSLUCENT VINYL BACKED WITH WHITE DIFFUSER FILM, ALL APPLIED ONTO 2ND SURFACE. SIGN CABINET AND RETAINER TO BE PAINTED WITH MATTHEWS PAINT - METALLIC SILVER, SATIN FINISH.

1 1/2" REVEAL TO BE PAINTED WITH MATTHEWS PAINT - WHITE, SATIN FINISH.

3/4" THICK FCO SINTRA PLAQUE PAINTED MATTHEWS PAINT -METALLIC SILVER, SATIN FINISH WITH DIGITAL PRINT GRAPHIC APPLIED ONTO SURFACE

3/4" THICK FCO SINTRA LETTERS PAINTED MATTHEWS PAINT -METALLIC SILVER, SATIN FINISH.

1" SQ. ALUMINUM PAINTED WITH MATTHEWS PAINT -METALLIC SILVER, SATIN FINISH.



WOOD PLANK PORCELAIN TILE, SOFT CHESTNUT.



CUSTOM FABRICATED ALUMINUM MONUMENT SIGN BASE WITH LIGHT STUCCO FINISH TO BE PAINTED. ADDRESS NUMBERS TO BE FCO NUMBERS.