



# CITY OF HUNTINGTON BEACH

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## City Council Meeting – Council Member Items Report

To: City Council  
From: Pat Burns, Councilman  
Casey McKeon, Mayor  
Date: March 17, 2026  
Subject: **Transfer of Authority of CUPs and Variances**

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### ISSUE STATEMENT

The Zoning Administrator, one person, has the Authority to approve CUP's and Variances. This is not very common in other cities. Here in Huntington Beach, we have a 7 member citizen appointed commission, the Planning Commission, that meets twice a month that can better serve this purpose to the community and the city. Some CUP's and variances can have great effect to neighborhoods and communities negatively; the review by the Planning Commission would serve the city more efficiently and in better service to the City. Additionally, there may be opportunities to update the zoning code for efficiency in the entitlement process.

### RECOMMENDED ACTION

1. Withdraw authority as soon as possible of the Zoning Administrator from authorizing Conditional Use Permits (CUP) and Variances. All CUP and Variances to go to the Planning Commission for review and Approval or Denial.
2. Evaluate opportunities to update the zoning code for efficiency in the entitlement process.

### ENVIRONMENTAL STATUS

Not applicable.

### STRATEGIC PLAN GOAL

Non Applicable - Administrative Item