PROJECT DESCRIPTION / LETTER OF REQUEST

ATTACHMENT 2

City of Costa Mesa
Community Development Department

YNG Architects Inc.
September 10, 2026

Kahlil Gibran Museum and Library
1901 Newport Blvd, Costa Mesa, CA 92627

To planning Division,

This letter is submitted in support of the proposed phased entitlement request for the Kahlil Gibran Museum and Library at 1901 Newport Blvd, Costa Mesa, California.

The proposed project is a nonprofit cultural and educational institution intended to celebrate Arab heritage, literature, art, and historical contributions to society. The organization is a public charity recognized under IRS 501(c)(3) status and is affiliated with the same organization responsible for the Kahlil Gibran National Monument in Washington, DC.

The project is proposed in two phases.

Phase One – Minor Conditional Use Permit

Phase One consists of a request for a Minor Conditional Use Permit to allow use of the outdoor courtyard as a gathering space. The courtyard is intended to function as a community-oriented outdoor area and includes a memorial fountain and statue dedicated to Kahlil Gibran.

The proposed courtyard use may include:

- Smaller gatherings and receptions
- Outdoor cultural programming
- Community events
- Overflow space associated with larger scheduled activities, as permitted by the city

Courtyard Operations:
The outdoor courtyard will be available by appointment for smaller gatherings, receptions, outdoor cultural programming, and community events. The courtyard is anticipated to be

used approximately twice per month, on weekdays between **10:00 AM and 1:00 PM** and/or on Sundays between **11:00 AM and 2:00 PM**.

An outside microphone may be used for presentations within the patio/courtyard, with background music when appropriate.

This first phase is limited to the outdoor courtyard use only.

Phase Two – Conditional Use Permit

Phase Two will be submitted separately under a future Conditional Use Permit application for the full museum operation and related indoor assembly uses.

The future museum is intended to operate as a cultural and educational institution featuring permanent and rotating exhibitions, educational programming, guided tours, lectures, film screenings, storytelling events, and cultural gatherings. The museum will also include a library and reading area, exhibit spaces, a small retail component, beverage service, and support areas for catered events.

The space is designed to function as both a museum and cultural venue, hosting educational and community-serving activities as well as formal gatherings such as dinners and gala events.

Museum Operations

The Museum and Library will operate primarily **by appointment** for private tours, educational visits, research access, and cultural programming. The Museum and Library are anticipated to be open approximately **three days per week for four hours per day**.

For larger events, up to **eight temporary employees** may be provided. The facility may accommodate events for up to **250 attendees**, subject to City review and applicable building and fire code requirements.

The facility may also host cultural gatherings and dinner events approximately **twice per month on Saturdays between 5:00 PM and 10:00 PM**, once Phase Two is approved.

Daily staffing will typically consist of **two employees** for general operations and tours. Additional temporary staff and catering personnel may be retained for larger events as needed.

Admission to the museum will be free of charge, consistent with its nonprofit cultural mission.

Proposed Program Elements for Future Phase Two

The future museum CUP application is anticipated to include the following program elements:

- Entry / welcome area
- Main café with beverage service only
- Back-of-house event kitchen for catered events
- Retail / cultural marketplace
- Permanent and rotating exhibition galleries
- Kahlil Gibran exhibit
- Library / reading lounge
- Hidden theater / storytelling room
- Children's discovery area
- Founders and donors' recognition wall

Request

This phased approach is intended to allow the project to proceed in an orderly manner, beginning with the outdoor courtyard use under a Minor Conditional Use Permit, followed by a separate Conditional Use Permit for the full museum operation.

The proposed use is intended to provide a meaningful cultural, educational, and community-serving benefit to the City of Costa Mesa. The phased review process will also allow the City to evaluate each component independently and ensure compatibility with the surrounding area and nearby properties.

We respectfully request the City's review and consideration of the proposed phased entitlement request.