Acting Zoning Administrator—Scott Kinsey
Zoning Administrator Meeting Minutes of April 14, 2025
Via Zoom Teleconference

At 2:04 PM, Scott Kinsey, the Acting Zoning Administrator, called the meeting to order, provided a brief overview of ZA hearing body, rules of order, how items are heard, and the appeal process.

Regular Item

1) **Application No.** 2309-07 (LCDP23-052, SV25-002)
Address: 6268 East Pacific Coast Highway
Council District: 3

Project Description: A Local Coastal Development Permit request to provide safety and preventative maintenance improvements to an existing sanitation facility that includes the demolition of concrete and electric switchboard and construction of a replacement accessory structure for upgraded electrical equipment and restroom, totaling 276 square feet, at a site located at 6268 East Pacific Coast Highway in the Mixed-Use Community Core (MU-CC) designation of the Southeast Area Specific Plan (SEASP) (SP-2). Additionally, site improvements include replacing aging pumps, discharge pipes, valves, supports in the drywell, installing electromagnetic flowmeters, demolishing and reconstructing valve structures with redundancy, rehabilitating the wet well, installing security measures (e.g., cameras, motion detector lights, perimeter fencing), and completing other miscellaneous site improvements to improve redundancies and reduce risk of sewage flow into adjacent wetlands in case of equipment failure. The project includes a Standards Variance request to allow an approximately 30-foot buffer for the new site improvements, instead of a 100-foot buffer area, to open water areas pursuant to Policy 5.2 of the SEASP as the project site and existing sanitation facility is completely located within the buffer area.

This project **IS** in the Coastal Zone and **IS** appealable to the Coastal Commission.

This project qualifies for a categorical exemption per Section 15301 (Existing Facilities), 15302 (Replacement or Reconstruction) and 15303 (New Construction or Conversion of Small Structures) of the California Environmental Quality Act Guidelines and 21080(b)(4) of the Public Resources Code (CE-25-030)

Scott Kinsey, the Acting Zoning Administrator, called the first item and introduced Marcos Lopez, Jr, Planner, Community Development, to give the staff report.

Marcos Lopez, Jr, Planner, spoke and presented a PowerPoint presentation.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Ziad El Jack, Los Angeles County Sanitation Districts (LACSD), applicant, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Marcos Lopez, Jr, Planner, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Ziad El Jack, LACSD, applicant, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

A dialogue ensued between Scott Kinsey, the Acting Zoning Administrator, and Marcos Lopez, Jr, Planner; confirming all findings were made in the positive.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Scott Kinsey, the Acting Zoning Administrator, opened the item for public comment.

Public Comments:

There was no public comment on this item.

With no public comments, Scott Kinsey, the Acting Zoning Administrator, closed public comment on the item.

Scott Kinsey, the Acting Zoning Administrator, spoke.

ACTION: Accepted Categorical Exemption CE-25-030 and approved the Local Coastal Development Permit LCDP23-052, and Standards Variance SV25-002, subject to conditions of approval.

Scott Kinsey, the Zoning Administrator, reiterated the local 10-day appeal period and California Coastal Commission appeal process.

2) Application No. 2407-05 (AUP24-015)
Address: 2912 East Anaheim Street
Council District: 2

Project Description: Request for an Administrative Use Permit (AUP) to establish a tattoo parlor within an existing tenant space located at 2912 East Anaheim Street in the MU-3-A (Mixed-Use 3) Zoning District. The AUP is required because the tattoo parlor use is within 700 feet of a public elementary school.

This project **IS NOT** in the Coastal Zone and **IS NOT** appealable to the Coastal Commission.

This project qualifies for a categorical exemption per Section 15301 (Existing Facilities) of the California Environmental Quality Act Guidelines (CE-25-025)

Scott Kinsey, the Acting Zoning Administrator, called the item and introduced Miguel Samayoa, Planner, Community Development, to give the staff report.

Miguel Samayoa, Planner, spoke and presented a PowerPoint presentation.

Scott Kinsey, the Acting Zoning Administrator, spoke.

A dialogue ensued between Scott Kinsey, the Acting Zoning Administrator, and Miguel Samayoa, Planner.

Miguel Samayoa, Planner; confirmed all findings were made in the positive.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Nestor Zelaya, applicant, spoke.

A dialogue ensued between Scott Kinsey, the Acting Zoning Administrator and Nestor Zelaya, applicant.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Miguel Samayoa, Planner, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Nestor Zelaya, applicant, spoke.

A dialogue ensued between Scott Kinsey, the Acting Zoning Administrator and Nestor Zelaya, applicant.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Michelle Hanson, property owner, spoke.

A dialogue ensued between Scott Kinsey, the Acting Zoning Administrator and Michelle Hanson, property owner.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Miguel Samayoa, Planner, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Lucille Crowley, the property manager, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Miguel Samayoa, Planner, spoke.

A dialogue ensued between Scott Kinsey, the Acting Zoning Administrator, and Miguel Samayoa, Planner.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Scott Kinsey, the Acting Zoning Administrator, directed the project planner to modify the proposed conditions of approval related to exterior security gates to allow the installation of a security gate on the front door, provided it complies with Public Works requirements for door swing, as well as Building Code and Fire Code requirements.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Nestor Zelaya, applicant, spoke.

Scott Kinsey, the Acting Zoning Administrator, opened the item for public comment.

Public Comments:

There was no public comment on this item.

With no public comments, Scott Kinsey, the Acting Zoning Administrator, closed public comment on the item.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Miguel Samayoa, Planner, spoke.

Scott Kinsey, the Acting Zoning Administrator, added a condition of approval that the existing nonconforming roof sign may be explored to be retained using the Creative Sign Permit or other applicable code provisions.

Scott Kinsey, the Acting Zoning Administrator, spoke.

ACTION: Accepted Categorical Exemption (CE-25-025) and approved Administrative Use Permit AUP24-015, subject to conditions of approval as amended.

Scott Kinsey, the Zoning Administrator, reiterated the local 10-day appeal period. This item is not in the coastal zone therefore the California Coastal Commission appeal process does not apply.

3) Application No. 2407-14 (AUP24-016)
Address: 505 East 36th Street
Council District: 5

Project Description: Administrative Use Permit (AUP24-016), pursuant to Section 21.52.219.8.G of the Zoning Regulations, to grant an exception under the Federal Religious Land Use and Institutionalized Persons Act of 2000 (RLUIPA) to allow a chapel facade enhancement including three (3) steeples to exceed 28 feet in height at a religious assembly

use located at 505 East 36th Street within the R-3-S (Three-Family Residential) Zoning District. No new additional square footage is proposed to the existing chapel structure and the maximum peak of the tallest steeple is fifty-three feet, 6 inches (53'-6") in height.

This project **IS NOT** in the Coastal Zone and **IS NOT** appealable to the Coastal Commission.

This project qualifies for a categorical exemption per Section 15301 (Existing Facilities) of the California Environmental Quality Act Guidelines (CE- 25-026).

Scott Kinsey, the Acting Zoning Administrator, called the item and introduced Alex Muldrow, Planner, Community Development, to give the staff report.

Alex Muldrow, Planner, spoke and presented a PowerPoint presentation.

Scott Kinsey, the Acting Zoning Administrator, spoke.

A dialogue ensued between Scott Kinsey, the Acting Zoning Administrator, and Alex Muldrow, Planner.

Raymond Frank, applicant, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke

Alex Muldrow, Planner, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Scott Kinsey, the Acting Zoning Administrator, opened the item for public comment.

Public Comments:

There was no public comment on this item.

With no public comments, Scott Kinsey, the Acting Zoning Administrator, closed public comment on the item.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Alex Muldrow, Planner, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Alex Muldrow, Planner, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

ACTION: Accepted Categorical Exemption (CE- 25-026) and approved Administrative Use Permit AUP24-016, subject to conditions of approval.

Scott Kinsey, the Zoning Administrator, reiterated the local 10-day appeal period. This item is not in the coastal zone therefore the California Coastal Commission appeal process does not apply.

4) Application No. 2501-18 (LCDP25-001)
Address: 6451 East Pacific Coast Highway
Council District: 3

Project Description: Local Coastal Development Permit (LCDP25-001) for the façade renovation to existing commercial space to allow the installation of two (2) new parapets and window storefronts in the Marketplace Shopping Center building located at 6451 East Pacific Coast Highway in the Mixed Use-Community Core (MU-CC) designation of the Southeast Area Specific Plan (SEASP) (SP-2) Area. The Site Plan Review Committee approved the requested design (SPR25-004) on February 26, 2025.

This project **IS** in the Coastal Zone and **IS NOT** appealable to the Coastal Commission.

This project qualifies for a categorical exemption per Section 15301 (Existing Facilities) of the California Environmental Quality Act Guidelines (CE-25-024).

Scott Kinsey, the Acting Zoning Administrator, called the item and introduced Pablo Castilla, Planner, Community Development, to give the staff report.

Pablo Castilla, Planner, spoke and presented a PowerPoint presentation.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Pablo Castilla, Planner, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Micael Chae, applicant, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Micael Chae, applicant, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Scott Kinsey, the Acting Zoning Administrator, opened the item for public comment.

Public Comments:

There was no public comment on this item.

With no public comments, Scott Kinsey, the Acting Zoning Administrator, closed public comment on the item.

ACTION: Accepted Categorical Exemption (CE-25-024) and approved Local Coastal Development Permit LCDP25-001, subject to conditions of approval.

Scott Kinsey, the Zoning Administrator, reiterated the local 10-day appeal period. This item is in the City permit jurisdiction of the Coastal Zone, therefore the California Coastal Commission appeal process does not apply.

At approximately 3:18 PM, the Acting Zoning Administrator Kinsey declared the meeting adjourned.

SCOTT KINSEY, AICP
PLANNER V FOR ZONING ADMINISTRATOR