Zoning Administrator—Maryanne Cronin
Zoning Administrator Meeting Minutes of July 27, 2026
Via Zoom Teleconference

At 2:01 PM, Maryanne Cronin, Zoning Administrator (ZA) 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) **Case No.** 2604-18 (LCDP26-011)
Address: 5331 East Ocean Boulevard
Council District: 3

Project Description: A Local Coastal Development Permit for the remodel of an existing residential structure and the construction of a 585-square-foot, two-story addition at the front of the residence, consisting of 340 square feet on the ground floor and 245 square feet on the second floor, located at 5331 East Ocean Boulevard in the R-4-R (Moderate Density, Multiple Residence) Zoning District. The project includes a new Local Coastal Development Permit for the remodel of an existing residential structure and the construction of a 585-square-foot, two-story addition at the front of the residence, consisting of 340 square feet on the ground floor and 245 square feet on the second floor, located at 5331 East Ocean Boulevard in the R-4-R (Moderate Density, Multiple Residence) Zoning District. The project includes a new open terrace at the second level (260 square feet) and new roof deck (180 square feet). This project is in conjunction with an Administrative Local Coastal Development Permit (Case No. 2604-10 [LCDP26-010]) for the conversion of the existing unpermitted ground-floor unit and into an Accessory Dwelling Unit (ADU) in compliance with state laws.

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

This project qualifies for a categorical exemption (CE-26-027) per Section 15301 (Existing Facilities) of the California Environmental Quality Act Guidelines or a project involving a minor expansion of an existing residential structure.

Maryanne Cronin, Zoning Administrator, called the first item; and introduced Alexis Andino, Planner, Community Development, to give the staff report.

Alexis Andino, Planner, spoke and presented a PowerPoint presentation.

Maryanne Cronin, Zoning Administrator, spoke.

Alexis Andino, Planner, spoke.

A dialogue ensued between Maryanne Cronin, Zoning Administrator, and Alexis Andino, Planner.

Host staff spoke.

Chad Sterud, applicant, spoke.

Maryanne Cronin, Zoning Administrator, spoke.

A dialogue ensued between Maryanne Cronin, Zoning Administrator, and applicant Chad Sterud.
Maryanne Cronin, Zoning Administrator, spoke.

Maryanne Cronin, Zoning Administrator, opened the item for public comment.

Host staff, spoke

Public Comments:

There was no public comment.

With no public comment, Maryanne Cronin, Zoning Administrator, closed the public comment period on the item.

Maryanne Cronin, Zoning Administrator, spoke.

Chad Sterud, applicant, spoke

A dialogue ensued between Maryanne Cronin, Zoning Administrator, and applicant Chad Sterud.

Maryanne Cronin, Zoning Administrator, added a condition to try to keep the palm tree if feasible. If not, applicants are asked to replace it with another tree, explaining there are some concerns with net reduction in trees that could serve as habitat for coastal birds.

Chad Sterud, applicant, spoke

A dialogue ensued between Maryanne Cronin, Zoning Administrator, and applicant Chad Sterud.

Maryanne Cronin, Zoning Administrator, spoke.

Maryanne Cronin, Zoning Administrator, wanted to ensure there are two conditions made clear in the conditions (1) the discussion to the Migratory Bird Treaty Act, ensuring that is formally documented in the conditions (2) is that if the palm tree cannot be preserved with this design to replace it with another tree that capable of having nesting habitat.

Chad Sterud, applicant, spoke

A dialogue ensued between Maryanne Cronin, Zoning Administrator, and applicant Chad Sterud.

ACTION: Accept Categorical Exemption (CE-26-027) and approve Local Coastal Development Permit (LCDP26-011), with the two added conditions related to 1) a condition memorializing compliance with the Migratory Bird Treaty Act and 2) tree preservation or replacement.

Maryanne Cronin, Zoning Administrator, advised this location is in the coastal zone and reiterated the local 10-day appeal period and given this project is in the appealable area, after the local appeal period the project is subject to the California Coastal Commission appeal period.

Maryanne Cronin, Zoning Administrator, advised the next Zoning Administrator hearing is scheduled for Monday, August 10, 2026.

At approximately 2:21 PM, Zoning Administrator Cronin declared the meeting adjourned.

Maryanne Cronin, Zoning Administrator