



Acting Zoning Administrator—Scott Kinsey, AICP
Zoning Administrator Meeting Minutes of October 13, 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.

Continued Item

- 1) **Case No.** 2401-15 (LCDP24-006)
Address: 5679 East Corso Di Napoli
Council District: 3

Project Description: Local Coastal Development Permit for the demolition of an existing 2,911-square-foot single-family dwelling with attached two car garage for the development of a new two-story 3,240-square-foot single-family dwelling with attached two car garage (600 square feet), located on the first lot off the water at 5679 East Corso Di Napoli in the R-1-S (Single-Family Residential, Small Lot) Zoning District.

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

This project qualifies for a categorical exemption (CE-24-145) per Section 15302 (Class 2: Replacement or Reconstruction) of the California Environmental Quality Act Guidelines.

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

Liana Arechiga, 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 Liana Arechiga, Planner.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Ryan McDaniel, Applicant, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

A dialogue ensued between Scott Kinsey, the Acting Zoning Administrator, and Liana Arechiga, Planner.

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

Staff Host, spoke.

Public Comments:

Sarah Locke, Southern California Chapter of Docomomo US and Local resident, spoke.

Janet Watt, Long Beach resident, spoke.

Andrew Saliman, Los Angeles Conservancy, spoke.

No further public comments.

Scott Kinsey, the Acting Zoning Administrator, closed public comment on the item.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Scott Kinsey, the Acting Zoning Administrator, read the executive summary of the Historic Resources Assessment report into the record.

A dialogue ensued between Scott Kinsey, the Acting Zoning Administrator, and Liana Arechiga, Planner.

ACTION: Accepted Categorical Exemption per Section 15302 (Class 2: Replacement or Reconstruction) of the California Environmental Quality Act Guidelines (CE-24-145) and approved the Local Coastal Development Permit (LCDP24-006), subject to conditions of approval.

Scott Kinsey, the Acting Zoning Administrator, reiterated the local 10-day appeal period. This item is in the coastal zone therefore the California Coastal Commission appeal process applies.

Regular Item

- 2) **Case No.** 2407-13 (AUP24-015)
Address: 2211 East 69th Street
Council District: 9

Project Description: Administrative Use Permit for the operation of a crematorium with two cremators, one storage freezer, and approximately 3,400 square feet of office, conference, storage and restroom areas within an existing 8,448-square-foot industrial building located at 2211 East 69th Street. This project is being reviewed under the General Industrial (IG) Zoning District standards, which was the zoning district in effect at the time of project filing. The site was rezoned in October 2024 to the Neo-Industrial 1 (NI-1) Zoning District as part of the Zone In: Uptown Planning Land Use and Neighborhood Strategy (UPLAN) Phase II Rezoning Efforts.

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

This project qualifies for a categorical exemption (CE-25-109) per Sections 15301 (Existing Facilities) and 15303 (New Construction or Conversion of Small Structures) of the California Environmental Quality Act (CEQA) Guidelines

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.

David Sepulveda, Applicant, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

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

Scott Kinsey, the Acting Zoning Administrator, spoke.

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

David Sepulveda, Applicant, spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

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

Public Comments:

No public comments.

Scott Kinsey, the Acting Zoning Administrator, spoke and closed public comment on the item.

Scott Kinsey, the Acting Zoning Administrator, spoke.

ACTION: Accepted Categorical Exemption (CE25-103) 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) **Case No.** 2505-19 (TPM25-004)
Address: 1208–1250 Pacific Avenue and 135–141 West 12th Street
Council District: 1

Project Description: Tentative Parcel Map to merge six (6) lots together to create one (1) consolidated lot (37,897 square feet) located at 1208–1250 Pacific Avenue and 135–141 West 12th Street in the Downtown Plan Planned Development District (PD-30).

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 15305 (Minor Alterations in Land Use Limitations) of the California Environmental Quality Act Guidelines. (CE-25-103)

Suggested Action: Approve, subject to conditions.

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

Gina Casillas, 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 Gina Casillas, Planner.

David Keller, Applicant spoke.

Scott Kinsey, the Acting Zoning Administrator, spoke.

Staff Host, spoke.

Public Comments:

No public comments.

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

A dialogue ensued between Scott Kinsey, the Acting Zoning Administrator, and Gina Casillas, Planner.

Scott Kinsey, the Acting Zoning Administrator, spoke.

ACTION: Accepted Categorical Exemption (CE-25-103) and approved Administrative Use Permit TPM25-004, subject to conditions of approval as amended.

At approximately 2:57 PM, the Acting Zoning Administrator Kinsey declared the meeting adjourn



SCOTT KINSEY, AICP
PLANNER V FOR ZONING ADMINISTRATOR