



**Scott Kinsey, AICP, Hearing Officer**  
**Zoning Administrator Meeting Minutes of March 25, 2024**  
Via Zoom Teleconference

At 2:03 PM, Acting Zoning Administrator Scott Kinsey called the meeting to order, provided an overview of ZA hearing body, rules of order, how items are heard, and the appeal process.

**Regular Items**

- 1) **Application No.** 2310-29 (LCDP24-010)  
**Address:** 275-277 Bay Shore Ave  
**Council District:** 3

**Project Description:** A Local Coastal Development Permit to demolish an existing two-car garage (400 square feet) and construct a new four-car garage (771 square feet) with a second-story Accessory Dwelling Unit (ADU), at 275-277 Bay Shore Avenue in the R-1-S (Single-Family Residential District with Small Lots) Zoning District. Pursuant to California Government Code Section 65852.2, the ADU shall not be subject to a public hearing, so this aspect of the project is included solely for informational purposes; this does not otherwise lessen the effect or application of the California Coastal Act of 1976 to the ministerial review of the ADU (LCDP24-010)

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

This project qualifies for a categorical exemption per Section 15303 (New Construction or Conversion of Small Structures) of the California Environmental Quality Act Guidelines. (CE24-023)

Acting Zoning Administrator Kinsey called the item and introduced Planner Cuentin Jackson to provide the staff report.

Planner Jackson spoke and provided a PowerPoint presentation.

Acting Zoning Administrator Kinsey spoke.

A dialogue ensued between Acting Zoning Administrator Kinsey and Planner Jackson.

Bryce Bannerman, Applicant spoke.

Acting Zoning Administrator Kinsey added one standard condition of approval which states, if not enough details are on plans the way they are currently approved and it doesn't comply with code; applicant will need to correct this once detailed plans are provided for building permit.

Bryce Bannerman, Applicant spoke.

Acting Zoning Administrator Kinsey called for public comment on the item.

**Public Comments:**

There was no public comment on the item.

Acting Zoning Administrator Kinsey spoke.

**ACTION: Accepted Categorical Exemption CE-24-023 and approved Local Coastal Development Permit, subject to conditions of approval, as amended.**

- 2) Application No.** 2401-30 (AUP24-002)  
**Address:** 2125 W. 15<sup>th</sup> St.  
**Council District:** 7

**Project Description:** An Administrative Use Permit for the establishment and operation of adult-use cannabis cultivation and distribution facility, in conjunction with by-right cannabis manufacturing within an existing industrial building of 7,242 square feet located at 2125 W. 15<sup>th</sup> Street in the IG (General Industrial) Zoning District

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. (CE24-024)

Acting Zoning Administrator Kinsey called the item and introduced Planner Cuentin Jackson to provide the staff report.

Planner Jackson spoke and provided a PowerPoint presentation.

Acting Zoning Administrator Kinsey spoke.

A dialogue ensued between Acting Zoning Administrator Kinsey and Planner Jackson.

Ed Guilian, Applicant spoke

Acting Zoning Administrator Kinsey called for public comment on the item.

**Public Comments:**

Edgar Cruz, Applicant spoke.

There was no further public comment.

Acting Zoning Administrator Kinsey spoke.

Ed Guilian, Applicant spoke.

A dialogue ensued between Edgar Cruz, Applicant and Planner Jackson.

Acting Zoning Administrator Kinsey spoke.

Planner Jackson spoke.

Edgar Cruz, Applicant spoke.

Acting Zoning Administrator Kinsey spoke.


A dialogue ensued between Acting Zoning Administrator Kinsey and Planner Jackson.

Edgar Cruz, Applicant spoke.

Acting Zoning Administrator Kinsey spoke.

**ACTION: Accepted Categorical Exemption CE24-024, and approved Administrative Use Permit, subject to conditions of approval, as amended.**

At 2:32 PM, Acting Zoning Administrator Kinsey declared the meeting adjourned.



---

Scott Kinsey, AICP  
Planner V for Zoning Administrator