



EXECUTIVE OFFICE

City Hall • 200 N. Spring Street, Room 763 • Los Angeles, CA 90012



July 1, 2015

TO: All Staff
Other Interested Parties

FROM: Lisa Webber *LW*
Deputy Director of Planning

SUBJECT: **COASTAL DEVELOPMENT PERMITS AND RELATED COASTAL DEVELOPMENT APPLICATIONS TO BE PROCESSED BY THE WEST-SOUTH NEIGHBORHOOD PROJECTS SECTION, BEGINNING AUGUST 1, 2015**

The ongoing geographic restructuring of the Department's Plan Implementation Division has further expanded the role of the West-South Neighborhood Projects Section in managing and conducting case processing functions for projects located within the City's coastal zone boundaries.

As part of this restructuring, beginning August 1, 2015, the processing of Coastal applications will be conducted by the West-South Neighborhood Projects Section. Applications for Coastal entitlements and clearances including Coastal Development Permits (CDPs) pursuant to LAMC Sec. 12.20.2, Mello Act compliance, and Specific Plan Project Permit compliance (LAMC Sec. 11.5.7), whether stand-alone or multiple-approvals requests, will be processed by the West-South Neighborhood Projects Section.

The Development Services Center will continue to serve as the intake staff for Coastal Development Permit and related coastal-zone applications and to provide initial guidance regarding project entitlements. Coastal Exemptions will continue to be processed at the Development Services Center.

The most noticeable change in procedure is that the Department of Planning's "permit granting authority" for Coastal Development Permits as established under LAMC Section 12.20.2 will be assumed by the Director of Planning (Director). The Zoning Administrator (ZA) will no longer act as the permit granting authority for Coastal Development Permits.¹

¹ Section 12.20.2-G of the Los Angeles Municipal Code ("Code") provides for discretionary consideration of Coastal Development Permits establishing that a "permit granting authority" shall have the authority to approve, conditionally approve, or disapprove any application for a Permit under the provisions of the California Coastal Act of 1976 subject to express written findings. The Zoning Administrator currently acts as the Department of Planning's "permit granting authority" for Coastal Development Permits pursuant to the Los Angeles Municipal Code Section 12.20.2. The Los Angeles Municipal Code ("Code") does not specify or limit permit granting authority solely to the Zoning Administrator, thus the Director of Planning is able to serve in that capacity or delegate the authority to another entity within the Department.

In some cases, a coastal development project may require entitlements from both the Director and the ZA. Under LAMC Sec. 12.36-C, 3 (Multiple Approvals Ordinance (MAO)), the ZA maintains authority to act on both applications, while the Director has no authority to act on applications within the ZA's jurisdiction. Notwithstanding the provisions of the MAO, the Department has concluded that the most expeditious and administratively effective way to process these requests under the geographic restructuring program -- balancing the intent of the Coastal Act provisions and the MAO -- is to require bundling of the entitlement requests. The requests will be shepherded together through the entitlement process by the West-South Neighborhood Projects Section, with a single determination letter issued via the West-South Neighborhood Projects Section that is co-signed by the Director and ZA and includes the ZA's decision regarding entitlements under ZA authority. A technical bulletin will be issued in the near future to provide more detailed explanation of procedures regarding processing of applications for projects requiring joint Director of Planning and Zoning Administrator entitlements.

Those cases with CDPs (stand alone or multiple-entitlement applications) filed *prior to August 1, 2015*, will continue to be processed by the Office of Zoning Administration with an initial determination issued solely by the Zoning Administrator.

Questions

Questions about this memorandum may be directed to Planning Department staff at the Development Services Center and the Senior City Planner, Plan Implementation Division, West-South Neighborhood Projects Section.

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