



# Venice Neighborhood Council

LAND USE AND PLANNING COMMITTEE

PO Box 550, Venice, CA 90294 | [www.VeniceNC.org](http://www.VeniceNC.org)

Email: [Chair-LUPC@VeniceNC.org](mailto:Chair-LUPC@VeniceNC.org)



## Land Use & Planning Committee (LUPC)

### STAFF REPORT-- DRAFT

December 4, 2025

**City Case No:** DIR-2025-4468-CDP-MEL

**CEQA Case No:** ENV-2025-4469-CE

**Related City Case No(s):** ADM-2025-4470-VSO-ADU

**Address of Project:** 708 E Sunset Ave.

**Applicant/Property Owner:** Nadine Zylstra

**Applicant's Representative:** John Colter

**Standard of Review:** Coastal Act, with certified Land Use Plan (LUP) as guidance (for CDPs)  
Venice Community Plan  
Other applicable State laws: Assembly Bill 2097, ADU regulations

**Coastal Zone:** Single x permit jurisdiction

**City Hearing:** Not yet set

**Email for City Planner:** [michelle.gallarza@lacity.org](mailto:michelle.gallarza@lacity.org)

**LUPC Staff assigned:** Nicole Meyer

#### **I. Detailed Project Description:**

The project involves an addition to and remodel of a main residence, and a conversion of a second structure rec room to an ADU.

On the main residence, the project proposes an addition of a second-floor bedroom and bathroom, first floor kitchen extension, and first floor bathroom addition. The remodel and addition adds 652 SF to the main residence, for a total of 1365 SF. The original single-story home is converted to two stories, for a total height of 26' 4 ¾", with a varied roofline. A total of 438 SF of new impervious surface is noted in the plans as being added, however is unclear where it is being added.

Located behind the main residence, adjacent to the alley, an existing detached recreation room is proposed for conversion to an ADU. No floor area added to the existing floor area of the ADU building, which is 360 SF. A new 8 ft fence and rolling gate are being proposed at rear property line along alley. The project also involves the removal of an unpermitted trellis and unpermitted storage shed at rear of property.

Three existing parking spots are maintained. From building plans and application, it appears that no on-site or street trees are being removed.



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Letters and signatures of support have been gathered by the applicant from neighbors in the vicinity. These are included in Appendix 1 of this report.

## II. Motion:

**The Venice Neighborhood Council (VNC) recommends the City's approval of the project at 708 Sunset, as proposed.**

**Moved:**

**Seconded:**

**Vote: X-X-X (X absent, X recused).**

## III. Pros & Cons of Project:

### Positive aspects of project:

The project represents a modest, thoughtful, and creative way to add density to the neighborhood while maintaining existing structures and setbacks. The proposed new two-story volume is set back on the structure, and the front elevation is maintained. The proposed roof height of 26' 43/4" is well within height requirements for varied rooflines in Oakwood subarea. The proposed material and style are consistent with existing structure. Parking, though not required, is maintained. Unpermitted structures are being removed. No on-site or street trees are being removed.

Letters and signatures of support have been gathered by the applicant from neighbors in the vicinity. These are included in Appendix 1 of this report.

### Negative aspects of project:

None observed.

## IV. Findings re. Entitlements:

### A. Coastal Development Permit (CDP)—Coastal Act & certified Land Use Plan (LUP) are standard of review

#### 1. Parking/Coastal Access—Assembly Bill 2097 must also be considered in the standard of review

Coastal Act Section 30252 states: *The location and amount of new development should maintain and enhance public access to the coast by facilitating the provision or extension of transit service...and providing adequate parking facilities or providing substitute means of serving the development with public transportation*



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The project conforms with the Coastal Act and LUP policies for parking and Coastal Access because Assembly Bill 2097 applies to this parcel and prohibits the City from imposing minimum parking requirements on residential development located within one-half mile of a major transit stop. AB 2097 states that “a public agency shall not impose minimum automobile parking requirements on a residential development located within one-half mile of public transit.” Although the Venice LUP’s numerical parking standard for multiple dwellings would ordinarily require two parking spaces per unit – resulting in a four-space requirement for this project – the site’s transit-proximate location places it under AB 2097, which overrides the LUP’s minimums where they conflict with State law. The project therefore cannot be found nonconforming solely on the basis of LUP parking ratios. Importantly, the project maintains all three existing parking spaces, does not remove any parking, and does not introduce new intensity of use that would be expected to generate spillover parking affecting coastal access. Because the project preserves its existing parking resources in a manner consistent with Coastal Act §30252’s directive to maintain and enhance public access, and because AB 2097 legally precludes the imposition of additional parking requirements, the project conforms with the Coastal Act and the intent of LUP Policy Group II (Shoreline Access).

## **2. Scenic and Visual Qualities**

Coastal Act Section 30251 Scenic and visual qualities states: *The scenic and visual qualities of coastal areas shall be considered and protected as a resource of public importance. Permitted development shall be sited and designed to protect views to and along the ocean and scenic coastal areas, to minimize the alteration of natural land forms, to be visually compatible with the character of surrounding areas, and, where feasible, to restore and enhance visual quality in visually degraded areas.*

The project conforms with the Coastal Act and LUP policies for Scenic and Visual Qualities because the project is located on a residential lot in the Oakwood subarea, away from any identified public view corridors to or along the ocean. The proposed second-story addition and ground-floor extension are sited so that the existing front elevation, front yard, and street-facing character of the single-family residence are largely maintained, with the new height and bulk stepped back into the lot. The resulting maximum height of approximately 26'-4 ¾" with a varied roofline is well within the applicable height limit for this subarea and is compatible with the two-story residential pattern in the surrounding neighborhood.

The project retains the existing primary structure and setbacks, converts an existing rear detached recreation room to an ADU without adding new floor area to that building, and removes unpermitted accessory structures (trellis and storage shed) from the rear of the property, thereby reducing visual clutter and improving overall site organization. Materials and architectural style are consistent with the existing residence, and no tree removal or significant alteration of natural landforms is proposed; new impervious area is limited to typical urban residential improvements on an already developed lot.

Because the project does not affect public views to or along the ocean or other designated scenic coastal resources, maintains and modestly intensifies residential use within the existing neighborhood fabric, and is visually compatible with the character, scale, and height of surrounding development while cleaning up non-conforming elements, it is consistent with



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Coastal Act §30251 and with the Venice LUP Policy Group I standards for Coastal Visual Resources and Special Communities.

### 3. Environmental Justice Policy (if applicable: yes ☒ )

The Coastal Commission's Environmental Justice Policy states: *The Commission recognizes that the elimination of affordable residential neighborhoods has pushed low-income Californians and communities of color further from the coast, limiting access for communities already facing disparities with respect to coastal access and may contribute to an increase in individuals experiencing homelessness.*

Coastal Act Section 30604(f) states: *The Commission shall encourage housing opportunities for persons of low and moderate income,*

Coastal Act Section 30604(g) states: *The legislature finds and declares that it is important for the Commission to encourage the protection of existing and the provision of new affordable housing opportunities for persons of low and moderate income in the coastal zone.*

Coastal Act Section 30116 states: *"Sensitive coastal resource areas" means those identifiable and geographically bounded land and water areas within the coastal zone of vital interest and sensitivity. "Sensitive coastal resource areas" include... areas that provide existing coastal housing or recreational opportunities for low- and moderate-income persons.* (Emphasis added)

The project conforms with the Coastal Act's Environmental Justice Policies because it does not remove, convert, or displace any existing affordable housing or low- or moderate-income residential opportunities and instead creates an additional lower cost, small, 360 SF dwelling unit within the existing developed property.

### 4. Cumulative Effect

Coastal Act section 30250 (a) states: *New residential, commercial, or industrial development, except as otherwise provided in this division, shall be located within, contiguous with, or in close proximity to, existing developed areas able to accommodate it or, where such areas are not able to accommodate it, in other areas with adequate public services and where it will not have significant adverse effects, either individually or cumulatively, on coastal resources...*

The project is not very likely to create an adverse cumulative effect or an adverse precedent for other similar projects because it represents a modest intensification of an existing residential parcel and does not introduce any new pattern of development that could collectively impact coastal resources. The addition and ADU occur entirely within an already urbanized block served by existing infrastructure, and the project maintains required setbacks, height limits, and site organization consistent with surrounding residential use. Similar projects of this type, including second-story additions and conversion of existing accessory structures to ADUs, are already present in the area and have not led to cumulative adverse effects on coastal resources or coastal access. Accordingly, the project is typical of infill development anticipated by Coastal Act §30250 and does not create a precedent that would enable more intensive development than what the LUP and zoning regulations already allow.

### 5. Protection of Special Coastal Communities



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Coastal Act section 30253(e) states: *New development shall do all of the following...(e) Where appropriate, protect special communities and neighborhoods that, because of their unique characteristics, are popular visitor destination points for recreational uses.*

LUP Policy Preservation of Venice as a Special Coastal Community states:

**Preservation of Venice  
as a Special Coastal  
Community**

**Policy I. E. 1. General.** Venice's unique social and architectural diversity should be protected as a Special Coastal Community pursuant to Chapter 3 of the California Coastal Act of 1976.

**Policy I. E. 2. Scale.** New development within the Venice Coastal Zone shall respect the scale and character of community development. Buildings which are of a scale compatible with the community (with respect to bulk,

height, buffer and setback) shall be encouraged. All new development and renovations should respect the scale, massing, and landscape of existing residential neighborhoods. Lot consolidations shall be restricted to protect

**Policy I. E. 3. Architecture.** Varied styles of architecture are encouraged with building facades which incorporate varied planes and textures while maintaining the neighborhood scale and massing.

The proposed project would protect the Special Coastal Community status of Venice because it maintains the existing residential structure and setbacks, introduces a second story that remains within the Oakwood subarea height limits, and incorporates massing that is stepped back from the street to preserve the scale and rhythm of the neighborhood. The varied roofline, modest overall height of approximately 26'-4¾", and retention of the original one-story street-facing character respect the surrounding architectural pattern and comply with the LUP's scale and massing standards for this subarea. The conversion of an existing rear structure to an ADU adds housing without altering the lot configuration or consolidating parcels, and the removal of unpermitted rear structures reduces visual clutter. Materials and architectural treatment are consistent with the existing home and with the diversity of styles encouraged in Policy I.E.3. For these reasons, the project supports the social and architectural character that define Venice as a Special Coastal Community

- B. Density Bonus Act (DB)(if applicable): not applicable  
C. Conditional Use (CU) cite LAMC CU Section: not applicable

- D. Mello Act (MEL)(if applicable): yes x

The Mello Act is applicable because the project is located within the Coastal Zone and includes residential development; however, the project does not demolish, convert, or reduce any existing residential units and therefore does not trigger affordable housing





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replacement requirements. The conversion of an existing recreation room to an ADU results in a net increase in housing and is consistent with the purposes of the Mello Act.

- E. **Housing Crisis Act (HCA):** not applicable
- F. **Priority Housing Program (PHP):** not applicable
- G. **Add any other applicable entitlements here, such as SPPE (Specific Plan Project Exception), ZAA (Zoning Administrator Adjustment), etc.**

### **Photos of existing:**



### **I. Existing Site Plan:**

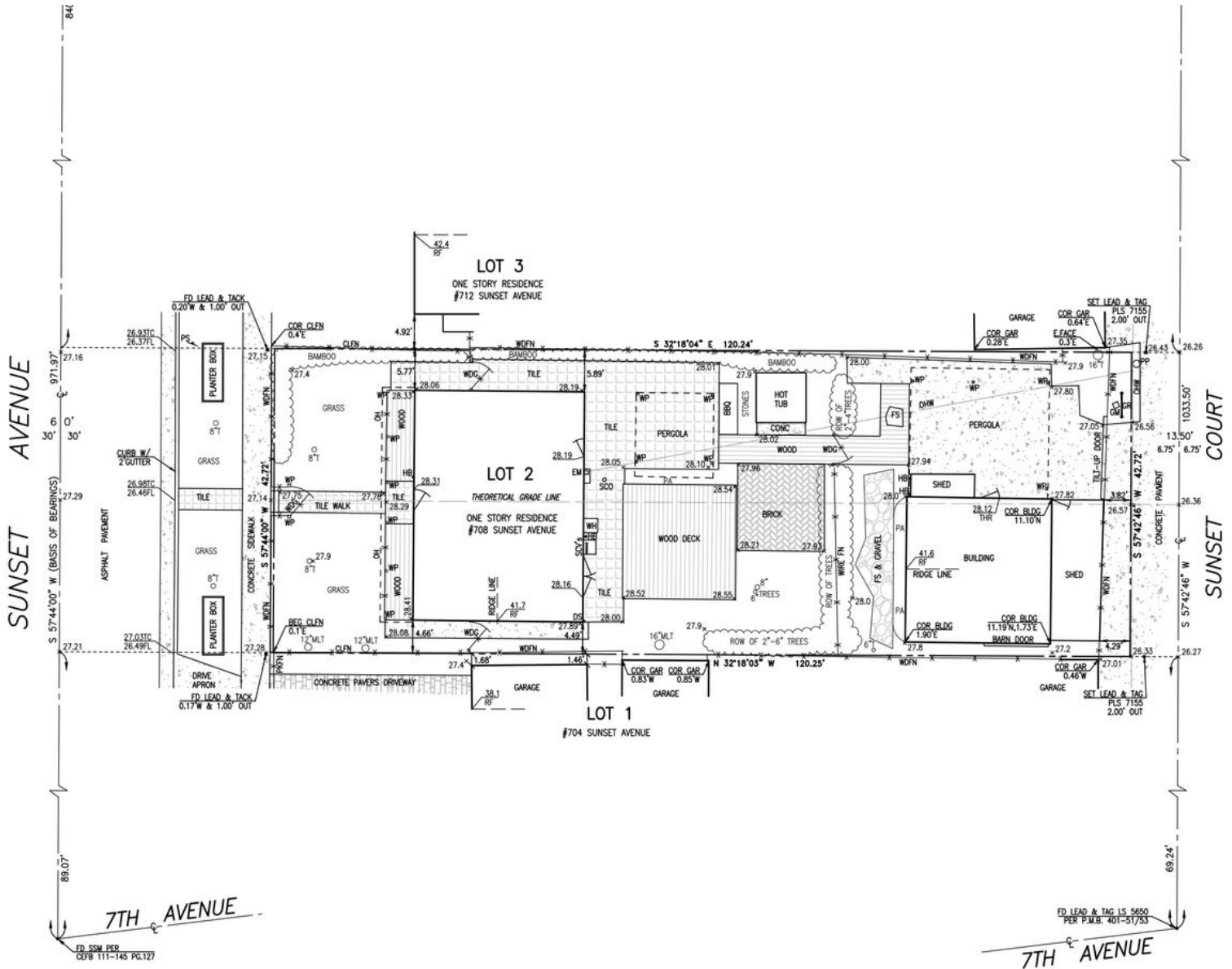


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## II. Renderings of proposed

Not available







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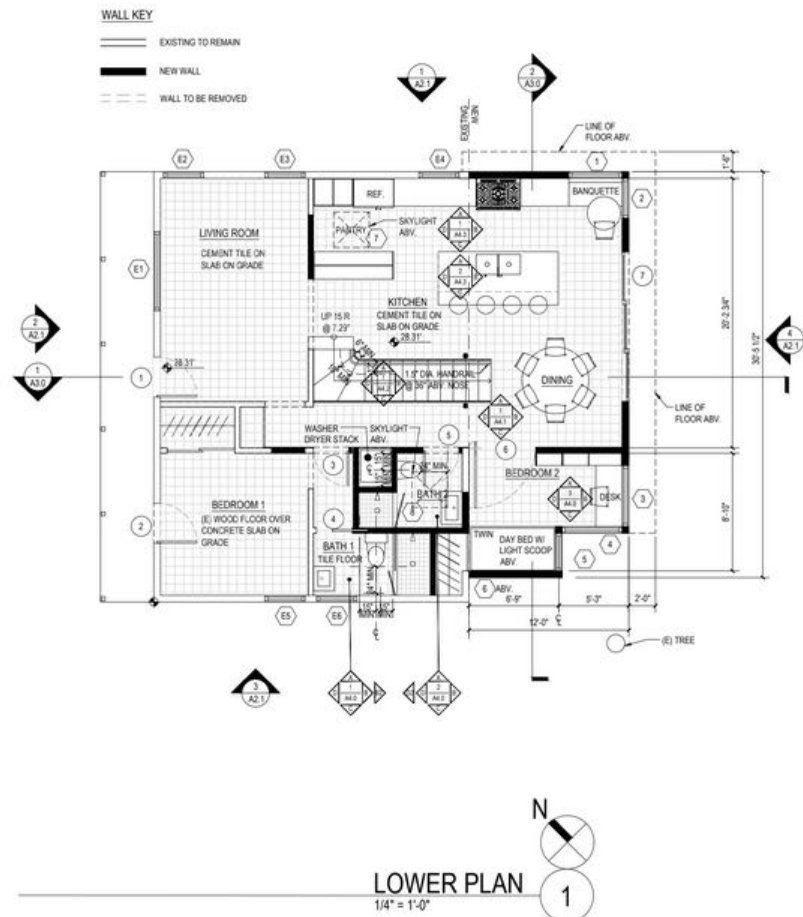
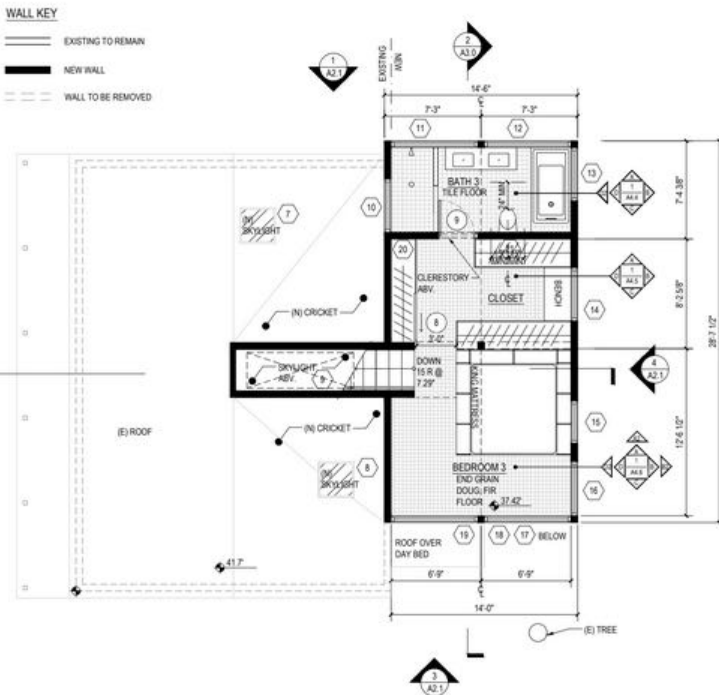
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## IV. Floor Plans:



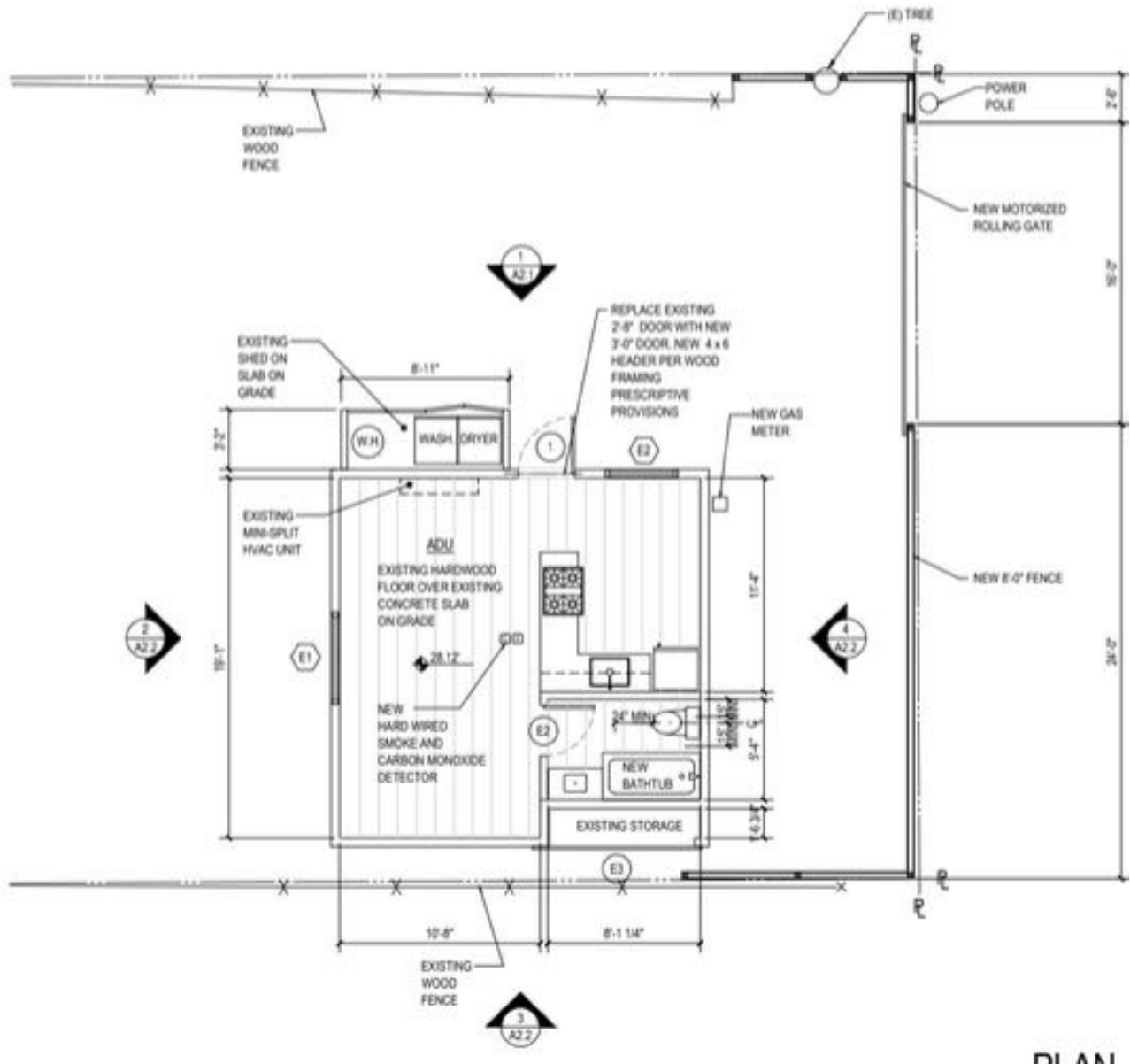


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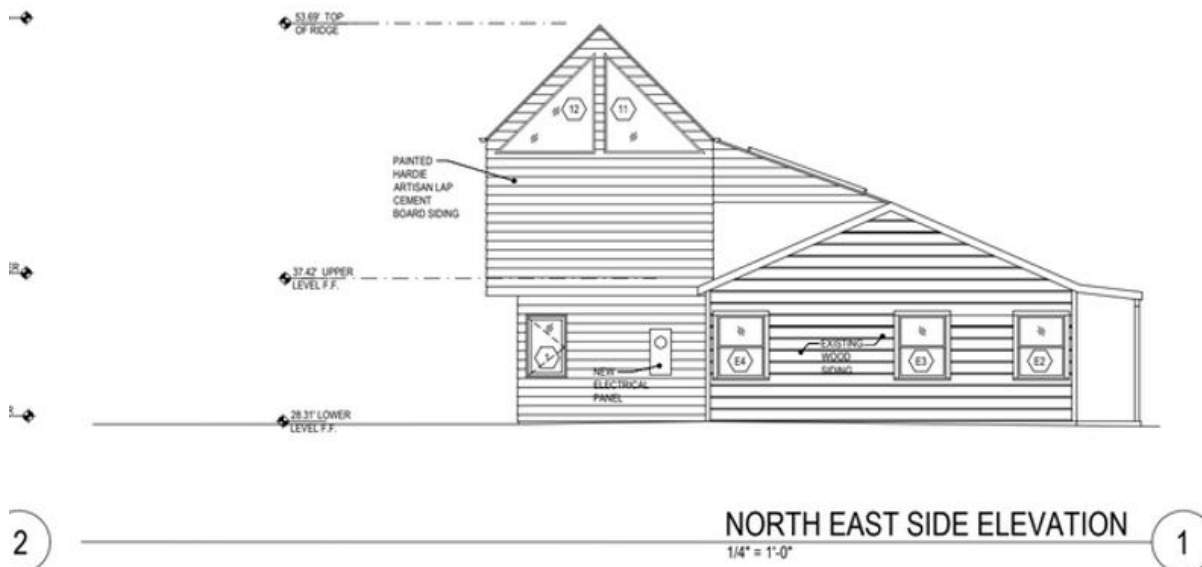
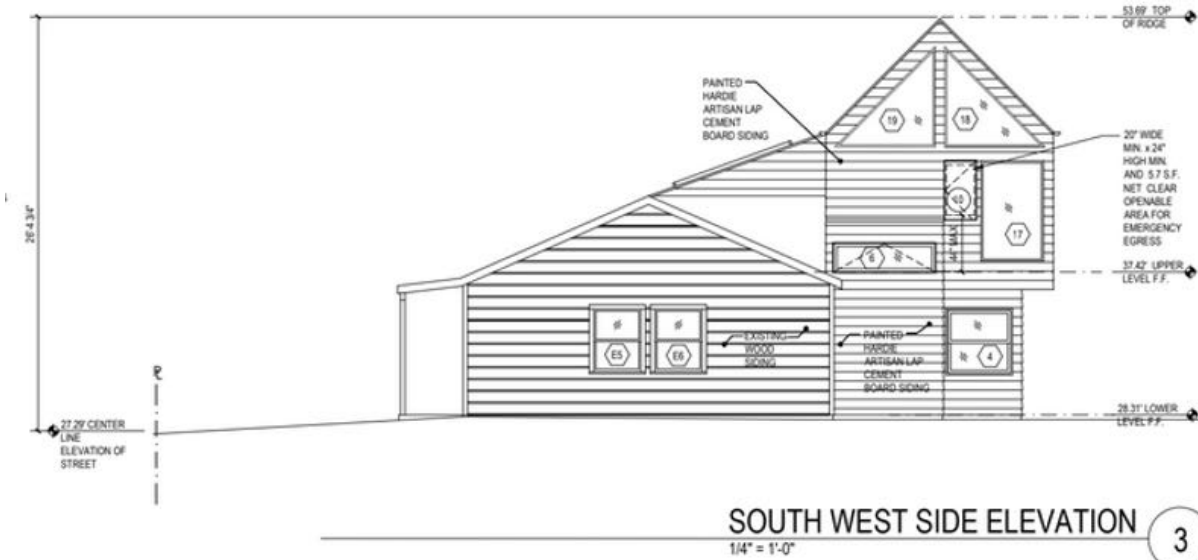
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## V. Elevations:





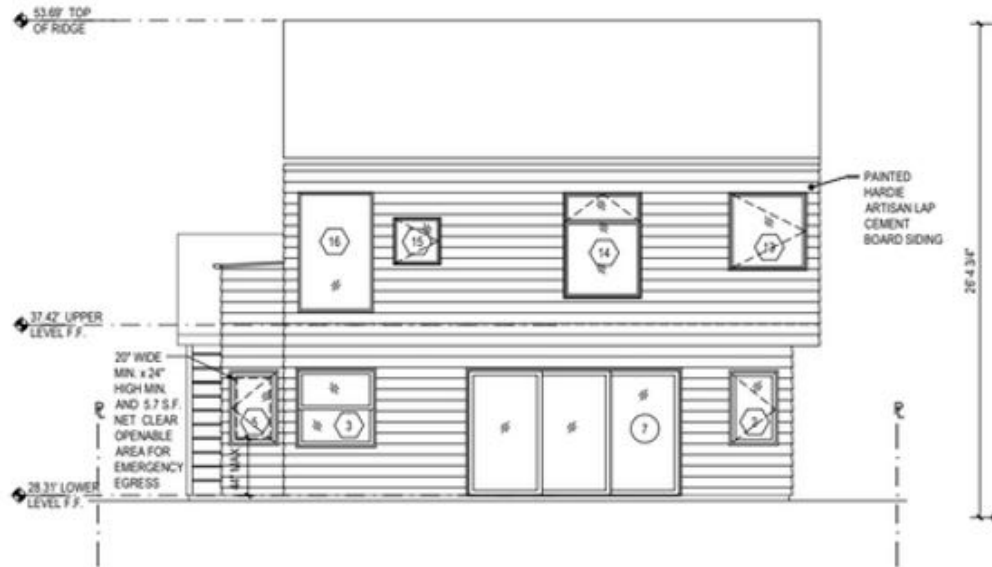


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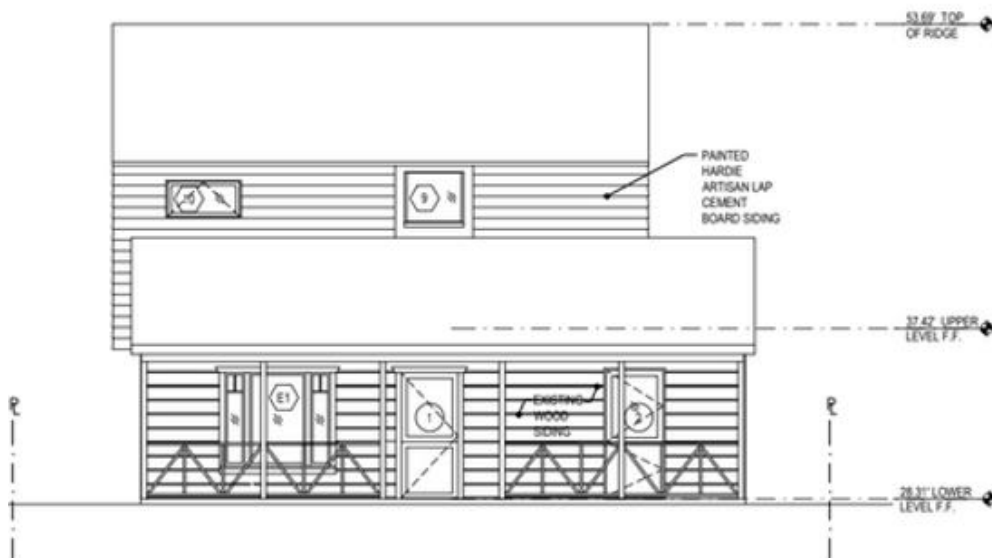
Email: [Chair-LUPC@VeniceNC.org](mailto:Chair-LUPC@VeniceNC.org)



REAR ELEVATION

1/4" = 1'-0"

4



FRONT ELEVATION

1/4" = 1'-0"

2

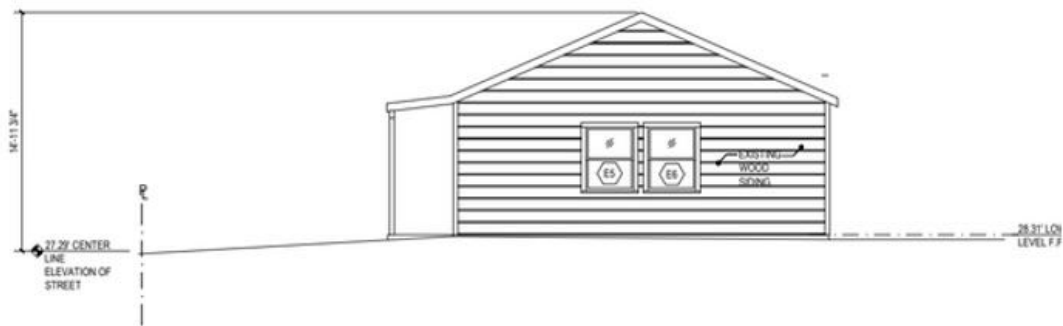


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SOUTH WEST SIDE ELEVATION

1/4" = 1'-0"



NORTH EAST SIDE ELEVATION

1/4" = 1'-0"

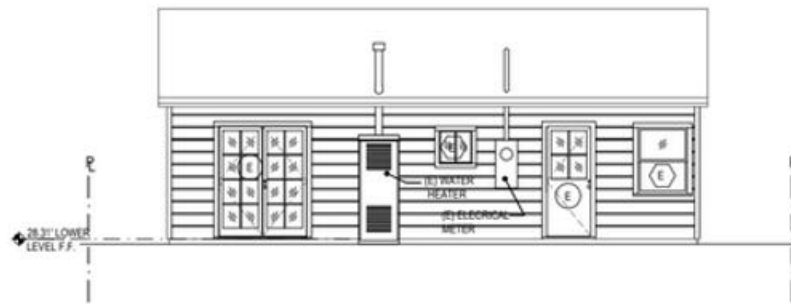


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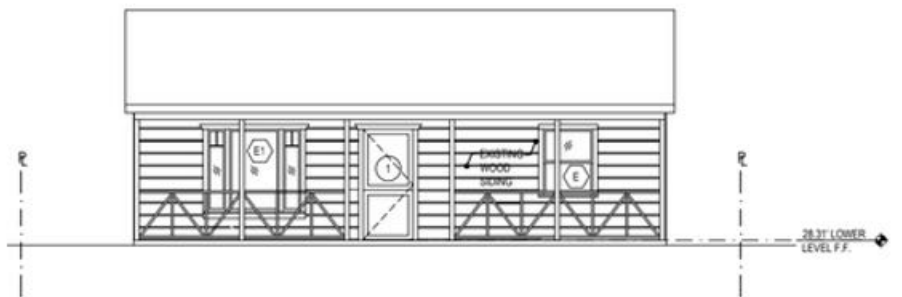
Email: [Chair-LUPC@VeniceNC.org](mailto:Chair-LUPC@VeniceNC.org)



REAR ELEVATION

1/4" = 1'-0"

4



FRONT ELEVATION

1/4" = 1'-0"

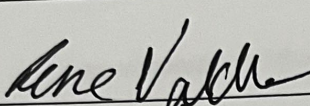
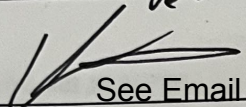
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## NEIGHBORHOOD CONTACT SHEET (OPTIONAL)

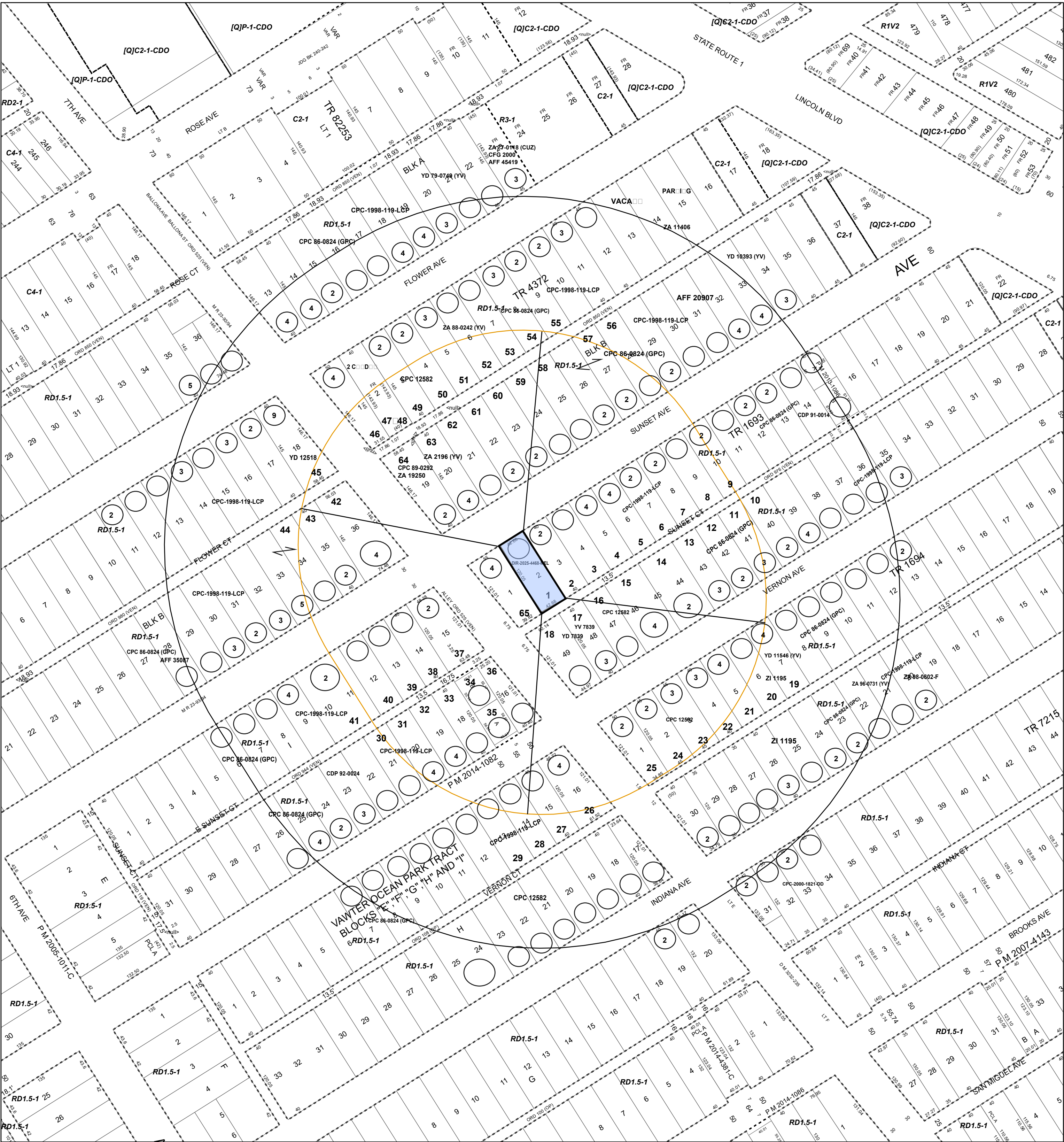
### 7. SIGNATURES

Signatures of adjoining or neighboring property owners in support of the request are not required but are helpful, especially for projects in single-family residential areas. Signatures may be provided below (attach additional sheets if necessary).

NAME (Print)	SIGNATURE	ADDRESS	KEY # ON MAP
Rene Valdivia		707 Sunset Ave Venice, CA 90291	62
Elizabeth Blenhu	 See Email	718 Sunset Ave Venice, CA 90291	3
Jen Dugay	See Email	712 Sunset Ave. Venice, CA 90291	2
Karen Jones	See Email	704 Sunset Ave. Venice, CA 90291	4
Jodi Ginnever Dorian Vernacchio	See Email	701a Sunset Ave. Venice, CA 90291	64

**REVIEW** of the project by the applicable Neighborhood Council is not required but is helpful. If applicable, describe, below or separately, any contact you have had with the Neighborhood Council or other community groups, business associations and/or officials in the area surrounding the project site (attach additional sheets if necessary).





# C A AAL DEVEL PME PERMI

PR EC ADDRE  
708 U E AVE  
VE ICE CA 90291  
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263 U LIVE AVE 193  
UR A CA 91502  
818 220 5401  
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SCALE 1" 100



**From:** Nadine Zylstra nadine.zylstra@gmail.com  
**Subject:** Fwd: Letter of Support for our 708 Sunset Renovation  
**Date:** August 18, 2025 at 6:28 PM  
**To:** John Colter john@colterandco.com

---

Thanks for the catchup earlier! Here is an example of my email and the notes of support we are getting.  
N

----- Forwarded message -----  
From: **Elizabeth Valentina** <elizabethvalentina1@gmail.com>  
Date: Mon, Aug 18, 2025 at 6:23 PM  
Subject: Re: Letter of Support for our 708 Sunset Renovation  
To: Nadine Zylstra <nadine.zylstra@gmail.com>

Dear Nadine and Johnathan,  
Thank you so much for sharing your plans for the 708 Sunset Ave renovation. I live down the street at 716/718 Sunset Ave and I am supportive of your plans.  
Thank you for sharing them with me.  
All my best,  
Elizabeth Valentina

On Aug 18, 2025, at 6:22 PM, Nadine Zylstra <nadine.zylstra@gmail.com> wrote:

Hi Elizabeth,

Hope you are doing great! I think I may have mentioned when we met that we are planning to do a small renovation on our house. We are deep into the Coastal Commission permit application process and one of the things they have asked is that we obtain letters of support from our neighbors, so I wanted to reach out to tell you more about what we are actually doing and (if you are comfortable) ask whether you could send an email to give your support.

So our plan is to:

1. Remodel to the 1st story kitchen and extend it into the rear yard, adding a new 1st story bathroom.
2. Add a 2nd story bedroom and bathroom addition at the back of house,
3. We are also planning a conversion of the existing detached recreation room next to the alley to an accessory dwelling unit (ADU).
4. In total this will add 652 s.f. of new residential floor area all at the rear behind the existing house.

We love the aesthetic of our California Bungalow so we are retaining 95% of the existing structure and have done everything we can to make sure the remodel **impacts the facade of the house as little as possible**. See below for the Front and Side elevation views if that's helpful.

<Screenshot 2025-08-10 at 8.38.49 PM.png>

Here's hoping the process goes smoothly and we can begin construction asap!  
Let me know if you have any questions.  
All the Best  
Nadine





KEY # 2  
Nadine Zylstra <nadine.zylstra@gmail.com>

## RE: Letter of Support for 708 Sunset Renovation

Jen Duguay <duguayjen@gmail.com>  
To: Nadine Zylstra <nadine.zylstra@gmail.com>

Mon, Aug 18, 2025 at 7:42 PM

Dear Nadine and Johnathan,

This looks lovely! We are so happy for your family and of course are in support of your plans.

Thank you for sharing them and look forward to your success with this project!

All the Best,  
Jen & Hino

Neighbors @ 712 Sunset Ave

Jennifer Duguay

On Mon, Aug 18, 2025 at 7:02 PM Nadine Zylstra <nadine.zylstra@gmail.com> wrote:

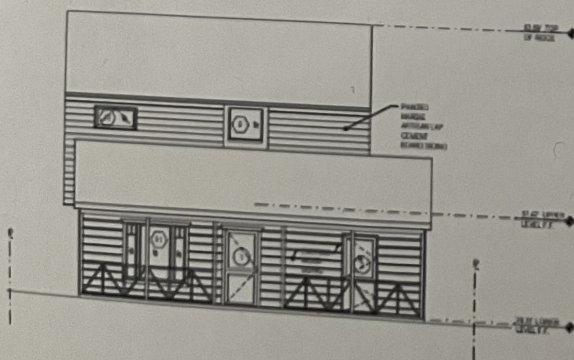
Hi Jen,

So pleased to hear the new gig is going well! As I think Johnathan may have told you, we are hoping to do a small extension on our house and are in the middle of the Coastal Commission Process. One of the things they have asked for is letters of support from our neighbors, so I wanted to reach out to tell you more about what we are actually doing and (if you are comfortable) ask whether you could send an email to give your support.

So our plan is to:

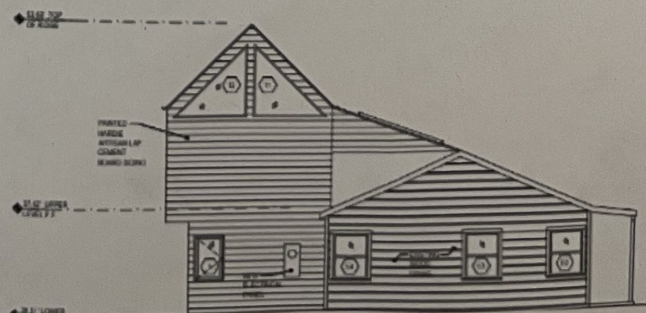
1. Remodel to the 1st story kitchen and extend it into the rear yard, adding a new 1st story bathroom.
2. Add a 2nd story bedroom and bathroom addition at the back of house,
3. We are also planning a conversion of the existing detached recreation room next to the alley to an accessory dwelling unit (ADU).
4. In total this will add 652 s.f. of new residential floor area all at the rear behind the existing house.

We love the aesthetic of our California Bungalow so we are retaining 95% of the existing structure and have done everything we can to make sure the remodel impacts the facade of the house and all our trees as little as possible. See below for the Front and Side elevation views if that's helpful.



FRONT ELEVATION  
1/4" = 1'-0"

2



NORTH EAST SIDE ELEVATION  
1/4" = 1'-0"

1

KEY #4



**From:** Nadine Zylstra nadine.zylstra@gmail.com  
**Subject:** Fwd: RENOVATION AT 708 SUNSET AVE.  
**Date:** August 18, 2025 at 7:46 PM  
**To:** John Colter john@colterandco.com

---

And Another

----- Forwarded message -----

From: **Karen Jones** <[karenhjones49@yahoo.com](mailto:karenhjones49@yahoo.com)>  
Date: Sat, Aug 16, 2025 at 12:35 PM  
Subject: RENOVATION AT 708 SUNSET AVE.  
To: Nadine Zylstra <[nadine.zylstra@gmail.com](mailto:nadine.zylstra@gmail.com)>, Jonathan Dorfman <[jdorfman12@gmail.com](mailto:jdorfman12@gmail.com)>

Dear Nadine and Jonathan:

As your nextdoor neighbor at 704 Sunset Ave., I like your ideas for the renovation. They look tasteful, unobtrusive and right in character with the house and the neighborhood. Good luck!

Karen Jones



**From:** Nadine Zylstra [nadine.zylstra@gmail.com](mailto:nadine.zylstra@gmail.com)  
**Subject:** Fwd: Letter of Support for our 708 Sunset Renovation  
**Date:** August 18, 2025 at 7:45 PM  
**To:** John Colter [john@colterandco.com](mailto:john@colterandco.com), Johnathan Dorfman [jdorfman12@gmail.com](mailto:jdorfman12@gmail.com)

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Sending some of the other emails so you have them.  
N

----- Forwarded message -----  
From: Jodi Ginnever <[nycjmg@yahoo.com](mailto:nycjmg@yahoo.com)>  
Date: Tue, Aug 12, 2025 at 2:46 PM  
Subject: Re: Letter of Support for our 708 Sunset Renovation  
To: Nadine Zylstra <[nadine.zylstra@gmail.com](mailto:nadine.zylstra@gmail.com)>

Dear Nadine and Johnathan,  
Thank you so much for sharing your plans for the 708 Sunset Ave renovation. We live across the street at 701a Sunset Ave and are supportive of your plans.  
Thank you for sharing them with us. We welcome you to the neighborhood.  
Jodi Ginnever  
Dorian Vernacchio