



agenda

# COASTAL SAN PEDRO NEIGHBORHOOD COUNCIL

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## BOARD AND STAKEHOLDER MEETING AGENDA

**Monday 15 September 2025 6:30 PM**

**In-Person Meeting (Without Teleconferencing)**

**Los Angeles Yacht Club, 285 Whalers Walk, San Pedro CA 90731**

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** — Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the assembly's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the assembly is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future meeting. Public comment may be limited to a fixed time per speaker or a limited number of speakers by the presiding officer of the assembly. Those wishing to make comment, but not wanting to speak publicly, may submit written communications to the Board.

1. Voluntary opportunity to say the Pledge of Allegiance.
2. Public comment on non-agenda items.
3. Call to order and roll call.
4. Board member comment on non-agenda items. *[May include comment on Board members' own activities/brief announcements; brief response to statements made or questions posed by persons exercising their general public comment rights or asking questions for clarification; introduction of new issues for consideration by the Board at its next meeting; or requests for research and a report back to the Board.]*
5. Approval of prior meeting minutes.
6. Presentation from Phillips 66 regarding Five Points Union Project.
7. Report from law enforcement and public officials.
8. Committee reports *[2 minutes per committee]*
9. Motion to Support Interim Control Ordinance (ICO) in CD-15 for Tobacco, Nicotine and Related Products.
10. Request for Stop Work on Unpermitted Development at 773 W 30th Street.
11. Motion to designate Douglas Epperhart to receive 2025 CSPNC election records
12. Treasurer's report.

### *Budget and Finance (Consent Calendar)*

13. Approval of Monthly Expenditure Reports for August 2025.
14. Approval of Monthly Expenses, including approval of Treasurer's payment of all recurring Neighborhood Council expenses including (but not limited to) Bridgegap Temporary Staffing and Services Agency in the amount not to exceed \$1,000 per month, the Mailroom in the amount not to exceed \$1,000 per month, office supplies in the amount not to exceed \$1,000 per month, an amount not to exceed \$300 for refreshments for the monthly Board meeting, and an amount not to exceed \$200 for cleaning fees after the Board meeting.
15. Motion to approve hiring of Bridgegap to provide minute taking and/or administrative services
16. Motion to approve sponsorship and participation in the Spirit of the Holidays Parade on December 7, 2025 in an amount not to exceed \$1,000.
17. Motion to approve fiscal year 2025-2026 amended budget to include \$518.69 rollover funds.

18. Appointments of committee officers, committee members, and Board representatives.
19. Announcements.
20. Public comment on non-agenda items.
21. Adjournment.

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## **9. Motion to Support Interim Control Ordinance (ICO) in CD-15 for Tobacco, Nicotine and Related Products.**

### *Planning, Land Use and Transportation Committee*

*Resolved*, the Coastal San Pedro Neighborhood Council supports Councilmember McOsker's motion to process an Interim Control Ordinance (ICO), with an Urgency Clause, to prohibit the establishment or expansion of any retail business that permits the sale or on-site use of tobacco or nicotine products, 'Tobacco Retailer' as defined in Municipal Code Section 46.90 (1), and commonly referred to as 'smoke-shops,' near sensitive uses within the geographical boundaries of Council District 15; and to instruct the Department of City Planning, in consultation with the City Attorney, and with the assistance of the Department of Building and Safety and the Department of Cannabis Regulation to prepare a report with recommendations within 45 days on best practices from other jurisdictions, such as but not limited to Redondo Beach, Long Beach, San Francisco, and New York City, on zoning, licensing, buffer ones, youth-access controls, and permitting related to tobacco and smoke-shop businesses.

*Council File 25-0916:* <https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=25-0916>  
*City Council Motion:* [https://cityclerk.lacity.org/online/docs/2025/25-0916\\_misc\\_08-12-25.pdf](https://cityclerk.lacity.org/online/docs/2025/25-0916_misc_08-12-25.pdf)

## **10. Request for Stop Work on Unpermitted Development at 773 W 30th Street.**

### *Planning, Land Use and Transportation Committee*

*Whereas*, there is an outstanding complaint and code violation dated October 10, 2023, related to an over height fence and electrical work, with an Order to Comply of September 18, 2025, which has given the owner significant time to continue construction of a potentially unpermitted Accessory Dwelling Unit (ADU);

*Whereas*, there is a complaint dated August 22, 2025 for construction in progress without permits that was erroneously labeled by the inspector as "duplicate service request;"

*Whereas*, there is an outstanding complaint dated September 4, 2025 for construction done without permits or inspections that is reportedly under investigation;

*Whereas*, neither the building permit nor a Coastal Development Permit or any type of coastal clearance have been approved for this ADU development;

*Whereas*, the owner has continued work, including in violation of weekend restrictions, and has made substantial progress in just the past few days; (see attached photos)

*Whereas*, even after numerous complaints were filed, it appears the inspector has not properly followed up in order to curtail the unpermitted development and has still not ordered the owner to stop the unpermitted work;

*Whereas*, the neighbors report that the size of the building appears to be in excess of the 954 SF indicated on the building permit application for the ADU; and

*Whereas*, the inspector assigned has not responded to the community's calls and is now on vacation until September 15, 2025.

*Resolved*, the Coastal San Pedro Neighborhood Council requests the Inspection Division of the Department of Building and Safety to immediately complete the investigation of these unresolved complaints and ongoing substantial development, at the base of a hillside, and immediately stop any unpermitted work.

**11. Motion to designate Douglas Epperhart to receive 2025 CSPNC election records**

*Resolved*, the CSPNC designates Douglas Epperhart to receive the 2025 election records on behalf of the CSPNC.

**15. Motion to approve hiring of Bridgegap to provide minute taking and/or administrative services**

Resolved, the Coastal San Pedro Neighborhood Council hires Bridgegap to provide minute taking and/or administrative services until June 30, 2026 not to exceed \$250.00 per month per service provided.

**16. Motion to approve sponsorship and participation in the Spirit of the Holidays Parade on December 7, 2025 in an amount not to exceed \$1,000.**

The Coastal San Pedro Neighborhood Council approves sponsorship and participation in the Spirit of the Holidays Parade on December 7, 2025 in an amount not to exceed \$1,000.

**17. Motion to approve fiscal year 2025-2026 amended budget to include \$518.69 rollover funds.**

the Coastal San Pedro Neighborhood Council approves a Fiscal Year 2025-2026 amended budget to include \$518.69 rollover funds.

For more information, please email [cspnclive@gmail.com](mailto:cspnclive@gmail.com); write to CSPNC, 1840 S. Gaffey Street #34, San Pedro, CA 90731; or visit the Coastal San Pedro Neighborhood Council website at [www.cspnc.org](http://www.cspnc.org).

**STATE OF CALIFORNIA PENAL CODE SECTION 403** (Amended by Stats. 1994, Ch. 923, Sec. 159. Effective January 1, 1995.) — Every person who, without authority of law, willfully disturbs or breaks up any assembly or meeting that is not unlawful in its character, other than an assembly or meeting referred to in Section 302 of the Penal Code or Section 18340 of the Elections Code, is guilty of a misdemeanor.

**NOTICE TO PAID REPRESENTATIVES** — If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at 213-978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

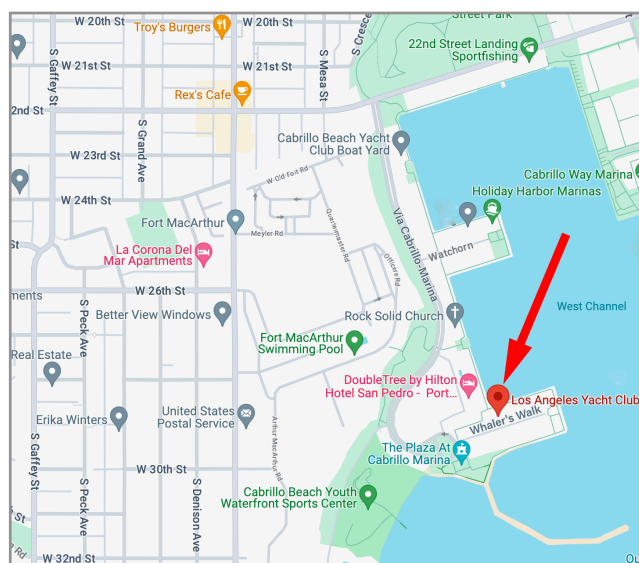
**PUBLIC ACCESS OF RECORDS** — In compliance with government code section 54957.5, non-exempt writings that are distributed to all or a majority of the Board members in advance of a meeting may be viewed at 1840 S Gaffey St, San Pedro, CA 90731, at our website: <http://www.cspnc.org>, or at the scheduled meeting. In addition if you would like a copy of any record related to an item on the Agenda, please contact the Coastal San Pedro Neighborhood Council by email at [cspnclive@gmail.com](mailto:cspnclive@gmail.com).

**PUBLIC POSTING OF AGENDAS** — Coastal San Pedro Neighborhood Council agendas are posted for public review as follows: 1840 S Gaffey St, San Pedro, CA 90731 and <http://www.cspnc.org> You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at: <https://lacity.gov/government/subscribe-agendas/neighborhood-councils>

**RECONSIDERATION AND GRIEVANCE PROCESS** — For information on the Coastal San Pedro Neighborhood Council's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the CSPNC Bylaws. The Bylaws are available at our Board meetings and our website <http://www.cspnc.org>

**THE AMERICAN WITH DISABILITIES ACT** — As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services please make your request at least 3 business days (72 hours) prior to the meeting by contacting the CSPNC secretary by email at [cspnclive@gmail.com](mailto:cspnclive@gmail.com).

**SERVICIOS DE TRADUCCION** — Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Secretaria, CSPNC, por correo electrónico a [cspnclive@gmail.com](mailto:cspnclive@gmail.com) para avisar al Concejo Vecinal.



*Meeting location is Los Angeles Yacht Club, past the DoubleTree Hotel.*