



PLANNING AND DEVELOPMENT  
CURRENT PLANNING DIVISION



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October 7, 2025

Brock Wylan  
Wylan/James Development LLC  
13101 Washington Boulevard  
Los Angeles, CA 90066

**RE: MINOR MODIFICATION TO PREVIOUSLY APPROVED ADMINISTRATIVE SITE PLAN  
REVIEW, P2020-0077-ASPR**  
3808 College Avenue

Dear Brock Wylan,

This letter is to inform you that your request for a minor modification to the Conditions of Approval related to the 6-unit condominium project at 3808 College Ave is hereby approved. The requested modification includes the removal of Condition of Approval No. 35 and No. 36, relating to the provision of solar photovoltaic equipment, as indicated in the attached Modification Narrative (Attachment 2).

Based upon the authority and criteria set forth in Zoning Code Section 17.595.035, the proposed changes are determined to be minor as outlined in Attachment 1 and hereby approved administratively. All remaining Conditions of Approval for the project shall continue to be applicable and in full effect.

This administrative decision may be appealed in accordance with Title 17, Section 17.640.030 Appeals, by any interested person within 15 calendar days of approval, by 5:30 PM. If no appeal is filed, the decision shall become final. If a timely appeal is notified, City staff will notify the applicant.

Should you have any questions, please contact Gabriela Silva, Associate Planner, at (310) 253-5736 or [gabriela.silva@culvercity.gov](mailto:gabriela.silva@culvercity.gov).

Sincerely,

 for  
Mark E. Muenzer

Planning and Development Director

Attachments

1. Project Background and Analysis
2. Modification Narrative dated September 16, 2025

Copy: City Manager  
Case File

**Attachment 1: Project Background and Analysis**  
**Minor Modification to Administrative Site Plan Review, P2020-0077-ASPR**  
**3808 College Avenue**

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## **Background**

### Site Description – Existing Conditions and Prior Approvals

The Project site, located on the east side of College Avenue, just south of Venice Boulevard, measures ±9,830 square feet. The site is zoned Medium Density Multiple-Family Residential (RMD), and the General Plan Land Use designation is Medium Density Multifamily.

On July 22, 2020, the Planning Commission adopted Resolution No. 2020-P012, approving Administrative Site Plan Review, P2020-0077-ASPR, and recommending to the City Council, approval of Tentative Tract Map No. 83093, P2020-0077-TTM, allowing a new 6-unit condominium development, including 13 parking spaces within a subterranean parking garage, and related site improvements. On September 14, 2020, the City Council adopted Resolution No. 2020-R089, approving the Tentative Tract Map for the condominium subdivision. Subsequently, various demolition and building permits were issued, beginning in December 2020, to allow the implementation of the Project.

The Project requested a Certificate of Occupancy on May 14, 2025, but had not completed the installation of solar photovoltaic equipment per Planning Commission Resolution No. 2020-P012.

### Proposed Modification

Since the Project meets all applicable 2019 Building Code requirements, the requested modification (Attachment 2) proposes the elimination of 2 Conditions of Approval (CoA) related to solar photovoltaic improvements:

- CoA No. 35: The Project shall comply with all applicable requirements relating to solar photovoltaic requirements as set forth in CCMC Section 15.02.100, etc. seq.
- CoA No. 36: All new buildings of 10,000 square feet or more of gross floor area, additions equal to 10,000 square feet or more of gross floor area, and major renovations to existing buildings of 10,000 square feet or more of gross floor area, where such renovation is equal to at least 50% of the valuation of the existing building, shall be equipped with a one kilowatt (1 kw) solar photovoltaic system per each 10,000 square feet of gross floor area, or fraction thereof, and comply with 2019 Energy Code.

## **Analysis**

The proposed modification will not change the general scope of the approved Project. Due to the nature of the proposed modification, no changes are required to the approved drawings. Updated Title 24 documentation was submitted July 14, 2025, to demonstrate the Project's compliance with applicable requirements, including solar, and indicate no solar photovoltaic improvements are required.

The Project contains the same number of units, off-street parking, vehicular access points, setbacks and height, and is the same overall building mass and architectural design as originally approved; it continues to provide the requisite refuse storage, mobility improvements (e.g., bicycle parking), and similar site improvements.

### Minor Modification Criteria and Determination

Pursuant to CCMC Section 17.595.035 – Changes to an Approved Project, minor changes may be approved, modified, or denied by the Director, and the Director shall determine whether a proposed change is major, or minor based on five criteria. Furthermore, the determination that the proposed modification constitutes a minor change is hereby made on the basis of the applicable criteria as detailed below.

**1. The proposed modification will not result in significant impacts to the surrounding neighborhood.**

The proposed modification relates to solar equipment only and does not materially change the scope of the Project; the uses, general floor area, height, overall setbacks, parking, vehicular and pedestrian access, and architectural style will remain the same. Therefore, there will not be significant impacts to the surrounding neighborhood as a result of the modification.

**2. The proposed modification will not result in significant environmental impacts.**

The original Project was assessed for potential impacts to the environment and was found to not result in significant adverse impacts to the environment. The proposed modification to remove Conditions of Approval No. 35 and 36, simply addresses solar requirements, which are additionally covered by applicable codes, and does not change the use, density, general building envelope, or overall scope of the Project. The original Project approval was reviewed as it related to environmental impacts and was deemed exempt under the California Environmental Quality Act (CEQA) per Section 15332, Class 32 – In-fill Development Projects. The modification does not change any components pertinent to the factors supporting the Class 32 Categorical Exemption. Therefore, the modification will not result in significant environmental impacts.

**3. The proposed modification will not result in a change to the approved use or a significant change to the project design.**

The Project was approved as a 6-unit residential condominium development with 13 off-street parking spaces within a subterranean parking garage, as well as various related site improvements (e.g., landscape, bicycle parking, etc.). The proposed modification will remove 2 Conditions of Approval (No. 35 and 36), which do not change the approved use or project design. If provided, solar photovoltaic improvements would have consisted of solar panels on the roof, which would not be visible. Instead, the Project has submitted revised Title 24 documentation demonstrating compliance with applicable related codes. Thus, the approved use will remain the same, as a 6-unit residential condominium development with ancillary site improvements. The architectural style and form of the building, materials, and material and color palette will remain unchanged. Therefore, the modification will not result in a significant change to the design.

**4. The proposed modification will not result in a change to the basis on which the environmental determination for the project was made.**

The proposed modification is comprised of elimination of 2 Conditions of Approval relating to solar, deferring instead to applicable building and energy codes, and does not change the use, density, floor area, general building envelope, or overall scope of the Project. The original Project was determined to be exempt under the California Environmental Quality Act (CEQA) per Section 15332, Class 32 – In-fill Development Projects. Further, the modification does not change any components pertinent to the findings supporting the Class 32 Categorical Exemption.

**5. The proposed modification will not result in a change to the basis upon which the review authority made the findings for approval of the project.**

The findings made for the various entitlements approved for the Project are not impacted by the proposed modification. The proposed change to eliminate Conditions of Approval No. 35 and 36, relate to minor adjustments for solar photovoltaic improvements. The proposed change does not affect the overall architectural style, size, height/scale, density, intensity, access, operational characteristics, potential impacts, consistency with the Zoning Code or General Plan, or other basis upon which the findings for the project approval were made.

# KAP.

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## 3808 COLLEGE AVE MODIFICATION NARRATIVE

**Project**  
3808 College Ave

**Project No.**  
18-091

**Date**  
09.16.2025

**Revision**  
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### Modification Narrative

The modification application for 3808 College Ave is to have condition numbers 35 and 36 removed from the conditions of approval. The conditions of approval is for case no. P2020 – 0077 – ASPR.

The conditions pertain to the installation of solar panels. The project was permitted under the 2019 Building Code, which stipulates that buildings only have to be solar panel ready as long as other measures are installed to meet this exclusion. The approved, permitted drawings for this project include this exclusion and state that the building will be solar ready rather than install solar panels. The approved roof plans do not show solar panels but rather designate an area for the future installation of solar panels.

The modification application requests that the conditions of approval that relate to the installation of solar panels be removed as per the permit approval and allow the building to obtain completion without installing solar panels.