

www.babcnc.org

PLANNING AND LAND USE COMMITTEE AGENDA

Tuesday, June 11, 2013
7:30-9:00pm

Les & Dorothy River Community Center
10409 Scenario Lane
Los Angeles, CA 90077

The public is welcome to speak. Meeting is being audio taped.

*We request that you fill out a **Speaker Card** to address the Council on any item on the Agenda. Comments from the public on other matters not appearing on the Agenda will be heard during the Public Comment period. Public comment is limited to 3 minutes per speaker unless waived by the presiding officer of the Council. (As a covered entity under TITLE 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, listening devices, or other auxiliary aids and/or services will be provided upon request. To ensure availability of services, please make your request at least 3 business days prior to the meeting you wish to attend by contacting the Neighborhood Council Project Coordinator at 213 485-1360.)*

CASES TO BE CONSIDERED:

1. Call to order – Committee Member Roll Call

Name	P	A	Name	P	A
Ramin Kolahi, Chair			Nickie Miner		
Michael Chasteen			Gary Plotkin		
Carolyn Carradine			Carol Sidlow		
Robin Greenburg			Stephen Twining		
Done Loze					

2. Approval of Minutes (if available)

3. Approval of Agenda, as presented or amended

4. Public Comments – On non-agenized items related to Land Use and Planning only

5. Chair Report – Ramin Kolahi

- a. Annual Nomination of Committee Members
- b. Draft Notification Policy for Applicants
- c. Ad-Hoc Standing Rules Committee Recommendations
- d. Bar Marmont Update – ZA – 2011-2594-CUB – 8171 W. Sunset Blvd. – **Possible Motion**
- e. Urban Beekeeping – **Possible Motion**

ALL CASES ARE SUBJECT TO MOTIONS

6. New Project Review and Staff Assignments and Coding of De Minimis Cases

a. CNC Reporting – As of 6/1/13

CASE NO.	ADDRESS	DESCRIPTION	CASE TYPE
ENV-2013-1370-CE	1071 N BROOKLAWN DR 90077	CONSTRUCT A NEW 1 STORY ACCESSORY GUARD STATION AND A GATE/FENCE WITH LIGHT FIXTURES ALL WITHIN THE	CE- CATEGORICAL

		FRONT YARD	EXEMPTION
ZA-2013-1369-ZAD-ZAA	1071 N BROOKLAWN DR 90077	CONSTRUCT A NEW 1 STORY ACCESSORY GUARD STATION AND A GATE/FENCE WITH LIGHT FIXTURES ALL WITHIN THE FRONT YARD	ZAD-ZA DETERMINATION (PER LAMC 12.27)
AA-2013-1398-DPS	9526 W DALEGROVE DR 90210	ESTABLISH AN EXISTING INGRESS/EGRESS EASEMENT	DPS- DEEMED-TO-BE-APPROVED PRIVATE STREET CE- CATEGORICAL EXEMPTION
ENV-2013-1397-CE	9526 W DALEGROVE DR 90210	ESTABLISH AN EXISTING INGRESS/EGRESS EASEMENT	PMEX-PARCEL MAP EXEMPTION
AA-2013-1396-PMEX	9559 W SHERWOOD FOREST LANE 90210	A LOT LINE ADJUSTMENT BETWEEN TWO LOTS TO CORRECT THE ENCROACHMENT OF THE SINGLE FAMILY RESIDENCE.	CE- CATEGORICAL EXEMPTION
ENV-2013-1395-CE	9559 W SHERWOOD FOREST LANE 90210	A LOT LINE ADJUSTMENT BETWEEN TWO LOTS TO CORRECT THE ENCROACHMENT OF THE SINGLE FAMILY RESIDENCE.	EAF- ENVIRONMENTAL ASSESSMENT
ENV-2013-1578-EAF	944 N AIROLE WAY 90077	DEMOLISH (E) 2 STORY SFD AND CONSTRUCT NEW 2 STORY SFD	EAF- ENVIRONMENTAL ASSESSMENT
ENV-2013-1576-EAF	2922 N BEVERLY GLEN CIR 90077	PROPOSED 1;993 SF. RESTAURANT IN AN EXISTING DEVELOPMENT WITH THE ON-SITE SALE OF BEER AND WINE ONLY; HAVING 39 INDOOR AND 42 OUTDOOR DINING PATRONS; LOCATED IN THE RE15-1VL-RPD.	ZV-ZONE VARIANCE
ZA-2013-1575-ZV	2922 N BEVERLY GLEN CIR 90077	PROPOSED 1;993 SF. RESTAURANT IN AN EXISTING DEVELOPMENT WITH THE ON-SITE SALE OF BEER AND WINE ONLY; HAVING 39 INDOOR AND 42 OUTDOOR DINING PATRONS; LOCATED IN THE RE15-1VL-RPD.	PMEX-PARCEL MAP EXEMPTION
AA-2013-1524-PMEX	670 N PERUGIA WAY 90077	LOT LINE ADJUSTMENT	CE- CATEGORICAL EXEMPTION
ENV-2013-1526-CE	670 N PERUGIA WAY 90077	LOT LINE ADJUSTMENT	PMEX-PARCEL MAP EXEMPTION
AA-2013-1532-PMEX	8856 W SKYLINE DR 90046	CERTIFICATE OF COMPLIANCE	CE- CATEGORICAL EXEMPTION
ENV-2013-1533-CE	8856 W SKYLINE DR 90046	CERTIFICATE OF COMPLIANCE	DRB-DESIGN REVIEW BOARD
DIR-2013-1560-DRB-SPP-MSP	9716 W WENDOVER DR 90210	EXISTING TWO-STORY SINGLE FAMILY DWELLING WITH ATTACHED TWO CAR GARAGE.	CE- CATEGORICAL EXEMPTION
ENV-2013-1559-CE	9716 W WENDOVER DR 90210	EXISTING TWO-STORY SINGLE FAMILY DWELLING WITH ATTACHED TWO CAR GARAGE.	

7. Current Case Updates

CASE NO.	ADDRESS	DESCRIPTION	CASE TYPE	PLU MEMBER
ENV-2012-1222-MND	9643 W LAWLEN WAY 90210	TO ALLOW TWO DWELLING UNITS WITH KITCHENS ON ONE LOT	MND-MITIGATED NEGATIVE DECLARATION	RAMIN KOLAH

ENV-2013-1201-EAF	10453 W SANDAL LANE 90077	(TIED TOGETHER) NEW TWO STORY SINGLE FAMILY DWELLING WITH ATTACHED GARAGE AND DECK	EAF-ENVIRONMENTAL ASSESSMENT	RAMIN KOLAH
ZA-2013-1202-ZAD-ZAA	10453 W SANDAL LANE 90077	NEW TWO STORY SINGLE FAMILY DWELLING WITH ATTACHED GARAGE AND DECK	ZAD-ZA DETERMINATION (PER LAMC 12.27)	RAMIN KOLAH
ZA 2012-3559(F)				
ENV 2012-3557-CE	1553 NORTH TOWER GROVE	TO ALLOW 8' WALL IN LIEU OF 3.5'	ZA 2012-3559(F) ENV 2012-3557-CE	MICHAEL CHASTEEN
ZA 2012-3559 F	1553 NORTH TOWER GROVE DRIVE		ZA 2012-3559 F	MICHAEL CHASTEEN
2013-41-PMEX	9100 CRESCENT DRIVE & 2460 SUNSET PLAZA DR.		PMEX-PARCEL MAP EXEMPTION	MICHAEL CHASTEEN
ZA 2013 78 ZV ZAD ZAA	1423 ORIOLE DRIVE		ZV-ZONE VARIANCE	MICHAEL CHASTEEN

8. Upcoming Hearings

CASE NO.	ADDRESS	HEARING TYPE	HEARING DATE
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9. Hearing Updates

CASE NO.	ADDRESS	HEARING TYPE	OUTCOME
ZA-2012-1395-ZV-ZAA-1A	360 NORTH STONE CANYON ROAD	WEST LA PLANNING COMMISSION APPEAL	5-0 TO DENY

10. Packages Received

CASE NO.	ADDRESS
AA 2013 1398 DPS	9526 DALEGROVE ROAD
DIR 2013-1560	9716 W. WENDOVER DRIVE
ZA 2013-1369-ZAD-ZAA	1071 BROOKLAWN DRIVE
ZA 2013-1575-ZV	2922-2924 N. BEVERLY GLEN CIRCLE

11. Determination Letters Received

CASE NO.	ADDRESS	CASE TYPE	DECISION	APPEAL DEADLINE
DIR-2013-1238-DRB-SPP-MSP	9621 ARBY DRIVE	DRB-DESIGN REVIEW BOARD	APPROVE W CONDITIONS	JUNE 15, 2013
DIR-2103-410-DRB-SPP-MSP	2671, 2709, 2709 ½ BOWMONT DRIVE	DRB-DESIGN REVIEW BOARD	APPROVE W CONDITIONS	JUNE 15, 2013

12. Proactive Projects

13. Adjournment

NEXT BABCNC PLU MEETING
July 9, 2013

www.babcnc.org

SPECIAL MEETING
PLANNING AND LAND USE
COMMITTEE MINUTES

Tuesday, May 14, 2013
7:30-9:00pm

Les & Dorothy River Community Center
10409 Scenario Lane
Los Angeles, CA 90077

The public is welcome to speak. Meeting is being audio taped.

*We request that you fill out a **Speaker Card** to address the Council on any item on the Agenda. Comments from the public on other matters not appearing on the Agenda will be heard during the Public Comment period. Public comment is limited to 3 minutes per speaker unless waived by the presiding officer of the Council. (As a covered entity under TITLE 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, listening devices, or other auxiliary aids and/or services will be provided upon request. To ensure availability of services, please make your request at least 3 business days prior to the meeting you wish to attend by contacting the Neighborhood Council Project Coordinator at 213 485-1360.)*

CASES TO BE CONSIDERED:

1. Call to order – 7:45pm

Committee Member Roll Call

<i>Name</i>	<i>P</i>	<i>A</i>	<i>Name</i>	<i>P</i>	<i>A</i>
Ramin Kolahi, Chair	X		Done Loze	X	
Michael Chasteen	X		Gary Plotkin		X
Carolyn Carradine		X	Carol Sidlow		X
Robin Greenburg		X	Stephen Twining		X

Gary Plotkin and Robin Greenburg – Excused Absences

2. Approval of Minutes (if available)

- No minutes are available.
- With the new office help, we will eventually get to that and have a meeting where we can approve a variety of minutes that are outstanding.

3. Approval of Agenda, as presented or amended

- Ramin, Chair, proposed an addition to the agenda, to add under “Chair Report,” “Item E,” a motion to recommend Nickie Miner as a Member of the Planning and Land Use.
 - Ramin made a motion to approve agenda with addition; Don Loze seconded the motion. Motion was approved as amended.**
- No further amendments to the agenda made.

4. Public Comments – On non-agenized items related to Land Use and Planning only

- None

5. Chair Report – Ramin Kolahi

- a. Permanent Date, Time and Location of PLU Meetings
 - Need enough time before the 4th Wednesday of every month to submit items to be presented on that Board's agenda to the President. Members agreed to **2nd Tuesday every month @ 7:30 at the Les & Dorothy River Community Center.**
 - Ramin discussed reaching out east more & will follow up with Tree People regarding availability.
- b. Procedural Changes
 - Case Assignment
 - Case Reporting
 - Ramin stated that Case Officers can be a point of contact on behalf of the committee. The Case Officer can read the application if they so wish and/or drive by. They don't have to for every application or site. May sometimes have to say we can't assign a case to some... until we get more committee members on board. (The committee will not work on all applications if they are considered de minimis.)
 - Don noted that at the moment, we get notices from Planning. He noted three pieces on the agenda he was not aware of, and that nobody is noticing the HOA about agenda items; and how "we get CNC notices?"
 - Communication needs to be clear for stakeholder and applicants to manage caseloads.
- c. Draft Notification Policy for Applicants
 - Discussed that the Case Officer can set up an informal meeting at the site so residents have a chance to look at it and not come here and hear about it for the first time. They can send out a notice to residents to know who Case Officer is if they have questions, and they have a venue here. Ramin will bring a draft of the Notification Policy next time.
- d. Ad-Hoc Standing Rules Committee Recommendations
 - Will give Standing Rules our input next time.
- e. Ramin made a motion to recommend Nickie Miner as a member of the PLU Committee
 - 2 years. Ramin will present Nickie's name for consideration and acceptance by the full Board.

6. New Project Review and Staff Assignments and Coding of De Minimis Cases

a. CNC Reporting – As of 5/4/13

CASE NO.	ADDRESS	DESCRIPTION	CASE TYPE
DIR-2013-1238-DRB-SPP-MSP	9621 W ARBY DR 90210	EXISTING STORY SINGLE FAMILY DWELLING WITH ATTACHED TWO CAR GARAGE AND NEW GUEST HOUSE	DRB-DESIGN REVIEW BOARD
ENV-2013-1237-CE	9621 W ARBY DR 90210	EXISTING STORY SINGLE FAMILY DWELLING WITH ATTACHED TWO CAR GARAGE AND NEW GUEST HOUSE	CE-CATEGORICAL EXEMPTION MND-MITIGATED
ENV-2012-1222-MND	9643 W LAWLEN WAY 90210 10453 W	TO ALLOW TWO DWELLING UNITS WITH KITCHENS ON ONE LOT (TIED TOGETHER)	NEGATIVE DECLARATION
ENV-2013-1201-EAF	SANDAL LANE 90077 10453 W	NEW TWO STORY SINGLE FAMILY DWELLING WITH ATTACHED GARAGE AND DECK	EAF-ENVIRONMENTAL ASSESSMENT ZAD-ZA
ZA-2013-1202-ZAD-ZAA	SANDAL LANE 90077	NEW TWO STORY SINGLE FAMILY DWELLING WITH ATTACHED GARAGE AND DECK	DETERMINATION (PER LAMC 12.27)

- 9621 W. Arby – Since DRB cases involved another public hearing process in detail, Ramin suggested we focus on other projects until we have resources to process DRB cases.
 - Don has concern about issues in Benedict Canyon at Mulholland: Sees things that impact on BCA.
- 9643 Lawlen Way - Ramin will look into this application.

- 10453 Sandal Lane – Ramin assigns himself as case officer for Sandal Lane. Jonah Morganstein (member of public) attended the meeting and expressed interest in the Sandal Lane case.

7. Current Case Updates

- Review of March 2013 Agenda – Review of all cases to categorize
 - Review of March 2013 Agenda – Review of all cases to categorize. Discussed was need to rely on committee members regarding March 2013. If the committee can look at the cases to make sure they don't fall through the cracks.

8. Upcoming Hearings

CASE NO.	ADDRESS	HEARING TYPE	HEARING DATE
ZA-2012-1395-ZV-ZAA-1A	360 NORTH STONE CANYON ROAD	WEST LA PLANNING COMMISSION APPEAL	WEDNESDAY JUNE 5, 2013
ZA 2012-3559(F)			THURSDAY, MAY 30, 2013
ENV 2012-3557-CE	1553 NORTH TOWER GROVE	ZONING ADMINSTRATOR	
ZA 2012-3525 AV	76 BEVERLY PARK LANE	ZONING ADMINISTRATOR	FRIDAY, MAY 31, 2013
ZA 2012-3559 F	1553 NORTH TOWER GROVE DRIVE	ZONING ADMINISTRATOR	THURSDAY, MAY 30, 2013
DIR 2013-1238 DRB SPP		MULHOLLAND SCENIC PARKWAY	THURSDAY, MAY 16, 2013
MSP	9621 ARBY DRIVE	DRB	

- 1553 Tower Grove - Michael Chasteen will review to make determination.
- Ramin informed that due to time and resources constraints, PLU is unable to review these applications at this meeting.

9. Packages Received

CASE NO.	ADDRESS
2013-41-PMEX	9100 Crescent Drive & 2460 Sunset Plaza Dr.
AA-2012-2846-WTM	9712 W. Oak Pass Road
CPC 1998-194	10701 W. Sunset Blvd
DIR 2013 291 DRB SPP MSP	8114 W. Elrita Dr.
ZA 2013 78 ZV ZAD ZAA	1423 Oriole Dr
ZA 2013-32-ZAA	901 N. Airole Way
ZA 2013-87-F	1521 N Doheny Dr
EL0455-11	1405 Meadow Drive (Wireless Antennae in Public ROW)
ZA 2013 1202 ZAD ZAA	10453 Sandal Lane

- 9100 Crescent Drive & 2460 Sunset Plaza: Michael Chasteen assigned.
- 9712 W. Oak Pass Road: Julie Goldsmith, a neighbor, from Benedict Canyon, expressed interest in this. Determination had been made, with approval of grading plan. Letter February 15th. Michael noted was it was a balanced project; nothing to haul off. Michael and neighbors -- BCA are monitoring it. Julie was given incorrect information about the lots, and this was discussed. Michael sent a letter requesting clarification as to retaining walls and has not heard back.
- 1423 Oriole Drive - Michael will follow up on this.
- 901 Airole Way: Ramin will ask Steve Twining or Robin if interested in this.
- 10453 Sandal Lane: Ramin will process this case.
- Discussion ensued with Don suggesting policy to maintain "Strict Compliance" with the Code, to which Ramin replied that we have limited resources and need to focus on projects with larger impacts and with this new process, we'll be able to have cases have more processing.

- Noted was that all packages are scanned with links to the web sites to see each item.

10. Proactive Projects

- **Ridgeline Protection – Don Loze** discussed possible ordinance, requiring public hearing, no formal report, of ridgeline study in CD4, 5 & 11. Noted that Councilman Koretz's office is trying to find City allocations and Hillside Federation to organize ways to support the Councilman, after mayoral election.
 - Overall, the plan is to have included in the revision of code, how do you have public hearings and fund them?
 - Don will update us – if action is needed.

11. Adjournment - Motion to adjourn seconded and passed. Meeting adjourned at 9:05pm.

**NEXT BABCNC PLU MEETING
June 11, 2013**

BEL AIR BEVERLY CREST NEIGHBORHOOD COUNCIL
PLANNING AND LAND USE COMMITTEE
Neighborhood Notification Policy

1. Following an Applicant's request for a presentation before Planning and Land Use Committee ("PLU") or after a member of the PLU contacts the Applicant, the application be set for the Applicant's issue for hearing at the next available PLU Committee date (the "Hearing Date").
2. The Applicant must then provide written notice of the intended project within 10 days, or sooner, as of receiving the Hearing Date, to the area's neighborhood association (e.g. the Benedict Canyon Association, etc.) based on a list of neighborhood associations compiled by the PLU Committee. The notice must describe the Applicant's request, and provide the Hearing Date. The notice must also provide phone and email contact information for the Applicant, and state that they will make themselves available for at least one neighborhood meeting prior to the Hearing Date on reasonable notice and request (the "Neighborhood Meeting"). The Neighborhood Meeting shall take place at least 5 days prior to the Hearing Date.
3. Following coordination with the neighborhood association, the Applicant must provide the same notice to each residence or business, with a copy to the PLU Committee member assigned to the application, within a certain radius around the project, based on an applicable "Radius Map" similar to that required by the City of Los Angeles for the application or at the PLU Committee member reasonable discretion. This notice will also state the date, time, and location for the Neighborhood Meeting, jointly hosted by the Applicant and the neighborhood association.
4. Alternatively, if there is no functioning neighborhood association, within 10 days after the Applicant receives the Hearing Date, the Applicant must provide the same notice as required in paragraph 3 above.
5. A PLU Committee member will then be assigned to attend the neighborhood meeting. That PLU member will also be responsible for signing off on the Applicant's notices, as required by PLU only, to the neighborhood, and will be the member assigned to prepare the report for the PLU meeting.
6. The aforementioned notices are as suggested by PLU only, and shall not act in lieu of any other notices required by city, county, state or federal requirements, or otherwise.

Dated 4-25-19-2013

DRAFT-4-19-2013

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BABCNC STANDING RULES

Effective January 22, 2013-Except Par. 18 which is still pending and proposed additions of 4-2-2013 and changes to Par. 4 and 6. Also new par. 21 and 22

1. Roles of Governing Board Members within the Community

- a. Board Members need to be cognizant of the role they have within the community. In neighborhood and City meetings, they may acknowledge that they are BABCNC Board members; however, they must be clear when putting forth opinions or statements of fact that they are not speaking on behalf of the Governing Board, unless having been expressly designated to do so. A designated speaker shall limit oneself to policies and actions approved by the Board.
- b. Any written material (flyers, letters, etc.) as a communication from a Board Member as a designated representative of BABCNC must be approved by the board before it is sent out.
- c. Bylaws shall always take precedence over Standing Rules.
- ~~b-d.~~

2. Stakeholders

Shall be defined to include factual stakeholders established by the Neighborhood Council Commission, Empowerment, or the BABCNC bi-laws.

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3. Establishment of Committees

The President, or any Board member may call for the formation of a new Standing Committee or an Ad Hoc Committee at any time and nominate its members for election by a majority of the BABCNC representatives present.

4. Report by Committees

The Committee Chair or Secretary shall file with both the office and Board Secretary, minutes of each meeting within 10 days following such committee meetings.

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5. Membership on Committees

Membership on any committee shall be voluntary. Standing and Ad Hoc Committee meetings will be open to all stakeholders. All Committees may invite others to attend as may be required to assist in the work of the Committee. Members of the public will be given an opportunity to speak at these meetings. The optimum number of members on a Committee is 5-7, but may be adjusted by the Chair.

Dated 4-25-19-2013

6. Operation of Standing Committees

The President or any member of the Board shall nominate the Chair Person and The Board shall elect the Chairperson to serve in that capacity. ~~Each Standing Committee shall elect a Chairperson from among its members.~~ The Chairperson shall serve for a term of one (1) year, unless removed earlier by a majority of the Board for cause, including illness or inability to serve, is no longer a member of the board, or until a successor is chosen. Committees shall determine how they will conduct their business. They shall report on their activities in writing at each meeting of the BABCNC. Notice will be posted 72 hours in advance of a regular meeting and 24 hours in advance of a special meeting. ~~When possible, The Chairperson or Co-chairs shall be a member of the Board.~~ Every Board member should serve on at least one committee.

The President or the Board shall nominate members of the Committees, which nominations shall be ratified by the Board consistent the Bi-laws and these rules. ~~The President or the Board shall nominate members of the Standing Committees and their appointments shall be ratified by the Board.~~

The Committee Chair shall be responsible to the Board for the operation of the of the Committee consistent with the Bylaws and Standing Rules. If an Administrator is engaged for the Council, the Chair shall have the benefit of the Administrator's services to fulfill the work of the Committee.

The Standing Committee shall have ongoing jurisdiction over a specific matter. ~~The standing Committee shall not act without affirmative action of the full Board.~~

7. How Standing Committees Work:

- a. Standing Committees shall work on issues and projects raised by its members, stakeholders, referred by the Executive Committee or Governing Board, or special projects that the committee identifies as falling under its mission.
- b. Each Standing Committee shall meet monthly in a public place, in accordance with the Brown Act, within the territorial boundaries of the BABCNC.~~on a regular standing meeting night~~
- c. Each Standing Committee shall draw up a Mission Statement to be approved by the Governing Board
- d. Standing Committees shall prepare and submit agendas to the Secretary of the Board and the Council office~~Executive Committee~~ by a prearranged schedule so that the agenda can be posted at least 72 hours in advance of meetings

8. Standing Committee Chairperson

- a. All Committee Chair~~persons~~ agree to agendize their meetings and supply the Council office and the Executive Committee with a copy of the agenda the week before the date of the meeting so that the agenda can be noticed in the community.

Dated 4-25-19-2013

- b. All Committee Chairpersons agree to supply the Executive Committee with updates on contact information of their committee members and participants in committee activities for BABCNC outreach purposes.
- c. Committee chairpersons shall keep records of sign-in sheets, agendas and minutes
- d. Any committee correspondence, flyers, any written materials, etc., shall be approved by the board before deceminated-
- e. Chairpersons shall do due diligence in outreaching for committee members and file records with the Council office.
- f. Chairpersons shall promote contact-building for BABCNC email list
- g. Committee chairpersons shall prepare agendas for meetings in a timely manner so that it can be posted at our posting locations and sent out by email

9. Ad Hoc Committee

Each Ad Hoc Committee will be established as a temporary committee to review and make recommendations on specific issues as directed by the Council. Its reports and recommendations will be given to the BABCNC. It will comprise less than a quorum of the governing body as a whole.

10. Executive Committee

The Executive Committee is comprised of officers of the BABCNC in their respective positions and the Chairpersons of the Standing Committees. The Executive Committee will meet to plan the agendas for future Council meetings and as they may be required in urgent situations. A quorum of 5 present will be sufficient to conduct business of the Executive Committee. All actions taken by the Executive Committee will be reported to the Council at its next meeting. The President shall act as Executive Committee Secretary assembling and distributing the Agenda. All matters will be decided by a majority vote of the Executive committee members present.

11. Traffic Committee

The Traffic Committee covers those issues pertaining to traffic including the flow of traffic, safety, enforcement, congestion, parking, traffic lights and related street signs within the BABCNC geographic area.

12. Planning and Land Use Committee

The Planning and Land Use Committee covers those issues pertaining to hillside and land development.

13. Public Safety Committee

The Public Safety Committee covers those issues pertaining to police, fire and emergency medical services.

14. Utility Transmission, and Roads Committee

Dated 4-25-19-2013

The Utility Transmission, and Roads Committee covers those issues pertaining to water, gas, electric and sewage lines; telecommunication infrastructure; and roads.

15. Parks and Open Space Committee

The Parks and Open Space Committee covers those issues pertaining to parks and open space.

16. Outreach and Education Committee

The Outreach Committee covers those issues pertaining to outreach to our communities, educational institutions and faith based organizations.

17. Parliamentary

The Parliamentary shall be, but not limited to, attending Governing Board and Executive Committee meetings, keeping adherence to time for speakers and agenda items, helping ensure that meetingS do not get bogged down, that meetings end as close to their scheduled time, is familiar with and carries a copy of the BABCNCUNNC Bylaws and Standing Rules in order to help BABNC UNNC proceed accordingly, keeps meeting from straying away from the agenda, is in compliance with BABCNC Code of Civility, and is familiar with and helps keep meetings in adherence to Roberts Rules of Order.

18. Interrelationship Between Committees and Office

a. Land Use Committee—PENDING AND NOT PASSED

To coordinate the flow of the material to meet the Land Use Committee's obligation mandated by the Planning Department:

Planning Department Mandate requires all not by right applications to be first reviewed by the Neighborhood Council of the applicant's property.

1. When BABCNC (Council) receives CNC report, the CD4 and CD5 listings should be segregated from the CNC Report and distributed to all members of the Land Use Committee.
2. Shortly thereafter, if the individual files regarding the matters reported on the CNC Report have not been received, the Administrator should contact Planning and obtain a copy of the file which should contain both the Application, rationale for the request and any plans, drawings or studies.
3. When the foregoing are obtained, they should be distributed to the nearest stake holder group in whose area the property application is situated. Receipt of the underlying material of the application material by Council should be registered in a log and dated. When it is distributed to the relevant stake holder group, the outgoing date and recipient should be logged in. The stakeholder group should then report its position regarding the matter to the

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Dated 4-25-19-2013

Land Use Committee. If the property is in an area of the Neighborhood Council that has no Representation, an effort should be made by Council to notify the individual stakeholders in the area of the application.

3 (a) If there is a hearing noticed, the date of the hearing should be placed on the Council calendar and both the individual stake holder group and the Land Use Committee should be notified.

3 (b) The Land Use Committee should agenzized public hearing in sufficient time for the stake holder group to conclude a position and to organize appearances of the applicants and their representatives.

4. The land Use Committee, at its meeting, should determine what action, if any, it should take and to what extent the entire Board should weigh in on the issue, and vote on any matter requiring communication with the City- All votes should be recorded by the committee and reflected in any report of the committee and sent to planning.

If a letter from the Council or Land use Committee is to be sent to Planning that initial draft of the letter needs to be prepared by Chair of the committee based on disposition made at the Land Use Committee. That Draft, and review by the President must be completed in a timely manner for the letter to appear in the file for Planning's review prior to and hearing date. A copy of the letter shall be sent to the Council Office of CD 4 and CD 5 contemporaneously with being sent to Planning.

If a request regarding a land use issue is presented to the Council, other than through application to Planning, both the Executive Committee and the Land Use Chairs should consult and coordinate a process for making a determination of whether the items should be on the Agenda of the Council or the Land Use Committee. If necessary, the Council Office and the City Attorney should be consulted.

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19. Censure

The Council can take action to publically reprimand a Board member for actions conducted in the course of Council business by censuring the Board member at a Board meeting. Censure shall be placed on the agenda for discussion and action. At the next scheduled meeting, after the request of a Board member.

20. Removal of Board Members

The Council shall consult with the Office of the City Attorney throughout and Board removal process. Board members may be removed in the following ways:

a. Petition by Stakeholders

A Board member may be removed from office by the submission of a written petition to the Secretary, which includes: i) the identity of the Board member to be removed, ii) a description, in detail, the reason for removal, and iii) the valid signatures of greater than ten percent (10%) of the Board, total number of ballots cast in the last Council election or not less than 100 Stakeholders.

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Dated 4-25-19-2013

1. Upon receipt of a written petition for removal, the Secretary shall cause the matter to be placed on the agenda for a vote of the Board at the next regular Council meeting.
2. Removal of the identified Board member requires a two-thirds (2/3) majority of the attending Board members.
3. The Board member who is the subject of the removal action shall have the right to deliver to Board members a written statement about the matter and/or speak at the Board meeting prior to the vote, but shall not be counted as part of the quorum, nor allowed to vote on the matter.

If the vote for removal is affirmative, the position shall be deemed vacant and filled via the Council's vacancy clause.

21. Attendance requirement.

Board members are required to attend at least fifty percent of all meetings, save and accept for excused absences. Attendance at committee meetings shall not be counted for this purpose.

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22. Administration by Council of requests for compliance with the California Public Records Act.

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at: 1"

- a. Whenever such a request is received by the Council office or any Officer or other member of the Board, the full Executive Committee should be notified so that the request will be acknowledged as an obligation requiring prompt attention.
- b. The Executive Committee will designate a person responsible to deal with the request, keeping the Executive Committee informed.
- c. When the materials requested are assembled, they should be reviewed by the member of the Board in charge of the request and reported to the Executive Committee.
- d. The Executive Committee should then determine whether this is a matter to be submitted to the City Attorney.
- e. Good management procedure then should follow up with the City Attorney so that a response can be made, to the extent required within the ten day period.
- f. A response by the Council should be made in a timely manner.
- g. All action pursuant to this paragraph shall be in compliance with the Public Records Act and Neighborhood Councils, Congress of Neighborhoods currently in effect and provided by the Office of the City Attorney—Neighborhood Council Advice Division.

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22. Conflict of Interest by Board Members

Dated 4-25-19-2013

- (a) At the commencement of each Board Meeting, immediately following the vote to approve the Meeting agenda, the President (or other Officer presiding over the Meeting), shall ask each Board Member, collectively or individually, whether he or she has a potential conflict of interest with respect to any item on the approved agenda;
- (b) The President shall first ask for a show of hands of all Members present who have a good faith belief to not have a conflict with any item on the agenda;
- (c) The President shall then ask for a show of hands of all Members present who have good faith belief to potentially have a conflict with one or more items on the agenda;
- (d) If any Member affirmatively indicates by show of hand that he or she may have a potential conflict, the President shall for ask of each indicating Member the agenda item of potential conflict, and shall request that such Member recuse his or her self from the Meeting at the time the item comes before the Board;
- (e) For purposes of this Standing Rule, recusal shall mean to remove oneself from participation in the discussion, and if applicable, voting, on the matter covered by the agenda item.
- (f) Based upon the foregoing, as each agenda items comes before the Board, the President shall specifically remind each Member indicating a potential conflict with the agenda item that he or she is recused from the matter and may not participate in the discussion or vote on the matter.

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OFFICE OF THE CITY CLERK
200 NORTH SPRING STREET, ROOM 360
LOS ANGELES, CALIFORNIA 90012

CALIFORNIA ENVIRONMENTAL QUALITY ACT

NOTICE OF EXEMPTION

(California Environmental Quality Act Section 15062)

Filing of this form is optional. If filed, the form shall be filed with the County Clerk, 12400 E. Imperial Highway, Norwalk, CA 90650, pursuant to Public Resources Code Section 21152 (b). Pursuant to Public Resources Code Section 21167 (d), the filing of this notice starts a 35-day statute of limitations on court challenges to the approval of the project. Failure to file this notice with the County Clerk results in the statute of limitations being extended to 180 days.

LEAD CITY AGENCY City of Los Angeles Department of City Planning	COUNCIL DISTRICT 4
----------------------------------------------------------------------------	------------------------------

PROJECT TITLE * AA 2013 1398 DPS	LOG REFERENCE ENV 2013-1397
--------------------------------------------	---------------------------------------

PROJECT LOCATION * 9526 Dalegrove Dr.

DESCRIPTION OF NATURE, PURPOSE, AND BENEFICIARIES OF PROJECT:

* Deemed to be Approved Private Street to establish existing ingress/egress easement

NAME OF PERSON OR AGENCY CARRYING OUT PROJECT, IF OTHER THAN LEAD CITY AGENCY:

* Amy Studarus / m+m+c.

CONTACT PERSON * Amy Studarus	AREA CODE * 661	TELEPHONE NUMBER * 644-6212	EXT.
-----------------------------------------	---------------------------	---------------------------------------	------

EXEMPT STATUS: (Check One)

	STATE CEQA GUIDELINES	CITY CEQA GUIDELINES
<input type="checkbox"/> MINISTERIAL	Sec. 15268	Art. II, Sec. 2b
<input type="checkbox"/> DECLARED EMERGENCY	Sec. 15269	Art. II, Sec. 2a (1)
<input type="checkbox"/> EMERGENCY PROJECT	Sec. 15269 (b) & (c)	Art. II, Sec. 2a (2) & (3)
<input checked="" type="checkbox"/> CATEGORICAL EXEMPTION	Sec. 15300 <i>et seq.</i>	Art. III, Sec. 1
Class <u>5</u> Category <u>36</u> (City CEQA Guidelines)		
<input type="checkbox"/> OTHER (See Public Resources Code Sec. 21080 (b) and set forth state and City guideline provision.)		

JUSTIFICATION FOR PROJECT EXEMPTION: Approval of Private Street Maps pursuant to Article 8, Chapter 1 of the L.A.M.C. to provide access to existing legal lots.

IF FILED BY APPLICANT, ATTACH CERTIFIED DOCUMENT ISSUED BY THE CITY PLANNING DEPARTMENT STATING THAT THE DEPARTMENT HAS FOUND THE PROJECT TO BE EXEMPT.

SIGNATURE	TITLE	DATE
FEE: 181	RECEIPT NO.	REC'D. BY BAS CASHIERS DATE 5/13/13

DISTRIBUTION: (1) County Clerk, (2) City Clerk, (3) Agency Record
Rev. 11-1-03 Rev. 1-31-06 Word

IF FILED BY THE APPLICANT:

*** Amy Studarus**
NAME (PRINTED)

*** 5/13/13**
DATE

*** Amy Studarus**
SIGNATURE

AA 2013 1398

MASTER LAND USE PERMIT APPLICATION
LOS ANGELES CITY PLANNING DEPARTMENT

ENV No. <u>2013-1397CE</u>		Existing Zone <u>RE15-1-H</u>		District Map <u>153B166</u>
APC <u>SOUTH VALLEY</u>		Community Plan <u>320 BE AIR - DEERLY CREST</u>		Council District <u>4</u>
Census Tract <u>2611.01</u>	APN <u>4388-007-015</u>	Case Filed With [DSC Staff]		Date <u>5/13/13</u>

CASE No. AA 2013 1398 DPS

APPLICATION TYPE Deemed to be Approved Private Street

(zone change, variance, conditional use, tract/parcel map, specific plan exception, etc.)

1. PROJECT LOCATION AND SIZE

Street Address of Project 9526 Dalegrove Drive Zip Code 90210
 Legal Description: Lot 5 & por 35 (A^{1b}) Block None Tract 15826 & 10636
 Lot Dimensions 138 x 156 approx Lot Area (sq. ft.) 14,155 (existing) Total Project Size (sq. ft.) 14,155 (existing)

2. PROJECT DESCRIPTION

Describe what is to be done: Establish existing ingress/egress easement recorded in 1950 through the Deemed to be Approved Private Street process.

Present Use: Single-family residential Proposed Use: Single-family residential
 Plan Check No. (if available) _____ Date Filed: _____
 Check all that apply: ☐ New Construction ☐ Change of Use ☐ Alterations ☐ Demolition
☐ Commercial ☐ Industrial ☒ Residential ☐ Tier 1 LA Green Code
 Additions to the building: ☐ Rear ☐ Front ☐ Height ☐ Side Yard
 No. of residential units: Existing 1 To be demolished 0 Adding 0 Total 1

3. ACTION(S) REQUESTED

Describe the requested entitlement which either authorizes actions **OR** grants a variance:

Code Section from which relief is requested: _____ Code Section which authorizes relief: 18.00 and 18.10
Deemed to be Approved Private Street to establish the existing recorded ingress/egress easement recorded for subject property in 1950 as shown on the map submitted with this application. Recorded easement is Instrument No. 985 Book 33096 Page 288, Official Records.

Code Section from which relief is requested: _____ Code Section which authorizes relief: _____

Code Section from which relief is requested: _____ Code Section which authorizes relief: _____

List related or pending case numbers relating to this site:

AA 2013 1398

4. OWNER/APPLICANT INFORMATION

Applicant's name Amy Studarus Company M&M & Co.
 Address: 16145 Roscoe Blvd Telephone: (661) 644-6212 Fax: ()
North Hills Zip: 91343 E-mail: Amy.Studarus@gmail.com

Property owner's name (if different from applicant) Mark Hill & Gary Levitt
 Address: 9526 Dalegrove Dr Telephone: () Fax: ()
Los Angeles Zip: 90210 E-mail:

Contact person for project information Amy Studarus Company M&M & Co.
 Address: 16145 Roscoe Blvd Telephone: (661) 644-6212 Fax: ()
North Hills Zip: 91343 E-mail: Amy.Studarus@gmail.com

5. APPLICANT'S AFFIDAVIT

Under penalty of perjury the following declarations are made:

- The undersigned is the owner or lessee if entire site is leased, or authorized agent of the owner with power of attorney or officers of a corporation (submit proof). (NOTE: for zone changes lessee may not sign).
- The information presented is true and correct to the best of my knowledge.
- In exchange for the City's processing of this Application, the undersigned Applicant agrees to defend, indemnify and hold harmless the City, its agents, officers or employees, against any legal claim, action, or proceeding against the City or its agents, officers, or employees, to attack, set aside, void or annul any approval given as a result of this Application.

Signature: [Signature]

Print: Gary Levitt

ALL-PURPOSE ACKNOWLEDGMENT

State of California

County of Los Angeles

On March 28th, 2013 before me, Sergio De La Cruz, Notary Public
 (Insert Name of Notary Public and Title)

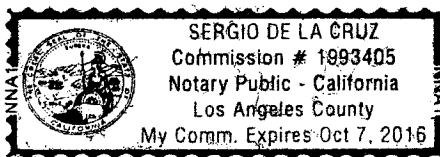
personally appeared Gary Jack Levitt, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[Signature]
 Signature

(Seal)

**6. ADDITIONAL INFORMATION/FINDINGS**

In order for the City to render a determination on your application, additional information may be required. Consult the appropriate Special Instructions handout. Provide on attached sheet(s) this additional information using the handout as a guide.

NOTE: All applicants are eligible to request a one time, one-year only freeze on fees charged by various City departments in connection with your project. It is advisable only when this application is deemed complete or upon payment of Building and Safety plan check fees. Please ask staff for details or an application.

Planning Staff Use Only		
Base Fee <u>37874 B1</u> <u>3868</u>	Reviewed and Accepted by [Project Planner]	Date
Receipt No.	Deemed Complete by [Project Planner]	Date

4. OWNER/APPLICANT INFORMATION

Applicant's name Amy Studarus Company M&M & Co.
 Address: 16145 Roscoe Blvd Telephone: (661) 644-6212 Fax: ()
North Hills Zip: 91343 E-mail: Amy.Studarus@gmail.com

Property owner's name (if different from applicant) Mark Hill & Gary Levitt
 Address: 9526 Dalegrove Dr Telephone: () Fax: ()
Los Angeles Zip: 90210 E-mail: _____

Contact person for project information Amy Studarus Company M&M & Co.
 Address: 16145 Roscoe Blvd Telephone: (661) 644-6212 Fax: ()
North Hills Zip: 91343 E-mail: Amy.Studarus@gmail.com

5. APPLICANT'S AFFIDAVIT

Under penalty of perjury the following declarations are made:

- The undersigned is the owner or lessee if entire site is leased, or authorized agent of the owner with power of attorney or officers of a corporation (submit proof). (NOTE: for zone changes lessee may not sign).
- The information presented is true and correct to the best of my knowledge.
- In exchange for the City's processing of this Application, the undersigned Applicant agrees to defend, indemnify and hold harmless the City, its agents, officers or employees, against any legal claim, action, or proceeding against the City or its agents, officers, or employees, to attack, set aside, void or annul any approval given as a result of this Application.

Signature: [Signature]

Print: Mark Hill

ALL-PURPOSE ACKNOWLEDGMENT

State of California

County of Los Angeles

On 4/17/2013 before me, Paul Lundquist Notary Public
 (Insert Name of Notary Public and Title)

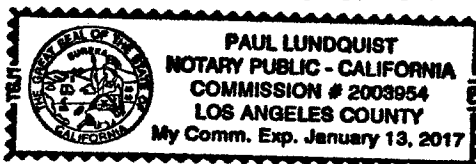
personally appeared Mark Hill, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf on which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

[Signature]
 Signature

(Seal)

**6. ADDITIONAL INFORMATION/FINDINGS**

In order for the City to render a determination on your application, additional information may be required. Consult the appropriate Special Instructions handout. Provide on attached sheet(s) this additional information using the handout as a guide.

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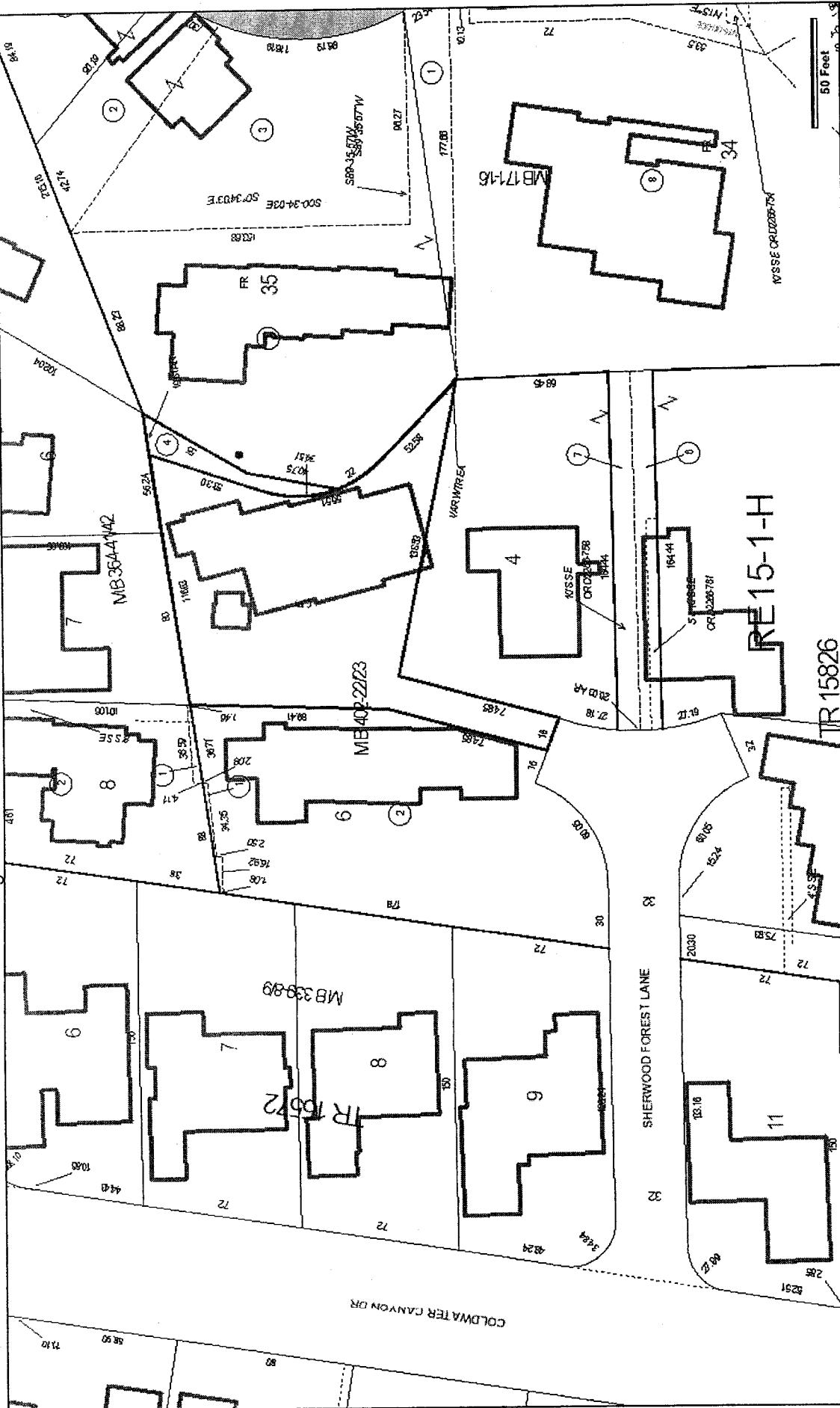
Planning Staff Use Only

Base Fee	<u>3868</u>	Reviewed and Accepted by [Project Planner]	Date
Receipt No.		Deemed Complete by [Project Planner]	Date

05/13/2013

Generalized Zoning

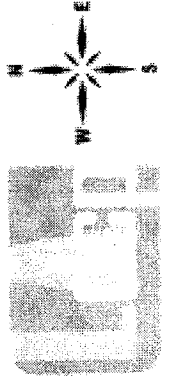
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Address: undefined
APN: 4388007015
PIN #: 1538165 372

Tract: TR 10636
Block: None
Lot: FR 35
Arb: 4

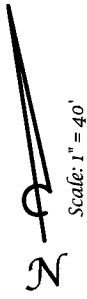
Zoning: RE15-1-H
General Plan: Very Low II Residential



Deemed to be Approved Private Street

Site Address: 9526 Dalegrove Drive, Beverly Hills

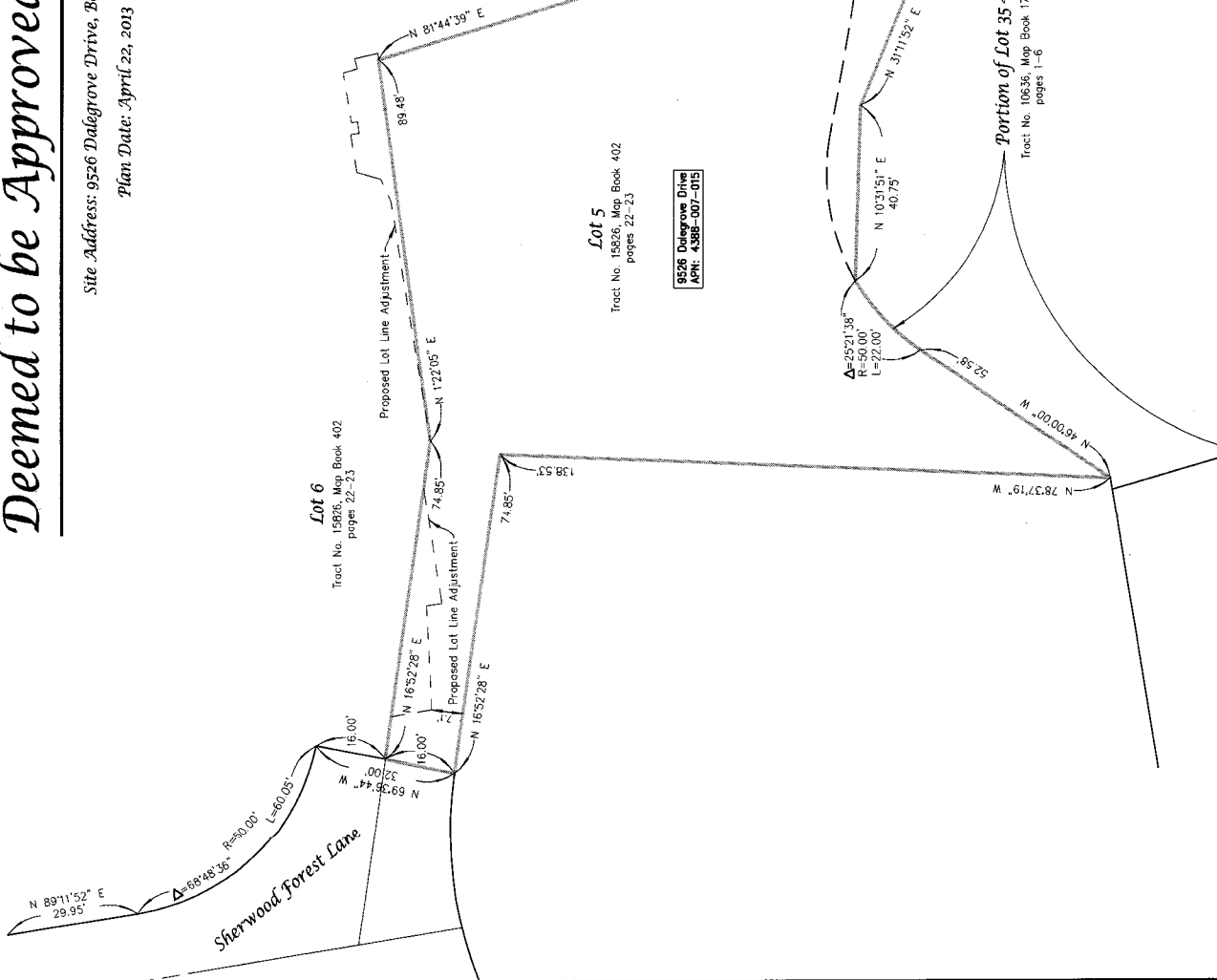
Plan Date: April 22, 2013



Existing Property Line: ————
Private Street Easement: - - - -

Plan Prepared For: Mark Hill and Gary Levitt
9526 Dalegrove Drive
Beverly Hills, CA 90210

Plan Prepared By: M & M & Co.
16145 Roscoe Boulevard
North Hills, CA 91343
(818) 891-9100
Gregory M. Amoroso, L.S. 8771



OFFICE OF THE CITY CLERK
200 NORTH SPRING STREET, ROOM 360
LOS ANGELES, CALIFORNIA 90012

CALIFORNIA ENVIRONMENTAL QUALITY ACT

NOTICE OF EXEMPTION

(California Environmental Quality Act Section 15062)

Filing of this form is optional. If filed, the form shall be filed with the County Clerk, 12400 E. Imperial Highway, Norwalk, CA 90650, pursuant to Public Resources Code Section 21152 (b). Pursuant to Public Resources Code Section 21167 (d), the filing of this notice starts a 35-day statute of limitations on court challenges to the approval of the project. Failure to file this notice with the County Clerk results in the statute of limitations being extended to 180 days.

LEAD CITY AGENCY
City of Los Angeles Department of City Planning

COUNCIL DISTRICT

4

PROJECT TITLE
* **AA 2013 1396 PMEX**

LOG REFERENCE
ENV **2013-1395**

PROJECT LOCATION
* **9559 Sherwood Forest Ln. + 9526 Dalegrove Dr.**

DESCRIPTION OF NATURE, PURPOSE, AND BENEFICIARIES OF PROJECT:
* **Lot Line Adjustment to exchange 278 square ft**

NAME OF PERSON OR AGENCY CARRYING OUT PROJECT, IF OTHER THAN LEAD CITY AGENCY:
* **Amy Studarus / m+m+c.**

CONTACT PERSON
* **Amy Studarus**

AREA CODE
* **661**

TELEPHONE NUMBER
* **644-6212**

EXT.

EXEMPT STATUS: (Check One)

STATE CEQA GUIDELINES

CITY CEQA GUIDELINES

- | | | |
|-----------------------------------------------------------|----------------------|----------------------------|
| <input type="checkbox"/> MINISTERIAL | Sec. 15268 | Art. II, Sec. 2b |
| <input type="checkbox"/> DECLARED EMERGENCY | Sec. 15269 | Art. II, Sec. 2a (1) |
| <input type="checkbox"/> EMERGENCY PROJECT | Sec. 15269 (b) & (c) | Art. II, Sec. 2a (2) & (3) |
| <input checked="" type="checkbox"/> CATEGORICAL EXEMPTION | Sec. 15300 et seq. | Art. III, Sec. 1 |

Class **5** Category **1** (City CEQA Guidelines)

- ☐ OTHER (See Public Resources Code Sec. 21080 (b) and set forth state and City guideline provision.)

JUSTIFICATION FOR PROJECT EXEMPTION: Minor lot line adjustments, side yard and setback variances not resulting in the creation of any new parcel or any change in land use or density.

IF FILED BY APPLICANT, ATTACH CERTIFIED DOCUMENT ISSUED BY THE CITY PLANNING DEPARTMENT STATING THAT THE DEPARTMENT HAS FOUND THE PROJECT TO BE EXEMPT.

SIGNATURE		TITLE		DATE
FEE: 81		RECEIPT NO.		REC'D. BY B+S CASHIERS
				DATE 5/13/13

DISTRIBUTION: (1) County Clerk, (2) City Clerk, (3) Agency Record
Rev. 11-1-03 Rev. 1-31-06 Word

IF FILED BY THE APPLICANT:

* **Amy Studarus**
NAME (PRINTED)

* **Amy Studarus**
SIGNATURE

* **5/13/13**
DATE

AA 2013 1396

MASTER LAND USE PERMIT APPLICATION

LOS ANGELES CITY PLANNING DEPARTMENT

<i>Planning Staff Use Only</i>	
ENV No. <u>2013-1395 CE</u>	Existing Zone <u>RE15-1-H</u>
APC <u>SOUTH VALLEY</u>	District Map <u>153 B 165</u>
Census Tract <u>2611.01</u>	Community Plan <u>320 BEL AIR BEVERLY CREST</u>
APN <u>4388-007-016</u>	Council District <u>4</u>
Case Filed With [DSC Staff] <u>DENNIS CHEN</u>	Date <u>5/13/13</u>

CASE NO. AA 2013 1396 PMEX

APPLICATION TYPE PMEX

(zone change, variance, conditional use, tract/parcel map, specific plan exception, etc.)

1. PROJECT LOCATION AND SIZE

Street Address of Project 9559 Sherwood Forest (see additional sheet for 2nd property) Zip Code 90210

Legal Description: Lot por 6 & por 8 Block None Tract 15826 & 15632

Lot Dimensions 176 x 86 approx Lot Area (sq. ft.) 15,779 (existing) Total Project Size (sq. ft.) 15,778 (proposed)

2. PROJECT DESCRIPTION

Describe what is to be done: Lot line adjustment between neighbors which will correct an existing encroaching house.

Present Use: Single-family residential Proposed Use: Single-family residential

Plan Check No. (if available) _____ Date Filed: _____

Check all that apply:

<input type="checkbox"/> New Construction	<input type="checkbox"/> Change of Use	<input type="checkbox"/> Alterations	<input type="checkbox"/> Demolition
<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Tier 1 LA Green Code

Additions to the building:

<input type="checkbox"/> Rear	<input type="checkbox"/> Front	<input type="checkbox"/> Height	<input type="checkbox"/> Side Yard
-------------------------------	--------------------------------	---------------------------------	------------------------------------

No. of residential units: Existing 1 To be demolished 0 Adding 0 Total 1

3. ACTION(S) REQUESTED

Describe the requested entitlement which either authorizes actions OR grants a variance:

Code Section from which relief is requested: _____ Code Section which authorizes relief: 17.50.B.3.c

Parcel Map Exemption to permit a lot line adjustment between neighbors (shown as Parcel 1 and Parcel 2) with the conveyed area being 277 Sq Ft. to Parcel 1 and the conveyed area being 278 Sq Ft to Parcel 2.

Code Section from which relief is requested: _____ Code Section which authorizes relief: _____

Code Section from which relief is requested: _____ Code Section which authorizes relief: _____

List related or pending case numbers relating to this site:

AA 2013 1396

4. OWNER/APPLICANT INFORMATION

Applicant's name Amy Studarus Company M&M & Co.
 Address: 16145 Roscoe Blvd Telephone: (661) 644-6212 Fax: ()
North Hills Zip: 91343 E-mail: Amy.Studarus@gmail.com

Property owner's name (if different from applicant) Marilyn Jensen Trust (c/o Brendan Thorpe of Thorpe and Thorpe, APC)
 Address: 601 W. 5th Street, 8th Floor Telephone: (213) 680-9940 Fax: ()
Los Angeles Zip: 90071 E-mail: bjt@tandtlaw.com

Contact person for project information Amy Studarus Company M&M & Co.
 Address: 16145 Roscoe Blvd Telephone: (661) 644-6212 Fax: ()
North Hills Zip: 91343 E-mail: Amy.Studarus@gmail.com

5. APPLICANT'S AFFIDAVIT

Under penalty of perjury the following declarations are made:

- The undersigned is the owner or lessee if entire site is leased, or authorized agent of the owner with power of attorney or officers of a corporation (submit proof). (NOTE: for zone changes lessee may not sign).
- The information presented is true and correct to the best of my knowledge.
- In exchange for the City's processing of this Application, the undersigned Applicant agrees to defend, indemnify and hold harmless the City, its agents, officers or employees, against any legal claim, action, or proceeding against the City or its agents, officers, or employees, to attack, set aside, void or annul any approval given as a result of this Application.

Signature: [Signature]

Print: Marilyn Jensen Trust, Joseph Skeehan as Trustee

ALL-PURPOSE ACKNOWLEDGMENT

State of California

County of Los Angeles

On March 29, 2013 before me, Richard Mekerdoom Johnston, Notary Public

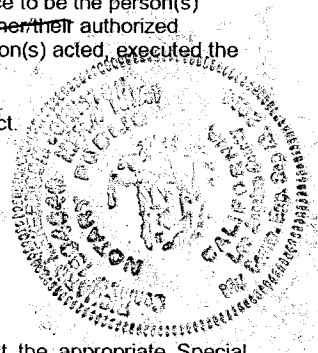
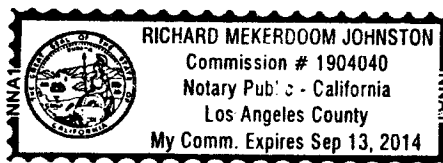
(Insert Name of Notary Public and Title)

personally appeared Joseph Skeehan, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf on which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[Signature] (Seal)

**6. ADDITIONAL INFORMATION/FINDINGS**

In order for the City to render a determination on your application, additional information may be required. Consult the appropriate Special Instructions handout. Provide on attached sheet(s) this additional information using the handout as a guide.

NOTE: All applicants are eligible to request a one time, one-year only freeze on fees charged by various City departments in connection with your project. It is advisable only when this application is deemed complete or upon payment of Building and Safety plan check fees. Please ask staff for details or an application.

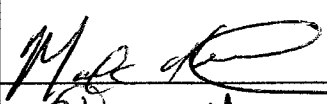
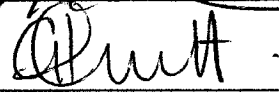
Planning Staff Use Only

AA 2013 1396

Base Fee <u>3507.00</u>	Reviewed and Accepted by [Project Planner]	Date
Receipt No.	Deemed Complete by [Project Planner]	Date

SIGNATURE SHEET

SIGNATURES of adjoining or neighboring property owners in support of the request; not required but helpful, especially for projects in single-family residential areas. (Attach additional sheet, if necessary)

NAME (PRINT)	SIGNATURE	ADDRESS	KEY # ON MAP
Mark Hill		9526 Dalegrove Dr., Los Angeles, CA 90210	
Gary Levit		9526 Dalegrove Dr., Los Angeles, CA 90210	

MASTER LAND USE PERMIT APPLICATION
LOS ANGELES CITY PLANNING DEPARTMENT

Planning Staff Use Only

ENV No. 2013-1370-CE	Existing Zone RE40-1	District Map 141B157 / 144B157
APC WEST LOS ANGELES	Community Plan BE AIR - BEVERLY CREST	Council District 5
Census Tract 2621.00	APN 4358007001	Case Filed With [DSC Staff] MAY SIKHOPWONG-SAGON
		Date 5/9/13

CASE NO. **ZA 2013-1369-ZAD-ZAF**

APPLICATION TYPE **ZAA for YARD and FENCE AND WALLS OVER 8 FEET VARIANCE, ZAD**
(zone change, variance, conditional use, tract/parcel map, specific plan exception, etc.)

1. PROJECT LOCATION AND SIZE

Street Address of Project **1071 N Brooklawn Drive, LA, CA** Zip Code **90077**
Legal Description: Lot **1** Block **None** Tract **8236**
Lot Dimensions **Irregular (520' x 142')** Lot Area (sq. ft.) **74,166 sf** Total Project Size (sq. ft.) **140 sf**

2. PROJECT DESCRIPTION

Describe what is to be done: **Construct a new 1-story accessory guard station within the front half of the property and within 25' of the front yard setback; and gates/walls/light fixtures varying from 8' to 11' in height within the required front yard.**

Present Use: **SFD** Proposed Use: **SFD and ACCESSORY GUARD STATION**

Plan Check No. (if available) _____ Date Filed: _____

Check all that apply:

<input checked="" type="checkbox"/> New Construction	<input type="checkbox"/> Change of Use	<input type="checkbox"/> Alterations	<input type="checkbox"/> Demolition
<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Tier 1 LA Green Code
Additions to the building:	<input type="checkbox"/> Rear	<input checked="" type="checkbox"/> Front	<input type="checkbox"/> Height
No. of residential units:	<input type="checkbox"/> Side Yard		

Existing **1** To be demolished **0** Adding **0** Total **1**

3. ACTION(S) REQUESTED

Describe the requested entitlement which either authorizes actions OR grants a variance:

Code Section from which relief is requested: **12.21C5(b)** Code Section which authorizes relief: **12.28**
To allow an accessory guard-house structure to be within the front half of the property or the first 55' of the property.

Code Section from which relief is requested: **12.07.01C1** Code Section which authorizes relief: **12.24x28**
To allow an accessory guard-house structure to provide approximately 1'-8" front setback in lieu of the required 25' front yard setback.

Code Section from which relief is requested: **12.21C1(g)** Code Section which authorizes relief: **12.28**
To allow varying from 8' to 11' in height gates/walls/light fixture within the required front yard in lieu of the 3'-6" high allowed by code.

List related or pending case numbers relating to this site:
ZA 97-0759(YV) & ZA 2008-4778(ZAA)

ZONING ADMINISTRATOR'S ADJUSTMENT (ZAA) – LAMC 12.28

City of Los Angeles – Department of City Planning

Fences, Walls, Gates, Hedges, Light Fixtures, and other appurtenances > 8' in the Yard or Setback Area (Various Zones; 12.21 C1 (g))

Adjustments from Density (lot area per unit), Height and FAR < 20% (Various Zones; 12.21.1)

Adjustments from Yard or Setback requirements (Various Zones and Sections)

Adjustments from Space/Passageway and Location (12.21 C2 & 5)

Adjustments from Residential Floor Area ≤ 10% (Various Zones)

Encroachments into Building Lines (12.32 R)

The Zoning Administrator's Adjustment Findings/Justification is a required attachment to the *MASTER LAND USE APPLICATION INSTRUCTIONS*(CP-7810).

Public Noticing Requirements: Abutting Owners.

FINDINGS FOR APPROVAL OF ADJUSTMENTS:

In order to grant your request, the following findings/justification must be addressed. Explain how your request conforms to the following requirements:

1. That while site characteristics or existing improvements make strict adherence to the zoning regulations impractical or infeasible, the project nonetheless conforms with the intent of those regulations.

See ATTACHMENT "A"

2. That in light of the project as a whole, including any mitigation measures imposed, the project's location, size, height, operations and other significant features will be compatible with and will not adversely affect or further degrade adjacent properties, the surrounding neighborhood, or the public health, welfare, and safety.

See ATTACHMENT "A"

3. That the project is in substantial conformance with the purpose, intent and provisions of the General Plan, the applicable community plan and any applicable specific plan.

See ATTACHMENT "A"

HILLSIDE DEVELOPMENT PROJECT – LAMC 12.24 X 11, 12.24 X 21, 12.24 X 26

City of Los Angeles – Department of City Planning

Height, Yards, Lot Coverage, and Parking (12.24 X 11)

Substandard Hillside Street, Street Access or Grading for Parking (12.24 X 21)

Retaining Walls (12.24 X 26)

Applicants in the Hillside Area must provide a Preliminary Referral Form for Hillside Ordinance from the Highway Dedication counter on the 3rd floor of 201 North Figueroa St. or the 2nd floor of 6262 Van Nuys Blvd. before applying.

These Findings/Justification are a required attachment to the *MASTER LAND USE APPLICATION INSTRUCTIONS (CP-7810)*.

Public Noticing Requirements: Abutting Owners.

GENERAL FINDINGS (on a separate sheet):

1. That the project will enhance the built environment in the surrounding neighborhood or will perform a function or provide a service that is essential or beneficial to the community, city, or region.
- SEE ATTACHMENT "A".
2. That the project's location, size, height, operations and other significant features will be compatible with and will not adversely affect or further degrade adjacent properties, the surrounding neighborhood, or the public health, welfare, and safety.
- SEE ATTACHMENT "A".
3. That the project substantially conforms with the purpose, intent and provisions of the General Plan, the applicable community plan, and any applicable specific plan.
- SEE ATTACHMENT "A".

IN ADDITION TO THE GENERAL FINDINGS, PLEASE CHECK AND ANSWER (on a separate sheet) THE FOLLOWING THAT APPLY TO YOUR PROJECT:

- ☐ **Height** – To exceed the maximum 36-foot height limitation required by Section 12.21 A 17 (c)
Up to a maximum height of 45 feet, otherwise apply for a Zone Variance pursuant to 12.27

1. Explain why the height approval will not result in a building or structure which is incompatible in scale with existing structures in the vicinity.
2. Explain why the height approval is necessary for the preservation and enjoyment of a substantial property right possessed by others in the area.

- ☐ **Yards** – To reduce the front or side yards required by Section 12.21 A 17 (a) and (b)
To a minimum side yard of 4 feet, otherwise apply for a Zoning Administrators Adjustment pursuant to 12.28

1. Explain why the reduced yard approvals will not be materially detrimental to the public welfare, or injurious to adjacent properties or improvements.
- SEE ATTACHMENT "A".

- ☐ **Lot Coverage** – To increase the maximum lot coverage limitations of Section 12.21 A 17 (f)
Up to a maximum lot coverage of 50%, otherwise apply for a Zone Variance pursuant to 12.27

1. Explain why the increased lot coverage will result in a development which is compatible in size and scale with other improvements in the immediate neighborhood.
2. Explain why the increased lot coverage will not result in a loss of privacy or access to light enjoyed by adjacent properties.

ATTACHMENT "A"

Response to the FINDINGS FOR APPROVAL OF ADJUSTMENTS:

1. Zoning regulation is to locate the accessory buildings within the rear half of the property or 55' minimum from the front property line, and provided with 25' front setback; and limit the gates and wall elements to 3'-6" in height within the 25' front yard. The proposal is to locate the accessory guard house and over-in-height gates and wall elements within this front setback area to provide the security for the property. Nature of the use of the guard house requires the location to be in the proximity of the front property line to provide the security and be accessible to visitors to the property. Therefore, strict adherence to the zoning regulation for the intended function of the guardhouse, gates and walls is impractical.

The property is an irregular shaped hillside property which is wider then deep, with unusable sloping area in the rear half of the property. The lot depth of the useable level pad portion of the property for the guardhouse, gates and walls is approximately 60' in depth; which is to be used as the motor court and access to the garage. This site characteristic prohibits strict adherence to the zoning regulations infeasible.

Similar gates and over-in-height wall elements within the front yard are common in the area as reflected on the photographs of the neighboring properties. Therefore, the project conforms to the spirit and intent of the zoning regulations.

2. Proposed guard house is a small 1-story, 9'-6" in height, 140 sf building, which is located behind and screened by the proposed 10' in height wall, and is not readily visible from the adjacent properties and neighbors.

The proposed vehicular gates will utilize high quality decorative sliding wood gates. Remaining proposed wall elements comprise of high quality smooth stucco to match the existing walls which exist along the eastern front portion of the property. Proposed gates and walls is setback approximately 10' to 20' from the curb line. This setback area is available to allow installation of landscape elements to screen the walls and maintain the existing open yard space along the street frontage. Therefore, the use of quality material and landscape treatments will create compatibility with the surrounding area and will not create adverse visual impact to the surrounding neighbors.

The vehicular entry gate is setback 20' from the curb line to allow adequate queuing of visitor vehicles and to mitigate any impact to the street traffic. Therefore, the proposed project location will be compatible with the surrounding area and will not adversely affect the surrounding neighborhood, or the public health, welfare and safety.

3. General Plan for the subject property is designated as a RE40 Zone "Minimum Residential" use. The proposed project will maintain the current use of the property and is consistent with the Plan.

Special Instructions for:

**FENCES AND WALLS OVER 8 FEET (ZAA)
ZONING CODE SECTION: 12.21 C 1 (g)**

The **MASTER LAND USE APPLICATION INSTRUCTION SHEET-ABUTTING OWNERS** should also be followed.

Additional Information: The questions below will serve to guide a Zoning Administrator in rendering a determination. Accordingly, your application should address as best as possible these issues in order to fully acquaint the decision maker with your request. The items below should not be considered as a limitation on the information to be submitted and you are encouraged to submit any additional material you feel is relevant.

1. The environmental effects and appropriateness of materials, design and location of any proposed fence or wall.

Design and material of the proposed gates and walls will comprise of quality decorative wood gates and smooth stucco wall with decorative pillars and light fixtures, to match the existing decorative wood gates, smooth stucco walls with decorative pillars and light fixtures.

2. The detrimental effects of a fence, wall or hedge on the view which may be enjoyed by the occupants of the adjoining properties.

Mature landscape element will be installed in front of the proposed walls to maintain the open yard view by the adjoining properties. Therefore, the proposed gates and walls will not have detrimental effects on the view by the adjoining properties.

3. The security to the subject property which the fence or wall would provide.

The purpose of the proposed over-in-height front gates and walls is to provide the necessary security for the resident. Code allowed 3'-6" high fences, walls and gates would not provide the adequate security.

4. The proposed fence, wall or hedge is in conformity with the public necessity, convenience, general welfare and good zoning practice.

Public necessity of the proposed walls and gates is to match the existing over-in-height walls and gates which exists on the east portion of the subject property to achieve consistent appearances of the entire property frontage. Also, the proposed security gate at the driveway entry will be setback 20' minimum from the curb line to provide the adequate queuing of vehicles to mitigate the traffic impact to the street.

5. The proposed fence, wall or hedge is in substantial conformance with the various elements and objectives of the General Plan.

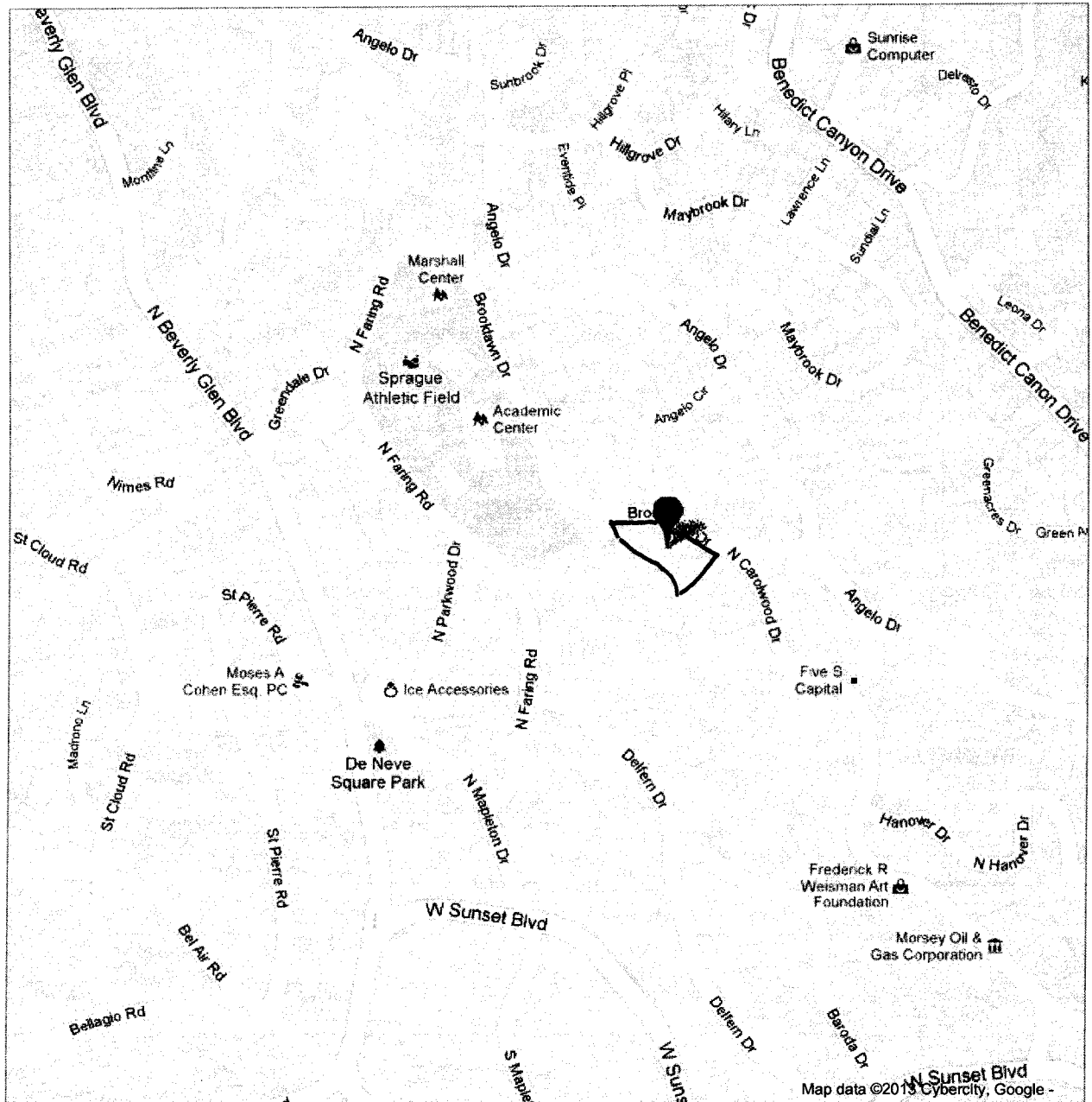
Proposed walls and gates is similar and consistent with the fence and wall height conditions of the neighboring residential estate properties. Therefore, the proposed gates and walls is in substantial conformance with the objective of the General Plan.

879 WASHIYA RD
MONTEBELLO CA 90640
TEL (929) 512-5030
FAX (323) 838-0515



Google

To see all the details that are visible on the screen, use the "Print" link next to the map.



COUNTY CLERK'S USE

CITY OF LOS ANGELES

CITY CLERK'S USE

OFFICE OF THE CITY CLERK
200 NORTH SPRING STREET, ROOM 360
LOS ANGELES, CALIFORNIA 90012

CALIFORNIA ENVIRONMENTAL QUALITY ACT

NOTICE OF EXEMPTION

(California Environmental Quality Act Section 15062)

Filing of this form is optional. If filed, the form shall be filed with the County Clerk, 12400 E. Imperial Highway, Norwalk, CA 90650, pursuant to Public Resources Code Section 21152 (b). Pursuant to Public Resources Code Section 21167 (d), the filing of this notice starts a 35-day statute of limitations on court challenges to the approval of the project. Failure to file this notice with the County Clerk results in the statute of limitations being extended to 180 days.

LEAD CITY AGENCY City of Los Angeles Department of City Planning	COUNCIL DISTRICT 5
----------------------------------------------------------------------------	------------------------------

PROJECT TITLE * ZA 2013-1369-ZAD-3AA	LOG REFERENCE ENV 2013-1370-CE
------------------------------------------------	------------------------------------------

PROJECT LOCATION * 1071 N. BROOKLAWN DRIVE

DESCRIPTION OF NATURE, PURPOSE, AND BENEFICIARIES OF PROJECT:

*** CONSTRUCT NEW 1 STORY ACCESSORY GUARD STATION AND FENCE**

NAME OF PERSON OR AGENCY CARRYING OUT PROJECT, IF OTHER THAN LEAD CITY AGENCY:

*** MOON & ASSOCIATES, INC**

CONTACT PERSON * SAMUEL MOON	AREA CODE * 310	TELEPHONE NUMBER * 467-5253	EXT.
----------------------------------------	---------------------------	---------------------------------------	------

EXEMPT STATUS: (Check One)

STATE CEQA GUIDELINES

CITY CEQA GUIDELINES

- | | | |
|-----------------------------------------------------------|----------------------|----------------------------|
| <input type="checkbox"/> MINISTERIAL | Sec. 15268 | Art. II, Sec. 2b |
| <input type="checkbox"/> DECLARED EMERGENCY | Sec. 15269 | Art. II, Sec. 2a (1) |
| <input type="checkbox"/> EMERGENCY PROJECT | Sec. 15269 (b) & (c) | Art. II, Sec. 2a (2) & (3) |
| <input checked="" type="checkbox"/> CATEGORICAL EXEMPTION | Sec. 15300 et seq. | Art. III, Sec. 1 |

Class 3 Category 6 (City CEQA Guidelines)

- ☐ OTHER (See Public Resources Code Sec. 21080 (b) and set forth state and City guideline provision.)

JUSTIFICATION FOR PROJECT EXEMPTION: Accessory (appurtenant) structures including garages, carports, patios, swimming pools, fences, game courts (including tennis courts accessory to residential developments), play areas and retaining walls.

IF FILED BY APPLICANT, ATTACH CERTIFIED DOCUMENT ISSUED BY THE CITY PLANNING DEPARTMENT STATING THAT THE DEPARTMENT HAS FOUND THE PROJECT TO BE EXEMPT.

SIGNATURE	TITLE	DATE
FEE: 81.-	RECEIPT NO. I-11417 VN 0010 203007930	REC'D. BY LADBS
		DATE 5/9/13

DISTRIBUTION: (1) County Clerk, (2) City Clerk, (3) Agency Record
Rev. 11-1-03 Rev. 1-31-06 Word

IF FILED BY THE APPLICANT:

*** SAMUEL MOON**
NAME (PRINTED)

*** [Signature]**
SIGNATURE

*** 5/9/13**
DATE

DEPARTMENT OF BUILDING AND SAFETY/ DEPARTMENT OF PUBLIC WORKS

† PRELIMINARY REFERRAL FORM FOR

☐ **BASELINE HILLSIDE ORDINANCE No. 181,624**

☐ **HILLSIDE ORDINANCE No. 168,159**

Building and Safety

Date: 11/29/2011

PIN: 144B157-2

Address: 1071 N BROOKLAWN DR

Applicant: _____

District Map: 144B157 Tract: TR 8236

Project Description: _____

Block: Lot: 1

Phone: _____

APN: 4358007001

Fax: _____

PCIS No.: _____

Public Works:

Vehicular Access:

1. Is the Continuous Paved Roadway (CPR)* at least 28ft wide from the driveway apron of the subject lot to the boundary of the Hillside Area? ☒ Yes ☐ No
2. Is the CPR at least 20ft wide, from the driveway apron of the subject lot to the boundary of the Hillside Area? ☒ Yes ☐ No
3. Is the street adjacent to the subject lot at least 20ft wide? ☒ Yes ☐ No
(Note: all streets adjacent to a lot must be considered when the lot has multiple street frontages, such as a corner lot or a through lot.)

* CPR = begins at the driveway apron and must be continuous and without permanent obstacles to the boundary of the Hillside Area.

If "2" and "3" are Yes: COMPLY WITH HILLSIDE ORD. ZA APPROVAL IS NOT REQ'D
 If "2" or "3" are No: REFER TO PLANNING FOR APPROVAL PER 12.24X21 OR 12.24X28

Street Type:

1st Street Name: 1071 BROOKLAWN DRIVE R/W width: 45 Roadway width: 30

- | | | |
|--------------------------------------------------------------------------------------|-----------------------------------------------------------|--------------------|
| <input checked="" type="checkbox"/> Lot fronts on a standard hillside limited street | <input type="checkbox"/> Dedication required width: _____ | Plan Index: P-5406 |
| <input type="checkbox"/> Lot fronts on a sub standard hillside limited street | <input type="checkbox"/> Improvement required | |

Comments: _____

2nd Street Name: _____ R/W width: _____ Roadway width: _____

- | | | |
|-------------------------------------------------------------------------------|-----------------------------------------------------------|-------------------|
| <input type="checkbox"/> Lot fronts on a standard hillside limited street | <input type="checkbox"/> Dedication required width: _____ | Plan Index: _____ |
| <input type="checkbox"/> Lot fronts on a sub standard hillside limited street | <input type="checkbox"/> Improvement required | |

Comments: _____

Sewer Connection:

Lot located less than 200 ft from sewer mainline:

- | | |
|-----------------------------------------------------------------|--------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Use existing wye and permit | <input type="checkbox"/> Obtain new connection and new permit |
| <input type="checkbox"/> Use existing wye, obtain new permit | <input type="checkbox"/> Obtain B-Permit from PW/BOE to construct new mainline |

Lot located greater than 200 ft from sewer mainline:

- | | |
|------------------------------------------------------------------|--------------------------------------------------------------------------------|
| <input type="checkbox"/> Obtain LADBS approval for on-site sewer | <input type="checkbox"/> Obtain B-Permit from PW/BOE to construct new mainline |
|------------------------------------------------------------------|--------------------------------------------------------------------------------|

Public Works Employee completing this form:

Sign: M. A3 Print Name: Azarbaghani

Date: 11-29-2011 Phone: 310-575-8651 Location: WLA

† The final determination of Hillside Ordinance applicability shall be made after any and all dedication/improvements (if required) have been made.

CITY OF LOS ANGELES
CALIFORNIA



RICHARD J. RIORDAN
MAYOR

DEPARTMENT OF
CITY PLANNING
CON HOWE
DIRECTOR

FRANKLIN P. EBERHARD
DEPUTY DIRECTOR

OFFICE OF
ZONING ADMINISTRATION

221 NORTH FIGUEROA STREET
ROOM 1500
LOS ANGELES, CA 90012-2601
(213) 580-5495
FAX: (213) 580-5569

ROBERT JANOVICI
CHIEF ZONING ADMINISTRATOR
—
ASSOCIATE ZONING ADMINISTRATORS
EMILY J. GABEL-LUDDY
DANIEL GREEN
LOURDES GREEN
ALBERT LANDINI
LEONARD S. LEVINE
JON PERICA
SARAH A. RODGERS
HORACE E. TRAMEL, JR.

February 25, 1998

Bryan Lourd (A)(O)
9830 Wilshire Boulevard
Beverly Hills, CA 90212

Beth Cowan (R)
The McGregor Copmany
9777 Wilshire Boulevard
Beverly Hills, CA 90212

Department of Building and Safety

CASE NO. ZA 97-0759(YV)
YARD VARIANCE
1071 Brooklawn Drive
Bel Air-Beverly Crest Planning Area
Zone : RE40-1
D. M. : 141B157
C. D. : 5
CEQA : CE 97-0829-F
Fish and Game: Exempt
Legal Description: Lot 1,
Tract 8236

(OVER Ht.
WALL & FENCE)

Pursuant to Los Angeles Municipal Code Section 12.27-B,1, and Charter Section 98, I hereby APPROVE:

as modified, a variance from Section 12.21-C,1(g) to permit the construction, use and maintenance of a maximum 15 foot in height concrete retaining wall and metal fence, with brick piers and metal entry and automatic driveway gates, on the front property line and within the front yard setback area of a single-family lot, in lieu of the maximum 3-foot 6-inch fence or wall permitted, on a site in the RE40-1 Zone,

upon the following additional terms and conditions:

1. All other use, height and area regulations of the Municipal Code and all other applicable government/regulatory agencies shall be strictly complied with in the development and use of the property, except as such regulations are herein specifically varied or required.
2. The use and development of the property shall be in substantial conformance with the plot plan submitted with the application and marked Exhibit "A", except as may be revised as a result of this action.
3. The authorized use shall be conducted at all times with due regard for the character of the surrounding district, and the right is reserved to the Zoning Administrator to impose additional corrective conditions, if, in the Administrator's opinion, such conditions are proven necessary for the protection of persons in the neighborhood or occupants of adjacent property.

Section 12.27 of the Municipal Code. THE ZONING ADMINISTRATOR'S DETERMINATION IN THIS MATTER WILL BECOME EFFECTIVE AFTER MARCH 11, 1998, UNLESS AN APPEAL THEREFROM IS FILED WITH THE BOARD OF ZONING APPEALS. IT IS STRONGLY ADVISED THAT APPEALS BE FILED EARLY DURING THE APPEAL PERIOD AND IN PERSON SO THAT IMPERFECTIONS/INCOMPLETENESS MAY BE CORRECTED BEFORE THE APPEAL PERIOD EXPIRES. ANY APPEAL MUST BE FILED ON THE PRESCRIBED FORMS, ACCOMPANIED BY THE REQUIRED FEE AND RECEIVED AND RECEIPTED AT A PUBLIC OFFICE OF THE DEPARTMENT OF CITY PLANNING ON OR BEFORE THE ABOVE DATE OR THE APPEAL WILL NOT BE ACCEPTED. SUCH OFFICES ARE LOCATED AT:

Figueroa Plaza
201 North Figueroa Street
Room 300, Counter N
Los Angeles, CA 90012
(213) 977-6083

6251 Van Nuys Boulevard
First Floor
Van Nuys, CA 91401
(818) 756-8596

NOTICE

THE APPLICANT IS FURTHER ADVISED THAT ALL SUBSEQUENT CONTACT WITH THIS OFFICE REGARDING THIS DETERMINATION MUST BE WITH THE ZONING ADMINISTRATOR WHO ACTED ON THE CASE. THIS WOULD INCLUDE CLARIFICATION, VERIFICATION OF CONDITION COMPLIANCE AND PLANS OR BUILDING PERMIT APPLICATIONS, ETC., AND SHALL BE ACCOMPLISHED BY APPOINTMENT ONLY, IN ORDER TO ASSURE THAT YOU RECEIVE SERVICE WITH A MINIMUM AMOUNT OF WAITING. YOU SHOULD ADVISE ANY CONSULTANT REPRESENTING YOU OF THIS REQUIREMENT AS WELL.

FINDINGS OF FACT

After thorough consideration of the statements contained in the application, the plans submitted therewith, the report of the Zoning Analyst thereon, the statements made at the public hearing on November 26, 1997, all of which are by reference made a part hereof, as well as knowledge of the property and surrounding district, I find as follows:

BACKGROUND

The subject property is an approximately 1.72 acre, irregular-shaped, sloping, interior, record lot having a frontage of approximately 523 feet along the south side of Brooklawn Drive and depths varying from approximately 91 to 249 feet. The property features a moderate downslope to the south, with the rear property line being approximately 40 feet lower in elevation than the front of the lot adjacent to Brooklawn Drive.

The site is currently developed with a one-story single-family dwelling and attached garage, set back approximately 30 feet from the front property line.

and extending past a new paved entry approximately midway the frontage. The wall vary in height from 5 feet to a maximum of 15 feet. The area behind the retaining wall will be filled to provide a more level and usable outdoor recreation area. The remaining 192 linear feet of frontage will be enclosed with a metal fence with brick piers and metal pedestrian and automatic vehicular gates, with the metal fence, gates and piers having a maximum height of 8 feet.

At the time of the initial filing of the request and during the Zoning Administrator's public hearing on the matter, no final plans and elevations for the improvements on the site had been prepared and the application was filed reflecting a maximum fence and wall height of 5 feet. Subsequent to the hearing, the applicant's representative submitted revised partial elevations indicating that the a portion of the proposed wall, as measured from the adjacent finished grade would vary in height between 5 feet to 15 feet. The application was, at that time, modified to reflect the modification.

Review of the plans and information attached to the file indicates that the over-in-height fence and wall will provide privacy and security to the large, estate dwelling on the site and that the proposed development is in keeping with that on other properties within this exclusive residential neighborhood.

To disapprove the requested variance would result in practical difficulties or unnecessary hardships inconsistent with the general purpose and intent of the zoning regulations. The subject property is developed with an estate-sized dwelling and the proposed project involves construction of a new swimming pool, jacuzzi and cabana area and new, extensively landscaped gardens and grounds. The property is nearly two acres in size, has sloping terrain and is irregularly shaped. The fence, walls and gates proposed for the site are generally common on estate-sized properties of this type, and the size and extended frontage of the parcel provides a generous backdrop to the over-in-height structures while the fence and wall themselves provide security to the residents of the property, as well as providing privacy and screening to the site.

2. **There are special circumstances applicable to the subject property such as size, shape, topography, location or surroundings that do not apply generally to other property in the same zone and vicinity.**

There are special circumstances applicable to the subject property which do not generally apply to other properties in the same zone and vicinity in which the site is located. These circumstances include its size, topography and location. The subject property is an irregular-shaped, sloping parcel consisting of approximately 1.72 acres. The overall site and the expansive 523-foot frontage along Brooklawn Drive will be better secured by the over-in-height wall and fence.

3. **Such variance is necessary for the preservation and enjoyment of a substantial property right or use generally possessed by other property in the same zone and vicinity but which, because of such special**

7. On October 9, 1997, the subject project was issued a Notice of Exemption (Article III, Section 3, City CEQA Guidelines), log reference CE 97-0829 F, for a Categorical Exemption, Class 5, Category 10, City CEQA Guidelines, Article VII, Section 1, State EIR Guidelines, Section 15100. I hereby certify that action.
8. Fish and Game: The subject project, which is located in Los Angeles County, will not have an impact on fish or wildlife resources or habitat upon which fish and wildlife depend, as defined by California Fish and Game Code Section 711.2.


SARAH A. RODGERS
Associate Zoning Administrator

SAR:Imc

cc: Councilmember Michael Feuer
Fifth District
Adjoining Property Owners
County Assessor

MICHAEL LOGRANDE
CHIEF ZONING ADMINISTRATOR

ASSOCIATE ZONING ADMINISTRATORS

PATRICIA BROWN
R. NICOLAS BROWN
SUE CHANG
ANIK CHARRON
LARRY FRIEDMAN
LOURDES GREEN
ERIC RITTER
LINN K. WYATT
MICHAEL S.Y. YOUNG
MAYA E. ZAITZEVSKY

CITY OF LOS ANGELES
CALIFORNIA



ANTONIO R. VILLARAIGOSA
MAYOR

DEPARTMENT OF
CITY PLANNING

S. GAIL GOLDBERG, AICP
DIRECTOR

OFFICE OF
ZONING ADMINISTRATION

200 N. SPRING STREET, 7TH FLOOR
LOS ANGELES, CA 90012

(213) 978-1318
FAX: (213) 978-1334
www.lacity.org/PLN

May 4, 2009

Bryan Lourd (A)(O)
2000 Avenue of the Stars
Los Angeles, CA 90067

Samuel Moon (R)
12304 Santa Monica Boulevard, #222
Los Angeles, CA 90025

CASE NO. ZA 2008-4778(ZAA) (POOL HOUSE)
ZONING ADMINISTRATOR'S
ADJUSTMENT
1071 North Brooklawn Drive
Bel Air-Beverly Crest Planning Area
Zone : RE40-1
D. M. : 144B157
C. D. : 5
CEQA : ENV-2008-4779-CE
Legal Description: Lot 1, Tract 8236

Pursuant to Los Angeles Municipal Code Section 12.28, I hereby APPROVE:

an adjustment from Section 12.21-C,5(b) of the Los Angeles Municipal Code to permit a 36-foot 6-inch setback in lieu of the required 55-foot setback for the construction of an accessory pool house addition,

upon the following additional terms and conditions:

1. All other use, height and area regulations of the Municipal Code and all other applicable government/regulatory agencies shall be strictly complied with in the development and use of the property, except as such regulations are herein specifically varied or required.
2. The use and development of the property shall be in substantial conformance with the plot plan submitted with the application and marked Exhibit "A", except as may be revised as a result of this action.
3. The authorized use shall be conducted at all times with due regard for the character of the surrounding district, and the right is reserved to the Zoning Administrator to impose additional corrective Conditions, if, in the Administrator's opinion, such Conditions are proven necessary for the protection of persons in the neighborhood or occupants of adjacent property.
4. All graffiti on the site shall be removed or painted over to match the color of the surface to which it is applied within 24 hours of its occurrence.
5. A copy of the first page of this grant and all Conditions and/or any subsequent appeal of this grant and its resultant Conditions and/or letters of clarification shall be



CASE NO. ZA 2008-4778(ZAA)

PAGE 3

TRANSFERABILITY

This authorization runs with the land. In the event the property is to be sold, leased, rented or occupied by any person or corporation other than yourself, it is incumbent upon you to advise them regarding the conditions of this grant.

VIOLATIONS OF THESE CONDITIONS, A MISDEMEANOR

Section 12.29 of the Los Angeles Municipal Code provides:

"A variance, conditional use, adjustment, public benefit or other quasi-judicial approval, or any conditional approval granted by the Director, pursuant to the authority of this chapter shall become effective upon utilization of any portion of the privilege, and the owner and applicant shall immediately comply with its conditions. The violation of any valid condition imposed by the Director, Zoning Administrator, Area Planning Commission, City Planning Commission or City Council in connection with the granting of any action taken pursuant to the authority of this chapter, shall constitute a violation of this chapter and shall be subject to the same penalties as any other violation of this Code."

Every violation of this determination is punishable as a misdemeanor and shall be punishable by a fine of not more than \$1,000 or by imprisonment in the county jail for a period of not more than six months, or by both such fine and imprisonment.

APPEAL PERIOD - EFFECTIVE DATE

The applicant's attention is called to the fact that this grant is not a permit or license and that any permits and licenses required by law must be obtained from the proper public agency. Furthermore, if any condition of this grant is violated or if the same be not complied with, then the applicant or his successor in interest may be prosecuted for violating these conditions the same as for any violation of the requirements contained in the Municipal Code. The Zoning Administrator's determination in this matter will become effective after MAY 19, 2009, unless an appeal therefrom is filed with the City Planning Department. It is strongly advised that appeals be filed early during the appeal period and in person so that imperfections/incompleteness may be corrected before the appeal period expires. Any appeal must be filed on the prescribed forms, accompanied by the required fee, a copy of the Zoning Administrator's action, and received and receipted at a public office of the Department of City Planning on or before the above date or the appeal will not be accepted. **Forms are available on-line at www.lacity.org/pln.** Public offices are located at:

Figueroa Plaza
201 North Figueroa Street,
4th Floor
Los Angeles, CA 90012
(213) 482-7077

Marvin Braude San Fernando
Valley Constituent Service Center
6262 Van Nuys Boulevard, Room 251
Van Nuys, CA 91401
(818) 374-5050

If you seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5, the petition for writ of mandate pursuant to that section must be filed no later than the 90th day following the date on which the City's decision became final

CASE NO. ZA 2008-4778(ZAA)

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The representative for the applicant provided the following testimony:

- Existing home, pool with pool house at 400 square feet
- Adding 229 square feet
- Code requires a 55 foot setback or located at the rear
- Existing pool house is not set back 55 feet
- Dense vegetation is located at the rear
- Lot is wider than longer
- Full compliance would be a hardship
- Pool house is 12 feet in height
- Will be screened by landscaping
- Can't be seen from the street
- Immediate adjacent neighbor is at 391 Carolwood (photo #3 in file)
- Don't have copies of the permit

The land use representative for the Holmby Hills Association provided the following testimony:

- Opposed to construction so close to the property line
- Don't want end to end properties
- Pool house could be moved to another location, so we don't accept hardship
- Appreciate green space, but don't want replaced with hardscape
- Maintain open space
- Has not gone before the Neighborhood Council
- Feel it can comply with the code and is not essential
- Compromise is possible - believed it was a maximum of 5 feet
- Also concerned about Fire

The representative in rebuttal provided the following testimony:

- Adding to the southern pool house to match the northern
- Setback is currently 47 to 48 feet
- Thirty-six and one-half feet is the actual setback
- Purpose of expansion is improvement to the property. House will also be improved
- Adjacent property has a pool house closer to the street

Written Correspondence

Correspondence via e-mail was received from the Holmby Hills Homeowners Association and Bel Air-Beverly Crest Neighborhood Council with the following comments:

The Bel Air-Beverly Crest Neighborhood Council did not object to the variance request for the pool house addition to provide 35' front setback, for the property located at 1071 N. Brooklawn Drive. As you know, the original document incorrectly cited a 5' setback, which would not have been acceptable. However, the 35' setback is not egregious and is not opposed by the Holmby Hills Homeowners Association or the Bel Air-Beverly Crest Neighborhood Council.

CASE NO. ZA 2008-4778(ZAA)

PAGE 7

condition has been imposed restricting the pool house from use as an additional dwelling unit.

3. **The granting of an adjustment is in conformance with the spirit and intent of the Planning and Zoning Code of the City.**

The subject site is zoned RE 40-1 which limits the density to one dwelling unit per 40,000 square feet. The subject site is developed with one dwelling unit in conformance with the code provisions. The subject pool house is an accessory use to the main dwelling and as conditioned may not be used as a second dwelling.

4. **There are no adverse impacts from the proposed adjustment or any adverse impacts have been mitigated.**

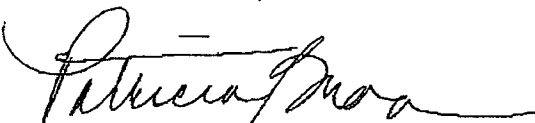
The approval herein will permit the addition of 229 square feet to an existing pool house. The addition which will be set back 36 feet 6 inches from the front property line will not impede upon light, air nor privacy for any adjacent property, nor will it affect light or air on the adjacent street or sidewalk. The addition will not be visible from the adjacent street.

5. **The site and/or existing improvements make strict adherence to the zoning regulations impractical or infeasible.**

Development on the site limits the addition on the west and south. The property on the east slopes upward and therefore the most practical location is to the north.

ADDITIONAL MANDATORY FINDINGS

6. The National Flood Insurance Program rate maps, which are a part of the Flood Hazard Management Specific Plan adopted by the City Council by Ordinance No. 172,081, have been reviewed and it has been determined that this project is located in Zone C, areas of minimal flooding.
7. On December 2, 2008, the project was issued a Notice of Exemption (Article III, Section 3, City CEQA Guidelines), log reference ENV 2008-4779-CE, for a Categorical Exemption, Class 5, Category 10, City CEQA Guidelines, Article VII, Section 1, State EIR Guidelines, Section 15100. I hereby adopt that action.



PATRICIA BROWN
Associate Zoning Administrator
Direct Telephone No. (213) 978-1306

PB:lmc

cc: Councilmember Jack Weiss
Fifth District
Adjoining Property Owners
County Assessor

MASTER LAND USE PERMIT APPLICATION

LOS ANGELES CITY PLANNING DEPARTMENT

Planning Staff Use Only

ENV No	Existing Zone RE15-1VLD-	RPD	District Map 156 B 153
APC South Valley	Community Plan 320		Council District 05
Census Tract 2612	APN 4382-030-065	Case Filed With [DSC Staff]	Date

CASE No. _____

APPLICATION TYPE Zone Variance – Alcoholic Beverages
(zone change, variance, conditional use, tract/parcel map, specific plan exception, etc.)

1. PROJECT LOCATION AND SIZE

Street Address of Project 2922-2924 N. Beverly Glen Circle Zip Code 90077
Legal Description: Lot A, P.M. No. 5450, Bk. 169 – 38 / 39
Lot Dimensions Irregular Lot Area (sq. ft.) 152,538.6 Total Project Size (sq. ft.) 1,993

2. PROJECT DESCRIPTION

Describe what is to be done: Add beer and wine service to proposed restaurant
Present Use: Retail space under Tenant Improvement Proposed Use: Restaurant with beer and wine service

Plan Check No. (if available) Date Filed:

Check all that apply:	New Construction	Change of use	Alterations	Demolition
	Commercial	Industrial	Residential	
Additions to the building:	Rear	Front	Height	Side Yard

No. of residential units: Existing _____ To be demolished _____ Adding _____ Total _____

3. ACTION(S) REQUESTED

Describe the requested entitlement which either authorizes actions OR grants a variance:

Code Section from which relief is requested: 12.07.01-A ~ Code Section which authorizes relief: 12.27-B, 1

a restaurant use and required parking and
A zone variance to permit the sale and dispensing of beer and wine only for on-site and off-site consumption (Type 41 license); in conjunction with a proposed 1,993 square-foot restaurant; having hours of operation and alcohol sales from 8 a.m. to 11 p.m., daily; accommodating 39 indoor and 42 outdoor dining patrons; in the RE15-1VLD-RPD zone.

List related or pending case numbers relating to this site:

SIGNATURES of adjoining or neighboring property owners in support of the request; not required but helpful, especially for projects in single-family residential areas. (Attach sheet, if necessary)

NAME (Print)	SIGNATURE	ADDRESS	KEY # ON MAP

NAME (Print)	SIGNATURE	ADDRESS	KEY # ON MAP

4. OWNER/APPLICANT INFORMATION

Applicant's Name **MUSE LIFESTYLE GROUP** ATTN: LISA BRUBAKER
Address: 1648 Wilcox Avenue, 2nd Floor Telephone: (323) 656-4800 Fax: (323) 468-0044
Los Angeles Zip: 90028 E-mail: lisa@muselifestylegroup.com

Property Owner's Name (if different than applicant) **GLEN DEVELOPMENT COMPANY**
Address: 2936 Beverly Glen Circle Telephone: () Fax: ()
Los Angeles, CA. Zip: 90077 E-mail:

Contact Person for project information - **CLR Enterprises, Inc.** Attn: Lee Rabun
Address: 420 S. San Pedro Street #225 Telephone: (213) 229-4300 Fax: (213) 229-8933
Los Angeles Zip: 90013 E-mail: clr1985lee@YAHOO.com

5. APPLICANT'S AFFIDAVIT

Under penalty of perjury the following declarations are made:

- The undersigned is the owner or lessee if entire site is leased, or authorized agent of the owner with power of attorney or officers of a corporation (submit proof). (NOTE: for zone changes lessee may not sign).
- The information presented is true and correct to the best of my knowledge.

Signature: Wendy Goldman
(Record owner only)

Subscribed and sworn before me this (date): _____

Print: Wendy Goldman

In the County of _____, State of California

Notary Public _____

Date: 10/27/12

Stamp:

See Attached

6. ADDITIONAL INFORMATION/FINDINGS

In order for the City to render a determination on your application, additional information may be required. Consult the appropriate "Special Instructions" handout. Provide on an attached sheet(s), this additional information using the hand-out as a guide.

NOTE All applicants are eligible to request a onetime, one-year only freeze on fees charged by various City departments in connection with your project. It is advisable only when this application is deemed complete or upon payment of Building and Safety plan check fees. Please ask staff for details or an application.

Planning Staff Use Only

Base Fee	Reviewed and Accepted by [Project Planner]	Date
Receipt No.	Deemed Complete by [Project Planner]	Date

CALIFORNIA JURAT WITH AFFIANT STATEMENT

- ☒ See Attached Document (Notary to cross out lines 1-6 below)
☐ See Statement Below (Lines 1-5 to be completed only by document signer[s], *not* Notary)

[Handwritten signature]

Signature of Document Signer No. 1

Signature of Document Signer No. 2 (if any)

State of California

County of Los Angeles

Subscribed and sworn to (or affirmed) before me on this

27th day of June, 2012, by

(1) Wendy Goldman
Name of Signer

proved to me on the basis of satisfactory evidence
to be the person who appeared before me (.) (.)

(and

(2) _____
Name of Signer

proved to me on the basis of satisfactory evidence
to be the person who appeared before me.)

Signature *[Handwritten Signature]*
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

*Though the information below is not required by law, it may prove
valuable to persons relying on the document and could prevent
fraudulent removal and reattachment of this form to another document*

Further Description of Any Attached Document

Title or Type of Document: Expedited Permit Fee Agreement

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above *[Handwritten Signature]*

RIGHT THUMBPRINT OF SIGNER #1
Top of thumb here

RIGHT THUMBPRINT OF SIGNER #2
Top of thumb here

Business Entity Detail

Data is updated to the California Business Search on Wednesday and Saturday mornings. Results reflect work processed through Friday, May 03, 2013. Please refer to Processing Times for the received dates of filings currently being processed. The data provided is not a complete or certified record of an entity.

Entity Name:	GLEN DEVELOPMENT COMPANY, A CALIFORNIA LIMITED PARTNERSHIP, THE
Entity Number:	198418900857
Date Filed:	07/03/1984
Status:	ACTIVE
Jurisdiction:	CALIFORNIA
Entity Address:	2936 BEVERLY GLEN CIR
Entity City, State, Zip:	LOS ANGELES CA 90077
Agent for Service of Process:	WENDY GOLDMAN
Agent Address:	2936 BEVERLY GLEN CIR
Agent City, State, Zip:	LOS ANGELES CA 90077

* Indicates the information is not contained in the California Secretary of State's database.

* **Note:** If the agent for service of process is a corporation, the address of the agent may be requested by ordering a status report.

- For information on checking or reserving a name, refer to Name Availability.
- For information on ordering certificates, copies of documents and/or status reports or to request a more extensive search, refer to Information Requests.
- For help with searching an entity name, refer to Search Tips.
- For descriptions of the various fields and status types, refer to Field Descriptions and Status Definitions.

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CLR 12-2945
Charlie's Pantry
2922-2924 Beverly Glen Circle

INTRODUCTION

REQUEST:

A zone variance to permit the sale and dispensing of beer and wine only for on-site consumption (Type 41 license) with off-site privileges for take out and delivery; in conjunction with a proposed 1,993 square-foot restaurant; having hours of operation and alcohol sales from 8 a.m. to 11 p.m., daily; accommodating ~~xx~~³⁶ indoor and 42 outdoor dining patrons; in the RE15-1VLD-RPD zone.

BACKGROUND:

The subject property is a gently-sloping, irregular-shaped, interior, parcel of land, comprised of one lot, having a curvilinear frontage of 385.12-feet along the north side of Beverly Glen Boulevard and frontages along the south, west and east sides of Beverly Glen Circle. The site is developed with a one-story, 30,919 square-foot, L-shaped commercial building centrally located within the parcel and occupied by xx tenants. Vehicular access is via a two-way driveway along the southerly and easterly street frontages of Beverly Glen Circle leading to 175 surface parking spaces along the perimeter lot lines.

SURROUNDING PROPERTIES:

Northerly, across Beverly Glen Circle, adjoining property is classified in the RE15-1-H-RPD zone and improved with two-story, single-family dwellings and undeveloped land.

Easterly, adjoining property is classified in the RE15-1VLD-RPD zone and improved with a four-story professional building.

Southerly, across Beverly Glen Boulevard, adjoining property is classified in the RE15-1-H-RPD zone and improved with two-story condominium units.

Westerly, across Beverly Glen Circle, adjoining property is classified in the RE15-1-H-RPD zone and improved with two-story, single-family dwellings built on up-sloping lots.

CIRCULATION:

Beverly Glen Circle, adjoining the subject property to the north, east and west, is a designated Local Street, dedicated to a width of 60-feet and improved with curb, gutter and sidewalk.

Beverly Glen Boulevard, adjoining the subject property to the south, is a designated Secondary Highway, dedicated to a width of 84-feet and improved with curb, gutter and sidewalk.

PRIOR CASES, PERMITS, ETC.:

Subject Property:

Case No. CPC-CUB 77-257 – On September 30, 1977, the Zoning Administrator approved a zone variance to allow the sale of beer and wine in a 55 seat delicatessen-type restaurant and bakery.

Case No. CPC-1997-174-CUB- A conditional use permit for on-site consumption of beer and wine at an Italian restaurant located at 2960 Beverly Glen Circle.

Case No. CPC-1998-199-PAB – A Plan Approval for a 10% expansion of an existing neighborhood market selling off-site alcoholic beverages located at 2964 Beverly Glen Circle.

Case No. ZA 2007-4295(ZV) – On April 24, 2008, the Zoning Administrator approved a zone variance to permit the sale and dispensing of beer and wine for on-site and off-site consumption in conjunction with an existing 1,800 square-foot delicatessen at 2948 Beverly Glen Circle.

ADDITIONAL REQUIREMENTS/FINDINGS FOR APPROVAL OF A ZONE VARIANCE:

1. RADIUS MAP REQUIREMENTS.

See attached 500'/600' radius map package

See the last page of this format for a list of alcohol establishments between 600 and 1,000 feet of the site.

2. FINDINGS

- i. That the strict application of the provisions of the Zoning Ordinance would result in practical difficulties or unnecessary hardships inconsistent with the general purpose and intent of the zoning regulations.**

Denial of the request would result in unnecessary hardship for this applicant. Other restaurants within the same shopping center and with the same zoning have received approval for the service of alcohol. The hardship is created by a zone which is inconsistent with the Neighborhood Office Commercial land use designation for the site.

The zoning regulations allow certain uses in respective zones in order to allow for buffering by distance or compatibility between respective uses. Such regulations, however, are written on a city wide basis and cannot take into account individual unique characteristics which a specific parcel may have. In this instance, the Code's intent to achieve compatibility between respective sites and protect neighboring properties and the applicant's desire to establish a restaurant use with an ancillary alcohol service, can be accommodated in a manner consistent with the intent and purpose of the zoning regulations. The strict application of the zoning ordinance would otherwise result in practical difficulties and unnecessary hardships inconsistent with the general purpose and intent of the zoning regulations.

- ii. **That there are special circumstances applicable to the subject property such as size, shape, topography, location or surroundings that do not apply generally to other property in the same zone and vicinity.**

Special circumstances applicable to the subject property include its irregular size and shape, as well as the location of existing improvements on the site and surrounding uses. Further, the prior development of the site with commercial buildings located in the RE15 zone is also a unique circumstance. For these reasons, the request is logical to allow for the establishment of a restaurant to co-exist with other commercial uses on the site to continue as they have operated in the past without detriment to the community. The inclusion of a beer and wine service is a minor amenity to the basic use that will be conducted on the site. These special circumstances are not generally possessed by other property in the same zone or vicinity.

- iii. **That such variance is necessary for the preservation and enjoyment of a substantial property right or use generally possessed by other property in the same zone and vicinity but which, because of such special circumstances and practical difficulties or unnecessary hardships, is denied the property in question.**

The issue involved here is the attempt to achieve economic use of the tenant space in a reasonable fashion, with the inclusion of a beer and wine service, and in a manner which does not detrimentally impact other properties and residents of the neighboring community. Denial of the instant request would unfairly prevent the applicant from enjoying a property right which is possessed by seven other businesses within the subject site that have been issued liquor licenses under similar circumstances and the applicant is merely seeking some measure of parity with these other establishments. Granting of the variance would continue to confer substantial property rights possessed by the applicant and the subject site in the same zone and vicinity.

- iv. **That the granting of such variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the same zone or vicinity in which the property is located.**

The proposed restaurant is consistent and compatible with commercially-oriented development located in the shopping center and its food presentation adds to this diversification. Seven other leased spaces located with the shopping center have been granted the ability to sell and dispense alcoholic beverages with or without variance relief or some other City entitlement. Granting the variance will be beneficial for the public in providing a beer and wine service for this particular style of food fare that is not duplicated within the shopping center, while not being materially detrimental to the general public or injurious to the property or improvements in which the property is located and other surrounding properties. The conservative closing hour of 11 p.m. aligns itself with other food establishments. The absence of any form of entertainment, patron dancing, video games and a cocktail lounge will allow the restaurant to focus on a mission to provide quality food at reasonable prices which should benefit and be a convenience to the public welfare.

- v. **That the granting of the variance will not adversely affect any element of the General Plan.**

The Bel Air – Beverly Crest Community Plan Map designates the subject property for Neighborhood Office Commercial land use, in deference to its zone classification of RE15. However, the request is not inconsistent with the objectives of the General Plan for general commercial developments of this size and number of leased tenant spaces. Therefore, it appears that the granting of the variance will not adversely affect any element of the General Plan.

b. Additional Findings

- i. Explain how the proposed use will not adversely affect the welfare of the pertinent community.**

Once the use is established, it will continue to add to the economic base of the community through the exchange of goods and services with other nearby commercial uses, create and maintain employment opportunity and generate tax revenue to various municipalities.

- ii. Explain how the approval of the application will not result in or contribute to an undue concentration of such establishments.**

The addition of a new restaurant providing beer and wine, within a large shopping center does not result in an undue concentration of such establishments when consideration is given to the close proximity to residential uses that it will serve. In fact, this shopping center is uniquely situated on a secondary highway which serves as the main access street to a large residential community. These residents benefit from the retail uses in the shopping center which is easily accessible, instead of having to drive more than two miles to other similar services.

- iii. Explain how the approval of the application will not detrimentally affect nearby residential zones or uses.**

The subject site is a part of a residentially planned development in which the uses therein provide goods and services to the predominant residential land use pattern that is proximal to the subject property and the proposed restaurant. This new restaurant will add to, and continue to co-exist with residentially zoned and occupied properties as they have done so for a number of years with no apparent disruption to one another.

3. QUESTIONS REGARDING THE PHYSICAL DEVELOPMENT OF THE SITE

- a. What is the total square footage of the building or center the establishment is located in?**

The total square footage of the commercial building is 30,919

- b. What is the total square footage of the space the establishment will occupy?**

The total square footage of the subject premises is 1,993

- c. What is the total occupancy load of the space as determined by the Fire Department?**

Occupancy Load = 57

- d. What is the total number of seats that will be provided indoors? Outdoors?**

Indoor Seating Capacity = 38

Outdoor Seating Capacity = 42

- e. If there is an outdoor area, will there be an option to consume alcohol outdoors?**

There will be outdoor dining area and the applicant requests alcohol consumption in that area.

- f. If there is an outdoor area, is it on private property or the public right-of-way, or both?**

The outdoor dining area is on private property.

- i. If an outdoor area is on the public right-of-way, has a revocable permit been obtained?**

N/A

- g. Are you adding floor area? If yes, how much is enclosed? Outdoors?**

This request does not involve additional floor area.

- h. Parking**

- i. How many parking spaces are available on the site?**

There are 175 surface parking spaces available on the site.

- ii. Are they shared or designated for the subject use?**

The parking spaces are shared among the tenants.

- iii. If you are adding floor area, what is the parking requirement as determined by the Department of Building & Safety?**

This request does not involve additional floor area and the restaurant will require 20 parking spaces.

- iv. Have any arrangements been made to provide parking off-site?**

Arrangements have not been made to provide parking off-site.

- 1. If yes, is the parking secured via a private lease or a covenant/affidavit approved by the Department of Building & Safety.**

N/A

Note: Required parking must be secured via a covenant pursuant to LAMC 12.26 E 5. A private lease is only permitted by a Zone Variance.

- 2. Please provide a map showing the location of the off-site parking and the Distance, in feet, for pedestrian travel between the parking area the use it is to serve.**

N/A

- 3. Will valet service be available? Will the service be for a charge?**

No.

- i. Is the site within 1,000 feet of any schools (public, private or nursery schools, churches or parks?

No

- j. For massage parlors and sexual encounter establishments, is the site within 1,000 feet of any other Adult Entertainment Business as defined by LAMC 12.70 B 17?

N/A

4. QUESTIONS REGARDING THE OPERATION OF THE ESTABLISHMENT

- a. What are the proposed hours of operation and which days of the week will the establishment be open?

Proposed Hours of Operation and Alcohol Sales: 8 a.m. – 11 p.m., daily.

- b. Will there be entertainment such as a piano bar, dancing, live entertainment, movies, karaoke, video game machines, etc? Please specify:

There will be no live entertainment of any type, including, but not limited to live music, disc jockey or Karaoke nights. No dancing will be permitted.

- c. Will there be minimum age requirements for entry? If yes, what is the minimum age requirement and how will it be enforced?

There are no minimum age requirements but minors must be accompanied by an adult after curfew hours.

- d. Will there be any accessory retail uses on the site? What will be sold?

There will be no accessory retail uses associated with the proposed restaurant use.

- e. Security

- i. How many employees will you have on the site at any given time?

There will be 5-7 employees on the site at any given time.

- ii. Will security guards be provided on-site? If yes, how many and when?

The applicant does not anticipate the need for security guards given the size and scale of the operation.

- iii. Has LAPD issued any citations or violations? If yes, please provide copies.

The LAPD has not issued citations and there is no record of violations associated with the use.

- f. Alcohol

- i. **Will there be beer & wine only, or a full line of alcoholic beverages available?**

This request involves both on and off-site sales of beer and wine only. The off-site sales would consist of food delivery and take-out orders with wine limited to a four-pack or 750 ml. bottles or larger and beer limited to six-pack quantities or more.

- ii. **Will "fortified" wine (greater than 16% alcohol) be sold?**

"Fortified" wine will not be sold.

- iii. **Will alcohol be consumed on any adjacent property under the control of the applicant?**

Except for the patio identified in this application, alcohol will not be allowed to be consumed on any adjacent property under control of the applicant.

- iv. **Will there be signs visible from the exterior that advertise the availability of alcohol?**

Signs will not be visible on the outside which advertise the availability of alcohol.

- v. **Food**

1. **Will there be a kitchen on the site?**

There will be a kitchen within the subject premises and it complies with the definition in Section 91.0403 of the Los Angeles Municipal Code. Food service will be available at all times during operating hours. All seating areas will be furnished with cutlery, condiments and other eating utensils for use by patrons.

2. **Will alcohol be sold without a food order?**

As a normal practice, alcohol will not be served without a food order. However, as is normal in all restaurants an occasional on-site service of beer and or wine might take place without a food order.

Alcohol will not be sold pursuant to a take out and/or delivery order without a food order.

3. **Will the sale of alcohol exceed the sale of food items on a quarterly basis?**

The gross sale of alcohol will not exceed the gross sale of food items on a quarterly basis.

4. **Provide a copy of the menu if food is to be served.**

See attached.

- vi. **On-Site**

1. **Will a bar or cocktail lounge be maintained incidental to a restaurant?**

A cocktail lounge will not be maintained incidental to the restaurant use.

- a. If yes, the floor plans must show the details of the cocktail lounge and the separation between the dining and lounge facilities.

N/A

- 2. Will off-site sales of alcohol be provided accessory to on-site sales ("Take Out")?

The off-site sales of alcohol will consist of food delivery or take-out orders.

- a. If yes, a request for off-site sales of alcohol is required as well.

See request clause.

- 3. Will discounted alcoholic drinks ("Happy Hour") be offered at any time?

Discounted alcoholic drinks will not be offered at any time.

vii. Off-Site

- 1. Will cups, glasses or other container be sold which might be used for the Consumption of alcohol on the premises?

No

- 2. Will beer or wine coolers be sold in single can, or will wine be sold in Containers less than 1 liter (750 ml)?

No

- viii. Contact the CA Department of Alcoholic Beverage Control (ABC) regarding its requirements – <http://www.abc.ca.org/>.

5. CALDERA BILL (CA Business and Professions Code Section 23958 and 23958.4)

- a. Is this application a request for on-site or off-site sales of alcoholic beverages?

This request is for an On-Sale Beer and Wine license (Type 41), which includes off-site sales privileges. No Caldera application is required.

- i. If yes, is the establishment a bona fide eating place (restaurant) or hotel/motel?

The premises will be maintained as a bona fide eating place [restaurant] with an operational kitchen and will provide a menu containing an assortment of foods normally offered in such restaurants. According the ABC guidelines, off-site sales are permitted under the Type 41 license.

1. If no, contact the CA Department of Alcoholic Beverage Control (ABC) to Determine whether the proposed site is located in an area whereby:

- a. issuance of a license to serve alcohol on-site or off-site tend to create a law enforcement problem, or
- b. if issuance would result in, or add to an undue concentration of licenses.

b. If ABC has determined that an eligible use is in an area of high crime or undue concentration of licenses, the City Council will need to make the finding that the issuance of the license is required for public convenience or necessity.

6. ADDITIONAL REQUIREMENTS FOR MASTER CUBs/CUXs.

NA

LIQUOR ESTABLISHMENTS FROM SUBJECT PREMISES TO 600 FEET

Vibrato jazz Club – Type 47
2930 Beverly Glen Circle

Mulholland Grill – Type 41
2932 Beverly Glen Circle

Sushi House Unico – Type 41
2932 ½ Beverly Glen Circle

Le Chine Wok – Type 41
2958 Beverly Glen Circle

Fabrocini's – Type 41
2960 Beverly Glen Circle

Beverly Glen Marketplace – Type 21
2950 Beverly Glen Circle

Beverly Glen Deli – Type 41/20
2948 Beverly Glen Circle

LIQUOR ESTABLISHMENTS BETWEEN 600 FEET TO 1,000 FEET OF SUBJECT PREMISES

None

CITY OF LOS ANGELES
DEPARTMENT OF CITY PLANNING

ENVIRONMENTAL ASSESSMENT FORM

EAF Case No.: _____ ZA Case No.: _____ CPC Case No.: _____
Council District No.: 05 Community Plan Area: 320-

PROJECT ADDRESS: 2922-2924 N. BEVERLY GLEN CIRCLE

Major Cross Streets: BEVERLY GLEN BLVD

Name of Applicant: MUSE LIFESTYLE GROUP

Address: 1648 WILCOX AVENUE, 2ND FLOOR, LOS ANGELES, CA 90028

Telephone No.: 323-656-4800

Fax No.: _____

E-mail: _____

OWNER

Name: GLEN DEVELOPMENT CO.
800 S. PACIFIC COAST HWY #163

Address: REDONDO BEACH, CA 90277

Telephone No: _____

Signature: _____

APPLICANTS REPRESENTATIVE

CLR ENTERPRISES, INC.

Name: LEE RABUN
420 S. SAN PEDRO ST. #225

Address: LOS ANGELES, CA 90013

Telephone No: 213-229-4300

Signature: _____
(Applicant's Representative)

The following Exhibits are required (3 copies of each exhibit and 3 Environmental Assessment Forms for projects in Coastal & S.M. Mtn. Zones): All Exhibits should reflect the entire project, not just the area in need of zone change, variance, or other entitlement.

NOTE: The exhibits are IN ADDITION TO those required for any case for which the Environmental Assessment Form is being filed.

- A. **2 Vicinity Maps:** (8 1/2" x 11") showing nearby street system, public facilities and other significant physical features (similar to road maps, Thomas Brothers Maps, etc.) with project area highlighted.
- B. **2 Radius/Land Use Maps:** (1" = 100') showing land use and zoning to 500 feet (100 feet of additional land use beyond the radius for alcoholic beverage cases); 100' radius line (excluding streets) okay for Coastal building permits 300' for site plan review applications.
- C. **2 Plot Plans:** showing the location and layout of proposed development including dimensions; include topographic lines where grade is over 10%; tentative tract or parcel maps where division of land is involved to satisfy this requirement, and the location and diameter of all trees existing on the project site.
- D. **Application:** a duplicate copy of application for zone change, (including Exhibit "C" justification) batch screening form, periodic comprehensive general plan review and zone change map, variance, conditional use, subdivider's statement, etc.
- E. **Pictures:** two or more pictures of the project site showing walls, trees and existing structures.
- F. **Notice of Intent Fee:** an UNDATED check in the amount of \$75 made out to the **Los Angeles County Clerk** for the purpose of filing a Notice of Intent to Adopt a Negative Declaration as required by § 15072 of the State CEQA Guidelines.
- G. **Hillside Grading Areas/Haul Route Approval:** Projects within a Hillside Grading Area involving import/export of 1,000 cubic yards or more shall submit a soils and/or geotechnical report reviewed & approved by LADBS (reports needed to be determined by LADBS) to include measures to mitigate impacts related to grading and obtain a Haul Route Approval from the Board of Building & Safety Commissioners (refer to <http://www.lacity.org/LADBS/forms/forms.htm>).

ENVIRONMENTAL ASSESSMENT

APPROVED BY: _____

APPLICATION ACCEPTED

BY: _____

RECEIPT NO.: _____

DATE: _____

DATE: _____

I. Project Description:

Briefly describe the project and permits necessary (i.e., Tentative Tract, Conditional Use, Zone Change, etc.) including an identification of phases and plans for future expansion:

A zone variance to permit ^{a restaurant use, required parking and} the sale and dispensing of beer and wine only for on-site consumption (Type 41 license) with an off-site license (Type 20); in conjunction with a proposed 1,993 square-foot restaurant; having hours of operation and alcohol sales from 8 a.m. to 11 p.m., daily; accommodating ~~38~~ indoor and 42 outdoor dining patrons; in the RE15-1VLD-RPD zone. 39

Will the project require certification, authorization, clearance or issuance of a permit by any federal, state, county, or environmental control agency, such as Environmental Protection Agency, Air Quality Management District, Water Resources Board, Environmental Affairs, etc.? If so, please specify:

ABC LIQUOR LICENSES

II. Existing Conditions:

- A. Project Site Area 3.5 Net and 4.4 Gross Acres
- B. Existing Zoning: RE15
- C. Existing Use of Land: COMMERCIAL
Existing General Plan Designation: NEIGHBORHOOD OFFICE COMMERCIAL
- D. Requested General Plan Designation: NA
- E. Number -0- type NA and age ± NA of structures to be removed as a result of the project. If residential dwellings (apts., single-family, condos) are being removed indicate the number of units: and average rent: NA
Is there any similar housing at this price range available in the area? If yes, where? NA
- F. Number -0- Trunk Diameter -0- and type NA of existing trees.
- G. Number -0- Trunk Diameter -0- and type NA of trees being removed (identify on plot plan.)
- H. Slope: State percent of property which is:
100 Less than 10% slope 10—15% slope over 15% slope
If slopes over 10% exist, a topographic map will be required. Over 50 acres, 1" = 200' scale is okay.
- I. Check the applicable boxes and indicate the condition on the Plot Plan. There are natural or man-made drainage channels, rights of way and/or hazardous pipelines crossing or immediately adjacent to the property, or X none of the above.
- J. Grading: (specify the total amount of dirt being moved)
-0- 0-500 cubic yards.
 if over 500 cubic yards. indicate amount of cubic yards.
- K. Import/Export: Indicate the amount of dirt being imported or exported -0-

If the project involves more than one phase or substantial expansion or changes of existing uses, please document each portion separately, with the total or project details written below. Describe entire project, not just area in need of zone change, variance, or other entitlement.

NA

III. Residential project (if not residential, do not answer)

- A. Number of Dwelling Units-
 Single Family Apartment or Condominium
- B. Number of Dwelling Units with:
 One bedroom Two bedrooms
 Three bedrooms Four or more bedrooms
- C. Total number of parking spaces provided
- D. List recreational facilities of project
- E. Approximate price range of units \$ to \$
- F. Number of stories height feet.
- G. Type of appliances and heating (gas, electric, gas/electric, solar)
 Gas heated swimming pool?
- H. Describe night lighting of the project
 (include plan for shielding light from adjacent uses, if available)
- I. Percent of total project proposed for: Building
 Paving
 Landscaping
- J. Total Number of square feet of floor area

**IV. Commercial, Industrial or Other Project (if project is only residential do not answer this section).
 Describe entire project, not just area in need of zone change, variance, or other entitlement.**

- A. Type of Use: RESTAURANT
- B. Total number of square feet of floor area: 1,993
- C. Number of units if hotel/motel: NA
- D. Number of stories: ONE height: 18 feet.
- E. Total number of parking spaces provided: 175
- F. Hours of operation: 8AM – 11PM Days of operation: DAILY
- G. If fixed seats or beds involved, number: 38 INDOOR 42 OUTDOOR
- H. Describe night lighting of the project: SHIELDED, DOWNWARD DIRECTIONAL
- I. Number of employees per shift: 5-7
- J. Number of students/patients/patrons: NA
- K. Describe security provisions for project: ALARM SYSTEM
- L. Percent of total project proposed for: Building 20
 Paving 75
 Landscaping 05

Historic/Architecturally Significant Project

Does the project involve any structures, buildings, street lighting systems, spaces, sites or components thereof which may be designated or eligible for designation in any of the following: (please check)

- ☐ National Register of Historic Places
- ☐ California Register of Historic Resources
- ☐ City of Los Angeles Cultural Historic Monument
- ☐ Within a City of Los Angeles Historic Preservation Overlay Zone (HPOZ)

V. Hazardous Materials and Substance Discharge

Does the project involve the use of any hazardous materials or have hazardous substance discharge? If so, please specify.

NO

- A. Regulatory Identification Number (if known)
- B. Licensing Agency
- C. Quantity of daily discharge

VI. Stationary Noise Clearance: A clearance may be necessary certifying the project's equipment (e.g., air conditioning) complies with City Noise Regulations.

Some projects may require a Noise Study. The EIR staff will inform those affected by this requirement.

VII. Selected Information:

- A. Circulation: Identify by name all major and secondary highways and freeways within 1,000 feet of the proposed project; give the approximate distance(s):
BEVERLY GLEN BLVD - FRONTING
- B. Air: All projects that are required to obtain AQMD permits (see AQMD Rules and Regulations) are required to submit written clearance from the AQMD indicating no significant impact will be created by the proposed project.*

VIII. Mitigating Measures:

Feasible alternatives or mitigation measures which would substantially lessen any significant adverse impact which the development may have on the environment.

EXISTING DEVELOPMENT – SEE ENV-2007-4296-MND

* Contact the South Coast Air Quality Management District at (909) 396-2000 for further information.

APPLICANT/CONSULTANT'S AFFIDAVIT

OWNER MUST SIGN AND BE NOTARIZED;

IF THERE IS AN AGENT, THE AGENT MUST ALSO SIGN AND BE NOTARIZED

I, _____
Owner (Owner in escrow)*
(Please Print)

I, _____
Consultant*
(Please Print)

Signed: _____
Owner

Signed: _____
Agent

being duly sworn, state that the statements and information contained in this Environmental Assessment Form are in all respects true and correct to the best of my knowledge and belief.

-----Space Below This Line for Notary's Use -----

ALL-PURPOSE ACKNOWLEDGEMENT

State of California

County of _____

Signed: _____
Notary

Signed: _____

On _____ before me, _____ personally appeared
(Insert Name of Notary Public and Title)

_____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf on which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature (Seal)

INDEX MAP

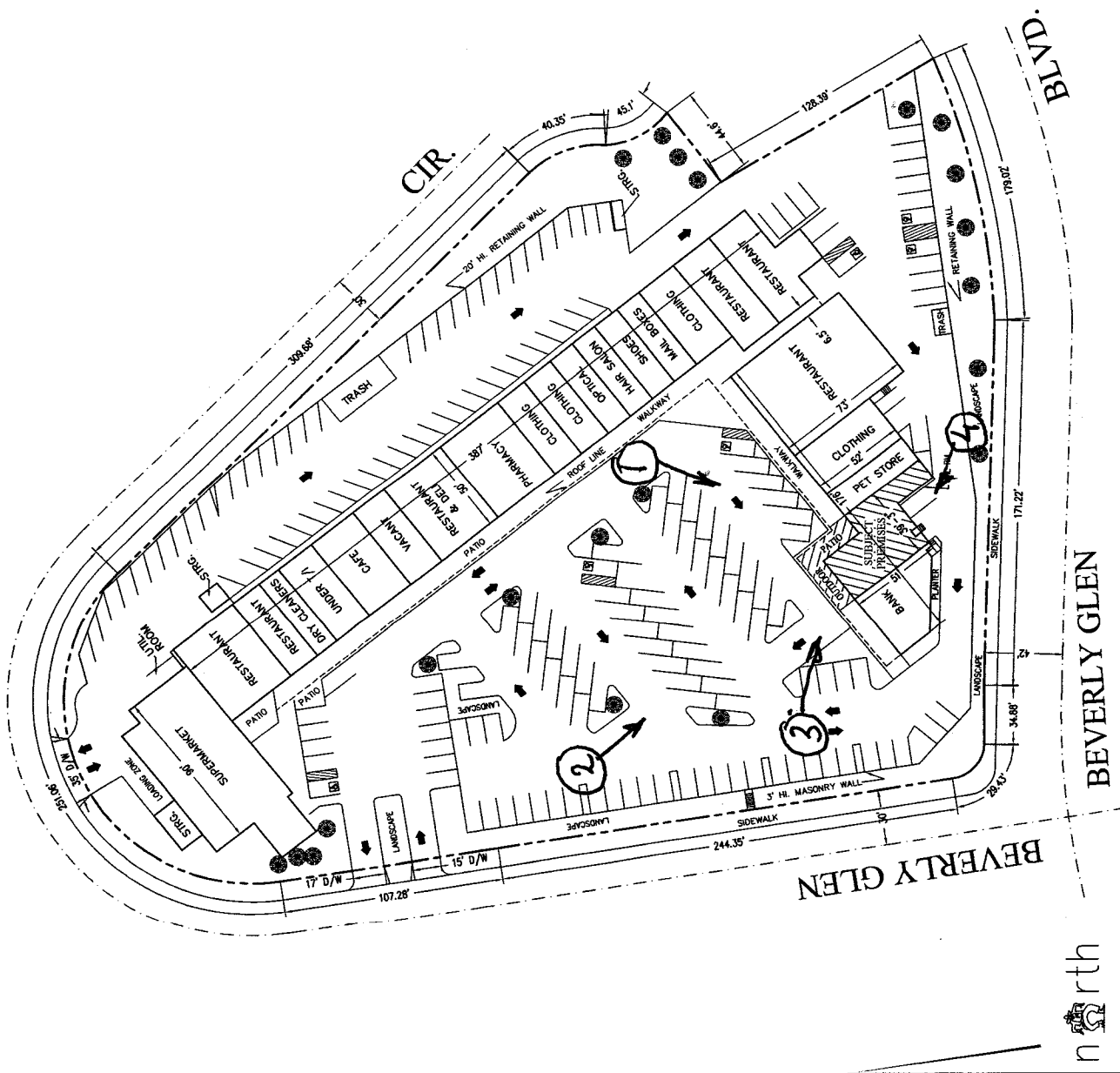
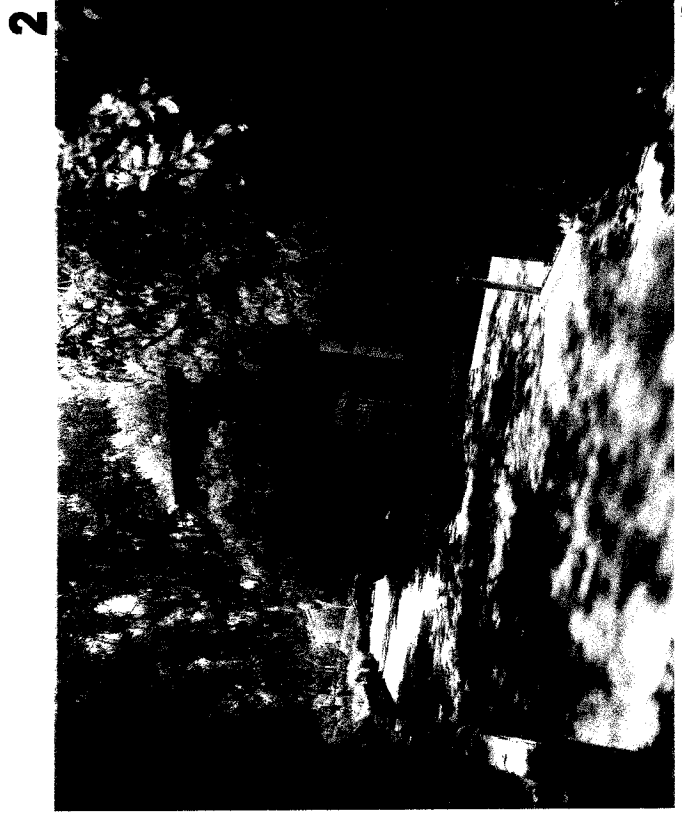


PHOTO EXHIBIT



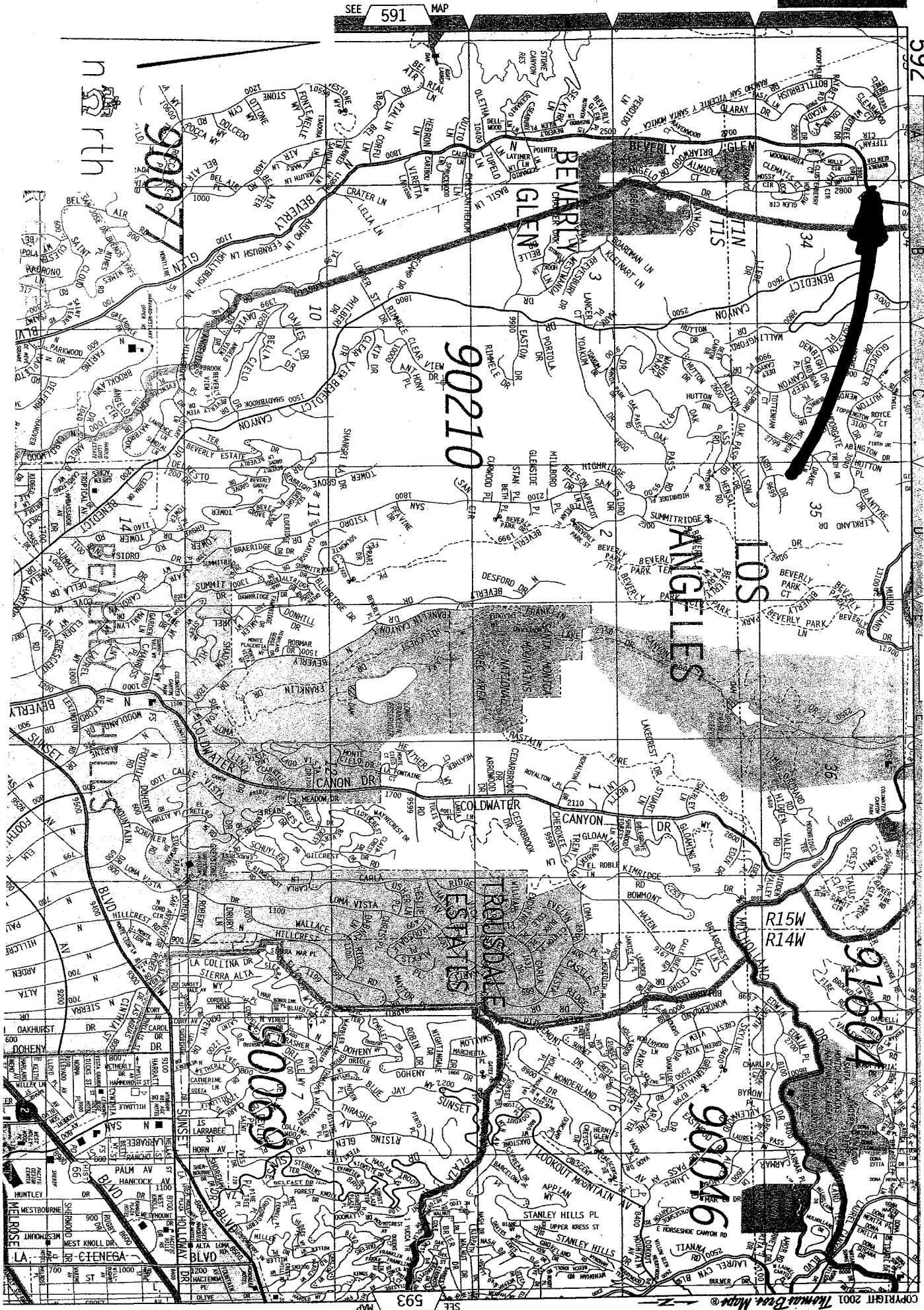
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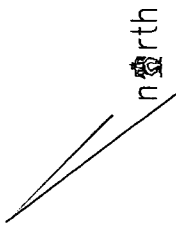
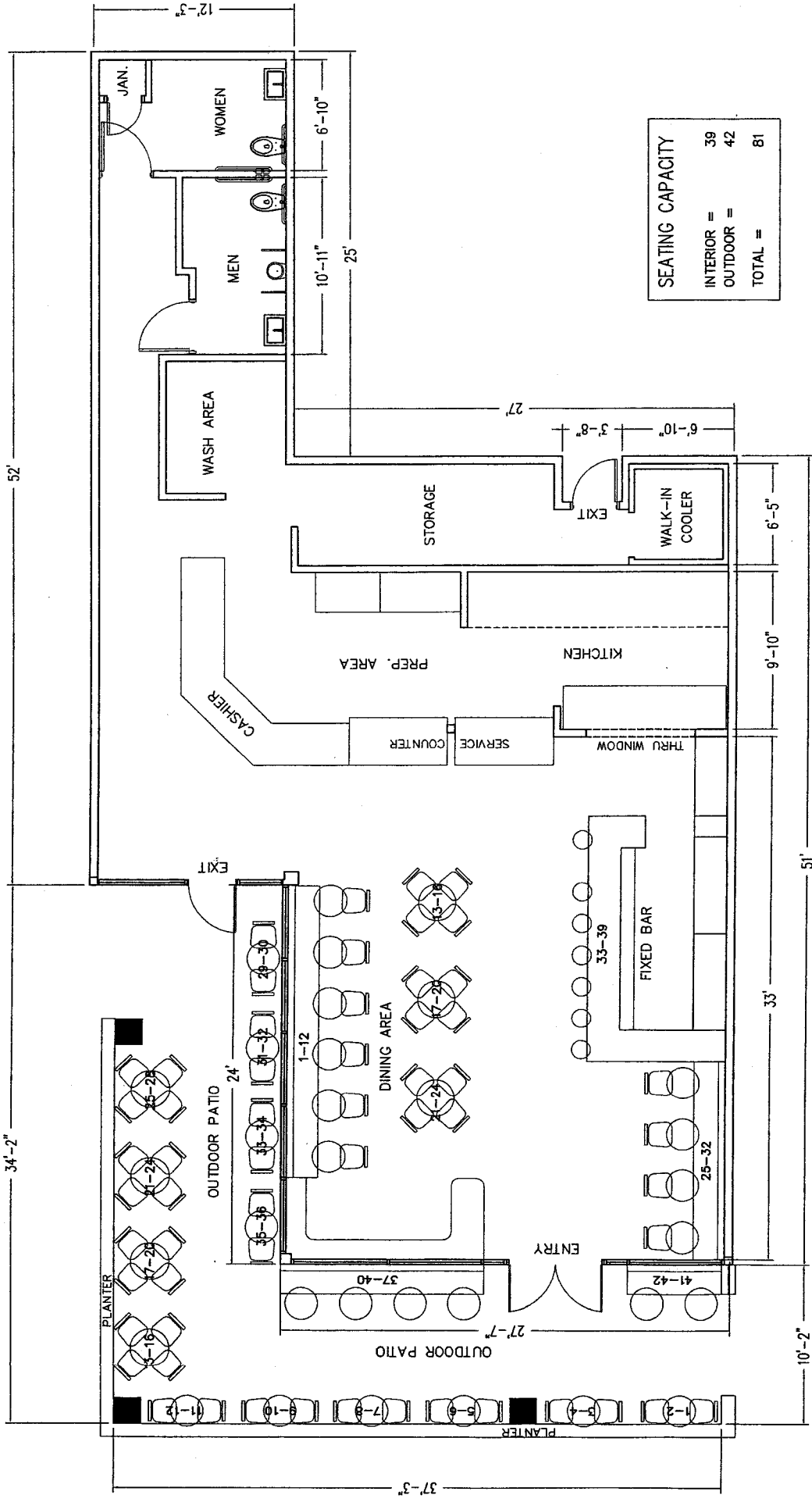
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VICINITY MAP



Standard Spaces (8'-6" X 18' Typ.) = 100 Spaces
Handicapped Spaces (14' X 18' Typ.) = 6 Space
Compact Spaces (7'-6" X 15' Typ.) = 70 Spaces
Total Spaces Provided = 176 Spaces

AY 14, 2013
TROUBLE SHOOTER
818-346-4096



FLOOR PLAN

QAR ENTERPRISES, INC.
 420 S. SAN PEDRO ST., STE. 225
 LOS ANGELES, CA 90013
 213-229-4300
 CASE No: CHARLIE'S PANTRY
 DATE: MAY 14, 2013
 CAD BY: TROUBLE SHOOTER
 TS 12-2945

