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August 20, 2019
Transmitted via Postal Service

Applicant
Armen Chaldranian
1475 Donegal Way
Oxnard, CA 93035

Representative
Hovaness G. Karabekian
ARPA Technology Group
635 W. Colorado St #201
Glendale, CA 91204

Case Number: ZA-2019-110-ZAD
Application Type: Zoning Administrator's
Determination

Location: 6335 Quebec Drive
Plan Area: Hollywood
Council District: 4 – Ryu

INTENT TO TERMINATE

The application for the property located at the above-referenced address was filed with the Department of City Planning on January 8, 2019. On February 2, 2019, a hold letter was issued. New plans were submitted on March 6, 2019, however these new plans did not satisfy all hold conditions. On April 10, 2019 and April 24, 2019 follow up e-mails were sent out asking for a status update of the missing items in the hold letter. A meeting took place on May 14, 2019 to go over the hold letter. On June 4, 2019 a follow up e-mail was sent asking for a status update. To date, the following items remain outstanding:

New items are in **bold**, resolved items are in ~~strike through~~, old items are normal text. Please note how or where you addressed the following items:

- 1) Sheet A-1.0 (site plan)
 - a. Provide a project information table to show that the project complies with the Baseline Hillside Ordinance (BHO):
 - i. ~~List the lot area.~~
 - ii. Required and provided setbacks
 1. Obtain a yard determination letter from the Department of Building and Safety (DBS) to confirm the front, side and rear lot lines.
 - a. This letter will dictate additional section drawings required to show compliance with the encroachment plane (LAMC 12.21 C.10(L)(1)(ii)) and the 20'/24' height envelope (LAMC 12.21 C.10(L)(5)). The sections should be cut to show the worst case scenario. If you are not sure, please contact me.

2. Provide the code section that allows the project to build the basement in the required setback.
 - iii. ~~Maximum allowed~~ and proposed lot coverage
 - iv. Maximum allowed and proposed Residential Floor Area (RFA)
 1. Be sure that it is clear which numbers are exempt from counting as RFA.
 - v. ~~Maximum allowed height and proposed height~~
 - vi. Required and provided parking
 - vii. Maximum grading and export, and proposed grading and export. Reference grading plan.
 - viii. Since this information was not provided, additional corrections may follow.
- b. Site Plan
- i. Label the 3'-0" dedication as a requirement of the Bureau of Engineering.
 1. **Setbacks shall be dimensioned from the dedication requirement.**
 - ii. Show and label the required setbacks. Show that the building is not encroaching into the required setbacks.
 - iii. Label the retaining walls that fall under section LAMC 12.21 C.8. Provide the height of the retaining walls.
 - iv. Label the structure on the east side of the plan. Is this an art sculpture, is this encroaching in the required setback?
- 2) Sheets A-2.0 and A-2.1 (floor plans)
- a. Show and label the required setbacks.
 - b. On sheet A-2.0 ~~show, label and~~ dimension the required parking.
- 3) Sheet A-2.3 (floor and roof plan)
- a. Provide the roof slope percentages on the roof plan.
- 4) Sheet A-4.0 (sections)
- a. ~~Verify if section 1 was drawn correctly. It appears the roof should not be flat per section cut. If the roof is flat then it has a different height envelope of 28'-0" and not 33'-0".~~
 - b. Provide additional sections with height envelopes per comment 1.a.ii.1.a.
 - c. Show and label the required setbacks.
 - d. Label the height envelopes and encroachment plane.
- 5) Additional comments
- a. ~~See marked up plans for additional minor comments.~~
- 6) Findings
- a. Provide the justification (findings) as to why this project should not have to improve the adjacent and continuous paved roadways. The findings can be found on the Hillside Area Form ([here](#)). Provide findings that all applications must include, and provide findings for the street access.
 - i. Provide *strong* justifications as to why the project does not need to improve the adjacent roadway width. Recent requests for other projects to waive the adjacent roadway improvements have been denied.
- 7) Grading
- a. ~~Provide Geology and Soils approval letter from the Department of Building and Safety's Grading Division. This is required as part of the Environmental Review as the project is in the hillside area and is grading a new basement.~~
 - b. Provide civil drawings to show how much grading is being proposed (exempt and not exempt). The plans should also show what the proposed amount of grading and export is and that the amounts comply with the code requirements in LAMC 12.21 C.10(f).
 - i. **The grading plans only provided the amount of cut.**
- 8) Landscape Plans
- a. Provide landscape plans.

9) Environmental Review Requirements

- a. This project is building on vacant land in the hillside. Please file and pay for an [Environmental Assessment Form](#) (EAF), at one of the public counter locations, for the Planning Department to perform a more detailed review of the project and its impacts to the environment. Select the [Class 32 Categorical Exemption](#).
- b. This project is building on vacant land in the hillside. A biological resources report is required to verify whether the project has value as a habitat for endangered, rare or threatened species. The report shall identify the approximate population size and distribution of any sensitive plant or animal species, any sensitive habitats, and any potential impacts of proposed project on wildlife corridors. The report shall include site location, literature sources, methodology, timing of surveys, vegetation map, site photographs, and descriptions of on-site biological resources. The biological resources report and surveys shall be conducted by a qualified biologist.
 - i. The biological resources report could also list the species and diameters of trees on site, and which trees are to be removed. This information could also be provided by a tree report instead (your choice). Removal of protected trees shall comply with Ordinance 177,404. Documentation of the species of trees being removed must be provided.

10) Lot Tie Affidavit

- ~~a. Provide lot tie affidavit or provide e-mail correspondence that you are working on getting the lots tied.~~

11) Perjury Statement

- a. The date of the perjury statement was not filled out. Provide me the date when the ownership list was created and I will fill it in.

12) Neighborhood Council

- a. It is highly recommended that the project get a recommendation letter from the Neighborhood Council (NC). The letter is not needed for me to continue processing the case, however, depending on what happens at the public hearing, it might be requested, which can delay issuing the determination letter for this project.

13) Plans

- a. Revised plans can be sent through e-mail.
- b. Once there are no more corrections submit a paper copy of a full size set of plans to my location in City Hall.

The Department of City Planning will terminate the subject application and all proceedings relative to the above referenced case unless all of the requested materials are provided by **Friday, September 20, 2019**. An **in-person meeting** and submission of the requested files must be made with the project planner in order to satisfy the requirements of this notice. Please allow up to one week for an available appointment. Failure to submit all requested materials may result in the termination of the subject application.

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