

APPENDICES

THE FOLLOWING APPENDICES IS FOR INFORMATIONAL AND REFERENCE USE ONLY. THE DOCUMENTS CONTAINED IN THESE APPENDICES CAN BE CHANGED BY THE DIRECTOR OF PLANNING FOR THE PURPOSES OF UPDATING THE INFORMATION.

APPENDIX A

UNIVERSITY PARK HPOZ HISTORIC RESOURCE SURVEY

APPENDIX B

UNIVERSITY PARK HPOZ BOUNDARY MAP

APPENDIX C

UNIVERSITY PARK HPOZ HISTORIC MOUNMENT LIST

APPENDIX D

HPOZ ORDINANCE #175891 (SECTION 12.20.3 OF THE LAMC)

APPENDIX E

HPOZ PROCESS OVERVIEW

PROCESS OVERVIEW

The Historic Preservation Overlay Zone permit process has different levels of review for different types of projects. The following are the four types of project review within an HPOZ. For more information on which review type is appropriate for a certain project, contact City Planning Staff.

1. Certificate of Appropriateness (COA). The Certificate of Appropriateness procedure is the review process required when there is significant work on elements identified as Contributing in the Historic Resources Survey.
2. Certificate of Compatibility (CCMP). The Certificate of Compatibility procedure is for the review of new construction on vacant lots, including building replacement or for demolition and reconstruction for elements identified as Non-Contributing or not listed in the Historic Resources Survey.
3. Conforming Work on Contributing Elements (CWC). Conforming Work on Contributing Elements is a review process for the following types of work:
 - a) Restoration work
 - b) Demolition in response to natural disaster
 - c) Ordinary Maintenance and Repair
 - d) Additions of less than 250 square feet with no increase in height and which are not located within the front yard or street-side yard
 - e) Work on Non-Contributing properties other than building replacement or new construction on vacant lots.
4. Conforming Work on Non-Contributing Elements (CWNC). Conforming Work on Non-Contributing Elements is a review process for the following types of work:
 - a) Relocation of buildings or structures dating from the Preservation Zone's period of significance onto a lot in the Preservation Zone.
 - b) Work that is undertaken solely on an element that is identified as Non-contributing in the Historic Resource Survey, or not listed in the Historic Resource Survey
 - c) Work that does not involve the construction of a new building, or building replacement.
 - d) The relocation of buildings or structures dating from University Park's periods of significance onto a lot designated as a Non-Contributing Element in the zone.

The four permit processes are summarized below. Upon receipt of an application, the HPOZ Planner for the University Park HPOZ will determine if the Project requires a Certificate of Appropriateness, a Certificate of Compatibility, or is eligible for review under Conforming Work for Contributing Elements or Conforming Work for Non-Contributing Elements per Section 12.20.3 (H) of the HPOZ Ordinance.

Choose the applicable permit for the proposed Project and follow the steps to obtain an HPOZ permit from the Department of City Planning. Please consult the HPOZ Ordinance language located in the Appendix of this plan for a better understanding of these requirements.

Conforming Work on Contributing Elements 12.20.3(I)1

1. Contact Planning Staff. HPOZ Planner schedules project for conformance review and sign-off at next HPOZ Board meeting, unless project is considered exempt.
2. Materials checklist and requirements (See APPENDIX F) are given to applicant by HPOZ Planner.
3. Submit materials checklist and requirements to HPOZ Planner.
4. Project is reviewed by the HPOZ Board at the scheduled meeting. Board reviews for conformity with the Preservation Plan and the HPOZ Ordinance.
5. After conformance review and sign-off, applicant may obtain required building permits from the Department of Building and Safety (if required, other regulations may apply).

Conforming Work on Non-Contributing Elements 12.20.3(J)1

1. Contact Planning Staff. HPOZ Planner schedules project for conformance review and sign-off at next HPOZ Board meeting.
2. Materials checklist and requirements (See APPENDIX F) are given to applicant by HPOZ Planner.
3. Submit materials checklist and requirements to HPOZ Planner.
4. Project is reviewed by the HPOZ Board at the scheduled meeting. Board reviews for conformance with HPOZ Ordinance.
5. After conformance review and sign-off, applicant may obtain required building permits from the Department of Building and Safety (if required, other regulations may apply).

Certificate of Appropriateness (COA) 12.20.3 (K)3

1. Contact Planning Staff. A COA consultation may be scheduled with the HPOZ Board.
2. Consultation (if requested by the applicant), with the HPOZ Board to review project at HPOZ meeting.
3. COA application requirements are given to applicant by HPOZ Planner.
4. Get application and materials authorized by HPOZ Planner for submittal to City Planning Public Counter.
5. HPOZ Planner schedules a Public Hearing, per Section 12.20.3 (L) of the Los Angeles Municipal Code (LAMC) with the HPOZ Board and sends case information to the Cultural Heritage Commission (CHC).
6. COA is reviewed by the HPOZ Board at the scheduled hearing and independently by the CHC. Board and CHC issues recommendations based on Preservation Plan and the HPOZ Ordinance.
7. Director of Planning issues a Director's Determination based on Section 12.20.3(L)3 of the HPOZ Ordinance.
8. Approved projects may obtain required building permits from the Department of Building and Safety (if required, other regulations may apply) after appeal period, if any.

Certificate of Compatibility (CCMP) 12.20.3(L)3

1. Contact Planning Staff. A CCMP consultation may be scheduled with the HPOZ Board.
2. Consultation (if requested by the applicant), with the HPOZ Board to review project.
3. CCMP application requirements are given to applicant by HPOZ Planner.
4. Get application and materials authorized by HPOZ Planner for submittal to City Planning Public Counter.
5. HPOZ Planner schedules a Public Hearing, per Section 12.20.3 (M) of the LAMC with the HPOZ Board.
6. Project is reviewed by the HPOZ Board at the scheduled hearing. Board issues recommendation based on the Preservation Plan and the HPOZ Ordinance.
7. Director of Planning issues a Director's Determination based on Section 12.20.3(M)1 of the HPOZ Ordinance.
8. Approved projects may obtain required building permits from the Department of Building and Safety (if required, other regulations may apply) after appeal period, if any.

APPENDIX F

FORMS

APPENDIX G

SECRETARY OF INTERIOR STANDARDS FOR REHABILITATION

APPENDIX H

UNIVERSITY PARK HPOZ REFERENCE LIST

UNIVERSITY PARK HPOZ REFERENCE LIST

The following documents were used to create the University Park HPOZ Preservation Plan.

This list is for reference use only.

1. Adams Normandie 4321 Architectural Resource Survey
2. Adams Normandie 4321 Architectural Resource Survey Stuart Anderson's survey.
3. St. James Park - Park Grove Historic District National Register

APPENDIX I

OTHER HISTORICAL RESOURCES