

PARCEL MAP AA-2009-1782-PMLA-SL (stamped map dated August 19, 2010)

HEARING DATE: February 24, 2010

PLANNING DEPARTMENT STAFF REPORT

PURSUANT TO ORDINANCE 164,845, IF A CERTIFICATE OF POSTING HAS NOT BEEN SUBMITTED BEFORE THE DATE OF THE PUBLIC HEARING, IT MUST BE PRESENTED AT THE HEARING, OR THE CASE MUST BE CONTINUED.

REQUEST

A two lot, Small Lot Subdivision on a 6,600 square foot parcel zoned RD3-1 and designated Low Medium I Residential on the Northeast Los Angeles Community Plan.

ADDRESS

3410-12 Manitou Avenue
Los Angeles, CA 90031

APPLICANT/REPRESENTATIVE

Designer Properties, Inc. (O,A)
7210 Jordan Avenue, B22
Canoga Park, CA 91303

Engles Shen (R)
Engels Shen & Associates
1111 Corporate Center Drive, #302
Monterey Park, CA 91754

RELEVANT CASES

ON-SITE:

CPC-1989-22490 - On December 15, 1999 the City Council approved a zone change from RD1.5-1 to RD3-1 in order to implement the Northeast Los Angeles Community Plan.

CPC-1989-177-IPRO - On November 18, 1998, the City Council approved an interim control ordinance with interim regulations for the issuance of building and demolition permits to limit the density of multifamily residential, prohibit certain commercial uses that discourage the revitalization of commercial corridors and prohibit certain industrial uses that are detrimental to adjoining neighborhoods.

CPC-1986-826-GPC - On August 24, 1990 the City Council approved a zone change from R3-1 to RD1.5-1 as part of the General Plan/Zoning Consistency Program for Northeast Los Angeles.

OFF-SITE:

CPC-1989-22490 - On December 15, 1999 the City Council approved a zone change from RD1.5-1 to RD3-1 in order to implement the Northeast Los Angeles Community Plan.

CPC-1989-177-IPRO - On November 18, 1998, the City Council approved an interim control ordinance with interim regulations for the issuance of building and demolition permits to limit the density of multifamily residential, prohibit certain commercial uses that discourage the revitalization of commercial corridors and prohibit certain industrial uses that are detrimental to adjoining neighborhoods.

CPC-1986-826-GPC - On August 24, 1990 the City Council approved a zone change from R3-1 to RD1.5-1 as part of the General Plan/Zoning Consistency Program for Northeast Los Angeles.

PUBLIC RESPONSES

No letters have been received from the public.

GENERAL COMMENTS

The two lots proposed by this Small Lot Subdivision in Lincoln Heights are consistent with the pattern of development in the surrounding area, with most lots have two, three or more units on them, as permitted by the RD3 and RD1.5 zones. There are no Oak trees, Western Sycamore, Black Walnut or Bay trees on the project site.

REPORTS RECEIVED

BUREAU OF ENGINEERING: Reports that the Preliminary Parcel Map layout is satisfactory as submitted and recommends approval subject to conditions pertaining to dedications and improvements along Manitou Avenue and the alley, identifying the common access on the final map, dedication of a sewer easement, signage for the common access driveways and the construction of mainline and house connection sewers.

DEPARTMENT OF BUILDING AND SAFETY, ZONING DIVISION: A clearance letter will be issued stating that no Building and Zoning Code violations exist on the subject site once the items identified in the memo dated September 20, 2010 have been satisfied. The items involve showing all street/alley dedications required by Engineering, providing the net lot area after dedications, rechecking the area requirements per net lot area after

dedications and the front yards shall comply with current code requirements after dedications.

DEPARTMENT OF TRANSPORTATION: No comments were available at the writing of the staff report.

FIRE DEPARTMENT: Recommends that the project be subject to conditions stated in the memo dated September 14, 2010 that require noncombustible roofs, fire resistant landscaping, unobstructed Fire Department access during demolition, entrances not being more than 150 feet from the edge of a roadway, all structures fully sprinklered, Fire Department access to and into all structures and all buildings within 300 feet of a fire hydrant,

LOS ANGELES UNIFIED SCHOOL DISTRICT: The parcel map is located near Gates Elementary School. Mitigation measures were submitted to protect school and walk routes during project demolition and construction.

BUREAU OF STREET LIGHTING: No comments were available at the writing of the staff report.

ENVIRONMENTAL CLEARANCE

The Environmental Review Section of the Planning Department, on June 9, 2009, determined that the City of Los Angeles Guidelines for the Implementation of the California Environmental Quality Act of 1970 designates the subject project as categorically exempt under Article III, Section 3, Class 15.

STAFF RECOMMENDATIONS

The Planning Department staff recommends approval of Preliminary Parcel Map AA 2009-1782-PMLA-SL due to it being consistent with the Low Medium I residential designation on the Northeast Los Angeles Community Plan and with the RD3-1 zone.

In the event the Advisory Agency approves the parcel map, it shall be subject to various conditions as recommended by the City Departments and as amended or augmented by the Advisory Agency.

Prepared by:

Marc Woerschling,
City Planner
Parcel Map Unit

Note: Recommendation does not constitute a decision. Changes may be made by the Advisory Agency at the time of the public hearing.

Designer Properties, Inc. (O,A)
7210 Jordan Avenue, B 22
Canoga Park, CA 91303

Engles Shen (R)
1111 Corporate Center Dr. #302
Monterey Park, CA 91354

Case No. AA-2009-1782-PMLA-SL
Address: 3410-12 Manitou Avenue
Planning Area: Northeast Los Angeles
Zone : RD3-1
D. M. : 138A225
C. D. : 1
CEQA: ENV-2009-1783-CE
Legal Description: Portion of Lots 1 & 2,
Addition #1 to Vignet Tract

DRAFT PRELIMINARY PARCEL MAP DECISION LETTER WITH CONDITIONS

In accordance with provisions of Section 17.53 of the Los Angeles Municipal Code, the Advisory Agency approved the Categorical Exemption ENV-2009-1783-CE as the environmental clearance and Parcel Map AA-2009-1782-PMLA-SL composed of two lot(s), pursuant to the Small Lot Subdivision Ordinance No. 176,354, as shown on map stamp-dated August 19, 2010. This unit density is based on the RD3 Zone and subject to the following conditions. The subdivider is hereby advised that the Municipal Code may not permit this maximum approved density. Therefore, verification should be obtained from the Department of Building and Safety which shall legally interpret the Zoning Code as it applies to this particular property.

NOTE on clearing conditions: When two or more agencies must clear a condition, subdivider should follow the sequence indicated in the condition. For the benefit of the applicant, subdivider shall maintain record of all conditions cleared, including all material supporting clearances and be prepared to present copies of the clearances to each reviewing agency as may be required by its staff at the time of its review. . 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 printed on the building plans submitted to the Department of Building and Safety for purposes of having a building permit issued.

BUREAU OF ENGINEERING

Bureau of Engineering approvals are conducted at the Land Development Group, located 201 N. Figueroa Street, Suite 200. Any questions regarding these conditions should be directed to Mr. Ray Saidi by calling (213) 977-7097.

1. That a 2- foot wide strip of land be dedicated along the alley adjoining the subdivision to complete a 20-foot alley dedication.
2. That, and if necessary for the street address purposes, if this parcel map is approved as "Small Lot Subdivision", then, all the common access to this subdivision be named on the final map.
3. That if this parcel map is approved as small lot subdivision then the final map be labeled as "Small Lot Subdivision per Ordinance No. 176354".
4. That the necessary public sanitary sewer easement be dedicated within the common access area on the final map based on an alignment approved by the Central Engineering District Office.
5. That if necessary and for the address purposes, the owners of the property record an agreement satisfactory to the City Engineer that they will provide name signs for the common access driveways.
6. That the following improvements be either constructed prior to recordation of the final map or that the construction be suitably guaranteed:
 - a. Improve Manitou Avenue adjoining the subdivision by construction of an integral concrete curb and gutter, repairing and replacing any bad order concrete sidewalk, planting trees and landscaping of the parkway.
 - b. Improve the alley being dedicated and adjoining the subdivision by the construction of a 2-foot concrete longitudinal gutter and suitable surfacing to complete a 20-foot alley, together with any necessary removal and reconstruction of the existing improvements.
 - c. Construct the necessary mainline sewer and house connections to serve each parcel and evaluate the efficiency of the existing house connection.
7. That the following street lighting facilities to serve the parcel map as required by the Bureau of Street Lighting be either constructed prior to recordation of the final map or that the construction be suitably guaranteed:
 - a.

NOTES: The quantity of street lights identified may be modified slightly during the plan check process based on illumination calculations and equipment selection.

Conditions set: 1) in compliance with a Specific Plan, 2) by LADOT, or 3) by other legal instrument excluding the Bureau of Engineering condition(s) above, requiring an improvement that will change the geometrics of the public roadway may require additional or the reconstruction of street lighting improvements as part of that condition.

DEPARTMENT OF BUILDING AND SAFETY, ZONING DIVISION

*Building and Safety approvals are conducted by appointment only- **contact Laura Duong at (213)482-0434** to schedule an appointment. Any proposed structures or uses on the site have not been checked for Building or Zoning Code requirements. Plan check may be required before any construction, occupancy or change of use. Unless filed concurrently and included as part of the hearing notice with this subdivision, any additional deviations from the Los Angeles Municipal Code required by the Department of Building and Safety Office of the Zoning Engineer preliminary to the Zoning Engineer clearing the items on the report to the Advisory Agency, shall be separately filed through the City Planning Department Office of the Zoning Administrator.*

8. That prior to recordation of the final map, the Department of Building and Safety, Zoning Division shall certify that no Building or Zoning Code violations exist on the subject site. In addition, the following items shall be satisfied:
 - a. Show all street/alley dedications as required by the Bureau of Engineering and provide the net lot area after all dedications. "Area" requirements shall be rechecked as per net lot area after street/alley dedication. The front yard shall be required to comply with the current code as measured from new property lines after dedications.

DEPARTMENT OF TRANSPORTATION

Transportation approvals are conducted at 201 N. Figueroa Street, 4th Floor, Station 3. Please contact DOT at (213) 482-7024 for any questions regarding the following.

9. A parking area and driveway plan be submitted to the Citywide Planning Coordination Section of the Department of Transportation for approval prior to submittal of building permit plans for plan check by the Department of Building and Safety. In addition, the following items shall be satisfied:
 - a. That the project be subject to any recommendations from the Department of Transportation.

FIRE DEPARTMENT

Fire Department approvals and review are conducted in Room 1500, 221 North Figueroa Street. The applicant is further advised that all subsequent contact regarding these conditions must be with the Hydrant and Access Unit. 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 please call (213) 482-6504. You should advise any consultant representing you of this requirement as well.

10. Submit plot plans for Fire Department review and approval prior to recordation of this Parcel Map Action. Access for Fire Department apparatus and personnel to and into all structures shall be required. In addition, the following items shall be satisfied:
 - a. All homes shall have noncombustible roofs (non-wood).
 - b. All landscaping shall use fire-resistant plants and materials. A list of such plants is available from the Fire Department.
 - c. During demolition, the Fire Department access will remain clear and unobstructed.
 - d. The entrance or exit of all ground dwelling units shall not be more than 150 feet from the edge of a roadway of an improved street, access road or designated fire lane.
 - e. All structures should be fully sprinklered.
 - f. Access for Fire Department apparatus and personnel to and into all structures shall be required.
 - g. No building or portion of a building shall be constructed more than 300 feet from an approved fire hydrant. Distance shall be computed along path of travel.

DEPARTMENT OF RECREATION AND PARKS

Park fees are paid a 1200 West 7th Street, Suite 700, Los Angeles

11. That the Quimby fee be based on the RD3 Zone.

LOS ANGELES UNIFIED SCHOOL DISTRICT (LAUSD)

Construction mitigations regarding impacts on schools are monitored by the LAUSD. Begin this process by calling Salvador Beltran at (323) 342-1422. If no construction mitigations are required by the LAUSD or the environmental document, this condition may be cleared by a written communication from the LAUSD Transportation Branch- phone no.(323) 342-1400-attesting to the required coordination.

12. That prior to the issuance of any demolition or grading permit or any other permit allowing site preparation and/or construction activities on the site, satisfactory arrangements shall be made with the Los Angeles Unified School District,

implementing the measures for demolition and construction contained a LAUSD letter attached to the Parcel map file. The project site is located on the pedestrian and bus routes for students attending Gates Elementary School.

BUREAU OF STREET LIGHTING-SPECIFIC CONDITIONS

Street Lighting clearance for this Street Light Maintenance Assessment District Condition is conducted at 1149 S. Broadway Suite 200. Street Lighting improvement condition clearance will be conducted at the Bureau of Engineering District Office, See Condition 7.

13. If new street light(s) are required, then prior to the recordation of the final map or issuance of the Certificate of Occupancy (C of O), street lighting improvement plans shall be submitted for review and the owner shall provide a good faith effort via a ballot process for the formation or annexation of the property within the boundary of the development into a Street Lighting Maintenance Assessment District.

Department of City Planning-Site Specific Conditions

*Approvals conducted at 200 North Spring Street, Room 750, **OR FOR VALLEY: 6262 Van Nuys Boulevard, Room 430**, unless otherwise indicated.*

14. Prior to the recordation of the final map, the subdivider shall prepare and execute a Covenant and Agreement (Planning Department General Form CP-6770) in a manner satisfactory to the Planning Department, binding the subdivider and all successors to the following:
 - a. Use. Limit the proposed development to a maximum of two units on two parcels.
 - b. Parking. That a minimum of two (2) parking spaces per dwelling unit shall be provided for a minimum of four (4) on-site parking spaces. All exterior parking area lighting shall be shielded and directed onto the site.
 - c. **Landscape Plans**. That a landscape plan, prepared by a licensed landscape architect, be submitted to and approved by the Advisory Agency in accordance with CP-6730 prior to obtaining any permit. The landscape plan shall identify tree replacement on a 1:1 basis by a minimum of 24-inch box trees for the unavoidable loss of desirable trees on the site. **Failure to comply with this condition as written shall require the filing of a modification to this parcel map in order to clear the condition.**

In the event the subdivider decides not to request a permit before the recordation of the final map, the following statement shall appear on the plan and be recorded as a covenant and agreement satisfactory to the Advisory Agency guaranteeing that:

- i. The planting and irrigation system shall be completed by the developer/builder prior to the close of escrow of each housing unit.

- ii. The developer/builder shall maintain the landscaping and irrigation for 60 days after completion of the landscape and irrigation installation.
 - iii. The developer/builder shall guarantee all trees and irrigation for a period of six months and all other plants for a period of 60 days after landscape and irrigation installation.
 - d. **Plans.** Prior to the issuance of building permits, detailed development plans, including a project design plan shall be prepared consistent with the Northeast Los Angeles Community Plan.
 - e. **Fence.** That prior to issuance of a certificate of occupancy, a minimum 6-foot-high slumpstone or decorative masonry wall may be constructed adjacent to neighboring residences, if no such wall already exists, except in required front yard. The wall may be covered with clinging vines or screened by vegetation capable of spreading over the entire wall.
 - f. **Solar Report.** That a solar access report shall be submitted to the satisfaction of the Advisory Agency prior to obtaining a grading permit.
 - g. **Energy Conservation.** That the subdivider consider the use of natural gas and/or solar energy and consult with the Department of Water and Power and Southern California Gas Company regarding feasible energy conservation measures.
 - h. **Air Filtration.** The applicant shall install air filters capable of achieving a Minimum Efficiency Rating Value (MERV) of at least 8 or better in order to reduce the effects of diminished air quality on the occupants of the project.
 - i. **Indemnification.** Upon the effective date of this conditional approval, the applicant shall defend, indemnify and hold harmless the City, its agents, officers, or employees from any claim, action, or proceeding against the City or its agents, officers, or employees to attack, set aside, void or annul this approval which action is brought within the applicable limitation period. The City shall promptly notify the applicant of any claim, action, or proceeding and the City shall cooperate fully in the defense. If the City fails to promptly notify the applicant of any claim action or proceeding, or if the City fails to cooperate fully in the defense, the applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the City.
15. **Small Lot Subdivision -note to City Zoning Engineer and Plan Check.** Pursuant to Ordinance Number 176354 (Small Lot Subdivisions) and Section 17.53 J (Minor Deviations) of the Los Angeles Municipal Code, the Advisory Agency has approved the following variations from the Los Angeles Municipal Code as it applies to this subdivision and the proposed development on the site:

a.

	Parcel A	Parcel B	Parcel C	Parcel D
Front yard setback	15 feet	7 feet		
Rear yard setback	5 feet	6 feet		
Side yard setback adjacent to lots outside parcel map	6 feet 7 feet	15 feet		
Side yard setback adjacent to lots inside parcel map		5 feet		
Designated front lot line	Manitou Avenue	Alley		

b. All structures on any one parcel shall occupy no more than 80% of the lot area for that parcel; and

c. A Maintenance Association shall be formed, composed of all property owners, to maintain all common areas such as trees, landscaping, trash, parking, community driveway, walkways, monthly service for private fire hydrant (if required), etc. Each owner and future property owners shall automatically become members of the association and shall be subject to a proportionate share of the maintenance. The subdivider shall submit a copy of this Agreement to the Planning Department for placement in the tract file.

16. A covenant and agreement shall be recorded satisfactory to the Advisory Agency stating as follows:

a. During construction, exposed earth surfaces shall be sprayed with water at least twice a day by the contractor to minimize dust generation.

b. The owner or contractor shall keep the construction area sufficiently dampened to control dust caused by grading and hauling, and at all times provide reasonable control of dust caused by wind.

c. Hauling and grading equipment shall be kept in good operating condition and muffled as required by law. Additionally, there shall be no staging of construction equipment and materials on the public streets.

d. All loads shall be secured by trimming, watering or other appropriate means to prevent spillage and dust.

- e. One flag person shall be required at the job site to assist the trucks in and out of the project area. Flag person and warning signs shall be in compliance with the 1996 Edition of "Work Area Traffic Control Handbook".
- f. All clearing, grading, earth moving, or excavation activities shall be discontinued during periods of high winds (i.e., greater than 15 mph), so as to prevent excessive amounts of dust.
- g. All materials transported off-site shall be either sufficiently watered or securely covered to prevent excessive amount of dust.
- h. General contractors shall maintain and operate construction equipment so as to minimize exhaust emissions.
- i. The project shall comply with the City of Los Angeles Noise Ordinances No. 144,331 and 161,574, and any subsequent ordinances, which prohibit the emission or creation of noise beyond certain levels at adjacent uses unless technically infeasible.
- j. Construction shall be restricted to the hours of 7:00 a.m. to 6:00 p.m. Monday through Friday, and 8:00 a.m. to 6:00 p.m. on Saturday.
- k. Construction activities shall be scheduled so as to avoid operating several pieces of equipment simultaneously, which causes high noise levels.
- l. The project contractor shall use power construction equipment with state-of-the-art noise shielding and muffling devices.
- m. The project sponsor must comply with the Noise Insulation Standards of Title 24 of the California Code Regulations, which insure an acceptable interior noise environment.

FINDINGS OF FACT**FINDINGS OF FACT (CEQA):**

The Environmental Review Section of the Planning Department, on June 9, 2009 determined that the City of Los Angeles Guidelines for the Implementation of the California Environmental Quality Act of 1970 designates the subject project as categorically exempt under Article III, Section 3, Class 15, ENV-2009-1783-CE.

The National Flood Insurance Program rate maps, which are a part of the Specific Plan for the Management of Flood Hazards adopted by the City Council (see Section 5 of Ordinance 172,081), have been reviewed and it has been determined that this project is located in Zone X, outside of a flood zone.

FINDINGS OF FACT (SUBDIVISION MAP ACT):

In connection with the approval of Parcel Map No. AA-2009-1782-PMLA-SL pursuant to Section 66474 of the State of California Government Code (the Subdivision Map Act), the Advisory Agency of the City of Los Angeles makes the prescribed findings as follows:

- (a) PROPOSED MAP IS CONSISTENT WITH APPLICABLE GENERAL AND SPECIFIC PLANS.

The adopted Northeast Los Angeles Community Plan designates the subject property for Low Medium I density with corresponding zones of R2, RD3, RD4 and RD5. The .15 acre property is zoned RD3-1. The adopted Plan and the zone allow for the proposed subdivision. Therefore, as conditioned, the proposed parcel map is consistent with the intent and purpose of the applicable General and Specific Plans.

The proposed project consists of new single-family dwellings under the Small Lot Ordinance. The size of both lots is 3,300 square feet, meeting the minimum 600 square-foot lot size of the Small Lot Ordinance. The site plan indicates that lot widths will be 55 feet, thereby meeting the minimum lot width requirement of 16 feet. As required by the Ordinance, the proposed project is consistent with the density requirements of the RD3 Zone.

- (b) THE DESIGN AND IMPROVEMENT OF THE PROPOSED SUBDIVISION ARE CONSISTENT WITH APPLICABLE GENERAL AND SPECIFIC PLANS.

The site is one of the few underimproved properties in the vicinity. The development of this parcel is an infill of an otherwise mixed-density, multiple-family residential neighborhood.

The site is level and is not located in a slope stability study area, high erosion hazard area, or a fault-rupture study zone.

- (c) THE SITE IS PHYSICALLY SUITABLE FOR THE PROPOSED TYPE OF DEVELOPMENT.

The site is one of several underimproved properties in the vicinity. The area is transitioning from smaller one story detached units to two and three story multifamily units. To the surrounding area there are number of multiple-family residential developments two and three stories in height located in the RD3 and RD1.5 zones. The project is providing an appropriate development with thin the RD3 zone and the Low Medium I Residential land use designation and is consistent with Height District No. 1.

- (d) THE SITE IS PHYSICALLY SUITABLE FOR THE PROPOSED DENSITY OF DEVELOPMENT

Both sides of Manitou Avenue between Thomas Street and Lincoln Park Avenue are zoned RD3-1 and designated Low Medium I Residential on the Northeast Los Angeles Community Plan.

Adjacent land uses include a mix of single family homes, duplexes, apartments and condominiums developed at the density of the RD3, RD1.5 and R3 zones. The 6,600 square feet in the project site is of sufficient size for a two lot Small Lot Subdivision and the density of proposed project is consistent with that of adjoining multifamily residential developments.

- (e) THE DESIGN OF THE SUBDIVISION AND THE PROPOSED IMPROVEMENTS ARE NOT LIKELY TO CAUSE SUBSTANTIAL ENVIRONMENTAL DAMAGE OR SUBSTANTIALLY AND AVOIDABLY INJURE FISH OR WILDLIFE OR THEIR HABITAT.

The project site, as well as the surrounding area is presently developed with residential structures and does not provide a natural habitat for either fish or wildlife.

- (f) THE DESIGN OF THE SUBDIVISION AND THE PROPOSED IMPROVEMENTS ARE NOT LIKELY TO CAUSE SERIOUS PUBLIC HEALTH PROBLEMS.

There are no apparent health problems that might be caused by the design or construction of the proposed condominium units. The Bureau of Engineering has reported that existing sanitary sewer is available under Manitou Avenue adjoining the subdivision. This development is required to be connected to the City's sewer system where the sewage will be directed to the LA Hyperion Treatment Plant, which has been upgraded to meet Statewide ocean discharge standards.

- (g) THE DESIGN OF THE SUBDIVISION AND THE PROPOSED IMPROVEMENTS WILL NOT CONFLICT WITH EASEMENTS ACQUIRED BY THE PUBLIC AT LARGE FOR ACCESS THROUGH OR USE OF PROPERTY WITHIN THE PROPOSED SUBDIVISION

No such easements are known to exist. However, needed public access for roads and utilities will be acquired by the City prior to recordation of the proposed Parcel Map.

THE FOLLOWING NOTES ARE FOR INFORMATIONAL PURPOSES AND ARE NOT CONDITIONS OF APPROVAL OF THIS PARCEL MAP:

Satisfactory arrangements shall be made with the Los Angeles Department of Water and Power, Power System, to pay for removal, relocation, replacement or adjustment of power facilities due to this development. The subdivider must make arrangements for the underground installation of all new utility lines in conformance with Section 17.05-N of the Los Angeles Municipal Code.

As part of the construction of your project, you may wish to make arrangements, with the Telecommunications Bureau, located at 200 N. Main Street Room 1255, regarding the cable television franchise holder for this area, or by calling (213) 922-8363.

The above action shall become effective upon the decision date noted at the top of this letter unless an appeal has been submitted to the East Los Angeles Area Planning Commission within 15 calendar days of the decision date. If you wish to appeal, a Master Appeal Form No. CP-7769, must be submitted, accepted as complete, and appeal fees paid by 5:00 PM on ___date___* at one of the City Planning Department Public Counters, located at:

Figueroa Plaza
201 N. Figueroa St., 4th Floor
Los Angeles, CA 90012
(213) 482-7077

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

*Please note the cashiers at the public counters close at 3:30 PM.

Appeal forms are available on-line at www.lacity.org/pln.

Pursuant to Ordinance 176,321, effective January 15, 2005, Parcel Map determinations are only appealable to the Area Planning Commission. There is no longer a second level of appeal to the City Council for Parcel Map actions of the Advisory Agency.

The time in which a party may seek judicial review of this determination is governed by California Code of Civil Procedure Section 1094.6. Under that provision, a petitioner

may seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5, only if the petition for writ of mandate pursuant to that section is filed no later than the 90th day following the date on which the City's decision becomes final, including all appeals, if any.

No sale of separate parcels is permitted prior to recordation of the final parcel map. The owner is advised that the above action must record within 36 months of the date of approval, unless an extension of time has been requested in person before 5:00 p.m.

No requests for time extensions or appeals received by mail shall be accepted.

If you have any questions, please call Parcel Maps staff at (213) 978-1329.

Michael S. LoGrande
Advisory Agency

GARLAND CHENG
Deputy Advisory Agency

MLG:GC:MW:thb

cc:

Bureau of Engineering - 4
Community Planning Bureau
Planning Office & 1 Map
D.M. 138A225
Bureau of Street Lighting
Street Tree Division & 1 Map

Dept. of Building & Safety, Zoning & 2 Maps
Department of Building & Safety, Grading
Department of Fire
Department of Recreation & Parks & 1 Map
Department of Transportation, CPC Section
Room 600, 221 N. Figueroa Street

CP-1809 (03-01-01)