



DEPARTMENT OF CITY PLANNING

RECOMMENDATION REPORT

West Los Angeles Area Planning Commission

Date: May 20, 2026
Time: After 4:30 p.m.*
Place: Felicia Mahood Multipurpose Center
11338 Santa Monica Boulevard
Los Angeles, CA 90025

This meeting may be available virtually, in a hybrid format. The meeting's telephone number and access code number will be provided no later than 72 hours before the meeting on the meeting agenda published at <https://planning.lacity.org/about/com-missions-boards-hearings> and/or by contacting apcwestla@lacity.org.

Case No.: APCW-2024-8091-ZC
CEQA No.: ENV-2024-8092-CE
Council No.: 11 – Park
Plan Area: Westchester – Playa Del Rey
Specific Plan: Los Angeles Coastal Transportation Corridor

Certified NC: Westchester/Playa
GPLU: General Commercial

Existing Zone: R4-1
Proposed Zone: (T)(Q)C2-1

Applicant: Young K. Chong,
CFI Venture Group, LLC

Representative: Bill Robinson

Public Hearing: April 6, 2026
Appeal Status: Appealable to City Council
Expiration Date: May 20, 2026
Multiple Approval: No

PROJECT LOCATION: 8946 South Sepulveda Eastway

PROPOSED PROJECT: A change of use of an existing 7,744 square-foot one-story cultural center to a new office on a 10,738 square-foot lot. The project is proposing interior tenant improvements only. There are no proposed changes to the building exterior.

REQUESTED ACTIONS:

1. Pursuant to CEQA Guidelines, Sections 15301 (Class 1) and 15303 (Class 3), an Exemption from CEQA, and that there is no substantial evidence demonstrating that an exception to a Categorical Exemption pursuant to CEQA Guidelines, Section 15300.2 applies.
2. Pursuant to Los Angeles Municipal Code (LAMC) Section 13B.1.4. of Chapter 1A, a Zone Change of a 10,738 square-foot lot from R4-1 to (T)(Q)C2-1.

RECOMMENDED ACTIONS:

1. **Determine** that based on the whole of the administrative record, the project is exempt from CEQA pursuant to CEQA Guidelines, Sections 15301 (Class 1) and 15303 (Class 3), and there is no substantial evidence demonstrating that an exception to a Categorical Exemption pursuant to CEQA Guidelines, Section 15300.2 applies.
2. **Approve and recommend**, pursuant to LAMC Section 13B.1.4. of Chapter 1A, that the City Council **adopt** the Zone Change from R4-1 to (T)(Q)C2-1.
3. **Adopt** the attached Conditions of Approval; and
4. **Adopt** the attached Findings.


VINCENT P. BERTONI, AICP
Director of Planning



Sarah Molina-Pearson, Principal City Planner



Juliet Oh, Senior City Planner



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ADVICE TO PUBLIC: *The exact time this report will be considered during the meeting is uncertain since there may be several other items on the agenda. Written communications may be mailed to the *Commission Secretariat, Room 272, City Hall, 200 North Spring Street, Los Angeles, CA 90012* (Phone No. [213-978-1300](tel:213-978-1300)). While all written communications are given to the Commission for consideration, the initial packets are sent to the Commission's Office a week prior to the Commission's meeting date. If you challenge these agenda items in court, you may be limited to raising only those issues you or someone else raised at the public hearing agendized herein, or in written correspondence on these matters delivered to the agency at or prior to the public hearing. As a covered entity under Title II of the American 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, assistive listening devices, or other auxiliary aids and/or other services may be provided upon request. To ensure availability of services, please make your request no later than three working days (72 hours) prior to the meeting by calling the Commission Secretariat at [\(213\) 978-1300](tel:213-978-1300).

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Exhibits:

- Exhibit A – Maps
 - A.1 – Vicinity Map
 - A.2 – Radius Map
 - A.3 – ZIMAS Map
- Exhibit B – Project Plans
- Exhibit C – Photographs
- Exhibit D – Environmental Clearance ENV-2024-8092-CE
 - D.1 – Notice of Exemption
 - D.2 – Transportation Study Assessment and VMT Calculator
- Exhibit E – Certificate of Occupancy (Cultural Center)
- Exhibit F – Correspondence

PROJECT ANALYSIS

PROJECT SUMMARY

The proposed project consists of a change of use from a cultural center to an office in an existing 7,744 square-foot one-story building. The proposed tenant is Calop Aeroground Services, a company specializing in terminal, baggage, cargo, and catering services for airlines operating out of LAX. The proposed scope of work is limited to interior tenant improvements primarily to reconfigure the space for a new open office area and private office rooms. No alterations are proposed to the exterior of the existing building. According to the Applicant, the existing building and project site have been vacant and non-operational for some time. The proposed office use will be dedicated to administrative and paperwork functions and is intended to be a low-intensity, non-customer-facing operation. The project site is also improved with an existing surface parking lot at the rear, consisting of six parking spaces. This rear area is secured by cement walls and a sliding vehicular gate, and both the parking lot and its existing security improvements are proposed to remain. The proposed Site Plan is shown in **Figure 1**, and the proposed Floor Plan is shown in **Figure 2**.

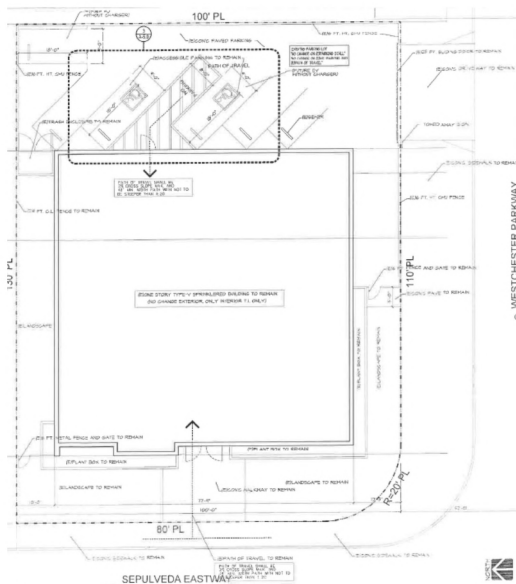


Figure 1. Site Plan.

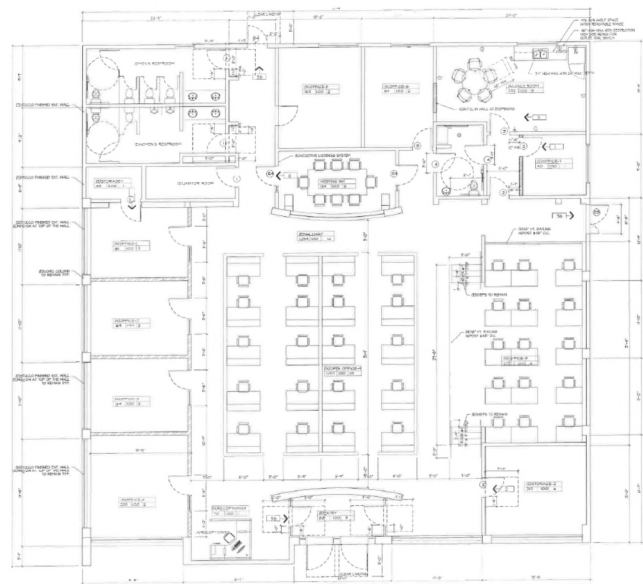


Figure 2. Floor Plan.

PROJECT BACKGROUND

Project Site

The project site is a 10,738 square-foot flat corner lot with a frontage of 80 feet along the easterly side of Sepulveda Eastway and 110 feet along the northerly side of Westchester Parkway and a rounded corner frontage of 20 feet at the northeasterly intersection of Sepulveda Eastway and Westchester Parkway. The project site is developed with 7,744 square-foot one-story building with a surface parking lot and associated site improvements at the rear, all of which is proposed to remain.

Zoning and Land Use Designation

The project site is located within the Westchester – Playa del Rey Community Plan and Los Angeles Coastal Transportation Corridor Specific Plan. The project site has a General Commercial land use designation, which has corresponding zones of C1.5, C2, C4, CR, RAS3, and RAS4. The project site is currently zoned R4-1, which is not consistent with the land use designation. The proposed Zone Change to (T)(Q)C2-1 will bring the project site’s zoning to consistency with the General Commercial land use designation. The project site is located within a Transit Priority Area and within a half mile of a Major Transit Stop (AB 2097). The project site is also in a Transitional Surface Area (Airport Hazard) and approximately 4.7 miles from the Newport – Inglewood Fault Zone. The current zoning of the project site and surrounding properties are shown in **Figure 3**.



Figure 3. ZIMAS Generalized Zoning Map.

Surrounding Zones and Uses

The project site is in an urbanized area developed with single- and multi-family residential uses and commercial and airport-related uses. The adjacent property to the north is zoned R4-1 and developed with a two-story apartment building. The adjacent properties to the south, across Westchester Parkway, are zoned (T)(Q)M2-1 and LAX. The adjacent property directly to the south on the southeast corner of Sepulveda Eastway and Westchester Parkway is developed with a two-story office building and associated surface parking lot. The adjacent property further south is zoned LAX and developed with a large surface parking lot serving the airport. The adjacent properties to the west are zoned [Q]C2-2D-CDO and developed with large commercial buildings and surface parking lots as part of a major commercial corridor along Sepulveda Boulevard. The adjacent properties to the east are zoned R1-1 and developed with single-family dwellings in a residential neighborhood. An aerial view of the project site and surrounding properties is shown in **Figure 4**.

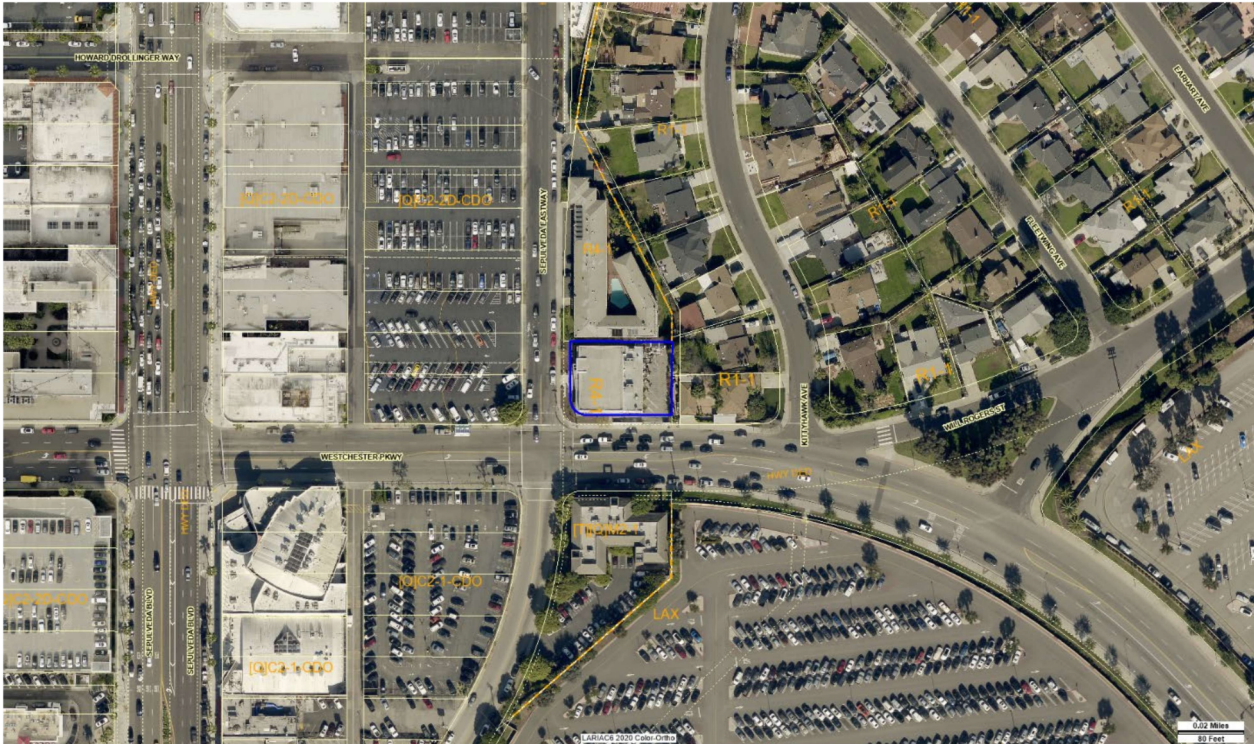


Figure 4. ZIMAS 2020 Digital Color-Ortho Map.

Streets and Circulation

Sepulveda Eastway, adjoining the project site to the west, is designated as a Collector Street with a designated right-of-way width of 66 feet and designated roadway width of 40 feet. Sepulveda Eastway has an actual right-of-way width of 50 feet and actual roadway width of 35 feet and a seven-foot dedication along the project site's front property line. Sepulveda Eastway is improved with asphalt roadway, sidewalks, curbs, gutters, and streetlights.

Westchester Parkway, adjoining the project site to the south, is designated as a Boulevard II with a designated right-of-way width of 110 feet and designated roadway width of 80 feet. Westchester Parkway has an actual right-of-way width of 80 feet and roadway width of 65 feet and a 12-foot dedication along the project site's southerly side property line. Westchester Parkway is improved with asphalt roadway, sidewalks, curbs, gutters, and streetlights.

Public Transit

The project site is located within a Transit Priority Area and within a half mile of a Major Transit Stop located at the intersection of Westchester Parkway and Sepulveda Boulevard, served by the Los Angeles County Metropolitan Transit Authority, Culver CityBus, and Big Blue Bus stops.

Relevant Cases and Building Permits:

Project Site:

Certificate of Occupancy / Permit No. 07016-10000-23307 – On June 24, 2011, the Department of Building and Safety issued a Certificate of Occupancy for a change of use and occupancy from a library to cultural center.

Case No. ZA-2007-4395-ZV – On February 6, 2008, the Zoning Administrator approved a Zone Variance to permit off-site parking by lease in lieu of covenant within 750 feet of the project site in conjunction with the conversion of a library to a cultural center in the R4 Zone.

Surrounding Sites:

Case No. CPC-2016-3390-GPA-ZC-SP – On April 14, 2017, the City Planning Commission approved and recommended that the City Council amend the LAX Plan and LAX General Plan Land Use Map, Westchester-Playa Del Rey Community Plan General Plan Land Use Designation Map, Mobility Plan 2035, and LAX Specific Plan and approved and recommended that the City Council adopt a Zone Change from R3-1, C2-1, and M2-1 to the LAX Zone and from LAX to C2-2 for the construction, use, and development of the Landside Access Modernization Program, resulting in a new Automated People Mover (APM) system with stations connecting the Central Terminal Area to new ground transportation facilities at 1 World Way.

REQUESTED ACTIONS

Zone Change

Pursuant to LAMC Section 13B.1.4. of Chapter 1A, the applicant is requesting a Zone Change from R4-1 to (T)(Q)C2-1. The project site is located within the Westchester – Playa del Rey Community Plan and has a land use designation of General Commercial with corresponding zones of C1.5, C2, C4, CR, RAS3, and RAS4. The project site is currently zoned R4-1, which is not consistent with the land use designation. The proposed Zone Change to (T)(Q)C2-1 will bring the project site's zoning to consistency with the General Commercial land use designation. The project also proposes a change of use from cultural center to office in an existing 7,744 square-foot one-story building on a 10,738 square-foot lot. Office uses are not allowed in the R4 Zone but are permitted by right in the C2 Zone.

PUBLIC HEARING AND COMMUNICATIONS

A public hearing was held by a Hearing Officer on behalf of the West Los Angeles Area Planning Commission. The public hearing was held on Monday, April 6, 2026, at 10:30 a.m., and was conducted electronically via Zoom Webinar and telephonically. The public hearing was attended by the Applicant's Representative only. No members of the public attended the public hearing, and no written correspondence was received.

CONSIDERATIONS

General Plan Consistency

The project site has a General Commercial land use designation, which has corresponding zones of C1.5, C2, C4, CR, RAS3, and RAS4. The project site is currently zoned R4-1, which is not consistent with the land use designation. The proposed Zone Change to (T)(Q)C2-1 will bring the project site's zoning to consistency with the General Commercial land use designation.

Traffic

Projects that involve discretionary action and that would generate 250 or more daily vehicle trips must be referred to the Los Angeles Department of Transportation (LADOT) for further assessment. The proposed project involves discretionary action but will not generate more than 250 daily vehicle trips. Pursuant to the Transportation Study Assessment Referral Form and Vehicle Miles Traveled (VMT) Calculator (Exhibit D), the existing cultural center use had daily

vehicle trips of 192 and the proposed office will have daily vehicle trips of 73; therefore, the proposed change of use from the existing cultural center to new office will not generate more than 250 daily vehicle trips. The proposed project is not subject to further assessment by LADOT and no impact on the surrounding traffic is expected.

Parking

AB 2097 prohibits a public agency from imposing or enforcing any minimum automobile parking requirement on any residential, commercial, or other development project that is within one-half mile of a Major Transit Stop. The project site is located within a Transit Priority Area and one-half mile of a Major Transit Stop located at the intersection of Sepulveda Boulevard and Westchester Parkway, served by the Los Angeles County Metropolitan Transit Authority, Culver CityBus, and Big Blue Bus stops.

The Certificate of Occupancy for the most recent use of the existing building as a cultural center (Exhibit E) indicates that 94 parking spaces were required. The required parking spaces for the cultural center was provided off site. Case No. ZA-2007-4395-ZV approved a Zone Variance to permit off-site parking by lease in lieu of covenant within 750 feet of the project site in conjunction with the conversion of a library to a cultural center in the R4 Zone.

Office uses are required to provide one parking space for each 500 square feet of floor area. The proposed change of use from cultural center to office in the existing 7,744 square-foot building will require only 16 parking spaces and the off-site parking approved pursuant to Case No. ZA-2007-4395-ZV will no longer be needed. Although the proposed project will be utilizing AB 2097 to eliminate parking requirements, the proposed project will maintain the 6 parking spaces in the rear surface parking lot for the proposed project.

CONCLUSION

Based on the public hearing, information submitted to the record, and the surrounding uses and zones, Staff recommends that the West Los Angeles Area Planning Commission determine that based on the whole of the administrative record, the proposed project is exempt from CEQA pursuant to CEQA Guidelines, Sections 15301 (Class 1) and 15303 (Class 3), and there is no substantial evidence demonstrating that an exception to a Categorical Exemption pursuant to CEQA Guidelines, Section 15300.2 applies. Staff also recommends that the West Los Angeles Area Planning Commission approve and recommend that the City Council adopt the Zone Change from R4-1 to (T)(Q)C2-1.

CONDITIONS FOR EFFECTUATING (T) TENTATIVE CLASSIFICATION REMOVAL

Pursuant to Section 12.32-G of the Municipal Code, the (T) Tentative Classification shall be removed by the recordation of a final parcel or tract map or by posting of guarantees through the B-permit process of the City Engineer to secure the following without expense to the City of Los Angeles, with copies of any approval or guarantees provided to the Department of City Planning for attachment to the subject planning case file.

Dedications and Improvements. Prior to the issuance of any building permits, public improvements and dedications for streets and other rights-of-way adjoining the subject property shall be guaranteed to the satisfaction of the Bureau of Engineering, Department of Transportation, Fire Department (and other responsible City, regional, and Federal government agencies as may be necessary).

Responsibilities/Guarantees:

1. As part of early consultation, plan review, and/or project permit review, the applicant/developer shall contact the responsible agencies to ensure that any necessary dedications and improvements are specifically acknowledged by the applicant/developer.
2. **Bureau of Engineering.** Prior to the issuance of signoffs for final site plan approval and/or project permits by the Department of City Planning, the applicant/developer shall provide written verification to the Department of City Planning from the responsible agency acknowledging the agency's consultation with the applicant/developer. The required dedications and improvements may necessitate redesign of the project. Any changes to the project design required by a public agency shall be documented in writing and submitted for review by the Department of City Planning.

a. Dedication Required:

- i. **Sepulveda Eastway** (Collector Street) – None.
- ii. **Westchester Parkway** (Boulevard II) – None.

b. Improvement Required:

- i. **Sepulveda Eastway** – Remove existing sidewalk and all encroachments from the public right-of-way. Construct new integral concrete curb, 2-foot gutter and a 13-foot-wide concrete sidewalk. Remove the existing curb ramp and construct new ADA-accessible curb ramps. Repair any broken or off-grade roadway pavements. Comply with LADOT requirements of ZI-1874 Specific Plan: Los Angeles Coastal Transportation Corridor.
- ii. **Westchester Parkway** – Remove the existing sidewalk and reconstruct a new minimum 5-foot-wide concrete sidewalk adjoining the curb and landscape the parkway. Construct new ADA-accessible curb ramps at the northeast corner with Sepulveda Eastway. Repair any broken or off-grade concrete curbs, gutters and broken roadway pavements.

Notes: Broken curb and/or gutter includes segments within existing score lines that are depressed or upraised by more than 1/4 inch from the surrounding concrete work or are separated from the main body of the concrete piece by a crack through the entire vertical segment and greater than 1/8 inch at the surface of the section.

Non-ADA compliant sidewalk shall include any sidewalk that has a cross slope that exceeds 2% and/or is depressed or upraised by more than ¼ inch from the surrounding concrete work or has full concrete depth cracks that have separations greater than 1/8 inch at the surface. The sidewalk also includes that portion of the pedestrian path of travel across a driveway.

All new sidewalk curb and gutter shall conform to the Bureau of Engineering Standard Plans S410-2, S440-4, S442-6 and S444-0.

Upgrade all existing curb ramps to comply with ADA requirements.

Install tree wells with root barriers and plant street trees satisfactory to the City Engineer and the Urban Forestry Division of the Bureau of Street Services. The applicant should contact the Urban Forestry Division for further information at <https://engpermits.lacity.org/public> or via <https://appointments.lacity.org/apptsys/Public/Account>.

Notes: Street lighting may be required satisfactory to the Bureau of Street Lighting at <https://lalights.lacity.org> or via <https://appointments.lacity.org/apptsys/Public/Account>.

Department of Transportation may have additional requirements for dedication and improvements.

Refer to the Department of Transportation regarding traffic signals, signs and equipment at (213) 485-1062 or via <https://appointments.lacity.org/apptsys/Public/Account>.

Regarding any conflicts with power pole matters, contact the Department of Water and Power at (213) 367-0562 or via <https://appointments.lacity.org/apptsys/Public/Account>.

Refer to the Fire Department Hydrants and Access Unit regarding fire hydrants at (213) 482-6543 or via <https://appointments.lacity.org/apptsys/Public/Account>.

- c. Provide proper drainage for street being improved and for the site being developed.
- d. Sewer lines exist in Westchester Parkway. Extension of the house connection lateral to the new property line may be required. All Sewerage Facilities Charges and Bonded Sewer Fees are to be paid prior to obtaining a building permit.
- e. Submit a request to the West Los Angeles (WLA) District Office sewer counter to determine the capacity of the existing public sewer to accommodate the proposed development at <https://engpermits.lacity.org/public> or via <https://appointments.lacity.org/apptsys/Public/Account>.
- f. Obtain a revocable permit from the West Los Angeles (WLA) District Office for any landscaping, wall, fences or structures to remain in the public right-of-way at <https://engpermits.lacity.org/public> or <https://appointments.lacity.org/apptsys/Public/Account>.
- g. Submit a parking area and driveway plan to the WLA District Office of the Bureau of Engineering and the Department of Transportation for review and approval.

3. Bureau of Street Lighting.

- a. No street lighting improvements if no street widening per BOE improvement conditions. Otherwise, relocate and upgrade streetlights: one (1) on Sepulveda Eastway and one (1) on Westchester Pkwy.

4. Department of Transportation.

- a. Parking stalls shall be designed so that a vehicle is not required to back into or out of any public street or sidewalk (not applicable when driveways serve not more than two dwelling units and where the driveway access is to a street other than a major or secondary highway). Each parking space, parking area, or loading area should be located such that vehicle maneuvers can be accomplished without driving onto the public right-of-way or sidewalk unless the public right-of-way is an alley or if it satisfies back-up maneuver space requirements, LAMC Section 12.21 A-5.
- b. A minimum of 20-foot reservoir space be provided between any security gate(s) or first parking stall (whichever comes first) and the property line when driveway is serving less than 100 parking spaces. Reservoir space will increase to 40-feet and 60-feet when driveway is serving more than 100 and 300 parking spaces respectively or as shall be determined to the satisfaction of the Department of Transportation. A project site that desires to secure driveways servicing non-residential land uses during the period of after business hours, will be allowed to install security gates at the property line. The property owner will be required to install and maintain signage "Security Gate Shall Remain Open During Business Hours" on the vehicle access gate(s) facing ingress traffic.
- c. Driveway(s) should be located as far from the intersection as possible. At a minimum, driveways on Arterial Streets should not be placed within 150 feet (or to the extent feasible) from the prolongation of the curb line of the intersecting street. Driveways on Collector or Local Streets should not be placed within 75 feet from the prolongation of the curb line of the intersecting street (or to the extent feasible) or as shall be determined to the satisfaction of the Department of Transportation. Therefore, recognizing that driveway design recommendations may vary depending upon site constraints, location, and usage. Existing driveways may be considered for review and approval as constructed if the project which has necessitated their review is of limited scope and they continue to meet the needs of the new land use or is restriping only. DOT recommends that although the existing project driveway on Westchester Parkway is currently located at a substandard distance from the nearest intersection with Sepulveda Eastway, the project may retain this existing driveway at its current location with a restricted "Right-In/ Right-Out" operation to accommodate safe and orderly vehicular access.
- d. This project is subject to the Los Angeles Coastal Transportation Corridor Specific Plan requirements and this determination does not include approval of the project's driveways and internal circulation or parking scheme. Adverse traffic impacts could occur due to access and circulation issues. A parking area and driveway plan be submitted to the Department of Transportation for approval prior to submittal of building permit plans for plan check by the Department of Building and Safety. Final DOT approval should be accomplished by submitting detailed site/driveway plans at a scale of 1"=40' to DOT's West LA/Coastal Development Review Section located at 7166 W. Manchester Ave., Los Angeles, 90045. For an appointment, email: ladot.devreview.wla@lacity.org.
- e. That a fee in the amount of \$205 be paid for the Department of Transportation as required per Ordinance No. 180542 and LAMC Section 19.15 prior to recordation of any final map.

Note: the applicant may be required to comply with any other applicable fees per this new ordinance.

5. **Fire Department.**

- a. Access for Fire Department apparatus and personnel to and into all structures shall be required.
- b. Address identification. New and existing buildings shall have approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property.
- c. One or more Knox Boxes will be required to be installed for LAFD access to project. Location and number to be determined by LAFD Field Inspector. (Refer to FPB Req # 75).
- d. No building or portion of a building shall be constructed more than 150 feet from the edge of a roadway of an improved street, access road, or designated fire lane.
- e. The following recommendations of the Fire Department relative to fire safety shall be incorporated into the building plans, which includes the submittal of a plot plan for approval by the Fire Department either prior to the recordation of a final map or the approval of a building permit. The plot plan shall include the following minimum design features: fire lanes, where required, shall be a minimum of 20 feet in width; all structures must be within 300 feet of an approved fire hydrant, and entrances to any dwelling unit or guest room shall not be more than 150 feet in distance in horizontal travel from the edge of the roadway of an improved street or approved fire lane.
- f. Site plans shall include all overhead utility lines adjacent to the site.
- g. Any roof elevation changes in excess of 3 feet may require the installation of ships ladders.
- h. Adequate off-site public and on-site private fire hydrants may be required. Their number and location to be determined after the Fire Department's review of the plot plan.
- i. Any required fire hydrants to be installed shall be fully operational and accepted by the Fire Department prior to any building construction.

QUALIFIED (Q) CONDITIONS

Pursuant to LAMC Section 12.32-G, the following limitations are hereby imposed upon the use of the subject property, subject to the "Q" Qualified classification.

1. **Use.** Development at the project site is limited to uses permitted in the C2 Zone, and residential uses in accordance with the density and development standards of the R4 Zone.

CONDITIONS OF APPROVAL

Entitlement Conditions

1. Except as modified herein, the project shall be in substantial conformance with the plans and materials submitted by the Applicant, stamped "Exhibit A," and attached to the subject case file. No change to the plans will be made without prior review by the Department of City Planning. Each change shall be identified and justified in writing. Minor deviations may be allowed in order to comply with the provisions of the Los Angeles Municipal Code or the project conditions.
2. 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.
3. **Use.** Approved herein is a change of use from an existing cultural center to new office.
4. **Floor Area.** The existing building shall maintain a maximum floor area of 7,744 square feet.
5. **Height.** The existing building shall maintain a maximum overall height of 21 feet.
6. **Automobile Parking.** The project shall be permitted to provide a minimum of zero parking spaces pursuant to California Government Code Section 65863.2 (AB 2097). Six (6) parking spaces are provided, as shown in Exhibit A.
7. **Bicycle Parking.** Bicycle parking shall be provided in conformance with the Los Angeles Municipal Code ("LAMC").
8. **Signage.** On-site signs shall be limited to the maximum allowable under the LAMC.
9. Outdoor lighting shall be designed and installed with shielding so that light does not overflow into adjacent residential properties.
10. 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.

Administrative Conditions

11. 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 Development Services Center and the Department of Building and Safety for purposes of having a building permit issued.
12. Prior to the issuance of any permits, a covenant acknowledging and agreeing to comply with all the terms and conditions established herein shall be recorded in the County Recorder's Office. The agreement (standard master covenant and agreement form CP-6770) shall run with the land and shall be binding on any subsequent owners, heirs or assigns. The agreement with the conditions attached must be submitted to the Development Services Center for approval before being recorded. After recordation, a certified copy bearing the Recorder's number and date shall be provided to the Department of City Planning for attachment to the subject case file.

13. **Approval, Verification and Submittals.** Copies of any approvals, guarantees or verification of consultations, review or approval, plans etc., as may be required by the subject conditions, shall be provided to the Department of City Planning for placement in the subject file.
14. **Code Compliance.** Use, area, height, and yard regulations of the zone classification of the subject property shall be complied with, except where granted conditions differ herein.
15. **Condition Compliance.** Compliance with these conditions and the intent of these conditions shall be to the satisfaction of the Department of City Planning and any designated agency or the agency's successor and in accordance with any stated laws or regulations, or any amendments thereto.
16. **Building Plans.** All the Conditions of Approval, and any other written modifications, shall be printed on the final building plans / drawings submitted to the Department of City Planning and the Department of Building and Safety.
17. **Corrective Conditions.** 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 City Planning Commission, or the Director pursuant to Section 12.27.1 of the Municipal Code, to impose additional corrective conditions if, in the Commission's or Director's opinion, such conditions are proven necessary for the protection of persons in the neighborhood or occupants of adjacent property.
18. **Final Plans.** Prior to the issuance of any building permits for the project by the Department of Building and Safety, the applicant shall submit all final construction plans that are awaiting issuance of a building permit by the Department of Building and Safety for final review and approval by the Department of City Planning. All plans that are awaiting issuance of a building permit by the Department of Building and Safety shall be stamped by Department of City Planning staff "Final Plans". A copy of the Final Plans, supplied by the applicant, shall be retained in the subject case file.
19. **Department of Building and Safety.** The granting of this Determination by the Director of Planning does not in any way indicate compliance with applicable provisions of the Los Angeles Municipal Code (LAMC). Any corrections and/or modifications to plans made subsequent to this determination by a Department of Building and Safety Plan Check Engineer that affect the uses, or any part of the exterior design or appearance of the project as approved by the Director, and which are deemed necessary by the Department of Building and Safety for Building Code compliance, shall require a referral of the revised plans back to the Department of City Planning for additional review and sign-off prior to the issuance of any permit in connection with those plans.
20. **Covenant.** Prior to the effectuation of this grant, a covenant acknowledging and agreeing to comply with all the terms and conditions established herein shall be recorded in the County Recorder's Office. The agreement (standard master covenant and agreement form CP-6770) shall run with the land and shall be binding on any subsequent owners, heirs or assigns. The agreement with the conditions attached must be submitted to the Department of City Planning for approval before being recorded. After recordation, a certified copy bearing the Recorder's number and date shall be provided for inclusion in case file. Fees required per LAMC Section 19.01.E(3) for Monitoring of Conditional Use Permits and Inspection and Field Compliance Review of Operations shall be paid to the City prior to the final clearance of this condition.
21. **Enforcement.** Compliance with these conditions and the intent of these conditions shall be to the satisfaction of the Department of City Planning.

22. Expiration. In the event that this grant is not utilized within three years of its effective date (the day following the last day that an appeal may be filed), the grant shall be considered null and void. Issuance of a building permit, and the initiation of, and diligent continuation of, construction activity shall constitute utilization for the purposes of this grant.

23. Indemnification and Reimbursement of Litigation Costs.

Applicant shall do all of the following:

- i) Defend, indemnify and hold harmless the City from any and all actions against the City relating to or arising out of, in whole or in part, the City's processing and approval of this entitlement, including but not limited to, an action to attack, challenge, set aside, void, or otherwise modify or annul the approval of the entitlement, the environmental review of the entitlement, or the approval of subsequent permit decisions, or to claim personal property damage, including from inverse condemnation or any other constitutional claim.
- ii) Reimburse the City for any and all costs incurred in defense of an action related to or arising out of, in whole or in part, the City's processing and approval of the entitlement, including but not limited to payment of all court costs and attorney's fees, costs of any judgments or awards against the City (including an award of attorney's fees), damages, and/or settlement costs.
- iii) Submit an initial deposit for the City's litigation costs to the City within 10 days' notice of the City tendering defense to the Applicant and requesting a deposit. The initial deposit shall be in an amount set by the City Attorney's Office, in its sole discretion, based on the nature and scope of action, but in no event shall the initial deposit be less than \$50,000. The City's failure to notice or collect the deposit does not relieve the Applicant from responsibility to reimburse the City pursuant to the requirement in paragraph (ii).
- iv) Submit supplemental deposits upon notice by the City. Supplemental deposits may be required in an increased amount from the initial deposit if found necessary by the City to protect the City's interests. The City's failure to notice or collect the deposit does not relieve the Applicant from responsibility to reimburse the City pursuant to the requirement in paragraph (ii).
- v) If the City determines it necessary to protect the City's interest, execute an indemnity and reimbursement agreement with the City under terms consistent with the requirements of this condition.

The City shall notify the applicant within a reasonable period of time of its receipt of any action and the City shall cooperate in the defense. If the City fails to notify the applicant of any claim, action, or proceeding in a reasonable time, or if the City fails to reasonably cooperate in the defense, the applicant shall not thereafter be responsible to defend, indemnify or hold harmless the City.

The City shall have the sole right to choose its counsel, including the City Attorney's office or outside counsel. At its sole discretion, the City may participate at its own expense in the defense of any action, but such participation shall not relieve the applicant of any obligation imposed by this condition. In the event the Applicant fails to comply with this condition, in whole or any other action. The City retains the right to make all decisions with respect to its representations in any legal proceeding, including its inherent right to abandon or settle litigation.

For purposes of this condition, the following definitions apply:

“City” shall be defined to include the City, its agents, officers, boards, commissions, committees, employees, and volunteers.

“Action” shall be defined to include suits, proceedings (including those held under alternative dispute resolution procedures), claims, or lawsuits. Actions includes actions, as defined herein, alleging failure to comply with any federal, state or local law.

Nothing in the definitions included in this paragraph are intended to limit the rights of the City or the obligations of the Applicant otherwise created by this condition.

FINDINGS

General Plan / Charter Findings

1. Pursuant to Charter Section 556 and Section 13B.1.4.E.1.a. of Chapter 1A of the LAMC, the action substantially conforms to the purposes, intent and provisions of the General Plan.

- a. **General Plan Land Use Designation.** The project site is located within the Westchester – Playa del Rey Community Plan area, which designates the project site for General Commercial uses corresponding to the C1.5, C2, C4, CR, RAS3, and RAS4 Zones. The project site currently has an underlying zone of R4-1, which is not consistent with the land use designation. The project proposes a Zone Change from R4-1 to (T)(Q)C2-1 to allow a change of use of the existing building on the project site from a cultural center to office. The proposed Zone Change to (T)(Q)C2-1 will be consistent with the existing General Plan land use designation of General Commercial and will be in substantial conformance with the purpose, intent, and provisions of the General Plan as it is reflected within the Westchester – Playa del Rey Community Plan.
- b. **Framework Element.** The Framework Element for the General Plan (Framework Element) was adopted by the City of Los Angeles in December 1996 and re-adopted in August 2001. The Framework Element provides guidance regarding policy issues for the entire City of Los Angeles, including the project site. The Framework Element also sets forth a Citywide comprehensive long-range growth strategy and defines Citywide policies regarding such issues as land use, housing, urban form, neighborhood design, open space, economic development, transportation, infrastructure, and public services. The Framework Element includes the following goals, objectives, and policies relevant to the subject request:

Goal 3A: *A physically balanced distribution of land uses that contributes towards and facilitates the City's long-term fiscal and economic viability, revitalization of economically depressed areas, conservation of existing residential neighborhoods, equitable distribution of public resources, conservation of natural resources, provision of adequate infrastructure and public services, reduction of traffic congestion and improvement of air quality, enhancement of recreation and open space opportunities, assurance of environmental justice and a healthful living environment, and achievement of the vision for a more livable city.*

Objective 3.1: *Accommodate a diversity of uses that support the needs of the City's existing and future residents, businesses, and visitors.*

Policy 3.1.1: *Identify areas on the Long-Range Land Use Diagram and in the community plan sufficient for the development of a diversity of uses that serve the needs of existing and future residents (housing, employment, retail, entertainment, cultural/institutional, educational, health services, recreation, and similar uses), provide job opportunities, and support visitors and tourism.*

Objective 3.2: *Provide for the spatial distribution of development that promotes an improved quality of life by facilitating a reduction of vehicular trips, vehicle miles traveled, and air pollution.*

Policy 3.2.1: *Provide a pattern of development consisting of distinct districts, centers, boulevards, and neighborhoods that are differentiated by their functional role, scale, and character. This shall be accomplished by considering factors such as the existing concentrations of use, community-oriented activity centers that currently or potentially service adjacent neighborhoods, and existing or potential public transit corridors and stations.*

Objective 3.4: *Encourage new multi-family residential, retail commercial, and office development in the City's neighborhood districts, community, regional, and downtown centers as well as along primary transit corridors/boulevards, while at the same time conserving existing neighborhoods and related districts.*

Policy 3.4.1: *Conserve existing stable residential neighborhoods and lower-intensity commercial districts and encourage the majority of new commercial and mixed-use (integrated commercial and residential) development to be located (a) in a network of neighborhood districts, community, regional, and downtown centers, (b) in proximity to rail and bus transit stations and corridors, and (c) along the City's major boulevards, referred to as districts, centers, and mixed-use boulevards, in accordance with the Framework Long-Range Land Use Diagram.*

The proposed project will contribute to the City's long-term fiscal and economic viability by repurposing the use of the existing building that has been vacant for some time to an office for Calop Aeroground Services, a company that offers terminal, baggage, and cargo and catering services for passengers of the nearby LAX. The proposed low-intensity office use will provide additional diversity to the neighborhood, which is currently developed with a mix of residential, commercial, and airport-related uses. The proposed project will provide valuable services to airport passengers while also being accessible to employees who commute from further away as it is in an area in proximity to public transit.

- c. **Westchester – Playa del Rey Community Plan.** The Community Plan text includes the following relevant goals, objectives, and policies:

Goal 2: *Encourage a strong and competitive commercial sector that promotes economic vitality and serves the needs of the Westchester – Playa del Rey community through safe, accessible, and well-designed commercial districts, while preserving the historic and cultural character of the community.*

Objective 2-1: *Preserve and strengthen viable commercial development in the community, and provide additional opportunities for new commercial development and services within existing commercial areas.*

Policy 2-1.3: *Enhance the viability of existing neighborhood stores and businesses which support the needs of local residents and are compatible with the neighborhood.*

Objective 2-3: *Enhance the land use compatibility, visual appearance, design and appeal of commercial development.*

Policy 2-3.3: *Smaller commercial areas in or adjacent to residential neighborhoods should be developed with low intensity neighborhood serving uses.*

The proposed Zone Change from R4-1 to (T)(Q)C2-1 to allow a change of use of the existing building on the project site from a cultural center to office will be consistent with the above-referenced goals, objectives, and policies. The proposed project will utilize the existing building, which has been vacant for some time, as an office for Calop Aeroground Services, a company that offers terminal, baggage, and cargo and catering services for passengers of the nearby LAX. As a low-intensity office use, the proposed project will be compatible with the surrounding land uses. From an architectural standpoint, the proposed project will not involve any changes to the building exterior and will maintain an existing surface parking lot at the rear to ensure that the project site is adequately buffered from adjacent residential development. As recommended, the proposed project will be consistent with the above-referenced goals, objectives, and policies of the Westchester – Playa del Rey Community Plan.

- d. Housing Element. The Housing Element 2021 - 2029 was adopted in November 2021 and identifies the City's housing conditions and needs, and establishes the goals, objectives and policies that are the foundation of the City's housing and growth strategy. The project is consistent with several objectives and policies of the Housing Element. The plan text includes the following relevant housing objectives and policies:

Goal 1: *A City where housing production results in an ample supply of housing to create more equitable and affordable options that meet existing and projected needs.*

Objective 1.2: *Facilitate the production of housing, especially projects that include Affordable Housing and/or meet Citywide Housing Priorities.*

Policies 1.2.2: *Facilitate the construction of a range of different housing types that addresses the particular needs of the city's diverse households.*

The existing structure does contain any dwelling units and the proposed change of use does not include any new dwelling units. The proposed Zone Change from R4 to C2 will continue to allow residential uses by right, however the change to C2 will facilitate a broader range of housing types and mixed-use structures that may incorporate dwelling units. Therefore, the Zone Change is consistent with the Housing Element goals, objectives, and policies of the General Plan.

No Net Loss of Housing Element Sites – Compliance Findings

California Government Code Section (GCS) 65863 generally prohibits local jurisdictions from approving development projects that result in fewer units by income category than were projected for any parcel(s) identified in the 2021-2029 Housing Element, unless a finding can be made that the Housing Element's remaining sites have sufficient capacity to meet the jurisdiction's unmet Regional Housing Need Allocation (RHNA) for each income category.

The project site is located on parcel(s) identified to accommodate 0.01 Lower Income units in the City's 2021-2029 Housing Element. The proposed development includes a total of zero dwelling units. Consequently, the City must make the following written finding, supported by substantial evidence, to approve the development project:

The remaining sites identified in the housing element are adequate to meet the requirements of Government Code Section (GCS) 65583.2 and to accommodate the jurisdiction's share of the regional housing need pursuant to GCS 65584. The finding shall include a quantification of the remaining unmet need for the jurisdiction's share of the

regional housing need at each income level and the remaining capacity of sites identified in the housing element to accommodate that need by income level.

Pursuant to GCS 65863(b)(2), the City finds that while the proposed project would result in fewer units by income category than anticipated for that site in the 2021-2029 Housing Element, the remaining sites identified in the Housing Element of the General Plan are adequate to meet the requirements of GCS 65583.2 and accommodate the jurisdiction's share of the regional housing need pursuant to GCS 65584. As noted in Chapter 4 of the 2021-2029 Housing Element, the City assumed the identified Housing Element Sites would individually have a very low likelihood of redevelopment into housing. Therefore, the Housing Element assigned very low projected density/capacity figures that are well below the maximum zoned capacity of each individual Housing Element Site. Chapter 4 of the 2021-2029 Housing Element also notes that the City followed guidance from the California Department of Housing and Community Development (HCD) by setting a target capacity that is 10% higher than the RHNA for lower-income units, and 15% higher than the RHNA for moderate-income units.

Based on the sites inventory and inventory of candidate sites included in the 2021-2029 Housing Element, as well as the most recent Annual Progress Report on the Housing Element submitted to HCD, the City has an unmet need of 110,694 Very Low Income Units, 62,625 Low Income Units, 74,249 Moderate Income Units, and 139,842 Above-Moderate Income Units. In addition, as of April 1, 2025, the City has a remaining capacity of 306,137 Very Low Income Units, 306,137 Low Income Units, 53,188 Moderate Income Units, and 885,801 Above-Moderate Income Units. The excess Above-Moderate Income Unit capacity may accommodate both Moderate and Above-Moderate Unit RHNA Allocations. Therefore, the City finds that there are adequate remaining sites in the Housing Element to accommodate the remaining RHNA Allocation for the planning period, and in compliance with the requirements of GCS 65583.2.

- e. **Mobility Element.** The Mobility Element of the General Plan (Mobility Plan 2035) is likely to be affected by the recommended action herein through the imposition of street improvements along the property frontages at Sepulveda Eastway and Westchester Parkway. Sepulveda Eastway is a Collector Street under Mobility Plan 2035 with a designated right-of-way width of 66 feet and roadway width of 40 feet. Westchester Parkway is a Boulevard II under Mobility Plan 2035 with a designated right-of-way width of 110 feet and designated roadway width of 80 feet. The Bureau of Engineering is requiring street improvements to remove the existing sidewalks and reconstruct new sidewalks along both streets to complete the full width of the sidewalks as required by Mobility Plan 2035. Conditions for the street improvements have been imposed under the (T) Tentative Classification in accordance with the Collector Street and Boulevard II standards of Mobility Plan 2025.

The street improvement requirements will continue to advance Mobility Plan 2035's policies in recognizing walking as a component of every trip to ensure high-quality pedestrian access. The new sidewalks, gutters, and curbs will be widened to ensure safety and accessibility. The proposed project as designed and conditioned will meet the following policies of Mobility Plan 2035:

Policy 2.3: Recognize walking as a component of every trip and ensure high-quality pedestrian access in all site planning and public right-of-way modifications to provide a safe and comfortable walking environment.

Policy 2.6: Provide safe, convenient, and comfortable local and regional bicycling facilities for people of all types and abilities.

- Policy 3.1: Recognize all modes of travel, including pedestrian, bicycle, transit, and vehicular modes - including goods movement – as integral components of the City’s transportation system.
- Policy 3.3: Promote equitable land use decisions that result in fewer vehicle trips by providing greater proximity and access to jobs, destinations, and other neighborhood services.
- Policy 3.8: Provide bicyclists with convenient, secure and well-maintained bicycle parking facilities.

The proposed project will reconstruct the full border width sidewalks along both property frontages. The new sidewalks will improve pedestrian activity along Sepulveda Eastway and Westchester Parkway. The project site is in a major employment center with nearby commercial buildings, single- and multi-family residential buildings, and airport-related services and transit service. The project site is located within a Transit Priority Area and within one-half mile of the Los Angeles County Metropolitan Transit Authority, Culver CityBus, and Big Blue Bus stops, which qualify as Major Transit Stops.

Zone Change / “T” and “Q” Classification Findings

2. **Pursuant to Charter Section 558 and Section 13B.1.4.E.1.b. of Chapter 1A of the LAMC, the proposed ordinance is in conformity with public necessity, convenience, general welfare, and good zoning practice.**

Public Necessity: Approval of the Zone Change will allow the project site to be utilized consistently with the goals and objectives of the General Plan and Community Plan as outlined above. The proposed project involves a change of use of an existing building from a cultural center to an office. The proposed project will optimize the use of the existing building and project site through the introduction of an office for Calop Aeroground Services, a company that offers terminal, baggage, and cargo and catering services to passengers of the nearby LAX. According to the Applicant, the existing building’s prolonged vacancy and non-operation have created public safety risks. The proposed project will provide a public necessity that will address these concerns by occupying the existing building, thereby deterring unauthorized access and reducing fire and safety hazards.

Convenience: The proposed project will occupy an existing building that has been vacant and in nonoperation, on a property that is located within proximity to single- and multi-family residential buildings and commercial buildings along a major commercial corridor. Public convenience will be served by the occupation of the empty building and by the required street improvements, which will improve the safety, aesthetic, and walkability of the area.

General Welfare: Approval of the Zone Change from R4-1 to (T)(Q)C2-1 will allow for the use of a vacant building on the project site in a sensible manner. The proposed use will be an office for a business serving the airport and its users. The use of the existing building will be safer for the community than having one that sits vacant. The proposed project will enhance the urban environment by providing a use that will be consistent with the new zoning and by improving public facilities surrounding the project site to be in line with Mobility Plan 2035 street standards. The proposed use will generate increased tax revenues and the required public street improvements will improve the aesthetic of the neighborhood.

Good Zoning Practices: The project site is presently zoned R4-1 but has a land use designation of General Commercial. The General Commercial land use designation includes

the corresponding zones of C1.5, C2, C4, CR, RAS3, and RAS4. Approval of the Zone Change to (T)(Q)C2-1 will bring the project site's zoning to be consistent with its land use designation, in keeping with good zoning practice. The Zone Change will accommodate the proposed change of use from an existing cultural center to a new office. The proposed office use will be consistent with the type of development allowed in the (T)(Q)C2-1 Zone and encouraged by the General Plan and Community Plan.

"T" and "Q" Classification: Pursuant to LAMC Sections 12.32-G.1 and G.2, the current action, as recommended, has been made contingent upon compliance with new "T" and "Q" conditions of approval, and project specific conditions of approval imposed herein. Such limitations are necessary to ensure the identified improvements are completed to meet the public's needs, convenience and general welfare served by the required actions. The conditions that limit the operations, scale and scope of development, are also necessary to protect the best interests of and to assure a development more compatible with surrounding properties and the overall pattern of development in the community, to secure an appropriate development in harmony with the General Plan.

For the reasons stated above, the requested Zone Change will be beneficial in terms of the public necessity, convenience, general welfare, and good zoning practice and is consistent with the General Plan.

Environmental Findings

3. **Categorical Exemption.** A Categorical Exemption, ENV-2024-8092-CE, has been prepared for the proposed project consistent with the provisions of the California Environmental Quality Act (CEQA) and the City CEQA Guidelines. The proposed project is the change of use of an existing 7,744 square-foot one-story cultural center to a new office on a 10,738 square-foot lot. The project is proposing interior tenant improvements only. There are no proposed changes to the building exterior. The Categorical Exemption prepared for the proposed project is appropriate pursuant to CEQA Guidelines, Sections 15301 (Class 1) and 15303 (Class 3).

The Class 1 Categorical Exemption includes interior or exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances. The proposed project involves interior tenant improvements primarily to reconfigure the space for a new open office area and private office rooms.

The Class 3 Categorical Exemption allows for conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure. The project involves a change of use of an existing cultural center to a new office with no proposed changes to the building exterior.

- a. **Location.** *Classes 3, 4, 5, 6, and 11 are qualified by consideration of where the project is to be located – a project that is ordinarily insignificant in its impact on the environment may in a particularly sensitive environment be significant. Therefore, these classes are considered to apply in all instances, except where the project may impact on an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies.*

The proposed project is not located in a sensitive environment, and the area is not identified as an environmental resource. The project site is not located in a Very High Fire Hazard Severity Zone, Flood Zone, Fault Zone, Landslide Area, or Liquefaction Zone. Although the proposed project is located within Airport Hazard Areas, whose boundaries impose height limitations on the land, the proposed project will not change or increase the height of the existing building.

- b. **Cumulative Impact.** *All exemptions for these classes are inapplicable when the cumulative impact of successive projects of the same type in the same place, over time is significant.*

The proposed project is consistent with the type of development permitted for the area to be zoned (T)(Q)C2-1 and designated for General Commercial land uses. The proposed project includes the change of use from an existing cultural center to a new office with the associated interior tenant improvements, which will not exceed thresholds identified for impacts to the area (i.e., traffic, noise, etc.). The proposed project will not result in significant cumulative impacts.

- c. **Significant Effect.** *A Categorical Exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances.*

The proposed project includes a change of use of an existing building from cultural center to an office with interior tenant improvements only. The neighborhood consists of a mixture of different uses with commercial buildings, single- and multi-family dwellings, and airport-related service and the proposed project will be compatible with the surrounding properties. There are no proposed changes to the size and height of the existing building. This type of project is not unusual for the vicinity of the project site and is similar in scope to other existing commercial uses in the area. Thus, there are no unusual circumstances which may lead to a significant effect on the environment, and this exception does not apply.

- d. **Scenic Highways.** *A categorical exemption shall not be used for a project which may result in damage to scenic resources, including but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway.*

The only State Scenic Highway within the City of Los Angeles is the Topanga Canyon State Scenic Highway, State Route 27, which travels through a portion of Topanga State Park. The project site is located approximately 12 miles southeast of this State Scenic Highway. Therefore, the proposed project will not result in damage to any scenic resources, including but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a State Scenic Highway, and this exception does not apply.

- e. **Hazardous Waste.** *A Categorical Exemption shall not be used for a project located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code.*

According to EnviroStor, the State of California's database of hazardous waste sites, neither the project site nor any site in the vicinity is identified as a hazardous waste site. Furthermore, the building permit history for the project site does not indicate that it may be hazardous or otherwise contaminated and this exception does not apply.

- f. **Historic Resources.** *A Categorical Exemption shall not be used for a project which may cause a substantial adverse change in the significance of a historical resource.*

The project site has not been identified as a historic resource by local or state agencies, nor has it been determined to be eligible for listing in the National Register of Historic Places, the California Register of Historical Resources, the Los Angeles Historic-Cultural

Monuments Register, or any local register. It was also not found to be a potential historic resource based on the City's HistoricPlacesLA website or SurveyLA, the citywide survey of Los Angeles. Furthermore, the City does not choose to treat the project site as a historic resource. Consequently, the proposed project will not result in a substantial adverse change to the significance of a historical resource, and this exception does not apply.

4. **Flood Insurance.** 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. 186,952, have been reviewed and it has been determined that this project is located in Zone X, areas of minimal flood hazard. The proposed project shall conform with both the specific provisions and the intent of the Floodplain Hazard Management Ordinance.

EXHIBIT A – MAPS

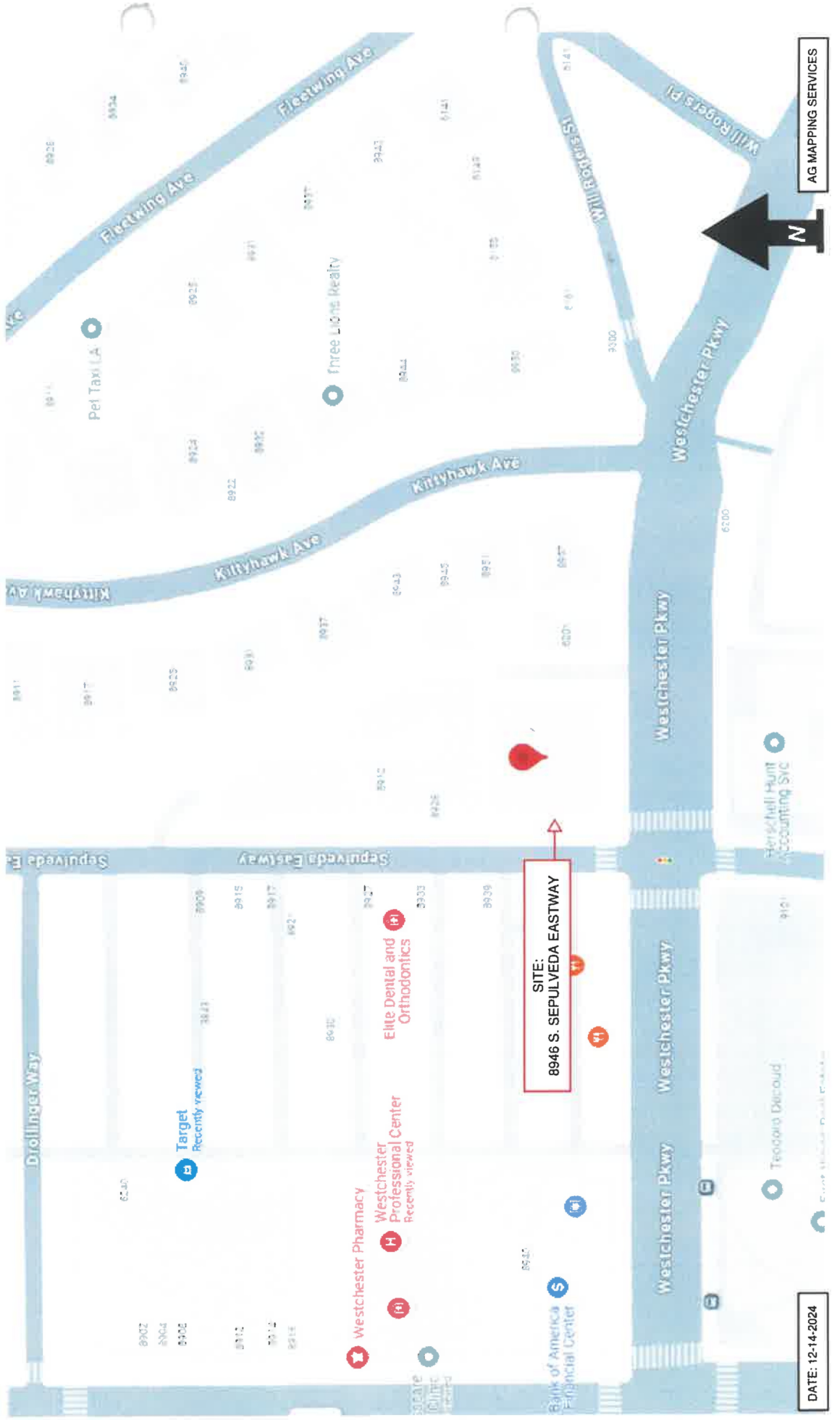
A.1 – VICINITY MAP

A.2 – RADIUS MAP

A.3 – ZIMAS MAP

VICINITY MAP

8946 S. SEPULVEDA EASTWAY



SITE:
8946 S. SEPULVEDA EASTWAY

95-1204752
PAT 1-507/508
ARIZONA AVE ORD 72257
SEPULVEDA

126
130
33
50
33
130
126

31.42 130

08800
08804
08806
08808
[Q]C2-2D-CDO 62
U08810
08812
08814
68 290
68 08816 68 310
08818 TR 12956
08820 M B 254- 5/6

705 VACANT DEPT STORE / RETAIL 48. 705

150
08830 150
08832 ZA 94-00443 (CUB)
08834
70 08836 M B 254- 50
08840 PHYSICAL THERAPY
08842 1/2 CLINIC
08844 COFFEE SHOP

31.42 130

89TH ST

89TH ST ORD 181529

31.42 130 06.40 50

08900
08902 150
U08904
U08906 DEPARTMENT STORE
U08908
08910 49.
08912
08914
08918 M B 298- 34/ 37
[Q]C2-2D-CDO
08920 M B 298- 34/ 37
08924

08770 113.19 54.91 33.41

U08756
PARKING

[Q]C2-2D-CDO 62
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6' S S E
30' S S TUNNEL EA

705 48. 705 412.84

TR 12109
M B 254- 50

08819
PARKING

95 95

190
190
ZA 99-0602 (CUZ)
PARKING 30

52.
30 80 50 80 50 80 50 80

08901 58
08909 20 30
U08909 20 30
U08915
U08917
U08921
M B 298- 34/ 37

[Q]C2-2D-CDO
CPC 86-0787 (GPC)

U08927
PARKING

EASTWAY 58
3
C E 190- 39

OB 111000
08820
42.
10.05 113.22
YV 8428

35.
62.58 62.27
73.36 72.70
10.13 122.15

36.
74.61 73.34
66.24 64.28
37.
11.27 11.97 130.05
10.71

38.
502
71.18 76.36
43.
10.30 107.19

44.
73.10 71.80
10.07
45.
255.87 69.73
50

PT 3
M B 254- 5/6
PT
LT 38
PAT 1- 507/508
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NW 1/4 SEC 31 T2S R14W
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1100

SEPULVEDA VAR 38.
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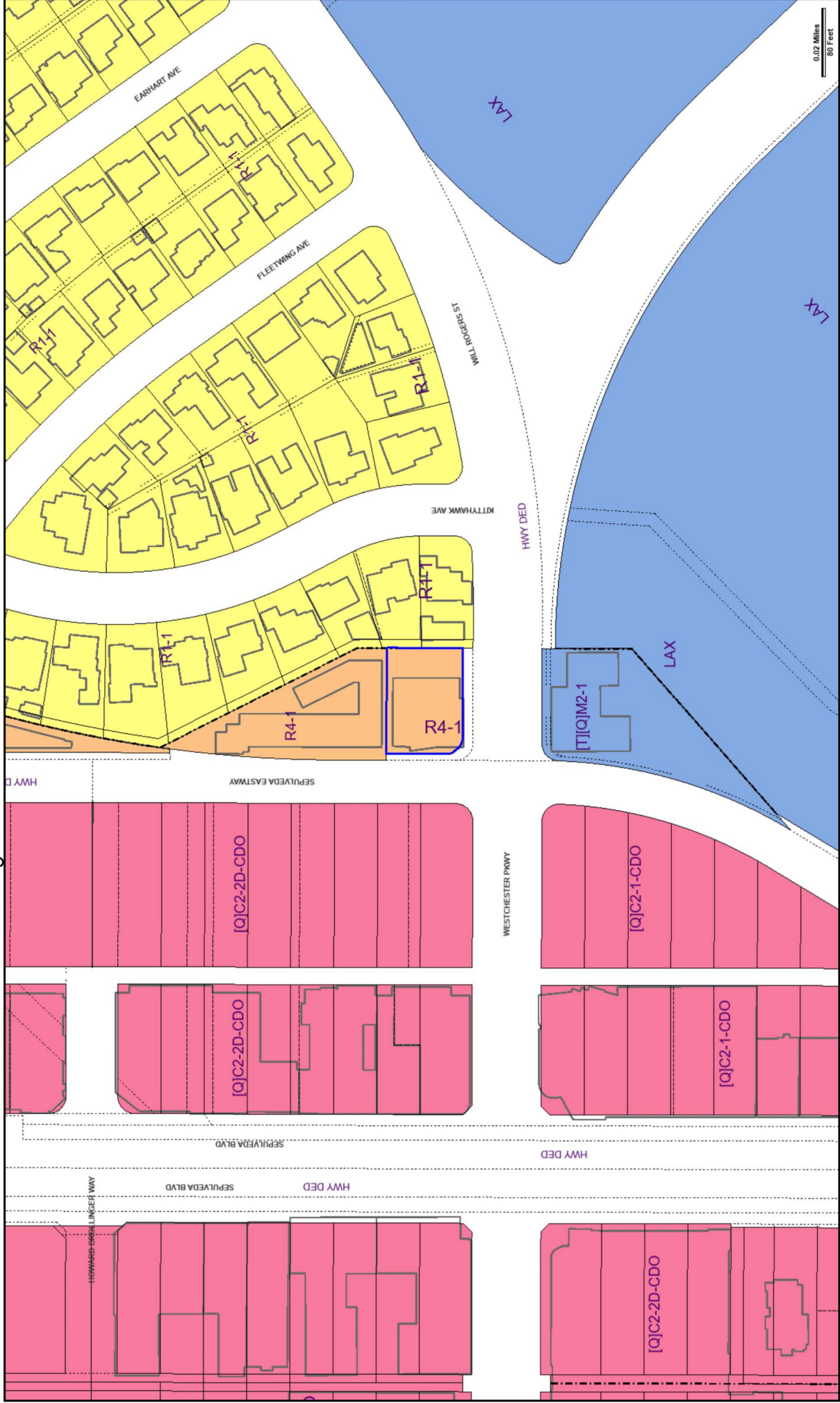
R4-1

10

04/29/2026

ZIMAS INTRANET

Generalized Zoning



Zoning: R4-1
General Plan: General Commercial

Address: 8946 S SEPULVEDA EASTWAY Tract: TR 12574
APN: 4123006026 Block: None
PIN #: 093B165 15 Lot: FR 456
Arb: None

EXHIBIT B – PROJECT PLANS

PROPOSED CHANGE OF USE (E)CULTURE (E)CULTURE

8946 SE

GENERAL CONSTRUCTION NOTES

1. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS AT THE JOB SITE AND SHALL NOTIFY ARCHITECT OF ANY DISCREPANCIES OR ERRORS BEFORE PROCEEDING WITH THE WORK.
2. ALL MATERIALS AND WORK SHALL CONFORM TO ALL GOVERNING AGENCIES AND APPLICABLE CODES.
3. SPECIFIC DETAILS AND NOTES SHALL TAKE PRECEDENCE OVER GENERAL NOTES AND DETAILS.
4. CONTRACTOR SHALL PROVIDE RECORD DRAWINGS TO THE ARCHITECT AND MALL OPS. MGS. FOR OWNER USE.
5. PROVIDE ALL ACCESS PANELS AS REQUIRED. LOCATION AND TYPE SHALL BE APPROVED BY ARCHITECT PRIOR TO OBTAINING AND INSTALLING.
6. CONTRACTOR SHALL PROVIDE A PORTABLE FIRE EXTINGUISHER WITH A RATING OF NOT LESS THAN 4A60BC FOR PROTECTION DURING CONSTRUCTION.
7. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFICATION AND COORDINATION OF SUBCONTRACTOR'S WORK TO SECURE COMPLIANCE OF DRAWINGS AND SPECIFICATIONS, THE ACCURATE LOCATION OF STRUCTURAL MEMBERS, AND OPENINGS FOR MECHANICAL, ELECTRICAL, AND MISCELLANEOUS EQUIPMENT. SUMMIT SHOP DRAWINGS AND CATALOGS OF EQUIPMENT AS REQUIRED.
8. CONTRACTOR SHALL VERIFY SIZES AND LOCATIONS OF ALL OPENINGS FOR MECHANICAL EQUIPMENT WITH MECHANICAL CONTRACTOR BEFORE PROCEEDING WITH THE WORK.
9. DOORS NOT LOCATED BY DIMENSIONS SHALL BE CENTERED IN WALL OR SHALL BE LOCATED FIVE INCHES FROM FINISH WALL TO EDGE OF DOOR BUCK.

WORK DE
JOB DES

EXISTING
EXISTING
EXISTING
EXISTING
PARKING
EXISTING
LEGAL D
BLOCK
LOT
MAP SHE
PIN
ASSESS
LOT ARE
ZONING
ZONING I

10'-0"

(FUTURE EY WITHOUT CHARGER)

3
A-5.0

0

18'-0"

(E)6 FT. HT. CMU FENCE

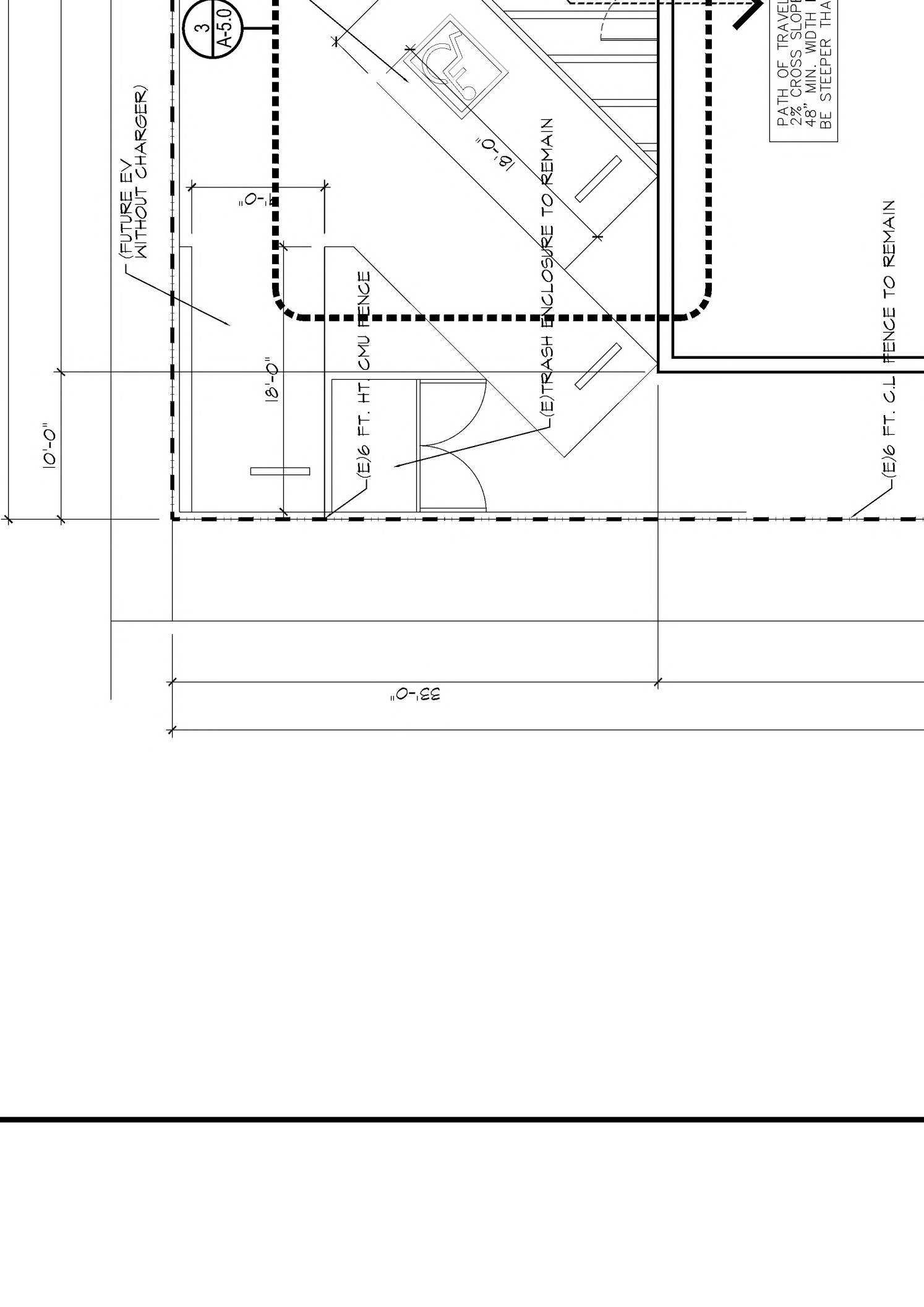
33'-0"

18'-0"

(E)TRASH ENCLOSURE TO REMAIN

(E)6 FT. C.L. FENCE TO REMAIN

PATH OF TRAVEL
2% CROSS SLOPE
48" MIN. WIDTH
BE STEEPER THAN



22'-5"

5'-0"

4'-0"

(E)MEN'S RESTROOM

(E)WOMEN'S RESTROOM

(E)JANITOR ROOM

(E)STORAGE-1

43 200 1

(E)STUCCO FINISHED EXT. WALL

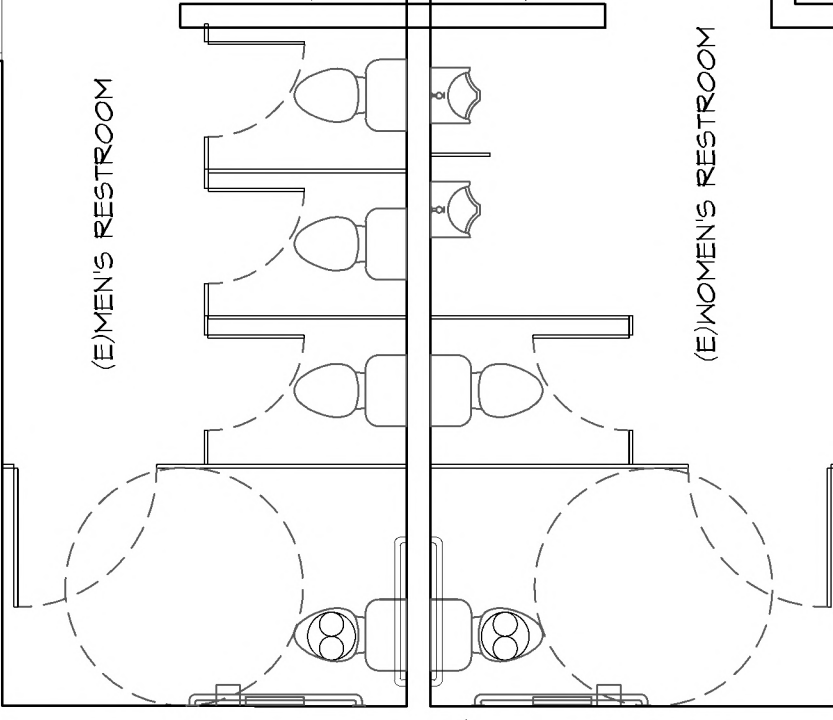
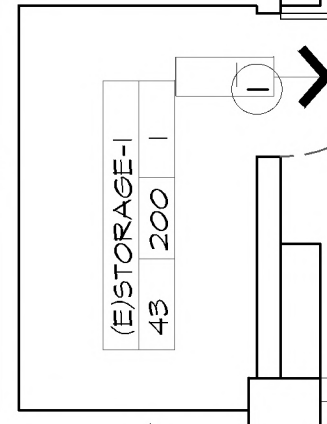
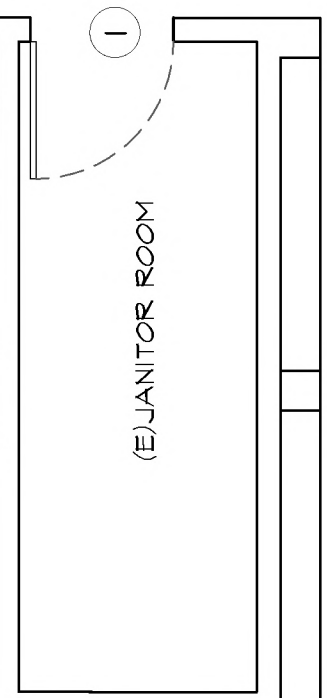
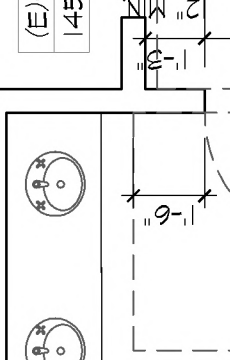
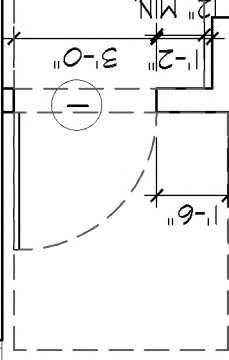
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6'-4"

(E)H
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22'-5"

5'-0"

4'-0"

(E)MEN'S RESTROOM

(E)WOMEN'S RESTROOM

(E)JANITOR ROOM

(E)STORAGE-1

43 200 1

(E)STUCCO FINISHED EXT. WALL

(E)STUCCO FINISHED EXT. WALL

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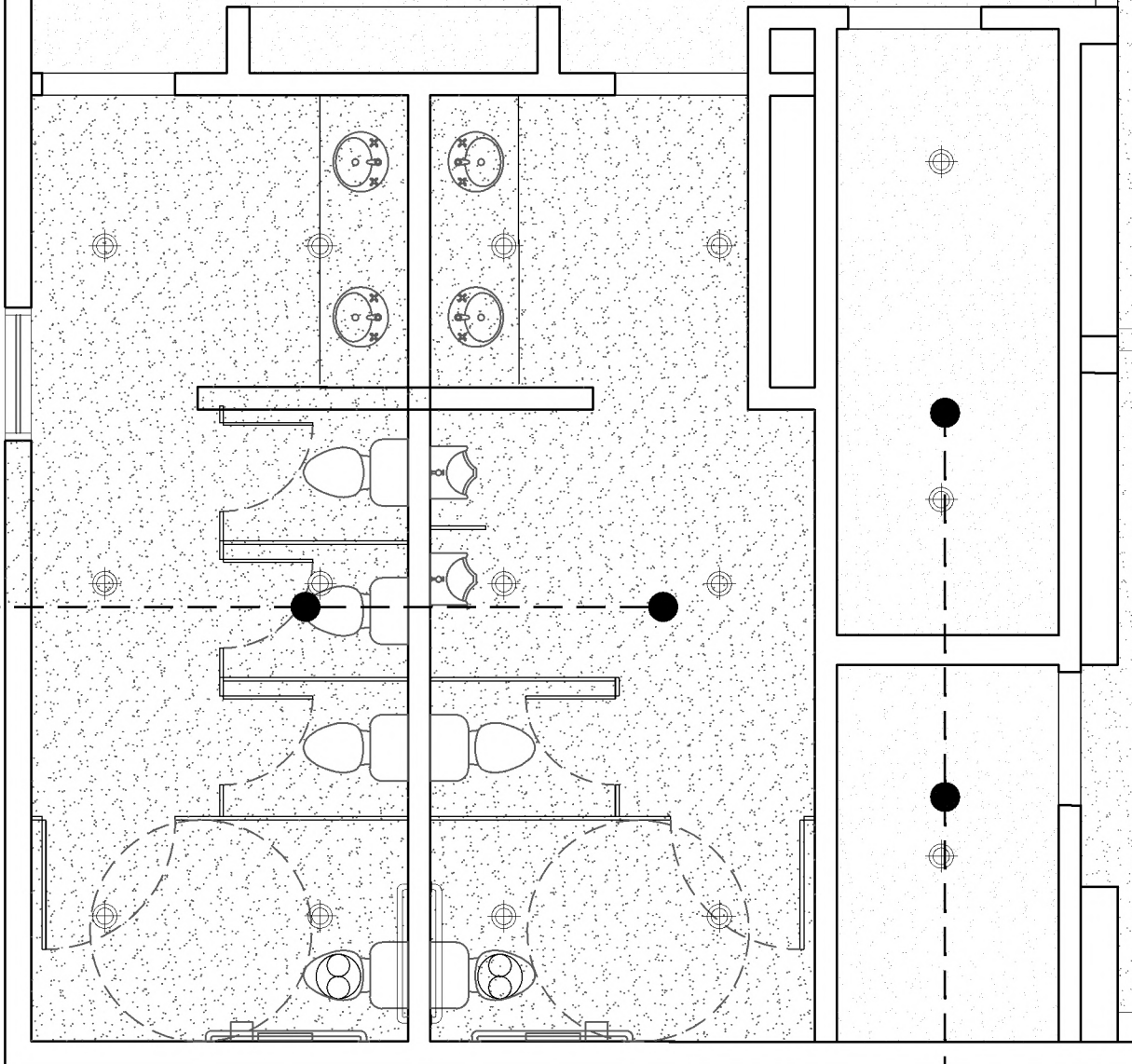
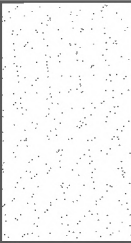
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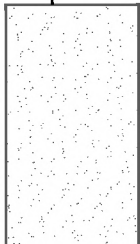
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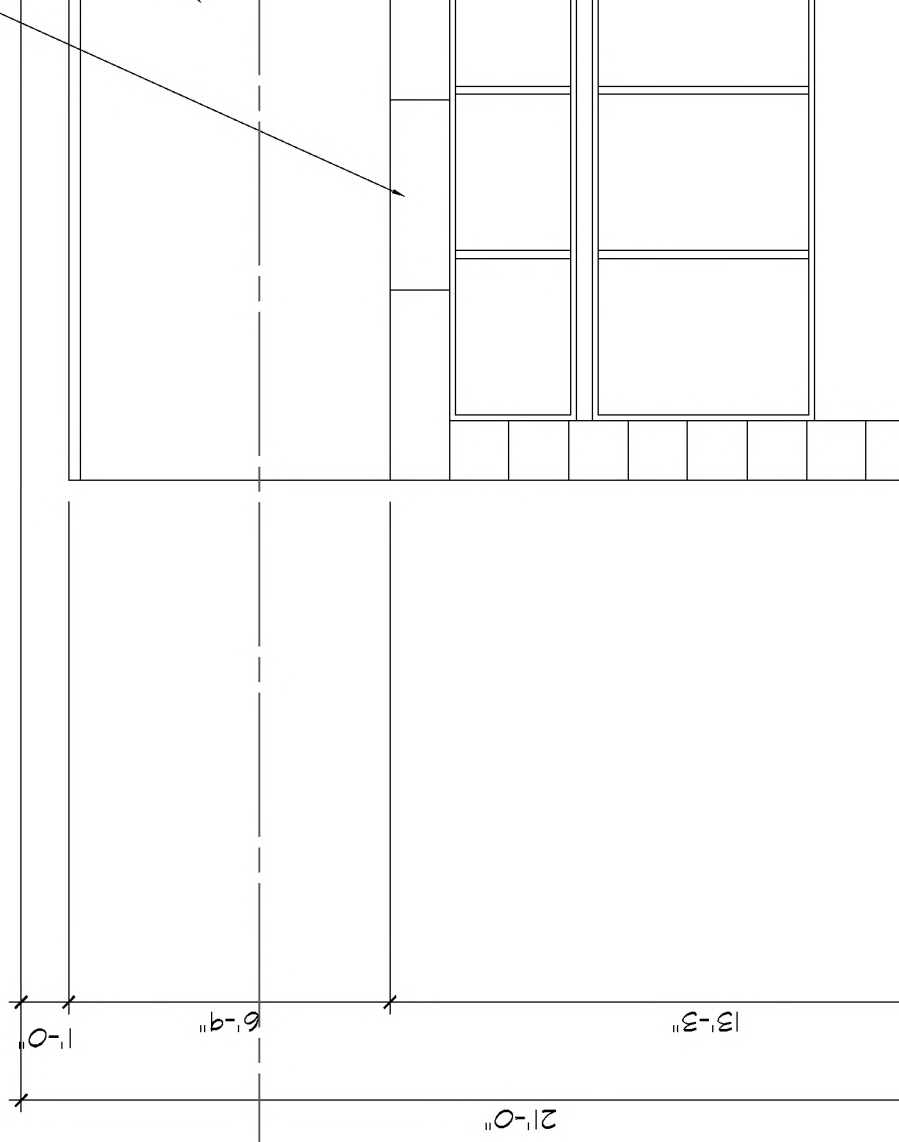
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EXISTING DRYWALL CEILING
W/RECESSED DOWN LIGHTS
W/8 FEET CEILING HEIGHT
TO REMAIN

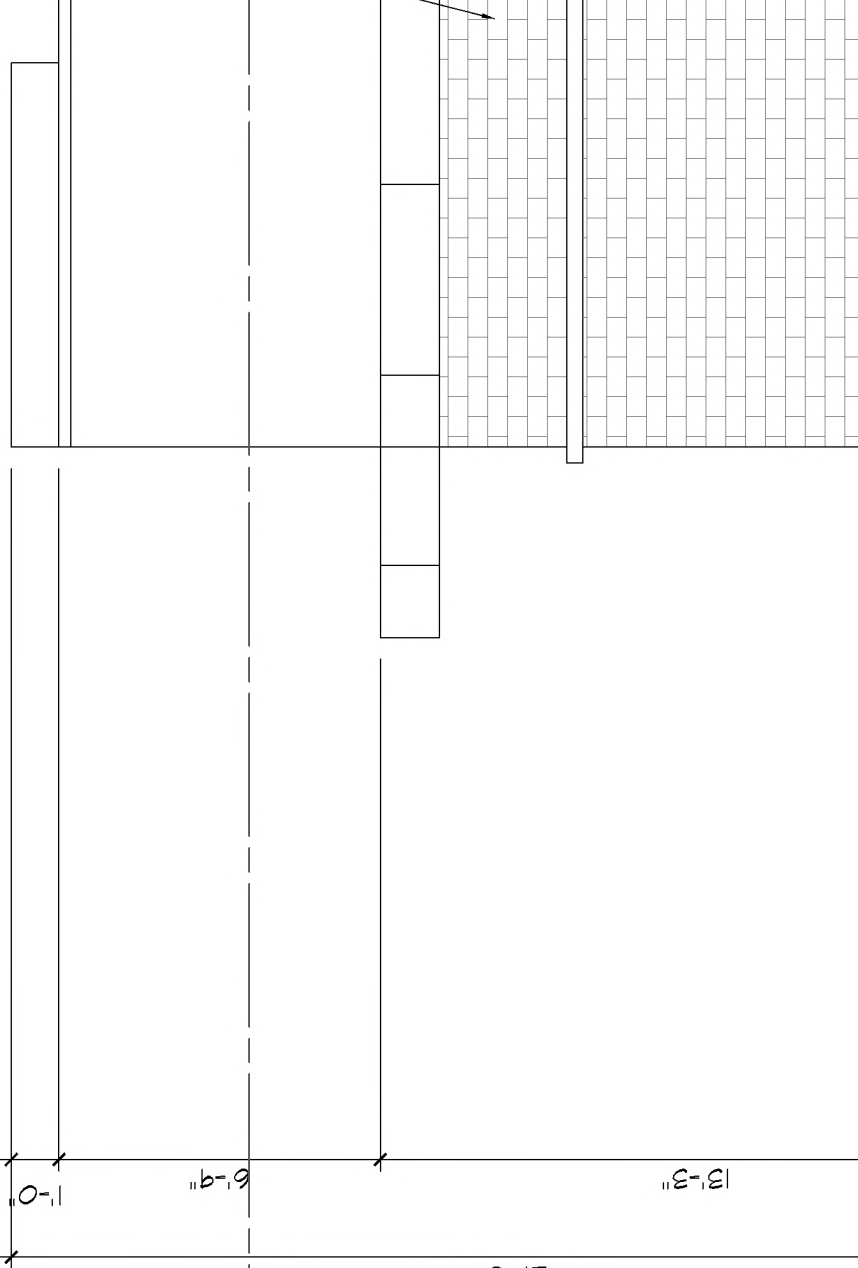


EXISTING DRYWALL CEILING
W/RECESSED DOWN LIGHTS
W/8 FEET CEILING HEIGHT
TO REMAIN





(E) HIGH ROOF



(E) HIGH ROOF

1'-0"
6'-9"
13'-3"
21'-0"



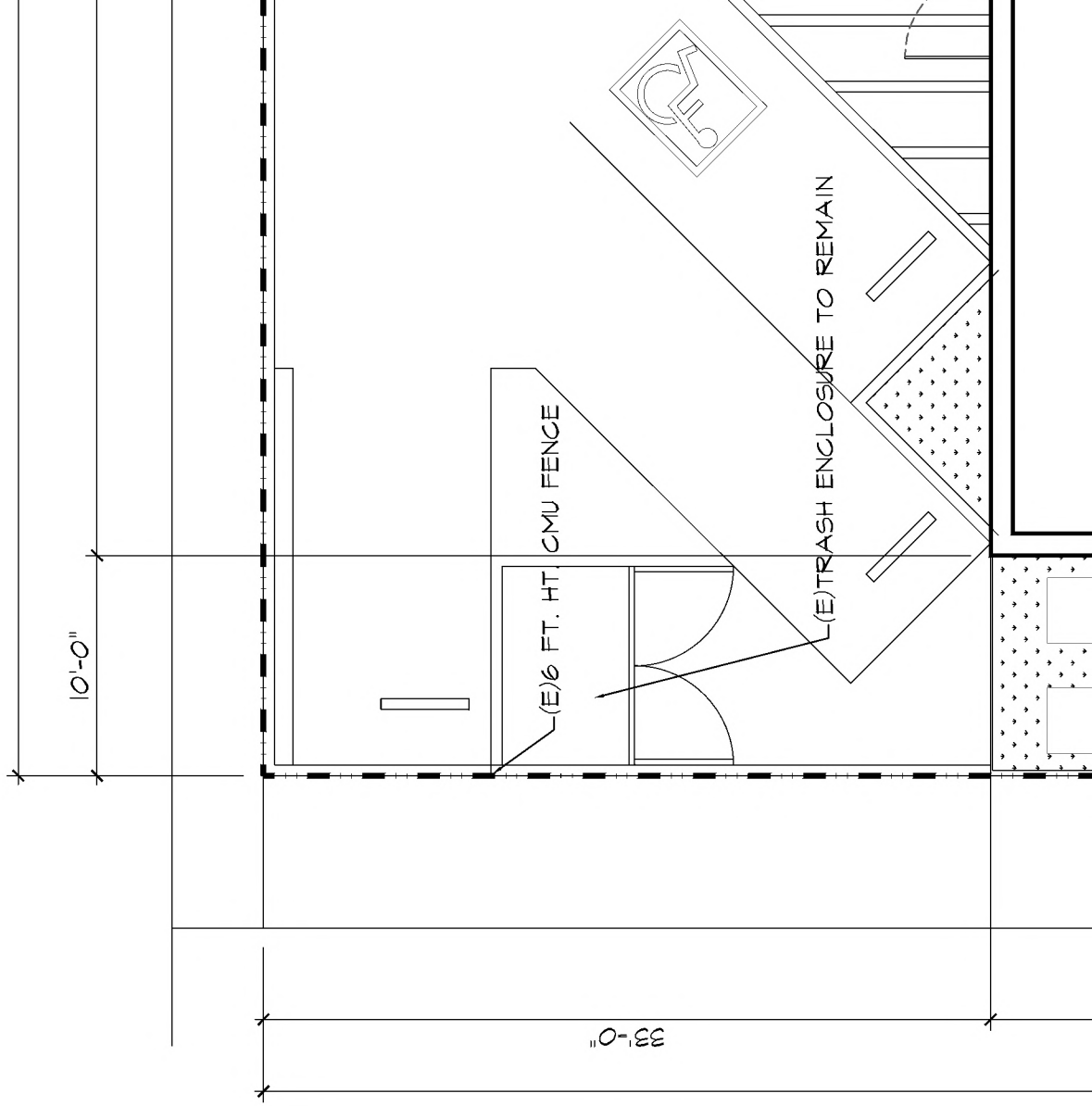
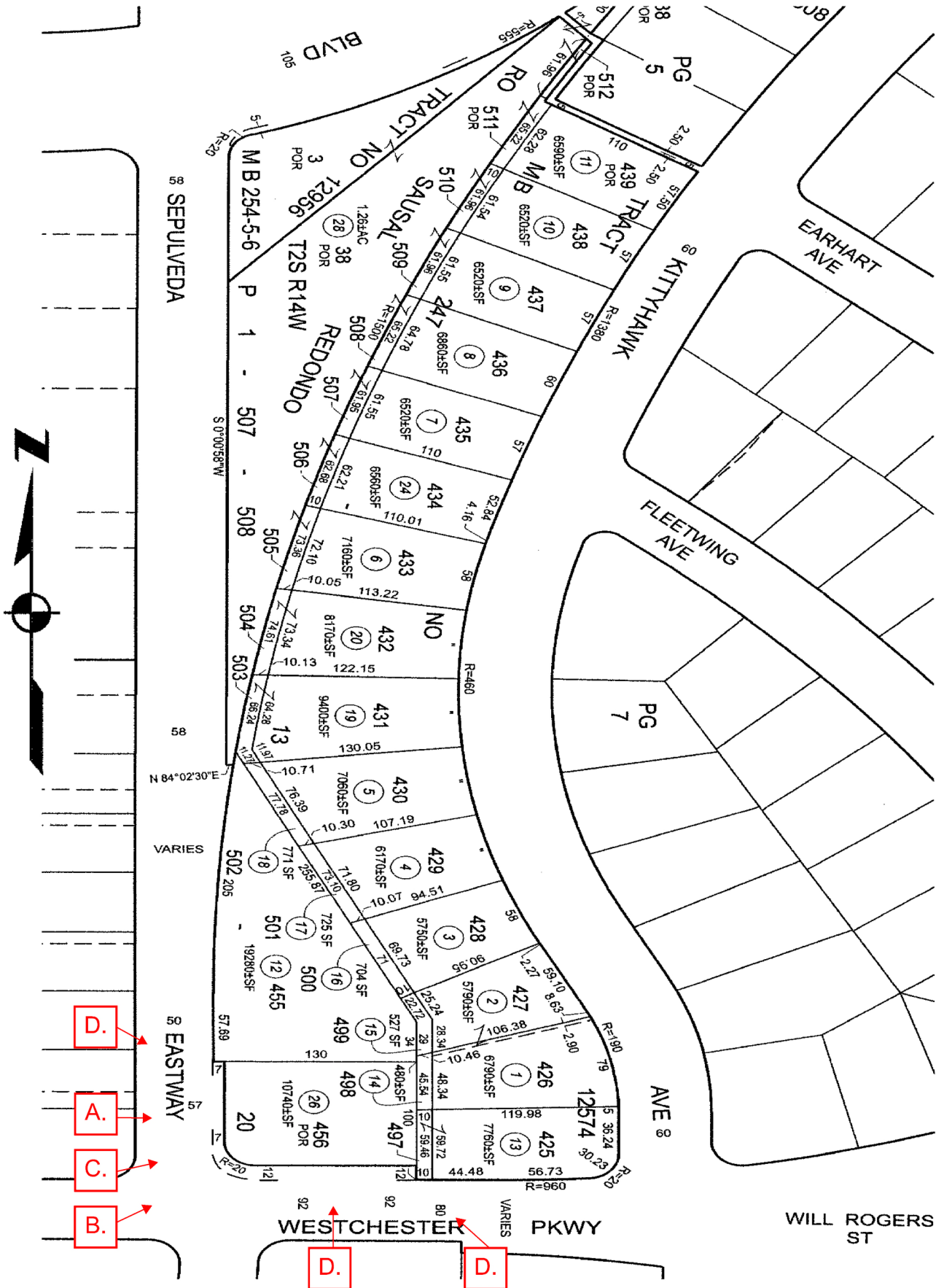


EXHIBIT C – PHOTOGRAPHS

PHOTO KEY MAP

8946 S. SEPULVEDA EASTWAY



A.



B.



C.



D.



E.



F.



**EXHIBIT D – ENVIRONMENTAL
CLEARANCE**

ENV-2024-8092-CE

D.1 – NOTICE OF EXEMPTION

**D.2 – TRANSPORTATION STUDY
ASSESSMENT AND VMT CALCULATOR**

COUNTY CLERK'S USE

CITY OF LOS ANGELES
 OFFICE OF THE CITY CLERK
 200 NORTH SPRING STREET, ROOM 395
 LOS ANGELES, CALIFORNIA 90012
CALIFORNIA ENVIRONMENTAL QUALITY ACT
NOTICE OF EXEMPTION
 (PRC Section 21152; CEQA Guidelines Section 15062)

Pursuant to Public Resources Code § 21152(b) and CEQA Guidelines § 15062, the notice should be posted with the County Clerk by mailing the form and posting fee payment to the following address: Los Angeles County Clerk/Recorder, Environmental Notices, P.O. Box 1208, Norwalk, CA 90650. Pursuant to Public Resources Code § 21167 (d), the posting of this notice starts a 35-day statute of limitations on court challenges to reliance on an exemption for the project. Failure to file this notice as provided above, results in the statute of limitations being extended to 180 days.

PARENT CASE NUMBER(S) / REQUESTED ENTITLEMENTS
 APCW-2024-8091-ZC / Zone Change

LEAD CITY AGENCY City of Los Angeles (Department of City Planning)	CASE NUMBER ENV-2024-8092-CE
--	---------------------------------

PROJECT TITLE N/A	COUNCIL DISTRICT CD 11 – Park
----------------------	----------------------------------

PROJECT LOCATION (Street Address and Cross Streets and/or Attached Map) Map attached.
 8946 South Sepulveda Eastway

PROJECT DESCRIPTION: Additional page(s) attached.
 A change of use of an existing 7,744 square-foot one-story cultural center to a new office on a 10,738 square-foot lot. The project is proposing interior tenant improvements only. There are no proposed changes to the building exterior.

NAME OF APPLICANT / OWNER:
Young K. Chong, CFI Venture Group, LLC

CONTACT PERSON (If different from Applicant/Owner above) Bill Robinson	(AREA CODE) TELEPHONE NUMBER EXT. (213) 999-6711
--	---

EXEMPT STATUS: (Check all boxes, and include all exemptions, that apply and provide relevant citations.)
 STATE CEQA STATUTE & GUIDELINES

STATUTORY EXEMPTION(S)
 Public Resources Code Section(s) _____

CATEGORICAL EXEMPTION(S) (State CEQA Guidelines Sec. 15301-15333 / Class 1-Class 3)
 CEQA Guideline Section(s) / Class(es) CEQA Guidelines Sections 15301 / Class 1 and 15303 / Class 3

OTHER BASIS FOR EXEMPTION (E.g., CEQA Guidelines Section 15061(b)(3) or (b)(4) or Section 15378(b)

JUSTIFICATION FOR PROJECT EXEMPTION: Additional page(s) attached
 The project is exempt because it involves a change of use with interior tenant improvements only. None of the exceptions to the Categorical Exemption Under CEQA Guidelines Section 15300.2 applies to the proposed project. (a) Location: The subject site does not contain an officially mapped environmental resource of hazardous or critical concern. (b) Cumulative Impact: The proposed project will not result in significant cumulative impacts from successive projects of the same type in the same place. (c) Significant Effect: The project will not have a significant effect on the environment due to unusual circumstances. Most adjacent lots are developed with commercial buildings, and the subject site is of similar size and slope to nearby properties. The project site is in a typical urbanized area of the Westchester – Playa del Rey Community Plan, and the project would be consistent with the designated zoning and would adhere to all requirements of the LAMC, with the approval of Zone Change. The project is not unusual for the vicinity of the site and is similar in scope to other existing commercial uses in the area. Furthermore, there is not a reasonable possibility that the project would have a significant effect on the environment due to unusual circumstances. The project site is not located in the Very High Fire Hazard Severity Zone. (d) Scenic Highways: The project is not in the vicinity of a state scenic highway and will not damage scenic resources in a state scenic highway. (e) Hazardous Waste Sites: The project site is not on a list compiled pursuant to Government Code Section 65962.5 related to hazardous waste sites. (f) Historical Resources: Per ZIMAS, SurveyLA, and/or Historic Places LA, the project site is not identified or eligible as a historical resource. The project will not cause a substantial adverse change in the significance of a historical resource.

None of the exceptions in CEQA Guidelines Section 15300.2 to the categorical exemption(s) apply to the Project; no unusual circumstance is found.

IF FILED BY APPLICANT, ATTACH CERTIFIED DOCUMENT ISSUED BY THE CITY PLANNING DEPARTMENT STATING THAT THE DEPARTMENT HAS FOUND THE PROJECT TO BE EXEMPT.
If different from the applicant, the identity of the person undertaking the project.

CITY STAFF USE ONLY:

CITY STAFF NAME AND SIGNATURE

Kenton Trinh

STAFF TITLE

City Planner

ENTITLEMENTS APPROVED

Zone Change

DISTRIBUTION: County Clerk, Agency Record **Rev. 9-17-2025**

REFERRAL FORM



TRANSPORTATION STUDY ASSESSMENT

Department of Transportation

PURPOSE

The Department of Transportation (LADOT) Referral Form (hereafter referred to as Referral Form) serves as an initial assessment to determine whether a project requires a Transportation Assessment. A Planning case must be filed with Los Angeles City Planning prior to submitting this Referral Form to LADOT.

GENERAL INFORMATION

- All new school projects, including by-right projects, must contact LADOT for an assessment of the school's proposed drop-off/pick-up scheme and to determine if any traffic controls, school warning and speed limit signs, school crosswalk and pavement markings, passenger loading zones and school bus loading zones are needed.
- Unless exempted, projects located within a Transportation Specific Plan area may be required to pay a traffic impact assessment fee, regardless of the need to prepare a Transportation Assessment.
- Pursuant to LAMC Section 19.15 of Chapter 1 or LAMC Section 15.9.2. of Chapter 1A, as applicable, a review fee payable to LADOT may be required to process this form. The applicant should contact the appropriate [LADOT Development Services Office](#) to arrange payment.
- LADOT's Vehicle Miles Traveled (VMT), VMT Calculator, and VMT Calculator User Guide can be found at <http://ladot.lacity.org>.
- A transportation study is not needed for the following project applications:
 - Ministerial / by-right projects
 - Discretionary projects limited to a request for change in hours of operation
 - Tenant improvements within an existing shopping center for change of tenants
 - Any project only installing a parking lot or parking structure
 - Time extension
 - Single-family home (unless part of a subdivision)
- This Referral Form is not intended to address the project's site access plan, driveway dimensions and location, internal circulation elements, dedication and widening, and other issues. These items require separate review and approval by LADOT.

SUBMITTAL REQUIREMENTS

When submitting this Referral Form to LADOT, complete and include a copy of the documents listed below:

- City Planning Application ([CP13-7771.1](#))
- A fully dimensioned Site Plan showing all existing and proposed structures, parking and loading areas, driveways, as well as on-site and off-site circulation
- If filing for purposes of Project Review, the Project Review Supplemental Application ([CP13-2150](#))
- Project-specific VMT Calculator analysis results
- Route this Referral Form for processing to the appropriate [LADOT Development Services Office](#) as follows (see this [map](#) for geographical reference):

LADOT DEVELOPMENT SERVICES DIVISION OFFICES

Central	West LA	Valley
100 S. Main St, 9th Floor Los Angeles, CA 90012 ladot.devreview.cen@lacity.org	7166 W. Manchester Blvd Los Angeles, CA 90045 ladot.devreview.wla@lacity.org	6262 Van Nuys Blvd, 3rd Floor Van Nuys, CA 91401 ladot.devreview.sfv@lacity.org

THIS SECTION TO BE COMPLETED BY APPLICANT

PROJECT INFORMATION

Case Number: APCW-2024-8091-ZC

Address: 8946 S. Sepulveda Eastway, Los Angeles

Project Description: converting an existing performing center to an office space use.

Seeking Existing Use Credit (will be calculated by LADOT): YES NO UNSURE

Applicant Name: Young K. Chong

Email: er4913@gmail.com

Phone: 213-999-8711

PROJECT REFERRAL TABLE

	Land Use (list all)	Size/Unit	Daily Trips ¹
Proposed ¹	Office Space Conversion		
	Total Trips ¹ :		73

THIS SECTION TO BE COMPLETED BY PLANNING STAFF ONLY

Planning Staff Name: Kenton Trinh

Phone: (213) 482-7092

Signature: Kenton Trinh

Digitally signed by Kenton Trinh
Date: 2026.04.30 11:10:19 -07'00'

Date: 4/30/26

- a. Does the proposed project involve a discretionary action? YES NO
- b. Would the proposed project generate 250 or more daily vehicle trips²? YES NO
- c. If the project is replacing an existing number of residential units with a smaller number of residential units, is the proposed project located within one-half mile of a heavy rail, light rail, or bus rapid transit station³? YES NO

If **YES** to **a.** and **b.** or **c.**, or to **all** of the above, the Project must be referred to LADOT for further assessment.

¹ Qualifying Existing Use to be determined by LADOT staff on following page, per LADOT's TAG.

² To calculate the project's total daily trips, use the VMT Calculator. Under "Project Information", enter the project address, land use type, and intensity of all proposed land uses. Select the '+' icon to enter each land use. After you enter the information, copy the 'Daily Vehicle Trips' number into the total trips in this table. Do not consider any existing use information for screening purposes. For additional questions, consult LADOT's [VMT Calculator User Guide](#) and the LADOT TAG (available on the LADOT website).

³ Relevant transit lines include Metro A, B, C, D, E, G, J, and K line stations, and Metrolink stations.

THIS SECTION TO BE COMPLETED BY LADOT

PROJECT COMPONENTS

	Land Use (list all)	Size/Unit	Daily Trips
Proposed			
	Total Trips:		
Existing			
	Total Trips:		
Net Increase / Decrease (+ or -)			

- a. Is the project a single retail use that is less than 50,000 square feet? YES NO
- b. Would the project generate a net increase of 250 or more daily vehicle trips? YES NO
- c. Would the project generate a net increase of 500 or more daily vehicle trips, as determined by the ITE Trip Generation Manual, 11th Edition? YES NO
- d. Would the project result in a net increase in daily VMT? YES NO
- e. If the project is replacing an existing number of residential units with a smaller number of residential units, is the proposed project located within one-half mile of a heavy rail, light rail, or bus rapid transit station? YES NO
- f. Does the project trigger Project Review (LAMC Section 16.05 of Chapter 1 or LAMC Section 4C.14.1.C. (Development Review Threshold Packages) of Chapter 1A, depending on a property's applied zoning)? YES NO
- g. Project size:
 - i. Would the project generate a net increase of 1,000 or more daily vehicle trips? YES NO

ii. Is the project's frontage 250 linear feet or more along a street classified as an Avenue or Boulevard per the City's General Plan? YES NO

iii. Is the project's building frontage encompassing an entire block along a street classified as an Avenue or Boulevard per the City's General Plan? YES NO

VMT ANALYSIS (CEQA REVIEW)

If **YES** to **a.** and **NO** to **e.** a VMT analysis is **NOT** required.

If **YES** to both **b.** and **d.**; or to **e.** a VMT analysis **is** required.

ACCESS, SAFETY, AND CIRCULATION ASSESSMENT (CORRECTIVE CONDITIONS)

If **YES** to **c.**, a Vehicle Safety and Access Evaluation may be required.

If **YES** to **f.** and either **g.i.**, **g.ii.**, or **g.iii.**, a Pedestrian, Bicycle, and Transit Access Assessment may be required.

LADOT COMMENTS:

Please note that this form is not intended to address the project's site access plan, driveway dimensions and location, internal circulation elements, dedication and widening, and other issues. These items require separate review and approval by LADOT. Qualifying Existing Use to be determined per LADOT's TAG.

LADOT ASSESSMENT QUESTIONS

Specific Plan with Trip Fee or TDM Requirements: YES NO

Fee Calculation Estimate: _____

VMT Analysis Required: YES NO

Vehicle Safety and Access Evaluation: YES NO

Pedestrian, Bicycle, and Transit Access Assessment: YES NO

Prepared by DOT Staff Name: _____ Phone: _____

Signature: _____ Date: _____

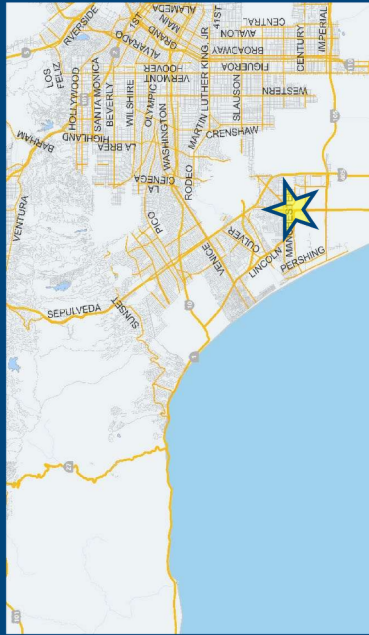
CITY OF LOS ANGELES VMT CALCULATOR Version 1.5



Project Screening Criteria: Is this project required to conduct a vehicle miles traveled analysis?

Project Information

Project: [WWW](#)
Scenario: 8946 S SEPULVEDA EASTWAY, 90045
Address:



Is the project replacing an existing number of residential units with a smaller number of residential units AND is located within one-half mile of a fixed-rail or fixed-guideway transit station?

Yes No

Existing Land Use

Land Use Type	Value	Unit
Housing Single Family		DU
(custom) Cultural Center Retail/Non-Retail	Non-Retail	LU type
(custom) Cultural Center Residents	0	Person
(custom) Cultural Center Employees	5	Person
(custom) Cultural Center Daily	223	Trips
(custom) Cultural Center HBW-Attraction Spli	10	Percent
(custom) Cultural Center HBO-Attraction Spli	48	Percent
(custom) Cultural Center NHB-Attraction Spli	21	Percent
(custom) Cultural Center HBW-Production Sp	0	Percent
(custom) Cultural Center HBO-Production Sp	0	Percent
(custom) Cultural Center NHB-Production Spl	21	Percent

Click here to add a single custom land use type (will be included in the above list)

Proposed Project Land Use

Land Use Type	Value	Unit
Office General Office	7,744	ksf
Office General Office	7,744	ksf

Click here to add a single custom land use type (will be included in the above list)

Project Screening Summary

Existing Land Use	Proposed Project
192 Daily Vehicle Trips	73 Daily Vehicle Trips
1,416 Daily VMT	617 Daily VMT
Tier 1 Screening Criteria	
Project will have less residential units compared to existing residential units & is within one-half mile of a fixed-rail station. <input type="checkbox"/>	
Tier 2 Screening Criteria	
The net increase in daily trips < 250 trips	-119 Net Daily Trips
The net increase in daily VMT ≤ 0	-799 Net Daily VMT
The proposed project consists of only retail land uses ≤ 50,000 square feet total.	0.000 ksf
The proposed project is not required to perform VMT analysis.	



**EXHIBIT E –
CERTIFICATE OF OCCUPANCY
(CULTURAL CENTER)**

OWNER

LOS ANGELES

PERMIT DETAIL

PERMIT NUMBER	PERMIT
07016-10000-23307	8946 S Se
07016-10001-23307	8946 S Se

PARCEL INFORMATION

Airport Hazard Area: 30' Height Limit Above

LADBS Branch Office: WLA

Community Noise Equiv. Level: 70 dB < 75 d

District Map: 093B165

Thomas Brothers Map Grid: 702-G3

PARCEL DOCUMENT

City Planning Cases (CPC) CPC-2420

**EXHIBIT F –
AGENCY CORRESPONDENCE**

**CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE**

Date: December 2, 2025

To: Vincent P. Bertoni, Director
Department of City Planning
Attn: Kenton Trinh (City Planner)

From: Hui M. Huang, Principal Civil Engineer
Permit Case Management Division
Bureau of Engineering (BOE)

Subject: **Case No. APCW-2024-8091-ZC (8946 South Sepulveda Eastway)
– Revised Memo**

The following recommendations identifying the infrastructure deficiencies adjacent to the above-referenced site. The recommendations are respectfully submitted for your consideration in the approval of a Zone Change application:

1. Dedication Required:

Sepulveda Eastway (Collector Street) – None.

Westchester Parkway (Boulevard II) – None.

2. Improvements Required:

Sepulveda Eastway – Remove existing sidewalk and all encroachments from the public right-of-way. Construct new integral concrete curb, 2-foot gutter and a 13-foot wide concrete sidewalk. Remove the existing curb ramp and construct new ADA-accessible curb ramps. Repair any broken or off-grade roadway pavements. Comply with LADOT requirements of ZI-1874 Specific Plan: Los Angeles Coastal Transportation Corridor.

Westchester Parkway – Remove the existing sidewalk and reconstruct a new minimum 5-foot wide concrete sidewalk adjoining the curb and landscape the parkway. Construct new ADA-accessible curb ramps at the northeast corner with Sepulveda Eastway. Repair any broken or off-grade concrete curbs, gutters and broken roadway pavements.

Notes: Broken curb and/or gutter includes segments within existing score lines that are depressed or upraised by more than $\frac{1}{4}$ inch from the surrounding concrete work or are separated from the main body of the concrete piece by a crack through the entire vertical segment and greater than $\frac{1}{8}$ inch at the surface of the section.

Non-ADA compliant sidewalk shall include any sidewalk that has a cross slope that exceeds 2% and/or is depressed or upraised by more than ¼ inch from the surrounding concrete work or has full concrete depth cracks that have separations greater than 1/8 inch at the surface. The sidewalk also includes that portion of the pedestrian path of travel across a driveway.

All new sidewalk curb and gutter shall conform to the Bureau of Engineering Standard Plans S410-2, S440-4, S442-6 and S444-0.

Upgrade all existing curb ramps to comply with ADA requirements.

Install tree wells with root barriers and plant street trees satisfactory to the City Engineer and the Urban Forestry Division of the Bureau of Street Services. The applicant should contact the Urban Forestry Division for further information at <https://engpermits.lacity.org/public> or via <https://appointments.lacity.org/apptsys/Public/Account>.

Notes: Street lighting may be required satisfactory to the Bureau of Street Lighting at <https://lalights.lacity.org> or via <https://appointments.lacity.org/apptsys/Public/Account>.

Department of Transportation may have additional requirements for dedication and improvements.

Refer to the Department of Transportation regarding traffic signals, signs and equipment at (213) 485-1062 or via <https://appointments.lacity.org/apptsys/Public/Account>.

Regarding any conflicts with power pole matters, contact the Department of Water and Power at (213) 367-0562 or via <https://appointments.lacity.org/apptsys/Public/Account>.

Refer to the Fire Department Hydrants and Access Unit regarding fire hydrants at (213) 482-6543 or via <https://appointments.lacity.org/apptsys/Public/Account>.

3. Provide proper drainage for street being improved and for the site being developed.
4. Sewer lines exist in Westchester Parkway. Extension of the house connection lateral to the new property line may be required. All Sewerage Facilities Charges and Bonded Sewer Fees are to be paid prior to obtaining a building permit.

5. Submit a request to the West Los Angeles (WLA) District Office sewer counter to determine the capacity of the existing public sewer to accommodate the proposed development at <https://engpermits.lacity.org/public> or via <https://appointments.lacity.org/apptsys/Public/Account>.
6. Obtain a revocable permit from the West Los Angeles (WLA) District Office for any landscaping, wall, fences or structures to remain in the public right-of-way at <https://engpermits.lacity.org/public> or <https://appointments.lacity.org/apptsys/Public/Account>.
7. Submit a parking area and driveway plan to the WLA District Office of the Bureau of Engineering and the Department of Transportation for review and approval.

Any questions regarding this report may be directed to the Bureau of Engineering Permit Case Management Division - Land Development Group, via the Customer Service Request system at <https://dscsr.lacity.org/>.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: 2/20/2025

To: Charlie Rausch, Senior City Planner
Department of City Planning
200 N. Spring St., 6th Floor MS-395

Richard Tom for

From: Jay Wong, Manager
Private Development Division
Bureau of Street Lighting

SUBJECT: STREET LIGHTING REQUIREMENTS FOR DISCRETIONARY ACTIONS

CITY PLANNING CASE No.: APCW 2024-8091 ZC

8946 S SEPULVEDA EASTWAY

The Bureau of Street Lighting's recommended condition of approval for the subject city planning case is as follows: (Improvement condition added to S-3 (c) where applicable.)

IMPROVEMENT CONDITION: No street lighting improvements if no street widening per BOE improvement conditions. Otherwise, relocate and upgrade street lights: one (1) on Sepulveda Eastway and one (1) on Westchester Pkwy.

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 conditions, requiring an improvement that will change the geometrics of the public roadway or driveway apron may require additional or the reconstruction of street lighting improvements as part of that condition.

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: October 28, 2025

TO: Shana M.M. Bonstin
Arthi L. Varma
Lisa M. Webber
Haydee Urita-Lopez
Deputy Director of Planning
Department of City Planning

FROM: Kwasi Berko, Division Manager
Clean Water North Conveyance Division
LA Sanitation & Environment



SUBJECT: ADM-2025-1138-PMUL-HCA
ADM-2024-7876-PMUL
AA-2024-7366-PMUL-HCA

ADM-2024-8220-PMUL-HCA

AA-2024-2692-PM-CN-HCA
AA-2024-8279-PMUL

ADM-2025-59-PMUL
AA-2025-41-PM
AA-2024-7755-PM-HCA
AA-2025-121-VPM-SL-HCA
AA-2025-350-VPM-SL-HCA
ADM-2025-371-PMUL
ADM-2025-477-PMUL
AA-2025-604-PM-CC
CPC-2025-215-DB-WDI-HCA
APCW-2024-8091-ZC
ADM-2025-862-PMUL
CPC-2025-63-DB-CU3-HCA
VTT-83570-HCA
AA-2025-971-PM

1923 North Upperton Place
9787 West Blantyre Drive
13185 - 13199 North De Garmo Ave
14843 & 14845 West Ryan Street
7711 West Forsythe Street
7710 West Wentworth Street
1612 West 206th Street
1963 North Curson Place
1962 North Wattles Drive
6006 - 6010 North Melvin Avenue
15449 - 15457 West Camarillo Street
17719 West Kingsbury Street
806 North Waterloo Street
316 North San Pascual Avenue
10433 North Whitegate Avenue
14951 & 14953 West Lanark Street
1211 South Sherbourne Drive
1433 & 1439 West Jefferson Blvd
8946 South Sepulveda Eastway
18163 - 18169 West Arminta Street
5048 - 5056 West Jefferson Blvd
17540 West Kingsbury Street
17216 West Parthenia Street

Our office has reviewed the sewer/storm drain lines serving the subject tracts/areas, and found no potential problems to our structures and/or potential maintenance issues, with the exception of ADM-2025-1138-PMUL-HCA (1923 North Upperton Place).

There is an easement contained within the aforementioned property. Any proposed development in close proximity to the easement must secure Department of Public Works approval.

Note: This Approval is for the Tract Map only and represents the office of LA Sanitation/CWCDs. The applicant may be required to obtain other necessary Clearances/Permits from LA Sanitation and appropriate District office of the Bureau of Engineering.

If you have any questions, please contact Dean Taylor at (323) 342-1550.

KB/dt/mt

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

8946 South Sepulveda Eastway
CTC25-118496

Date: April 1, 2025

To: Deputy Advisory Agency
Department of City Planning

From: Pedro B. Ayala, Transportation Engineering Associate III
Department of Transportation

Subject: **City Planning Case No.: APCW-2024-8091-ZC**

Reference is made to your request for review of this case regarding potential traffic access problems. Based upon this review, it is recommended that:

1. Parking stalls shall be designed so that a vehicle is not required to back into or out of any public street or sidewalk (not applicable when driveways serve not more than two dwelling units and where the driveway access is to a street other than a major or secondary highway). Each parking space, parking area, or loading area should be located such that vehicle maneuvers can be accomplished without driving onto the public right-of-way or sidewalk unless the public right-of-way is an alley or if it satisfies back-up maneuver space requirements, LAMC 12.21 A-5.
2. A minimum of 20-foot reservoir space be provided between any security gate(s) or first parking stall (whichever comes first) and the property line when driveway is serving less than 100 parking spaces. Reservoir space will increase to 40-feet and 60-feet when driveway is serving more than 100 and 300 parking spaces respectively or as shall be determined to the satisfaction of the Department of Transportation. A project site that desires to secure driveways servicing non-residential land uses during the period of after business hours, will be allowed to install security gates at the property line. The property owner will be required to install and maintain signage **“Security Gate Shall Remain Open During Business Hours”** on the vehicle access gate(s) facing ingress traffic.
3. Driveway(s) should be located as far from the intersection as possible. At a minimum, driveways on Arterial Streets should not be placed within 150 feet (or to the extent feasible) from the prolongation of the curb line of the intersecting street. Driveways on Collector or Local Streets should not be placed within 75 feet from the prolongation of the curb line of the intersecting street (or to the extent feasible) or as shall be determined to the satisfaction of the Department of Transportation.
Therefore, recognizing that driveway design recommendations may vary depending upon site constraints, location, and usage. Existing driveways may be considered for review and approval as constructed if the project which has necessitated their review is of limited scope and they continue to meet the needs of the new land use or is restriping only. DOT recommends that although the existing project driveway on Westchester Parkway is currently located at a substandard distance from the nearest intersection with Sepulveda

Eastway, the project may retain this existing driveway at its current location with a restricted “Right-In/ Right-Out” operation to accommodate safe and orderly vehicular access.

4. This project is subject to the Los Angeles Coastal Transportation Corridor Specific Plan requirements and this determination does not include approval of the project’s driveways and internal circulation or parking scheme. Adverse traffic impacts could occur due to access and circulation issues. A parking area and driveway plan be submitted to the Department of Transportation for approval prior to submittal of building permit plans for plan check by the Department of Building and Safety. Final DOT approval should be accomplished by submitting detailed site/driveway plans at a scale of 1"=40' to DOT's West LA/Coastal Development Review Section located at 7166 W. Manchester Ave., Los Angeles, 90045. For an appointment, email: ladot.devreview.wla@lacity.org
5. That a fee in the amount of \$205 be paid for the Department of Transportation as required per Ordinance No. 180542 and LAMC Section 19.15 prior to recordation of any final map. Note: the applicant may be required to comply with any other applicable fees per this new ordinance.

Please contact this section at (213) 485-1062 or by email at ladot.devreview.wla@lacity.org for any questions regarding the above.

Council District No. 11
Western District

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

March 6, 2025

TO: Vincent Bertoni, AICP, Director of Planning
Department of City Planning
Attention: Caelan Rafferty

FROM: Los Angeles Fire Department

SUBJECT: **APCW-2024-8091-ZC (8946 S. Sepulveda Eastway)**

Submit plot plans for Fire Department approval and review prior to recordation of Area Planning Case.

RECOMMENDATIONS:

Access for Fire Department apparatus and personnel to and into all structures shall be required.

Address identification. New and existing buildings shall have approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property.

One or more Knox Boxes will be required to be installed for LAFD access to project. Location and number to be determined by LAFD Field Inspector. (Refer to FPB Req # 75).

No building or portion of a building shall be constructed more than 150 feet from the edge of a roadway of an improved street, access road, or designated fire lane.

The following recommendations of the Fire Department relative to fire safety shall be incorporated into the building plans, which includes the submittal of a plot plan for approval by the Fire Department either prior to the recordation of a final map or the approval of a building permit. The plot plan shall include the following minimum design features: fire lanes, where required, shall be a minimum of 20 feet in width; all structures must be within 300 feet of an approved fire hydrant, and entrances to any dwelling unit or guest room shall not be more than 150 feet in distance in horizontal travel from the edge of the roadway of an improved street or approved fire lane.

Site plans shall include all overhead utility lines adjacent to the site.

Any roof elevation changes in excess of 3 feet may require the installation of ships ladders.

Adequate off-site public and on-site private fire hydrants may be required. Their number and location to be determined after the Fire Department's review of the plot plan.

Any required fire hydrants to be installed shall be fully operational and accepted by the Fire Department prior to any building construction.

Caelan Rafferty
March 6, 2025
APCW-2024-8091-ZC (8946 S. Sepulveda Eastway)
Page 2

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) 482-6543**. You should advise any consultant representing you of this requirement as well.

Ronnie R. Villanueva
Interim Fire Chief

David A. Perez, Fire Marshal
Bureau of Fire Prevention and Public Safety

DP:KC:kc

APCW-2024-8091-ZC (8946 S. Sepulveda Eastway)