

PLANNING DEPARTMENT TRANSMITTAL TO THE CITY CLERK'S OFFICE

CITY PLANNING CASE:	ENVIRONMENTAL CASE:	COUNCIL DISTRICT:
VTT-84762-SL-1A	ENV-2025-1299-CE	13 – Soto-Martinez
RELATED CASE NOS.:	COUNCIL FILE NO:	PROCEDURAL REGULATIONS:
ADM-2025-1671-SLD ☐ N/A	CF 26-1079 ☐ N/A	☐ Ch. 1 as of 1/21/24 (Not subject to Processes & Procedures Ord.) ☒ Ch. 1A (Subject to Processes & Procedures Ord.)
PROJECT ADDRESS / LOCATION:		
4061 West Melrose Avenue (4061 – 4069 ½ West Melrose Avenue)		
APPLICANT:	TELEPHONE NUMBER:	EMAIL ADDRESS:
Aaron Belliston, Melrose Ten LLC ☐ N/A ☐ New/Changed	323-839-4623	aaron@bmrla.com
APPLICANT'S REPRESENTATIVE:	TELEPHONE NUMBER:	EMAIL ADDRESS:
Aaron Belliston, BMR Enterprises ☐ N/A	323-839-4623	aaron@bmrla.com
APPELLANT:	TELEPHONE NUMBER:	EMAIL ADDRESS:
Stephen Webb and Dustin Cañez ☐ N/A	256-509-2856	smwebbwriter@gmail.com
APPELLANT'S REPRESENTATIVE:	TELEPHONE NUMBER:	EMAIL ADDRESS:
☒ N/A		
PLANNER CONTACT:	TELEPHONE NUMBER:	EMAIL ADDRESS:
Yamillet Brizuela	(213) 202-5620	yamillet.brizuela@lacity.org
ITEMS FOR CITY COUNCIL CONSIDERATION (IE. ENTITLEMENTS, LEGISLATIVE ACTIONS):		
☐ <i>The preparation of a draft ordinance by the City Attorney will be required.</i> Case No. VTT-84762-SL-1A and ENV-2025-1299-CE. On August 12, 2026 the City Council adopted Motion (Soto-Martinez – Blumenfield), pursuant to Charter Section 245, asserting jurisdiction over the May 12, 2026 action (Letter of Determination date: July 24, 2026) of the Central APC.		
FINAL ENTITLMENTS NOT ADVANCING FOR CITY COUNCIL CONSIDERATION: (UNAPPEALED OR NON-APPEALABLE ITEMS)		
☒ N/A		
ITEMS APPEALED:		

☒ N/A			
ATTACHMENTS:	REVISED:	ENVIRONMENTAL DOCUMENT:	REVISED:
☒ Letter of Determination ☒ Findings of Fact ☒ Staff Recommendation Report ☒ Conditions of Approval ☐ T Conditions ☐ Proposed Ordinance ☐ Zone Change Map and Ordinance ☐ GPA Resolution ☐ Land Use Map ☒ Exhibit A – Plans ☒ Mailing List (both Word and PDF) ☒ Interested Parties List ☒ Appeal ☐ Development Agreement ☐ Site Photographs ☒ Other: VTT Map No. 84762	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☒ Categorical Exemption (CE) (Notice of Exemption) ☐ Statutory Exemption (SE) (Notice of Exemption) ☐ Negative Declaration (ND) ☐ Mitigated Negative Declaration (MND) ☐ Environmental Impact Report (EIR) ☐ Mitigation Monitoring Program (MMP) ☐ Sustainable Communities Project Exemption (SCPE) ☐ Sustainable Communities Environmental Assessment (SCEA) ☐ Sustainable Communities Environmental Impact Report (SCEIR) ☐ Appendices ☐ Other:	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
NOTES / INSTRUCTIONS:			
☒ N/A			
CITY COUNCIL NOTICE TIMING:	NOTICE LIST (SELECT ALL):	NOTICE PUBLICATION:	
☒ 10 days ☐ 15 days ☐ 24 days ☐ N/A / None ☐ Other: [enter here if applicable]	☒ Owner ☒ Applicant ☒ Adjacent/Abutting ☐ 100' radius ☐ 300' radius ☐ 500' radius ☒ Neighborhood Council ☒ Interested Parties ☒ Other: Appellant	☐ 10 days ☐ 15 days ☐ 24 days ☒ N/A / None ☐ Other: [enter here if applicable]	
FISCAL IMPACT STATEMENT:			
☐ Yes ☒ No			
*If determination states administrative costs are recovered through fees, indicate "Yes."			
PLANNING COMMISSION:			
☐ City Planning Commission (CPC) ☐ Cultural Heritage Commission (CHC) ☒ Central Area Planning Commission ☐ East LA Area Planning Commission		☐ North Valley Area Planning Commission ☐ South LA Area Planning Commission ☐ South Valley Area Planning Commission ☐ West LA Area Planning Commission	

☐ Harbor Area Planning Commission	
PLANNING COMMISSION HEARING DATE:	COMMISSION VOTE:
May 12, 2026	4-0
LAST DAY TO APPEAL:	DATE APPEALED:
August 3, 2026	N/A – 245 Motion Adopted on August 12, 2026
COUNCIL TIME TO ACT:	TIME TO ACT START:
☐ 30 days ☐ 45 days ☐ 60 days ☐ 75 days ☐ 90 days ☐ 120 days ☐ N/A / None ☒ Other: 21 days	☐ Appeal Filing Date ☐ Received by Clerk ☐ Last Day to Appeal ☐ N/A / None ☒ Other: August 12, 2026 (Adopted 245 Motion)
TRANSMITTED BY:	TRANSMITTAL DATE:
Ari Briski, Commission Office Manager	August 12, 2026



CENTRAL AREA PLANNING COMMISSION

200 North Spring Street, Room 272, Los Angeles, California, 90012-4801, (213) 978-1300

www.planning.lacity.org

LETTER OF DETERMINATION

MAILING DATE: **JULY 24, 2026**

Case No.: VTT-84762-SL-1A

Council District: 13 – Soto-Martinez

Related Case No.: ADM-2025-1671-SLD

CEQA: ENV-2025-1299-CE

Plan Area: Hollywood

Project Site: 4061 West Melrose Avenue (4061 – 4069 ½ West Melrose Avenue)

Applicant: Aaron Belliston, Melrose Ten, LLC
Representative: Aaron Belliston, BMR Enterprises

Appellant: Dustin Cañez and Stephen Webb

At its meeting of **May 12, 2026**, the Central Area Planning Commission took the actions below in conjunction with the following:

Merger and resubdivision of three lots, totaling 15,513 square feet, into nine small lots, and a waiver of street widening improvements. The Proposed Project includes interior remodel but does not propose any new construction to expand the existing building floor area, footprint, or height.

1. **Determined**, based on the whole administrative record, that the Project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines, Article 19, Section 15301 (Class 1), an Exemption from CEQA and there is no substantial evidence demonstrating that an exception to a categorical exemption pursuant to CEQA Guidelines, Section 15300.2 applies;
2. **Denied** the appeal and **sustained** the Deputy Advisory Agency's Determination dated February 26, 2026;
3. **Approved**, pursuant to Chapter 1 Sections 17.06, 17.15, and 12.22 C.27, and Chapter 1A Sections 13B.7.3.D. and 13B.7.3.I. of the Los Angeles Municipal Code (LAMC), the attached Vesting Tentative Tract Map No. 84762-SL (stamped map dated January 26, 2026) for the merger and resubdivision of three lots, totaling 15,513 square feet, into nine small lots;
4. **Approved**, pursuant to LAMC Chapter 1A Section 13B.7.1.C.2., a waiver of a two-foot widening improvement requirement along West Melrose Avenue, adjacent to the project's street frontage, to retain the existing 20-foot adjacent half roadway with a five-foot sidewalk in lieu of the required 22-foot adjacent half roadway;
5. **Approved** the attached Conditions of Approval; and
6. **Approved** the attached Findings.

The vote proceeded as follows:

Moved: Stromberg
Second: Sachdeva
Ayes: Lawrence, Powell
Absent: Welliver

Vote: 4 – 0



Stephanie Gavidia, Commission Executive Assistant I
Central Area Planning Commission

APPEAL PERIOD - EFFECTIVE DATE

The decision of the Central Area Planning Commission is appealable to City Council within 10 days after the mailing date of this determination letter. Any appeal not filed within the 10-day period shall not be considered by the Council.

FINAL APPEAL DATE: AUGUST 03, 2026

Notice: An appeal of the CEQA clearance for the Project pursuant to Public Resources Code Section 21151(c) is only available if the Determination on the CEQA clearance is an appealable clearance under Section 13B.11.1.F.2. (EIR, ND, MND, SCEA, Exemption/No Project) made by a decisionmaker other than the City Council; all available appeals on the entitlement approval(s) have been taken; and the Determination on the entitlement(s) is final and not further appealable.

WHO CAN FILE AN APPEAL

An applicant or any other person aggrieved by the Decision Maker's decision may file an appeal.

HOW TO FILE AN APPEAL

An appeal application must be submitted and paid for before 4:30 PM (PST) on the final day to appeal the determination. Should the final day fall on a weekend or legal City holiday, the time for filing an appeal shall be extended to 4:30 PM (PST) on the next succeeding working day. Appeals should be filed early to ensure the Development Services Center (DSC) staff has adequate time to review and accept the documents, and to allow appellants time to submit payment. Appeals may be filed either online or in person as referenced below:

Forms are available online at <http://planning.lacity.gov/development-services/forms>.

ONLINE APPEAL FILINGS THROUGH ONLINE APPLICATION SYSTEM (OAS)



QR Code to
Online Appeal Filing

Online Application System (OAS): The OAS (<https://planning.lacity.gov/oas>) allows entitlement appeals to be submitted entirely online. Appeal fees may be paid for by credit card or e-check.

IN PERSON APPEAL FILINGS



QR Code to Forms
for In-Person Appeal
Filing

Drop off at DSC. Appeals of this determination can be submitted in-person at the Metro or Van Nuys DSC locations, as well as the South Los Angeles DSC on Tuesdays and Thursdays only, and payment can be made by credit card or check.

- a. City Planning has established drop-off areas at the DSCs with physical boxes where appellants can drop off appeal applications;
- b. Alternatively, appeal applications can be filed with staff at DSC public counters.

CITY PLANNING DEVELOPMENT SERVICES CENTERS – PUBLIC COUNTERS

Office	Address	Phone Number	Email
Metro DSC	201 N. Figueroa St 4th Floor Los Angeles, CA 90012	(213) 482-7077	planning.figcounter@lacity.org
Van Nuys DSC	6262 Van Nuys Blvd Suite 251 Van Nuys, CA 91401	(818) 374-5050	planning.mbc2@lacity.org
South LA DSC <i>Tuesday and Thursday Only</i>	8475 S. Vermont Ave, 1st Floor Los Angeles, CA 90044	(213) 978-1465	planning.southla@lacity.org

City Planning staff may follow up with the appellant via email and/or phone if there are any questions or missing materials in the appeal submission, to ensure that the appeal package is complete and meets the applicable LAMC provisions.

If you seek judicial review of any decision of the City pursuant to California Code of Civil procedure Section 1094.5, the petition for writ of mandate pursuant to that section must be filed no later than the 90th day following the date on which the City's decision became final pursuant to California Code of Civil Procedure Section 1094.6. There may be other time limits which also affect your ability to seek judicial review.

SCHEDULING CASE CONDITION CLEARANCE AND BUILDING PERMIT SIGN-OFFS

This grant is not a permit or license and any permits and/or licenses required by law must be obtained from the proper public agency. If any Condition of this grant is violated or not complied with, then the applicant or their successor in interest may be prosecuted for violating these Conditions the same as for any violation of the requirements contained in the Los Angeles Municipal Code (LAMC).



QR Code to BuildLA
Appointment Portal for
Condition Clearance

In order to clear conditions and/or obtain building permit sign-offs, you must make an [appointment](#) with the Department of City Planning's Development Services Center (DSC). You may schedule a Case Condition Clearance Appointment with the DSC at appointments.lacity.org after the effective date of the determination..

See instructions on how to prepare for your appointment at planning.lacity.gov/project-review/case-filings

Attachments: Conditions of Approval, Findings, Vesting Tentative Tract Map No. 84762-SL (stamped map dated January 26, 2026)

cc: Jane Choi, Principal City Planner
Deborah Kahen, Senior City Planner
Chi Dang, City Planner
Yamillet Brizuela, City Planning Associate

CONDITIONS OF APPROVAL

BUREAU OF ENGINEERING – SPECIFIC CONDITIONS

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/>.

1. That if this tract map is approved as "Small Lot Subdivision" then, if necessary for street address purposes, all the common access to this subdivision be named on the final map satisfactory to the City Engineer.
2. That if this tract map is approved as small lot subdivision, then the final map be labeled as "Small Lot Subdivision per Ordinance No. 185462" satisfactory to the City Engineer.
3. That all common access easements including the vehicular access and pedestrian access easement be part of the adjoining lots.
4. That all pedestrian common access easements be shown on the final map.
5. That, if necessary, the owners of the property record an agreement satisfactory to the City Engineer that they will provide name signs for the common access driveways.
6. That, if necessary, public sanitary sewer easements be dedicated on the final map based on an alignment approved by the BOE - Central District Office.
7. That, the subdivider makes a request to the BOE - Central District Office to determine the capacity of existing sewers in this area.
8. That the following improvements be either constructed prior to recordation of the final map or that the construction be suitably guaranteed satisfactory to the City Engineer:
 - a. Improve Melrose Avenue adjoining the subdivision by the repair and or replacement any broken, off-grade or damaged concrete curb, gutter, sidewalk, and roadway pavement, including any necessary removal and reconstruction of existing improvements.
 - b. Construct any necessary on-site mainline and house connection sewers satisfactory to the City Engineer.

DEPARTMENT OF BUILDING AND SAFETY, GRADING DIVISION

Grading Division approvals are conducted at 221 North Figueroa Street, 12th Floor suite 1200. The approval of this Tract Map shall not be construed as having been based upon a geological investigation such as will authorize the issuance of the building permit of the subject property. Such permits will be issued only at such time as the Department of Building and Safety has received such topographic maps and geological reports as it deems necessary to justify the issuance of such building permits.

9. Comply with any requirements with the Department of Building and Safety, Grading Division for recordation of the final map and issuance of any permit.

DEPARTMENT OF BUILDING AND SAFETY, ZONING DIVISION

An appointment is required for the issuance of a clearance letter from the Department of Building and Safety. The applicant is asked to contact Eric Wong at (213) 482-6876 to schedule an appointment.

10. There are two permits (1923LA1833 and 1923LA1840) for 2 detached garages on the site with four parking spaces per garage for total of eight parking spaces. The two garages are currently no longer there without obtaining the applicable demolition permits. Obtain demolition permits to remove the parking structures and parking spaces from the site.
11. Obtain demolition permits to remove the parking structures and parking spaces from the site without replace or replace it with uncovered parking spaces. Provide copies of the permits and signed inspection cards to show completion of the work.
12. Provide building plans to show compliance with current Los Angeles City Residential Code concerning exterior wall/opening protection and exit requirements with respect to the new property lines.
 - a. Provide 1-hr fire-resistance exterior walls if fire separation distance is: Less than 5' [T-R302.1(1)], or Less than 3' if the building is equipped throughout with an automatic residential fire sprinkler system installed in accordance with section R313. [T-R302.1(2)].
 - b. Openings are not allowed within 3' fire separation distance. [T-R302.1(1) & T-R302.1(2)].
 - c. Maximum 25% opening area is allowed when the fire separation distance is between 3' and 5' for building without automatic sprinkler. (T-302.1(1)).
 - d. Unlimited opening area is allowed when the fire separation distance is $\geq 3'$ for building with automatic sprinkler. (T-302.1(2)).
 - e. All noncompliance issues shall be corrected, required permits shall be obtained, and the final work inspected prior to a clearance letter being issued.
13. Show all street dedication as required by Bureau of Engineering and provide net lot area after all dedication. "Area" requirements shall be re-checked as per net lot area after street/alley dedication. Front yard and density requirements shall be required to comply with current code as measured from new property line after dedication.
14. If dedication is required, obtain City Planning to allow for the further reduction of the existing nonconforming front yard setback for Lots 1 and 9.
15. If dedication is required, a minimum 15,000 SF of total lot area is required to maintain the existing 10 units (maximum density of 1,500 SF of lot area/dwelling unit) after required dedication is taken.

Notes:

Owners are to record a Maintenance Agreement that runs with the land for the purpose of reciprocal private easements maintenance program to all common areas and shared facilities such as trees, landscaping, drainage, trash, parking, community driveway (ground floor width and width clear to sky above the ground floor level), including walkways as shown on the approved Small Lot Subdivision Map.

The project site is within the Vermont / Western Station Neighborhood Area Plan.

The project site is within AB 2097.

The proposed building plans have not been checked for and shall comply with Building and Zoning Code requirements. With the exception of revised health or safety standards, the subdivider shall have a vested right to proceed with the proposed development in substantial compliance with the ordinances, policies, and standards in effect at the time the subdivision application was deemed complete. Plan check will be required before any construction, occupancy or change of use.

DEPARTMENT OF TRANSPORTATION

Contact ladot.onestop@lacity.org for any questions.

16. Any changes made to the existing parking and/or driveway, a parking area and driveway plan be submitted to the LADOT Citywide Planning Coordination Section for approval prior to submittal of building permit plans for plan check by the Department of Building and Safety. Transportation approvals are conducted at 201 North Figueroa Street, Room 550. For an appointment, contact LADOT's One Stop email at ladot.onestop@lacity.org.
17. Any changes made to the existing parking and/or driveway, a fee in the amount of \$205 be paid to LADOT as required per Ordinance No. 180542 and LAMC Section 19.15 prior to recordation of the final map. Note: the applicant may be required to comply with any other applicable fees per this new ordinance.

FIRE DEPARTMENT

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.

18. That prior to the recordation of the final map, a suitable arrangement shall be made satisfactory to the Fire Department, binding the subdivider and all successors to the following:
 - 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.
 - d. Location and number to be determined by LAFD Field Inspector. (Refer to FPB Req # 75).
 - e. The entrance or exit of all ground dwelling units shall not be more than 150 feet from the edge of a roadway of an improved street, access road, or designated fire lane.
 - f. 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.

- g. The Fire Department may require additional vehicular access where buildings exceed 30 feet in height.
- h. Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet, approved aerial fire apparatus access roads shall be provided.
- i. Smoke Vents may be required where roof access is not possible; location and number of vents to be determined at Plan Review.
- j. No proposed development utilizing cluster, group, or condominium design of one- or two-family dwellings shall be more than 150 feet from the edge of the roadway of an improved street, access road, or designated fire lane.
- k. 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.
- l. Where rescue window access is required, provide conditions and improvements necessary to meet accessibility standards as determined by the Los Angeles Fire Department.
- m. 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.
- n. Any required fire hydrants to be installed shall be fully operational and accepted by the Fire Department prior to any building construction.

LOS ANGELES UNIFIED SCHOOL DISTRICT (LAUSD)

19. **That prior to the issuance of any demolition or grading permit or any other permit allowing site preparation and/or construction activities on the site,** satisfactory arrangements shall be made with the Los Angeles Unified School District implementing the measures for demolition and construction. The project site is located on the pedestrian and bus routes for students attending Dayton Heights Elementary. Therefore, the applicant shall make timely contact for coordination to safeguard pedestrians/ motorists with the LAUSD Transportation Branch, phone no. (213) 241-4210, and the principals or designees of Dayton Heights Elementary. (This condition may be cleared by a written communication from the LAUSD Transportation Branch attesting to the required coordination and/or the principals of the above referenced schools and to the satisfaction of the Advisory Agency).

DEPARTMENT OF WATER AND POWER

20. **That prior to the issuance of a grading or building permit,** satisfactory arrangements shall be made with the Department of Water and Power for the following:
- a. Acreage supply charges shall be paid.

- b. Water main charges shall be paid.
- c. Covenant and Maintenance Agreement for Small Lot Subdivision Map or Map with Land Locked Lots.
- d. On January 1, 2018, LADWP implemented a new policy regarding water service for multi-unit residential structures. If a development allows LADWP to install an individual meter in front of each house and a water main serving that development fronts the property and is in a public right-of-way, then this is a conventional installation and LADWP will provide individual meters. However, if the small lot is completely and within private property and the request is for a manifold type installation of consecutive meters in that manifold-setting, LADWP can provide a master meter if the number of meters required is greater than five (5).
- e. During the Preliminary or Tentative Map stage, the developer shall contact the appropriate LADWP Water Distribution Engineering District to coordinate the location of the proposed water service locations for their subdivision especially for small lot subdivisions or developments with land locked lots (lots with no frontage to the public right-of-way or public water main). For these types of developments, LADWP will require a Covenant and Maintenance Agreement (CMA) to be recorded. The developer/engineer shall provide an exhibit with the proposed water service locations for review. Upon review and approval, the CMA must be recorded with the LA County Recorder's office and sent back to LADWP. The Recorded CMA is required for LADWP to provide subdivision map clearance and water service. If there is no space available for LADWP to install the proposed water services within the public right of way, the services may need to be installed in private property and LADWP will require an easement to be dedicated on the final, recorded map.

BUREAU OF STREET LIGHTING

Street Lighting clearance for this Street Light Maintenance Assessment District condition is conducted at 1149 S. Broadway Suite 200. Street Lighting improvement condition clearance will be conducted at the Bureau of Engineering District office, see condition S-3. (c).

- 21. Prior to the recordation of the final map or issuance of the Certificate of Occupancy (C of O), street lighting improvement plans shall be submitted for review and the owner shall provide a good faith effort via a ballot process for the formation or annexation of the property within the boundary of the development into a Street Lighting Maintenance Assessment District.

BUREAU OF SANITATION

- 22. Wastewater Collection Systems Division of the Bureau of Sanitation shall inspect the sewer/storm drain lines serving the subject tract. Upon compliance with its conditions and requirements, the Bureau of Sanitation, Wastewater Collection Systems Division will forward the necessary clearances to the Bureau of Engineering. (This condition shall be deemed cleared at the time the City Engineer clears Condition No. S-1. (d).).

INFORMATION TECHNOLOGY AGENCY

- 23. To assure that cable television facilities will be installed in the same manner as other required improvements, please email ita.cabletvclearance@lacity.org that provides an automated response with the instructions on how to obtain the Cable TV clearance. The

automated response also provides the email address of three (3) people in case the applicant/owner has any additional questions.

DEPARTMENT OF RECREATION AND PARKS

Park fees are paid at [221 North Figueroa Street, Suite 400](#), Los Angeles. Please contact Park Fees staff at (213) 202-2657 for any questions or comments.

24. That the Park Fee paid to the Department of Recreation and Parks be calculated as a Subdivision (Quimby in-lieu) fee.

URBAN FORESTRY DIVISION AND THE DEPARTMENT OF CITY PLANNING

25. Project shall preserve all healthy mature street trees whenever possible. All feasible alternatives in project design should be considered and implemented to retain healthy mature street trees. A permit is required for the removal of any street tree and shall be replaced 2:1 as approved by the Board of Public Works and Urban Forestry Division.
26. When street dedications are required and to the extent possible, the project shall provide larger planting areas for existing trees to allow for growth and planting of larger stature street trees. This includes and is not limited to parkway installation and/or enlargement of tree wells and parkways.
27. Plant street trees at all feasible planting locations within dedicated streets as directed and required by the Bureau of Street Services, Urban Forestry Division. All tree plantings shall be installed to current tree planting standards when the City has previously been paid for tree plantings. The subdivider or contractor shall notify the Urban Forestry Division at: (213) 847-3077 upon completion of construction for tree planting direction and instructions.

Note:

Removal of street trees requires approval of the Board of Public Works. All projects must have environmental (CEQA) documents that appropriately address any removal and replacement of street trees. Contact Urban Forestry Division at: (213) 847-3077 for tree removal permit information.

DEPARTMENT OF CITY PLANNING-SITE SPECIFIC CONDITIONS

Clearances may be conducted at the Figueroa, Valley, or West Los Angeles Development Services Centers. To clear conditions, an appointment is required, which can be requested at planning.lacity.gov.

28. Prior to the recordation of the final map, the subdivider shall prepare and execute a Covenant and Agreement (Planning Department General Form CP-6770) in a manner satisfactory to the Planning Department, binding the subdivider and all successors to the following:
- a. Limit the proposed development to a maximum of nine (9) Small Lots.
 - b. Parking shall be provided in accordance with the LAMC and Case No. ADM-2025-1671-SLD.
 - c. A Certificate of Occupancy (temporary or final) for the building(s) in Vesting Tentative Tract No. 84762-SL shall not be issued until after the final map has been recorded.

- d. That the subdivider shall comply with the **Vermont / Western Station Neighborhood Area Plan (SNAP) Specific Plan** prior to the issuance of a building or grading permit.
- e. Note to City Zoning Engineer and Plan Check. The Advisory Agency has considered the following setbacks in conjunction with the approved map. Minor deviations to the map's setbacks are allowed in the event that such deviations are necessary in order to accommodate other conditions of approval as required by other City agencies. In no event shall the setback from the perimeter boundary of the subdivision measure less than the yards required pursuant to LAMC Chapter 1, Section 12.22 C,27:

- (i) Setbacks shall be permitted as follows:

Lot No.	North	South	East	West
1	4' - 9 ¾"	4' - 11 ½"	8' - 1 ½"	7' - 7"
2	4' - 11"	3' - 0"	7' - 11 ½"	7' - 9 ¾"
3	4' - 9 ¼"	3' - 0"	7' - 10 ¼"	7' - 11 ½"
4	3' - 1"	3' - 0"	7' - 9"	5' - 6 ¼"
5	0' - 2"	2' - 10 ½"	33' - 8 ½"	34' - 0 ½"
6	3' - 0"	3' - 0 ¼"	7' - 11"	8' - 0"
7	4' - 9 ¼"	3' - 0"	7' - 11 ¾"	7' - 10 ¾"
8	4' - 10 ¾"	3' - 0"	8' - 0 ½"	7' - 9 ¼"
9	4' - 10 ½"	4' - 4 ¾"	8' - 1"	7' - 7 ¾"

- (ii) The Common Access Driveway may have a minimum width of 7 feet, 7-inch clear-to-sky.
- f. That prior to issuance of a certificate of occupancy, a minimum 6-foot-high wooden or decorative masonry wall shall be constructed adjacent to neighboring residences, if no such wall already exists, except in required front yard.
- g. The small lot subdivision shall conform to the plans stamped Exhibit A and approved by the Director of Planning under Case No. ADM-2025-1671-SLD. In the event the Advisory Agency modifies Vesting Tentative Tract Map No. 84762-SL in a manner that is inconsistent with the stamped plans, the subdivider shall submit revised plans in substantial conformance with the approved map to the satisfaction of the Advisory Agency, for inclusion in the case file, and prior to the issuance of a building permit.
- h. That the subdivider consider the use of natural gas and/or solar energy and consult with the Department of Water and Power and Southern California Gas Company regarding feasible energy conservation measures.
- i. 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 in part, the City may withdraw its defense of the action, void its approval of the entitlement, or take 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. Action 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.

29. A Community Maintenance Agreement shall be prepared, composed of all property owners, to maintain all common areas such as trees, landscaping, trash, parking, community driveway, walkways, monthly service for private fire hydrant (if required), etc. Each owner and future property owners shall automatically become party to the agreement and shall be subject to a proportionate share of the maintenance. The Community Maintenance Agreement shall be recorded as a Covenant and Agreement to run with the land. The subdivider shall submit a copy of this Agreement, once recorded, to the Planning Department for placement in the tract file.
30. That copies of all recorded Covenant and Agreement(s) for all reciprocal private easements shall be submitted to the Planning Department for placement in the tract file.
31. That prior to the issuance of the building permit or the recordation of the final map, a copy of the Case No. ADM-2025-1671-SLD shall be submitted to the satisfaction of the Advisory Agency. In the event that Case No. ADM-2025-1671-SLD is not approved, the subdivider shall submit a tract modification.

TENANT NOTIFICATION AND RELOCATION CONDITIONS

32. Within 30 days of the date of this approval, the applicant/subdivider shall demonstrate that written notice of the herein approval has been provided to at least one tenant of each rental unit located on the property. (LAMC Section 13B.7.3 of Chapter 1A, LAMC Section 12.95.2 of Chapter 1, and Advisory Agency Policy No. 2006-2 Small Lot Development And Tenant Relocation Requirements).
33. That the applicant execute and record a Covenant and Agreement (Planning Department General Form CP-6771) in a form satisfactory to the Advisory Agency, binding the applicant and any successor in interest to provide relocation assistance in a manner consistent with Section 12.95.2 G of Chapter 1 and 47.06 of the Los Angeles Municipal Code pertaining to rental subsidies for tenants evicted for condominium conversions and any additional ordinances that may provide greater relocation assistance. The covenant and agreement shall be executed and recorded within 10 days after expiration of appeal period (and final action thereon) and a copy provided to each tenant within five days of recordation of the covenant and agreement. **Failure to meet the requirement of this condition – including time limits – may be grounds to disapprove the final map.**
34. Within 10 days after the time to appeal has expired, the applicant shall execute and record a Covenant and Agreement (Planning Department General Form CP-6770) in a form satisfactory to the Advisory Agency binding the applicant and any successor in interest to the affirmative duty to abide by all provisions of the Ellis Act (Government Code §§ 7060, et seq.) and §§ 151.22 – 151.28 of the Los Angeles Municipal Code.

DEPARTMENT OF CITY PLANNING – STANDARD SMALL LOT SUBDIVISION OF EXISTING DWELLING UNITS CONDITIONS

- SL-1. That prior to final map recordation, the applicant shall execute and record a Covenant and Agreement stating that each tenant shall be given at least a 180-day written notice of intention to convert, prior to termination of tenancy, due to the conversion or proposed conversion. Government Code section 66427.1(c). This notification supersedes LAMC Section 12.95.2 E.2 of Chapter 1.
- SL -2. That prior to final map recordation, the applicant execute a covenant and agreement stating that each tenant of the proposed Small Lot Subdivision of Existing Dwelling Units project shall be given written notice of an exclusive right to contract for the purchase of the dwelling unit, occupied by the tenant, upon the same or more favorable terms and conditions than those initially offered to the general public. If a tenant's existing unit is to be combined with an adjacent unit, another unit of comparable size and amenities shall be offered to that tenant. The right shall run for a period of not less than 90 days from the date of issuance of the subdivision public report pursuant to Section 11018.2 of the California Business and Profession Code, unless the applicant receives prior written notice of the tenant's intention not to exercise the right. (LAMC Section 12.95.2 E.3 of Chapter 1).
- SL-4. Prior to the recordation of the Final Map the Department of Building and Safety shall certify to the satisfaction of the Advisory Agency that the existing structure meets all applicable Codes to its satisfaction for a residential use.
- SL-5. Prior to the recordation of the Final Map, whichever occurs first, the Department of Building and Safety shall certify to the satisfaction of the Advisory Agency that the existing structure meets all applicable Codes to its satisfaction for a residential use for sound attenuation.

DEPARTMENT OF CITY PLANNING - STANDARD SMALL LOT CONDITIONS

- SL-6. That a landscape plan, prepared by a licensed landscape architect, be submitted to and approved by the Advisory Agency in accordance with CP-6730 prior to obtaining any grading or building permits before the recordation of the final map. The landscape plan shall identify tree replacement on a 1:1 basis by a minimum of 24-inch box trees for the unavoidable loss of desirable trees on the site.

In the event the subdivider decides not to request a permit before the recordation of the final map, a covenant and agreement satisfactory to the Advisory Agency guaranteeing the submission of such plan before obtaining any permit shall be recorded.

BUREAU OF ENGINEERING - STANDARD CONDITIONS

- S-1 (a) That the sewerage facilities charge be deposited prior to recordation of the final map over all of the tract in conformance with Section 64.11.2 of the Municipal Code (LAMC).
- (b) That survey boundary monuments be established in the field in a manner satisfactory to the City Engineer and located within the California Coordinate System prior to recordation of the final map. Any alternative measure approved by the City Engineer would require prior submission of complete field notes in support of the boundary survey.
- (c) That satisfactory arrangements be made with both the Water System and the Power System of the Department of Water and Power with respect to water mains, fire hydrants, service connections and public utility easements.

- (d) That any necessary sewer, street, drainage, and street lighting easements be dedicated. In the event it is necessary to obtain off-site easements by separate instruments, records of the Bureau of Right-of-Way and Land shall verify that such easements have been obtained. The above requirements do not apply to easements of off-site sewers to be provided by the City.
 - (e) That drainage matters be taken care of satisfactory to the City Engineer.
 - (f) That satisfactory street, sewer and drainage plans and profiles as required, together with a lot grading plan of the tract and any necessary topography of adjoining areas be submitted to the City Engineer.
 - (g) That any required slope easements be dedicated by the final map.
 - (h) That each lot in the tract comply with the width and area requirements of the Zoning Ordinance.
 - (i) That 1-foot future streets and/or alleys be shown along the outside of incomplete public dedications and across the termini of all dedications abutting unsubdivided property. The 1-foot dedications on the map shall include a restriction against their use of access purposes until such time as they are accepted for public use.
 - (j) That any 1-foot future street and/or alley adjoining the tract be dedicated for public use by the tract, or that a suitable resolution of acceptance be transmitted to the City Council with the final map.
 - (k) That no public street grade exceeds 15%.
 - (l) That any necessary additional street dedications be provided to comply with the Americans with Disabilities Act (ADA) of 2010.
- S-2 That the following provisions be accomplished in conformity with the improvements constructed herein:
- (a) Survey monuments shall be placed and permanently referenced to the satisfaction of the City Engineer. A set of approved field notes shall be furnished, or such work shall be suitably guaranteed, except where the setting of boundary monuments requires that other procedures be followed.
 - (b) Make satisfactory arrangements with the Department of Traffic with respect to street name, warning, regulatory and guide signs.
 - (c) All grading done on private property outside the tract boundaries in connection with public improvements shall be performed within dedicated slope easements or by grants of satisfactory rights of entry by the affected property owners.
 - (d) All improvements within public streets, private street, alleys, and easements shall be constructed under permit in conformity with plans and specifications approved by the Bureau of Engineering.
 - (e) Any required bonded sewer fees shall be paid prior to recordation of the final map.
- S-3 That the following improvements be either constructed prior to recordation of the final map or that the construction be suitably guaranteed:

- (a) Construct on -site sewers to serve the tract as determined by the City Engineer.
- (b) Construct any necessary drainage facilities.
- (c) Install street lighting facilities to serve the tract as required by the Bureau of Street Lighting.
- (1) No street lighting requirements.

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, 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.

- (d) Plant street trees and remove any existing trees within dedicated streets or proposed dedicated streets as required by the Street Tree Division of the Bureau of Street Maintenance. All street tree plantings shall be brought up to current standards. When the City has previously been paid for tree planting, the subdivider or contractor shall notify the Urban Forestry Division ((213) 847-3077) upon completion of construction to expedite tree planting.
- (e) Repair or replace any off-grade or broken curb, gutter, and sidewalk satisfactory to the City Engineer.
- (f) Construct access ramps for the handicapped as required by the City Engineer.
- (g) Close any unused driveways satisfactory to the City Engineer.
- (h) Construct any necessary additional street improvements to comply with the 2010 Americans with Disabilities Act (ADA) Standards for Accessible Design.
- (i) That the following improvements are either constructed prior to recordation of the final map or that the construction is suitably guaranteed:
 - a. Improve Melrose Avenue adjoining the subdivision by the repair and or replacement any broken, off-grade or damaged concrete curb, gutter, sidewalk, and roadway pavement, including any necessary removal and reconstruction of existing improvements.
 - b. Construct any necessary on-site mainline and house connection sewers satisfactory to the City Engineer.

NOTES:

The Advisory Agency approval is the maximum number of units permitted under the parcel map action. However, the existing or proposed zoning may not permit this number of units. This vesting map does not constitute approval of any variations from the Municipal Code, unless approved specifically for this project under separate conditions.

Any removal of the existing street trees shall require Board of Public Works approval.

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

The final map must be recorded within 36 months of this approval, unless a time extension is granted before the end of such period.

The Advisory Agency hereby finds that this tract conforms to the California Water Code, as required by the Subdivision Map Act.

The subdivider should consult the Department of Water and Power to obtain energy saving design features which can be incorporated into the final building plans for the subject development. As part of the Total Energy Management Program of the Department of Water and Power, this no-cost consultation service will be provided to the subdivider upon his request.

FINDINGS

FINDINGS OF FACT (CEQA)

The Advisory Agency has determined that based on the whole of the administrative record, Case No. ENV-2025-1299-CE, the Project is exempt from CEQA pursuant to CEQA Guidelines, Article 19, Section 15301, Class 1, and there is no substantial evidence demonstrating that an exception to a categorical exemption pursuant to CEQA Guidelines, Section 15300.2 of the State CEQA Guidelines regarding cumulative impacts, significant effects or unusual circumstances, scenic highways, or hazardous waste sites, or historical resources applies.

FINDINGS OF FACT (SUBDIVISION MAP ACT)

In connection with the approval of Vesting Tentative Tract No. 84762-SL the Advisory Agency of the City of Los Angeles, pursuant to Sections 66473.1, 66474.60, .61 and .63 of the State of California Government Code (the Subdivision Map Act), makes the prescribed findings as follows:

- (a) THE PROPOSED MAP WILL BE/IS CONSISTENT WITH APPLICABLE GENERAL AND SPECIFIC PLANS.

The Land Use Element of the General Plan consists of 34 Community Plans within the City of Los Angeles. The Community Plans establish goals, objectives, and policies for future developments at a neighborhood level. Additionally, through the Land Use Map, the Community Plan designates parcels with a land use designation and zone. The Land Use Element is further implemented through the Los Angeles Municipal Code (LAMC). The zoning regulations contained within the LAMC regulates, but is not limited to, the maximum permitted density, height, parking, and the subdivision of land. The site is also located within Subarea B (Mixed Use Boulevards) of the Vermont/Western Station Neighborhood Area Plan (SNAP) Specific Plan, which establishes goals, objectives, and policies for future developments that supersede the LAMC.

The proposed subdivision of land is regulated pursuant to Article 7 of Chapter 1 of the LAMC. Specifically, Section 17.05 requires that the Tract Map be designed in compliance with the zoning regulations applicable to the project site. The project site is located within the Hollywood Community Plan, where an update of the Hollywood Community Plan was adopted by City Council on May 9, 2023, and became operative on February 11, 2025 before this case was filed. The Hollywood Community Plan designates the site with a Low Medium II Residential Land Use designation corresponding to the RD Zone. The project site is zoned RD1.5-1XL, which is consistent with the land use designation. Moreover, the project site is located within Subarea B of the SNAP and is consistent with its standards and regulations. The proposed project includes interior remodel but does not propose any new construction to expand the existing building floor area, footprint, or height. As shown on the Vesting Tentative Map, the applicant proposes to subdivide the project site into nine (9) small lots, pursuant to Small Lot Ordinance No. 185,462. As previously mentioned, the site is located within Subarea B of the SNAP. The project also includes a request to waive a two (2) foot widening improvement requirement along the West Melrose Avenue adjacent to the project's street frontage to retain the existing 20-foot adjacent half roadway with a five (5)-foot sidewalk in lieu of the required 22-foot adjacent half roadway.

The Project is consistent with the following Hollywood Community Plan Policies:

LU1.1 Neighborhood character. Maintain the distinguishing characteristics of Hollywood's residential neighborhoods with respect to lot size, topography, housing scale and landscaping, to protect the character of existing stable neighborhoods from new, out-of-scale development. (P1, P5, P7)

The Project will maintain neighborhood character by continuing the use of the site as bungalow court housing. The Project protects the character of the existing neighborhood by maintaining what is on site, in lieu of clearing and demolishing the site to make way for new development that could potentially be out-of-scale.

LU5.1 Individual choice and affordability. Provide a variety of rental and ownership housing opportunities for households of all income levels, sizes, and needs, including middle income and workforce populations. (P99)

The Project will create opportunities for homeownership while maintaining the existing development patterns in this part of the Hollywood Community Plan Area.

LU5.11 Address diverse resident needs. Provide for the preservation of existing housing stock and for the development of new housing to meet the diverse economic and physical needs of existing residents and the projected population of the Community Plan Area to the year 2040. (P103)

The Project will preserve the existing housing stock while meeting the demand for homeownership by continuing the use of the site as bungalow court housing. The Project allows for units that could be purchased by first time home buyers while maintaining neighborhood character.

Pursuant to Section 3 of the SNAP, the provisions in the Specific Plan which require or permit greater or lesser setbacks, street dedications, open space, densities, heights, uses, parking, or other controls on development than would be allowed or required pursuant to the provisions contained in the Los Angeles Municipal Code (LAMC), prevail and supersede the applicable provisions of the LAMC. The SNAP was adopted in 2001, while the Small Lot Subdivision Ordinance was adopted in 2005, and subsequently amended in 2014 to allow early start construction of projects that want to begin construction utilizing the modified development standards for Small Lot Subdivisions prior to the recordation of a subdivision map. The Small Lot Ordinance modifies the required minimum lot size, width and coverage, and reduces yards, passageways, and building separation for a standard subdivision and development of residential uses, in order to provide greater flexibility in accommodating the construction of fee-simple housing on smaller sized lots than would otherwise be permitted for a multi-family residentially zoned lot. For these reasons, the Small Lot Subdivision Ordinance contains language to allow projects that will be developed as Small Lot Subdivisions to deviate from these requirements prior to the recordation of a final map. However, the Ordinance does not contain language to supersede any Specific Plan regulations prior to the recordation of the final map. Therefore, the proposed project is reviewed as one (1) development project and obligated to comply with the multi-family design and development regulations of the Specific Plan, as the provisions of the Small Lot Ordinance do not take effect until after the map is recorded.

In accordance with the Advisory Agency Policy No. 2006-2, the tenants of the existing units are entitled to tenant notification of at least a 180-day written notice of intention to convert pursuant to Government Code Section 66427.1(c). Condition No. SL-1 requires

the applicant to provide a written notice of intention to convert, execute and record a Covenant and Agreement, which as such addresses the tenant notification requirement.

Additionally, the tenants of the existing units are entitled to relocation assistance in a manner consistent with Section 12.95.2 G and 47.06 of LAMC Chapter 1 and any additional ordinances that may provide greater relocation assistance for rental subsidies. Condition No. 33 requires the applicant to execute and record a Covenant and Agreement binding the applicant and any successor in interest to provide relocation assistance, which as such addresses the tenant relocation assistance requirement.

Pursuant to LAMC Section 17.06 B., a Vesting Tentative Tract Map must be prepared by or under the direction of a licensed land surveyor or registered civil engineer. It is required to contain information regarding the boundaries of the project site, as well as the abutting public rights-of-way, hillside contours for hillside properties, location of existing buildings, existing and proposed dedication, and improvements of the tract map. The Vesting Tentative Tract Map indicates the map number, notes, legal description, contact information for the owner, applicant, and engineer, as well as other pertinent information as required by LAMC Section 17.06 B. Therefore, the proposed map demonstrates compliance with LAMC Sections 17.05 C, 17.06 B, and is consistent with the applicable General Plan, the Vermont/Western SNAP Specific Plan, the Hollywood Redevelopment Plan, and the Adaptive Reuse Incentive Area Specific Plan subject to the approval of the related case, Case No. ADM-2025-1671-SLD.

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

For purposes of a subdivision, design and improvement is defined by Section 66418 and 66419 of the Subdivision Map Act and LAMC Chapter 1, Section 17.02. Design refers to the configuration and layout of the proposed lots in addition to the proposed site plan layout. Pursuant to Section 66427(a) of the Subdivision Map Act, the location of the buildings is not considered as part of the approval or disapproval of the map by the Advisory Agency. Easements and/or access and “improvements” refers to the infrastructure facilities serving the subdivision. LAMC Section 17.50 enumerates the design standards for a parcel map and requires that each map be designed in conformance with the Street Design Standards and in conformance with the General Plan.

As indicated in Finding (a), LAMC Chapter 1, Section 17.03 C requires that the tract map be designed in conformance with the zoning regulations of the project site and the Vermont/Western SNAP Specific Plan. The site is located within Subarea B (Mixed Use Boulevards) of the Vermont/Western SNAP Specific Plan. Section 8.A of the Vermont/Western SNAP Specific Plan states that all lots found within this subarea are subject to R3 density. The project site is zoned RD1.5-1XL, which is consistent with the land use designation. The RD1.5-1XL Zone allows a density of one (1) dwelling unit per 1,500 square feet of lot area. The site permits a maximum of 10 dwellings on the 15,513 square-foot site. As shown in the Vesting Tentative Tract Map, the proposed project includes the merger and resubdivision of three (3) lots into a nine (9) small lot subdivision with a total of 10 units. The project also includes a request to waive a two (2) foot widening improvement requirement along the West Melrose Avenue adjacent to the project's street frontage to retain the existing 20-foot adjacent half roadway with a five (5)-foot sidewalk in lieu of the required 22-foot adjacent half roadway. The proposed project includes interior remodel but does not propose any new construction to expand the existing building floor area, footprint, or height. As such, the Vesting Tentative Tract Map is consistent with the density permitted by the zone and the specific plan.

The Vesting Tentative Tract Map was initially distributed on April 3, 2025 and reviewed by various city agencies of the Subdivision Committee that have the authority to make dedication, and/or improvement recommendations. On August 5, 2025, a courtesy distribution of the revised map, stamp dated August 5, 2025, was provided to the Advisory Agency. This stamped revised map includes updates to the Vesting Tentative Tract Map, such as lot dimensions and revised setbacks due to the changes in lot dimensions to accommodate gas meters. The Bureau of Engineering (BOE) reviewed the tract map for compliance with the Street Design Standards. The Bureau of Engineering has recommended improvements to the public right-of-way along Melrose Avenue, which includes a 2-foot roadway widening, consistent with the standards of the Mobility Element. Pursuant to LAMC Section 13B.7.1.C.2, the applicant requests a waiver of the two (2)-foot street widening requirement along West Melrose Avenue to retain the existing 20-foot half-roadway and five (5)-foot sidewalk. The widening is physically impractical, as the street is already fully improved and uniform; adding two feet would create a non-uniform sidewalk and require removal of a mature street tree. Given the established streetscape and low likelihood of future full-block widening, the waiver is appropriate and enforcing the widening improvement is impractical. In addition, the Bureau of Engineering has recommended the construction of the necessary on-site mainline sewers and all necessary street improvements will be made to comply with the Americans with Disabilities Act (ADA) of 2010. The Bureau of Street Lighting did not require any street lighting improvements. As conditioned, the design and improvements of the proposed subdivision are consistent with the applicable General Plan.

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

The project site is comprised of three (3) rectangular-shaped lots located along the northerly side of Melrose Avenue and consisting of 0.36 acres (15,513 square feet) of lot area. The project site is currently developed with eight (8) one (1)-story single-family dwellings and one (1) two (2)-story duplex, constructed in 1923, as well as two (2) non-protected onsite trees and three (3) street trees. The proposed project includes interior remodel but does not propose any new construction to expand the existing building floor area, footprint, or height. All structures and onsite trees will remain. The project site is located within 1.38 km (0.86 miles) from the Upper Elysian Park Fault. The site is not located within a designated hillside area and Alquist-Priolo Fault Zone but is located within the BOE Special Grading Area. The site is not located within a Very High Fire Hazard Severity Zone, flood zone, landslide, methane, or tsunami inundation zone. Prior to the issuance of any permits, the project would be required to be reviewed and approved by the Department of Building and Safety and the Fire Department. The site is not subject to the Specific Plan for the Management of Flood Hazards (floodways, floodplains, mud prone areas, coastal high-hazard, and flood-related erosion hazard areas).

The tract map has been approved contingent upon the satisfaction of the Department of Building and Safety, Grading Division prior to the recordation of the map and issuance of any permits. Therefore, the site will be physically suitable for the proposed type of development.

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

The project site is comprised of three (3) parcels, consisting of 15,513 square feet of lot area in size allowing a maximum of 10 dwelling units. The project site is currently developed with eight (8) one (1)-story single-family dwellings and one (1) two (2)-story

duplex. The proposed project includes the merger of three (3) lots and resubdivision into nine (9) new Small Lots with a total of 10 units. The project also requests relief from a two (2) foot widening and improvement requirement along the West Melrose Avenue adjacent to the project's street frontage to retain the existing 20-foot adjacent half roadway with a five (5)-foot sidewalk in lieu of the required 22-foot adjacent half roadway. The applicant proposes interior remodels, but applicant does not propose any new construction to expand the existing building floor area, footprint, or height. The subject property is located in a BOE Special Grading Area but is not requesting a haul route approval because the applicant proposes no grading.

The surrounding properties are improved with low to medium density residential uses. The properties to the north are zoned RD1.5-1XL, within Subarea A (Neighborhood Conservation) of the Vermont/Western SNAP and is developed with a one (1) to two (2)-story multifamily residential developments. The property to the south, across Melrose Avenue is zoned R3, within Subarea B (Mixed Use Boulevards) of the Vermont/Western SNAP, and is developed with a three-story, multi-family residential development and a park. The property to the east is zoned RD1.5-1XL, within Subarea B (Mixed Use Boulevards), and is developed with a two (2)-story multi-family residential development. The property to the west is zoned RD1.5-1XL, within Subarea B (Mixed Use Boulevards), and is developed with a two (2)-story multi-family residential development.

The site is located within Subarea B (Mixed Use Boulevards) of the Vermont/Western SNAP Specific Plan. Section 8.A of the Vermont/Western SNAP Specific Plan states that all lots found within this subarea are subject to R3 density. The project site is zoned RD1.5-1XL, which is consistent with the Low Medium II Residential land use designation. The RD1.5-1XL Zone allows a density of one (1) dwelling unit per 1,500 square feet of lot area. The project site consists of three (3) lots with a total lot area of 15,513 square feet, which would permit a maximum of 10 dwelling units. The project proposes nine (9) small lot developments with a total of 10 units, which is within the maximum density permitted pursuant to the Vermont/Western SNAP.

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

The project site is currently developed with eight (8) single-family dwellings and one (1) duplex on three (3) rectangular-shaped lots with a total lot area of 15,513 square feet. The proposed project includes interior remodel but does not propose any new construction to expand the existing building floor area, footprint, or height. According to a Tree Report prepared by Lisa Smith, Certified Arborist License No. WE3782B, dated February 1, 2025, there are no protected trees onsite or within the public right-of-way adjacent to the project site. The surrounding area is presently developed with structures. Neither the project site nor the surrounding area provides a natural habitat for fish or wildlife. It has been determined that the project and the design of the subdivision and proposed improvements will not cause substantial environmental damage or injury to wildlife or their habitat.

- (f) THE DESIGN OF THE SUBDIVISION OR TYPE OF IMPROVEMENTS IS NOT LIKELY TO CAUSE SERIOUS PUBLIC HEALTH PROBLEMS.

There appears to be no potential public health problems caused by the design or improvement of the proposed subdivision. The project site is currently developed with eight (8) single-family dwellings and one (1) duplex on three (3) rectangular-shaped lots with a total lot area of 15,513 square feet. The proposed project includes interior remodel

but does not propose any new construction to expand the existing building floor area, footprint, or height.

The development is required to be connected to the City's sanitary sewer system, where the sewage will be directed to the LA Hyperion Treatment Plant, which has been upgraded to meet statewide ocean discharge standards. The Bureau of Engineering has reported that the proposed subdivision does not violate the existing California Water Code because the subdivision will be connected to the public sewer system and will have only a minor incremental impact on the quality of the effluent from the Hyperion Treatment Plant.

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

As required by LAMC Chapter 1, Section 17.03, the project site has a minimum of 20 feet of frontage along Melrose Avenue, which is a public street. The project site consists of three (3) parcels identified as Lot 448, Lot FR 450 (Arb 2), and Lot 446 (Arb 1), Block E of Conner's Subdivision of the Johannsen Tract and is identified by the Assessor Parcel Map No. 5539020019. While the project will provide a private easement for common/vehicular access purposes within the subdivision, there are no known easements acquired by the public at large for access through or use of the property within the proposed subdivision, as identified on the tract map. Necessary easements for utilities will be acquired by the City prior to the recordation of the proposed tract map. Pursuant to LAMC Section 13B.7.1.C.2, the project also includes a request to waive a two (2) foot widening improvement requirement along the West Melrose Avenue adjacent to the project's street frontage to retain the existing 20-foot adjacent half roadway with a five (5)-foot sidewalk in lieu of the required 22-foot adjacent half roadway. The widening is physically impractical, as the street is already fully improved and uniform; adding two feet would create a non-uniform sidewalk and require removal of a mature street tree. Given the established streetscape and low likelihood of future full-block widening, the waiver is appropriate and enforcing the widening improvement seems impractical.

Therefore, the design of the subdivision and the proposed improvements would not conflict with easements acquired by the public at large for access through or use of the property within the proposed subdivision.

- (h) THE DESIGN OF THE PROPOSED SUBDIVISION SHALL PROVIDE, TO THE EXTENT FEASIBLE, FOR FUTURE PASSIVE OR NATURAL HEATING OR COOLING OPPORTUNITIES IN THE SUBDIVISION. (REF. SECTION 66473.1)

In assessing the feasibility of passive or natural heating or cooling opportunities in the proposed subdivision design, the applicant has prepared and submitted materials which consider the local climate, contours, configuration of the parcel(s) to be subdivided and other design and improvement requirements.

Providing for passive or natural heating or cooling opportunities will not result in reducing allowable densities or the percentage of a lot which may be occupied by a building or structure under applicable planning and zoning in effect at the time the tentative map was filed.

The lot layout of the subdivision has taken into consideration the maximizing of the north/south orientation.

The topography of the site has been considered in the maximization of passive or natural heating and cooling opportunities.

In addition, prior to obtaining a building permit, the subdivider shall consider building construction techniques, such as overhanging eaves, location of windows, insulation, exhaust fans, planting of trees for shade purposes and the height of the buildings on the site in relation to adjacent development.

These findings shall apply to both the tentative and final maps for Vesting Tentative Tract No. VTT-84762-SL.

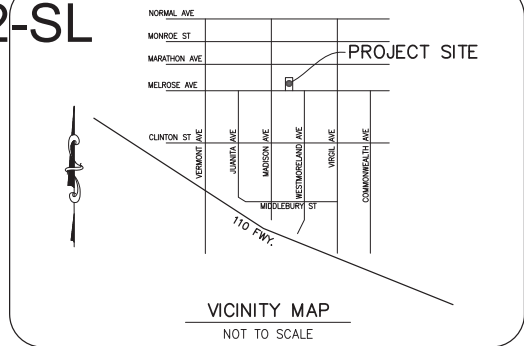
VTT-84762-SL-1A
4061- 4069 ½ West Melrose Avenue

EXHIBITS

C – VESTING TENTATIVE TRACT MAP NO. 84762 (STAMP-DATED 01/26/2026)

VESTING TENTATIVE TRACT MAP NO. 84762
FOR SMALL LOT SUBDIVISION PURPOSES
IN THE CITY OF LOS ANGELES, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

VTT-84762-SL



NOTES

- SMALL LOT SINGLE FAMILY SUBDIVISION IN THE RD1.5-1XL ZONE, PURSUANT TO ORDINANCE 185,462.
- REFERENCE DOCUMENT FOR LEGAL DESCRIPTION AND EASEMENTS: CHICAGO TITLE COMPANY PRELIMINARY TITLE REPORT ORDER NO. 00209020-27X, DATED MAY 17, 2024.
- SITE ADDRESS: 4061 MELROSE AVENUE, LOS ANGELES, CA 90029
- ASSESSOR'S PARCEL NUMBER: 5539-020-019.
- LAND AREA: 15,513 SQ. FT. 0.356 ACRE
- LEGAL OWNER: BOW HUNTER DEVELOPMENT, LLC, A CALIFORNIA LIMITED LIABILITY COMPANY, AS TO AN UNDIVIDED 86.0000% INTEREST AND MELROSE TEN LLC, A CALIFORNIA LIMITED LIABILITY COMPANY, AS TO AN UNDIVIDED 14.0000% INTEREST, AS TENANTS IN COMMON.
ADDRESS: 5250 LANKERSHIM BLVD. STE 500, NORTH HOLLYWOOD, CA 91601
TELEPHONE NO.: (323) 839-4623
- ZONE:
EXISTING AND PROPOSED: RD1.5-1XL
- BUILDING SETBACKS PER ZONE:
FRONT: 15 FT.
SIDE: 5 FT OR 10% OF LOT WIDTH WHERE LOT IS LESS THAN 50 FT WIDE; 3 FT MIN.; +1 FT FOR EACH STORY OVER 2ND, NOT TO EXCEED 16 FT.
REAR: 10% OF LOT WIDTH, 10 FT MAX; 5 FT MIN.
- ALLOWABLE BUILDING HEIGHT PER ZONE:
30 FEET & 2 STORIES.
- FLOOR AREA RATIO PER ZONE: 3:1
- EXISTING PROPERTY USE: RESIDENTIAL
PROPOSED PROPERTY USE: RESIDENTIAL
- EXISTING PARKING SPACES:
8 STANDARD SPACES
- PROPOSED PARCEL AREAS:
PARCEL 1 = 1,547 SQ. FT.
PARCEL 2 = 1,454 SQ. FT.
PARCEL 3 = 1,446 SQ. FT.
PARCEL 4 = 1,362 SQ. FT.
PARCEL 5 = 3,918 SQ. FT.
PARCEL 6 = 1,362 SQ. FT.
PARCEL 7 = 1,446 SQ. FT.
PARCEL 8 = 1,454 SQ. FT.
PARCEL 9 = 1,524 SQ. FT.
TOTAL = 15,513 SQ. FT.
- EXISTING BUILDING FOOTPRINT AREAS:
BUILDING 1 = 618 SQ. FT.
BUILDING 2 = 615 SQ. FT.
BUILDING 3 = 614 SQ. FT.
BUILDING 4 = 615 SQ. FT.
BUILDING 5 = 843 SQ. FT.
BUILDING 6 = 615 SQ. FT.
BUILDING 7 = 614 SQ. FT.
BUILDING 8 = 616 SQ. FT.
BUILDING 9 = 617 SQ. FT.
- THERE ARE NO PROTECTED TREES OR SHRUBS ON-SITE.
- THERE WILL BE NO GRADING.
- SEWERS ARE IN PLACE AND DRAINING INTO THE CITY SEWER IN MELROSE.
- UTILITIES SHOWN HEREON WERE OBTAINED FROM OBSERVED EVIDENCE AND UNDERGROUND UTILITY LINES WERE TAKEN FROM AVAILABLE SUBSTRUCTURE MAPS.
- SITE DRAINAGE IS BY SURFACE DRAIN.

BRIEF LEGAL DESCRIPTION

THE WEST 20 FEET OF LOT 446 AND ALL OF LOT 448 AND THE EAST 20 FEET OF LOT 450 OF CONNER'S SUBDIVISION OF THE JOHANNSEN TRACT, IN THE CITY OF LOS ANGELES, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 15, PAGE 86 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EASEMENT NOTE

THERE ARE NO EASEMENTS PER THE REFERENCED PRELIMINARY TITLE REPORT.

BASIS OF BEARINGS

THE EASTERLY LINE OF VIRGIL AVENUE, BEING SOUTH PER TRACT NO. 2179 M.B. 21-193A.

BENCH MARK

CITY OF LOS ANGELES BENCH MARK NO. 12-18249 ELEV=295.063
DATUM: NAVD 1988
YEAR: 2000

DESCRIPTION: CITY OF L.A. SURV PBM *STMPD* 12-18249 1970* 3.7FT S OF S CURB LINE MELROSE AVE; 21FT E OF BC CURB RETURN E OF MADISON AVE; SE COR CB.

Ofer Shapira
OFFER SHAPIRA
LICENSE NO.: L.S. 7123
EXPIRES: 12/31/2028
1-8-26
DATE

Surveying & Drafting Services, Inc.

901 Seward Street, Los Angeles, CA 90038
Tel: (323) 366-2882 Email: mailbox@surveyinganddrafting.com
www.surveyinganddrafting.com

TENTATIVE TRACT NO. 84762
4061 MELROSE AVENUE
LOS ANGELES, CALIFORNIA 90029

DATE: 1-8-26
DATE OF SURVEY: 7-25-24
JOB NAME: BMR/MELROSE
DRAWN BY: A.S., V.L.
CHECKED BY: O.S.
SHEET: 1 OF 1

ABBREVIATIONS

A/C AIR CONDITION
AC ASPHALT CONCRETE
BK BRICK
BLDG BUILDING
BSW BACK OF SIDEWALK
BT BOTTOM TIE
BTC BOTTOM TIE CONDUCTOR
BWL BLOCK WALL
CUB & GUTTER
CC CONCRETE
CLF CHAIN LINK FENCE
COL COLUMN
COMM COMMUNICATION
CP COMMUNICATION POLE
CV COVERED
DWAY DRIVEWAY
ECAB ELECTRICAL CABINET
EG ELEVATION
EM ELECTRICAL METER
EPIG ELECTRICAL PIPE IN GROUND
ER EARTH
FF FINISH FLOOR
FL FLOW LINE
FY FRONT YARD
G GAS METER
GM I. GATE
INF IRON FENCE
LN LANDING
LOC LOWER OVERHEAD COMMUNICATION
LOP LOWER OVERHEAD POWER
MAP MAP BOOK
MBX MAILBOX
MT MIDDLE TIE
MTC MIDDLE TIE CONDUCTOR
OVRH OVERHEAD
OVRH OVERHANG
PPC POWER POLE CONNECTION
PPC POWER POLE
PWR POWER
RF REAR YARD
S.GATE SLIDE GATE
SCD SEWER CLEAN OUT
SY SIDE YARD
TIC TOP OF CURB
TPP TOP OF POWER POLE
TRANS TRANSFORMER
TT TOP TIE
TTC TOP TIE CONDUCTOR
TW TOP OF WALL
TYP TYPICAL
UOP UPPER OVERHEAD POWER
VCP VITRIFIED CLAY PIPE
W WOOD COLUMN
WD WOOD
WDF WOOD FENCE
WM WATER METER
YBTS YARD BOX TRAFFIC SIGNAL

LEGEND

--- CENTER LINE
--- PROPERTY LINE
--- PROPOSED VEHICULAR ACCESS AND PARKING EASEMENT
--- PROPOSED PEDESTRIAN ACCESS EASEMENT
--- CURB UNLESS OTHERWISE NOTED
--- WALL
--- COLUMN
--- FENCE
--- POWER POLE
--- COMMUNICATION POLE
--- SURFACE DRAIN
--- SIGN
--- TREE WITH TRUNK DIAMETER
--- SUBSURFACE GAS LINE
--- SUBSURFACE SEWER LINE
--- SUBSURFACE TELEPHONE LINE
--- SUBSURFACE WATER LINE

POWER LINES LEGEND

UOP (UPPER OVERHEAD POWER)
LOP (LOWER OVERHEAD POWER)
PPC (POWER POLE CONNECTION)
LOC (LOWER OVERHEAD COMMUNICATION)
TTP (TOP OF POWER POLE)
TTC (TOP TIE CONDUCTOR)
TT (TOP TIE)
MTC1 (MIDDLE TIE CONDUCTOR)
MT1 (MIDDLE TIE)
MTC2 (MIDDLE TIE CONDUCTOR)
MT2 (MIDDLE TIE)
BTC (BOTTOM TIE CONDUCTOR)
BT (BOTTOM TIE)
PWR POLE
PPC (POWER POLE CONNECTION)

SMALL LOT AND SETBACK MATRIX

LOT	LOT SIZE	LOT COVERAGE	SETBACK			
			WEST	SOUTH	NORTH	EAST
1	1,547 S.F.	40%	7'-7" (SY)	4'-11 1/2" (FY)	4'-9 1/2" (RY)	8'-1 1/2" (SY)
2	1,454 S.F.	42%	7'-9 1/2" (SY)	3'-0" (FY)	4'-11" (RY)	7'-11 1/2" (SY)
3	1,446 S.F.	42%	7'-11 1/2" (SY)	3'-0" (FY)	4'-9 1/2" (RY)	7'-10 1/2" (SY)
4	1,362 S.F.	45%	5'-6 1/2" (SY)	3'-0" (FY)	3'-1" (RY)	7'-9" (SY)
5	3,918 S.F.	22%	34'-0 1/2" (SY)	2'-10 1/2" (FY)	0'-2" (RY)	33'-8 1/2" (SY)
6	1,356 S.F.	45%	8'-0" (SY)	3'-0 1/2" (FY)	3'-0" (RY)	7'-11" (SY)
7	1,462 S.F.	42%	7'-10 1/2" (SY)	3'-0" (FY)	4'-9 1/2" (RY)	7'-11 1/2" (SY)
8	1,454 S.F.	42%	7'-9 1/2" (SY)	3'-0" (FY)	4'-10 1/2" (RY)	8'-0 1/2" (SY)
9	1,524 S.F.	40%	7'-7 1/2" (SY)	4'-4 1/2" (FY)	4'-10 1/2" (RY)	8'-1" (SY)

LOS ANGELES DEPT. OF CITY PLANNING

SUBMITTED FOR FILING

TRACT MAP

JAN 26 2026

REVISED MAP
EXTENSION OF TIME
FINAL MAP UNIT
MODIFIED
DEPUTY ADVISORY AGENCY

SCALE: 1" = 10'
0 5 10 20