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May 21, 2025

Transmitted via email

Applicant/Owner

Barak Zilberberg
5938-40 Laurel Canyon, LLC
1835 East Charleston Blvd.
Unit 207
Las Vegas, NV 89104

Representative

Timothy Parker
952 Riess Rd.
Simi Valley, CA 93063

Case Number: EAR-2025-2465-DB-HCA

CEQA Number: N/A

Application Type: Off Menu Density Bonus

Location: 5938 & 5940 Laurel Canyon Boulevard;
12045 West Tiara Street

Plan Area: North Hollywood – Valley Village

Neighborhood Council: Greater Valley Glen

Council District: 2 - Nazarian

Status of Project Review: Case Processing on Hold

This is to advise you that the above referenced case, filed on April 29, 2025, was submitted to the Department of City Planning Development Services Center, and forwarded to the Valley Project Planning Division for review. I am your newly assigned Project Planner.

In the course of reviewing and processing your case, the Department requests that you clarify, correct, or otherwise supplement the information provided for the application in accordance with Government Code Section 65943(a) of the California Government Code. Therefore, as provided for in Section 19.00 of the Los Angeles Municipal Code, your application has been placed on **HOLD** until the following items are corrected or submitted:

No	Item for Correction	Correction Required	Date Corrected	Initials of Approval
1	Bureau of Engineering (BOE) Preliminary Land Use Report (PLUR)	Provide a PLUR to determine if any public right-of-way dedication/improvements are required. The PLUR can be obtained by submitting the Preliminary Case Referral Form (PCRF) to BOE, and BOE will send back a PLUR.		
2	City Planning Application	Revise to complete the Public Right-of-Way section once BOE provides a PLUR.		
3	Tree Disclosure Statement	"No" is checked off for "Does the property contain any street trees in the adjacent public right-of-way?". A street tree in the adjacent public right-of-way can		

		be seen on Google Earth. Revise the Tree Disclosure Statement to correct it, or show a photo as part of the Photographs & Index Map to verify that it is already correct.		
4	Low Impact Development (LID) Planning Case Referral Form	Submit the LID to Sanitation for review, then provide the signed form. Be advised that the project design may require alterations in order to incorporate storm water mitigation measures and satisfy LID requirements per the City's LID Ordinance.		
5	No Net Loss Declaration	Provide a completed and signed <u>No Net Loss Declaration</u> .		
6	Citywide Design Guidelines Compliance Review	Complete the <u>Citywide Design Guidelines Compliance Review form</u> with detailed responses which describe how, and to what extent, the project achieves the intent of each guideline.		
7	Photographs & Index Map	The photos provided are insufficient. Provide color photographs taken recently and depicting current conditions of the entire project site and surrounding area. Photos of the project site should show existing structures, trees, shrubs, walls/fences, signage, streets, curb and gutters, and parking areas, as applicable. Photos of the surrounding area should clearly represent the context of the proposed project to the neighborhood. Photographs should be printed, no more than two to a page, captioned as to the content, and keyed to number on an accompanying Index Map. An aerial view is recommended.		
8	Building Permit/Certificate of Occupancy	Provide the building permit(s) and Certificate of Occupancy for the existing commercial building on the site.		
9	Landscape and Irrigation	Provide landscape and irrigation plans, which are required for any discretionary application which involves new construction. Refer to the <u>Landscape Plan Instructions</u> for applicable requirements. Be advised that Sanitation's review of the LID may affect irrigation requirements per the City's LID ordinance.		
10	Open Space Plan	Provide an Open Space Plan, which is required for projects proposing six or more dwelling units. Open space is shown on the floor plans but it should also be shown on its own separate plans. Refer to the <u>Landscape Plan Instructions</u> for applicable requirements.		

11	Notification Materials	Expanded Administrative Review projects involve decisions that require mailing of an Administrative Compliance Letter. Refer to the <u>Mailing Procedures Instructions</u> to see which mailing documents are required. Provide labels for: applicant, owner(s), owners and tenants of all properties abutting the boundary of the subject site, the Certified Neighborhood Council representing the area in which the property is located, and interested parties, if any.		
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Provision of uncompleted documentation is necessary to continue processing your case. Department Forms and Instructions are available online on the Department's Web page at www.planning.lacity.gov.

It is the intent of the Department to carry out the entitlement request in a timely manner and therefore request that you provide the corrections within **30 days** of the date of this letter. These materials must be provided in one submittal, both digital and originals, unless otherwise instructed. If all of the requested materials are not provided at that date, the Department may initiate termination of the case file after subsequent outreach to you. Please note, additional requests for information or material may be made subsequent to this letter.

Acceptance of your application and deeming the case application "complete" does not constitute an approval of your request; there is no guarantee that a request will be granted. A future decision on this matter will be issued in the form of a Determination Letter and is subject to an appeal period.

Additional information on planning processes, announcements, and upcoming policies is available on the Department's webpage at www.planning.lacity.org. The case file is located at my office location indicated below, and arrangements to review the case file can be made.

Sasha Kassab

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