

1
2 **Land Use and Planning Committee**
3 **Of the Venice Neighborhood Council**
4

5 **POLICIES and PROCEDURES**
6

7 **Compiled July 28, 2010**
8
9

10 **Respectfully Submitted by:**

11 **Challis Macpherson, Chair-Land Use and Planning Committee, 2005**
12 **to July, 2010, with significant contributions by: Robert Aronson,**
13 **Susan Papadakis, Phil Raider, Ruthie Seroussi, Dennis Hathaway, Jim**
14 **Murez, Arnold Springer and every member of the VNC/LUPC from**
15 **2005 through 2010**
16

17
18
19 **MISSION STATEMENT:**
20

21 To advise the Venice Neighborhood Council and stakeholders about
22 land use projects in or around Venice that will impact the quality of
23 life of Venice residents, business owners and stakeholders.
24

25 To advise the Venice Neighborhood Council on planning issues and
26 projects affecting the Venice community.
27

28 To make recommendations to the Venice Neighborhood Council's
29 Board of Officers regarding any exceptions, modifications and
30 variances to the Venice Coastal Zone Specific Plan for the planning
31 and construction of projects in Venice to forward to the Los Angeles
32 City government entities which shall include but not be limited to
33 City Planning Department, City Building & Safety and City Public
34 Works as deemed necessary.
35
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78

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85	and entitled (grandfathered)		
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87

88

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97			
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102 **TO BE DONE:**

103	LUPC recommended hours of operation		
104	for projects on Rose Avenue	Appendix XV	TBD
105	LUPC recommended hours of operation		
106	for projects on Abbot Kinney Blvd	Appendix XVI	TBD
107	LUPC recommended hours of operation		
108	for projects at end of		
109	Washington Blvd.	Appendix XVII	TBD
110	LUPC recommended hours of operation		
111	for projects on Ocean Front Walk	Appendix XVIII	TBD
112	LUPC recommend hours of operation		
113	for projects on Windward Avenue	Appendix IXX	TBD

114

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Introduction

All neighborhood council land use and planning committees have two focii:

1. Reactive
2. Proactive.

Reactive to the permit applications for planning variances sent to all Certified Neighborhood Councils (CNC) by LA City Planning Department listing all permit applications processed by planning department.

Proactive to needs within our communities, other than formal permit requests, that must be brought before our governing Board of Officers, City Councilmember and the community.

GOALS and OBJECTIVES:

1. To review Venice land use and planning issues, take public input, report on and make recommendations of action to the Venice Neighborhood Council's Board of Officers in a timely manner on any land use and planning issues affecting the Venice community.
2. To render every land use and planning issue reviewed by LUPC transparent to all constituents.
3. To measure development projects against the Venice Coastal Zone Specific Plan that was crafted by Venice residents which is LUPC's criteria for acceptance or rejection of every issue before us.
4. To provide a public forum for stakeholders to hear development projects and voice their support or concerns.

COMPOSITION OF LAND USE AND PLANNING COMMITTEE:

The Venice Neighborhood Council's By-Laws state that the Land Use and Planning Committee Chair shall be one of seven Executive Officers elected at large, and is responsible for chairing the LUPC, and the preparation and submission of all required LUPC reports to the Board of Officers.

The LUPC itself shall consist of nine stakeholders including the elected chair. No Board Officer may serve as a LUPC member with the exception of the LUPC chair

Eight LUPC members shall be elected by the Board of Officers from a list of candidates who have formally communicated to the Board of Officers their desire to serve on the LUPC. The Board of Officers shall, within 30 days after beginning their term, hold a Board of Officers meeting for the election of LUPC members. The eight candidates with the highest vote totals shall be elected.

NOTE: A quorum for VNC/LUPC is five (5). Majority of a quorum is four (4).

161 **NEIGHBORHOOD NOTIFICATION POLICY and PROCEDURES:**

162
163 Prior to an applicant appearing before LUPC, applicant shall convene a meeting of neighbors,
164 residential and commercial, within 1,000 feet of the project to present the project, describe the
165 expected future of the project, take public comment and keep a sign-in sheet of attendance to
166 be presented to LUPC. Copy of notification flyer/letter and radius labels to be provided to
167 LUPC at applicant's meeting with LUPC.

168
169 Protocol for this neighborhood meeting outlined in Appendix IV, page 15.

170
171 **LUPC MEETINGS:**

- 172
173 1. Shall be not less than once a month, at a date, time and location readily available to
174 all Venice stakeholders.
175 2. Obey the 72-hour prior posting time limit as set by the Brown Act, and posting
176 locations as determined by VNC Board of Officers.

177
178 **PROTOCOL FOR EACH PROJECT/ISSUE:**

- 179
180 1. LUPC members declare any Ex Parte communications with either the applicant or
181 any organized opposition, and/or declare any conflict of interest with the issue.
182
183 2. No more than five (5) minutes allowed for LUPC Staff Person to provide Staff
184 Report, including without limitation, introduce case, summarize application, state
185 facts and applicable laws.
186
187 3. No more than five (5) minutes time allowed for the applicant to make a
188 presentation of their project.
189
190 4. Ten (10) minute limit on total public comment divided by number of stakeholders
191 wishing to speak.
192
193 5. LUPC deliberation

194
195 **PROTOCOL FOR PUBLIC COMMENT:**

- 196
197 1. **State name, address for the record.**
198 1. Stay on topic. Be specific to the project/issue at hand.
199 2. Embrace civil discourse – be courteous.

200
201
202
203
204

205 **RECONSIDERATION OF A MOTION:**

206
207 The LUPC may make a Motion to Reconsider and alter its action taken on any item listed on
208 this agenda during this meeting or at its next regular meeting. A Motion for Reconsideration
209 can only be made by a LUPC member who voted on the prevailing side of the action to be
210 reconsidered. If the LUPC member moving for reconsideration wishes the motion to be heard
211 at the next regular meeting following the original action, then two items shall be placed on
212 the agenda for that next meeting: 1) the Motion for Reconsideration of the described matter
213 and 2) the motion on the actual matter, should the Motion for Reconsideration be approved.
214 If a Motion for Reconsideration is not heard on the same date the action originally was taken,
215 a LUPC member on the prevailing side of the original action must submit a memorandum to
216 the LUPC Chair identifying the matter to be reconsidered and a brief description of the
217 reason(s) for requesting reconsideration at the next regular meeting.

218
219 A Motion to Reconsider must be made no less than ten (10) days prior to the next LUPC
220 meeting.

221

222

223 **LAND USE AND PLANNING COMMITTEE CHAIR RESPONSIBILITIES:**

- 224 1. Forward Certified Neighborhood Council (CNC) listings sent twice a month to
225 VNC board members by City Planning Department to Jim Murez, director of Case
226 Tracking System.
- 227 2. Assign projects to LUPC members.
- 228 3. Chair each LUPC meeting or select a Pro Tem Chair from the LUPC members.
- 229 4. Compose or cause to be composed all meeting agendas - details on page 11
230 Composition of agenda- details on page 5.
231 Consent Calendar - details on page 6.
232 Documents - details on page 18, __, __.
- 233 5. Record each LUPC meeting and cause audio recording to be posted as required.
- 234 6. Summarize actions taken at each meeting draft minutes.
- 235 7. Submit an agenda request to VNC Administrative Committee (meets Monday
236 previous to VNC Board meeting on third Tuesday of each month) to place on VNC
237 Board agenda including LUPC Staff Report, Cover Letter, Community Impact
238 Statement and draft letter for President's signature. Agenda request form found at:
239 <http://venicenc.org/Agenda>.

240

241

242 **MEETING AGENDAS:**

- 243 1. LUPC Chair shall compose LUPC agendas after consulting with LUPC members as
244 needed.
- 245 2. Email or cause to be emailed, LUPC agenda to LUPC members, VNC
246 Neighborhood Committee, VNC Communication Officer, VNC Board of Officers,
247 Council District 11 Planning Deputy and Venice Deputy ten days prior to that
248 particular LUPC meeting.
- 249 3. Post or cause to be posted, LUPC agenda on the VNC web site.

- 250 4. Cause to be posted at each physical posting site as determined by the VNC Board
251 of Officers acting in accordance with the By-Laws.
252
-

253

254 **AGENDA COMPOSITION to include but not be limited to the following**
255 **(agenda form in Appendix IV & V)**

- 256
- 257 1. Roll Call
 - 258 2. Approval of the agenda as presented
 - 259 3. Approval of previous meeting minutes as emailed to LUPC members.
 - 260 4. Announcements about specific events important to Venice stakeholders.
 - 261 5. Public Comment - 10 minutes on non-agendized items related to land use and
262 planning only.
 - 263 6. Consent Calendar (see below for explanation of Consent Calendar)
 - 264 7. New Business
265 Presentation of projects and/issues for consideration, deliberation and
266 recommendations to the VNC Board of Officers by LUPC.
267
 - 268 8. Old Business:
269 LUPC member reports as required.
270
 - 271 9. Public Comment - 10 minutes on non-agendized items related to land use and
272 planning only.
273
 - 274 10. LUPC Chair report on VNC Board of Officers actions taken on LUPC
275 recommendations.
276
 - 277 11. Adjourn

278

279

280 **CONSENT CALENDAR:**

281

282 LUPC's clear standing rules for Consent Calendars are that only those items NOT expected to
283 generate debate are placed on the Consent Calendar:-
284

285

- 285 1. If a member of the public or a member of LUPC wants to discuss an item, it is
286 taken out of the Consent Calendar and placed in NEW BUSINESS on that same
287 meeting agenda. If that item is not addressed in NEW BUSINESS for lack of time,
288 it is placed on the next LUPC meeting agenda as an issue for deliberation.
289

290

- 290 2. Refer to Roberts Rules of Order (10th edition) pages 349 through 351 for additional
291 information.
292

292

293

294

295 **DOCUMENTS PERTAINING TO EACH PROJECT/ISSUE:**

296
297 Documents that must be submitted to LUPC by each and every applicant that should include,
298 but not be limited to:

- 299
- 300 1. Drawings and/or elevations of the project, complete description of service area
301 (if it is a restaurant), parking and other documents pertaining to the project.
302 NOTE: If drawings are not provided at the appropriate LUPC
303 meeting, that project is automatically rejected, to be placed on a later
304 agenda.
 - 305 2. Complete permit application

306
307
308 Ten (10) sets of these documents (drawings, elevations, etceteras) are to be brought to the
309 LUPC meeting when that project/issue is heard, plus emailing a set to LUPC@VeniceNC.org
310 10 days prior to the LUPC meeting when that project/issue is to be heard.

311
312 Documents for each issue will be posted on the VNC web site for each issue if feasible.

313

314

315 **MINUTES FOR EACH LUPC MEETING:**

316
317 Minutes will be recorded. LUPC annotated agenda to be updated by LUPC actions for that
318 meeting by the LUPC Chair and emailed to LUPC members and posted on LUPC web site to
319 serve as minimal minutes of meeting. Audio of LUPC meetings to be posted on VNC/LUPC
320 web site in a manner to make them available to stakeholders. Web posting is responsibility
321 of VNC Communication Officer.

322

323

324 **REPORTS OF LUPC MEETINGS, RECOMMENDATIONS AND FINDINGS**
325 **TO VNC BOARD OF OFFICERS:**

326
327 The Land Use and Planning Committee recommendations to the Board of Officers shall be in
328 the form of a written staff report composed by LUPC staff member to that project, which
329 shall include a cover letter summarizing the project and LUPC recommendation, the project
330 description, cite the section of the Venice Coastal Zone Specific Plan and/or LAMC of Venice
331 Land Use Plan, summarize the arguments against and arguments for the project/issue,
332 summarize community input and any LUPC findings as well as the specific motion
333 generated by LUPC. A draft letter and Community Input Statement to be included with
334 LUPC staff report for VNC president's signature and then sent to appropriate agencies
335 and/or people.

336

337

338

339 **LAND USE AND PLANNING COMMITTEE MEMBER REQUIREMENTS**
340 **and RESPONSIBILITIES:**

- 341
- 342 1. Attend each and every LUPC meeting, and be prepared to deliberate and debate
343 each project and/or issue coming before LUPC.
- 344
- 345 2. Knowledge of the Venice Coastal Zone Specific Plan, Venice Land Use Plan, Venice
346 Community Plan and Regional Guidelines (1984) from California Coastal
347 Commission.
- 348
- 349 3. Be a stakeholder of Venice as determined by the Venice Neighborhood Council By-
350 Laws.
- 351
- 352 4. Take the Los Angeles City Planning Department training class when available.
- 353
- 354 5. Knowledge of zoning definitions and their meanings - see Appendix __, page __.
- 355
- 356 6. Individual review of the twice-monthly Certified Neighborhood Council report
357 from the Los Angeles City Planning Department.
- 358
- 359 7. Willing to work on specific projects or issues at the discretion of the LUPC Chair.
360 This includes, but is not limited to:
- 361
- 362 1. **Meeting with applicants
- 363 2. Helping applicants with Neighborhood Meetings
- 364 3. Compiling official documents to present to LUPC.
- 365 4. Writing a staff report on the assigned project or issue which will
366 be part of the LUPC report to the Board of Officers.

367

368 ** Guidelines for LUPC members meeting with applicants:

- 369 1. Less than a LUPC quorum shall participate.
- 370 2. LUPC member(s) who participate in meeting(s) with the applicant shall include the
371 following in their report:
- 372 a. A list of participants
- 373 b. Brief summary of the discussion
- 374

375

376 *Ex Parte Communications are defined by Webster's' Dictionary as, "adv. from*
377 *or on one side only of a dispute, adj, one-sided, partial"*

378

379 **Venice Neighborhood Council /Land Use and Planning Web Page (under**
380 **construction!!)**

381 **HISTORY OF LAND USE AND PLANNING COMMITTEE:**
382 **(Under construction)**

383
384

APPENDIX I - LUPC STAFF REPORT



Venice Neighborhood Council
PO Box 550, Venice CA 90294
[/www.VeniceNC.org](http://www.VeniceNC.org)
Email: info@VeniceNC.org
**LAND USE AND PLANNING
COMMITTEE STAFF REPORT**
--date--



385
386 **Case Number:**

387
388 **Address of Project:**

389 **SYNOPSIS:**

390
391
392 **Size of Parcel:** (according to ZIMAS)
393 (according to permit application)
394 **Size of Project:** (according to ZIMAS)
395 (according to permit application)
396 **Parking, on site, off site, leased**
397 **or by covenant and where:**
398
399 **Assessed Land Value:** (according to ZIMAS)
400 **Last Owner Change:**
401 **Project Description:** (from permit application)
402 **Venice Subarea:**
403 **Zone:**
404 **Date of Planning Report:**
405 **Date of End of Appeal Period:**
406 **City Planning Report**
407 **Prepared by:**
408 **LUPC Staff:**
409 **Applicant:**
410 **Address:**
411 **Representative:**
412 **Contact Information:**
413 **Date(s) heard by LUPC:**
414 **Zoning Administration Date:**
415 **Applicant's Neighborhood**
416 **Mtg:**
417 **WLA Area Planning**
418 **Commission Dates:**

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LUPC MOTION:

ARGUMENTS FOR THIS PROJECT:
ARGUMENTS AGAINST THIS PROJECT:
SYNOPSIS OF PUBLIC COMMENT:
FINDINGS:

Attached conditions including but not limited to the following;

Alcohol - if indicated
Hours per rest of businesses on the street - take average or use means
BASIC MANAGEMENT PRACTICES (if applicable)

DRAFT LETTER FOR VNC PRESIDENT TO SIGN AND SEND TO PLANNING DEPARTMENT, CD11, APPLICANT, and Others.

LETTERHEAD HERE

Date:

Los Angeles City Planning Department
200 North Spring Street
Los Angeles, California 90012-2601

Case Number:
Address of Project:
Applicant:
Description of Project:

Dear Madam/Sir:

This will advise that at a regularly held public meeting of the Venice Neighborhood Council's Board of Officers on (..date here..) it was moved and passed by a vote of (...vote..) that the Venice Neighborhood Council recommends (..supporting or denying..) referenced planning case.

Please provide a copy of the decision letter to the Venice Neighborhood Council at the letterhead address.

Thank you for your attention to this matter.

Sincerely,
Venice Neighborhood Council

511
512

APPENDIX II - LUPC MEETING AGENDA



Venice Neighborhood Council
PO Box 550, California 90294

www.VeniceNC.org
Info@VeniceNC.org

Land Use and Planning Committee Agenda



Date here

513 *NOTE: All projects and or Issues on any officially posted LUPC agenda are automatically included*
514 *in the Online Discussion web site www.veniceneighborhoodcouncil.com and are treated as Public*
515 *Comment to that Project and/or Issue.*

516
517 *Directions: Oakwood Recreation Center is located at California and Seventh Streets. The entrance is*
518 *from Seventh Street, the meeting room is to the left as one enters the Seventh Street Entrance.*
519

- 520 **1. 6:45 pm** Call to Order – Roll Call
- 521 **2. Approval** of this agenda as presented or amended
- 522 **3.** Approval of Analyses previous meetings.
- 523 **4. ANNOUNCEMENTS** – specific events important to Venice Stakeholders.
- 524 **5. PUBLIC COMMENT** - 10 minutes on non-agendized items related to Land
525 Use and Planning only.
- 526 **6. CONSENT CALENDAR:**
- 527 **7. NEW BUSINESS:**
528 **((Projects and/or issues for LUPC consideration & recommendation**
529 **here))**
- 530 **8. Public Comment** - 10 minutes on non-agendized items related to Land
531 Use and Planning only.
- 532 **9. OLD BUSINESS:**
- 533 **9A**
- 534 **10. ADJOURNMENT**

535
536 *"In compliance with Government Code section 54957.5, non-exempt writings*
537 *that are distributed to a majority or all of the LUPC members in advance of*
538 *a meeting may be viewed at Venice Public Library, 501 Venice Blvd., at our*
539 *website by clicking on the following link: www.VeniceNC.org/LUPC, or at*
540 *the scheduled meeting. In addition, if you would like a copy of any record*
541 *related to an item on the agenda, please contact the LUPC Chair at [Chair-](mailto:Chair-LUPC@venicenc.org)*
542 *[LUPC@venicenc.org](mailto:Chair-LUPC@venicenc.org)."*

543
544

APPENDIX III - LUPC Annotated Agenda for Members only



Venice Neighborhood Council
PO Box 550, California 90294

www.VeniceNC.org
Info@VeniceNC.org

Land Use and Planning
Committee
Annotated Agenda



Date here

545 1. 6:45 pm Call to Order - Roll Call

546
547

	Present	Absent		Present	Absent
Jake Kaufman, Chair			Susan Papadakis		
Robert Aronson			John Reed		
Sarah Dennison			Jory Tremblay		
Jay Goldberg			Karen Wolfe		
Jim Murez					

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554

2. **Approval** of this agenda as presented or amended.
3. Minutes available by request.
4. Announcements - Specific events important to Venice Stakeholders.
5. **PUBLIC COMMENT** - 10 minutes on non-agendized items related to Land Use and Planning only.
6. **CONSENT CALENDAR:** No items

555 **DELIBERATION OF FOLLOWING PROJECTS/ISSUES:**

556 **7A** LUPC members please declare any Ex Parte communications with applicant.
557 (description of project here including case number, address and applicant...)
558

559 **LIVE ENTERTAINMENT: Acoustical or amplified? TRASH: PARKING:**
560 **SEATING CAPACITY: SIGNAGE, LIGHTS, LANDSCAPING,**
561 NOTE: Chair to ask audience to declare by show of hands (yea or nay) an opinion of this
562 issue prior to LUPC's motion as a non-binding group opinion of this issue.
563

564 Motion that LUPC recommend the following action to be made by the VNC Board of
565 Officers:

566

567 _____
 568 _____
 569 _____

570 Made by _____, seconded by _____.

571

572

Roll Call Vote	Yea	Nay	Abs.		Yea	Nay	Abs.
Jake Kaufman, Chair				Susan Papadakis			
Robert Aronson				John Reed			
Sarah Dennison				Jory Tremblay			
Jay Goldberg				Karen Wolfe			
Jim Murez							

573 _____

574 **Item #7B** LUPC members please declare any Ex Parte communications with applicant.

575

576 (description of project here including case number, address and applicant...)

577 **LIVE ENTERTAINMENT: Acoustical or amplified? TRASH: PARKING:**

578 **SEATING CAPACITY: SIGNAGE, LIGHTS, LANDSCAPING,**

579 NOTE: Chair to ask audience to declare by show of hands (yea or nay) an opinion of this

580 issue prior to LUPC's motion as a non-binding group opinion of this issue.

581

582 Motion that LUPC recommend the following action to be made by the VNC Board of

583 Officers:

584 _____

585 _____

586 _____

587 _____

588 Made by _____, seconded by _____.

589

Roll Call Vote	Yea	Nay	Abs.		Yea	Nay	Abs.
Jake Kaufman, Chair				Susan Papadakis			
Robert Aronson				John Reed			
Sarah Dennison				Jory Tremblay			
Jay Goldberg				Karen Wolfe			
Jim Murez							

590 _____

591 **Item 7C** LUPC members please declare any Ex Parte communications with applicant.

592 (description of project here including case number, address and applicant...)

593

594 **LIVE ENTERTAINMENT: Acoustical or amplified? TRASH: PARKING:**

595 **SEATING CAPACITY: SIGNAGE, LIGHTS, LANDSCAPING,**

596 NOTE: Chair to ask audience to declare by show of hands (yea or nay) an opinion of this

597 issue prior to LUPC's motion as a non-binding group opinion of this issue.

598 Motion that LUPC recommend the following action to be made by the VNC Board of
599 Officers:

600 _____
601 _____
602 _____

603

Roll Call Vote	Yea	Nay	Abs.		Yea	Nay	Abs.
Jake Kaufman, Chair				Susan Papadakis			
Robert Aronson				John Reed			
Sarah Dennison				Jory Tremblay			
Jay Goldberg				Karen Wolfe			
Jim Murez							

605

606 **8.** Public Comment - 10 minutes on non-agendized items related to Land Use and Planning
607 only.

608 **9. OLD BUSINESS**

609 **10. ADMINISTRATIVE:**

610 1. Agenda Building

611

612 **11. ADJOURN:**

613

614

615 **APPENDIX IV - Neighborhood Notification Policy and Letter To Be**
616 **emailed to Applicant(s)**

617

618 DATE:

619

620 SUBJECT: Venice Neighborhood Council’s Land Use and Planning Committee
621 Neighborhood Notification Policy.

622

623 REFERENCE: (.....List applicants name, address and case number and brief
624 description of project as per the CNC listing and/or permit
625 application.....)

626

627 Dear Madam/Sir:

628

629 The Land Use and Planning Committee (LUPC) of the Venice Neighborhood Council (VNC)
630 is the first panel to hear any planning issue in Venice that involves a variance to our Venice
631 Coastal Zone Specific Plan (VCZSP). You may access our specific plan
632 at <http://cityplanning.lacity.org/complan/specplan/sparea/vencoastalpage.htm>.

633

634 Our Mission Statement is: To advise the VNC and stakeholders about land use projects in or
635 around Venice that will impact the quality of life of Venice residents, business owners and

636 stakeholders; To advise the VNC on planning issues and projects affecting the Venice
637 community; To make recommendations to the VNC to forward to the LA City Planning
638 Department and Council District 11 any exceptions, modifications and variances to the
639 VCZSP for the planning and construction of projects in Venice.

640
641 My name is (.....), I am the LUPC member assigned to your project. Please contact me as
642 soon as you set up your neighborhood notification procedures. Contact me at (...list phone
643 and email....).

644
645 LUPC Neighborhood Notification Policy requests that a meeting of the immediate neighbors
646 to your project be held sponsored by you, the applicant, to inform your neighbors of your
647 impending project. We have found that a more informal neighborhood meeting to address
648 any problems your neighbors might have with your project is best prior to coming before
649 LUPC in a more formal setting.

650
651 Set date, time and place for your neighborhood meeting. It could be your project space, a
652 community room at the Venice Library, Extra Space Storage, Oakwood Community Center or
653 the local church.

654
655 Distribute notices/flyers to all residents within (..state 500' or 1,000' or just abutting
656 depending on project) either by hand or USPO mailing carefully stating date, time and hours
657 for this meeting. Email copy of your notice to VNC Board and committees at:
658 LUPC@VeniceNC.org; Outreach@VeniceNC.org; NeighborhoodCommittee@VeniceNC.org;
659 Board@VeniceNC.org. LUPC needs to have a list of the names & addresses of your radius
660 mailing or hand distribution; or a receipt from the company you hire to do the notifying if
661 you do so.

662
663 Keep a sign up sheet at the neighborhood meeting asking for name, address, email address
664 and columns for support or disapproval for your project. Keep the signup sheets for the
665 LUPC meeting.

666
667 Your project will be on the next available LUPC agenda. At that meeting LUPC will expect
668 you to have nine (9) copies of your project documents - including but not limited to: permit
669 application packet, site plans, findings, City Planning staff report (if done); and
670 documentation of your neighborhood meeting including sign-up sheets and radius mailing
671 labels if notices were mailed.

672
673 Sincerely,
674 _____, LUPC Staff to your project
675

676
677
678
679
680

APPENDIX V - VNC Board Policy on Fences & Hedges

TO WHOM IT MAY CONCERN:

At a regular meeting of the Venice Neighborhood Council's (VNC) Board of Officers October 21, 2008, the Fences and Hedges Ad Hoc Committee, after taking public comment and deliberating for 1 ½ years, recommended that the VNC make certain recommendations to amend the Los Angeles Municipal Code (LAMC) and/or Venice Coastal Zone Specific Plan (VCZSP). These proposed recommended amendments can be found on the VNC web site for the October 21, 2008 board meeting.

The VNC Board of Officers voted NOT to recommend any changes to the LAMC and/or VCZSP regarding Fences and Hedges by a vote of 7 for, 9 against and 1 abstention.

By this vote NOT to recommend any changes to the LAMC and/or VCZSP regarding Fences and Hedges, the VNC and the VNC Land Use and Planning Committee (LUPC) accepts the following LAMC and/or VCZSP restrictions and definitions:

The LAMC defines "fence" and "wall" as latticework, ornamental fences, screen walls, hedges or thick growths of shrubs or trees. It also states that fence and wall height shall be measured from the natural ground level.

The Code states that front and side yard fences may not be more than three and one-half feet in height above the natural ground level. The only two exceptions allowed per the Code, besides those authorized by a Zoning Administrator pursuant to Section 12.24 X.7., are the higher fence limits in the RA zones and the Fence Height Districts (FH).

The purpose of the Fence Height District (FH) is to permit open wrought iron fences in the front yards of properties in residential zones to be higher than normally permitted by this Code in areas where special circumstances such as a high rate of residential burglary or other crimes, or the character of the neighborhood necessitates the erection of those fences. However, there are 11 development regulations with which must be complied within a FH District which can be found in Section 13.10.C of the LAMC.

In addition to the exceptions permitted by the LAMC, the Venice Coastal Zone Specific Plan (VCZSP) allows higher fences in the Ballona Lagoon West Bank, Ballona Lagoon (Grand Canal) East Bank, Silver Strand, and the Walk Street areas.**

Therefore the LUPC is NOT requesting that you appear before us for public comment, LUPC deliberation and recommendation to the VNC Board of Officers regarding your request for a variance for an illegal fence.

**VCZSP, page 17-18, Section 10 Land Use and Development Regulations for Subareas, F. North Venice, 4 Setback, a. "The front yard setback for all residential Venice Coastal Development Projects shall be consistent with LAMC requirements, but shall not be less than five feet. Ground level patios, decks, landscaping and railings, wall and fences that do not exceed six feet in height may encroach into this setback provided they observe a setback of one foot."

728 **APPENDIX VI - Statement of Compliance, Standing Rule 13**

729
730 **Statement of Compliance with Venice Neighborhood Council Standing Rule 13***

731
732 As a member of the Board of Officers of the Venice Neighborhood Council and/or one of its
733 committees, I am required, under VNC Standing Rule 13, to inform you that I am representing myself
734 personally and I am not representing the VNC or a VNC Committee.
735

736 If the Board has considered and acted upon a motion dealing with a matter under consideration in
737 this non-VNC forum, I am further required to disclose to you, verbatim, the nature and disposition of
738 the motion considered by the Board, which disclosure is as follows (taken from the relevant Board
739 Agenda or Minutes):
740

741
742 On _____ I signed and submitted this statement before speaking in support of or in opposition to a
743 VNC matter,
744
745 _____, being considered by _____, a non-
746 VNC forum.
747

748 Signature Member of VNC Board (yes/no) and/or the following VNC Committee:
749

750 Position: _____
751

752 *** Venice Neighborhood Council Standing Rules**

753 **Enacted August 19, 2008**

754 **13. Principles of Representation**

- 755 I. The Board trusts and expects Board Officers and Committee Members to adhere to the following
756 principles of representation:
757
758 a. No Board Officer or Committee Member, unless authorized in writing by the President of the VNC
759 to do so, may in any way:
760
761 (i) Use the VNC logo or letterhead or stationery for any purpose; or
762
763 (ii) Claim to represent the VNC in any forum except:
764
765 • to present, verbatim, motions that have been considered and acted upon by the Board
766 and which have not been subsequently repealed by the Board or superseded by a
767 subsequent motion of the Board; and
768
769 • to correct misunderstandings or to respond to questions related thereto.
770

771 This rule shall not apply to the President of the VNC.
772
773

- 774 b. Any Board Officer or Committee Member may identify themselves as such in any forum. If doing
775 so in support of or in opposition to a matter being considered in a non-VNC forum, s/he shall make
776 clear that s/he is representing her/himself personally and is not representing the VNC or a VNC
777 Committee. If the Board has considered and acted upon a motion dealing with a matter under
778 consideration in a non-VNC forum, the nature and disposition of the motion considered by the
779 Board shall be disclosed.
780

781 **APPENDIX VII - LAMC VARIANCES AND**
782 **SPECIFIC PLAN EXCEPTIONS**

783
784 Sec. 562, Los Angeles City Charter

785
786 The Area Planning Commission may permit an exception from a specific plan if it makes all
787 the following findings:

788
789 (a) That the strict application of the regulations of the specific plan to the subject property
790 would result in practical difficulties or unnecessary hardships inconsistent with the general
791 purpose and intent of the specific plan;

792
793 (b) That there are exceptional circumstances or conditions applicable to the subject
794 property involved or to the intended use or development of the subject property that do not
795 apply generally to other property in the specific plan area;

796
797 (c) That an exception from the specific plan is necessary for the preservation and
798 enjoyment of a substantial property right or use generally possessed by other property within
799 the specific plan area in the same zone and vicinity but which, because of special
800 circumstances and practical difficulties or unnecessary hardships is denied to the property in
801 question;

802
803 (d) That the granting of an exception will not be detrimental to the public welfare or
804 injurious to the property or improvements adjacent to or in the vicinity of the subject
805 property; and

806
807 (e) That the granting of an exception will be consistent with the principles, intent and
808 goals of the specific plan and any applicable element of the general plan.
809

810
811
812 Los Angeles Municipal Code,
813 Chapter I, General Provisions & Zoning.
814 Article 2, Sec. 12.27, Variances

815
816 D. Findings for Approval. The decision of the Zoning Administrator shall be supported by
817 written findings of fact based upon evidence taken, written or oral statements and
818 documents presented, which may include photographs, maps and plans, together with the
819 results of any staff investigations.

820
821 Consistent with Charter Section 562, no variance may be granted unless the Zoning
822 Administrator finds all of the following:
823

824 1. That the strict application of the provisions of the zoning ordinance would result
825 in practical difficulties or unnecessary hardships inconsistent with the general purposes and
826 intent of the zoning regulations;

827
828 2. That there are special circumstances applicable to the subject property such as
829 size, shape, topography, location or surroundings that do not apply generally to other
830 property in the same zone and vicinity;

831
832 3. That the variance is necessary for the preservation and enjoyment of a substantial
833 property right or use generally possessed by other property in the same zone and vicinity but
834 which, because of the special circumstances and practical difficulties or unnecessary
835 hardships, is denied to the property in question

836
837 4. That the granting of the variance will not be materially detrimental to the public
838 welfare, or injurious to the property or improvements in the same zone or vicinity in which
839 the property is located; and

840
841 5. That the granting of the exception is consistent with the principles, intent and
842 goals of the Specific Plan.

843
844

845 **Court Decisions**

846
847 In *Orinda Assn. v. Board of Supervisors of Contra Costa County*, the California Appeals
848 Court ruled that a building height variance could not be granted, regardless of the alleged
849 benefits of the project, absent a finding detailing the special circumstances that justified its
850 issuance. In its decision, the court majority said, "Thus, data focusing on the qualities of the
851 property and Project for which the variance is sought, the desirability of the proposed
852 development, the attractiveness of its design, the benefits to the community, or the economic
853 difficulties of developing the property in conformance with the zoning regulations, lack legal
854 significance and are simply irrelevant to the controlling issue of whether strict application of
855 zoning rules would prevent the would-be developer from utilizing his or her property to the
856 same extent as other property owners in the same zoning district." (The Contra Costa County
857 conditions for granting variances were virtually identical to those in the L.A. City Charter)

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APPENDIX VIII – Standard Alcohol Conditions

866
867 These are standard alcohol conditions that LUPC sets on restaurants and liquor stores. Only
868 those conditions germane to the project will remain, inappropriate conditions to be struck
869 through or eliminated in final document.

870

871 Conditional Use Permit-Beverage conditions:

- 872 1. Prior to commencing operations, the applicant shall apply for and obtain a Coastal
873 Development Permit from the California Coastal Commission.
 - 874 2. These conditions on this business shall be in full force and effect for an initial term
875 of (..state length of time..) from the effective date of the grant. The applicant shall
876 submit a plan approval application 60 to 75 days prior to the expiration of the
877 (...stated time..) period at which time LUPC may or may not request that the
878 Zoning Administrator extend the grant an additional (..state years..).
 - 879 3. No branded alcohol advertisements shall be visible from the outside of the
880 premises.
 - 881 4. There shall be no coin-operated games, video machines, pool tables or similar
882 game activities maintained upon the premises at any time.
 - 883 5. Hours of operation shall be (...state hours...) hours of alcohol sales being the same.
 - 884 6. There shall be no business operations between the hours of (...state hours...)
885 including but not limited to private events and promotional events.
 - 886 7. Any future operator or owner for this site must file a new Plan Approval
887 Application to allow the City of Los Angeles to review the “mode and character” of
888 the usage.
 - 889 8. The authorized use shall be conducted at all times with due regard for the
890 character of the surrounding district, and the right is reserved to the Zoning
891 Administrator to impose additional corrective Conditions, if, in the
892 Administrator’s opinion, such Conditions are proven necessary for the protection
893 of persons in the neighborhood or occupants of adjacent property.
 - 894 9. In addition to the business name or entity, the name of the individual applicant(s)
895 shall appear on the alcohol license and any related permits.
 - 896 10. The applicant shall train staff to provide Designated Driver resources, when
897 appropriate, for restaurant patrons, such as taxicabs, referral services (e.g.,
898 www.designateddriver.com). Applicant(s) shall post signs on the tables or walls
899 alerting patrons of this program.
 - 900 11. Applicant(s) shall not require an admission charge or cover charge, nor there a
901 requirement to purchase a minimum number of drinks.
 - 902 12. The quarterly gross sale of alcoholic beverages shall not exceed the gross sales of
903 food during the same period. The applicant(s) shall at all times maintain records
904 which reflect separately the gross sales of food and the gross sales of alcoholic
905 beverages of the licensed business. Said records shall be kept no less frequently
906 than on a quarterly basis and shall be made available to the police department
907 upon demand.
 - 908 13. The subject alcoholic beverage license shall not be exchanged for a public premise
909 type license.
 - 910 14. There shall be no service, sales or possession of an alcoholic beverage in any patio
911 area.
-

- 912 15. No fixed or portable bar(s) shall be permitted at the location. A waitress or waiter
913 for table service only shall conduct any alcoholic beverage service.
- 914 16. The premises shall be maintained as a bona fide eating place (restaurant) with an
915 operational kitchen and shall provide a menu containing an assortment of foods
916 normally offered in such restaurants. Food service shall be available at all times
917 during normal operating hours.
- 918 17. No pay phone will be maintained on the exterior of the premise.
- 919 18. There shall be no "Adult Entertainment" of any type pursuant to LAMC Section
920 12.70.
- 921 19. Live entertainment shall be limited to non-amplified musicians.
- 922 20. There shall be no live entertainment of any type, including but not limited to: live
923 musicians, disc jockey or Karaoke nights.
- 924 21. No dancing shall be allowed at the location.
- 925 22. No pool or billiard tables may be maintained on the premises.
- 926 23. There shall be no coin-operated games or video machines maintained upon the
927 premises at any time.
- 928 24. Any graffiti painted or marked upon the premises or on any adjacent area under
929 the control of the applicant(s) shall be removed or painted over within 24 hours of
930 being applied.
- 931 25. The rear/side door(s) of the premises shall be equipped on the inside with an
932 automatic locking devise and shall be kept closed at all times. This door(s) shall
933 not be used as a means of access by patrons to and from the premises. Temporary
934 use of this door(s) for delivery of supplies does not constitute a violation. Said
935 door(s) are not to consist solely of a screen or ventilated security door.
- 936 26. The applicant(s) shall be responsible for maintaining free of litter, the area and
937 adjacent to the premises over which they have control.
- 938 27. Any music, sound or noise emitted that is under the control of the applicant(s)
939 shall not violate Section 116.1 of the LAMC.
- 940 28. The applicant(s) shall install and maintain soundproofing equivalent to or better
941 than a Sound Reduction Index of 45 (STC in which loud speech not audible, 90% of
942 statistical population not annoyed). Index appended to this document.
- 943 29. During the operation hours of the business, the applicant(s) shall provide
944 (..number of..) security officer(s) inside the premises and (..number of..) security
945 officer(s) in the parking lot. One additional security officer acting as a supervisor
946 shall be on the premises during these same hours. All security personnel shall
947 maintain order therein and prevent any activity that would interfere with the quiet
948 enjoyment of their property by nearby residents. Said personnel shall be licensed
949 consistent with State law and the Los Angeles Police Commission standards and
950 maintain an active American Red Cross first-aid card. The security personnel shall
951 be dressed in such a manner as to be readily identifiable to patrons and law
952 enforcement personnel.
- 953 30. Applicant(s) shall install and maintain security cameras and a one-month
954 recording library that covers all common areas of the business, high-risk areas and
955 entrances or exits. The recordings shall be made available to police upon request.
- 956 31. Electronic age verifications device(s) which can be used to determine the age of any
957 individual attempting to purchase alcoholic beverages or tobacco products shall be

- 958 installed on the premise at each point-of-sale location. This device(s) shall be
959 maintained in an operational condition and all employees shall be instructed in
960 their use prior to the sale of any alcoholic beverage or tobacco product.
- 961 32. Within six months of the date of hire, all personnel acting in the capacity of a
962 manager of the premise and all personnel who serve alcoholic beverages shall
963 attend a Standardized Training for Alcohol Retailers (STAR) session sponsored by
964 the Los Angeles Police Department. All employees who serve alcoholic beverages
965 shall attend follow-up STAR classes every 24 months.
- 966 33. Applicant(s) shall maintain on the premises and present upon request to any law
967 enforcement officer, a copy of the Business Permit, Insurance information and a
968 valid emergency contact phone number for the Security Company service(s) used
969 by the applicant(s).
- 970 34. Applicant(s) shall maintain on the premises and present upon request to any law
971 enforcement officer, a copy of the Business Permit, Insurance information and a
972 valid emergency contact phone number for the valet service(s) used by the
973 applicant(s).
- 974 35. Any future operator or owner for this site must file a new Plan Approval
975 Application to allow the City of Los Angeles to review the "mode and character" of
976 the usage.
- 977 36. If at any time during the period of the grant, should documented evidence be
978 submitted showing continued violation(s) of any condition(s) of the grant,
979 resulting in a disruption or interference with the peaceful enjoyment of the
980 adjoining and neighboring properties, the Zoning Administrator will have the
981 right to require the applicant(s) to file for a plan approval application together with
982 the associated fees, to hold a public hearing to review the applicant(s) compliance
983 with the effectiveness of the conditions of the grant. The applicant(s) shall submit
984 a summary and supporting documentation of how compliance with each condition
985 of the grant has been attained.
- 986 37. Applicant(s)/restaurant operator shall post a sign near the entry that identifies a
987 contact person and provides a 24-hour "hot line" telephone number for any
988 inquiries or complaints from the community regarding the subject premise.
989 Inquiries placed through this "hot line" will be answered within 24 hours after
990 being received.
- 991
- 992 38. PARKING:
-
- 993 a. There shall be no "grandfathered" parking spaces or nonconforming
994 parking credit unless this business at this location enjoyed parking
995 entitlements issued by City of Los Angeles prior to 1973.
- 996 b. Applicant(s) shall comply with all applicable parking requirements set forth
997 in codes and regulations, and shall provide the required number of parking
998 spaces, including Beach Impact Zone (BIZ) parking spaces exceptions:
- 999 1. Applicant(s) may pay the in-lieu parking fees for any parking spaces not
1000 provided, and the amount of the fee shall be the real cost of providing the
1001 parking spaces as determined by California Coastal Commission, with any
1002 in-lieu fee payment made into the Venice Coastal Parking Impact Trust
1003 Fund. Refer to page _____.

- 1004 2. Compact parking stalls, and tandem parking, shall be allowed as requested
1005 by the applicant(s), so long as the applicant provides valet parking, with a
1006 Parking Attendant Affidavit recorded. The valet parking attendant shall not
1007 park on any public street, and there shall be no valet parking zone on
1008 (..name street here..).
- 1009 39. No loading zone shall be required on the property, however, no loading or
1010 deliveries shall be made on or from (..name street..) and all loading or deliveries
1011 shall be made from the abutting alley behind the property if there is an alley
1012 behind the property, and all loading or deliveries shall be between the hours of
1013 (...state hours..).
- 1014 40. Applicant(s) are expected and mandated to comply with any provisions of the
1015 Mello Act in relation to a possible change of use from residential to commercial.
- 1016 41. All bottles will be recycled upon removal from the premises..
- 1017 42. The applicant(s) must obtain approval for all outside signage, or must remove non
1018 conforming signage.
- 1019 43. Offsite signage/advertising will be prohibited.
- 1020 44. Cleanup and trash removal will be performed in such a manner as to prevent
1021 debris from entering the storm drain system, and will not interfere in any way with
1022 surrounding uses.
1023
1024
-

APPENDIX IIX - General conditions by LUPC

General conditions:

1029 These are standard conditions that LUPC sets on businesses. Only those conditions germane
1030 to the project will remain, inappropriate conditions to be struck through or eliminated in
1031 final document.

- 1032
1033
- 1034 1. Prior to commencing operations, the applicant shall apply for and obtain a Coastal
1035 Development Permit from the California Coastal Commission.
 - 1036 2. These conditions on this business shall be in full force and effect for an initial term of
1037 (..state length of time..) from the effective date of the grant. The applicant shall submit
1038 a plan approval application 60 to 75 days prior to the expiration of the (...stated time..)
1039 period at which time LUPC may or may not request that the Zoning Administrator
1040 extend the grant an additional (..state years..).
 - 1041 3. Any graffiti painted or marked upon the premises or on any adjacent area under the
1042 control of the applicant shall be removed or painted over within 24 hours of being
1043 applied, and the paint shall match the original color of the surface.
 - 1044 4. The Applicant shall be responsible for maintaining free of litter, the area and adjacent
1045 to the premises over which they have control.
 - 1046 5. All bottles will be recycled upon removal from the premises..
 - 1047 6. The applicant(s) must obtain approval for all outside signage, or must remove non
1048 conforming signage.

- 1049 7. Offsite signage/advertising will be prohibited.
- 1050 8. Cleanup and trash removal will be performed in such a manner as to prevent debris
- 1051 from entering the storm drain system, and will not interfere in any way with
- 1052 surrounding uses.
- 1053 9. Applicant(s) shall maintain the subject building and premises in a neat, attractive, and
- 1054 safe condition at all times including refinishing of the building when necessary.
- 1055 10. Applicant(s) shall maintain the landscaping to a standard in accordance with
- 1056 guidelines established by the Los Angeles City Landscape Ordinance, LAMC Section
- 1057 12.40-12.43.
- 1058 11. Noise generated on-site shall not exceed the decibel levels stated in the Citywide
- 1059 Noise Ordinance.
- 1060 12. The use and development of the property shall be in substantial conformance with the
- 1061 floor plan submitted.
- 1062 13. The Applicant shall adhere to Best Management Practices as they pertain to the
- 1063 location.
- 1064 14. To encourage a walk-friendly environment, the applicant intends to install bicycle
- 1065 racks to accommodate at least ten bicycles.
- 1066 15. Exterior lighting on the building shall be maintained and provide sufficient
- 1067 illumination of the immediate environment so as to render objects or persons clearly
- 1068 visible. Said lighting shall be directed in such a manner so as not to illuminate any
- 1069 nearby residents.
- 1070 16. The Applicant shall regularly police the area under their control in an effort to prevent
- 1071 loitering.
- 1072 17. The use and development of the property shall be in substantial conformance with the
- 1073 floor plan submitted with this application and attached hereto as Exhibit "A".
- 1074 18. Except as provided in this document, all Conditions set forth in the Determination of
- 1075 the West Los Angeles Area Planning Commission dated (...date here..) shall remain in
- 1076 full force and effect. A copy of those Conditions will be attached hereto as Exhibit "B"
- 1077 to this staff report.
- 1078 19. The authorized use shall be conducted at all times with due regard for the character of
- 1079 the surrounding district, and the right is reserved to the Zoning Administrator to
- 1080 impose additional corrective conditions, if, in the Administrator's opinion, such
- 1081 conditions are proven necessary for the protection of persons in the neighborhood or
- 1082 occupants of adjacent property.
- 1083 20. A laminated copy of the conditions of approval shall be posted in a conspicuous place
- 1084 where the public can see them.
- 1085 21. No exterior work-related activity will occur either before the hours of operation, or
- 1086 over one hour after the hours of operation.
- 1087 22. Trash pick up shall occur only between the hours of (..state hours..) on week days as
- 1088 necessary.
- 1089 23. The applicant(s) shall provide a telephone number for the responsible party operating
- 1090 this business in the event of a problem, disturbance, or complaint relating to the
- 1091 operation of this business.
- 1092 24. Applicant(s) shall provide a telephone number for the responsible party operating this
- 1093 business in the event of a problem, disturbance, or complaint relating to the operation
- 1094 of this business.

- 1095 25. The applicant(s) shall maintain on the premises, and shall make available to the police
1096 department or other City of Los Angeles personnel upon request, a copy of the
1097 Business Permit, insurance information, and a telephone number for any contracted
1098 valet service(s) used by the applicant.
- 1099 26. Any future operator or owner of this property must file a new Plan Approval
1100 Application within 30 days of the change of operator or ownership, to allow the City
1101 of Los Angeles to review the “mode and character” of the usage.
- 1102 27. Any future operator or owner of this property must file a new Application within 30
1103 days of the change of operator or ownership to VNC Land Use and Planning
1104 Committee to allow local review of the “mode and character” of the usage.
- 1105 28. If at any time during the period of the grant, should documented evidence by
1106 submitted showing continued violation(s) of any condition(s) of the grant, resulting in
1107 a disruption or interference with the peaceful enjoyment of the adjoining and
1108 neighboring properties, LUPC will request that the Zoning Administrator require the
1109 applicant to file for a plan approval application together with the associated fees, to
1110 hold a public hearing to review the applicant’s compliance with and the effectiveness
1111 of the conditions of the grant. The applicant shall submit a summary and supporting
1112 documentation of how compliance with each condition of the grant has been attained.
- 1113 29. PARKING:
- 1114 a. There shall be no “grandfathered” parking spaces or nonconforming parking
1115 credit unless this business at this location enjoyed parking entitlements issued
1116 by City of Los Angeles prior to 1973.
- 1117 b. Applicant(s) shall comply with all applicable parking requirements set forth in
1118 codes and regulations, and shall provide the required number of parking
1119 spaces, including Beach Impact Zone (BIZ) parking spaces exceptions:
- 1120 3. Applicant(s) may pay the in-lieu parking fees for any parking spaces not
1121 provided, and the amount of the fee shall be the real cost of providing the
1122 parking spaces as determined by California Coastal Commission, with any
1123 in-lieu fee payment made into the Venice Coastal Parking Impact Trust
1124 Fund. Refer to page ____.
- 1125 4. Compact parking stalls, and tandem parking, shall be allowed as requested
1126 by the applicant(s), so long as the applicant provides valet parking, with a
1127 Parking Attendant Affidavit recorded. The valet parking attendant shall not
1128 park on any public street, and there shall be no valet parking zone on
1129 (..name street here..).
- 1130 30. No loading zone shall be required on the property, however, no loading or deliveries
1131 shall be made on or from (..name street..) and all loading or deliverites shall be made
1132 from the abutting alley behind the property if there is an alley behind the property,
1133 and all loading or deliveries shall be between the hours of (...state hours..).
- 1134 31. Applicant(s) are expected and mandated to comply with any provisions of the Mello
1135 Act in relation to a possible change of use from residential to commercial.
- 1136
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APPENDIX IX – Sound Information

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1141 **Sound Transmission Class (STC) is an integer rating of how well a building**
1142 **partition attenuates airborne sound. The Sound Reduction Index is used to**
1143 **measure the level of sound insulation provided by a structure such as a wall,**
1144 **window, door, etc.**

1145
1146 **STC**
1147 **What can be heard**

1148 25 Normal speech can be understood quite easily and distinctly through wall
1149 30 Loud speech can be understood fairly well, normal speech heard but not understood
1150 35 Loud speech audible but not intelligible
1151 40 Onset of "privacy"
1152 42 Loud speech audible as a murmur
1153 45 Loud speech not audible; 90% of statistical population not annoyed
1154 50 Very loud sounds such as musical instruments or a stereo can be faintly heard; 99% of
1155 population not annoyed.
1156 60+ Superior soundproofing; most sounds inaudible

1157 **STC**
1158 **Partition type**

1159 33 Single layer of 1/2" drywall on each side, wood studs, no insulation (typical interior
1160 wall)
1161 45 Double layer of 1/2" drywall on each side, wood studs, batt insulation in wall
1162 46 Single layer of 1/2" drywall, glued to 6" lightweight concrete block wall, painted both
1163 sides
1164 54 Single layer of 1/2" drywall, glued to 8" dense concrete block wall, painted both sides
1165 55 Double layer of 1/2" drywall on each side, on staggered wood stud wall, batt insulation
1166 in wall
1167 59 Double layer of 1/2" drywall on each side, on wood stud wall, resilient channels on one
1168 side, batt insulation
1169 63 Double layer of 1/2" drywall on each side, on double wood/metal stud walls (spaced 1"
1170 apart), double batt insulation
1171 72 8" concrete block wall, painted, with 1/2" drywall on independent steel stud walls, each
1172 side, insulation in cavities

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1178 **APPENDIX X - En Lieu Parking Fee Calculations & Information**

By: Murez 12/01/2007 Final

1180 **In-lieu Parking Fee Formula**
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1182

1183 The Venice Local Coastal Program, Land Use Plan (Coastal Commission Certified June 14,
1184 2001) (LUP) states that in-lieu parking fees shall reflect the actual replacement cost of the
1185 absent spaces. In the section titled "Implementation Strategies" (Chapter II, Land Use Plan
1186 Policies, Policy Group II, Shoreline Access, Parking Requirement Table on page III-11), the
1187 document reads: "The in-lieu fee for a BIZ parking space shall be established in the (LIP) at a
1188 rate proportional to the cost of providing a physical parking space." No other reference
1189 establishes the cost of in-lieu spaces when they are not BIZ, therefore, we must assume that
1190 the cost of these spaces is equal when referring to non-BIZ in-lieu spaces. No LIP (Land
1191 Implementation Plan) has been established as of this writing; however, the Venice Coastal
1192 Zone Specific Plan (VCZSP) is the City of Los Angeles' interpretation of an LIP.

1193
1194 In-lieu parking fees should not be considered as a solution to providing required parking, but
1195 rather as a means to provide required parking offsite when it is not feasible to locate the
1196 parking spaces within the proposed project. In no way should it be construed that in-lieu
1197 parking is a reduction in parking requirements for a project nor any form of subsidy or joint
1198 cost with the City or other public entity.

1199
1200 Careful consideration needs to be made before granting in-lieu parking allowances to prevent
1201 a negative buildup that burdens the residences, businesses and the City in the area where the
1202 lack of on-site spaces are available, as well as the area surrounding the off-site location.

1203
1204 Before the City can impose a fee rate for in-lieu parking spaces, several factors must be
1205 considered to determine the fair value of the parking space that is being purchased. Some of
1206 these factors include, but are not limited to, the number of spaces being requested, the type of
1207 project use that is requesting to purchase the spaces, the land cost where the spaces will be
1208 placed and, of course, the actual physical construction costs to build the parking spaces.
1209 Other factors, such as the impact on the community because of the lack of required spaces,
1210 might require the cost of the in-lieu fees to also include valet or shuttle services before
1211 granting spaces as a viable option.

1212
1213 The fees collected must be used to create the required parking spaces in a timely manner.
1214 Banking the funds for future grand scheme projects that may be many years down the road
1215 are not a viable solution. At the time the in-lieu spaces are purchased, a time commitment
1216 must exist that defines when the off-site spaces will become available for legal parking uses.

1217
1218 The project must describe how the in-lieu fees will service the project over the long term. A
1219 travel plan must accompany the in-lieu fee request to ensure the distance to and from the
1220 project has been considered and addressed to the satisfaction of the Venice Neighborhood
1221 Council.

1222
1223 All required dwelling unit parking spaces MUST be provided on site. No in-lieu spaces may
1224 be provided for these. This is excluding BIZ requirements for multi-dwelling projects and
1225 guest parking for single family dwelling projects.

1226
1227 Valet services that provide remote parking lot shuttle services often consume on-street
1228 curbside parking spaces that are used for the unloading and loading of passengers. When

1229 this service is proposed for shuttle service to the in-lieu lot, the required parking spaces for
1230 the project shall be increased by the number of public spaces being utilized at the curbside.
1231 These increased spaces may be located in the in-lieu fee remote lot.

1232
1233 The in-lieu fee must reflect the fair market value of the cost to create a parking space. Both
1234 the construction cost and land value must be reflected in the fair market amount.

1235
1236 An individual project that intends to construct the in-lieu parking lot as part of a master
1237 project may elect to post a construction bond instead of paying the in-lieu fee. The bond
1238 amount will be twice the estimated cost to construct the lot. The completion of the in-lieu lot
1239 must be finished within a two-year period from the completion of the individual project that
1240 required the in-lieu parking. Lack of performance will result in the City completing the
1241 project and leveling the charges onto the individual project owner.

1242
1243 The zoning and use of the project seeking the in-lieu fee must be factored into determining
1244 the fair market value of the spaces being purchased. A commercial project must use land of
1245 similar zoning so as not to impact residential neighborhoods. For example, a 24/7 restaurant
1246 shall not be allowed to use a parking lot between two apartment buildings since the traffic
1247 coming and going all night long would have adverse effects on the people trying to sleep in
1248 the middle of the night.

1249
1250 The real costs to construct the parking space must be determined. This amount may vary
1251 depending on the type of construction proposed. Above ground parking is more expensive
1252 than parking at grade, and subterranean is even higher.

1253
1254 Landscaping and other amenities, such as trash collection, lighting, access control gates,
1255 safety patrols and long term maintenance should be considered to ensure that the proposed
1256 parking spaces do not have a negative impact on the surrounding community. The City has
1257 specific codes for parking lots that must be adhered to when permitting the construction of a
1258 parking lot.

1259
1260 In-lieu parking stalls may only be purchased when an alternate parking plan for the project is
1261 specified. The parking plan needs to describe the distance to the remote lot, how the remote
1262 lot will service the project, any ongoing fees or taxes that may be involved with using the
1263 remote lot and how the remote lot will be maintained. If the trip distance to the remote
1264 spaces adds a shuttle or valet service, the expense of such services needs to be considered
1265 when determining the overall project feasibility (example: can a 600 SF restaurant remote
1266 park ¼ mile away? With a trip time of ten minutes round trip, for the first service for dinner,
1267 at least four valets would be required to prevent the cars from backing up on the street, so I
1268 would say no way, unless the restaurant is charging \$100 or more for food per person or the
1269 valet charges \$25 for parking).

1270
1271 The aisle width and turn-around space to enter and exit a parking lot must also factor into
1272 land utilization. Based on the LA City Department of Building and Safety Parking Lot
1273 Standards (L.A. Ord. 142,306 P/ZC 2002-001 dated 12/15/2005), an allowance for turning
1274 and back-out clearances is approximately 100% (one hundred percent) the size of the parking

1275 space requirement (parking space = 160 SF + 160 SF clearances = 320 SF per parking space).
1276 The information presented here assumes a parking lot size of 25 or less bays with a single
1277 entrance and exit and therefore, one-way traffic aisles allowed. This information may be
1278 adjusted based on specific lot design requirements.

1279
1280 The in-lieu fee when applied to BIZ spaces in projects that are providing all other on-site
1281 parking obligations per code may elect to reduce the calculated parking cost by the value of
1282 the land. This reduction in cost assumes the BIZ space(s) will be used by the general public,
1283 so cost of construction may therefore assume public land can be utilized.

1284
1285 For the purpose of maximizing the available resources and determining land utilization, let's
1286 assume a commercial property being developed for parking will include a multi-story
1287 structure. The structure will provide one subterranean level and three stories above grade.
1288 The top story, which is considered the roof level, will fit below the maximum height limit of
1289 the Venice sub-area where the lot is located and therefore, can be used as one of the three
1290 above grade parking levels.

1291
1292 The math to determine the fair market cost becomes fairly simple once all the factors have
1293 been valued.

1294
1295 Cost of Land

1296 Residential/Commercial/Public Land

1297

1298 Cost of Construction

1299 Height limit (number of stories if structure is proposed)

1300 Materials Used (must blend into surrounding neighbors)

1301 Amenities

1302 Trash Receptacles

1303 Lighting

1304 Landscaping (per LAMC)

1305 Utilities (water and electricity)

1306 Long term maintenance and upkeep

1307

1308 Revenue

1309 Meters

1310 Valet Leases

1311 Parking Permits

1312 Mixed-Use (parking over ground floor retail or residential over parking)

1313

1314

1315 Let's assume...

1316

1317 A business on Abbot Kinney wants to expand and needs four additional spaces.

1318 Therefore:

1319

1320 The replacement land for the spaces must use "C" zoned comparable land values there.
1321 Recent sales show similar real estate values make the land worth \$1,750,000. The typical lot
1322 size is 30 x 100 feet or 3000 square feet (not including any off site allowances, such as to the
1323 center line of the alley). The Venice sub-area height allows the construction of a 30 foot
1324 structure. A licensed contractor who has been building parking structures around town for
1325 years quoted one story below grade at \$35,000 per space and three at or above grade at
1326 \$25,000 each for the building expenses. The landscaping and lighting costs were included in
1327 the contractor's bid. The project permit for the conditional use permit will address valet
1328 service to the lot along with long-term maintenance to be provided by the applicant.
1329

1330 The cost of at or above grade parking spaces is making the following assumption: type of
1331 construction is reinforced concrete, all grading included, landscaping and lighting included,
1332 lot striping and signage included, City permits, inspections and fees paid. With subterranean
1333 spaces, the cost increases when water or other special conditions exist.
1334

1335 Based on this information, one parking space will be provided at:
1336

1337 Standard Car: 8'-4" x 18'-0" (8.33' x 18' = 150 SF)
1338 Turning Aisle: 150 SF (Assuming single aisle)
1339 Total Allowance: 300 SF
1340

1341	Cost of Land:	\$1,500,000
1342	Lot Size:	3,000 SF (30 x 100)
1343	Zone:	"C"
1344	Land Cost SF:	\$500
1345	Cost/Std. Car:	\$150,000 = (300 SF * \$500)
1346	Max Height:	30 Ft
1347	No. Stories:	4 (1 Sub + 3 Above)
1348	Cost of Const.	\$102,500 = (1Dn (35k) + 3Up (67.5k))

1349

1350 Cost per Space for:
1351

1352 Four Story: \$63,125 = 4 / (150,000 + 102,500)
1353 Three Story: \$72,500 = 3 / (150,000 + 67,500)
1354 Two Story: \$97,500 = 2 / (150,000 + 45,000)
1355 Single Story: \$172,500 = (150,000 + 22,500)
1356

1357 #####
1358
1359

1360 FOLLOWING PDF FILES, NOT MS WORD.
1361

1362 CITY OF LOS ANGELES ZONING DEFINITIONS
1363 CITY OF LOS ANGELES PLANNING PERMIT APPLICATION FORMS
1364 BEST MANAGEMENT PRACTICES
1365

1366 TO BE DONE;
1367 LUPC recommended hours of operation for projects/restaurants on;
1368 Abbot Kinney, Rose Avenue, Washington Blvd (end), Ocean Front Walk
1369 And Windward Avenue
1370
1371
1372

1373
1374