

APPLICATIONS



CITY PLANNING APPLICATION

THIS BOX FOR CITY PLANNING STAFF USE ONLY

☐ ED1 Eligible ☐ AB 2097 Eligible

Case Number: _____

Env. Case Number: _____

Application Type: _____

Case Filed With (Print Name): _____ Date Filed: _____

Application includes letter requesting:

☐ Waived Hearing ☐ Concurrent hearing ☐ Hearing not to be scheduled on a specific date (e.g. vacation hold)

Related Case Number(s): _____

THIS SECTION TO BE COMPLETED BY THE APPLICANT

Provide all information requested. Missing, incomplete or inconsistent information will cause delays.

All terms in this document are applicable to the singular as well as the plural forms of such terms.

Refer to the City Planning Application Filing Instructions ([CP-7810](#)) for more information.

1. PROJECT LOCATION

Street Address¹: 2476 S. Lincoln Blvd., Venice, CA 90291 Unit/Space Number: _____

Legal Description² (Lot, Block, Tract): Lot: FR19, FR20; Block: None; Tract: TR 5930

Assessor Parcel Number: 4236-002-008 Total Lot Area: 3,516.2 sf

2. PROJECT DESCRIPTION

Present Use: Retail

Proposed Use: Retail

Project Name (if applicable): Chapter 4 Fine + Rare Supply

¹ Street Addresses must include all addresses on the subject/application site (as identified in ZIMAS—<http://zimas.lacity.org>).

² Legal Description must include all contiguously owned properties (even if they are not a part of the proposed project site).

Describe in detail the characteristics, scope and/or operation of the proposed project:

CUB to allow the sale of beer and wine for off-site consumption and on-site instructional tastings in conjunction with a proposed 1,295 sf specialty wine store. Hours of operation 8am to 11pm daily.

Additional Information Attached:

☐ YES ☒ NO

EXISTING SITE CONDITIONS

Complete and check all that apply:

- | | |
|---|---|
| <input type="checkbox"/> Site is undeveloped or unimproved (i.e., vacant) | <input type="checkbox"/> Site is located within 500 feet of a freeway or railroad |
| <input checked="" type="checkbox"/> Site has existing buildings (provide copies of building permits) | <input type="checkbox"/> Site is located within 500 feet of a sensitive use (e.g., school, park) |
| <input type="checkbox"/> Site is/was developed with uses that could release hazardous materials on soil and/or groundwater (e.g., dry cleaning, gas station, auto repair, industrial) | <input type="checkbox"/> Site has special designation (e.g., National Historic Register, Survey LA) |

PROPOSED PROJECT INFORMATION

Check all that apply or could apply:

- | | |
|---|--|
| <input type="checkbox"/> Demolition of existing buildings/structures | <input type="checkbox"/> New construction: _____ square feet |
| <input type="checkbox"/> Relocation of existing buildings/structures | <input type="checkbox"/> Additions to existing buildings |
| <input type="checkbox"/> Removal of any on-site tree | <input type="checkbox"/> Interior tenant improvement |
| <input type="checkbox"/> Removal of any street tree | <input type="checkbox"/> Exterior renovation or alteration |
| <input type="checkbox"/> Removal of protected trees onsite/in public right-of-way | <input type="checkbox"/> Change of use and/or hours of operation |
| <input type="checkbox"/> Grading | <input type="checkbox"/> Uses or structures in public right-of-way |
| <input type="checkbox"/> Haul Route | <input type="checkbox"/> Phased project |

HOUSING COMPONENT INFORMATION

Number of Residential Units:	Existing	0	- Demolish(ed) ³	0	+ Adding	0	= Total	0
Number of Affordable Units ⁴ :	Existing	0	- Demolish(ed)	0	+ Adding	0	= Total	0
Number of Market Rate Units:	Existing	0	- Demolish(ed)	0	+ Adding	0	= Total	0

Mixed Use Projects, Amount of Non-Residential Floor Area: N/A square feet

³ Number of units to be demolished and/or which have been demolished within the last five years.

⁴ As determined by the Los Angeles Housing Department.

PARKING INFORMATION

Is the project utilizing AB 2097?

☐ YES ☒ NO

If Yes, provide a date-stamped ZIMAS Parcel Profile Report including AB 2097 Eligibility information.

Provided # of Parking Spaces: 5 Required # of Parking Spaces: 5

Parking Minimum Checklist

The following checklist will determine if parking minimums can be imposed on a Project under AB 2097. Parking minimums cannot be imposed if the proposed project meets any of the following criteria.

Check all that apply:

- ☐ Include a minimum of 20 percent of the total dwelling units for Very Low, Low, or Moderate-Income households, students, the elderly, or persons with disabilities
- ☐ Contain fewer than 20 dwelling units
- ☐ Are subject to parking reductions of any other applicable law (by satisfying the applicable eligibility requirements)

PUBLIC RIGHT-OF-WAY INFORMATION

Have you submitted the [Planning Case Referral Form](#) to BOE? (if required) ☐ YES ☒ NO

Is the project required to dedicate land to the public right-of-way? ☐ YES ☒ NO

If so, what is/are the dedication requirement(s)? N/A feet

If dedications are required on multiple streets, identify as such: N/A

3. ACTION(S) REQUESTED

Provide the Los Angeles Municipal Code (LAMC) Section that authorizes the request and (if applicable) the LAMC Section or the Specific Plan/Overlay Section from which relief is sought, and follow with a description of the requested action.

Does the project include Multiple Approval Requests per LAMC Section 12.36? ☐ YES ☒ NO

Authorizing Code Section: 12.24-W, 1

Code Section from which relief is requested (if any): _____

Action Requested: CUB to allow sale of beer & wine for off-site consumption & on-site instructional tasting at 1,295 sf specialty wine store. Hours of operation 8am to 11pm daily.

Authorizing Code Section: N/A

Code Section from which relief is requested (if any): _____

Action Requested: _____

Additional Requests Attached:

☐ YES

☒ NO

4. RELATED CITY PLANNING CASES

Are there previous or pending cases/decisions/environmental clearances on the project site?

☐ YES

☒ NO

If YES, list all case number(s): N/A

If the application/project is directly related to one of the above cases, list the pertinent case numbers below and complete/check all that apply (provide copy).

Case No.: N/A

Ordinance No.: _____

☐ Condition Compliance Review

☐ Clarification of Q (Qualified) Condition

☐ Modification of Conditions

☐ Clarification of D (Development) Limitation

☐ Revision of Approved Plans

☐ Amendment to T (Tentative) Classification

☐ Renewal of Entitlement

☐ Plan Approval subsequent to Main Conditional Use

For purposes of environmental (CEQA) analysis, is there intent to develop a larger project?

☐ YES

☒ NO

Have you filed, or is there intent to file, a Subdivision with this project?

☐ YES

☒ NO

If YES, to either of the above, describe the other parts of the projects or the larger project below, whether or not currently filed with the City:

N/A

5. RELATED DOCUMENTS / REFERRALS

To help assigned staff coordinate with other Departments that may have a role in the proposed project, provide a copy of any applicable form and reference number if known.

Are there any recorded Covenants, affidavits or easements on this property?

☐ YES (provide copy)

☒ NO

6. PROJECT TEAM INFORMATION (COMPLETE ALL APPLICABLE FIELDS)

APPLICANT

Applicant⁵ Name: Scott Torrence
Company/Firm: CHAP4, LLC
Address: 9503 Jefferson Blvd. Unit/Space Number: _____
City: Culver City State: CA Zip Code: 90232
Telephone: (424) 431-1876 E-mail: scott@chapfour.com

Are you in escrow to purchase the subject property?: ☐ YES ☒ NO

PROPERTY OWNER OF RECORD ☐ Same as applicant ☒ Different from applicant

Name (if different from applicant): 2474 Lincoln Blvd, LLC
Address: 2474 Lincoln Blvd Unit/Space Number: _____
City: Venice State: CA Zip Code: 90232
Telephone: _____ E-mail: _____

AGENT / REPRESENTATIVE NAME: Brett Engstrom

Company/Firm: Engstrom Planning
Address: 1641 Paloma St. Unit/Space Number: _____
City: Pasadena State: CA Zip Code: 91104
Telephone: (626) 993-7350 E-mail: engstromplanning@gmail.com

⁵ An applicant is a person with a lasting interest in the completed project such as the property owner or a lessee/user of a project.
An agent/representative is someone filing an application on behalf of a client.

OTHER (E.G. ARCHITECT, ENGINEER, CEQA CONSULTANT): N/A

Name: _____

Company/Firm: _____

Address: _____ **Unit/Space Number:** _____

City: _____ **State:** _____ **Zip Code:** _____

Telephone: _____ **E-mail:** _____

Primary Contact for Project Information⁶

(Select only one. Email address and phone number required.)

☐ Owner ☐ Applicant ☒ Agent/Representative ☐ Other: _____

To ensure notification of any public hearing as well as decisions on the project, make sure to include an individual mailing label for each member of the project team in both the Property Owners List and the Abutting Property Owners List.

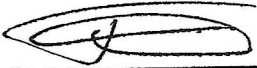
⁶ As of June 8, 2022, the Primary Contact for Project is required to have an Angeleno Account and register with the Ethics Commission for Significant Project Entitlements, as defined in LAMC Section [49.7.37\(A\)\(6\)](#). An email address and phone number shall be required on the DCP Application Form, and the email address provided shall match the email address used to create the Angeleno Account.

PROPERTY OWNER AFFIDAVIT

Before the application can be accepted, the owner of each property involved must provide a notarized signature to verify the application is being filed with their knowledge. Staff will confirm ownership based on the records of the City Engineer or County Assessor. In the case of partnerships, corporations, LLCs or trusts an officer of the ownership entity so authorized may sign as stipulated below.

- **Ownership Disclosure.** If the property is owned by a partnership, corporation, LLC or trust, a disclosure identifying an officer of the ownership entity must be submitted. The disclosure must list the names and addresses of the principal owners (25% interest or greater). The signatory must appear in this list of names. A letter of authorization, as described below, may be submitted provided the signatory of the letter is included in the Ownership Disclosure. Include a copy of the current partnership agreement, corporate articles, or trust document as applicable.
- **Letter of Authorization (LOA).** An LOA from a property owner granting someone else permission to sign the application form may be provided if the property is owned by a partnership, corporation, LLC or trust or in rare circumstances when an individual property owner is unable to sign the application form. To be considered for acceptance, the LOA must indicate the name of the person being authorized the file, their relationship to the owner or project, the site address, a general description of the type of application being filed and must also include the language in items A-D below. In the case of partnerships, corporations, LLCs or trusts the LOA must be signed and notarized by the authorized signatory as shown on the Ownership Disclosure or in the case of private ownership by the property owner. Proof of Ownership for the signatory of the LOA must be submitted with said letter.
- **Grant Deed.** Provide a Copy of the Grant Deed If the ownership of the property does not match City Records and/or if the application is for a Coastal Development Permit. The Deed must correspond exactly with the ownership listed on the application.
- **Multiple Owners.** If the property is owned by more than one individual (e.g. John and Jane Doe or Mary Smith and Mark Jones) notarized signatures are required of all owners.
 - a. I hereby certify that I am the owner of record of the herein previously described property located in the City of Los Angeles which is involved in this application or have been empowered to sign as the owner on behalf of a partnership, corporation, LLC or trust as evidenced by the documents attached hereto.
 - b. I hereby consent to the filing of this application on my property for processing by the Department of City Planning.
 - c. I understand if the application is approved, as a part of the process the City will apply conditions of approval which may be my responsibility to satisfy including, but not limited to, recording the decision and all conditions in the County Deed Records for the property.
 - d. By my signature below, I declare under penalty of perjury under the laws of the State of California that the foregoing statements are true and correct.

*Property Owner's signatures must be signed/notarized in the presence of a Notary Public.
The City requires an original signature from the property owner with the "wet" notary stamp.
A Notary Acknowledgement is available for your convenience on following page.*

Signature:  _____ **Date:** 11-7-23

Print Name: Tom Davis, The Beaumont Co.

Signature: _____ **Date:** _____

Print Name: _____

SPACE BELOW FOR NOTARY'S USE

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

CIVIL CODE '1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Los Angeles

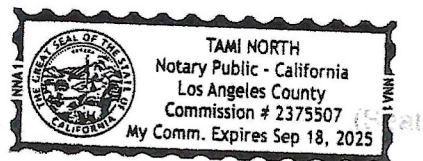
On 11/7/23 before me, Tami North Notary Public
(Insert Name of Notary Public and Title)

personally appeared Tom Davis, who
proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same
in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf on which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

WITNESS my hand and official seal.

Tami North
Signature



APPLICANT DECLARATION

A separate signature from the applicant, whether they are the property owner or not, attesting to the following, is required before the application can be accepted.

- a. I hereby certify that the information provided in this application, including plans and other attachments, is accurate and correct to the best of my knowledge. Furthermore, should the stated information be found false or insufficient to fulfill the requirements of the Department of City Planning, I agree to revise the information as appropriate.
- b. I hereby certify that I have fully informed the City of the nature of the project for purposes of the California Environmental Quality Act (CEQA) and have not submitted this application with the intention of segmenting a larger project in violation of CEQA. I understand that should the City determine that the project is part of a larger project for purposes of CEQA, the City may revoke any approvals and/or stay any subsequent entitlements or permits (including certificates of occupancy) until a full and complete CEQA analysis is reviewed and appropriate CEQA clearance is adopted or certified.
- c. I understand that the environmental review associated with this application is preliminary, and that after further evaluation, additional reports, studies, applications and/or fees may be required.
- d. I understand and agree that any report, study, map or other information submitted to the City in furtherance of this application will be treated by the City as public records which may be reviewed by any person and if requested, that a copy will be provided by the City to any person upon the payment of its direct costs of duplication.
- e. I understand that the burden of proof to substantiate the request is the responsibility of the applicant. Additionally, I understand that planning staff are not permitted to assist the applicant or opponents of the project in preparing arguments for or against a request.
- f. I understand that there is no guarantee, expressed or implied, that any permit or application will be granted. I understand that each matter must be carefully evaluated and that the resulting recommendation or decision may be contrary to a position taken or implied in any preliminary discussions.
- g. I understand that if this application is denied, there is no refund of fees paid.
- h. I understand and agree to defend, indemnify, and hold harmless, the City, its officers, agents, employees, and volunteers (collectively "City"), from any and all legal actions, claims, or proceedings (including administrative or alternative dispute resolution (collectively "actions")), arising out of any City process or approval prompted by this Action, either in whole or in part. Such actions include but are not limited to: actions to attack, set aside, void, or otherwise modify, an entitlement approval, environmental review, or subsequent permit decision; actions for personal or property damage; actions based on an allegation of an unlawful pattern and practice; inverse condemnation actions; and civil rights or an action based on the protected status of the petitioner or claimant under state or federal law (e.g. ADA or Unruh Act). I understand and agree to reimburse the City for any and all costs incurred in defense of such actions. This includes, but is not limited to, the payment of all court costs and attorneys' fees, all judgments or awards, damages, and settlement costs. The indemnity language in this

paragraph is intended to be interpreted to the broadest extent permitted by law and shall be in addition to any other indemnification language agreed to by the applicant.

- i. I understand that the City is protected by numerous statutory immunities from liability for damages that may be caused by its land use regulatory actions, as set forth in Government Code, section 818, et seq. For instance, the City cannot be held liable for personal or property injuries or damages allegedly caused by its approval and issuance of any discretionary permit, entitlement or approval (Gov. Code § 818.4), or its failure to inspect or its negligence in inspecting a property for the purpose of determining whether the property complies with or violates any permit, entitlement or approval or contains or constitutes a hazard to health or safety (Gov. Code § 818.6).
- j. By my signature below, I declare under penalty of perjury, under the laws of the State of California, that all statements contained in this application and any accompanying documents are true and correct, with full knowledge that all statements made in this application are subject to investigation and that any false or dishonest answer to any question may be grounds for denial or subsequent revocation of license or permit.

The City requires an original signature from the applicant. The applicant's signature below does not need to be notarized.

Signature:  _____

Date: 11/17/23

Print Name: Scott Torzener

NEIGHBORHOOD CONTACT SHEET (OPTIONAL)

7. SIGNATURES

Signatures of adjoining or neighboring property owners in support of the request are not required but are helpful, especially for projects in single-family residential areas. Signatures may be provided below (attach additional sheets if necessary).

NAME (Print)	SIGNATURE	ADDRESS	KEY # ON MAP

REVIEW of the project by the applicable Neighborhood Council is not required but is helpful. If applicable, describe, below or separately, any contact you have had with the Neighborhood Council or other community groups, business associations and/or officials in the area surrounding the project site (attach additional sheets if necessary).

SPECIAL INSTRUCTIONS FOR ALCOHOL (CUB) & ENTERTAINMENT (CUX) – LAMC 12.24 W.1 & 12.24 W.18

Los Angeles City Planning

The Special Instructions for Alcohol (CUB) & Entertainment establishments is a required attachment to the Department of City Planning (DCP) Application Filing Instructions ([CP-7810](#)). Only utilize this form when filing for a Conditional Use Permit pursuant to LAMC Sections 12.24 W.1 for alcohol establishments or 12.24 W.18 for entertainment.

ADDITIONAL REQUIREMENTS/FINDINGS FOR APPROVAL OF A CUB or CUX:

For a CUB or CUX request to be considered, the following additional information and findings must be provided.

1. **RADIUS MAP FOR ALCOHOL USES.** The following requirements are separate from the Public Noticing requirements detailed in the Mailing Notification Procedures ([CP-2074](#)), which will be requested by the Project Planner 6-8 weeks prior to the public hearing:

- An electronic copy of a **RADIUS MAP FOR ALCOHOL USES**, showing land uses to a 600-foot radius.
- A **LIST OF ALCOHOL ESTABLISHMENTS** between 600 and 1,000 feet of the site. Include in the list the type of license and address.
- A **LIST OF THE FOLLOWING USES** within 600 feet:
 - (1) Residential uses and type (single-family, apartment, hotel, etc.);
 - (2) Churches;
 - (3) Schools, including nursery schools and child-care facilities;
 - (4) Hospitals;
 - (5) Parks, public playgrounds and recreational areas; and
 - (6) Establishments dispensing, for consideration, alcoholic beverages for consumption on or off premises.

2. **FINDINGS (on a separate sheet)**

- a. **General Conditional Use for CUB and/or CUX**

- i. That the project will enhance the built environment in the surrounding neighborhood or will perform a function or provide a service that is essential or beneficial to the community, city, or region.
 - ii. That the project's location, size, height, operations and other significant features will be compatible with and will not adversely affect or further degrade adjacent properties, the surrounding neighborhood, or the public health, welfare, and safety.
 - iii. That the project substantially conforms with the purpose, intent and provisions of the General Plan, the applicable community plan, and any applicable specific plan.

- b. **Additional Findings for CUB**

- i. That the proposed use will not adversely affect the welfare of the pertinent community.
 - ii. That the granting of the application will not result in an undue concentration of premises for the sale or dispensing for consideration of alcoholic beverages, including beer and wine, in the area of the City involved, giving consideration to applicable State laws and to the California Department of Alcoholic Beverage Control's guidelines for undue concentration; and also giving consideration to the number and proximity of these establishments within a one thousand foot radius of the site, the crime rate in the area (especially those crimes involving public drunkenness, the illegal sale or use of narcotics, drugs or alcohol, disturbing the peace and disorderly conduct), and whether revocation or nuisance proceedings have been initiated for any use in the area.

- iii. That the proposed use will not detrimentally affect nearby residentially zoned communities in the area of the City involved, after giving consideration to the distance of the proposed use from residential buildings, churches, schools, hospitals, public playgrounds and other similar uses, and other establishments dispensing, for sale or other consideration, alcoholic beverages, including beer and wine.

3. QUESTIONS REGARDING THE PHYSICAL DEVELOPMENT OF THE SITE

- a. What is the total square footage of the building or center the establishment is located in? 3,090 sf
- b. What is the total square footage of the space the establishment will occupy? 1,295 sf
- c. What is the total occupancy load of the space as determined by the Fire Department? TBD
- d. What is the total number of seats that will be provided indoors? N/A Outdoors? N/A
- e. If there is an outdoor area, will there be an option to consume alcohol outdoors? N/A
- f. If there is an outdoor area, is it on private property or the public right-of-way, or both? N/A
- i. If an outdoor area is on the public right-of-way, has a revocable permit been obtained? N/A
- g. Are you adding floor area? No If yes, how much is enclosed? N/A Outdoors? N/A
- h. Parking**
- i. How many parking spaces are available on the site? 5
- ii. Are they shared or designated for the subject use? Shared
- iii. If you are adding floor area, what is the parking requirement as determined by the Department of Building & Safety? N/A
- iv. Have any arrangements been made to provide parking off-site? No
1. If yes, is the parking secured via a private lease or a covenant/affidavit approved by the Department of Building & Safety? N/A
- Note:** *Required parking must be secured via a covenant pursuant to LAMC Section 12.26 E.5. A private lease is only permitted by a Zone Variance.*
2. Please provide a map showing the location of the off-site parking and the distance, in feet, for pedestrian travel between the parking area the use it is to serve.
3. Will valet service be available? No Will the service be for a charge? N/A
- i. Is the site within 1,000 feet of any schools (public, private or nursery schools), churches or parks? Yes
- j. For massage parlors and sexual encounter establishments, is the site within 1,000 feet of any other Adult Entertainment Businesses as defined by LAMC 12.70 B17? N/A

4. QUESTIONS REGARDING THE OPERATION OF THE ESTABLISHMENT

- a. What are the proposed hours of operation and which days of the week will the establishment be open?

	M	Tu	W	Th	F	Sa	Su
Proposed Hours of Operation	8am-11pm	8am-11pm	8am-11pm	8am-11pm	8am-11pm	8am-11pm	8am-11pm

- b. Will there be entertainment such as a piano bar, dancing, live entertainment, movies, karaoke, video game machines, etc.? Please specify: No entertainment

Note: An establishment that allows for dancing needs a conditional use pursuant to LAMC Section 12.24 W.18.

- c. Will there be minimum age requirements for entry? No If yes, what is the minimum age requirement and how will it be enforced? N/A

- d. Will there be any accessory retail uses on the site? No What will be sold? N/A

e. **Security**

- i. How many employees will you have on the site at any given time? 2-5

- ii. Will security guards be provided on-site? No

1. If yes, how many and when? N/A

- iii. Has LAPD issued any citations or violations? No If yes, please provide copies.

f. **Alcohol**

- i. Will there be beer & wine only, or a full line of alcoholic beverages available? Beer & wine

- ii. Will "fortified" wine (greater than 16% alcohol) be sold? No

- iii. Will alcohol be consumed on any adjacent property under the control of the applicant? No

- iv. Will there be signs visible from the exterior that advertise the availability of alcohol? Yes

v. **Food**

1. Will there be a kitchen on the site? No

2. Will alcohol be sold without a food order? Yes

3. Will the sale of alcohol exceed the sale of food items on a quarterly basis? Yes

4. Provide a copy of the menu if food is to be served.

vi. **On-Site**

1. Will a bar or cocktail lounge be maintained incidental to a restaurant? No

- a. If yes, the floor plans must show the details of the cocktail lounge and the separation between the dining and lounge facilities.

2. Will off-site sales of alcohol be provided accessory to on-site sales ("Take Out")? Yes
- a. If yes, a request for off-site sales of alcohol is required as well.
3. Will discounted alcoholic drinks ("Happy Hour") be offered at any time? No

vii. **Off-Site**

1. Will cups, glasses or other containers be sold which might be used for the consumption of alcohol on the premises? Not for consumption on premises
2. Will beer or wine coolers be sold in single cans, or will wine be sold in containers less than 1 liter (750 ml)? Sold in quantities as delivered by distributor

viii. Contact the CA Department of Alcoholic Beverage Control (ABC) regarding its requirements -- <http://www.abc.ca.gov/>.

5. CALDERA BILL (CA Business and Professions Code Section 23958 and 23958.4)

- a. Is this application a request for on-site or off-site sales of alcoholic beverages? Off site & tastings
- i. If yes, is the establishment a bona-fide eating place (restaurant) or hotel/motel? No
1. If no, contact ABC to determine whether the proposed site is located in an area whereby:
- a. issuance of a license to serve alcohol on-site or off-site would tend to create a law enforcement problem, or
- b. if issuance would result in or add to an undue concentration of licenses.
- b. If ABC has determined that an eligible use is in an area of high crime or undue concentration of licenses, the City Council will need to make the finding that the issuance of the license is required for **public convenience or necessity**.

6. ADDITIONAL REQUIREMENTS FOR MAIN CUBs/CUXs. In addition to all requirements detailed in the DCP Application Filing Instructions ([CP-7810](#)), applications for Main CUBs/CUXs shall include:

- A separate sheet containing a table identifying all CUB or CUX requests on the subject site, indicating: the type of alcohol permit sought; the square footage of each particular restaurant, bar or event space; the identifying address or suite/unit number corresponding to each CUB/CUX request; and (if known) the tenant-operator of each alcohol and/or entertainment establishment.
- All CUB or CUX requests on the subject site clearly identified and labeled on the plot plan and applicable floor plans, indicating: each type of alcohol permit sought; the square footage of each particular restaurant, bar or event space; and the identifying address or suite/unit number corresponding to each CUB/CUX request.

NOTE: Please consider submitting documents beyond the requirements outlined in this form. If there are other circumstances which may further a more complete understanding of the project, do not hesitate to submit such information. The documents submitted with the application and the public hearing constitute the **primary opportunity** to clarify and define the project.

APPLICATION TO THE ZONING ADMINISTRATOR FOR CONDITIONAL USE PERMIT – BEER AND WINE (CUB)

APPLICANT: CHAP4, LLC

PROPERTY: 2476 LINCOLN BLVD.
VENICE, CA 90291

REFERENCE: SALE OF BEER AND WINE FOR OFF-SITE CONSUMPTION AND ON-SITE INSTRUCTIONAL TASTINGS IN CONJUNCTION WITH THE OPERATION OF A NEW SPECIALTY WINE RETAIL STORE.

Summary of Request

Pursuant to L.A.M.C. Section 12.24-W,1, the applicant Chap4, LLC is requesting a Conditional Use Permit (CUB) to allow the sale of beer and wine for off-site consumption and on-site instructional tastings in conjunction with a new specialty wine retail store. The applicant currently operates a similar "internet only" wine sales operation in the adjacent tenant space, but will now operate a retail operation open to the general public. The store will occupy a 1,295 sf tenant space within the existing single story building. The new business will operate with ABC Type 20 and Type 86 licenses. Proposed hours of operation will be 8am to 11pm daily.

The property is located within the [Q]C2-1-CDO zone, Council District 11, the Venice Community Plan area, the Lincoln Blvd. CDO area.

BACKGROUND

The property consists of two, approximately 3,516 square-foot, level, rectangular parcels, with frontage along Lincoln Blvd. and a public alley behind. The property is developed with a single story 3,090 sf commercial building. The property has 5 on-site parking spaces which are shared by the on-site tenants.

The properties to the south are also zoned [Q]C2-1-CDO and developed with a collection of single story commercial buildings. .

The properties to the north are zoned RD1.5 and developed with one and two story residential buildings.

Lincoln Boulevard, adjoining the property to the northeast, is a Scenic Major Highway Class 1 with a variable width between 90 and 100 feet and improved with asphalt, curb, gutter and sidewalk.

The public alley, adjoining the property to the north is dedicated to a width of 20 feet and improved with asphalt.

GENERAL FINDINGS

i. That the project will enhance the built environment in the surrounding neighborhood or will perform a function or provide a service that is essential or beneficial to the community, city, or region.

The new retail store provides a service to the area by providing a safe and convenient location for patrons to purchase a quality bottle of wine or specialty beverage. The applicants have operated a similar business in Culver City since 2019, and have done so in a responsible manner with minimal issues. With the

application of suitable operating conditions and the applicants strong record with the City and Dept of ABC, the applicants are confident they can continue to safely offer a beneficial service to the neighborhood.

ii. That the project's location, size, height, operations and other significant features will be compatible with and will not adversely affect or further degrade adjacent properties, the surrounding neighborhood, or the public health, welfare, and safety.

The property is an approximately 7,787 square-foot, level, irregular-shaped, corner lot, comprised of three parcels, with a 85-foot long frontage along Lincoln Boulevard, a 122-foot long frontage along Indiana Avenue and a 75-foot long frontage along a public alley, and developed with a one-story 1,937 square-foot building occupied by the subject wine shop, a one-story 4,275 square-foot building with 8 on-site parking spaces. The property is properly zoned as commercial (C2-1-CDO), as are the adjacent properties along Lincoln Blvd. The existing one story commercial building was first constructed in 1967, as such, it's scale, size, height and facade are all in tune with the surrounding neighborhood. The subject request is to expand the operation within the interior of the existing commercial building. There will be no significant changes to the exterior of the building, so there is no danger of the facade becoming problematic for the neighborhood.

The subject request is to allow an expansion of an existing retail store. By operating in a professional manner, the store has peacefully coexisted with the surrounding neighborhood. With a responsible and experienced ABC License holder, approval of the subject request will not interfere with nearby residential properties. Imposition of suitable operating conditions by the Zoning Administrator, in addition to standard operating standards such as STAR Training, age verification devices, and security cameras will help ensure the operation does not adversely affect or further degrade adjacent properties, the surrounding neighborhood, or the public health, welfare, and safety.

iii. That the project substantially conforms with the purpose, intent and provisions of the General Plan, the applicable community plan, and any applicable specific plan.

There are eleven elements of the General Plan. Each of these elements establishes policies that provide for the regulatory environment in managing the City and for addressing environmental concerns and problems. The majority of the policies derived from these Elements are in the form of Code requirements of Los Angeles Municipal Code. Except for the entitlement described herein, the project does not propose to deviate from any of the requirements of the Municipal Code.

The Land Use Element of the City's General Plan is divided into 35 Community Plans. The subject property is located within the Venice Community Plan, which designates the site for General Commercial land use. The existing C2-1-CDO zoning and the operating retail store are consistent with this designation. The sale of alcoholic beverages for off-site consumption and on-site tastings are not specifically addressed in the Community Plan or CDO text. In such cases, the Zoning Administrator must interpret the intent of the Plan. The project will be in harmony with the various elements and objectives of the General Plan as the General Plan designates the subject property as Community Commercial. The usage of the commercial space as an existing upscale gourmet wine shop providing support services and proposed wine tasting for the neighboring community is in line with this designation as community commercial. The business also adds to the Venice Coastal Zone Specific Plan goal of community commercial development with quaint neighborhood storefronts.

Based on the above, the project substantially conforms with the purpose, intent and provisions of the General Plan and the Northeast Los Angeles Community Plan.

ADDITIONAL CUB FINDINGS

i. Explain how the proposed use will not adversely affect the welfare of the pertinent community.

Approval of the subject request for an expansion of operations will not adversely affect the economic welfare of the community because the grant reinforces the character of Lincoln Boulevard as being an active community commercial area that continues to strengthen the overall economic vitality of the area. Based on the business' operations, there is no evidence which suggests that the economic welfare of the community will be at risk by approving the applicant's request. In fact, approval of the request assures continued tax contributions by this business will continue and potentially grow through the increase of taxable sales and employee wages associated with the proposed use.

As the applicants have operated in this location since 2003, they have had an opportunity to become part of the neighborhood. They have also learned how to properly and responsibly handle the sale of alcohol beverages. This approach will be continued should the subject request be granted. With this in mind, the applicants feel the expanded operation with the responsible sale of alcoholic beverages will not adversely affect the welfare of the surrounding community.

ii. Explain how the approval of the application will not result in or contribute to an undue concentration of such establishments.

Lincoln Blvd. is an important commercial thoroughfare for the Venice area. As such, it includes a large number and variety of commercial operations. A number of these existing businesses hold an ABC License, for both on-sale and off-sale operations. However the subject business already possesses the two ABC licenses needed to facilitate their expanded operation. As a result, the approval of the subject request will not result in additional ABC Licenses being introduced into the area. There will be no net increase in the number of ABC Licenses.

Nonetheless, the applicants are aware of the responsibility involved with the sale of alcoholic beverages. They will agree to such standard conditions as STAR Training, age verification devices and security cameras, and will gladly abide by any additional operating conditions considered necessary by the City of LA, LAPD and the Dept of ABC.

iii. Explain how the approval of the application will not detrimentally affect nearby residential zones or uses.

The Subject Property is located within the [Q]C2-1-CDO zone. It is designated for General Commercial, which allows for this type of commercial use. Based on the zoning for the property, the operating retail store is a proper use in this location. The business is situated so that the main entrance and activities face towards the commercial nature of Lincoln Blvd. This reduces the possibility of noise or commotion from affecting nearby residents. The property also offers code required on-site parking. Therefore patrons will not be forced to further exacerbate existing parking issues in the residential areas. The operating store hours are reasonable at 10am to 11pm daily. This avoids patron vehicular traffic from adding to the morning commute traffic, as well as avoiding possible issues with late night operations. The applicants are also well versed on the responsible sale of alcohol beverages. A security camera system will be utilized for both interior and exterior at the store, age verification devices will be used to confirm all patrons are of legal drinking age, and all employees will attend LAPD's own STAR Training program regarding the responsible sale of alcohol.

The sale of alcoholic beverages can be done in a safe and responsible manner with the addition of suitable operating conditions. The applicants have shown an ability to responsibly handle the sale of alcohol as is evidenced by the record of compliance with the Dept of ABC. With this in mind, the applicant believes the continued sale of alcohol for off-site consumption and on-site tastings be done without detrimentally affecting nearby residential uses.

REFERRAL FORM



GEOGRAPHIC PROJECT PLANNING REFERRAL

Any case filing application submitted to Los Angeles City Planning for a project which is subject to one or more of the following Overlays shall include a completed and signed Geographic Project Planning Referral Form (Referral Form). An [Assignment List](http://planning.lacity.org) can be found on the City Planning website at <http://planning.lacity.org> under the "About" tab.

APPLICABLE OVERLAYS

- Specific Plan
- Community Design Overlay (CDO)
- Neighborhood Oriented District (NOD)
- Community Plan Implementation Ordinance (CPIO)
- Design Review Board (DRB)
- Pedestrian Oriented District (POD)
- Sign District (SN)

Review of the application by Project Planning Staff is intended to identify the level of review required for the project and to provide the Applicant with early notification of any issues with regards to requested actions or the adequacy of application exhibits/materials pursuant to the applicable Geographic Overlay, which could subsequently delay processing.

City Planning reserves the right to require an updated Referral Form for the project if more than **180 days** has lapsed from the date of the signature provided by the Project Planner, or as necessary to reflect project modifications, policy changes and/or amendments to the Los Angeles Municipal Code (LAMC), local laws, and State laws.

THIS SECTION TO BE COMPLETED BY APPLICANT

Project Site Address: 2476 S. Lincoln Blvd., Venice, CA 90291

Community Plan Area: Venice

Specific Plan, DRB, CDO, POD, NOD, CPIO, or SN, including Subarea, if applicable: _____

Lincoln Blvd. CDO

PROJECT TYPE (check all that apply)

- | | | | |
|---|-----------------------------------|--|----------------------------------|
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Addition | <input type="checkbox"/> Renovation | <input type="checkbox"/> Grading |
| <input type="checkbox"/> Change of Use | <input type="checkbox"/> Signage | <input checked="" type="checkbox"/> Other <u>CUB</u> | |

Description of Proposed Project: CUB to allow the sale of beer & wine for off-site consumption
and on-site instructional tastings in conjunction with a proposed 743.3 sf specialty
wine store. Hours of operation 10am to 11pm daily

THIS SECTION TO BE COMPLETED BY PLANNING STAFF ONLY

AUTHORIZATION TO FILE (check all that apply)

Specific Plan/SN

- ☐ **Project Permit**
 - ☐ **Minor** (3 signs or less or change of use)
 - ☐ **Standard** (More than 3 signs, wireless equipment, or additions of less than 200 sq. ft.)
 - ☐ Single-Family
 - ☐ **Major** (All other projects)
 - ☐ Single-Family
- ☐ **Modification** ☐ **Interpretation** ☐ **Adjustment** ☐ **Administrative Clearance**
- ☐ **Exception** ☐ **Amendment** ☐ **Sign-Off Only** ☐ **Not a Project**
- ☐ **SB 9 - Objective Standards Apply**

Design Review Board (DRB)

- ☐ **Preliminary Review** ☐ **Final Review**

CDO/POD/NOD

- ☐ **Design Overlay Plan Approval**
 - ☐ **Minor** (3 signs or less or change of use)
 - ☐ **Standard** (More than 3 signs, wireless equipment, or additions of less than 200 sq. ft.)
 - ☐ **Major** (All other projects)
- ☒ **Sign-Off Only**
- ☐ **Not a Project**
- ☐ **SB 9 - Objective Standards Apply**

Community Plan Implementation Overlay (CPIO)

- ☐ **Administrative Clearance (Multiple Approvals)**
- ☐ **CPIO Adjustment (CPIOA)**
- ☐ **CPIO Exception (CPIOE)**
- ☐ **Potentially Historic Resource**
- ☐ **SB 9 - Objective Standards Apply**

Streetscape Plan

☐ Consultation Completed

☐ Not a Project or N/A under Streetscape Plan: _____

ENVIRONMENTAL CLEARANCE

☐ Not Determined

☐ Categorical Exemption (CE)

☐ Environmental Assessment Form (EAF)

☐ Class 32 CE

☐ Existing ENV Case Number: _____

☐ ENV Addendum Case Number: _____

☐ Other: _____

PUBLIC NOTICING

☐ Public Hearing Required (BTC Required)

☐ Mailing of Letter of Determination

☐ BTC Required

☐ BTC Not Required

See Mailing Procedures Instructions ([CP-2074](#)) for applicable requirements.

NOTES:

- ZA-CUB Case

- Sign-Off Only for Lincoln Blvd CDO via ADM-CDO case during LADBS Condition Clearance.

- Future signage subject to additional sign off(s).

Note: Materials and plans have not been checked for full compliance with LAMC or Los Angeles Building Code. A signed Referral Form does not constitute approval of entitlements or the plans submitted at the time of case filing.

Project Planning Signature: _____

Print Name: Jackson Olson

Phone Number: 213.978.1381

Date: 10/18/23

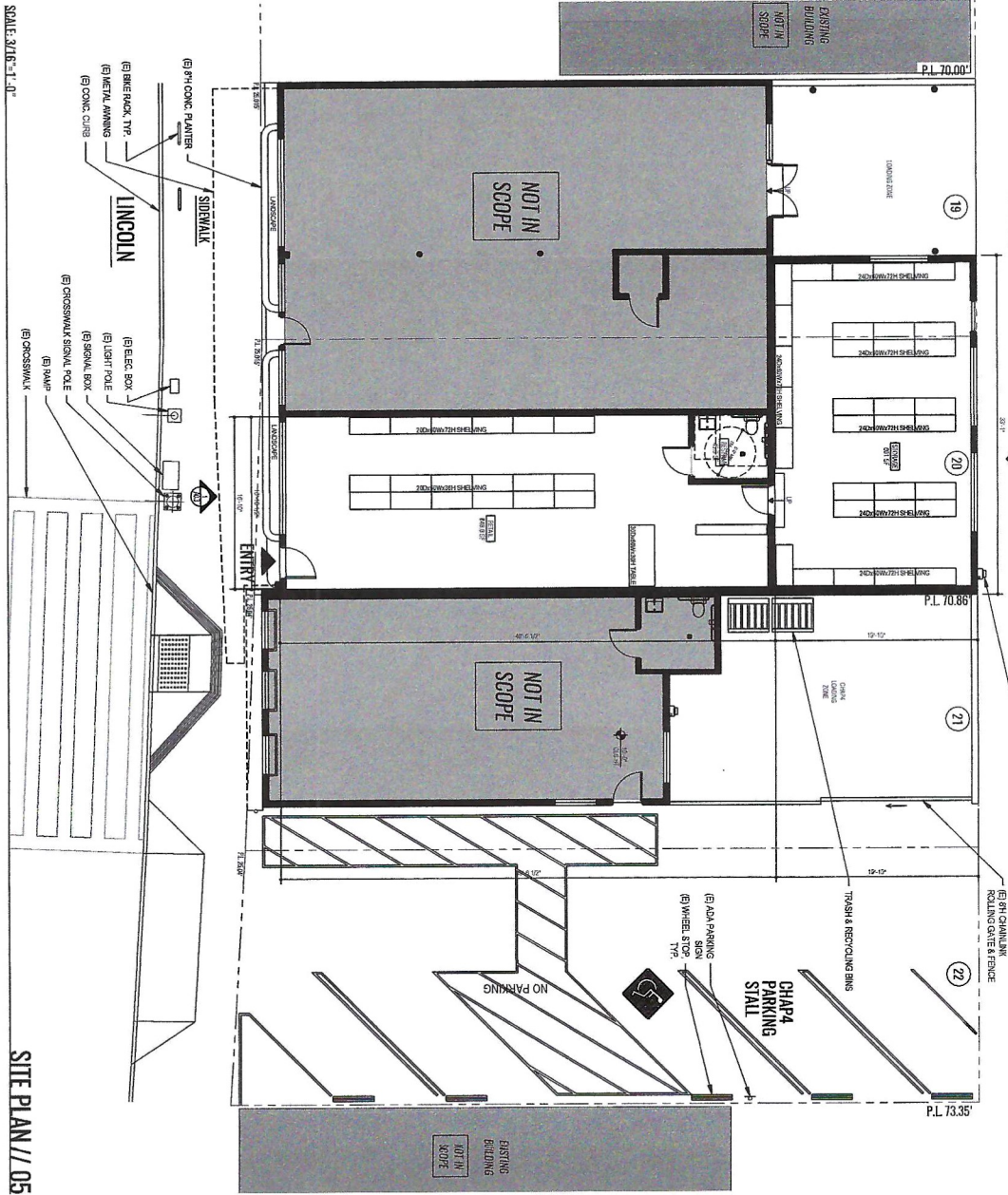
INSTRUCTIONS

1. **APPOINTMENTS.** A pre-filing appointment with the planner assigned to the applicable Overlay is required to complete this Referral Form. Please be advised that to file the application, a case filing appointment must be made separately with the Development Services Centers via the City Planning website. Please check the [Development Services](#) page for current protocols.
2. **REVIEW MATERIALS.** Please provide the following materials:
 - a. Project Planning Referral Form with items in the Project Summary Section completed.
 - b. A complete copy of all application materials, as specified in the Department of City Planning Filing Instructions ([CP-7810](#)) (e.g., DCP Application Form, Project Plans, Site Photographs).
 - c. Specialized Requirements/Findings pertinent to your project.
3. **OTHER APPLICABLE APPROVALS.** This Referral Form is not intended to provide an exhaustive list of required entitlements. The City of Los Angeles offers several services to assist in identifying required entitlements and if there are any other issues or necessary approvals associated with the project/site which should be resolved prior to filing, including [DSC Case Management](#) and/or [Preliminary Plan Check](#) with the Los Angeles Department of Building and Safety (LADBS).

LACP OFFICE LOCATIONS

DOWNTOWN OFFICES	VALLEY OFFICES	WEST LA OFFICES
DSC Metro Counter Figueroa Plaza 201 N Figueroa Street, 4th Floor Los Angeles, CA 90012	DSC Valley Counter Marvin Braude Building 6262 Van Nuys Blvd, Suite 251 Van Nuys, CA 91401	DSC West Los Angeles Counter 1828 Sawtelle Blvd, 2nd Floor Los Angeles, CA 90025
Major Projects Figueroa Plaza 221 N Figueroa St, Rm 1350 Los Angeles, CA 90012	Valley Project Planning Office Marvin Braude Building 6262 Van Nuys Blvd, Suite 430 Van Nuys, CA 91401	
Central Project Planning Office Los Angeles City Hall 200 N Spring Street, Room 621 Los Angeles, CA 90012		
West/South/Harbor Project Planning Office Los Angeles City Hall 200 N Spring Street, Room 720 Los Angeles, CA 90012		

ALLEY



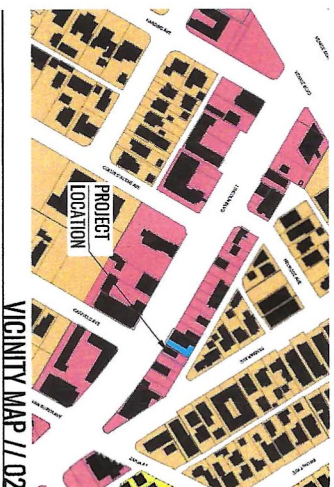
SITE PLAN // 05

	Dist. to Section of Elevation		Dist. to Window Reference		Dist. to Break Line
	Dist. to Section of Elevation		Dist. to Window Reference		Dist. to Break Line

SYMBOLS // 06



ASSESSOR MAP // 01



VICINITY MAP // 02

PROJECT DIRECTORY	PROJECT INFORMATION
OWNER: CHAP4.COM	PROJECT NAME: CHAP4.COM
ARCHITECT: TERENCE ARCHITECTS	PROJECT ADDRESS: 2419 S LINCOLN BLVD
LEGAL DESCRIPTION: 2419 S LINCOLN BLVD	PROJECT TYPE: SUPPLY
LEGAL DESCRIPTION: 2419 S LINCOLN BLVD	PROJECT TYPE: SUPPLY

PROJECT DATA // 03

STRUCTURAL	ARCHITECTURAL
1.01	1.01
1.02	1.02

SHEET INDEX // 04

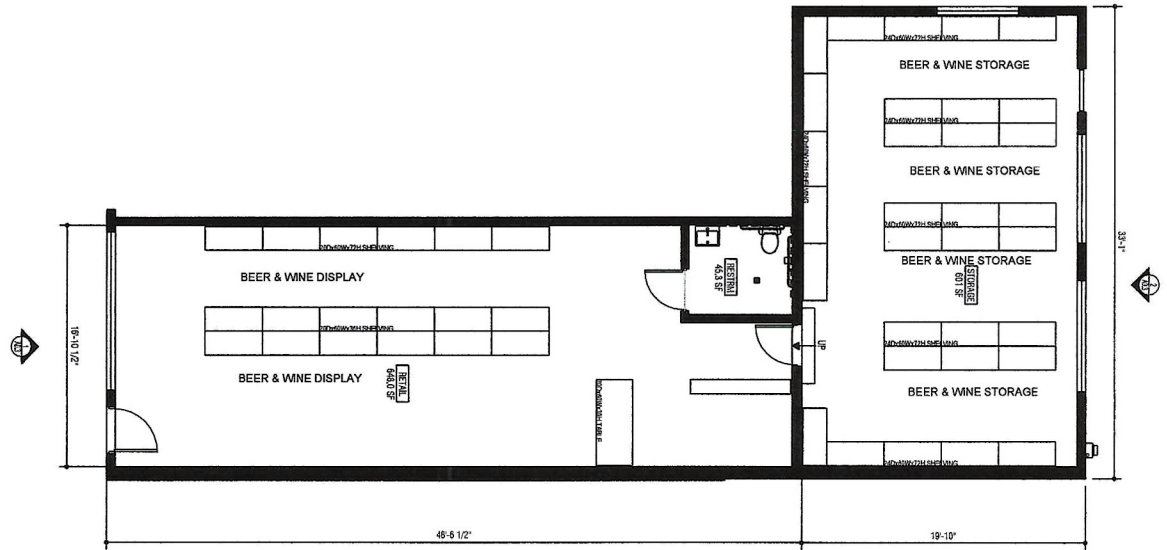




PROJECT INFORMATION
2746 LINCOLN BLVD.
VENICE, CA 90291

LEGAL DESCRIPTION
LOT: FR 20
BLOCK: NONE
TRACT: TR 5930
APN: 4236002008

LOT/PARCEL AREA: 1,763.4 SF
PROJECT AREA: 1,294.3 SF



SCALE: 1/4"=1'-0"

FLOOR PLAN // 01

CHAP4.COM
FINE + RARE
SUPPLY

2746 LINCOLN BLVD
VENICE, CA 90291

SUBMITTAL	
DATE	DATE
DATE	DATE
DATE	DATE

REVISIONS	
NO.	DATE
1	01/01/2018
2	02/01/2018
3	03/01/2018

A0.2

