

**APPLICATIONS:****DEPARTMENT OF CITY PLANNING APPLICATION***THIS BOX FOR CITY PLANNING STAFF USE ONLY*

Case Number \_\_\_\_\_

Env. Case Number \_\_\_\_\_

Application Type \_\_\_\_\_

Case Filed With (Print Name) \_\_\_\_\_

Date Filed \_\_\_\_\_

Application includes letter requesting:

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

Related Case Number(s): \_\_\_\_\_

***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 Department of City Planning Application Filing Instructions ([CP-7810](#)) for more information.***1. PROJECT LOCATION**Street Address<sup>1</sup> 12050 W. Roscoe Boulevard Unit/Space Number \_\_\_\_\_Legal Description<sup>2</sup> (Lot, Block, Tract) Lot A, PM 421Assessor Parcel Number 2310-001-035 Total Lot Area 21,866.3**2. PROJECT DESCRIPTION**Present Use Convenience store/Service StationProposed Use Same

Project Name (if applicable) \_\_\_\_\_

Describe in detail the characteristics, scope and/or operation of the proposed project CUP to allow the upgrade to a full line of alcohol beverages for off-site consumption in conjunction with a 24-hour service station with a convenience store w/alcohol sales from 7am to 2am, daily in C2-1V-CUGU zone.

Additional information attached

☐ YES☒ NO

Complete and check all that apply:

**Existing Site Conditions**☐ Site is undeveloped or unimproved (i.e., vacant)☒ Site has existing buildings (provide copies of building permits)☐ 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)☐ Site is located within 500 feet of a freeway or railroad☐ Site is located within 500 feet of a sensitive use (e.g., school, park)☐ Site has special designation (e.g., National Historic Register, Survey LA)<sup>1</sup> Street Addresses must include all addresses on the subject/application site (as identified in ZIMAS—<http://zimas.lacity.org>)<sup>2</sup> Legal Description must include all contiguously owned properties (even if they are not a part of the proposed project site)

### **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 / public right-of-way | <input type="checkbox"/> Change of use <u>and/or</u> 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)<sup>3</sup> 0 + Adding 0 = Total 0  
Number of Affordable Units<sup>4</sup> 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: \_\_\_\_\_ square feet

### **Public Right-of-Way Information**

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

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

If so, what is/are your dedication requirement(s)? \_\_\_\_\_ ft.

If you have dedication requirements on multiple streets, please indicate: 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; follow with a description of the requested action.

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

Authorizing Code Section 12.24.W,1

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

Action Requested, Narrative: See Attachment "A"

Authorizing Code Section 12.27.W,27

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

Action Requested, Narrative: See Attachment "A"

Additional Requests Attached ☐ YES ☒ NO

### **4. RELATED DEPARTMENT OF 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) ZA 2002-6450-CU-CUB

<sup>3</sup> Number of units to be demolished and/or which have been demolished within the last five (5) years.

<sup>4</sup> As determined by the Housing and Community Investment Department

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. ZA 2002-6450-CU-CUB

Ordinance No.: \_\_\_\_\_

- ☐ Condition Compliance Review
- ☐ Modification of Conditions
- ☐ Revision of Approved Plans
- ☐ Renewal of Entitlement
- ☐ Plan Approval subsequent to Main Conditional Use

- ☐ Clarification of Q (Qualified) Condition
- ☐ Clarification of D (Development) Limitation
- ☐ Amendment to T (Tentative) Classification

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: \_\_\_\_\_

## 5. RELATED DOCUMENTS / REFERRALS

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

Specialized Requirement Form \_\_\_\_\_

Geographic Project Planning Referral \_\_\_\_\_

Case Consultation Referral Form \_\_\_\_\_

Redevelopment Project Area – Administrative Review and Referral Form \_\_\_\_\_

HPOZ Authorization Form \_\_\_\_\_

Affordable Housing Referral Form \_\_\_\_\_

Transit Oriented Communities Referral Form \_\_\_\_\_

Preliminary Zoning Assessment Referral Form (Plan Check #) \_\_\_\_\_

Housing Development Project determination (PZA Sec. II) \_\_\_\_\_

Optional HCA Vesting Preliminary Application \_\_\_\_\_

Unpermitted Dwelling Unit (UDU) Inter-Agency Referral Form \_\_\_\_\_

Mello Form \_\_\_\_\_

Citywide Design Guidelines Compliance Review Form \_\_\_\_\_

GPA Initiation Request Form \_\_\_\_\_

Expedite Fee Agreement \_\_\_\_\_

Department of Transportation (DOT) Referral Form \_\_\_\_\_

Bureau of Engineering (BOE) Planning Case Referral Form (PCRF) \_\_\_\_\_

Hillside Referral Form (BOE) \_\_\_\_\_

Building Permits and Certificates of Occupancy See attached.

Order to Comply \_\_\_\_\_

Low Impact Development (LID) Referral Form (Stormwater Mitigation) \_\_\_\_\_

Replacement Unit Determination (LAHD) \_\_\_\_\_

Are there any recorded Covenants, affidavits or easements on this property? ☐ YES (provide copy) ☒ NO

**PROJECT TEAM INFORMATION** (Complete all applicable fields)

**Applicant<sup>5</sup> name** Kevin Bibayan c/o Laurel Gas Company, Inc.

Company/Firm Laurel Gas Company, Inc.

Address: 12050 Roscoe Blvd. Unit/Space Number \_\_\_\_\_

City North Hollywood State CA Zip Code: 91605

Telephone \_\_\_\_\_ E-mail: kingwoods@att.net

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) Anand Holdings, Corp.

Address 12050 Roscoe Blvd. Unit/Space Number \_\_\_\_\_

City North Hollywood State CA Zip Code: 91605

Telephone \_\_\_\_\_ E-mail: \_\_\_\_\_

**Agent/Representative name** \_\_\_\_\_

Company/Firm Woods, Diaz Group, LLC

Address: 1142 S Diamond Bar Blvd., Unit/Space Number 437

City Diamond Bar State CA Zip: 91765

Telephone \_\_\_\_\_ E-mail: kingwoods@att.net

**Other** (Specify Architect, Engineer, CEQA Consultant etc.) \_\_\_\_\_

Name \_\_\_\_\_

Company/Firm \_\_\_\_\_

Address: \_\_\_\_\_ Unit/Space Number \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail: \_\_\_\_\_

**Primary Contact for Project Information**

*(select only one)*

☐ Owner

☒ Agent/Representative

☐ Applicant

☐ 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.

<sup>5</sup> 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 applicant is not someone filing the case on behalf of a client (i.e. usually not the agent/representative).

**PROPERTY OWNER**

**7. 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).** A 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 \_\_\_\_\_

Print Name \_\_\_\_\_

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 \_\_\_\_\_

On \_\_\_\_\_ before me, \_\_\_\_\_  
(Insert Name of Notary Public and Title)

personally appeared \_\_\_\_\_, 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.

\_\_\_\_\_  
Signature (Seal)

**APPLICANT**

- 8. 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.
  - i. 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 it 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. 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: \_\_\_\_\_

Print Name: \_\_\_\_\_

**OPTIONAL**  
**NEIGHBORHOOD CONTACT SHEET**

**9. 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).

|  |
|--|
|  |
|--|



# LOS ANGELES POLICE DEPARTMENT

**MICHEL R. MOORE**  
Chief of Police



**ERIC GARCETTI**  
Mayor

P.O. Box 30158  
Los Angeles, CA 90030  
Telephone: (213) 486-0150  
TTY: (877) 275-5273  
Ref #: 7.2

August 1, 2022

Los Angeles City Planning Department  
Office of Zoning Administration  
200 North Spring Street, Suite 763  
Los Angeles, California 90012

Regarding: Conditional Use Permit, Case No. ZA-2022-4569-CUB

Type 21-Off-Sale-General Liquor License

The Los Angeles Police Department, Foothill Area Vice Unit, received correspondence from the Office of Zoning Administration that the applicant, Kevin Bibayan, is requesting a Conditional Use Permit (CUP) for ARCO Gas Station. The CUP is intended for use 12050 Roscoe Boulevard, North Hollywood, California, 91605.

Foothill Area Vice is not opposed if these specific conditions attached to the CUP are adhered to, in addition to the self-imposed conditions and previously agreed to conditions remain in full effect, to help mitigate possible future nuisances and crime:

## EMPLOYEES

1. Obey all laws.
2. Every employee involved in the service and sales of alcohol will attend Standardized Training for Alcohol Retailers (STAR) training sponsored by the Los Angeles Police Department within 90 days of employment. The owner/operator shall maintain proof of each employee's attendance and have it available for inspection by the Los Angeles Police Department and Alcohol Beverage Control. All employees who serve alcoholic beverages shall attend follow-up STAR classes every 24 months.
3. All employees working at the location shall be attired in distinctive, matching uniforms during hours of employment and wear name tags identifying them as employees of the location.
4. A file containing all employees' names, current address and a photocopy of valid identification shall be maintained and accessible.
5. All employees shall have valid identification and possess them when working.

**AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**  
[www.LAPDOnline.org](http://www.LAPDOnline.org)  
[www.joinLAPD.com](http://www.joinLAPD.com)

6. A thorough background/criminal check shall be conducted on all new senior management personnel employed at the location and shall be in accordance with State Labor Code section 432.7

### **BUSINESS**

The business conditions set forth by Alcohol Beverage Control shall be imposed as stated in their correspondence and as delineated in the previously approved CUP/CUB.

7. There shall be no exterior advertising or sign of any kind or type, including advertising directed to the exterior from within, promoting or indicating the availability of alcoholic beverages. Interior displays of alcoholic beverages or signs which are clearly visible to the exterior shall constitute a violation of this condition.
8. Cashiers selling beer and wine shall be over 21 years of age.
9. No smoking of tobacco products including cigarettes, cigars, vaping devices, hookah or water pipes inside the location.
10. Signs shall be posted in English and Spanish that California State Law prohibits the sale of alcoholic beverages to persons who are under 21 years of age.
11. Any graffiti painted or marked upon the premises or on any adjacent area under the control of the licensee(s) shall be removed or painted over within 72 hours of being applied.
12. Strict adherence to Department of Alcohol and Beverage Control laws and conditions, specifically 25612.5 B & P (retail operating standards).
13. The Petitioner(s) shall be responsible for maintaining the area adjacent to the premises over which they have control and keep it free of litter.
14. Loitering is prohibited on or around these premises or the area under the control of the licensee(s) as delineated on the ABC-257 and ABC-253.
15. The possession of alcoholic beverages in open containers and the consumption of alcoholic beverages is prohibited on or around these premises as depicted on ABC-253.
16. Hours of operation allowed for (7) seven day-a-week, with the sales of alcoholic beverages from 6AM to 2AM.

### **SECURITY**

17. The business operator shall install video surveillance cameras. Video surveillance cameras are to be installed, at a minimum, to view the area where alcohol is being served,



the common open areas including the inside of the premise, sidewalk and main entry/exit of the establishment. The cameras installed will be digital, capable of high resolution images stored on a digital video recorder (DVR) that can store a minimum of 30 days of video. The business operator shall maintain these recordings for at least 30 days and make them available to the police department upon request. The cameras for the entry/exit shall be capable of providing a video image that can be used for identification purposes. Evidence of compliance shall be submitted by the business operator to the zoning administrator.

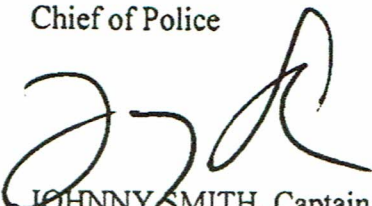
18. Owner/operator shall ensure adherence to the maximum occupancy for the premise.
19. A copy of these conditions shall be retained on the premises at all times and be immediately produced upon request by any law enforcement official. All employees shall be made familiar with the aforementioned conditions and implement them as necessary.
20. It shall be the responsibility of the owner/operator to ensure compliance of these conditions at all times. The manager on duty shall be made familiar with these conditions and implement them as required.

Captain III Johnny Smith, Commanding Officer, Foothill Area, and Sergeant I Lisa Morales, Officer-In-Charge, Foothill Area Vice Unit both concurred with the above findings and are in agreement with the above requested conditions.

Should you require additional information, please contact Sergeant I Lisa Morales, Officer-In-Charge, Foothill Area Vice Unit, at (818) 834-3170.

Respectfully,

MICHEL R. MOORE  
Chief of Police



JOHNNY SMITH, Captain  
Commanding Officer  
Foothill Area