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October 14, 2022

*VIA EMAIL*

Los Angeles City Council Planning and Land Use Management Committee  
Office of the Clerk  
200 N. Spring Street, Room 360  
Los Angeles, CA 90012

Email: [clerk.plumcommittee@lacity.org](mailto:clerk.plumcommittee@lacity.org)

**Re: Proposed Modified Project for the Project located at 6101 West Melrose Avenue**  
**Case Number: CPC-2021-2908-ZC-HD-ZAD-WDI-SPR**  
**Council File Number: 22-1117**

Dear Honorable City Councilmembers:

As you know, we represent Melrose Avenue Owner, LLC ("Applicant"), Applicant for the proposed commercial development project (the "Project") located at 6101 - 6117 West Melrose Avenue and 713 - 735 North Seward Street ("Site"), under Department of City Planning Case Number of CPC-2021-2908-ZC-HD-ZAD-WDI-SPR and Council File Number 22-1117. On behalf of the Applicant, we request to modify the proposed Project as generally described herein (the "Modified Project").

The Modified Project will demolish an existing, one-story commercial building and surface parking lot, and construct a four-story office-retail building encompassing a total floor area of 61,500 square feet. The Modified Project's new building will include 61,000 square feet of office space and 500 square feet of retail space and will reach a maximum height of approximately 58 feet and 3 inches when measured from the lowest grade within 5 feet of the building parameter (58 feet and 0 inches when measured from the ground floor grade plane to the top of the parapet). The Modified Project will provide 151 vehicular parking spaces and 24 bicycle parking spaces on the ground floor and two subterranean levels. With the addition of the existing building floor area that will remain on Lots 18 to 20 (developed with two, two-story commercial buildings) the Modified Project proposes a Floor Area Ratio ("FAR") of 1.74 to 1.

The Modified Project represents a reduction from the prior Project, which had proposed the construction of a five-story office-retail building encompassing a total floor area of 67,889 square feet with a maximum height of approximately 77 feet and 9 inches when measured from the lowest grade within 5 feet of the building parameter (73 feet and 6 inches when measured from the ground floor grade plane to the top of the parapet). The prior proposed Project would have had an overall proposed FAR of 1.88 to 1.



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The Applicant is also appealing the City Planning Commission's denial of a Waiver of Dedication and/or Improvement, pursuant to Los Angeles Municipal Code Section 12.37 I.3, to waive a three-foot dedication along Melrose Avenue and to waive a five-foot dedication along Seward Street.

Best regards,

A handwritten signature in black ink, appearing to read 'K. Joy'.

Kyndra Joy Casper

cc: Dylan Sittig, Senior Planning Deputy, Council District 5  
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