



## 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 \_\_\_\_\_

**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.*

*Detailed filing instructions are found on form CP-7810*

## 1. PROJECT LOCATION

Street Address<sup>1</sup> \_\_\_\_\_ Unit/Space Number \_\_\_\_\_  
Legal Description<sup>2</sup> (Lot, Block, Tract) \_\_\_\_\_  
Assessor Parcel Number \_\_\_\_\_ Total Lot Area \_\_\_\_\_

## 2. PROJECT DESCRIPTION

Present Use \_\_\_\_\_  
Proposed Use \_\_\_\_\_  
Project Name (if applicable) \_\_\_\_\_  
Describe in detail the characteristics, scope and/or operation of the proposed project \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional information attached ☐ YES ☐ NO

Complete and check all that apply:

### Existing Site Conditions

- |   |  |
|---|--|
| <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 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 use 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) |

<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)

- ☐ Demolition of existing buildings/structures
- ☐ Relocation of existing buildings/structures
- ☐ Interior tenant improvement
- ☐ Additions to existing buildings
- ☐ Grading
- ☐ Removal of any on-site tree
- ☐ Removal of any street tree

- ☐ Removal of protected trees on site or in the public right of way
- ☐ New construction: \_\_\_\_\_ square feet
- ☐ Accessory use (fence, sign, wireless, carport, etc.)
- ☐ Exterior renovation or alteration
- ☐ Change of use and/or hours of operation
- ☐ Haul Route
- ☐ Uses or structures in public right-of-way
- ☐ Phased project

**Housing Component Information**

Number of Residential Units: Existing \_\_\_\_\_ - Demolish(ed)<sup>3</sup> \_\_\_\_\_ + Adding \_\_\_\_\_ = Total \_\_\_\_\_

Number of Affordable Units<sup>4</sup> Existing \_\_\_\_\_ - Demolish(ed) \_\_\_\_\_ + Adding \_\_\_\_\_ = Total \_\_\_\_\_

Number of Market Rate Units Existing \_\_\_\_\_ - Demolish(ed) \_\_\_\_\_ + Adding \_\_\_\_\_ = Total \_\_\_\_\_

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 ☐ NOIs 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: \_\_\_\_\_

**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 \_\_\_\_\_

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

Action Requested, Narrative: \_\_\_\_\_

Authorizing Code Section \_\_\_\_\_

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

Action Requested, Narrative: \_\_\_\_\_

Additional Requests Attached ☐ YES ☐ NO<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

#### 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) \_\_\_\_\_

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. \_\_\_\_\_

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

☐ Condition compliance review

☐ Clarification of Q (Qualified) classification

☐ Modification of conditions

☐ Clarification of D (Development Limitations) classification

☐ Revision of approved plans

☐ Amendment to T (Tentative) classification

☐ Renewal of entitlement

☐ Plan Approval subsequent to Master 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:

#### 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.

a. Specialized Requirement Form \_\_\_\_\_

b. Geographic Project Planning Referral \_\_\_\_\_

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

d. Affordable Housing Referral Form \_\_\_\_\_

e. Mello Form \_\_\_\_\_

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

g. HPOZ Authorization Form \_\_\_\_\_

h. Management Team Authorization \_\_\_\_\_

i. Expedite Fee Agreement \_\_\_\_\_

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

k. Preliminary Zoning Assessment Referral Form \_\_\_\_\_

l. SB330 Preliminary Application \_\_\_\_\_

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

n. Order to Comply \_\_\_\_\_

o. Building Permits and Certificates of Occupancy \_\_\_\_\_

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

q. Low Impact Development (LID) Referral Form (Storm water Mitigation) \_\_\_\_\_

r. SB330 Determination Letter from Housing and Community Investment Department \_\_\_\_\_

s. 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** \_\_\_\_\_

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

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

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

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

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) \_\_\_\_\_

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

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

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

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

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

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

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

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

**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

☐ 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.

<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 the agent for service of process or 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 the agent for service of process or 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).

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**STAFF ONLY:**

☐ ED 1 Eligible

**ADMINISTRATIVE REVIEW**

**REDEVELOPMENT PROJECT AREA – WILSHIRE CENTER / KOREATOWN**

**Administrative Review and Referral**

**RELATED CODE SECTION:** Los Angeles Municipal Code (LAMC) Section 11.5.14 establishes the process and procedures for implementing the Redevelopment Plan.

**PURPOSE:** This Administrative Review and Referral form determines the appropriate review process for proposed Projects within a Redevelopment Project Area. Proposed development activity within Redevelopment Project Areas must conform to the Permitted Land Use Section of the respective Redevelopment Plan.

**GENERAL INFORMATION**

- A Redevelopment Plan Project (Project) includes any proposed development activity within a Redevelopment Project Area with an Unexpired Redevelopment Plan, that includes the issuance of a building, grading, demolition, sign or change of use permit. Refer to LAMC Section 11.5.14 for the full definition.
- Permitted Land Uses, see Section 500 of the Wilshire Center/ Koreatown Redevelopment Plan. Visit [Planning4LA.org](http://Planning4LA.org) to review the Wilshire Center/Koreatown Redevelopment Plan.
- Review process options available:
  - Administrative Review - Redevelopment Plan
  - Administrative Review - Design for Development
  - Project Compliance
  - Project Adjustment

**1. APPLICANT INFORMATION**

Applicant Name \_\_\_\_\_

Address \_\_\_\_\_

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

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**2. PROJECT BACKGROUND**

Fill in all Sections. Mark N/A if the question is not applicable to the project. Include all addresses/Assessor Parcel Numbers (APNs) associated with the Project Site.

Project Address \_\_\_\_\_

Assessor Parcel Number \_\_\_\_\_

Project Type:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Change of Use       | <input type="checkbox"/> Addition         | <input type="checkbox"/> Exterior Alteration |
| <input type="checkbox"/> Interior Alteration | <input type="checkbox"/> Demolition       | <input type="checkbox"/> Signs               |
| <input type="checkbox"/> Use of Land         | <input type="checkbox"/> New Construction | <input type="checkbox"/> Grading             |

Project Description (include any additional requested entitlements) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Does the Project include an Eligible or Identified Historic Resource (refer to <http://zimas.lacity.org/> and <https://historicplacesla.org/>)? ☐ Yes ☐ No

Lot Area \_\_\_\_\_ Project FAR \_\_\_\_\_  
Current Use \_\_\_\_\_ Proposed Use \_\_\_\_\_  
Existing Residential sq. ft. \_\_\_\_\_ Proposed Residential sq. ft. \_\_\_\_\_  
Existing Non-Residential sq. ft. \_\_\_\_\_ Proposed Non-Residential sq. ft. \_\_\_\_\_  
Number of new residential units \_\_\_\_\_  
Number of residential units to remain \_\_\_\_\_  
Number of residential units to be demolished \_\_\_\_\_  
Building Permit No. (if applicable) \_\_\_\_\_

#### Environmental Review

- ☐ Project is Ministerial – Environmental Review Not Required  
☐ Not Yet Filed  
☐ Filed (Provide Case Number) \_\_\_\_\_

### 3. CHECKLIST - Wilshire Center/ Koreatown Redevelopment Plan

Complete the following checklist using the terms listed below. To see the full list of defined terms reference LAMC Section 11.5.14. To complete the checklist please refer to the corresponding Section of the Redevelopment Plan. The Redevelopment Plans are available on the Los Angeles City Planning website at [Planning4LA.org](http://Planning4LA.org).

- **N/A - Not Applicable:** This Redevelopment Plan Section does not apply to the proposed Project. No further action is required.
- **YES - Conforms:** The proposed Project conforms to the Redevelopment Plan section. The proposed Project may require Project Compliance. Not all Redevelopment Plans require additional action.
- **NO - Does Not Conform:** The proposed Project DOES NOT conform to the Redevelopment Plan section. The proposed Project will require a Project Adjustment. Alternatively, modify the proposed Project and resubmit this form demonstrating compliance with the Redevelopment Plan.

Redevelopment Plan Section	Plan Sheet or Supplemental Document (Demonstrating Compliance)	Redevelopment Plan Conformance (Check One)			Staff Comments
		N/A	YES	NO	
<b>501.</b> General Control's and Limitations	<i>Applicant must review this Redevelopment Plan section.</i>	-	-	-	
<b>502.</b> Redevelopment Plan Map • Input the Redevelopment Plan Land Use Designation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>503.</b> Permitted Land Uses • Input the City Zone designation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>504.1.</b> Public Uses		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>504.2.</b> Public Street Layout, Rights-of-Way and Easements	<i>Applicant must review this Redevelopment Map section.</i>	-	-	-	
<b>504.3.</b> Other Open Space, Public and Quasi-Public Uses	<i>Applicant must review this Redevelopment Plan section.</i>	-	-	-	
<b>505.</b> Interim Uses	<i>Applicant must review this Redevelopment Plan section.</i>	-	-	-	
<b>506.</b> Nonconforming Uses	<i>Applicant must review this Redevelopment Plan section.</i>	-	-	-	
<b>507.</b> New Construction and Rehabilitation of Properties	<i>Applicant must review this Redevelopment Plan section.</i>	-	-	-	
<b>508.</b> Limitation on Type, Size and Height of Buildings	<i>Applicant must review this Redevelopment Plan section.</i>	-	-	-	
<b>511.</b> Open Space, Landscaping, Light, Air, and Privacy	<i>Applicant must review this Redevelopment Plan section.</i>	-	-	-	
<b>512.</b> Signs and Billboards	<i>Applicant must review this Redevelopment Plan section.</i>	-	-	-	
<b>513.</b> Utilities	<i>Applicant must review this Redevelopment Plan section.</i>	-	-	-	
<b>514.</b> Parking and Loading Facilities	<i>Applicant must review this Redevelopment Plan section.</i>	-	-	-	
<b>515.</b> Setbacks	<i>Applicant must review this Redevelopment Plan section.</i>	-	-	-	
<b>516.</b> Incompatible Use	<i>Applicant must review this Redevelopment Plan section.</i>	-	-	-	
<b>517.</b> Resubdivision of Parcels	<i>Applicant must review this Redevelopment Plan section.</i>	-	-	-	
<b>518.</b> Minor Variations	<i>Applicant must review this Redevelopment Plan section. Findings in this Section must be prepared for any sections of this Form checked "NO" unless the Project is modified.</i>				
<b>520.</b> Design Guidelines	<i>Applicant must review the Design Guidelines Redevelopment Plan section.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Redevelopment Plan Section	Plan Sheet or Supplemental Document (Demonstrating Compliance)	Redevelopment Plan Conformance (Check One)			Staff Comments
		N/A	YES	NO	
<b>521.</b> Variances, Conditional Use Permits, Building Permits and Other Land Developments Entitlements	<i>Applicant must review this Redevelopment Plan section.</i>	-	-	-	
<b>522.</b> Buildings of Architectural and Historic Significance	<i>Please refer to Survey LA.</i>	-	-	-	

**4. PROJECT REVIEW REQUIREMENTS - SUBMITTAL PACKAGE** (check all that apply)

☐ **Administrative Review for the Redevelopment Plan**

The Submittal Package includes this *Administrative Review and Referral Form*, and the *Documents and Materials* for the Administrative Review and Referral Form listed in the Administrative Review Instruction ([CP-3540](#)).

*NOTE: For an Administrative Review **clearance**, the project must conform to the Permitted Land Uses section of the relevant Redevelopment Plan and, if applicable, the Administrative Review and Referral Design for Development.*

☐ **Project Compliance and/or Project Adjustment**

The Submittal Package includes this *Administrative Review and Referral Form*, and the *Documents and Materials* for *Project Compliance and/or Project Adjustment*, listed in the Administrative Review Instruction ([CP-3540](#)).

All forms and related materials shall be submitted to the Development Services Center Redevelopment Plan Unit.



**- CITY STAFF USE ONLY -**

NOTE: Signature below only indicates that the Redevelopment Plan Unit staff reviewed proposed project. All official clearances are noted on the clearance summary sheet for issuance of a permit from LADBS on PCIS, including Administrative Sign-Off/Approval.

**ADDITIONAL STAFF NOTES**

CASE NUMBER: \_\_\_\_\_

**Section 5. PROJECT CONFORMS WITH PLAN - ADMINISTRATIVE REVIEW.** No filing or fees are required. Skip Section 6 below.

Staff Signature / Date

Phone Number

Print Name

Email

**Section 6. PROJECT REQUIRES FILING.** Indicate which discretionary action is required:

☐ **Project Compliance**

☐ **Project Adjustment**

Please identify required filing fee(s) in Additional Staff Notes above.

**INITIAL REVIEW BY**

Staff Signature / Date

Phone Number

Print Name

Email

**The following items shall be submitted at the time of filing:**

**Environmental Clearance:**

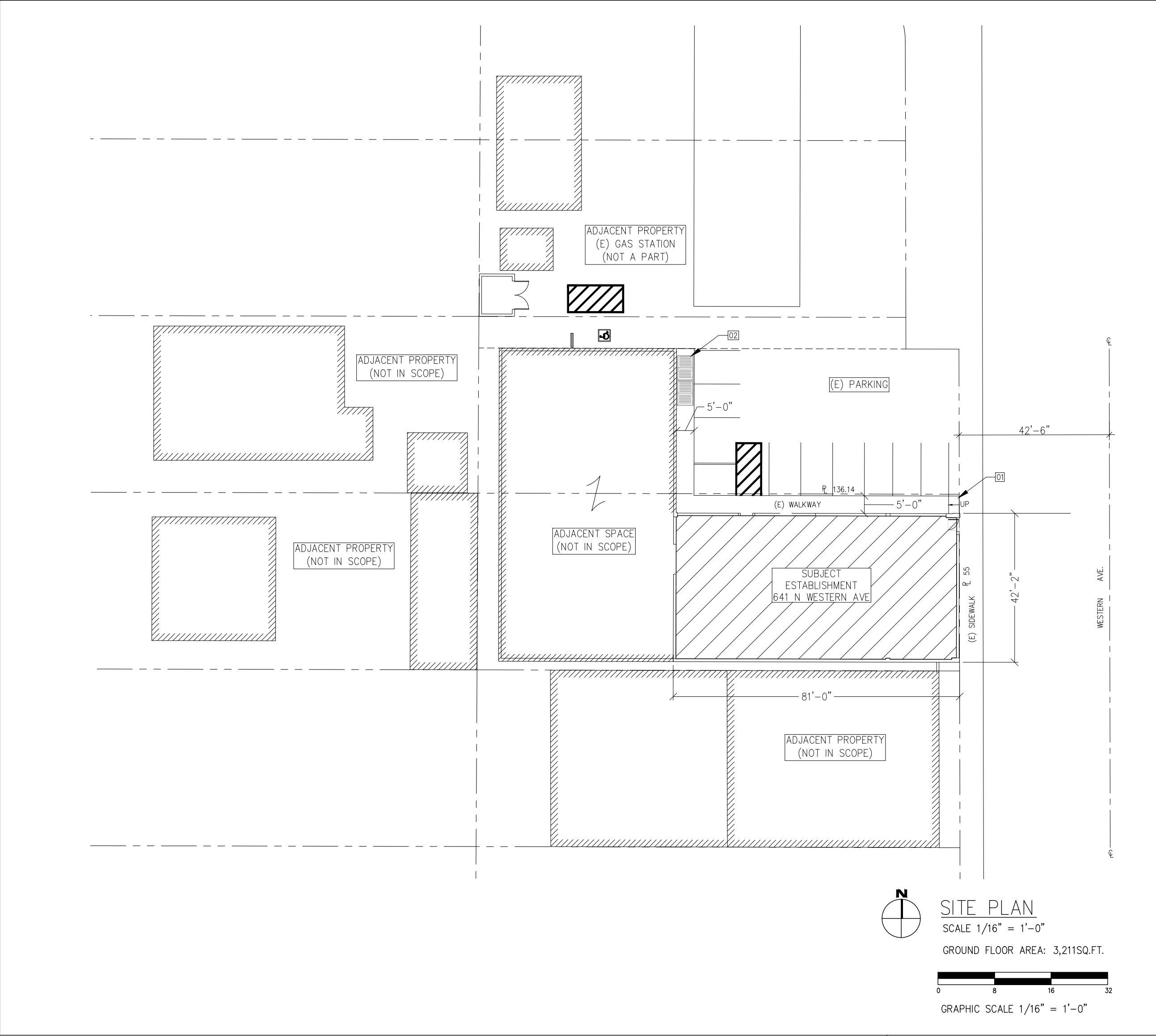
- ☒ Categorical Exemption
- ☐ Environmental Assessment Form (Includes Categorical Exemption for Infill Development)
- ☐ Addendum to Environmental Case No.
- ☐ Expanded Initial Study

**Additional Studies Required (Submitted w/in 30 days of filing):**

- ☐ Written responses to CEQA Guidelines Section 15300.2
- ☐ A copy of completed Air Quality Study
- ☐ CalEEMod calculations for the Project
- ☐ A copy of completed Tree Report
- ☐ A copy of a Historic Report on the Property
- ☐ A copy of completed Geologic and/or Soils Report
- ☐ A copy of completed Noise Study
- ☐ A copy of completed LADOT ISAF
- ☐ A copy of a completed Traffic Study
- ☐ Proof/Receipt of submission of Traffic Study to the Los Angeles Department of Transportation


**Additional:**

- ☐ Copy of Bureau of Engineering Receipt or R3 Letter




KEYNOTES
01 (E) RAMP 14.4%
02 (E) TRASH AREA

PROJECT INFORMATION	
LEGAL DESCRIPTION	
Site Address	:641 N WESTERN AVE
ZIP Code	:90004
PIN Number	:141B193 685
Lot/Parcel Area (Calculated)	:6,818.9 (sq ft)
Thomas Brothers Grid PAGE	:593 – GRID H7
Assessor Parcel No. (APN)	:5522010022
Tract	:VENDOME PARK TRACT
Map Reference	:M B 8–22
Block	:None
Lot	:58
Arb (Lot Cut Reference)	:None
Map Sheet	:141B193
JURISDICTIONAL	
COMMUNITY PLAN AREA	: WILSHIRE
AREA PLANNING COMMISSION	: CENTRAL
NEIGHBORHOOD COUNCIL	: WILSHIRE CENTER–KOREATOWN
COUNCIL DISTRICT	: CD 4 – NITHYA RAMAN
CENSUS TRACT #	: 1924.20
LADBS DISTRICT OFFICE	: LOS ANGELES METRO
BUILDING PERMIT INFO	: VIEW
PLANNING & ZONING	
SPECIAL NOTES	: NONE
ZONING	: C2–1
ZONING INFORMATION (ZI)	: ZI–2452 TRANSIT PRIORITY AREA IN THE CITY OF LOS ANGELES
ZONING INFORMATION (ZI)	: ZI–2488 REDEVELOPMENT PROJECT AREA: WILSHIRE CENTER/KOREATOWN
ZONING INFORMATION (ZI)	: ZI–2374 STATE ENTERPRISE ZONE: LOS ANGELES
GENERAL PLAN LAND USE	: GENERAL COMMERCIAL
GENERAL PLAN NOTE(S)	: YES
HILLSIDE AREA (ZONING CODE)	: NO
SPECIFIC PLAN AREA	: NONE
SUBAREA	: NONE
SPECIAL LAND USE / ZONING	: NONE
HISTORIC PRESERVATION REVIEW	: NO
HISTORICPLACESLA	: VIEW
CDO: COMMUNITY DESIGN OVERLAY	: NONE
CPIO: COMMUNITY PLAN IMP. OVERLAY	: NONE
SUBAREA	: NONE
PROJECT DETAILS	
TYPE OF USE	: BAR/ DANCE CLUB
PARKING	: NO CHANGE, STATE ENTERPRISE ZONE
TYPE OF ALCOHOL	: TYPES 47
HOURS OF OPERATION	: NOON TO 2 A.M. DAILY
INTERIOR AREA	: 3,211 S.F.
SEATING	: 72
LIVE ENTERTAINMENT	: YES
DANCING	: YES



327 E.2ND ST. #222 LOS ANGELES CALIFORNIA 90012

FE DESIGN & CONSULTING

PROJECT INFORMATION

COLOR CLUB

641 N WESTERN AVE.  
LOS ANGELES, CA 90004

SUBMITTALS

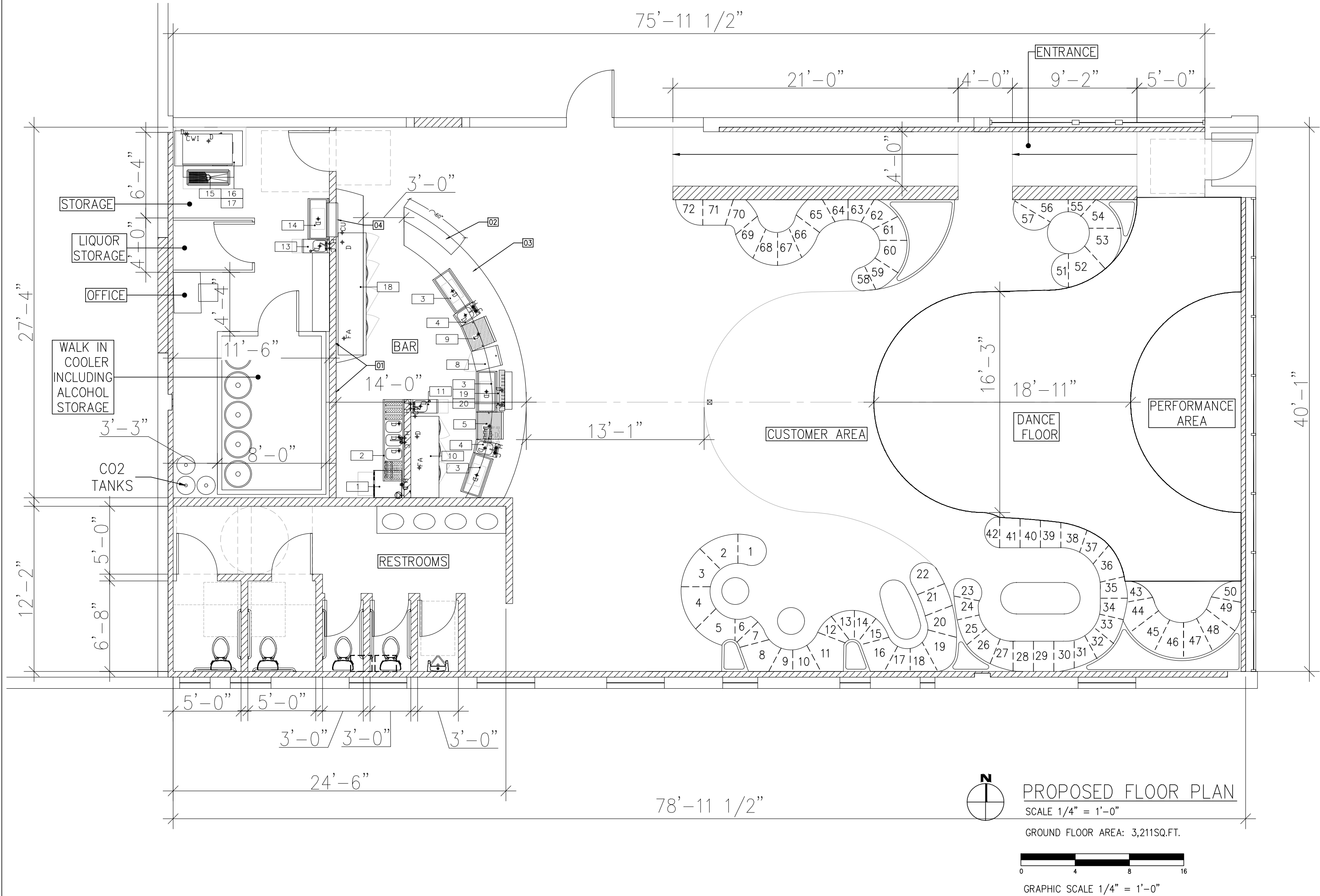
4/12/2021	PLANNING UPDA1
3/26/2021	PLANNING SUBMIT
DATE	DESCRIPTION

SHEET NAME

COVER  
& SITE PLAN

SHEET NUMBER

A-0.0



## PROJECT INFORMATION

AREA	SQ.FT.	SEATS	OCCUPANCY
CUSTOMER AREA	1530	72	102
PERFORMANCE AREA & DANCE FLOOR	529	-	106
BAR	262	-	1.3
STORAGE, WALK IN COOLER, ALCOHOL STORAGE, & LIQUOR STORAGE	288	-	1
OFFICE	26	-	1
RESTROOMS	298	-	-
ENTRANCE	157	-	11
OTHER	121	-	-
TOTAL INTERIOR	3211	72	222.3

## PROJECT INFORMATION

## COLOR CLUB

641 N WESTERN AVE.  
LOS ANGELES, CA 90004

## SUBMITTALS

4/12/2021	PLANNING UPDATE
3/26/2021	PLANNING SUBMITTAL
DATE	DESCRIPTION

## SHEET NAME

## PROPOSED FLOOR PLAN

## SHEET NUMBER

A-1.0

## KEYNOTES

- 01 LIQUOR DISPLAY
- 02 60" WIDE, 34" HEIGHT ADA COUNTER
- 03 42" H COUNTER
- 04 PASS THROUGH

## LEGEND

- (E) EXTERIOR WALL
- (E) INTERIOR WALL
- (N) INTERIOR WALL

# EXPEDITED PERMIT FEE AGREEMENT

## Section 19.01-W LAMC

City of Los Angeles - Department of City Planning

### ENTITLEMENT

REQUEST(S): CONDITIONAL USE (ALCOHOL + DANCING)

Project Address: 641-649 North Western Avenue

I hereby promise to pay all expenses for additional cost and physical resources necessary to expedite the permit process for the above development project. I understand that the expedited service charges are in addition to and separate from the fees charged elsewhere in the L.A. Municipal Code. **I also understand that the initial fee of \$8,500 is a deposit, and I agree to pay any additional costs that exceed this deposit to the City of Los Angeles** for Planning Department Staff as well as other City Departments for time used to expedite the subject case(s), including any costs accrued during any appeal(s) of the subject case(s). I am well informed that the processing of the case may be placed on hold if an invoice billing for the excessive costs becomes past due. In the event that the property is sold, I understand that I am still responsible for any costs accrued until such time as the new property owners accept responsibility of fees in writing by filing a new Expedited Permit Fee Form with the Planning Department.

**Initial Deposit: \$8,500**

### COMPANY/OWNER/APPLICANTS AFFIDAVIT

Under penalty of perjury the following declarations are made:

- The undersigned is the owner or lessee, or authorized agent of the owner or lessee with power of attorney or officers of a corporation (submit proof). (NOTE: for zone changes, lessee may not sign).
- The information presented is true and correct to the best of my knowledge.
- The undersigned has read and accepted the above statement.

Owner/Applicant: Color Club LLC

Print Address: 530 Molino St, Ste. 107

Los Angeles, CA 90013

Telephone No.: 310-310-5408

Authorized Signature: TESL

Print Name: Tyler Stonebreaker

Email Address: tyler@creativespace.us

Date: 2/25/21

\*Please note that the information listed above will be used for billing purposes. Please do not use a P.O. Box as the address.

Representative: FE Design+Consulting

Contact: Eddie Navarrette

Print Address: 327 E 2nd St, #222

Los Angeles, CA 90012

Telephone No.: 213-687-6963 x207

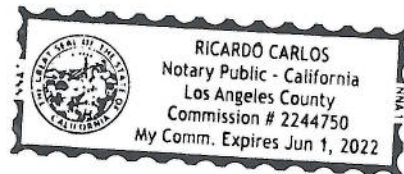
For Owner/Applicant Authorized Signature Only:  
Subscribed and sworn before me this (date):

2/25/2021 in the County of Los Angeles

, State of California

Notary Public

Stamp:



Accepted By Expedited Processing Section

Signature: Esther Ahn

Date: December 3, 2020

(The application must be filed within 180 days of the date referenced above.)

**See the reverse for additional requirements.**

**ORIGINAL EPS STAFF SIGNATURE REQUIRED FOR FILING**



COUNTY CLERK'S USE

**CITY OF LOS ANGELES**OFFICE OF THE CITY CLERK  
200 NORTH SPRING STREET, ROOM 395  
LOS ANGELES, CALIFORNIA 90012**CALIFORNIA ENVIRONMENTAL QUALITY ACT****NOTICE OF EXEMPTION**

(PRC Section 21152; CEQA Guidelines Section 15062)

Filing of this form is optional. If filed, the form shall be filed with the County Clerk, 12400 E. Imperial Highway, Norwalk, CA 90650, pursuant to Public Resources Code Section 21152(b) and CEQA Guidelines Section 15062. Pursuant to Public Resources Code Section 21167 (d), the posting of this notice starts a 35-day statute of limitations on court challenges to reliance on an exemption for the project. Failure to file this notice as provided above, results in the statute of limitations being extended to 180 days.

PARENT CASE NUMBER(S) / REQUESTED ENTITLEMENTS

LEAD CITY AGENCY

**City of Los Angeles (Department of City Planning)**

CASE NUMBER

ENV-

PROJECT TITLE

COUNCIL DISTRICT

PROJECT LOCATION (Street Address and Cross Streets and/or Attached Map)

☐ Map attached.

PROJECT DESCRIPTION:

☐ Additional page(s) attached.

NAME OF APPLICANT / OWNER:

CONTACT PERSON (If different from Applicant/Owner above)

(AREA CODE) TELEPHONE NUMBER

EXT.

EXEMPT STATUS: (Check all boxes, and include all exemptions, that apply and provide relevant citations.)

## STATE CEQA STATUTE &amp; GUIDELINES

☐ STATUTORY EXEMPTION(S)

Public Resources Code Section(s) \_\_\_\_\_

☒ CATEGORICAL EXEMPTION(S) (State CEQA Guidelines Sec. 15301-15333 / Class 1-Class 33)CEQA Guideline Section(s) / Class(es) Section 15301, Class 1☐ OTHER BASIS FOR EXEMPTION (E.g., CEQA Guidelines Section 15061(b)(3) or (b)(4) or Section 15378(b) )

JUSTIFICATION FOR PROJECT EXEMPTION:

☐ Additional page(s) attached

Operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination.

☐ None of the exceptions in CEQA Guidelines Section 15300.2 to the categorical exemption(s) apply to the Project.☐ The project is identified in one or more of the list of activities in the City of Los Angeles CEQA Guidelines as cited in the justification.

IF FILED BY APPLICANT, ATTACH CERTIFIED DOCUMENT ISSUED BY THE CITY PLANNING DEPARTMENT STATING THAT THE DEPARTMENT HAS FOUND THE PROJECT TO BE EXEMPT.

If different from the applicant, the identity of the person undertaking the project.

**CITY STAFF USE ONLY:**

CITY STAFF NAME AND SIGNATURE

STAFF TITLE

ENTITLEMENTS APPROVED

FEE:

RECEIPT NO.

REC'D. BY (DCP DSC STAFF NAME)

DISTRIBUTION: County Clerk, Agency Record

Rev. 3-27-2019



aneconsulting

**Perjury Statement**

I hereby certify that to the best of my knowledge the attached radius map correctly depicts the required data obtained from the records of the City Engineer, City Clerk, and/or the Los Angeles Department of City Planning and, where appropriate, the State Division of Highways.

I further hereby certify that to the best of my knowledge, and under the penalty of perjury, the attached ownership list correctly shows the latest names and addresses on the City Engineer's land records as of the following date of preparation: February 17, 2021 In certain circumstances, such as in annexation proceedings, where there may be no City Engineer records, the records of the County Assessor's Office may be accepted by the City Planning Commission.

The attached Ownership is an: ☒ Original Mailing List

or ☐ Updated Mailing List

Fernando J. Diaz  
(Print or type)

[Signature]  
(Signature)

I hereby certify that to the best of my knowledge and under the penalty of perjury, the attached occupants list correctly indicates addresses of the required occupants that fall within the radius as of the following date of preparation  
February 17, 2021

The attached Occupant List is an: ☒ Original Mailing List

or ☐ Updated Mailing List

Fernando J. Diaz  
(Print or type)

[Signature]  
(Signature)

In certain instances I may have been unable to verify all occupants, therefore the following indicates which occupants I was not able to identify. I understand that the Department of City Planning will determine if reasonable attempts were made to secure these addresses from the information provided below.

Ownership #	Reason unable to verify *	Attempts made to verify **	Additional Information

- |                        |  |
|------------------------|--|
| * (1) Secured Building | ** (1) Returned to building on 3 separate occasions                            |
| (2) Gated Yard         | (2) Efforts to contact owner or manager without success                        |
| (3) Refused Access     | (3) Contact made with owner or manager, who refused to provide the information |
| (4) Other: Specify     | (4) Other: Specify   |

Site Address: 641 N Western Avenue Total Notification: 490

White: Client	Blue: BTC	Yellow: NC	Green: Adjacent Labels	Pink: City
---------------	-----------	------------	------------------------	------------

**Caution: This Map Must Be Filed Within (365) Days From The Date On The Map**

G:\My Drive\Ane\Projects\3621006 - 641 N Western Avenue\Planning\Radius Map\City of LA Certification.docx

aneconsult.com



Ane Consulting, Inc  
A California Corporation  
  
3646 Long Beach Blvd #103  
Long Beach, California 90807  
  
tel: 562.252.3316  
hello@aneconsult.com



**LOS ANGELES**  
201 N. LOS ANGELES ST., STE. 13A  
LOS ANGELES, CA 90012  
TEL: (213) 617-9600, FAX: (213) 617-9643

**VAN NUYS**  
14540 SYLVAN ST.  
VAN NUYS, CA 91411  
TEL: (818) 779-8866, FAX: (818) 779-8870

## CONTRACT

**CASE NUMBER:**

**BTCID: LA21-188**

**REFERENCE:**

**DATE: 3/26/2021**

**SITE ADDRESS: 641 N. WESTERN AVE.**

**AUTHORIZED BY: WINSTON**

### DESCRIPTION OF SERVICES AND FEES:

Color Fold Over Mailing	490	\$2.18	\$1,068.20
Add additional for Labels	0	\$0.40	
Appeals – Number	0	x \$1.83	
Posting of Site – Number of signs	1	x \$85.00 (1 <sup>st</sup> )	\$85.00
	0	x \$70.00 (addtl.)	
Research/Add'l N.C. and Council Notification			\$14.00
All Weather Posting (optional)	0	\$20.00	
Removal of Signs (optional)	0	\$50.00	

**TOTAL DUE: \$1,167.20**

A COPY OF THIS FORM MUST BE PRESENTED TO THE PLANNING DEPARTMENT AT THE TIME OF FILING TO HAVE YOUR APPLICATION DEEMED "COMPLETE"

Note: If applicant/map maker is retaining labels for addition of case number, labels must be returned to BTC within 7 days from the date of this invoice, or BTC will be forced to produce labels and charge the applicant/map maker. If bill is not paid, further processing of your other cases will stop. For cases requiring immediate mailing, labels must be submitted on the day of payment or BTC will produce labels and charge applicant/map maker.

x DG

The City of LA usually generates a determination letter comprising of one(1) to three(3) pages which requires 1st Class postage. If your project requires a determination letter that exceeds three pages, you will be billed for excess postage and material costs that are due on receipt of bill. A \$ 50.00 fee will be charged if you want a copy of the BTC file(s).

x DG

Refunds and Credits only valid one year from the original filing date. Cancellations and changes are subject to a 20% or \$50.00 handling fee, whichever is greater. Returned checks subject to a \$200.00 fee. If the check is fraudulent, the City will be notified that the invoice is null and void. A fee of 10% will be charged to re-activate all null and void invoices.

x DG

If instructed by the city that your case has gone to appeal, we will immediately mail out per city instructions. The cost of mail and processing of \$1.83/label, is immediately due to us from you. It is to be paid within 10 days. If we do not receive payment within 10 days, a 10% a month (starting after 10 days) fee will be charged and due.

x DG

Signature: [Signature]

Telephone: (213) 687-6963

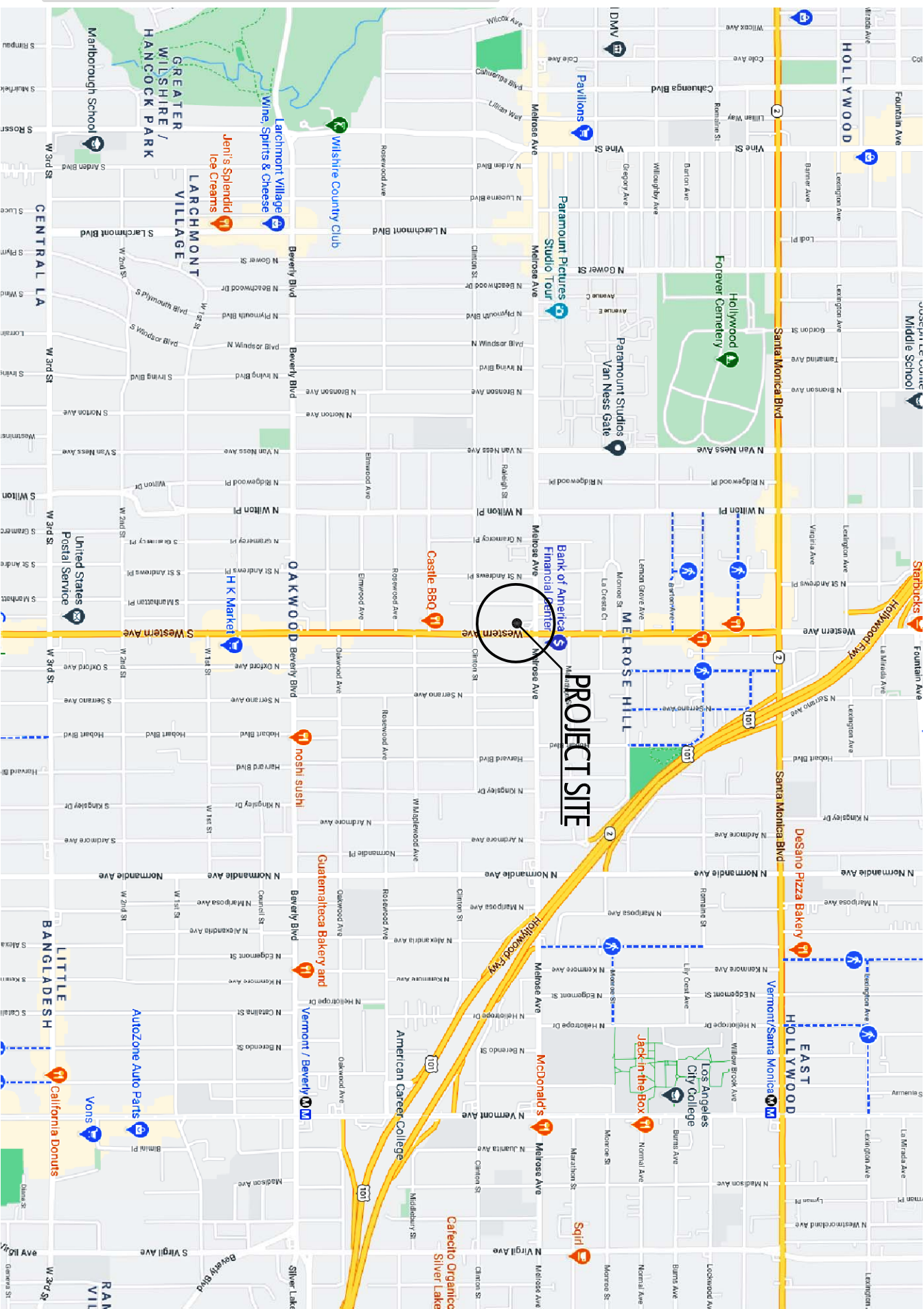
Print Name: COLOR CLUB, LLC./MANNY DIAZ

Refunds and Credits only valid one year from the original filing date.

**PAID**  
3-26-21  
CMA11024



# VICINITY MAP



Project Address:  
641 N WESTERN AVENUE  
Los Angeles, California 90004



aneconsulting

Ane Consulting, Inc  
tel: 562.252.3316  
e: hello@aneconsulting.com  
aneconsulting.com



**Sensitive Land Use List**

N/A

**Alcohol Establishments**

**Within 500-feet**

Gary's Liquor  
Produce For Less  
Valero Number One Fuel  
Bebidas Bananas Operations II

5067 Melrose Avenue  
5059 Melrose Avenue  
655 N Western Avenue  
615 N Western Avenue

**Full Line / Off-Site**  
**Beer & Wine / Off-Site**  
**Beer & Wine / Off-Site**  
**Full Line / Off-Site**

**Within 501 feet to 600 feet**

N/A

N/A

N/A

**Within 601 feet to 1,000 feet**

Pepe's Bar  
Liquor Center  
7-Eleven #2173 19598C  
Melrose Sushi  
Castle BBQ

5151 Melrose Avenue  
861 ½ N Western Avenue  
473 N Western Avenue  
5156 Melrose Avenue  
473 N Western Avenue

**Full Line / Off-Site**  
**Full Line / Off-Site**  
**Beer & Wine / Off-Site**  
**Beer & Wine / On-Site**  
**Beer & Wine / On-Site**

G:\My Drive\Ane\Projects\3621006 - 641 N Western Avenue\Planning\Radius Map\Sensitive Use List.docx









## PHOTO KEY

TBD  
641 N Western Ave, Los Angeles, CA 90004



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**N Western Ave**, on sidewalk along subject site. Direction: South



**N Western Ave**, on sidewalk facing subject site. Direction: Northwest





**N Western Ave**, on sidewalk facing subject site. Direction: South



**N Western Ave**, on sidewalk facing parking lot. Direction: West



**Parking Lot**, in parking lot facing subject site. Direction: South



**Parking Lot**, in parking lot facing subject site. Direction: Southeast





**Parking Lot**, in parking lot facing subject site. Direction: Southwest





**WILSHIRE CENTER  
KOREATOWN**  
NEIGHBORHOOD COUNCIL



DATE: July 19, 2021

TO: Zoning Administration Division  
Los Angeles Director of Planning  
Chuanzhe Song, Planning Assistant  
Nithya Raman, Councilmember, CD-4

FROM: Wilshire Center-Koreatown Neighborhood Council

SUBJECT: ZA-2021-2930-CUB-CUX

The Wilshire Center-Koreatown Neighborhood Council (WCKNC), at its duly noticed General Meeting on July 12, 20221, considered on its agenda, item XIII: a proposed change of use from retail to a new 3,211 s.f. bar having live entertainment and patron dancing with hours of operation from noon to 2 a.m. daily. The Project is located in the Wilshire Community Plan Area, C2-1 zone in Council District 4 at 641 N. Western Avenue, Los Angeles, CA 90004. The applicant is requesting:

- Pursuant to Los Angeles Municipal Code 12.24.W.1, a Conditional Use Permit to permit the sale and dispensation of a full line of alcoholic beverages for on-site consumption for the hours of operation as noted above in conjunction with the change of use from retail to bar having live entertainment.

After board consideration and providing opportunity for public comment, the Wilshire Center-Koreatown Neighborhood Council General Board voted unanimously in favor (14-0-0) of the motion *to support* the requested entitlement.

Please notify the Wilshire Center-Koreatown Neighborhood Council of any future meetings and/or hearings on this item.

Sincerely,

Katelyn Scanlan  
Chair, Planning & Land Use Committee  
Wilshire Center-Koreatown Neighborhood Council

Mailing Address:  
4001 Wilshire Blvd, #F400  
Los Angeles, CA 90010

[www.wcknc.la](http://www.wcknc.la)  
424-341-0378 (Voicemail Only)  
[wcknc.info@gmail.com](mailto:wcknc.info@gmail.com)



## **FE DESIGN & CONSULTING**

### **Conditional Use Permit-Alcohol (CUB) Additional Information/Findings 641 N Western Avenue**

Color Club LLC (A)  
530 Molino Street  
Los Angeles, CA 90013

641 N Western Owner LLC (O)  
11 West 42<sup>nd</sup> Street, 9<sup>th</sup> Floor  
New York, NY 10036

FE Design & Consulting (R)  
327 E. 2nd St. #222  
Los Angeles, CA 90012

641 N Western Avenue  
Wilshire Community Plan Area  
Zone: C2-1  
C.D.: 4 – Nithya Raman  
Legal Description:  
Lot: 58  
Tract: Vendome Park Tract

#### **REQUEST**

A Conditional Use to permit the sale and dispensing of a full line of alcohol for on-site consumption in conjunction with the change of use from retail to a new 3,211 s.f. bar having live entertainment and patron dancing, and with hours of operation from noon to 2 a.m. daily.

#### **BACKGROUND**

The subject property is a rectangular-shaped parcel made up of two tied lots and located on the West side of Western Avenue, just South of Melrose Avenue. The property is in the northernmost part of Koreatown, close to East Hollywood. It has a frontage of approximately 100 feet along Western, with a variable depth of approximately 136-136.5 feet. The property is developed with a one-story L-shaped commercial building as well as an associated surface parking lot. The subject unit is in the front of the building, closest to Western. The space was most recently a retail store. The new tenants are requesting a change of use to a bar/dance club. Their concept is called “Color Club”, and it is from the team of Simon and Nikolai Haas, Tyler Stonebreaker, and Kevin Willis. The Haas Brothers run a furniture design and fabrication studio in LA, and they work with creatives in a variety of industries to create unique pieces. This will be their first foray into the hospitality industry. Tyler Stonebreaker has over twenty years of experience working in real estate, and Kevin



## FE DESIGN & CONSULTING

Willis is a longtime food and beverage operators who is also behind the Cha Cha Lounge in Silver Lake. Together, this team will create a beautiful, colorful, and welcoming space that has art at the forefront. The applicants intend to work with local artists and studios to host special events and showcase local artists. The space will have a stage and dance floor so that local DJs and performing artists will have a space to perform. The seating areas are whimsical and designed to encourage mingling and social connections. The applicants are excited to open this project right as the world is reopening from the COVID pandemic.

Details of our project are as follows:

	New Approval
Use	Bar/Dance Club
Square Footage	3,211 s.f.
Unit/Address	641 N Western Avenue
Hours of Operation	Noon to 2 a.m. daily
Type of Alcohol	Type 48 License – Full line public premises
Food	No
Total Seats	72
Total occupancy	208
Live Entertainment	Yes, DJs and live bands
Dancing	Yes
Off-Site Sales	None
Private Parties	Yes, they would like to cater to neighboring art studios and galleries, as well as high-end private events. All private parties will be under the control of the business management.
Census Tract	1924.20
Neighborhood Council	Wilshire Center-Koreatown
Parking	On-site parking lot with self-park

### SURROUNDING PROPERTIES

The property to the North (No. 68 on the radius map) is zoned C2-1 and is improved with a gas station.

The properties to the East, across Western (No.'s 2 and 3) are zoned C2-1 and are improved with two-story commercial buildings, one of which houses a hostel and the other of which is currently vacant.

The property to the South (No. 65) is zoned C2-1 and is improved with a one-story furniture store.

The properties to the West (No. 55-56) are zoned R3-1 and improved with a single-family home and a four-unit residential building.



## FE DESIGN & CONSULTING

### CIRCULATION

Western Avenue, adjoining the property to the north, is a designated Modified Avenue I dedicated to a right-of-way width of 100 feet and improved with curb, gutter and sidewalk.

### RELATED PRIOR CASES

#### **Subject Property:**

None.

#### **Surrounding Property:**

Case No. ZA-2019-3673(CUB) - On February 6, 2020, the Zoning Administrator approved a Conditional Use at 611-613 North Western Avenue to permit the sale of a full line of alcoholic beverages for off-site consumption in conjunction with a new multi-kitchen meal delivery service, with 24 hours of operation daily.

Case No. ZA-2016-2142(CUB) - On November 23, 2016, the Zoning Administrator approved a Conditional Use at 5001 West Melrose Avenue to allow the sale and dispensing of beer and wine for on-site consumption in conjunction with a proposed 1,533 square-foot restaurant with closing hours of midnight.

Case No. ZA-1995-775(CUB) - On February 14, 1996, the Zoning Administrator approved a Conditional Use at 655 North Western Avenue to permit the sale and dispensing of beer and wine for off-site consumption in conjunction with an existing mini-mart and gas station having hours of operation from 8 a.m. to midnight daily.

Case No. ZA-1993-724(CUB) - On October 22, 1993, the Zoning Administrator approved a Conditional Use at 655 North Western Avenue to permit the sale and dispensing of beer and wine for off-site consumption, in conjunction with an existing mini-mart which is part of a gasoline service station (Mobil), with hours of operation from 8 a.m. to 12 midnight daily.

### GENERAL CONDITIONAL USE 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 property is located on the edge of the Koreatown neighborhood, which is characterized by a density of both commercial and residential properties, with a large concentration of late-night uses. Both Western Avenue and nearby Melrose Avenue are known for their independent restaurant and retail options. Color Club wants to complement the eclectic nature of this area with a new bar and dance club with a focus on



## FE DESIGN & CONSULTING

design and art. The space itself is being thoughtfully designed by a team of artists, and, as the name implies, it intends to be a bright and vibrant space that is welcoming to all. In particular, they would like to partner with local art studios to showcase art and host events. Bars and event spaces are desired amenities in urban areas, particularly ones as eclectic as the Western/Melrose area. This space will serve the local art community and will bring a vibrant new space to the neighborhood. Due to the above, it can be found that the project will perform a function and provide a service that is beneficial to the community.

**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 project's location, size, height and operations will be compatible with the immediate neighborhood due to the fact that the project is located within an existing building and no structural alterations are proposed. The space is located within an existing commercial building with a mix of uses. The proposed space is closest to Western, and there will be another commercial space between this bar and the rear property line. The applicants will be fully soundproofing the property in order keep noise contained. Given all of these facts, it can be seen that the project will not adversely affect the surrounding neighborhood.

**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 those entitlements described herein, the project does not propose to deviate from any of the requirements of the Los Angeles Municipal Code.

The Land Use Element of the City's General Plan divides the city into 35 Community Plans. The Wilshire Community plan designates the property for General Commercial land uses and it is zoned C2-1. Objective 2.1 of the Community Plans states:

*Preserve and strengthen viable commercial development and provide additional opportunities for new commercial development and service and strengthen viable commercial development and provide additional opportunities for new commercial development and services within existing commercial areas*

*Policies*

*2-1.1*

*New commercial uses should be located in existing established commercial areas or shopping centers.*



## **FE DESIGN & CONSULTING**

### **2-1.2**

*Protect existing and planned commercially zoned areas, especially in Regional Commercial Centers, from encroachment by stand-alone residential development by adhering to the community plan land use designations.*

Approval of the subject request will protect an underused commercial property, and ensure the viability of this existing and established commercial shopping area. The use is allowed with a Conditional Use in the underlying zone, and the business fits in with the general character of the Koreatown neighborhood. The project therefore is in line with, and helps advance, the goals of the Community Plan.

### **ADDITIONAL FINDINGS**

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

As mentioned above, the bar is proposed for a unit that faces Western, and there will be a buffer of another commercial tenant between this use and the abutting residential uses. The proposed bar is being thoughtfully designed by an experienced team in order to ensure that it does not have negative impacts on the community. The space will be artfully designed and customers will come to enjoy being surrounded by art. At no time will this space be a “dive bar” or packed nightclub. In addition, there will be licensed security guards to monitor patrons inside and outside of the premises. Given all of this, it can be seen that approval of the subject request will not adversely affect the welfare of the pertinent community.

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

Given the density of commercial development in this area, it is not surprising that there is a large concentration of alcohol licenses in this census tract. Western and Melrose are both busy commercial corridors with a mix of restaurants with alcohol licenses. This is common for commercial corridors that abut dense residential areas. There may be a neighboring census tract which is entirely residential and which frequents this area for commercial activities. This area also draws a lot of customers from outside of the area for the commercial businesses. The ABC does not take these situations into consideration when it allocates licenses per census tract. However, the ABC can and does issue new licenses in these situations.

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

The approval of the Conditional Use will not detrimentally affect nearby residentially zoned properties due to the fact that the business has been thoughtfully designed to prevent such an issue. Patrons will enter and exit



## **FE DESIGN & CONSULTING**

via Western and the business is separated from the residences in the rear by another commercial tenant. Even the parking lot is shielded by the building to prevent noise from spilling over.

### **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?**

The building is approximately 7,290 square feet.

**b. What is the total square footage of the space the establishment will occupy?**

The establishment is 3,221 s.f.

**c. What is the total occupancy load of the space as determined by the Fire Department?**

This will be determined during the building and safety change of use process. We are anticipating that occupancy will be 208.

**d. What is the total number of seats that will be provided indoors? Outdoors?**

There will be 72 indoor seats. However, the majority of the space will be for standing room.

**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? If yes, how much is enclosed? Outdoors?**

No.



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### h. Parking

#### i. How many parking spaces are available on the site?

There are 6 on-site parking stalls.

#### ii. Are they shared or designated for the subject use?

Shared with the other businesses in the building.

#### 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? Note: Required parking must be secured via a covenant pursuant to LAMC 12.26 E 5. A private lease is only permitted by a Zone Variance.

N/A.

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 and the use it is to serve.

N/A.

3. Will valet service be available? Will the service be for a charge?

No.

#### i. Is the site within 1,000 feet of any schools (public, private or nursery schools), churches or parks?

See attached radius maps.





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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

### 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 and Proposed Hours of Alcohol Sales?

Hours of operation are proposed to be noon to 2 a.m. daily.

b. Will there be entertainment such as a piano bar, dancing, live entertainment, movies, karaoke, video game machines, etc...? Please specify: Note: An establishment that allows for dancing needs a conditional use pursuant to 12.24 W.18.

Yes, the venue will have DJs and live musical acts.

c. Will there be minimum age requirements for entry? If yes, what is the minimum age requirement and how will it be enforced?

Yes, the bar will be 21+ at all times.

d. Will there be any accessory retail uses on the site? What will be sold?

No.

e. Security

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

There will be approximately 6-10 employees on-site at any given time, including security.

ii. Will security guards be provided on-site?

Yes.

1. If yes, how many and when?

That will vary depending on the day, time, and what is happening at the bar.



## **FE DESIGN & CONSULTING**

iii. Has LAPD issued any citations or violations? If yes, please provide copies.

No.

### **f. Alcohol**

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

There will be a full line of alcohol.

ii. Will “fortified” wine (greater than 16% alcohol) be sold?

Yes, high end fortified wine such as port, cherry, and marsala will be available.

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?

No.

### **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.

N/A



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**vi. On-Site**

1. Will a bar or cocktail lounge be maintained incidental to a restaurant?

No.

2. Will off-site sales of alcohol be provided accessory to on-site sales ("Take Out")?

No.

3. Will discounted alcoholic drinks ("Happy Hour") be offered at any time?

Yes, from 6-9 p.m. daily.

**vii. Off-Site**

1. Will cups, glasses or other containers be sold which might be used for the consumption of alcohol on the premises?

No.

2. Will beer or wine coolers be sold in single cans, or will wine be sold in containers less than 1 liter (750 ml)?

N/A

viii. Contact the CA Department of Alcoholic Beverage Control (ABC) regarding its requirements.

**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?

On-site.

i. If yes, is the establishment a bona-fide eating place (restaurant) or hotel/motel?

No.

3/26/2021 DG





641 N WESTERN, LOS ANGELES, CA 90004

# COLOR CLUB

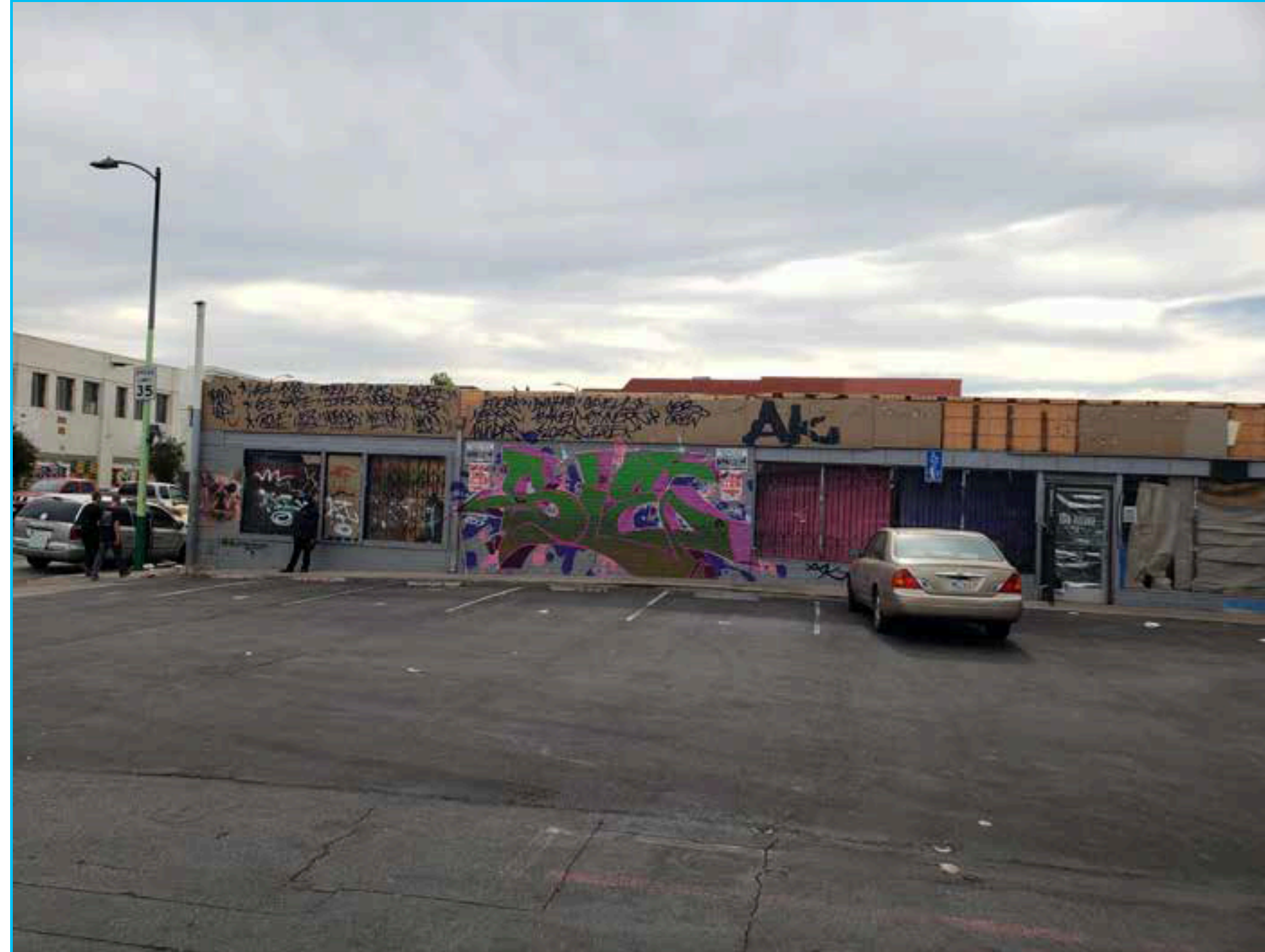
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ZONING ADMINISTRATOR'S HEARING July 20th, 2021

AGENDA ITEM #3

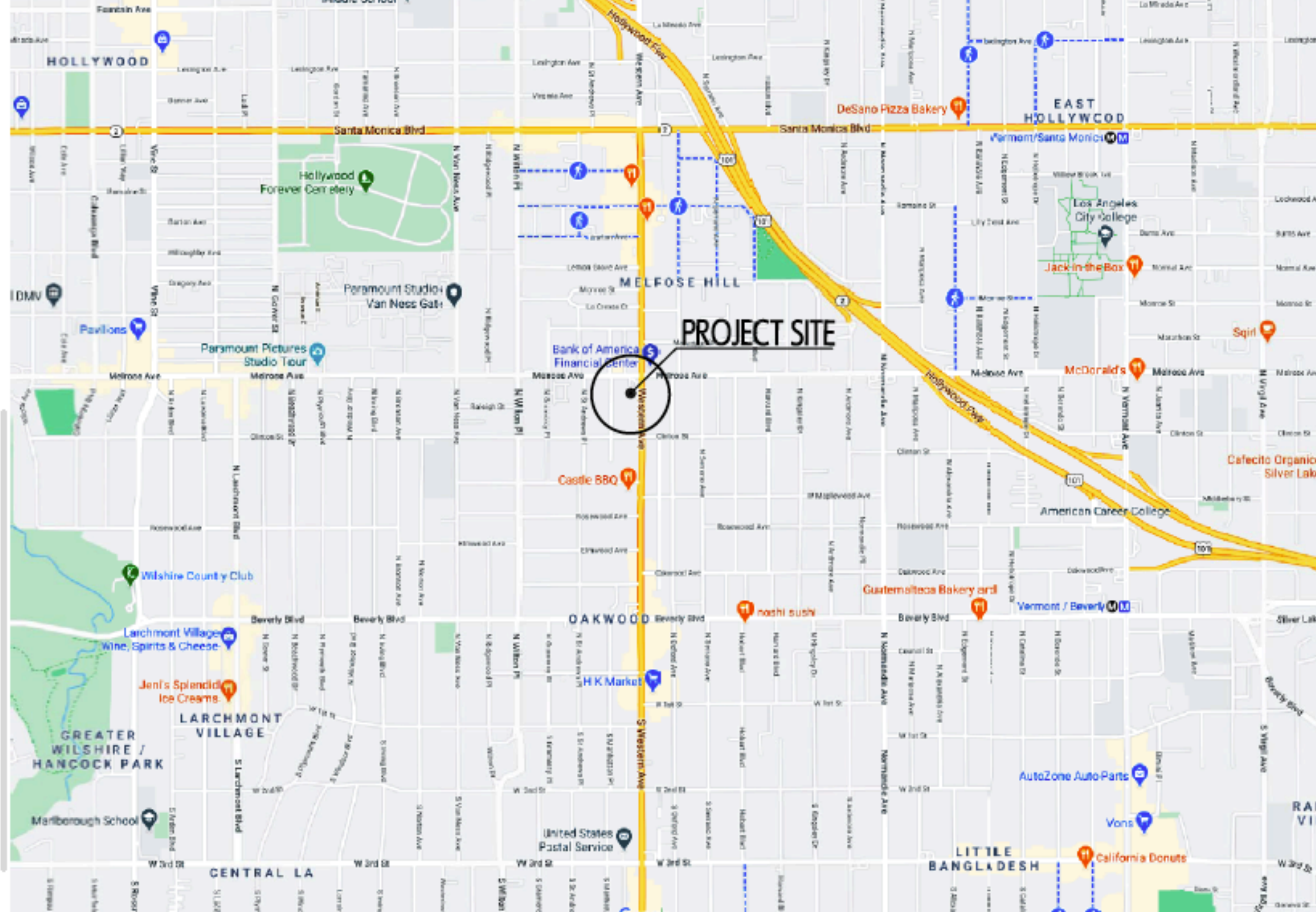


641 N WESTERN  
**COLOR CLUB**





# VICINITY MAP



Are Consulting, Inc.

**Project Address:**  
641 N WESTERN AVENUE  
Los Angeles, California 90004

VICINITY MAP

# COLOR CLUB





## 641 N WESTERN COLOR CLUB

- Wilshire Center Koreatown Neighborhood Council - Unanimous Approval at July 12th General Board Meeting
- LAPD Rampart Division July 2nd Site Visit
- City Council District 4





## 641 N WESTERN

# COLOR CLUB VISION

- Simon and Nikolai Haas
- Kevin Willis
- Tyler Stonebreaker
- 20% of all profits will support charitable causes
- Artistic engagement with local community

