

PLANNING DEPARTMENT TRANSMITTAL TO THE CITY CLERK'S OFFICE

CITY PLANNING CASE:	ENVIRONMENTAL CASE:	COUNCIL DISTRICT:
CPC-2018-2223-CU-1A	ENV-2018-2224-CE	4 – Raman
COUNCIL FILE NO:		
<input checked="" type="checkbox"/> N/A		
PROJECT ADDRESS / LOCATION:		
3477 North Laurelvale Drive		
APPLICANT:	TELEPHONE NUMBER:	EMAIL ADDRESS:
William Marsh, Swim to Bill 3477 N Laurelvale Drive Studio City, CA 91604 <input type="checkbox"/> N/A <input type="checkbox"/> New/Changed	818-401-5041	swimtobill@gmail.com
APPLICANT'S REPRESENTATIVE:	TELEPHONE NUMBER:	EMAIL ADDRESS:
Stacey Brenner, Brenner Consulting Group, Inc. <input type="checkbox"/> N/A	818-970-5710	stacey@brennerconsultinggroup.com
APPELLANT:	TELEPHONE NUMBER:	EMAIL ADDRESS:
Jed and Marisa Kubrin <input type="checkbox"/> N/A	213-625-1497	jed@walkingmaninc.com
APPELLANT'S REPRESENTATIVE:	TELEPHONE NUMBER:	EMAIL ADDRESS:
Larry Slade, Esq <input type="checkbox"/> N/A	818-997-8585	larry@sladelaw.com
PLANNER CONTACT:	TELEPHONE NUMBER:	EMAIL ADDRESS:
Correy Kitchens	818-374-5034	correy.kitchens@lacity.org
ITEMS FOR CITY COUNCIL CONSIDERATION (IE. ENTITLEMENTS, LEGISLATIVE ACTIONS):		
Conditional Use (CU) <input type="checkbox"/> <i>The preparation of a draft ordinance by the City Attorney will be required.</i>		
FINAL ENTITLMENTS NOT ADVANCING FOR CITY COUNCIL CONSIDERATION: (UNAPPEALED OR NON-APPEALABLE ITEMS)		
<input checked="" type="checkbox"/> N/A		
ITEMS APPEALED:		
Conditional Use (CU) <input type="checkbox"/> N/A		

ATTACHMENTS:	REVISED:	ENVIRONMENTAL DOCUMENT:	REVISED:
<input checked="" type="checkbox"/> Letter of Determination <input checked="" type="checkbox"/> Findings of Fact <input checked="" type="checkbox"/> Staff Recommendation Report <input checked="" type="checkbox"/> Conditions of Approval <input type="checkbox"/> T Conditions <input type="checkbox"/> Proposed Ordinance <input type="checkbox"/> Zone Change Map and Ordinance <input type="checkbox"/> GPA Resolution <input type="checkbox"/> Land Use Map <input type="checkbox"/> Exhibit A – Plans <input checked="" type="checkbox"/> Mailing List <input checked="" type="checkbox"/> Interested Parties List <input checked="" type="checkbox"/> Appeal <input type="checkbox"/> Development Agreement <input type="checkbox"/> Site Photographs <input type="checkbox"/> Other:	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> Categorical Exemption (CE) (Notice of Exemption) <input type="checkbox"/> Statutory Exemption (SE) (Notice of Exemption) <input type="checkbox"/> Negative Declaration (ND) <input type="checkbox"/> Mitigated Negative Declaration (MND) <input type="checkbox"/> Environmental Impact Report (EIR) <input type="checkbox"/> Mitigation Monitoring Program (MMP) <input type="checkbox"/> Sustainable Communities Project Exemption (SCPE) <input type="checkbox"/> Sustainable Communities Environmental Assessment (SCEA) <input type="checkbox"/> Sustainable Communities Environmental Impact Report (SCEIR) <input type="checkbox"/> Appendices <input type="checkbox"/> Other:	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
NOTES / INSTRUCTIONS:			
<input checked="" type="checkbox"/> N/A			
FISCAL IMPACT STATEMENT:			
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No *If determination states administrative costs are recovered through fees, indicate "Yes."			
PLANNING COMMISSION:			
<input checked="" type="checkbox"/> City Planning Commission (CPC) <input type="checkbox"/> Cultural Heritage Commission (CHC) <input type="checkbox"/> Central Area Planning Commission <input type="checkbox"/> East LA Area Planning Commission <input type="checkbox"/> Harbor Area Planning Commission		<input type="checkbox"/> North Valley Area Planning Commission <input type="checkbox"/> South LA Area Planning Commission <input type="checkbox"/> South Valley Area Planning Commission <input type="checkbox"/> West LA Area Planning Commission	
PLANNING COMMISSION HEARING DATE:		COMMISSION VOTE:	
December 15, 2023		6 – 1	
LAST DAY TO APPEAL:		DATE APPEALED:	
March 15, 2023		February 8, 2023	
TRANSMITTED BY:		TRANSMITTAL DATE:	
Cecilia Lamas, Commission Executive II		May 17, 2023	



LOS ANGELES CITY PLANNING COMMISSION

200 North Spring Street, Room 272, Los Angeles, California, 90012-4801, (213) 978-1300

www.planning.lacity.org

CORRECTED LETTER OF DETERMINATION

MAILING DATE: FEBRUARY 28, 2023

Case No. **CPC-2018-2223-CU**

Council District: 4 – Raman

CEQA: ENV-2018-2224-CE

Plan Area: Sherman Oaks – Studio City

Toluca Lake – Cahuenga Pass

Project Site: 3477 North Laurelvale Drive

Applicant: William Marsh, Swim to Bill

Representative: Stacey Brenner, Brenner Consulting Group

At its meeting of **December 15, 2022**, the Los Angeles City Planning Commission took the actions below in conjunction with the approval of the following Project:

Continued use and operation of a private swim school at a private residence.

1. **Determined**, that based on the whole of the administrative record, that the Project is exempt from CEQA pursuant to CEQA Guidelines, Section 15301 and 15323 and there is no substantial evidence demonstrating that an exception to a categorical exemption pursuant to CEQA Guidelines, Section 15300.2 applies;
2. **Approved**, pursuant to Section 12.24 U.24 of the Los Angeles Municipal Code, a Conditional Use Permit to permit the operation of a private school in the RE15-1-H Zone;
3. **Adopted** the attached Conditions of Approval; and
4. **Adopted** the attached Findings.

The vote proceeded as follows:

Moved: Perlman
Second: Hornstock
Ayes: Campbell, López-Ledesma, Mack, Millman
Nay: Dake Wilson
Absent: Choe, Leung

Vote: 6 – 1

Cecilia Lamas, Commission Executive Assistant
Los Angeles City Planning Commission

Fiscal Impact Statement: There is no General Fund impact as administrative costs are recovered through fees.

Effective Date/Appeals: The decision of the Los Angeles City Planning Commission is appealable to City Council within 15 days after the mailing date of this determination letter. Any appeal not filed within the 15-

day period shall not be considered by the Council. All appeals shall be filed on forms provided at the Planning Department's Development Service Centers located at: 201 North Figueroa Street, Fourth Floor, Los Angeles; 6262 Van Nuys Boulevard, Suite 251, Van Nuys; or 1828 Sawtelle Boulevard, West Los Angeles.

***¹FINAL APPEAL DATE: MARCH 15, 2023**

Notice: An appeal of the CEQA clearance for the Project pursuant to Public Resources Code Section 21151(c) is only available if the Determination of the non-elected decision-making body (e.g., ZA, AA, APC, CPC) **is not further appealable** and the decision is final.

If you seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5, the petition for writ of mandate pursuant to that section must be filed no later than the 90th day following the date on which the City's decision became final pursuant to California Code of Civil Procedure Section 1094.6. There may be other time limits which also affect your ability to seek judicial review.

Attachments: Conditions of Approval, Findings, Interim Appeal Filing Procedure

c: Blake Lamb, Principal City Planner
Jojo Pewsawang, Senior City Planner
Correy Kitchens, City Planner

¹ The Final Appeal Date reflects a correction. Therefore, the appeal period is re-opened for 15 days after the mailing date of this corrected determination letter.

CONDITIONS OF APPROVAL

Pursuant to Section 12.24-U,24.C, of the Los Angeles Municipal Code, the following conditions are hereby imposed upon the use of the subject property:

Entitlement Conditions

1. **Use.** The use of the subject property shall be limited to a private swim school, with a maximum enrollment of 18 students per day.
2. **Site Plan.** The use and development of the subject property shall be in substantial conformance with the attached plans labeled as Exhibit A, stamped, signed and dated by Department of City Planning Staff, attached to the subject case file, and except as modified by this action.
3. **Occupancy.** The applicant/operator of the swim school must be the principal resident on the site.
4. **Parking.** A minimum of four parking spaces (two-car tandem) shall be provided. Participants shall be required to utilize on-site spaces in lieu of parking on the street.
5. **Lighting.** Outdoor lighting shall be designed and installed with shielding, such that the light source does not illuminate any adjacent properties, the public right-of-way, or the above night skies.
6. All graffiti on the site shall be removed or painted over to match the color of the surface to which it is applied within 24 hours of its occurrence.

School Administration Conditions

7. All school administrators shall be provided a copy of the subject determination.
8. **Operational Limitations.**
 - a. Instruction shall be limited to the following hours: 8:00 a.m. to 5:00 p.m., Monday through Friday. No instruction shall be permitted on Saturday and Sunday.
 - b. There shall be a limit of a maximum of six classes per day. Classes shall be limited to a maximum of three students per class.
 - c. Sessions/Class Schedule shall be permitted as follows:

Swim to Bill Summer Schedule (June 1 – August 31) 8AM – 12:15PM							
Session	Times	Kids	Monday	Tuesday	Wednesday	Thursday	Friday
Session 1 9 Classes	8:00am to 8:30am	3	Day 1/ Day 6	Day 2/ Day 7	Day 3/ Day8	Day 4/ Day 9	Day 5
Session 2 9 Classes	8:45am to 9:15am	3	Day 1/ Day 6	Day 2/ Day 7	Day 3/ Day8	Day 4/ Day 9	Day 5
Session 3 9 Classes	9:30am to 10:00am	3	Day 1/ Day 6	Day 2/ Day 7	Day 3/ Day8	Day 4/ Day 9	Day 5
Session 4 9 Classes	10:15am to 10:45am	3	Day 1/ Day 6	Day 2/ Day 7	Day 3/ Day8	Day 4/ Day 9	Day 5
Session 5 9 Classes	11:00am to 11:30am	3	Day 1/ Day 6	Day 2/ Day 7	Day 3/ Day8	Day 4/ Day 9	Day 5

Session 6 9 Classes	11:45am to 12:15pm	3	Day 1/ Day 6	Day 2/ Day 7	Day 3/ Day8	Day 4/ Day 9	Day 5
Total = 6 Sessions	Total Hours of Instruction: 3	Total = 18 Kids					

Swim to Bill Spring/Fall Schedule (February 1 to May 31, September 1 to October 15) 12:45PM – 5:00PM							
Session	Times	Kids	Monday	Tuesday	Wednesday	Thursday	Friday
Session 1 9 Classes	12:45pm to 1:15pm	3	Day 1/ Day 6	Day 2/ Day 7	Day 3/ Day8	Day 4/ Day 9	Day 5
Session 2 9 Classes	1:30pm to 2:00pm	3	Day 1/ Day 6	Day 2/ Day 7	Day 3/ Day8	Day 4/ Day 9	Day 5
Session 3 9 Classes	2:15pm to 2:45pm	3	Day 1/ Day 6	Day 2/ Day 7	Day 3/ Day8	Day 4/ Day 9	Day 5
Session 4 9 Classes	3:00pm to 3:30pm	3	Day 1/ Day 6	Day 2/ Day 7	Day 3/ Day8	Day 4/ Day 9	Day 5
Session 5 9 Classes	3:45pm to 4:15pm	3	Day 1/ Day 6	Day 2/ Day 7	Day 3/ Day8	Day 4/ Day 9	Day 5
Session 6 9 Classes	4:30pm to 5:00pm	3	Day 1/ Day 6	Day 2/ Day 7	Day 3/ Day8	Day 4/ Day 9	Day 5
Total = 6 Sessions	Total Hours of Instruction: 3	Total = 18 Kids					

9. **Traffic Management Program.** Student drop-off/pick-up activities shall be located on-site located on the double tandem driveway, subject to the following conditions:

- a. As a condition of enrollment, the school shall inform parents, students, faculty and staff in writing of all rules regulating school drop-off/pick-up and parking.

10. **Trash.** The applicant shall be responsible for maintaining free of litter the area adjacent to the premises over which they have control, including any sidewalks bordering the site.

11. **School Noise.**

- a. **Public Address System.** No outdoor public address system shall be installed or maintained on the subject property. No paging system shall be installed which is audible outside the building in which it is located.
- b. No amplified music or loud non-amplified music is permitted outside.
- c. **Signs.** Signs shall be posted in the rear yard and along the northerly walkway advising parents and children to be mindful of adjacent neighbors and to keep noise to a minimum.
- d. Compressors and other equipment which may introduce noise impacts beyond any property line shall be enclosed or otherwise attenuated so as to be inaudible off-site.

12. **Review and Compliance.**

- a. A complaint log shall be kept by the school and include the complainant's name, date and time of complaint, phone number, email address, the nature of the complaint, the date and time of the response of the complaint, and a description of how the issue was responded to or resolved. Record of all complaints must be maintained on the premise. Information on how the public can report concerns or complaints shall be posted online on the school's website, and prominently at the school visible from the public right of way, 10 days prior to the beginning of each school year for public reference.
- b. If at any time during the period of the grant, should documented evidence be submitted showing continued violation(s) of any condition of the grant, resulting in a disruption or interference with the peaceful enjoyment of the adjoining and neighboring properties, the Director of Planning will have the right to require the applicant or school administration to file for a plan approval.

Administrative Conditions

13. **Approvals, Verification and Submittals.** Copies of any approvals, guarantees or verification of consultations, reviews or approval, plans, etc, as may be required by the subject conditions, shall be provided to the Department of City Planning for placement in the subject file.
14. **Code Compliance.** All area, height and use regulations of the zone classification of the subject property shall be complied with, except wherein these conditions explicitly allow otherwise.
15. **Covenant.** Prior to the issuance of any permits relative to this matter, an agreement concerning all the information contained in these conditions shall be recorded in the County Recorder's Office. The agreement shall run with the land and shall be binding on any subsequent property owners, heirs or assign. The agreement must be submitted to the Department of City Planning for approval before being recorded. After recordation, a copy bearing the Recorder's number and date shall be provided to the Department of City Planning for attachment to the file.
16. **Definition.** Any agencies, public officials or legislation referenced in these conditions shall mean those agencies, public offices, legislation or their successors, designees or amendment to any legislation.
17. **Enforcement.** Compliance with these conditions and the intent of these conditions shall be to the satisfaction of the Department of City Planning and any designated agency, or the agency's successor and in accordance with any stated laws or regulations, or any amendments thereto.
18. **Building Plans.** A copy of the first page of this grant and all Conditions and/or any subsequent appeal of this grant and its resultant Conditions and/or letters of clarification shall be printed on the building plans submitted to the Development Services Center and the Department of Building and Safety for purposes of having a building permit issued.
19. **Corrective Conditions.** The authorized use shall be conducted at all times with due regard for the character of the surrounding district, and the right is reserved to the City Planning Commission, or the Director pursuant to Section 12.27.1 of the Municipal Code, to impose additional corrective conditions, if, in the Commission's or Director's opinion, such conditions are proven necessary for the protection of persons in the neighborhood or occupants of adjacent property.

20. INDEMNIFICATION AND REIMBURSEMENT OF LITIGATION COSTS.

Applicant shall do all of the following:

- a. Defend, indemnify and hold harmless the City from any and all actions against the City relating to or arising out of, in whole or in part, the City's processing and approval of this entitlement, including but not limited to, an action to attack, challenge, set aside, void, or otherwise modify or annul the approval of the entitlement, the environmental review of the entitlement, or the approval of subsequent permit decisions, or to claim personal property damage, including from inverse condemnation or any other constitutional claim.
- b. Reimburse the City for any and all costs incurred in defense of an action related to or arising out of, in whole or in part, the City's processing and approval of the entitlement, including but not limited to payment of all court costs and attorney's fees, costs of any judgments or awards against the City (including an award of attorney's fees), damages, and/or settlement costs.
- c. Submit an initial deposit for the City's litigation costs to the City within 10 days' notice of the City tendering defense to the Applicant and requesting a deposit. The initial deposit shall be in an amount set by the City Attorney's Office, in its sole discretion, based on the nature and scope of action, but in no event shall the initial deposit be less than \$50,000. The City's failure to notice or collect the deposit does not relieve the Applicant from responsibility to reimburse the City pursuant to the requirement in paragraph (ii).
- d. Submit supplemental deposits upon notice by the City. Supplemental deposits may be required in an increased amount from the initial deposit if found necessary by the City to protect the City's interests. The City's failure to notice or collect the deposit does not relieve the Applicant from responsibility to reimburse the City pursuant to the requirement in paragraph (ii).
- e. If the City determines it necessary to protect the City's interest, execute an indemnity and reimbursement agreement with the City under terms consistent with the requirements of this condition.

The City shall notify the applicant within a reasonable period of time of its receipt of any action and the City shall cooperate in the defense. If the City fails to notify the applicant of any claim, action, or proceeding in a reasonable time, or if the City fails to reasonably cooperate in the defense, the applicant shall not thereafter be responsible to defend, indemnify or hold harmless the City.

The City shall have the sole right to choose its counsel, including the City Attorney's office or outside counsel. At its sole discretion, the City may participate at its own expense in the defense of any action, but such participation shall not relieve the applicant of any obligation imposed by this condition. In the event the Applicant fails to comply with this condition, in whole or in part, the City may withdraw its defense of the action, void its approval of the entitlement, or take any other action. The City retains the right to make all decisions with respect to its representations in any legal proceeding, including its inherent right to abandon or settle litigation.

For purposes of this condition, the following definitions apply:

“City” shall be defined to include the City, its agents, officers, boards, commissions, committees, employees, and volunteers.

“Action” shall be defined to include suits, proceedings (including those held under alternative dispute resolution procedures), claims, or lawsuits. Actions include actions, as defined herein, alleging failure to comply with any federal, state or local law.

Nothing in the definitions included in this paragraph are intended to limit the rights of the City or the obligations of the Applicant otherwise created by this condition.

FINDINGS

1. Conditional Use Findings.

- a. 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 proposed project is the use and operation of a private swim school at an existing single-family residence in the RE15-1-H Zone. The swim school has operated without permits at the site since 2011. The school received an Order to Comply on March 21, 2018 and subsequently filed for the instant application to formalize the use.

The conditional use authorization will allow the school to continue to perform a function and provide a service that is beneficial to the community, city, and region. The private school will provide an alternative education experience for students to learn the ability to swim in a small group setting. Swim lessons reduce the risk of drowning and improve water safety skills and are generally considered an essential skill for all people. Increasing swim lesson options will benefit the City and its residents. At the public hearing, many speakers spoke in support of the school and its instructor's positive contributions to the community through swimming education. Many parents spoke regarding their special needs students who rely on the quiet and calm residential nature of the class setting as opposed to the at times chaotic nature of public swimming pools, where swim lessons are often held.

This grant has incorporated numerous conditions designed to minimize impacts on the surrounding neighborhood. Class times are required to be staggered so that school traffic for drop-off and pick-up are not compounded. Class sizes have been limited to no more than three students per session to further minimize noise/traffic. Hours of operation are to be limited by season with summer classes operating from 8:00 a.m. to 12:15 p.m. and spring/fall classes operating from 12:45 p.m. to 5:00 p.m. Instruction is to only occur Monday-Friday with no classes taking place on Saturday and Sunday. The project has also been required to provide four on-site parking spaces and parents/caretakers are required to park in the driveway to further minimize disruptions on Laurelvale Drive. These conditions, along with other operational limitations will ensure that the project can continue to provide its beneficial service to the community while limiting negative impacts on the surrounding neighborhood.

- b. 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, operation, and other significant features will be compatible with the surrounding neighborhood and will not adversely affect or degrade adjacent properties. The project site consists of one parcel approximately 16,064 square feet of lot area. The site has approximately 65 feet of frontage along north Laurelvale Drive. The site is developed as a single-family residence with a backyard swimming pool. The site also includes four parking spaces along a driveway accessible from Laurelvale Drive.

The project site is located within the Sherman Oaks – Studio City – Toluca Lake - Cahuenga Pass Community Plan with a land use designation of Very Low Residential

and is zoned RE15-1-H. The proposed project will not alter the physical development of the site. No new construction or enlargement of the residence or swimming pool are proposed. As such, the physical development of the site will continue to be compatible with the surrounding neighborhood.

The project site is located within a predominately single-family residential area. The northern adjoining property is zoned RE15-1-H and is undeveloped along a hillside. The surrounding properties to the south, west and east are zoned RE15-1-H and developed as single-family dwellings.

With regards to operation, the RE15 Zone permits the use of a private school through Conditional Use authorization pursuant to LAMC Section 12.24-U,24(c). As stated previously, the applicant is not proposing any alterations to the existing structure and pool. The subject site will retain the character of a one-family dwelling. The grant has included operational conditions that are intended to minimize impacts on the surrounding neighborhood. The use and operation of the private swim school will be subject to conditions regulating operating hours, parking and student enrollment caps to minimize impacts to the surrounding neighborhood. With regards to operating hours and parking, the school has been conditioned to provide a 15-minute buffer between the start of each class to facilitate on-site drop-off/pick-up of students. With regards to noise, no public address systems are permitted, signage reminding parents/students to keep noise levels to a minimum has been required, and hours of operation are to be limited by season with summer classes operating from 8:00 a.m. to 12:15 p.m. and spring/fall classes operating from 12:45 p.m. to 5:00 p.m. The grant also includes the requirement to include a complaint log and is subject to the requirement to file for a Plan Approval if documented evidence showing continued violations of any condition of the grant is observed. Thus, as conditioned, the project's location, size and height, operations, and other significant features will be compatible with and will not adversely affect the further degrade adjacent properties, the surrounding neighborhood or the public health, welfare, and safety.

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

The project site is located within the Sherman Oaks – Studio City – Toluca Lake – Cahuenga Pass Community Plan, which is one of the 35 Community Plans that the Land Use Element of the General Plan is comprised of. The Community Plan designates the project site with a Very Low Residential land use designation with RE20, RA, RE15 and RE11 zones listed as corresponding zones. The project site is zoned RE15-1-H and is thus consistent with the following Community Plan goals and Policy:

Goal 6: Appropriate locations and adequate facilities for schools to serve the need of existing and future population.

Policy 6-1.3: Site schools in a manner which complements the existing single family and multiple family residential neighborhoods.

The Los Angeles Municipal Code permits the use of a private school within the RE Zone with the approval of a Conditional Use Permit. The approval of the Conditional Use Permit will not change the land use designation or zone of the project site and will not restrict or prohibit the use of the site for residential uses if the private school is no longer in operation. The project site is located within the established hillside residential neighborhood and is improved with a single-family dwelling with ADU and backyard

swimming pool. The backyard saltwater swimming pool will serve as an adequate facility for small group swim lessons in a non-institutional setting.

The private swim school will provide an alternative education experience for students to learn the ability to swim in a small group setting. Swim lessons reduce the risk of drowning and improve water safety skills and are generally considered an essential skill for all people. Increasing swim lesson options will better serve the needs of the existing and future population.

With the imposition of conditions, the school will be compatible with the existing land uses and community character. Conditions include requirements for drop-off/pick-up on-site and the staggering of school hours to reduce conflicts with the adjoining and surrounding properties. The existing single-family residence will not change in size or add any additional structures and will only continue to operate as a private swim school at a single-family residence.

Environmental Findings

2. **Determine** based on the whole of the administrative record, that the Project is exempt from CEQA pursuant to CEQA Guidelines, Section 15301, Article 19 (Class 1), Section 15323, Article 19 (Class 23) and there is no substantial evidence demonstrating that an exception to a categorical exemption pursuant to CEQA Guidelines, Section 15300.2 applies;
3. **Flood Insurance.** The National Flood Insurance Program rate maps, which are a part of the Flood Hazard Management Specific Plan adopted by the City Council by Ordinance No. 172,081, have been reviewed and it has been determined that this project is located in Zone C, areas of minimal flooding.

COVID-19 UPDATE

Interim Appeal Filing Procedures

Fall 2020



Consistent with Mayor Eric Garcetti's "Safer At Home" directives to help slow the spread of COVID-19, City Planning has implemented new procedures for the filing of appeals for non-applicants that eliminate or minimize in-person interaction.

OPTION 1: Online Appeal Portal

(planning.lacity.org/development-services/appeal-application-online)

Entitlement and CEQA appeals can be submitted online and payment can be made by credit card or e-check. The online appeal portal allows appellants to fill out and submit the appeal application directly to the Development Services Center (DSC). Once the appeal is accepted, the portal allows for appellants to submit a credit card payment, enabling the appeal and payment to be submitted entirely electronically. A 2.7% credit card processing service fee will be charged - there is no charge for paying online by e-check.

Appeals should be filed early to ensure DSC staff has adequate time to review and accept the documents, and to allow Appellants time to submit payment. On the final day to file an appeal, the application must be submitted and paid for by 4:30PM (PT). Should the final day fall on a weekend or legal holiday, the time for filing an appeal shall be extended to 4:30PM (PT) on the next succeeding working day. Building and Safety appeals (LAMC Section 12.26K) can only be filed using Option 2 below.

OPTION 2: Drop off at DSC

An appellant may continue to submit an appeal application and payment at any of the three Development Services Center (DSC) locations. City Planning established drop off areas at the DSCs with physical boxes where appellants can drop.

Metro DSC

(213) 482-7077
201 N. Figueroa Street
Los Angeles, CA 90012

Van Nuys DSC

(818) 374-5050
6262 Van Nuys Boulevard
Van Nuys, CA 91401

West Los Angeles DSC

(310) 231-2901
1828 Sawtelle Boulevard
West Los Angeles, CA 90025

City Planning staff will follow up with the Appellant via email and/or phone to:

- Confirm that the appeal package is complete and meets the applicable LAMC provisions
- Provide a receipt for payment