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January 24, 2019
Transmitted via Email

Applicant/Owner

Dr. Eraj Basseri
900 Hilgard, LLC
9033 Wilshire Boulevard
Beverly Hills, CA 90211

Representative

Sheri Bonstelle & Neill Brower
Jeffer Mangels Butler & Mitchell LLP
1900 Avenue of the Stars, 7th Floor
Los Angeles, CA 90067

Case Number: CPC-2018-6816-GPAJ-VZC-
SP-DRB-SPP-SPR
CEQA Number: ENV-2018-6817-EAF
Application Type: General Plan Amendment,
Vesting Zone Change - JJJ, Specific Plan
Amendment, Design Review Board, Project
Permit Compliance, Site Plan Review

Location: 900 South Hilgard Avenue
Plan Area: Westwood
Specific Plan: Westwood Community Plan
Multiple Family Residential Standards
Council District: 5

Status of Project Review: Application Incomplete and Case Processing on Hold

The above referenced case, filed on November 19, 2018, was accepted by the Department of City Planning Development Services Center, and forwarded to the Major Projects Division for review. I am your assigned Project Planner, and have determined that the case file materials are incomplete. Therefore, as provided for in Section 19.00 of the Los Angeles Municipal Code, your application has been placed on hold until the following items are corrected or submitted:

<input type="checkbox"/>	Item for Correction	Correction Required	Date Corrected	Initials of Approval
	Entitlement Requests	<ul style="list-style-type: none"> Contact Anna Vidal at anna.vidal@lacity.org from the Development Services Center (DSC) to arrange payment for the requested Height District Change. Add HD suffix to existing Case No. 		
	Environmental Clearance	<ul style="list-style-type: none"> Demonstrate eligibility for Sustainable Communities Project Exemption (SCPE). 		
	Open Space	<ul style="list-style-type: none"> Provide an Open Space Plan identifying all areas being credited as usable open space for the project. Label and dimension all areas accordingly. 		

		<ul style="list-style-type: none"> Pursuant to Section 3.A of the Specific Plan, the Specific Plan regulations are in addition to those of Chapter 1 of the LAMC. Therefore, show compliance with the dimensional common and private open space requirements (which are not regulated by the Specific Plan) pursuant to LAMC 12.21 G. 		
	Floor Plans	<ul style="list-style-type: none"> Provide floor plan layout and doors to all outdoor areas (i.e. decks). 		
	Elevations	<ul style="list-style-type: none"> Building height should be measured from the lowest point of elevation of the finished surface of the ground, paving or sidewalk within the area between the building and a line 5 feet from the building to the highest point of the roof, structure, or the parapet wall, whichever is highest. Presently, height is not measured from the lowest point of elevation within 5 feet and does not include the parapet. Revise accordingly. 		
	Additional Forms	<ul style="list-style-type: none"> Provide Affordable Housing Referral Form signed by Housing Services Unit Planning staff, verifying compliance with Measure JJJ. 		
	Front Yard Determination	<ul style="list-style-type: none"> Obtain Zoning Yard Determination Letter from LADBS. 		

Provision of the uncompleted documentation is necessary in order to continue processing of your case. Department Forms and Instructions are available on line on the Department's Web page at www.planning.lacity.org. The case file is located at my office location noted below, and arrangements to review the case file can be made.

It is the intent of the Department to carry out the entitlement request in a timely manner and therefore request that you provide the corrections within 30 days of the date of this letter. In the event that no reasonable explanation is provided or effort made at that point, the Department may initiate termination of the case file after subsequent outreach to you.



Mindy Nguyen, City Planner
Major Projects
Department of City Planning
221 N Figueroa St, Ste 1350
Los Angeles CA 90012

Phone: (213) 847-3674
E-mail: mindy.nguyen@lacity.org