



**DEPARTMENT OF CITY PLANNING
CONDITION COMPLIANCE UNIT**

**Pre-Application Research and
Ready to Submit Checklist**

Note: The research performed on this request is **valid for up to 90-days from the date of issuance** of this form. If you do not file your case within 90-days, a new pre-application request may be necessary in order to complete your case filing.

An appointment is required to submit your application. Please make an appointment with the public counter of the Development Services Center at our Metro Office or Valley Office. To avoid delays in scheduling your case for public hearing, please review this checklist carefully to make sure that all the required corrections/revisions and or additional documents requested are included in your package. If the package is incomplete we will not be able to process your application on the day of your appointment. You must bring this Ready to Submit Checklist with you to your appointment or you will not be able to submit your case filing.

Issuance Date:

Expiration Date:

Application Contact: Alicia Mendoza

Tel: 213-278-8373

Email: avantyservices1@gmail.com

Project Location: 7361-7363 Van Nuys Blvd. Van Nuys, CA 91405.

Zone: C2 1VL

Legal Description: TR14147 Lot 1-3

Application Type: CUB

CD: 6 – Nury Martinez

Case Renewed from or Related Case: None

DBA: Cali Viejo

NC: Van Nuys

Planner: Claude Gooding

Planner Tel: 323-202-5445

Planner Email: claudes.gooding@lacity.org



DEPARTMENT OF CITY PLANNING CONDITION COMPLIANCE UNIT

Proposed Use/Hours of the Establishment:

Proposed Use: 144 seat Restaurant serving Beer & Wine with hours from 9.00a.m. to 2.00a.m., with live entertainment and dancing.

Floor Area: 3,057 sq. ft.

Outdoor Uses: None

Number of indoor Seats : 144

Number of outdoor Seats: 0

Proposed hours of operation: 9.00a.m. to 11.00p.m.
Monday to Wednesday, 9.00a.m. to 2.00a.m. Thursday
to Sunday.

Permitted Use of the Establishment:

Permitted Use: 99 Load Restaurant,
serving Beer & Wine.

Floor Area: 3,064 sq. ft.

Outdoor Uses: N/A

Existing hours of operation (if applicable):

Relevant Documents on the Property (Staff will include the following documents in your filing package, unless otherwise requested):

Building Permits: 98016-20000-09746

Certificate of Occupancy: Applicant to provide copy of CofO.

ZA Cases: ZA-99-3100 (CUB); ZA-95-0373 (CUE)

Pending Requests/Orders/Permits: None

Q Conditions or D Limitations: None

Minor Comments/Corrections

Please make the following corrections, then prepare the filing package according to the checklist provided herein.

DCP App: Please make the necessary changes to the DCP Application as indicated below:

Section 2: Proposed Project Info. Check Box: Change of use and /or hours of operations.

Section 4: Check "Yes", Box: Modification of Conditions, Reference case ZA-99-3100.

Section 5: Other Agency Referrals/Reference: Check box: Building and Safety Plan Check and include Number. This plan check is necessary since the CofO states a load of 99 vis-à-vis the application indicating 144 seats.

CE / Reconsideration Form: Prepare an original Notice of Exemption: Class 1 Category 22 and submit same.

Floor Plan:

Plot Plan:

Note: If grant is approved, a CofO for the current floor plan will be required prior to the effectuation of the grant. It is recommended that you begin the building permit process early to avoid potential delays at the end of the process.

A Fee Estimate for the project is enclosed. Please make check payable to City of Los Angeles. Please include a phone number and California Driver's license on the check.

BRING THIS FORM AND THE FOLLOWING ITEMS TO YOUR APPOINTMENT:

(Note: Please make sure you incorporate any minor corrections requested above, prior to submittal).

Instructions: Each Section must be tabbed or separated by color sheets labeled with the assigned number and in the order according to the checklist below. Submit ONLY the documents and number of copies requested in the main package. If you would like to submit additional information or copies, please submit and label separately.

1. Application

- DCP Application. Notarized Signature of:
 Owner Representative Applicant

1a. Proof of Ownership

- Please provide **Grant Deed** - the ownership does not match City records. Ownership of the Grant Deed must correspond exactly with the ownership listed on the application.
- Ownership Disclosure** – if the property is owned by LLC, Corporation, Partnership or Trust the ownership disclosure is required and must indicate an Agent for Service of Process or an officer of the ownership entity. The disclosure must list the names and addresses of the principal owners (25% interest or greater). Attach a copy of the current Articles of Incorporation, partnership agreement or trust document as applicable.
- Notarized **Letter of Authorization** from property owner granting Power of Attorney to the Signatory (if MLU not signed by owner). The authorized person must correspond to the person on the application.
- (**Note:** The Applicant cannot be the Representative unless the Representative has a vested interest in the project)

- Copy of **Lease Agreement**, if Applicant is leasing entire site and signs the application.

- 1c.** Authorization to File
- Notarized Expedite Fee Agreement (must be signed by EPS staff within 90 days of application submittal)
 - Specific Plan/Community Plan Referral (non-projects only)
 - OHR Review and Authorization Form (for building was constructed 45 or more years ago and the project includes demolitions of all or any part of the building, any exterior alteration(s) of the building, and/or addition(s) to the building.

2. Findings/Justification/Project Description:

- Project Description: Please revise Project Description to include hours of operation, use including live entertainment and dancing.

General Findings

- 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.
- 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.
- 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 proposed use will not adversely affect the welfare of the pertinent community.

Additional CUB Findings

- The granting of the application will not result in an undue concentration of premises for the sale or dispensing for consideration of alcoholic beverages, including beer and wine, in the area of the City involved, giving consideration to applicable State laws and to the California Department of Alcoholic Beverage Control's guidelines for undue concentration; and also giving consideration to the number and proximity of these establishments within a 1,000-foot radius of the site, the crime rate in the area (especially those crimes involving public drunkenness, the illegal sale or use of narcotics, drugs or alcohol, disturbing the peace and disorderly conduct), and whether revocation or nuisance proceedings have been initiated for any use in the area.
- The proposed use will not detrimentally affect nearby residentially zoned communities in the area of the City involved, after giving consideration to the distance of the proposed use from residential buildings, churches, schools, hospitals, public playgrounds and other similar uses, and other establishments dispensing, for sale or other consideration, alcoholic beverages, including beer and wine.

- Additional Information: Provide hours of operation.

- Compliance Report

- 3. Sensitive Uses**
 Include list of sensitive uses within 1000 foot radius. Sensitive uses include residential buildings, churches, schools, hospitals, public playgrounds and other similar uses.
- 4. Photographs**
 Color photographs of the site/project and neighboring properties keyed to numbers on the Index Map (see below).
 Index map with arrows and keyed numbers showing from which direction the photos were taken
 Aerial photograph (Zimas)
- 5. Vicinity Map**
 Location map showing surrounding area (*should show nearest Collector Street*)
- 6. Public Noticing**
 Labels must be typewritten and prepared according to the Mailing Procedures Handout
 Posting to be done by? BTC Applicant**
 **On-site posting of hearing notices by the Applicant must follow the instructions according to Form 7762. The Applicant is required to post the sign 10 days prior to the hearing. Failure to post could result in delaying the processing of your application
 BTC Receipt (If notices and posting is to be done by BTC)
 Penalty of Perjury Statement certifying the lists' accuracy, must be dated within 90 days of submittal.
- 6a. Abutting Property Owners**
 Abutting Property Owners Map (For Plan Approval Applications) must include all contiguously owned properties, Names and addresses of owners shall be secured from the **City Clerk's Land Records Division, 201 N. Figueroa St., Suite 1150**.
 (1) Copy of the Abutting Property Owners' List.
 (1) Set of self-adhesive labels of the Abutting Property Owners' List.
- 6B. 500 foot Notification**
 Radius Map on vellum in color, with a minimum size of 18" x 24", prepared according to the Radius Map Requirements, keyed to match numbers on the ownership list.
 7 Copies of the Radius Map, 18"x 24" minimum
- 6C. Lists of Owners within 500 foot Radius****
 List of the names and addresses of **Property Owners & Occupants** within a **500' radius** (in addition to the abutting property owners list) shall be secured from the **City Clerk's Land Records Division, 201 N. Figueroa St., Suite 1150**.

- (1) Copy of labels
- Applicant, owner and representative** must be on all labels and copies – cannot be handwritten in.

****Please note that this checklist does not include the lists and labels required by BTC. Please contact BTC directly for their label/list notification requirements.**

7. Plans Required (each folded to 8 ½" x 11")

- Plot Plan - includes all contiguously owned parcels (*identify which parcels are not a part of project*) and Project description.
- Floor Plans –fully dimensioned floor plan, label all areas, include # of seats (indoor and outdoor), alcohol storage area and outdoor seating areas.
- Provide floor area in square feet of all dining areas including outdoor seating.
 - One (1) full size set on 24" x 36" paper
 - Four (4) reduced size set on 11" x 17" paper
 - One (1) reduced size set on 8 ½" x 11" paper (*for Expedite Processing cases only*)

8. CEQA Compliance

- Provide original signed document submitted with Pre-Application
- EAF (Form required to be notarized)

9. Electronic Copy

- Copy of significant documents on flash drive or CD (*PDF format only*)

10. Fees

- Check in the amount of \$7,913.40, made out to the **City of Los Angeles**. **For personal checks, please include a California Driver's License Number and phone number on the check.** Company checks require a phone number on the check.
- Separate undated Check for \$75.00 made out to LA County Clerk.

11. Duplicate Case Files Please include MLUA, Vicinity Map, Radius Map, Plans, Photos, Findings and CEQA

- Certified Neighborhood Council in an unsealed, postage affixed envelope with CCU return address
- (1) Copy for LAPD
- Council Office 1 copy

**PRE-APPLICATION FOR CONDITIONAL USE PERMIT & PLAN APPROVAL
(CUB/PA/PAD/PAB/CUE) FOR ALCOHOL & ENTERTAINMENT ESTABLISHMENTS –
LAMC 12.24 M, 12.24-W, 1 AND 18(A); 12.24-X(2)**

MVIP APPLICATION USE ONLY**
City of Los Angeles – Department of City Planning

** Projects with multiple entitlements, including Projects within Specific Plan Areas, Historic Preservation Overlay Zones and Coastal Development Permit Areas do not qualify for Pre-Application at this time.

PRE-APPLICATION

This form must be completed by the applicant prior to filing an application pursuant to LAMC 12.24 M, 12.24-W,1 and/or 12.24-W, 18(a); 12.24-X(2). A Pre-Application fee pursuant to LAMC 12.24-B 1 and 19.01 E 2 is due at the time of review. The Department's Condition Compliance Unit (CCU) will review the project and related approvals required for the project. This form is intended to provide the applicant with early notification of any zoning or permitting issues which may affect the conditional use process. **Please submit this form to the Condition Compliance Unit (CCU), City Hall, 200 North Spring Street, Room 528, Los Angeles, CA 90012 or through our website at: <http://planning.lacity.org>**

In addition to the Pre-Application Form, please submit or upload the following: (1) Master Land Use Application- Sections 1 through 4; (2) Environmental Assessment Form; (3) dimensioned plot plan and floor plan showing furniture layout and floor areas (sq. ft.) for each use in the establishment (i.e. lobby, kitchen, dining, etc). Indicate existing and proposed outdoor uses including those in the public right-of-way (sidewalk), clearly identify property lines and sidewalk/patio dimensions including the clear space for pedestrians. Show existing and proposed construction by providing a legend or labeling the floor plan accordingly.

1. **ADDRESS:** 7361 7363 VAN NUYS BLVD, VAN NUYS CA 91405 **Unit or Space No.:** _____
2. Requested Entitlement (Project Description) _____
FAMILY RESTAURANT BEER AND WINE DANCING AND ETERTAINMENT
3. Name of Establishment (i.e. DBA): CALI VIEJO RESTAURANT

USE

4. Primary Use of Establishment (i.e. restaurant, bar, nightclub) RESTAURAN WITH BEER AND WINE
5. Ancillary entertainment uses such as a piano bar, dancing, live entertainment, movies, karaoke, video game machines CAFE ENTERTAINMENT, KAREOKE

FLOOR AREA

6. New/Proposed Floor Area Added (If floor area is existing, skip and go to Question No. 7):
Interior: _____ sq. ft.
Is this new area due to an expansion into an adjacent tenant space? Yes No
Outdoor (private property): _____ sq. ft. covered uncovered
Outdoor (public right-of-way): _____ sq. ft. covered uncovered
7. Total floor area the establishment will occupy (including all proposed additions in Question No. 6):
Interior²⁹⁰⁰ _____ sq. ft.

Outdoor (private property): _____ sq. ft. covered uncovered
 Outdoor (public right-of-way): _____ sq. ft. covered uncovered

SEATING

8. Total number of seats and description (i.e. dining, bar, patio, sidewalk): _____
 Indoors: 116 SEATINGS
 Outdoors: 0
 If an outdoor area is on the public right-of-way, has a revocable permit been obtained? _____
 Revocable Permit No. _____

ADDITIONAL INFORMATION

10. Are you requesting to extend the term of an existing Conditional Use Permit? Yes No
 If Yes, Case No. ZA-99-3100 CUB
11. Number of parking spaces available on the site 44
 Number of disabled access stalls on site 3
12. Proposed hours of operation:

| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| 09:00 AM TO 10:00 PM | 09:00 AM TO 10:00 PM | 09:00 AM TO 10:00 PM | 09:00 AM TO 02:00 AM | 09:00 AM TO 02:00 AM | 09:00 AM TO 02:00 AM | 09:00 AM TO 02:00 AM |

14. Will there be retail use(s) within the establishment? Yes No
 If Yes, explain _____
 Will there be any type of wine or other alcoholic beverage tasting on-site? Yes No
 If Yes, explain _____
15. Number of employees on site: 6 Proposed Existing
16. Number of security guards on-site: 2 Proposed Existing
 Number of Shifts: 2 Shifts Hours: 9:00 AM TO 4:00pm AND 4:00PM TO 02:00AM

I understand that verification of a Certificate of Occupancy for the premises is part of the process though not a requirement for application submittal. If a permit is required to operate, change the use of, or add floor area to expand the establishment, I will provide these items at the time of condition clearance, or prior to the beginning of operations as may be required by the decision maker, if my request is approved.

MONDEL ALBERTO ALVAREZ
 Name (Print)


 Signature

- Owner
 Applicant
 Representative

Telephone Number: 213-278-8373
 E-mail: avantyservices1@gmail.co,

Questions may be directed to the CCU:
 General Telephone No.: (213) 978-1914
 Email: planning.ccu@lacity.org