



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(s): \_\_\_\_\_

*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.*

*Refer to the Department of City Planning Application Filing Instructions (CP-7810) for more information.*

1. PROJECT LOCATION

Street Address<sup>1</sup> 13042 W. BURBANK BLVD. Unit/Space Number \_\_\_\_\_

Legal Description<sup>2</sup> (Lot, Block, Tract) SEE ATTACHED FOR LEGAL DESCRIPTIONS

Assessor Parcel Number 2345-006-030 & 2345-006-029 Total Lot Area 28,300.9 SF

2. PROJECT DESCRIPTION

Present Use SCHOOL BUILDING (4,633 SF)

Proposed Use PRE-SCHOOL & DAY CARE (4,633 SF)

Project Name (if applicable): VILLAGE PRE-SCHOOL & DAY CARE

Describe in detail the characteristics, scope and/or operation of the proposed project: ALTER FORMER LDS WARD & SCHOOL STRUCTURE TO ACCOMMODATE A NEW PRE-SCHOOL & DAY CARE CENTER. PROVIDE A NEW SECURITY KIOSK WITHIN THE EXISTING PARKING LOT & ERECT A 7' HIGH WROUGHT IRON FENCE IN THE FRONT YARD & 8' HIGH WROUGHT IRON FENCES IN THE SIDE & REAR YARDS. NO ADDITIONAL SQUARE FOOTAGE SHALL BE ADDED TO THE EXISTING STRUCTURE

Additional information attached     YES     NO

Complete and check all that apply:

Existing Site Conditions

- Site is undeveloped or unimproved (i.e., vacant)
- Site has existing buildings (provide copies of building permits) SEE ATTACHED
- Site is/was developed with uses that could release hazardous materials on soil and/or groundwater (e.g., dry cleaning, gas station, auto repair, industrial)
- Site is located within 500 feet of a freeway or railroad
- Site is located within 500 feet of a sensitive use (e.g., school, park) VALLEY COLLEGE (5800 FULTON AVE.)
- 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
- Removal of any on-site tree
- Removal of any street tree
- Removal of protected trees onsite / public right-of-way
- Grading
- Haul Route
- New construction: \_\_\_\_\_ square feet
- Additions to existing buildings
- Interior tenant improvement
- Exterior renovation or alteration
- Change of use and/or hours of operation
- Uses or structures in public right-of-way
- Phased project

Housing Component Information N/A

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  NO

Is your project required to dedicate land to the public right-of-way?  YES  NO

If so, what is/are your dedication requirement(s)? 5 ft.

If you have dedication requirements on multiple streets, please indicate: N/A

**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 12.24W 51

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

Action Requested, Narrative: ESTABLISH A PRE-SCHOOL & DAY CARE ENROLLMENT OF 80 CHILDREN WITH 31 ON-SITE PARKING STALLS AND A SECURITY KIOSK

Authorizing Code Section 12.24.X7

Code Section from which relief is requested (if any): 12.21.C1[9]

Action Requested, Narrative: PERMIT A 7' HIGH WROUGHT IRON FENCE ENCLOSURE ALONG THE FRONT PROPERTY LINE AND WITH-IN THE REQUIRED BUILDING LINE SETBACK [ORDINANCE NO. 98,521] & PERMIT AN 8' HIGH WROUGHT IRON FENCE ALONG THE 2 SIDE & REAR PROPERTY LINES.

Additional Requests Attached  YES  NO

**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) CPC - 2015 - 2349 - CU - F

<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

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.: \_\_\_\_\_

- |                                                                           |                                                                      |
|---------------------------------------------------------------------------|----------------------------------------------------------------------|
| <input type="checkbox"/> Condition Compliance Review                      | <input type="checkbox"/> Clarification of Q (Qualified) Condition    |
| <input type="checkbox"/> Modification of Conditions                       | <input type="checkbox"/> Clarification of D (Development) Limitation |
| <input type="checkbox"/> Revision of Approved Plans                       | <input type="checkbox"/> Amendment to T (Tentative) Classification   |
| <input type="checkbox"/> Renewal of Entitlement                           |                                                                      |
| <input type="checkbox"/> Plan Approval subsequent to Main 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.

Specialized Requirement Form \_\_\_\_\_

Geographic Project Planning Referral \_\_\_\_\_

Case Consultation Referral Form \_\_\_\_\_

Redevelopment Project Area – Administrative Review and Referral Form \_\_\_\_\_

HPOZ Authorization Form \_\_\_\_\_

Affordable Housing Referral Form \_\_\_\_\_

Transit Oriented Communities Referral Form \_\_\_\_\_

Preliminary Zoning Assessment Referral Form (Plan Check #) \_\_\_\_\_

Housing Development Project determination (PZA Sec. II) \_\_\_\_\_

Optional HCA Vesting Preliminary Application \_\_\_\_\_

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

Mello Form \_\_\_\_\_

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

GPA Initiation Request Form \_\_\_\_\_

Expedite Fee Agreement \_\_\_\_\_

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

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

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

Building Permits and Certificates of Occupancy SEE ATTACHED

Order to Comply \_\_\_\_\_

Low Impact Development (LID) Referral Form (Stormwater Mitigation) \_\_\_\_\_

Replacement Unit Determination (LAHD) \_\_\_\_\_

Are there any recorded Covenants, affidavits or easements on this property?  YES (provide copy)  NO

(SEE ATTACHED)  
STREET DEDICATION

PROJECT TEAM INFORMATION (Complete all applicable fields)

Applicant<sup>5</sup> name NACHMAN ABEND  
Company/Firm VALLEY CHURCH LLC  
Address: 13042 BURBANK BLVD. Unit/Space Number \_\_\_\_\_  
City SHERMAN OAKS State CA Zip Code: 91401  
Telephone 818-989-9539 E-mail: NACHMANABEND@YAHOO.COM  
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) VALLEY CHURCH LLC  
Address 13042 BURBANK BLVD. Unit/Space Number \_\_\_\_\_  
City SHERMAN OAKS State CA Zip Code: 91401  
Telephone 818-989-9539 E-mail: NACHMANABEND@YAHOO.COM

Agent/Representative name ART BANNICK OR ALEX VASSIL  
Company/Firm BANNICK ARCHITECTS  
Address: 7141 VALJEAN AVE. Unit/Space Number 100  
City VAN NUYS State CA Zip: 91406  
Telephone 818-988-9912 E-mail: ABANNICK@BANNICK.NET  
AVASSIL@BANNICK.NET

Other (Specify Architect, Engineer, CEQA Consultant etc.)  
Name ARTHUR BANNICK  
Company/Firm BANNICK ARCHITECTS  
Address: 7141 VALJEAN AVE. Unit/Space Number 100  
City VAN NUYS State CA. Zip Code: 91406  
Telephone 818-988-9912 E-mail: ABANNICK@BANNICK.NET

Primary Contact for Project Information  Owner  Applicant  
(select only one)  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 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 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 to 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 2-20-23

Print Name NACHMAN ABEND

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_



May 15, 2023

Sherman Oaks Neighborhood Council  
PO Box 5721  
Sherman Oaks, CA.  
91413

Re: 13042 Burbank Blvd, Pre-school & Day Care Center

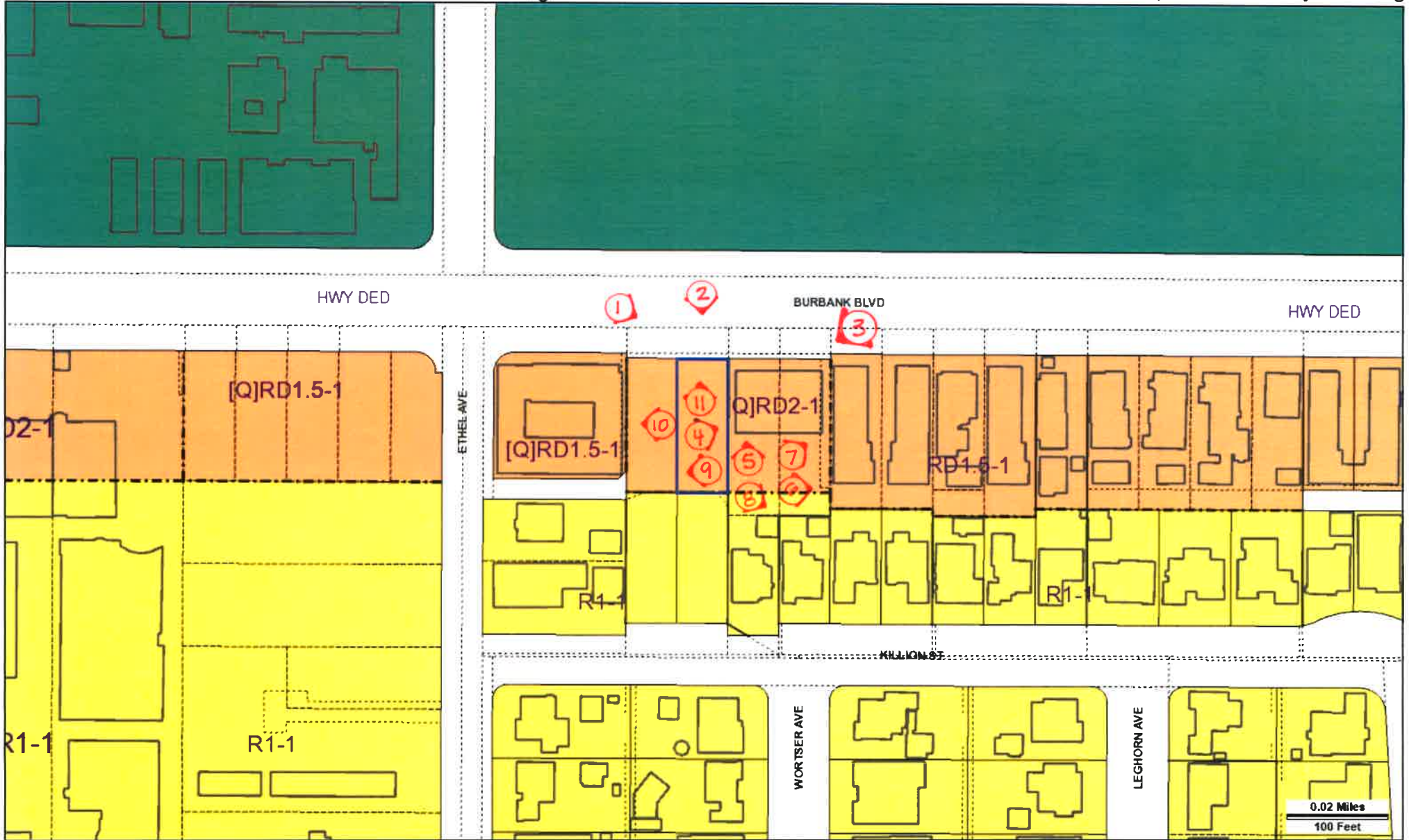
Project Description:

Alter a former LDS ward and school structure to accommodate a new pre-school and day care center. The existing lot area is 28,300.9 SF. The existing building is 4,480 SF and no new additional square footage is being proposed. A new security kiosk (64 SF) will be located in the existing parking lot. The required open area is 75 SF per child (75 SF x 79 children = 5,925 SF). The provided open area / children's play area is 6,145 SF. The proposed maximum height of the new gable roof on the school building is 20'-9". The maximum height of the proposed security kiosk is 14'-6". There are 30 existing parking stalls and 9 stalls are required, per code. We are requesting relief from code section 12.21.C1 [g]. The new wrought iron fencing being proposed for the front yard fencing is 7'-0" high and the proposed rear and side yard fencing is 8'-0".

Sincerely,

Alex Vassil  
Sr. Project Manager





Address: 13042 1-3 W BURBANK BLVD

APN: 2345006029

PIN #: 174B161 413

Tract: TR 15295

Block: None

Lot: FR 2

Arb: 2

Zoning: [Q]RD2-1

General Plan: Low Medium II Residential

13042 BURBANK BLVD.





3



1



4



2

13042 BURBANK BLYD.





8

13042 BURBANK BLVD.

7





9



11

13042 BURBANK BLVD.



10

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 Los Angeles

On 02/20/2023 before me, ARTHUR M. LAI / NOTARY PUBLIC  
(Insert Name of Notary Public and Title)

personally appeared NACHMAN ABEND, 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

[Handwritten 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: 2-28-23

Print Name: NACHMAN ABEND



**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).