

DENIAL DUE TO INACTIVITY REPORT TO THE HEARING OFFICER

DATE ISSUED: January 16, 2025
HEARING DATE: January 28, 2025 AGENDA ITEM: 3
PROJECT NUMBER: PM071028
PERMIT NUMBER: Tentative Parcel Map No. 071028
SUPERVISORIAL DISTRICT: 1
PROJECT LOCATION: 5135 Bartlett Avenue, San Gabriel
OWNER/APPLICANT: King W and Fuk H Ng
CASE PLANNER: Phillip Smith, Senior Regional Planner
psmith@planning.lacounty.gov

Item No. 3 is a denial due to inactivity for an application for a Tentative Parcel Map to create one multi-family lot with two detached condominium units on 0.34 gross acres located at 5135 Bartlett Avenue in the unincorporated community of East Pasadena-East San Gabriel.

RECOMMENDATION

The following recommendation is made prior to the public hearing and is subject to change based upon testimony and/or documentary evidence presented at the public hearing:

SUGGESTED MOTION:

I, THE HEARING OFFICER, DENY TENTATIVE PARCEL MAP NUMBER 71028 DUE TO INACTIVITY SUBJECT TO THE ATTACHED FINDINGS.

BACKGROUND

Tentative Parcel Map No. 071028 ("PM 71028") Is a request to create one multi family lot on .34 gross acres. PM 71028 was filed on March 10, 2009, and the County Subdivision Committee ("SC") provided its reports with holds on September 24, 2009.

LA County Planning Holds included:

- Showing the driveway systems and paving widths;
- Labeling the private driveway and public right of way;
- Showing that there is a minimum 50-foot width for the lot.

No subsequent map revisions were submitted to LA County Planning and the Project has been Inactive since September 24, 2009, for over 14 years.

LA County Planning staff (“Staff”) has made repeated attempts to inform the applicant of the information that is required to proceed with their application for a Tentative Parcel Map. The correspondence dated March 20, 2023, requesting project revisions and additional information, is attached. Additionally, Staff attempted to reach the applicant by telephone on September 25, 2024. On November 21, 2024, Staff sent a Public Meeting Notice informing the applicant that the case would be scheduled before a Hearing Officer for denial due to inactivity. The letter dated November 21, 2024, directed the subdivider to contact Staff within 30 days for the Project to remain active. Staff has not received the requested information and as a result, is unable to process the application.

PM 71028 and the related application materials fail to comply with Section 21.48.040 (Information Required – Format) and 21.48.050 (Written statements required) of the County Code. Therefore, Staff is unable to determine if PM 71028 complies with the General Plan, Zoning, and development standards. No information has been received from the applicant since September 2015. Therefore, staff recommends that **TENTATIVE PARCEL MAP NO. 071028** be denied due to inactivity pursuant to the attached findings.

Report

Reviewed By:



Joshua Huntington, AICP, Supervising Regional Planner

Report

Approved By:



Susie Tae, AICP, Assistant Deputy Director

LIST OF ATTACHED EXHIBITS

EXHIBIT A	Correspondence
EXHIBIT B	Draft Findings
EXHIBIT C	Final Notice
EXHIBIT D	Subdivision Committee Reports (September 24, 2009)

From: [Timothy Stapleton](mailto:Timothy.Stapleton@planning.lacounty.gov)
To: kingwahng@gmail.com
Subject: Notice of Inactive Submittal: Project No. PM071028 / Tentative Parcel Map 071028 [5135 Bartlett Avenue SAN GABRIEL, CA 91776]
Date: Thursday, January 19, 2023 10:35:00 AM
Attachments: [image002.png](#)

Good morning,

The subject project has been identified as inactive and is subject to denial due to inactivity. The Subdivision Committee Meeting (on or after September 24, 2009) provided reports listing deficiencies/corrections to you. Staff has not received a follow-up from you regarding these items. In order to not have the subject project scheduled for denial, you are required to provide the requested corrections as noted on the Subdivisions Committee Report within sixty (60) days of this email, on or before **March 20, 2023**.

Please forward all documents to me. If deemed active, the project will be reassigned to another staff member for processing. You may also request to withdraw your application.

TIMOTHY STAPLETON, AICP

PRINCIPAL PLANNER, Subdivisions

Office: (213) 974-6411 • Direct: (213) 893-7004

Email: tstapleton@planning.lacounty.gov

Los Angeles County Department of Regional Planning
320 West Temple Street, 13th Floor, Los Angeles, CA 90012
planning.lacounty.gov



Our [field offices](#) are currently open to the public. Please visit planning.lacounty.gov for information about available services, public meeting schedules, and planning projects.

Timothy Stapleton

From: Timothy Stapleton
Sent: Thursday, March 16, 2023 2:09 PM
To: King Wah Ng
Cc: Joshua Huntington
Subject: RE: Notice of Inactive Submittal: Project No. PM071028 / Tentative Parcel Map 071028 [5135 Bartlett Avenue SAN GABRIEL, CA 91776]

Hello,

The application has been inactive since 2009, well before COVID-19. You have not demonstrated why additional time beyond the 12 + years should be provided. I suggest you rescind the application and resubmit once you are ready to proceed. I have copied my supervisor Joshua Huntington to this response.

TIMOTHY STAPLETON, AICP

PRINCIPAL PLANNER, Subdivisions

From: King Wah Ng <kingwahng@gmail.com>
Sent: Thursday, March 16, 2023 2:04 PM
To: Timothy Stapleton <tstapleton@planning.lacounty.gov>
Subject: Re: Notice of Inactive Submittal: Project No. PM071028 / Tentative Parcel Map 071028 [5135 Bartlett Avenue SAN GABRIEL, CA 91776]

CAUTION: External Email. Proceed Responsibly.

Hi Mr Timothy.

Thank you for sending the message to me, I am very willing to continue my project .because of covid 19 epidemic and other difficult problems at past few years, So there is I can't complete the project requirements. please can you extend time for little longer for me to prepare and continues the project. several months or as long as you can. Thanks again for your help .

Have a nice day !

On Thu, Jan 19, 2023 at 10:35 AM Timothy Stapleton <tstapleton@planning.lacounty.gov> wrote:

Good morning,

The subject project has been identified as inactive and is subject to denial due to inactivity. The Subdivision Committee Meeting (on or after September 24, 2009) provided reports listing deficiencies/corrections to you. Staff has not received a follow-up from you regarding these items. In order to not have the subject project scheduled for denial, you are required to provide the requested corrections as noted on the Subdivisions Committee Report within sixty (60) days of this email, on or before **March 20, 2023**.

Please forward all documents to me. If deemed active, the project will be reassigned to another staff member for processing. You may also request to withdraw your application.

TIMOTHY STAPLETON, AICP

PRINCIPAL PLANNER, Subdivisions

Office: (213) 974-6411 • Direct: (213) 893-7004

Email: tstapleton@planning.lacounty.gov

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LOS ANGELES COUNTY
DEPARTMENT OF REGIONAL PLANNING
DRAFT FINDINGS OF THE HEARING OFFICER
AND ORDER
PROJECT NO. PM071028
TENTATIVE PARCEL MAP NO. 071028

RECITALS

1. **ENTITLEMENT REQUESTED.** The subdivider, King W and Fuk H Ng ("subdivider"), requests the Tentative Parcel map to authorize the creation of one multi-family lot with two detached condominium units on 0.34 gross acres ("Project") within the unincorporated community of East Pasadena – East Gabriel pursuant to County Code Chapter 21.48 (Minor Land Divisions).
2. **MEETING DATE.** January 28, 2025
3. **MEETING PROCEEDINGS.** *Reserved.*
4. **ENTITLEMENT REQUESTOR.** Unless otherwise apparent from the context, subdivider or successor in interest ("subdivider") shall include the subdivider, owner of the property, and any other person, corporation, or other entity making use of this grant.
5. **LOCATION.** The Project is located at 5135 Bartlett Avenue within the East San Gabriel Zoned District within the West San Gabriel Vally Planning Area ("Project Site").
6. **PROJECT BACKGROUND.** The Project was filed on March 10, 2009. The County Subdivision Committee ("SC") provided its report with holds on April 13, 2009. The most recent SCM report was provided on September 24, 2009.
7. **PROJECT HOLDS.** LA County Planning Holds included:
 - Showing the driveway systems and paving widths;
 - Labeling the private driveway and public right of way;
 - Showing that there is a minimum 50-foot width for the lot

No subsequent map revisions were submitted to LA County Planning and the Project has been inactive since September 24, 2009, for over 14 years.

CORRESPONDENCE REGARDING DENIAL DUE TO INACTIVITY

8. On January 19, 2023, Staff sent a Notice of Inactive Submittal courtesy email to the subdivider requesting additional materials. Staff has not received the requested information or materials to enable further project evaluation.
9. On March 16, 2023, Staff contacted the subdivider via phone and informed them that required materials had not been received and that the Project would be scheduled for hearing should they not be submitted by March 20, 2023. The subdivider asked for a

time extension to submit the documents, which staff denied. No responsive materials or revised maps were received on or after the deadline date.

10. On September 25, 2024, Staff contacted the subdivider via phone and informed them that required materials had not been received and that the Project would be scheduled for hearing should they not be submitted by September 30, 2024. The subdivider again asked for a time extension, which the staff denied. No responsive materials or revised maps were received on or after the deadline date.
11. On November 21, 2024, Staff sent a **Public Meeting Notice: Subdivision - Denial Due to Inactivity** Letter informing the subdivider that the case would be scheduled before a Hearing Officer for denial due to inactivity.
12. The letter dated November 21, 2024, directed the subdivider to contact Staff within 30 days for the Project to remain active.
13. The subdivider has not contacted Staff and has failed to submit the required materials within the required timeframe of the Public Meeting Notice.
14. The Project has been inactive for over 14 years since the last SC meeting held on September 24, 2009.
15. If the Project is denied, enforcement action may be taken to ensure compliance with Title 22 (Planning and Zoning) of the County Code.

GENERAL PLAN AND ZONING CONSISTENCY

16. The Hearing Officer finds that the Project remains incomplete pursuant to County Code Sections Section 21.48.040 (Information Required—Format) and 21.48.050 (Written statements required) for Tentative Parcel Maps.
17. The Hearing Officer finds that the Project has not been deemed complete given missing application materials and therefore consistency with the applicable goals and policies of the General Plan remains undetermined.
18. The Hearing Officer finds that the Project has not been deemed complete given missing application materials as described herein, and therefore consistency with the applicable zoning requirements remains undetermined.

ENVIRONMENTAL FINDINGS

19. **ENVIRONMENTAL.** The Hearing Officer finds that pursuant to the California Public Resources Code Section 15270, the California Environmental Quality Act does not apply to projects which a public agency rejects or disapproves. Therefore, the project qualifies as a Statutory Exemption (Projects Which Are Disapproved) and is consistent with the finding by the State Secretary for Resources or by local guidelines that this class of projects does not have a significant effect on the environment.

ADMINISTRATIVE FINDINGS

20. HOUSING ACCOUNTABILITY ACT. The Hearing Officer finds that although the Project is considered a housing development, it is not deemed complete and therefore consistency with the General Plan and Zoning remains undetermined.

21. LOCATION OF DOCUMENTS. The location of the documents and other materials constituting the record of proceedings upon which the Hearing Officer's decision is based in this matter is at LA County Planning, 13th Floor, Hall of Records, 320 West Temple Street, Los Angeles, California 90012. The custodian of such documents and materials shall be the Section Head of the Subdivisions Section, LA County Planning.

THEREFORE, THE HEARING OFFICER:

1. Finds that CEQA does not apply to projects which a public agency rejects or disapproves pursuant to California Public Resources Code section 15270 and therefore qualifies as a Statutory Exemption (Projects Which Are Disapproved) and not subject to CEQA; and
2. Denies **TENTATIVE PARCEL MAP NO. 071028** due to inactivity, subject to the findings of fact and conclusions presented above.

JH:EGA:PS

January 16, 2025

November 21, 2024

Ng, King W and Fuh H
9517 E Camino Real Ave
Arcadia, CA

PUBLIC MEETING NOTICE: DENIAL DUE TO INACTIVITY
PROJECT NO. PM071028
PERMIT: Tentative Parcel Map No. 071028
ADDRESS: 5135 BARTLETT AVENUE.
SAN GABRIEL, CA 91776

Dear Applicant:

LA County Planning has made repeated attempts to inform you of the information that is required to proceed with your application for a Tentative Parcel Map No. 071028 to create one parcel with 2 detached condominium units on 0.34 gross acres at the above-referenced location. The most recent correspondence, dated March 20, 2023, requesting project revisions and additional information is attached for your review. Additionally, staff contacted you by telephone on September 25, 2024 and informed you that the application as submitted is incomplete since there are missing materials and information. To date, we have not received the requested information and as a result, we are unable to proceed with processing your application.

Section 22.222.100 of the County Code provides that the Hearing Officer may deny, without public hearing, an application for a CUP if such application does not contain the required information contained in Sections 22.222.070 and 22.222.090 of the County Code. Due to the longstanding inactive status of the project identified above, the project **will be scheduled for denial** before a County Hearing Officer on January 28, 2025.

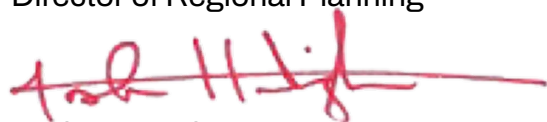
If you wish to keep this project active, please send a written request to LA County Planning, Subdivisions, 13th floor, 320 West Temple Street, Los Angeles, CA 90012, Attention: Phillip Smith. This correspondence must be received within **30 days from the date of this letter** in order to avoid being scheduled for denial. If you choose to keep your project active and submit a written request within the timeframe listed above, you must also submit all requested information **within 45 days of the date of this letter** or this project will be automatically scheduled for denial at the next available Hearing Officer meeting. Please be advised that if the project is denied, enforcement action may be taken by LA County Planning to ensure compliance with the Title 22 Planning and Zoning Code.

Ng, King W and Fuh H
October 29, 2024
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For questions or for additional information, please contact Phillip Smith of the Subdivisions Section at (213) 974-6433, or psmith@planning.lacounty.gov.

Sincerely,

Amy J. Bodek, AICP
Director of Regional Planning



Joshua Huntington,
Supervising Regional Planner

JH:PS

Enclosures: Most recent incomplete Letter, date
Most recent correspondence/email, date

c: Applicant

CP_DATE_FILENAME



Los Angeles County
Department of Regional Planning

Director of Planning Bruce W. McClendon, FAICP

320 West Temple St, Los Angeles, 90012 (213) 974-6433 Fax: (213) 626-0434 http://planning.lacounty.gov



SUBDIVISION COMMITTEE MEETING REPORT

Planner: Josh Huntington E-mail: jhuntington@planning.lacounty.gov
Subdivision Committee Date: April 13, 2009 Map Date: March 10, 2009
Parcel Map No: 071028 Project No: PM071028
Zoned District: East San Gabriel Community: East Pasadena-East San Gabriel
Supervisory District: Fifth APN No.: 3208-015-029

Map Stage: [X] Tentative [X] Initial [] 2nd Revision Received [] Amendment [] Revised

Proposal: To create 1 parcel with 2 detached condominium units on 0.34 gross a

Location: 5135 Bartlett Avenue, San Gabriel, CA 91776

- [] This application is deemed complete.
[X] This application is deemed incomplete. This application shall be deemed complete upon the submission and satisfactory review of the requested information and clearance of the holds in this report.
[] This application is recommended for denial.

TIME EXTENSION 1 Year

HOLDS:

- [] Drainage Concept [] Geologic Report [] Soils Report [] Sewer Area Study
[] Traffic Study [] Fire Dept. [] Parks & Recreation [] Health Services
[] Environmental [] General Plan [] Revised Slope Map [] Plan Amendment
[] Zone Change [] CUP [] Oak Tree Permit TBD [] CSD
[] Proof of Legal Access [X] Revised Tentative Map [] Revised Exhibit Map [] Revised Application
[] Other: [] Other:

[] Reschedule for Subdivision Committee [] Schedule for Subdivision Committee Reports

[X] Resubmit 35 folded copies of the Tentative Map and a cover letter outlining all changes made to the map.

ENVIRONMENTAL REVIEW (213) 974-6461

- [X] HOLD Planner: Jeff Juarez
[] Categorical Exemption [X] Pending Initial Study review
[] Negative Declaration [] Mitigated Negative Declaration
[] Pending Draft EIR + Agency review

GENERAL PLAN

[X] HOLD

Land Use Category (Land Use Element)

Countywide General Plan: Category 1 (Low Density—6 dwelling units per acre max. density)

Community or Specific Plan:

- [] Altadena Community Plan [X] Antelope Valley Area Plan [] Catalina Island Land Use Plan
[] East Los Angeles Community Plan [] Hacienda Heights Community Plan [] Marina Del Rey Land Use Plan
[] Rowland Heights Community Plan [] Santa Clarita Valley Area Plan [] Santa Monica Mtns. North Area Plan

W. Athens - Westmont Community Plan Walnut Park Neighborhood Plan _____

Maximum Density (not automatic): **2 du (calc. gross area)** Proposed Density: **2 du**

Plan Highways: _____

Significant Ecological Area (Conservation and Open Space Element). CUP and SEATAC review required.
SEA: _____

Burden of Proof: Satisfactory. Additional information required: _____

Hillside Project (Land Use Element)

Urban Non-Urban _____ % Open Space Requirement

Submit a slope map and calculations

0-24.99% slope: _____ 25-49.99% slope: _____ 50% slope: _____

Low Density Threshold: _____ Midpoint Threshold: _____ Maximum Density: _____

Proposed Density: _____

Hillside CUP: Required Not required Not required: Building restriction on slopes > 25%

Proposed Open Space: _____ Public parks _____ Private parks _____ Private yards

_____ Landscaped areas, slopes, walkways _____ Undisturbed natural areas

Burden of Proof: Satisfactory. Additional information required: _____

Infill Project (Land Use Element): Request increase by _____ land use category(ies).

Surrounding land use category: _____ Surrounding density: _____

Burden of Proof: Satisfactory. Additional information required: _____

Plan Amendment: _____

Burden of Proof: Satisfactory. Additional information required: _____

The proposed plan amendment must be recommended to the Board of Supervisors by the Regional

Planning Commission prior to or concurrent with tentative map approval.

General Plan consistency determination: Pending Consistent Inconsistent

ZONING

HOLD

Current Zoning: **A-1 (Light Agricultural—5,000 Square Foot Minimum Required Lot Area)**

Zone Change Proposed Zoning: _____

Surrounding zoning: _____ Surrounding land uses: _____

Burden of Proof: Satisfactory. Additional information required: _____

The proposed zone change must be recommended to the Board of Supervisors by the Regional

Planning Commission prior to or concurrent with tentative map approval.

Conditional Use Permit: _____

Submit a revised Exhibit A (6 copies) showing: _____

Burden of Proof: Satisfactory. Additional information required: _____

Oak Tree Permit: _____ Proposed removals: _____ Proposed encroachments: _____

Sent Oak Tree Report to Forester on: _____

Burden of Proof: Satisfactory. Additional information required: _____

Community Standards District: **East Pasadena-East San Gabriel**

Any zoning violations discovered on the property may affect the scheduling of a public hearing pursuant to the "Clean Hands" provisions of the County Code in Section 22.04.110.

IMPROVEMENTS

- HOLD** _____
- Section 21.32.040: 20-acre parcels; No improvements required.
- Section 21.32.040: 10-acre parcels & A-1, A-2, D-2 Zones; No improvements required except for road grading on sloping terrain (unless all lots abutting the road are zoned for a 10-acre minimum lot size).
- Section 21.32.050: Minor land division; No improvements required since the existing systems and improvements adequately serve the subdivision and adjacent developed parcels.
- Section 21.32.060: Minor land division; No improvements required since all lots are ≥ 5 acres and the zoning is agricultural, residential, or desert/mountain.
- Section 21.32.080: No street improvements required except grading since all lots are ≥ 2.5 acres, at least 75% of the property has a slope ≤ 3%, and the property is in a non-urban category and single-family residential, agricultural, or desert/mountain zone.
- Section 21.32.060: The following note shall be placed all parcels maps with ≥ 5 acre lot sizes: “ Further division of this property below 5 acres will require standard improvements to be completed as a condition of approval. The improvements will include but not be limited to providing access, installation of water mains, appurtenances and fire hydrants, conformance to standard Los Angeles County development standards.”
- _____

ACCESS

- HOLD**
- Primary access is: Bartlett Ave. Secondary access is: _____
- Section 21.40.120: Provide proof of legal access prior to tentative map approval and delineate on final map.
- Provide proof of off-site access prior to tentative map approval and delineate on final map.
- Provide a minimum _____ feet of paved access to the satisfaction of Regional Planning.
- Tract/Parcel Map _____ must record first.
- A private driveway/ingress-egress easement is to be provided in lieu of required street access.
- Section 21.24.020: Single Means of Access
 - Pavement width shall be ≥ 20 feet.
 - Access shall serve a maximum of 150 dwelling units unless a second means of access is provided to the satisfaction of Regional Planning and the Fire Department (Not in High Fire Hazard Zone).
 - Access shall serve a maximum of 75 dwelling units unless a second means of access is provided to the satisfaction of Regional Planning and the Fire Department (High Fire Hazard Zone).
 - Access shall serve a maximum of 300 dwelling units where the restriction to a single means of access shall be removed through future development.
 - If pavement width on the single means of access is < 36 feet and will not to be widened to ≥ 36 feet as part of the subdivision, the permitted number of dwelling units shall be reduced by:
 - 25% if pavement width is ≥ 28 feet. 50% if pavement is < 28 feet.
 - Access may serve a maximum of 600 dwelling units if pavement width on the single means of access is ≥ 64 feet and the restriction to a single means of access will be removed through future development.
- Section 21.24.030: Fire department denial of cul-de-sac design or single means of access due to location in high fire hazard area and hindrance to public evacuation and fire-fighting and emergency equipment.
- Section 21.24.040: Modification to access requirement requested. Granted. Not granted.
- Provide tap street(s) to: _____
- _____

STREETS

- HOLD**
- Section 21.28.080: Show the following street(s) as dedicated street(s) on the final map:
 Bartlett Avenue
- Sections 21.24.120 and 21.24.060: Private and future streets.
 - Show the following street(s) as private & future streets on the final map:

 - Dedicate an easement to public utilities and the public for ingress and egress over the future street(s).
 - Dedicate _____ feet additional future street right-of-way on: _____

- Provide for the ownership of the private and future streets:
 - Show lot lines to the centerline of the private and future streets.
 - Show the following streets as lots on the final map.
- Provide for the maintenance of the private and future streets by a:
 - Homeowners Association. Submit a copy of the CC&Rs to Planning prior to final map approval.
 - Maintenance Agreement. Submit a copy to Planning prior to final map approval.
- Section 21.24.090: Right-of-way modification requested.
 - Granted. Required width of _____ feet from centerline granted to permit _____ feet from centerline, but in no case shall the minimum right-of-way be < 40 feet, except for alleys.
 - Not granted.
- Section 21.24.090: Alternate cross section requested.
 - Granted.
 - Not granted because it would not be in keeping with the design of adjoining highways or streets.
- Section 21.24.100: Street grade is > 6%. Modification is requested.
 - Modification granted for street grade to be > 6% but ≤ 10% on portions of the following streets, with final determinations made by DPW. _____
 - Street grade modification granted to be > 10%, but not > _____ % on portions of the following streets, with final determinations made by DPW. _____
- Section 21.24.150: For property abutting a major or secondary highway:
 - Service road or local street is required.
 - Alley is required instead of a service road or local street.
 - Service road, local street, and alley requirement is waived.
- Section 21.24.160: Alley is required for multiple residential use, commercial use or _____
- Section 21.24.180. Turnarounds.
 - Required at intermediate points on cul-de-sacs > 700 feet in length.
 - Required on local streets where the distance between intersections is > 2,000 feet.
 - Required at the end of stub or dead-end streets
- Section 21.24.190: Cul-de-sacs.
 - Maximum of 500 feet in length for industrial or commercial uses.
 - Maximum of 700 feet in length for residential uses with a density > 4 dwelling units per acre.
 - Maximum of 1,000 feet in length for residential uses with a density ≤ 4 dwelling units per acre.
 - Maximum cul-de-sac length: _____
- Section 21.24.040: Modification to cul-de-sac requirements requested.
 - Granted. Modify length to: _____
 - Not granted.
- Section 21.24.210: Transverse pedestrian way with a grade ≤ 30% required through middle of each block > 700 feet in length.
- Section 21.24.220: Dedication required for fire protection access easement ≥ 15 feet width from the public highway to the boundary of the subdivision.
- Section 21.24.230: Collector streets required on all section lines and quarter-section lines in the Antelope Valley, except on lines designated as highways on the Highway Plan.
- Section 21.24.400: Street improvement required for existing road with insufficient improvements.
- Section 21.24.400: Reconstruction of existing street improvements required to connect to existing dead-end or cul-de-sac street in which a turnaround is installed.
- Section 21.32.080: Rural street section & inverted shoulder allowed since all lots are ≥ 20,000 ft² and curbs and gutters are not necessary for drainage purposes or to maintain the existing neighborhood pattern.
- Section 21.32.150: Waive street lights since lots are ≥ 40,000 sq ft. _____
- Section 21.32.160: Street tree planting required.**
- Section 21.32.180: Sidewalks ≥ 4 feet wide required on both sides of entrance, collector, loop, interior and cul-de-sac streets, along one side of service roads adjacent to abutting lots, and along highways.
- Section 21.32.190: Waive sidewalks since lots are ≥ 15,000 sq ft. _____
- Section 21.32.200: Pay major thoroughfare and bridge fees: _____
- Section 21.32.400: Pay drainage facilities fees: _____

- Prepare a feasibility study to Public Works' satisfaction for: _____
- Dedicate/offer vehicular access rights on: _____
- Dedicate/offer complete access rights + construct a wall D-65 Slough on: _____
- Homeowners Association to maintain parkway. Submit a copy of the CC&Rs to Regional Planning.

DRIVEWAYS

- HOLD**
- Show the driveway system and paving widths on the tentative map.
- Construct or bond with Public Works for driveway paving as shown on the tentative map.
- Label the driveway as "Private Driveway Fire Lane" on the final map.
- Post the driveway with "No Parking Fire Lane" signs and provide for continued enforcement. Submit a copy of the CC&Rs or maintenance agreement to Regional Planning prior to final map approval.
- Provide for maintenance of the common driveway by a:
 - Homeowners Association.
 - Maintenance Agreement.
 - Other: _____
- Provide reciprocal easements over _____
- Show lot lines to the _____
- Show as lot(s) on final map.
- _____

LOT/BUILDING DESIGN

- HOLD**
- Section 22.52.043: 50 ft minimum average lot width. _____
- Section 22.52.040: 60 ft minimum average lot width since required area is ≥ 7000 sq ft & located in Lancaster District 31 or Palmdale District 54. _____
- Section 21.24.300: Provide street frontage \geq average lot width. _____
- Section 21.24.300: Provide at least 40 feet street frontage on all cul-de-sacs and knuckles. _____
- Section 21.24.040: Modification to frontage requirements requested. Granted. Not granted.
- Section 21.24.320: Eliminate the flag lots: _____
- Section 21.24.320: Flag lots shall have paved fee access strips of at least 15 feet in width on single access strips, 20 feet on dual access strips, and 24 feet on three or more access trips. 20% maximum grade.
- Section 21.24.260: Reduced lot area and/or width requested for hillside development.
 - Granted. Maximum 43% of the lots may have < the required area if all lots meet the following:
 - If zoning < 10,000 ft²: Minimum lot area: 7000 sq ft. Minimum average width: 60 feet.
 - If 10,000 ft² < 15,000 ft²: Minimum area: 70% of required area. Minimum average width: 60 feet.
 - If 15,000 ft² < 30,000 ft²: Minimum area: 70% of required area. Minimum average width: 80 feet.
 - If $\geq 30,000$ ft²: Minimum area 65% of required area. Minimum average width: 100 feet.
 - Not granted.
- Section 21.24.310. Eliminate the acute angle point on lots: _____
- Permission is granted to adjust lot lines to Regional Planning satisfaction.
- Provide evidence that each lot meets zoning requirements. _____
- Show the setbacks on the tentative map. _____
- Setback modification requested.
 - Granted. _____ yard setback is modified to: _____
 - Not granted.
- Existing structure(s) shown on lot(s) _____ to remain. Their continued existence at the present location is in conformance with the requirements of the Zoning Ordinance.
- Existing structure(s) shown on lot(s) _____ to be removed. Place a note on the final map and submit a copy of the demolition permit(s) prior to final map approval. _____
- _____

OPEN SPACE

- HOLD** _____
- Dedicate construction rights. _____
- Provide for ownership and maintenance by a:
 - Homeowners Association. Submit a copy of the CC&Rs to Planning prior to final map approval.
 - Other: _____
- Permission is granted to create additional open space lots to the satisfaction of Regional Planning.
- Number as lots on the final map.
- Provide a minimum of 15 feet of access to each lot. _____
- _____

DEDICATIONS

- Section 21.28.080: Dedicate easements for: _____
- Section 21.28.090: Dedicate sewer or storm drain easements and delineate on the map.
- Section 21.28.100: Dedicate right-of-way for required drainage channel.
- Section 21.28.110: Subdivision traverses major watercourse, channel, or stream. Dedicate right-of-way for storm drainage purposes.
- Dedicate secondary residential construction rights over lots having twice the required area. _____

PARKS

- HOLD** _____
- Section 21.24.340: Park space obligation.
- Sections 21.24.350 and 21.28.120: Local park sites.
- Section 21.28.130: Private parks.
- Section 21.28.140: Park fees.
- Trail requirements. _____

OTHER REQUIREMENTS/COMMENTS

- HOLD** _____
- Meet requirements of the Zone, Subdivision Ordinance** _____
- Withdraw and cancel tract/parcel map _____
- Section 21.38.010 through 21.38.080: Vesting tentative map.
- Property line returns.
- Final parcel map waiver requested. Granted. Not granted.
- California Department of Fish and Game impacts.** The project:
 - Is *de minimus* in its impact on fish and wildlife. A \$25 processing fee is necessary for the filing and processing of a Notice of Determination in compliance with Public Resources Code Section 21152.
 - Is not *de minimus* in its impact on fish and wildlife. A fee of _____ to the California Department of Fish and Game is necessary pursuant to Section 711.4 of the Fish and Game Code.
- Submit Affidavit of Acceptance subsequent to conditional use permit approval.
- Pay Conditional Use Permit Inspection Fees subsequent to conditional use permit approval. _____
- Chapter 22.72: Pay library impact fee prior to issuance of building permits.** _____
- Pay Oak Tree Mitigation and Inspection Fees subsequent to oak tree permit approval.
- Pay Mitigation Monitoring Program Fee subsequent to project approval. _____
- Provide slope planting and an irrigation system as required in the grading ordinance.
- Section 21.32.195: Plant one tree in the front yard of each residential lot.**
- The design of the subdivision provides for future passive or natural heating or cooling opportunities.
- The site does not contain or front on a public waterway, river, stream, coastline, shoreline, lake, reservoir.
- _____

RESIDENTIAL PLANNED DEVELOPMENT N/A

- HOLD** _____
- Waive the requirement for street frontage. _____
- Conform to the minimum average lot width requirement approved by the CUP. _____
- Conform to the minimum street frontage requirement approved by the CUP. _____
- Conform to the lot area requirements approved by the CUP. _____
- Provide for the maintenance of the common areas by the Homeowners Association (HOA).
- Provide an adequate lighting system along all walkways. Provide for maintenance by the HOA.
- Dedicate construction rights over the common lots. _____

LEASE PROJECTS/LOTS N/A

- HOLD** _____
- This project is approved as a lease project for _____ residential/commercial buildings.
- Section 21.24.370: Modifications to access, highway, and street requirements granted.
- Place a note on the final map that lot _____ is a lease project for _____
- Place "DIVISION OF LAND FOR PURPOSES OF LEASE ONLY" in letters of $\geq \frac{1}{4}$ " in height on the final map.
- Record separate final maps.
- _____

MOBILEHOME SUBDIVISIONS N/A

- HOLD** _____
- This project is approved as a mobilehome project for _____ mobilehomes.
- Section 21.24.370: Modifications to access, highway, and street requirements granted.
- Place a note on the final map that lot _____ is a mobilehome project for _____
- Place "DIVISION OF LAND FOR MOBILEHOME PURPOSES ONLY" in letters $\geq \frac{1}{4}$ " in height on final map.
- _____

STANDARD CONDOMINIUM CONDITIONS N/A

- HOLD** _____
- New Condominiums Condominium Conversion
- Section 21.16.015: Depict condominium footprints and driveways/access on an exhibit map.
- Provide for the maintenance of the common areas by a Homeowners Association.
- Provide an adequate lighting system along all walkways and provide for its maintenance by a Homeowners Association.
- Provide the standard note on the final map.
- Provide the commercial note on the final map.
- For condo conversions where building(s) are occupied/leased (Section 66427.1 of Subdivision Map Act):
 - Verification that each tenant has received written notification of the intent to convert at least 60 days prior to the filing of the tentative map.
 - Provide tenants with written notification 10 days prior to map recordation that an application for a public report will be, or has been, submitted to the Department of Real Estate, and that such report to be available on request. Submit a copy of the notarized letter to Regional Planning prior to final map approval.
 - Provide tenants with 180 days notice and 90 days exclusive right to purchase. Submit a copy of the notarized letter to Regional Planning prior to final map approval.
- Standard condominium conversion ordinance requirements.
- Record a separate final map over the condominium project.
- _____

ADDITIONAL COMMENTS

HOLDS:

- **Show heights of all fences and walls (existing and proposed) on all maps. Max. Height in front yard is 3.5 feet.**
- **Correct Zoning on Maps (Zoning is A-1).**
- **Include gross area on all maps.**
- **Calculate Lot Coverage per CSD and include on Exhibit Map.**
- **Improve Vicinity Map such that cross streets are shown.**
-

NOTE: Only complete submittals shall be accepted. Incomplete submittals will not be processed and will be disposed. Next submittal includes 35 folded copies of tentative map and one cover letter describing all changes made to the map.

PUBLIC HEARING

Hearing Officer

Regional Planning Commission

Newspaper: _____

Library: _____

COMMUNITY STANDARDS DISTRICTS (CSD)

HOLD

- Section 22.44.112: East Compton
- Section 22.44.114: Walnut Park
- Section 22.44.119: Topanga Canyon
- Section 22.44.121: Twin Lakes
- Section 22.44.123: Malibou Lake
- Section 22.44.126: Acton
- Section 22.44.130: West Rancho Dominguez-Victoria
- Section 22.44.132: Rowland Heights
- Section 22.44.135: East Pasadena-San Gabriel
- Section 22.44.137: Castaic Area

- Section 22.44.113: Agua Dulce
- Section 22.44.118: East Los Angeles
- Section 22.44.120: West Athens-Westmont
- Section 22.44.122: Leona Valley
- Section 22.44.125: Willowbrook
- Section 22.44.127: Altadena
- Section 22.44.131: South San Gabriel
- Section 22.44.133: Santa Monica Mtns North Area
- Section 22.44.136: Avocado Heights
- Section 22.44.138: Florence-Firestone

TOWN COUNCIL