

**REPORT TO PLANNING COMMISSION**

**DATE:** JANUARY 18, 2024

**TO:** HONORABLE CHAIR AND MEMBERS OF THE PLANNING COMMISSION

**FROM:** DENICE THOMAS, AICP, COMMUNITY DEVELOPMENT DIRECTOR

**BY:** VALERIE DARBOUZE, ASSOCIATE PLANNER

**REQUEST:** 1) APPROVAL OF A TENTATIVE TRACT MAP TO CONVERT EXISTING OFFICE SUITES INTO OFFICE CONDOMINIUMS AND 2) TO MAKE A FINDING OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

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**APPLICANT:** Ewald Robert Schutz-RCRS44, LLC.

**CASE NOS:** TRM-2023-0003 / Tentative Tract Map No. 84082

**LOCATION:** 30343 Canwood Street (AIN 2054-020-045)

**ENVIRONMENTAL DETERMINATION:** Exempt from the California Environmental Quality Act (CEQA) per §15301(k) of the CEQA Guidelines.

**ZONING DESIGNATION:** Commercial Retail Service – Freeway Corridor Overlay District (CRS-FC)

**GENERAL PLAN DESIGNATION:** Commercial Retail Service (CRS)

**RECOMMENDATION:** Staff recommends the Planning Commission approve Tentative Tract Map Case No. TRM-2023-0003 subject to conditions, based on the findings of the attached Draft Resolution.

## I. PROJECT BACKGROUND AND DESCRIPTION

Ewald Robert Schutz from RCRS44, LLC, the applicant and property owner, is requesting approval of a Tentative Tract Map to convert an existing office building with multiple leased office suites into condominium suites for sale (“the Project”). The property is located within the Commercial Retail Service and Freeway Corridor Overlay zone (CRS-FC), with a General Plan land use designation of Commercial Retail Service (CRS). The commercially zoned property, as currently existing, includes a two-story, 28,083-square-foot office building served by 94 surface parking spaces. The lot was created by Parcel Map No. 14986 in 1982 to make the 1.3-gross-acre-lot prior to any development. Site Plan/Architectural Review Case No. 84-SPR-012 in conjunction with Conditional Use Permit Case No. 84-CUP-002 approved the development of the site and the project was developed subject to both applications’ conditions of approval. The entitlements included the development of the adjacent building and were conditioned to provide a shared egress and ingress easement to provide vehicular access to each property’s respective parking lot. Other easements were recorded against the property as part of the development including but not limited to storm drain and sewer lines.

Figure 1 – (Vicinity Map)



Source: City of Agoura Hills GIS Database

As seen in Figure 1 (Vicinity Map), the lot is sited on the north side of U.S. 101 and separated from the freeway corridor by Canwood Street, approximately 600 feet west of Reyes Adobe Road. The lot is surrounded by other commercially zoned properties to its east and west sides and residential development to its north side.

The purpose of the map is to divide the existing office building into six (6) offices suites on the first floor, six (6) on the second floor, and create an undivided interest in the common areas both inside and outside the building to future owners (see Attachment 3, Site Plans, pages A2.10 and A2.20). The conditions related to access and underground utilities are incorporated in the new map as shown in the Applicant's plans. The proposed size of condominium units on the site are described in Table 1 below.

**Table 1: Proposed Condominium Units**

<b>First Floor</b>	<b>Units Square Footage</b>
Suite 100	1,482 sq.ft.
Suite 104	2,578 sq.ft.
Suite 105	2,673 sq.ft.
Suite 106	1,816 sq.ft.
Suite 108	2,570 sq.ft.
Suite 112	2,290 sq.ft.
Restrooms	126 sq.ft.
Janitorial	63 sq.ft.
<b>Total</b>	<b>13,598 sq.ft.</b>
<b>Second Floor</b>	
Suite 200	2,620 sq.ft.
Suite 204	2,949 sq.ft.
Suite 206	1,761 sq.f.t
Suite 208	2,793 sq.ft.
Suite 210	2,888 sq.ft.
Suite 212	1,474 sq.ft.
<b>Total</b>	<b>14,485 sq. ft.</b>
<b>Grand Total</b>	<b>28,083 sq.ft.</b>

***Legislative Review***

Tentative and final maps are subject to Article X of the Agoura Hills Municipal Code (AHMC) and the Subdivision Map Act (Map Act). Tentative and final maps are required for all subdivisions creating five or more condominiums. A tentative map can be viewed as the initial discretionary approval for a subdivision of land. Following the approval of a tentative map, a final map must be approved and recorded with the Los Angeles County Registrar-Recorder/County Clerk to effectuate the subdivision. Final maps are required to be approved if they meet the requirements of the Map Act and AHMC, and all applicable conditions of the tentative map have been met. The Planning Commission is

the approval body for tentative maps, while the City Council is the approval body for final maps.

The Project proposes to convert existing office space into 12 new office condominiums; therefore, a tentative and final map are required. Pursuant to Government Code §66427, tentative and final maps are not required to show the manner in which the airspace above the property is to be divided. Attached you will find a copy of the tentative map (Attachment 3), and you will also find a copy of the condominium plan (Attachment 4), which displays the location of the individual condominiums.

## **II. STAFF ANALYSIS**

### ***Commercial Retail/Service District***

The Project proposes to divide the existing office building into six (6) offices suites on the first floor, six (6) on the second floor, and creates an undivided interest in the common areas to future owners. No development is proposed as part of the project and the existing use of the property as an office building is allowed within the CRS zoning district, therefore the project is consistent with the CRS zoning district.

### ***Landscaping***

The builder of the development was conditioned, in the 1980s, to maintain the landscape planter across the street, which makes up the public right-of-way with the goal to maintain a natural screen as viewed from the freeway corridor. As such, the continued maintenance of the landscape planter will be required per the conditions of approval. The landscape coverage on the parcel complies with the CRS zone. Any improvements to the site will be reviewed by separate entitlement.

### ***Freeway Corridor Overlay District***

The existing office development is an allowed use within the Freeway Corridor Overlay District. Converting the existing leaseholds to office condominiums for sale would have no impact on the Freeway Corridor Overlay District.

### ***Public Works/Engineering Department***

The City Engineer has reviewed the Tentative Tract Map and finds it to be compliant with the State Subdivision Map Act. The Project is adequately served by the necessary public service facilities, including water, sewer, and storm drain systems. All the easements that restricted the development in the original subdivision map have been incorporated in the new map to preserve accessibility into the site and the continued public safety. No site improvements are required to accommodate the proposed condominium conversion. Draft Conditions of Approval for this current subdivision are included in the draft resolution.

### ***Los Angeles County Fire Department***

The County of Los Angeles Fire Department reviewed the proposed Project and determined that the access shown on the plans is sufficient for access to the site. A Fire hydrant is identified on the plans and the fire flow is adequate.

### ***Subdivision Review Committee***

Pursuant to AHMC §10411, the Subdivision Review Committee shall review all tentative maps and relevant documents prior to the Planning Commission hearing and shall report its conclusions and findings regarding the tentative map to the Planning Commission. The Subdivision Review Committee's report is attached to this staff report as Attachment 5.

### ***Tenant Notifications***

Pursuant to AHMC §10510, no final map shall be approved unless each of the tenants have received written notification at least 60 days prior to the filing of a tentative map. The applicant has submitted the required notifications to the existing tenants in compliance with the AHMC. Prior to the approval of a final map, the City Council must make findings that all tenants have received the required notifications listed in AHMC §10510.

## **III. FINDINGS**

**Subdivision Map Regulation (AHMC §10414). The Planning Commission shall approve or conditionally approve the tentative subdivision map if the following findings are made:**

*Finding 1. The proposed Map is consistent with the general and specific plans of the City of Agoura Hills.*

**Analysis:** The Project is converting existing office leases into office condominium units for sale and is not changing the use of any existing facilities. The Project provides for the needs of existing and future businesses by allowing the ownership of individual office condominium units, consistent with Goal LU-1 of the general plan. Additionally, the existing office building is an allowed use within the CRS general plan land use designation; therefore, the Project is consistent with the general plan. **The Project complies with the finding.**

*Finding 2. The design or improvement of the proposed development is consistent with the general or specific plans of the City of Agoura Hills.*

**Analysis:** The existing facilities are not being modified as part of the Project, and all aspects of the tentative tract map design comply with the Agoura Hills Municipal Code

and Subdivision Map Act, therefore, the design of the Project is consistent with the general plan. **The Project complies with the finding.**

*Finding 3. The site is physically suitable for the type of development proposed.*

**Analysis:** The existing facility was developed per the Commercial Retail Service standards and no physical changes to the site are proposed as part of the Project. **The Project complies with the finding.**

*Finding 4. The site is physically suitable for the proposed density of the development.*

**Analysis:** By changing the ownership of the building and its parts, the development does not change the density of the development. **The Project complies with the finding.**

*Finding 5. The design of the development or the proposed improvements are not likely to cause substantial environmental damage or substantially injure fish or wildlife or their habitat.*

**Analysis:** The Project does not propose any physical change to the environment and therefore has no chance of causing any environmental damage to fish, wildlife, or their habitat. **The Project complies with the finding.**

*Finding 6. The development or the type of improvement is not likely to cause serious public health problems.*

**Analysis:** The Project does not propose any physical changes to the site, therefore it is not possible for the Project to result in serious public health problems. **The Project complies with the finding.**

*Finding 7: The design of the development or the type of improvement will conflict with easements, acquired by the public at large for access through the use of the property within the development.*

**Analysis:** The proposed Project will not conflict with easements acquired by the public at large for access through or use of the property within the development. Access to the building site will continue to be provided via Canwood Street and a shared private driveway. The on-site driveway will continue to be subject to a reciprocal access agreement between the property owners of the subject property and the adjacent property to the west. **The Project complies with the finding.**

#### **IV. ENVIRONMENTAL REVIEW**

The Project has been reviewed pursuant to the California Environmental Quality Act (CEQA) and has been determined to be Categorical Exempt from the CEQA

Guidelines per §15301(k). Section 15301(k) specifically exempts the subdivision of existing commercial buildings, where no physical changes occur, which are not otherwise exempt. No environmental impacts will occur from the ownership change of the existing office building. No exception to this categorical exemption applies as set forth in §15300.2 of the CEQA Guidelines.

## **V. RECOMMENDATION**

Based on the foregoing analysis, staff recommends that the Planning Commission approve Case No. TRM-2023-0003, Tentative Map 84082, to convert existing office suites into office condominiums, subject to the Conditions of Approval and based on the findings of the attached Draft Resolution; and make a finding of exemption under the California Environmental Quality Act.

## **VI. ATTACHMENTS**

1. Draft Resolution for the Tentative Tract Map
  - a. Exhibit A: Conditions of Approval
2. Vicinity Map
3. Tentative Map 84082
4. Condominium Plans
5. Subdivision Review Committee Report
6. Photographs

Case Planner: Valerie Darbouze, Associate Planner

# **ATTACHMENT 1**

**Draft Resolution for the Tract Map  
Exhibit A - Conditions of Approval**



RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF AGOURA HILLS, CALIFORNIA, APPROVING TENTATIVE MAP NO. 84082 FOR THE MEDITERRANEA II OFFICE BUILDING PROJECT LOCATED AT 30343 CANWOOD STREET

THE PLANNING COMMISSION OF THE CITY OF AGOURA HILLS, CALIFORNIA HEREBY FINDS, RESOLVES AND ORDERS AS FOLLOWS:

Section I. An application was duly filed by Ewald Robert Schutz, with respect to the real property located at 30343 Canwood Street (Assessor Parcel No. 2054-020-045), requesting approval of a Tentative Map No. 84082 (Case No. TRM-2023-0003) to subdivide the single parcel, on which the Mediterranean II office building is located, into condominium spaces, with common areas (the "Project").

Section II. The Project has been reviewed pursuant to the California Environmental Quality Act (CEQA) and has been determined to be Categorically Exempt from the CEQA Guidelines per §15301(k). Section 15301(k) specifically exempts the subdivision of existing commercial buildings, where no physical changes occur which are not otherwise exempt. No significant environmental impacts are expected from the ownership change of the existing office building. No exception to this categorical exemption applies as set forth in §15300.2 of the CEQA Guidelines.

Section III. The Planning Commission of the City of Agoura Hills considered the application at a public hearing held on January 18, 2024, at 6:30 p.m. in the City Council Chambers of City Hall, 30001 Ladyface Court, Agoura Hills, California. Notice of the time, date, means of participation in, and purpose of the aforementioned hearing was duly given and published as required by state law.

Section IV. Evidence, both written and oral, including the staff report and supporting documentation, was presented to and considered by the Planning Commission at the aforesaid public hearing.

Section V. Based on the evidence presented at the hearing, including the staff report and oral and written testimony, the Planning Commission makes the following findings, pursuant to §10414 of the Agoura Hills Municipal Code (AHMC):

A. The proposed Tentative Map (TTM), as conditioned, is consistent with the City's General Plan Goal LU-1 because the Project provides for the needs of existing and future businesses by allowing the ownership of individual office condominium units. The existing use of the office building is allowed within the CRS general plan land use designation; therefore, the project is consistent with the general plan.

B. The Project does not modify any existing facilities, and all aspects of the tentative tract map complies with the AHMC and Subdivision Map Act, therefore, the design of the Project is consistent with the general plan.

C. The existing facility was developed per the Commercial Retail Service standards and no physical changes to the site are proposed as part of the Project, therefore, the site is physically suitable for the type of development proposed.

D. By changing the ownership of the building and its parts, the development does not change the density of the development. Therefore, the site is physically suitable for the proposed density of development.

E. The Project does not propose any physical change to the environment and therefore has no chance of causing any environmental damage to fish, wildlife, or their habitat.

F. The Project does not propose any physical changes to the site, therefore it is not possible for the Project to result in serious public health problems.

G. The Project will not conflict with easements acquired by the public at large for access through or use of property within the development. Access to the site will continue to be provided via Canwood Street and a shared driveway. The on-site driveway will continue to be subject to a reciprocal access agreement between the property owners and the adjacent property to the west.

Section VI. Based on the aforementioned findings, the Planning Commission hereby approves Tentative Map No. 84082 (Case No. TRM-2023-0003), subject to Conditions of Approval, attached herein as Exhibit A, with respect to the property described in Section I hereof.

Section VII. The Secretary of the Planning Commission shall certify to the passage, approval, and adoption of this resolution, and shall cause this resolution and this certification to be entered in the Book of Resolutions of the Planning Commission of the City.

Resolution No. \_\_\_\_\_

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PASSED, APPROVED and ADOPTED this 18<sup>th</sup> day of January 2024, by the following vote to wit:

AYES: (0)

NOES: (0)

ABSENT: (0)

ABSTAIN: (0)

\_\_\_\_\_  
\_\_\_\_\_, Chairperson

ATTEST:

\_\_\_\_\_  
Denice Thomas, Secretary

**EXHIBIT A**  
**CONDITIONS OF APPROVAL**  
**(CASE NO. TRM-2023-0003 / TENTATIVE MAP NO. 84082)**

**PLANNING DIVISION**

1. This decision, or any aspect of this decision, can be appealed to the City Council within fifteen (15) days from the date of Planning Commission's action, subject to filing the appropriate forms and related fees.
2. The approval of this permit shall not be effective for any purpose until the applicant has agreed in writing that he/she is aware of, and accept, all conditions of this permit with the Planning Division.
3. Except as modified herein, the approval of this action is limited to and requires complete conformance to the labeled exhibits: Tentative Map and Architectural Plans associated with the interior division of the building.
4. It is hereby declared to be the intent that if any provision of this permit is held or declared invalid, the permit shall be void and the privileges granted hereunder shall lapse.
5. It is further declared and made a condition of this action that if any condition herein is violated, the permit shall be suspended and the privileges granted hereunder shall lapse; provided that the applicant has been given written notice to cease such violation and has failed to do so for a period of thirty (30) days.
6. All requirements of the Agoura Hills Municipal Code must be complied with unless set forth in the approval or on the approved Tentative Map.
7. No occupancy shall be granted for any new building until all conditions of approval have been complied with as determined by the Community Development Department Director.
8. The structure shall conform to the requirements of the Division of Building and Safety of the City of Agoura Hills.
9. The conditionally approved tentative map, Tentative Map No. 84082 - Case No. TRM-2023-0003, shall expire twenty-four months after being approved. The Director may grant extensions to the term of the conditionally approved map, the total of which extensions shall not exceed one (1) year. The subdivider shall submit a written request to the Director for each extension prior to the expiration of the tentative map.
10. The applicant shall comply with the requirements of the Los Angeles County Fire Department prior to the approval of the final map. The final map shall incorporate all items and conditions as required by the agency.

11. All outstanding fees owed to the City, if any, shall be paid by the applicant within thirty (30) days from the date of this approval.
12. Applicant shall record the final map within 60 days from receiving an approval from the City of Agoura Hills.
13. I understand that the receipt of the approvals and the rights granted pursuant to such approvals are for my benefit (or that of my principal). Therefore, if the approvals, any conditions attached thereto, or any other City permits issued pursuant to such approvals, are challenged by a third party, I will be responsible for defending against this challenge. I agree to accept this responsibility for defense at the request of the City and also agree to defend and indemnify (with counsel of the City's choosing), and hold the City harmless from any costs, claims, demand, financial loss, penalties, fines, judgments, or liabilities arising from the approvals, any conditions attached thereto, or any City permits issued pursuant to such approvals, including without limitation, any award or attorney's fees that might result from the third party challenge, excepting only liability arising from the sole negligence, gross negligence, or intentional misconduct of City. For the purpose of this indemnity, the term "City" shall include the City of Agoura Hills, its officers, officials, employees, agents, and representatives. For the purpose of this indemnity, the term "challenge" means any legal or administrative action to dispute, contest, attack, set aside, limit, or modify the approval, project conditions, or any act upon which the approval is based, including, but not limited to, any action alleging a failure to comply with the California Environmental Quality Act or other laws.

#### **BUILDING AND SAFETY DIVISION**

14. All new, altered, and repair, as well as change of use/occupancy of the structures within the project shall conform to the current provisions of Title 24 of the California Code of Regulations, as adopted and/or amended by the City of Agoura Hills, and other applicable city building, zoning, and municipal codes and ordinances at the time application for construction permit.
15. Each unit shall be provided with a fire warning system conforming to current applicable codes in effect in the city. All common walls of units shall be constructed and maintained in accordance with current building codes. The number and locations of fire extinguishers and hydrants shall be in accordance with current fire codes. Existing fire sprinkler systems shall be verified to be in good working order and meet standards for the system installed.
16. Vibration Transmission. All permanent mechanical equipment (such as motors, compressors, pumps, and compactors) that are determined by the building official to be a source of structural vibration or structural-borne noise shall be vibration-isolated with inertia blocks or bases or vibration isolator springs in accordance with the standards in effect.

17. Noise Standards. The structures shall conform to all interior and exterior sound transmission standards of the California Code of Regulations and applicable sections of the California Building Code. Where these standards cannot be feasibly met, at the discretion of the building official, reduced requirements may be allowed by the building official and the sub-divider shall include notice of the deficiency in the final physical needs report.
18. Utility Metering. Each unit shall be individually metered for gas and electricity. If this requirement cannot be feasibly met, at the discretion of the building official, this requirement may be waived in the conditions of approval and a home or property owners' association, or similar entity, shall be formed for the payment and billing of the applicable utility. At a minimum, separate exterior shutoff valves for water and electricity, and separate exterior seismic gas shutoff, shall be provided for each unit.
19. Disabled Access. The project site and every unit within the project shall comply with current building codes related to disabled access.
20. The applicant is responsible for obtaining all required permits for the construction associated with compliance with these conditions of approvals
21. The Covenants, Conditions and Restriction (CC&Rs) shall ensure, among other things, common ingress, and egress, joint maintenance of all common access parking areas, utilities, and drives, as applicable.

#### **ENGINEERING/PUBLIC WORKS DEPARTMENT**

22. Prior to issuance of building permit, applicant shall record Condominium Map No. 84082. The Final Map, unless otherwise authorized in writing by the Director of Public Works/City Engineer, shall be based on a field survey, and be prepared in accordance with Article X, of the City's Municipal Code and the State of California Subdivision Map Act. A duplicate photo mylar of the recorded map shall be submitted to the Director of Public Works.
23. Applicant shall provide a preliminary title report not older than 30 days at the time of plan check.
24. Upon receiving the Title Report, if conflicts/issues arise regarding recorded documents over property, the applicant shall take all measures necessary, as directed by the City Engineer, to resolve said conflicts/issues. All items listed are to be complied with to the satisfaction of the City Engineer in accordance with the applicable provisions of the Agoura Hills Municipal Code.
25. Prior to final map recordation, applicant shall provide a copy of proposed Covenants, Conditions and Restrictions (CC&Rs), as applicable to the project, to the City Engineer for review and approval of the City Attorney. These CC&Rs shall ensure,

among other things, common ingress and egress, joint maintenance of all common access parking areas, utilities and drives, as applicable to the project.

26. All existing and proposed easements shall be shown on the Final Map. All existing public easements shall be reserved. Access easements, if applicable, shall be of adequate width, as approved by the Director of Public Works/City Engineer.
27. Signature of record fee title interest holders shall appear on the Final Map.
28. All required plans and studies shall be prepared by a Registered Professional Engineer in the State of California, and submitted to the Director of Public Works for review and approval.
29. Applicant shall provide a Monumentation bond (i.e. cash deposit) in an amount calculated by the Engineering Department or as specified in writing by the applicant's Registered Engineer or Licensed Land Surveyor of Record and approved by the City Engineer, whichever is greater.
30. All monuments shall be set in accordance with the final map, and all centerline ties shall be submitted to the Public Works Department. Any monuments damaged as a result of construction, shall be reset to the City's satisfaction.
31. Applicant shall install irrigation and landscape within the parkway on the south side of Canwood Street fronting this project to the satisfaction of the City Engineer in accordance with the original development agreement between the developer and the City of Agoura Hills.
32. For all work within public right-of-way, the applicant shall obtain an Encroachment Permit.

END

# **ATTACHMENT 2**

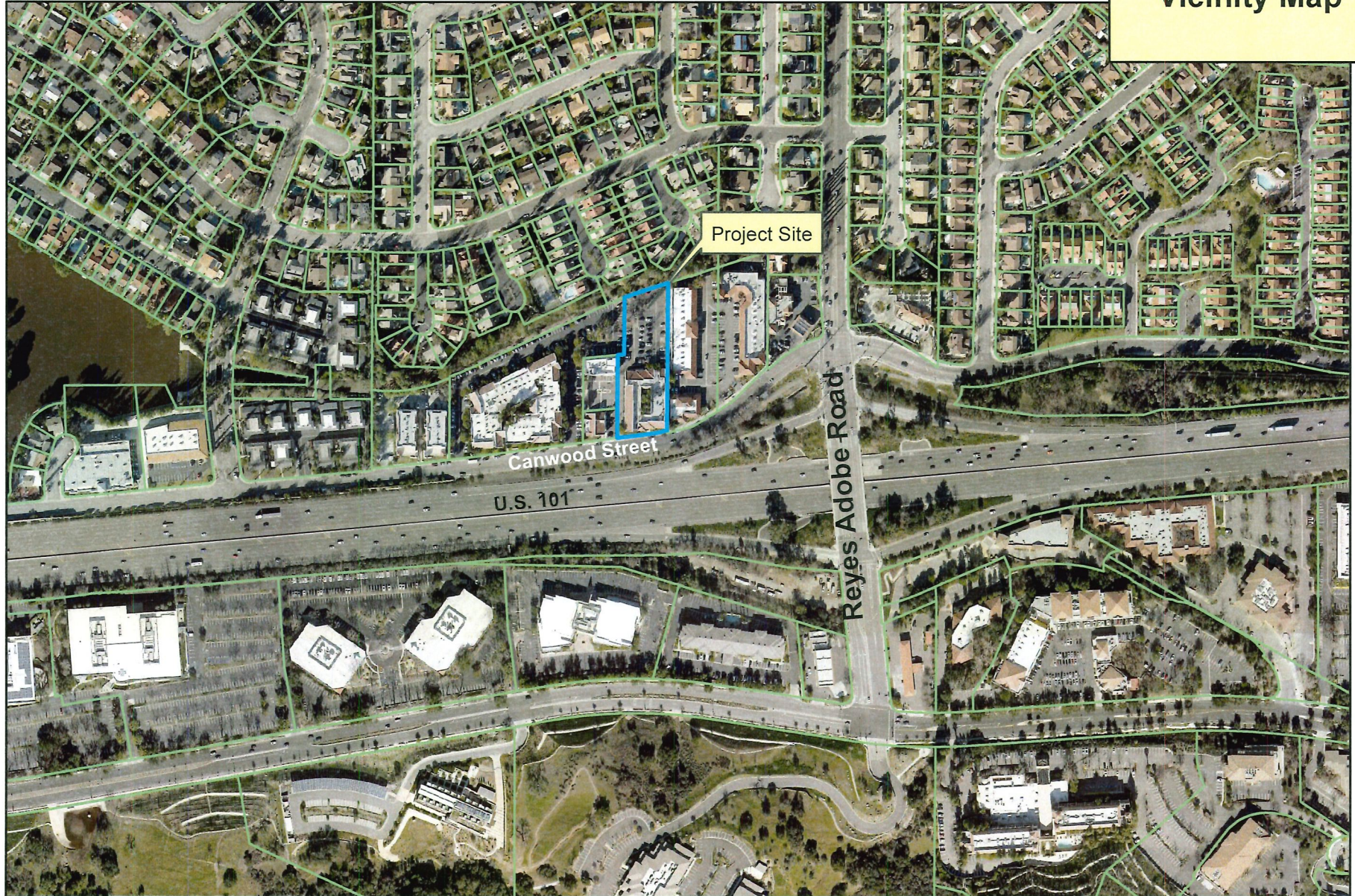
Vicinity Map



# City of Agoura Hills

Tentative Tract Map No. 84082 / Case No. TRM-2023-0003

Vicinity Map



0 200 400 800 1,200 1,600 Feet

# **ATTACHMENT 3**

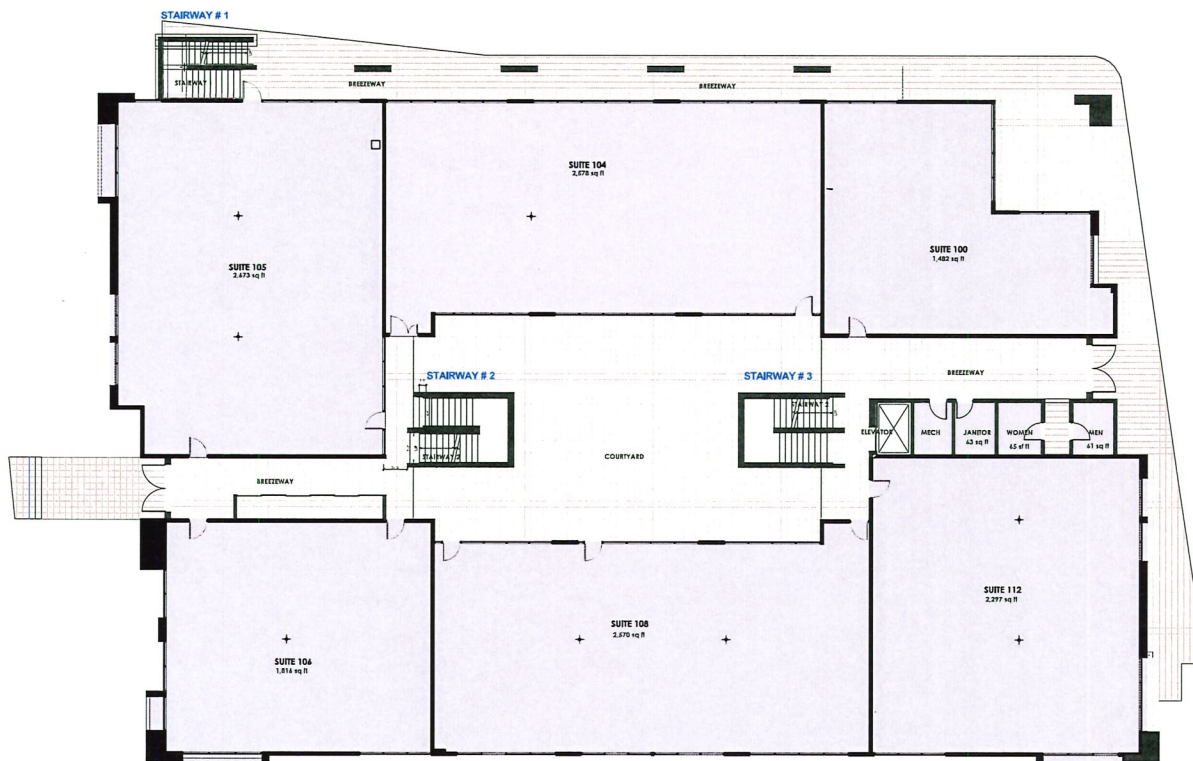
Tentative Map 84082



# **ATTACHMENT 4**

**Condominium Plans**

C:\My Drive\22006L\_00\_30343 Canwood0-DRAWINGS\303>1-11-2024\3 Canwood St-TTM-FINAL.dgn



**FIRST FLOOR**

**UNITS**

SUITE 100.....	1,482 SF
SUITE 104.....	2,578 SF
SUITE 105.....	2,673 SF
SUITE 106.....	1,816 SF
SUITE 108.....	2,570 SF
SUITE 112.....	2,290 SF
<b>TOTAL ...</b>	<b>13,409 SF</b>

**COMMON AREAS**

TOILET ROOMS.....	126 SF
JANITOR.....	63 SF
<b>TOTAL 1ST FLOOR</b>	<b>13,596 SF</b>

**1** FIRST LEVEL FLOOR PLAN  
SCALE: 1/8" = 1'-0"



info@netarq.com  
424.284.7774  
  
Los Angeles  
California



**CANWOOD ST**  
  
30343 Canwood ST  
Agoura Hills, 91301

PRINT DATE: 11/13/2023

DATE	DESCRIPTION
03-07-2023	ITM SUBMITTAL # 1
07-15-2023	ITM SUBMITTAL # 2
11-14-2023	UPDATE TTM

DATE	DESCRIPTION

PROJECT NO: #Project Code  
MODEL FILE  
124-11-2023 Canwood St-TTM-FINAL.dgn  
DRAWN BY: KCAD Technica Full Name  
COPYRIGHT: netarq 2023

**SHEET TITLE**  
**FIRST LEVEL FLOOR PLAN**  
  
**A2.10**  
SHEET 18 OF 86



# **ATTACHMENT 5**

**Subdivision Review Committee Report**



Department of Planning and Community Development  
30001 Ladyface Court, Agoura Hills, CA 91301

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**TO: SUBDIVISION REVIEW COMMITTEE**

**DATE: JANUARY 4, 2024**

**FROM: DENICE THOMAS, AICP, COMMUNITY DEVELOPMENT DIRECTOR**

**TO: HONORABLE CHAIR AND MEMBERS OF THE PLANNING COMMISSION**

**SUBJECT: REVIEW OF PROPOSED CONDOMINIUM SUBDIVISION CASE NO. TRM-2023-0003/TENTATIVE TRACT MAP 84082**

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Pursuant to AHMC §10411, the Subdivision Review Committee (Committee) shall review all tentative maps and relevant documents prior to the Planning Commission hearing and shall report its conclusions and findings regarding the tentative map to the Planning Commission.

A meeting was held on January 4, 2024, by the Committee. Present at the meeting were representatives of the Community Development Department, Engineering/Public Works Departments, Los Angeles County Fire Department, and the applicant.

The Committee reviewed all applicable materials for the project, including the draft conditions of approval, to determine whether the findings could be made to support the project. It was determined by the Committee that the project meets all required findings for tentative maps and condominium conversions. For that reason, the Committee is in support of the project.

Sincerely,



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Denice Thomas, AICP  
Community Development Director



# **ATTACHMENT 6**

**Photographs**

Tentative Tract Map No. 84082 – Case No. TRM-2023-0003



Front Elevation of the Building



Interior Courtyard



West Side of the Building



Rear Side of the Building