

**Neighborhood Council**

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Member**

**CITY OF LOS ANGELES  
CALIFORNIA**



**Granada Hills South  
Neighborhood  
Council**

**Regular Board Meeting Agenda  
Thursday, January 4th, 2024  
6:30 PM**

**Granada Hills Charter High School-  
Rawley Hall  
10535 Zelzah Ave. Granada Hills, CA  
91344**



**Granada Hills South  
Neighborhood Council**

**11024 Balboa Blvd., Box  
767**

**Granada Hills, CA 91344  
(818) 217-0511**

**Email: [board@ghsnc.org](mailto:board@ghsnc.org)  
Website:  
<https://ghsnc.org/g>**

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Mark Morris, President, at 818-388-6389 o por correo electrónico [mmorris@ghsnc.org](mailto:mmorris@ghsnc.org) para avisar al Concejo Vecinal.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the

General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker unless adjusted by the presiding officer of the Board.

*The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities*

- I. CALL TO ORDER, FLAG SALUTE
- II. ROLL CALL
- III. APPROVAL OF THE MINUTES FROM NOVEMBER , 2023 BOARD MEETING
- IV. ADMINISTRATIVE APPOINTMENTS/ FUNDING MOTIONS
  - A. Nominations are open for the GHSNC Presidency
  - B. Nominations are open for Vice President
  - C. Nominations are open for Secretary
  - D. Motion to appoint of Colleen Toumayan to cochair the Outreach committee
  - E. Motion for Approval of Monthly Expenditure Report (MER) for October, November and December 2023
  - F. Approval of the Minutes for Nov. 2, 2023

## V. ELECTED OFFICES/ DEPARTMENTS/ ORGANIZATION ANNOUNCEMENTS

### VI. PRESENTATION BY Lydia Grant on Declaration of Neighborhood Council Rights

#### A. Discussion and possible motion to adopt the Declaration of Neighborhood Council Rights

#### **LANCC Working Group for Constructive Change**

*The Working Group for Constructive Change (WG4CC) is a city-wide steering committee, created under the auspices of the Los Angeles Neighborhood Council Coalition (LANCC), to identify areas of concern within the Neighborhood Council (NC) system which impact NCs, their board members and stakeholders, and present them at LANCC to enable Neighborhood Councils to reach their fullest potential.*

Whereas, the people of the City of Los Angeles enacted, in the charter of 1999, a system of Neighborhood Councils, whose missions are “to promote more citizen participation in government and make government more responsive to local needs” and, Whereas, in order to fulfill these missions, Neighborhood Councils must be empowered to operate as independently as possible of the City’s officials, departments, and agencies and not subject to undue influence or control by those officials, departments, and agencies, Therefore, the Neighborhood Councils of the City of Los Angeles declare: Neighborhood Councils’ Board members are elected officials of the City of Los Angeles. The method by which Board members are chosen shall be determined solely by the Bylaws of each Neighborhood Council. The sole authority to censure, suspend, remove, or otherwise discipline a Board member is vested in the Neighborhood Council of which that individual is a Board member. Each Board shall determine the composition of its Bylaws and no other agency or commission of the City, with the exception of Board composition and boundaries of the Neighborhood Council, may alter or amend those Bylaws following initial Council certification and approval by the Board of Neighborhood Commissioners. No official or agency of the City of Los Angeles may delay or otherwise impede the action of a Neighborhood Council to amend its Bylaws or rules. Neighborhood Councils shall be meaningfully consulted prior to the appointment of individuals to the Board of Neighborhood Commissioners and the appointment of any individual as the general manager of the Department of Neighborhood Empowerment.

**Motion:** the Granada Hills Council moves to adopt and support The Declaration of Counsel Rights

VII. Discussion and possible action on a Board motion that the Granada Hills Neighborhood Council contact other Neighborhood Councils in the San Fernando Valley to determine their interest in co-sponsoring a joint public forum, possibly on a quarterly basis, on issues regarding the management of city resources across the northern and northwestern region of the San Fernando Valley, at a date and location to be determined.

- a. Note this motion was passed Sept. 14, 2023 unanimously by a vote of all nine Board Members present; with zero opposed and zero abstentions.
- b. If any new information is available by the Board meeting, the above item shall serve as a placeholder for any necessary board action.

## VIII COMMITTEE REPORTS

ACTING PRESIDENT - We need to move our storage from public storage to nova storage at the end of January; as previously passed

#### A. Public Safety

1. Need commitments from committee members regarding their availability for a committee meeting in January for committee action on the following, as soon as possible:
2. Discussion and possible Board action regarding Capital Improvement Project funding by the Granada Hills South Neighborhood Council of security improvements at the Granada Hills Recreation Center (i.e. 'Petit Park,') including but not limited to the park, the gymnasium, the pool, and the Granada Hills Library, in the amount of up to \$5000.
  - a) Background – On July 19, 2023, then was a homicide at Petit Park. On Sept. 14, 2023, representatives of the Los Angeles Police Department, City of Los Angeles Department of Recreation and Parks, the City of Los Angeles Public Library system, and the City of Los Angeles Department of Neighborhood Empowerment spoke in regards to the murder and on-going security and safety issues at the recreation center at regular monthly meeting of the Granada Hills South Neighborhood Council.
  - b) During the meeting, city staff reported there is no security camera system at the park; the same city staff members suggested the GHSNC consider supporting installation of such a system through a designated Capital Improvement Project.
  - c) On Oct. 26, 2023, the PSEP committee approved a motion to the board to provide such funding. On Nov. 2, 2023, the Board approved the following:
    - a. The Granada Hills South Neighborhood Council ("Neighborhood Council" or "GHSNC") supports allocating Capital Improvement Project funding from the GHSNC for security improvements at the Granada Hills Recreation Center (i.e. 'Petit Park,') including but not limited to the park, the gymnasium, the pool, and the Granada Hills Library, in the amount of up to \$5,000.
  - d) Note the above occurred at the same meeting the Board voted to provide \$5,000 in GHSNC funding to the LAPD DEVONSHIRE IS S.O.L.I.D. to renovate and furnish the area formerly used for training to be used as a meeting room for the community volunteers now serving the LAPD Devonshire Division.
  - e) Note that the PSEP chair has informed representatives of CD 12, LAPD Devonshire, the Department of Recreation and Parks, the Library, and DONE of this vote. In addition, the chair has requested Mr. Mario Hernandez, the GHSNC's DONE NEA, provide a briefing at this meeting on how to move forward with this funds transfer.
  - f) If any new information is available by the Board meeting, the above item shall serve as a placeholder for any necessary board action.

#### B. Cultural Affairs

#### C. Education

#### D. Homelessness – Report

#### E. Outreach

1. Report on tree lighting held on December 1, 2023
2. Report on Holiday Parade held on December 3, 2023

#### F. Planning and Land Use

1. Update on conditional use permit for daycare center located at 17345 W. Chatsworth St., Granada Hills/Knollwood community plan area.
2. Letter of correction regarding conditional use permit for the above stated daycare center as described in item 6a above
3. Need for PLUM committee commitments

1. Need commitments from committee members regarding their availability for a committee meeting in January for committee action on the following, as soon as possible:

2. Discussion and possible action by the Board regarding Los Angeles City Planning Case Number [CPC-2022-1981-CU-DRB-SPP-SPR](#); (i.e. **proposed Home Depot development** located at 16830 West Devonshire Street (CPC-2022-1981-CUSPP-SPR/[ENV-2022-1982-EAF](#)), as submitted to the City by representatives of the applicant. Note that on May 11, 2023, the PLUM Committee voted 4-0 to recommend the following to the GHSNC Board; on Aug. 3, 2023, the GHSNC Board voted unanimously by a voice vote to approve the motion below (note: zero opposed; zero abstained.)

- a. The Granada Hills South Neighborhood Council accepts the recommendation of the Planning and Land Use Management Committee (PLUMC) to **request the City of Los Angeles require a full Environmental Impact Report (EIR)** on Los Angeles City Planning Case Number CPC-2022-1981-CU-DRB-SPP-SPR; (i.e. proposed Home Depot development located at 16830 West Devonshire Street (CPC-2022-1981-CUSPP-SPR/[ENV-2022-1982-EAF](#)), **in order to comply with all requirements of the California Environmental Quality Act (CEQA).**
- b. The above request, and a link to the [minutes from the Aug.3 meeting](#), have been submitted as part of the public record to the City Planning Department, directly to Ms. Renata Ooms, the city planner assigned to this project.
- c. Before the holidays, Ms. Ooms informed the PLUM committee chair that **no action was expected on this matter before the New Year**. As of the week of Dec. 24-31, no approved documents are posted at the above link, and the project is listed as being “on hold.”
- d. If any new information is available by the Board meeting, the above item shall serve as a placeholder for any necessary board action.

2. Discussion and possible action by the Board regarding Los Angeles City Planning Case Number [ADM-2023-7417-DB-HCA-ED1](#) (i.e. a proposal to demolish two existing single family residences, at 17188 and 17184 Chatsworth Street, respectively, and replace them with a **39,528 sq ft, six floor, 49 unit** 100% affordable housing project).

- a. Note that these two adjoining properties are on the south side of Chatsworth Street; 17188 is the southeast corner of the intersection of Chatsworth and Aldea, and 17184 is the property immediately east of the corner. Other properties on the same block include both single family residences and multi-unit-apartment buildings.
- b. Note the above project site is one block east of a proposed child care facility at 17247 Chatsworth Street, which the applicants have said publicly would serve as many as 60 children and 14 staff M-F. See item #5, below.
- c. Next steps would be, as per regular order, to invite the developer to present to the community on this project at a committee meeting, and for the committee to make a recommendation to the board regarding the applicant’s request.
- d. Before the holidays, Ms. Ooms informed the PLUM committee chair that **no action was expected on this matter before the New Year**. As of the week of Dec. 24-31, no approved documents are posted at the above link, and the project is listed as being “on hold.”
- e. If any new information is available by the Board meeting, the above item shall serve as a placeholder for any necessary board action.

3. Discussion and possible action by the Board regarding Los Angeles City Planning Case Number [ADM-2023-8062-DB-VHCA-ED1](#), (i.e. a proposal to demolish an existing 1,234 sq ft single-family dwelling at 16136 West Devonshire Street - and construction of a 10,647 sq ft three-story, 44-foot, 100% affordable housing apartment building development with 15 total units.

- a. Note that this property is on the south side of Devonshire, three parcels east of Woodley Avenue. There is a commercial property at the southeast corner of Woodley and Devonshire, but the remainder of the block – ~12 homes, including one west of this property and separating it from the existing commercial development – is entirely single-family, as is most of the same the block on the north side of the street (~10 homes). Similar zoning and uses are in place east to Haskell (south side, ~21 homes) and Aqueduct (north side, ~31 homes).

- b. Next steps would be, as per regular order, to invite the developer to present to the community on this project at a committee meeting, and for the committee to make a recommendation to the board regarding the applicant's request to waive the City's development standards to permit this development.
- c. Note that among others, this includes a request to permit **a 19-foot height increase** from the LAMC 12.21.1-A, 10 limit of 25 feet within 49 feet of an RS zone to 44 feet, a **100% reduction of required parking from 23 spaces to 0 spaces, an 80% reduction of the required building line setback from 25 feet to 5 feet, and a 100% reduction of required open space from 1,800 sf. to 0 sf.**
- d. As of the week of Dec. 24-31, no approved documents are posted at the above link; however, the project is not listed as being "on hold."
- e. If any new information is available by the Board meeting, the above item shall serve as a placeholder for any necessary board action.

3 Discussion and possible action by the Board regarding Los Angeles City Planning Case Number [ZA-2023-3912-CU](#), (related: [ENV-2023-3913-EAF](#)) i.e.: a proposed "new child care facility with 60 children on-site" at 17345 Chatsworth Street, Granada Hills. This site east of the intersection of Andasol Avenue and Chatsworth Street, on the north side of Andasol. Note that all project details are drawn from materials submitted by the applicant's consultant (Mailian & Associates, 4447 Sunset Avenue, Montrose, CA 91020) to the City of Los Angeles Planning Department and/or the Granada Hills South Neighborhood Council.

- f. Note that on Dec. 4, 2023, the City of Los Angeles, Office of Zoning Administration, announced this project could forward, with multiple conditions. See attached letters of Dec. 4, 2023 and Nov. 15, 2023.
- g. Request these letters should be included as elements of the agenda and minutes for the GHSNC, to preserve them as an element of the public record regarding this project.
- h. If any new information is available by the Board meeting, the above item shall serve as a placeholder for any necessary board action.

4. Discussion and possible action on a Planning and Land Use Management Committee recommendation to the Board regarding testimony and information presented by Los Angeles World Airports (LAWA) to the Van Nuys (VNY) Airport Citizens Advisory Council.

- a. See "[Vision Study](#)," regarding the capacity expansion proposals; note that all three alternatives include aviation capacity expansion (i.e. from 2-4 new "change to Aviation Area," options, all beyond current uses, at the airport). Also note that the "[Vision Study](#)" is the first step for future planning," at Van Nuys Airport, according to LAWA, and that LAWA is at the "select Vision Study Preferred Land Use Alternative" as of May, 2023.
- b. Note that the LAWA Board of Airport Commissioners' regular meeting on Thursday, January 4, 2024 at 10:00 am has been cancelled.
- c. Note that in May 11, 2023, the PLUM Committee voted 4-0 to recommend the following to the GHSNC Board; the motion was approved by the Board on Aug. 3, MOTION PASSED unanimously by a voice vote; zero opposed; zero abstained.
- d. The Granada Hills South Neighborhood Council ("Neighborhood Council" or "GHSNC") accepts the recommendation of the Planning and Land Use Management Committee (PLUMC) to contact other Neighborhood Councils in the San Fernando Valley to determine their interest in co-sponsoring a joint public forum on issues regarding the management of Van Nuys Airport, at a date and location to be determined.
- e. If any new information is available by the Board meeting, the above item shall serve as a placeholder for any necessary board action.

#### G. Sustainability - Report

- 1. Update on A More Sustainable Granada Hills survey and farmers market feasibility study

#### H. Seniors

- I. Youth
- J. Beatification - Report

IX. GENERAL PUBLIC COMMENT OF NON-AGENDIZED ITEMS

X BOARD MEMBER COMMENTS AND FUTURE AGENDA ITEMS

XI Next meeting will be held on February 2, 2024

XII ADJOURNMENT

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

Public Posting of Agendas –

Neighborhood Council agendas are posted for public review as follows:

- 17723 Chatsworth Street, Granada Hills, CA 91344
- <https://ghsnc.org/>
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System (ENS)

#### Notice to Paid Representatives -

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](https://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

#### Public Access of Records -

- In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at 11024 Balboa Blvd., Box 767 Granada Hills, CA 91344, at <https://ghsnc.org/> or at the scheduled meeting. If you would like a copy of any record related to an item on the agenda, please contact Mark Morris, President at 818-388-6389 or email at [mmorris@ghsnc.org](mailto:mmorris@ghsnc.org) or Michael Benedetto, Vice President at 818-723-8087 or email at [mbenedetto@ghsnc.org](mailto:mbenedetto@ghsnc.org)

#### Reconsideration and Grievance Process -

- For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website: <https://ghsnc.org/>



**CITY OF LOS ANGELES**  
**GRANADA HILLS SOUTH NEIGHBORHOOD COUNCIL**  
**REGULAR BOARD MEETING MINUTES**, Thursday, November 2, 2023  
Granada Hills Charter H.S., Rawley Hall, 10535 Zelzah Ave., Granada Hills, CA 91344  
DRAFT Minutes [to be replaced by "Approved \_[Month]\_ \_[date]\_, 202\_[year]\_"]

GHSNC (and all other) Meeting Minutes are a summary; Minutes were not, are not and are never meant to be an exact, verbatim, word-for-word transcript or comprehensive record of what was said at a Meeting. Exceptions: Motions/Resolutions (as stated at the Meeting, which take precedence over versions written on the Agenda, if different); quotes (words that have quotation marks ("") at the beginning and ending of a word or words); and other wording from the Agenda such as the first paragraph(s) of some Items. Items are listed in and match the same order as on the Agenda.

**I. CALL TO ORDER, FLAG SALUTE**

President Mark Morris called the Meeting to order at 6:44 p.m. and explained the NC's role. The Pledge of Allegiance was led by Brad Smith.

**II. Roll Call**

Roll Call was taken by the Secretary. Ten of the 15 Board Members were present at the Roll Call: Mike Benedetto (Vice-President), Launa Bogartz, Carol Hart, John Horn, George Karam, Mark Morris (President), Abbey Ronquillo (Treasurer), Brad Smith, Colleen Toumayan (Secretary) and Linda Williamson. Michael Koch (unexcused), Sally Kolstad (excused), Ashley Pena (excused), Rox Poon (unexcused) and Michelle Waldenmeyer (excused) were absent. The GHSNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is nine (see the Bylaws link at [www.empowerla.org/ghsnc](http://www.empowerla.org/ghsnc)), so the Board could take such votes. Fifteen of the 17 Board Seats were filled (by election or appointment). Two Board Seats were vacant [all At Large]; to apply, see [www.ghsnc.org](http://www.ghsnc.org). Also attended: approximately 25 Stakeholders and Guests.

**III. APPROVAL OF THE MINUTES FROM OCTOBER 5th, 2023 BOARD MEETING.**

No corrections or amendments were made.

**MOTION** (by Ms. Hart, seconded by Mr. Benedetto): The Granada Hills South Neighborhood Council approves the Minutes of its October 5, 2023 Regular Board Meeting.

**MOTION PASSED** by a voice vote with eight in favor; zero opposed; two abstained (the GHSNC does not count abstentions as either "yes" or "no" votes) (Morris and Smith)

#### **IV. ADMINISTRATIVE/FUNDING MOTIONS**

- A. Approval of Monthly Expenditure Report (MER) for September 2023 Motion: The Granada Hills South Neighborhood Council approves of Monthly Expenditure Report for September 2023.

**FUNDING MOTION** (by Mr. Benedetto, seconded by Ms. Hart): The Granada Hills South Neighborhood Council approves of Monthly Expenditure Report for September 2023.

**FUNDING MOTION PASSED** unanimously by a roll call vote of the 10 eligible voters present with all 10 in favor ("Yes" or "Aye") (Benedetto, Bogartz, Hart, Horn, Karam, Morris, Ronquillo, Smith, Toumayan and Williamson); zero opposed; zero abstained.

- B. Discussion and possible action to approve an NPG for DEVONSHIRE IS S.O.L.I.D. in the amount of \$5000.00 to renovate and furnish the area formerly used for training to be used as a meeting room for the community volunteers now serving the LAPD Devonshire Division. Motion: The Granada Hills South Neighborhood Council will approve an NPG for DEVONSHIRE IS S.O.L.I.D. in the amount of \$5000.00 to renovate and furnish the area formerly used for training to be used as a meeting room for the community volunteers now serving the LAPD Devonshire Division.

**FUNDING MOTION** (by Ms. Hart, seconded by Mr. Benedetto): The Granada Hills South Neighborhood Council approves an NPG for DEVONSHIRE IS S.O.L.I.D. in the amount of \$5,000.00 to renovate and furnish the area formerly used for training to be used as a meeting room for the community volunteers now serving the LAPD Devonshire Division.

**DISCUSSION:** Officer Sandra, and Officer John Parker, a Devonshire Division Senior Lead Officer for the north side (north of Chatsworth St.) of Granada Hills [cell/text phone 424-364-9377; office 818-832-0633; [36560@LAPD.online](mailto:36560@LAPD.online); <https://www.lapdonline.org/lapd-contact/valley-bureau/devonshire-community-police-station>] presented. Officer Parker reviewed crime statistics and said "our greatest challenge right now is with residential burglaries." It was encouraged to "know your neighbors . . . Know what's happening in your neighborhood . . . We can't solve this with overtime; we can't solve this with flooding with officers." When leaving home, watch for people sitting in a vehicle near your home; "all they need is 15 minutes" to break in, steal and leave. Criminals drive high end rentals to fit into the area; look for vehicles with no license plates or someone sitting in the vehicle. If possible, report their vehicle license plate number and a photo of the suspect.

You can put Apple air tags in purses and other items; the air tags can help locate them. The vast majority of criminals are burglars, not robbers; they're not after you, they want your property and may be armed. Burglars are spraying people with pepper spray while trying to run. Video helps identify package thieves. He reported that the Police meet with local religious leaders to answer questions and

coordinate plans. Officer Sandra explained S.O.L.I.D. and that she and other Officers worked out of a donated trailer that was in bad condition, photos of which were shown to Board Members. She detailed problems with and renovations done to the trailer. The Devonshire Division wants to have a community room like other LAPD Divisions have. The room would be “outside, across from the trailer.” She believed that the Division has requested funding from all other Neighborhood Councils in the Division and that several already allocated funding.

Laurie, the S.O.L.I.D. Board NC Liaison, was present. Officer Sandra indicated that the City will not budget funding for this. The community room would be “created for Officers’ use and for public use.” She explained why the room no longer will be used for Officer training. Also, the volunteer surveillance team needs a place to meet.

**FUNDING MOTION PASSED** by a roll call vote of the 10 eligible voters present with eight in favor (“Yes” or “Aye”) (Benedetto, Bogartz, Hart, Horn, Morris, Ronquillo, Smith and Toumayan); two opposed (“No” or “Nay”) (Karam and Williamson); zero abstained.

- C. Discussion and possible action to approve up to \$400 for the purchase of plastic storage bins for inventory in the public storage unit. Motion: The Granada Hills South Neighborhood Council approves up to \$400 for the purchase of plastic storage bins for inventory in the public storage unit.

Mr. Morris explained the above.

**FUNDING MOTION** (by Ms. Toumayan, seconded by Mr. Benedetto): The Granada Hills South Neighborhood Council approves up to \$400 for the purchase of plastic storage bins for inventory in the public storage unit.

It was agreed to delete the word “plastic” from the main Motion.

**AMENDMENT to the FUNDING MOTION** (by Mr. Karam, seconded by Mr. Smith): The Granada Hills South Neighborhood Council amends the Motion wording “plastic storage bins” to “storage bins” so that the Motion reads “approves up to \$400 for the purchase of storage bins for inventory in the public storage unit.”

*Board Member Carol Hart had stepped away from the meeting by this time, making nine Board Members present and eligible to vote on funding Motions (the GHSNC Board quorum is nine).*

**AMENDMENT to the FUNDING MOTION PASSED** by a roll call vote of the nine eligible voters present with all nine in favor (“Yes” or “Aye”) (Benedetto, Bogartz, Horn, Karam, Morris, Ronquillo, Smith, Toumayan and Williamson); zero opposed; zero abstained.

**AMENDED FUNDING MOTION PASSED** by a roll call vote of the nine eligible voters present with eight in favor (“Yes” or “Aye”) (Bogartz, Horn, Karam, Morris, Ronquillo, Smith, Toumayan and Williamson); one opposed (“No” or “Nay”) (Benedetto); zero abstained.

*Board Member Mark Morris recused from voting (self-declared as ineligible to vote on the below Motion due to a possible or known conflict of interest [he is a Granada Hills Community Foundation Board Member]), turned over the Presiding Officership to Mr. Benedetto at this time, and left the room, making at least eight Board Members present and eligible to vote on funding Motions (the GHSNC Board quorum is nine). Recusing is different from abstaining, which is declining to vote “yes” or “no.”*

- D. Discussion and possible action for Granada Hills South Neighborhood Council to approve up to \$5,000 to co-sponsor the Granada Hills Holiday Parade. Motion: The Granada Hills South Neighborhood Council approves up to \$5,000 to co-sponsor the Granada Hills Holiday Parade.

**FUNDING MOTION** (by Mr. Smith, seconded by Mr. Karam): The Granada Hills South Neighborhood Council approves up to \$5,000 to co-sponsor the Granada Hills Holiday Parade.

**DISCUSSION:** Mr. Benedetto said the invoice says “\$4,999,” so he wanted to change the Motion to that amount. He said the Parade will be December 3<sup>rd</sup>. There was discussion of the amount and parliamentary procedure. It was noted that CD12 funded much less than the GHSNC was being asked to fund.

*Board Member Carol Hart had returned at this time, making nine Board Members present.*

**FUNDING MOTION FAILED** by a roll call vote of the nine eligible voters present with four in favor (“Yes” or “Aye”) (Benedetto, Hart, Smith and Toumayan); four opposed (“No” or “Nay”) (Bogartz, Horn, Ronquillo and Williamson); one abstained (the GHSNC does not count abstentions as either “yes” or “no” votes) (Karam). One recused and was ineligible to vote (Morris).

*Mr. Morris’ recusal ended and he returned to the room at this time, making 10 Board Members present and eligible to vote. Mr. Benedetto returned the Presiding Officership to Mr. Morris at this time.*

- E. Discussion and possible action to approve Granada Hills South Neighborhood Council to be the Granada Hills sponsor for the Greater Los Angeles Homeless Count on January 23, 2024 and work to both secure a site location and recruit 30-40 volunteers Motion: The Granada Hills South Neighborhood Council agrees to be the Granada Hills sponsor for the Greater Los Angeles Homeless Count on January 23, 2024 and work to both secure a site location and recruit 30-40 volunteers.

**MOTION** (by Ms. Ronquillo, seconded by Ms. Williamson): The Granada Hills South Neighborhood Council agrees to be the Granada Hills sponsor for the Greater Los Angeles Homeless Count on January 23, 2024 and work to both secure a site location and recruit 30-40 volunteers.

**DISCUSSION:** Mr. Horn explained the sponsorship and that “there’s no cost.”

**MOTION PASSED** unanimously by a voice vote; zero opposed; zero abstained.

- F. Discussion and possible action to amend article V of the Granada Hills South Neighborhood Council bylaws to create a Youth Board Member position on the governing board. Motion: Granada Hills South Neighborhood Council [see the below Motion].

**MOTION** (by Mr. Benedetto, seconded by Ms. Hart): The Granada Hills South Neighborhood Council agrees to amend Article V Bylaws to create a Youth Board Member position open to stakeholders 16 years to 17 years old who will be precluded from voting on matters regarding the expenditure of funds, contracts, or recommendations on age restricted issues. A change will also be made from 17 to 16 At-Large Directors.

**DISCUSSION:** Mr. Morris explained the need and that he worked on this with DONE [the L.A. Dept. of Neighborhood Empowerment; 818-374-9890; [www.EmpowerLA.org](http://www.EmpowerLA.org)] and BONC [the L.A. Board of Neighborhood Commissioners; 213-978-1551; [Commissioners@EmpowerLA.org](mailto:Commissioners@EmpowerLA.org); [www.EmpowerLA.org](http://www.EmpowerLA.org)]. Freddy Cupen-Ames, a DONE Neighborhood Empowerment Advocate [[Freddy.Cupen-Ames@LACity.org](mailto:Freddy.Cupen-Ames@LACity.org)] confirmed that the GHSNC, like other NCs, can submit other Bylaws changes up to April 1, 2024.

**AMENDMENT to the MOTION** (by Mr. Kareem, seconded by Ms. Hart): The Granada Hills South Neighborhood Council amends the Motion wording “open to stakeholders 16 years to 17 years old” to “open to stakeholders 14 years to 17 years old” so that the Motion reads “agrees to amend Article V Bylaws to create a Youth Board Member position open to stakeholders 14 years to 17 years old who will be precluded from voting on matters regarding the expenditure of funds, contracts, or recommendations on age restricted issues. A change will also be made from 17 to 16 At-Large Directors.”

**AMENDMENT to the MOTION PASSED** unanimously by a voice vote; zero opposed; zero abstained.

**AMENDED MOTION PASSED** unanimously by a voice vote; zero opposed; zero abstained.

#### **V. ELECTED OFFICES/DEPARTMENTS/ORGANIZATION ANNOUNCEMENTS**

Guest Glenn Bailey encouraged attending VANC [Valley Alliance of Neighborhood Councils; [VANC@EmpowerLA.org](mailto:VANC@EmpowerLA.org); <http://empowerla.org/vanc-2>] meetings on second Thursday nights at 6:30 p.m. via Zoom.

## **VI. PRESENTATION BY DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT**

Mr. Cupen-Ames reported that the City Council voted “to allow Neighborhood Councils, based on 2/3 of the Board Seats, to vote for having . . . a teleconferencing option . . . [or] expanded teleconferencing”; for “expanded . . . the Board must meet at least once a year in person.” Also, he stated that “the Granada Hills South Neighborhood Council has not endorsed any candidate . . . It’s not the Neighborhood Council itself that supported [a candidate], it was Members of it and they can do so in their own individual capacity . . . identifying themselves as a Board Member, but not representing the Board as a whole.” He announced that he will be leaving DONE. He explained how a Neighborhood Council can endorse (or not) a candidate or ballot measure through other means.

## **VII. COMMITTEE REPORTS**

### **1. Public Safety**

*[The following sub-section first paragraphs are copied from the Agenda.]*

- a. Discussion of a recommendation to the Board regarding Capital Improvement Project funding by the Granada Hills South Neighborhood Council of security improvements at the Granada Hills Recreation Center (i.e. ‘Petit Park,’) including but not limited to the park, the gymnasium, the pool, and the Granada Hills Library, in the amount of up to \$5000.
- b. Background – On July 19, 2023, there was a homicide at Petit Park. On Sept. 14, 2023, representatives of the Los Angeles Police Department, City of Los Angeles Department of Recreation and Parks, the City of Los Angeles Public Library system, and the City of Los Angeles Department of Neighborhood Empowerment spoke in regards to the murder and on-going security and safety issues at the recreation center at regular monthly meeting of the Granada Hills South Neighborhood Council. During the meeting, city staff reported there is no security camera system at the park; the same city staff members suggested the GHSNC consider supporting installation of such a system through a designated Capital Improvement Project. Note that at a PLUM Committee meeting held Oct. 64, the Committee voted 2-0 (with one absence) to support this proposal. Motion from Committee, as follows: The Granada Hills South Neighborhood Council (“Neighborhood Council” or “GHSNC”) supports allocating Capital Improvement Project funding from the GHSNC for security improvements at the Granada Hills Recreation Center (i.e. ‘Petit Park,’) including but not limited to the park, the gymnasium, the pool, and the Granada Hills Library, in the amount of up to \$5,000.

Chair Mr. Smith noted that the above wording “at a PLUM Committee meeting held Oct. 64” should be “at a Public Safety and Emergency Preparedness Committee meeting held Oct. 26th.”

**FUNDING MOTION** (by the Public Safety Committee): The Granada Hills South Neighborhood Council supports allocating Capital Improvement Project funding from the GHSNC for security improvements at the Granada Hills Recreation Center (also known as ‘Petit Park’), including but not limited to the

park, the gymnasium, the pool, and the Granada Hills Library, in the amount of up to \$5,000.

**DISCUSSION:** Mr. Smith gave background and explained the need. GHSNC funding would be reallocated as needed.

*Board Member Launa Bogartz had left the meeting at 7:40, making nine Board Members present and eligible to vote on funding Motions (the GHSNC Board quorum is nine).*

**FUNDING MOTION PASSED** unanimously by a roll call vote of the nine eligible voters present with all nine in favor (“Yes” or “Aye”) (Benedetto, Hart, Horn, Karam, Morris, Ronquillo, Smith, Toumayan and Williamson); zero opposed; zero abstained.

2. Beautification

Chair Mr. Horn reported that the Committee will meet in January and discuss 3-1-1 phone service and bulky item pickup.

3. Cultural Affairs

Chair Ms. Bogartz was not present; there was no report.

4. Education

Chair Ms. Ronquillo reported that the Committee will meet in late November.

5. Homelessness

Chair Mr. Horn reported that the Committee would meet November 6<sup>th</sup> and receive an update on the Inside Safe program.

6. Outreach

Chair Mr. Benedetto reported that the Petit Park Halloween event was “tremendous.” The tree lighting ceremony will be December 1<sup>st</sup> at “about 6:30” p.m.

7. Planning and Land Use

a. Discussion of a Committee recommendation to the Board regarding Los Angeles City Planning Case Number ZA-2023-3912-CU, (related: ENV-2023-3913-EAF) i.e.: a proposed “new child care facility with 60 children on-site” at 17345 Chatsworth Street, Granada Hills. This site, east of the intersection of Andasol Avenue and Chatsworth Street, is on the north side of Chatsworth. Note that all project details are drawn from materials submitted by the applicant’s consultant (Mailian & Associates, 4447 Sunset Avenue, Montrose, CA 91020) to the City of Los Angeles Planning Department and/or the Granada Hills South Neighborhood Council. The project site is currently a residentially zoned, single-family dwelling, (1,749 square feet, in an RD1.5-1 zone) and in the CUP-related material submitted by the applicant, the applicant has proposed adding a 1,676 addition, making the resulting structure 3,425 square foot in total.

1. The applicant, Gohar Vardanyan, is seeking a new conditional use permit, pursuant to LAMC 12.24 W.51, to adapt the existing property to the above use. The current project plan includes four on-site parking spaces.
2. The project is designed to serve 60 children, from 1.5 to 6 years of age, in four classrooms with eight teachers and three administrative staff, for a total of 11 employees on site.
3. Proposed operating hours are 8 am to 6 pm, M-F.
4. Buses will not be used.
5. Loading and unloading of children will be from two locations. One location is off Chatsworth (Street) and the other will be from the rear alley. Morning loading and unloading hours will be from 8:00 AM – 10:00 AM and the afternoon hours will be from 3:00 PM – 6:00 PM. There could be approximately 50 to 60 cars in total.
6. There will be a graduation ceremony once a year. Process-related Background: Note that at the request of the GHSNC, the City Associate Zoning Administrator, Henry Chu, has said he will keep the record open for the Neighborhood Council to submit comments. The above was communicated to the GHSNC by David Woon, with the City planning staff. Note that at a PLUM Committee meeting held Oct. 24, the Committee voted 3-0 (with one absence and one abstention) to oppose this application because of the traffic impact of the project and lack of any traffic management plan being on file with the City. Motion from Committee, as follows: The Granada Hills South Neighborhood Council (“Neighborhood Council” or “GHSNC”) Planning and Land Use Management Committee (PLUMC), opposes the requested CUP because of the impact of traffic this project would have on Chatsworth Street and the surrounding community.

Chair Mr. Smith said that the above “Motion from Committee, as follows: The Granada Hills South Neighborhood Council (“Neighborhood Council” or “GHSNC”) Planning and Land Use Management Committee (PLUMC) . . .” wording should only be “Motion from Committee, as follows: The Granada Hills South Neighborhood Council (“Neighborhood Council” or “GHSNC”) . . .” He gave background on the pending application made to the City Planning Department. He noted that the application’s “transportation assessment” section was “blank.”

Savannah, of Mailian & Associates, who also spoke at the Committee meeting, spoke here. She reported that they “have submitted every document that the City has required us. We haven’t left anything blank . . . If we were asked to do a traffic study we would. We have been exempt environmentally . . . We have gotten confirmation” from the DOT that “we can get loading/unloading the width of the property.” She explained their loading/unloading capacity. “The Department has determined that we are categorically exempt . . . We are following the Department’s order. Whatever they’ve asked us [to do] we’ve done.”

Public comments were made opposing, questioning and supporting the project. Savannah said “childcare is in the Community Plan of Granada Hills”

[<https://planning.lacity.org/plans-policies/community-plan-area/granada-hills-knollwood>]. Resident Maria Fisk believed this was about more than parking -- that it was a licensure issue. She said that a “large” facility is 14 or less children, while the applicant proposes to have 60, and that more outdoor and indoor space per child would need to be provided. That information is from the California State Licensure Board website, which she verified by phone.

**MOTION** (by the Planning and Land Use Committee): The Granada Hills South Neighborhood Council (“Neighborhood Council”) opposes the requested CUP because of the impact of traffic this project would have on Chatsworth Street and the surrounding community.

**MOTION was declared to have FAILED** by a voice vote of the nine eligible voters present with three in favor (“Yes” or “Aye”).

- b. Discussion and possible recommendation to the Board regarding Los Angeles City Planning Case Number CPC-2022-1981-CU-DRB-SPP-SPR; (i.e. proposed Home Depot development located at 16830 West Devonshire Street (CPC-2022-1981-CUSPP-SPR/ENV-2022-1982-EAF). For background, note that as of Oct. 19, 2023, no new information regarding this project has been posted on the City Planning Department website, but this item is being included as old business for potential consideration if new information is posted between that date and this meeting. Also, note that a limited amount of applicant’s material is currently posted under the first link, while additional background information on this project is available here: All the Info We Have about the Proposed Granada Hills Home Depot Project | Granada Hills South Neighborhood Council (ghsnc.org). DRAFT Motion as follows: The Granada Hills South Neighborhood Council (“Neighborhood Council” or “GHSNC”) recommends the following: (TBD)

Chair Mr. Smith reported that, this day, the Planning Deputy told him there were “no new items or materials filed on the Home Depot” application.

- c. Discussion and possible recommendation to the Board regarding the Los Angeles World Airports (LAWA) “SOCALSFV Community Airport Plan,” regarding capacity expansion proposals; at Van Nuys Airport; note that all three alternatives include aviation capacity expansion (i.e. from 2-4 new “change to Aviation Area,” options, all beyond current uses, at the airport). Also note that the “Vision Study” is the first step for future planning,” at Van Nuys Airport, according to LAWA, and that LAWA is at the “select Vision Study Preferred Land Use Alternative” as of May, 2023.
  - i. See “Van Nuys Airport History of Aircraft Operations” (2017: 231K; 2021: 301K); and “Santa Monica Airport 2021 Annual Operations Report, Jet Aircraft Trend” (2017: 15,360; 2021: 2,725).
  - ii. Note the Los Angeles City Council in 2022-23 has adopted three motions (22-1125, 22-1127, and 22-1489) dedicated, in part, to investigating and addressing the: (aa) increased jet charter activity at VNY airport, (bb) a new

specific plan for the airport, and (cc) projects that have allegedly allowed for changes in aviation capacity at VNY. DRAFT Motion as follows: The Granada Hills South Neighborhood Council ("Neighborhood Council" or "GHSNC") recommends the following: (TBD)

Chair Mr. Smith reported that there were no updates.

8. Youth

Chair Ms. Ronquillo reported that "a lot of our students are looking for volunteer opportunities . . . If anyone knows of any opportunities . . . suitable for children under the age of 18 . . . let me know."

10. Seniors

Chair Ms. Kolstad was not present; no report or Motion was made or vote taken.

9. Sustainability

a. Update on A More Sustainable Granada Hills survey and farmers market feasibility study.

Chair Mr. Karam reported Sustainable survey results, "which will guide our programming going forward"; main concerns were green space, air quality and recycling. Farmers Market study results indicated several possible sites. Possible partnerships were explored. The Committee will report again in January.

**VIII. GENERAL PUBLIC COMMENT OF NON-AGENDIZED ITEMS**

Guest Pat spoke and believed that City Councilmember John Lee should resign. Serena Oberstein, CD12 candidate, spoke and described her background and desire to serve.

**IX. BOARD MEMBER COMMENTS AND FUTURE AGENDA ITEMS**

Mr. Benedetto wanted to have a Special Board Meeting. Mr. Smith announced the November 11<sup>th</sup> Valley Veterans Day Parade. Mr. Morris announced that he will be unavailable as President "for the next couple of months"; Mr. Benedetto, as Vice-President, will be taking over . . . In January, we'll revisit an appointment to President.

**X. ADJOURNMENT**

The Meeting was **ADJOURNED** at 9:25 p.m.

*The first paragraph of some Items, Motions/Resolutions and other wording may have been copied from the Agenda.* Minutes written by DL, possibly edited by the GHSNC. The GHSNC Board Meeting Minutes page is <http://www.ghsnc.org/resources/minutes-and-agendas>.

# Monthly Expenditure Report



Reporting Month: October 2023

Budget Fiscal Year: 2023-2024

NC Name: Granada Hills South  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$30041.34	\$5708.99	\$24332.35	\$0.00	\$0.00	\$24332.35

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$17310.00	\$1220.48	\$9343.32	\$0.00	\$9343.32
Outreach		\$1988.51		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$2000.00	\$0.00	\$2000.00	\$0.00	\$2000.00
Neighborhood Purpose Grants	\$12690.00	\$2500.00	\$10190.00	\$0.00	\$10190.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$4757.69	

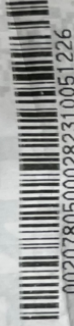
Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE_GHSNC.O	10/01/2023	Use of GHSNC email accounts	General Operations Expenditure	Office	\$125.80
2	PUBLIC STORAGE 67676	10/03/2023	Rental of the storage unit for GHSNC items	General Operations Expenditure	Office	\$415.00
3	PARTNERS IN DIVERSITY	10/05/2023	minutes writer services for board meetings.	General Operations Expenditure	Office	\$73.26
4	VONS #2078	10/05/2023	Water for the October Board Meeting.	General Operations Expenditure	Office	\$5.19
5	NORTHRIDGE STATIONERY	10/05/2023	Copies for the October Meeting.	General Operations Expenditure	Office	\$177.39
6	JERSEY MIKES 20038 QPS	10/08/2023	Food for the October Board Meeting.	General Operations Expenditure	Office	\$203.85
7	PARTNERS IN DIVERSITY	10/11/2023	Payment to our Board Meeting Minutes Writer.	General Operations Expenditure	Office	\$170.94
8	DISCOUNT POKER SHOP	10/12/2023	GHSNC Paid \$65.65 For a prize will as part of outreaches giveaway program. This is also covered in our admin package	General Operations Expenditure	Outreach	\$65.65

9	4IMPRINT, INC	10/13/2023	GHSNC Paid 4Imprint \$677.59 for outreach giveaways which is also provided for in our admin package	General Operations Expenditure	Outreach	\$677.59
10	4IMPRINT, INC	10/16/2023	GHSNC Paid 4Imprint \$1000 for outreach giveaways which is also provided for in our admin package	General Operations Expenditure	Outreach	\$1000.00
11	TAVERN SERVICE COMPANY	10/17/2023	GHSNC Paid Tavern services in the amount of \$238.71 for helium to fill two of our helium balloon event tanks for community outreach; which is also provided for in our admin package	General Operations Expenditure	Outreach	\$238.71
12	STAPLES 00104802	10/21/2023	GHSNC paid \$6.56 For erasable markers for our public event giveaway prize wheel which is also part of our admin package	General Operations Expenditure	Outreach	\$6.56
13	NORTHRIDGE STATIONERY	10/31/2023	printing for the board meeting held on 11/2/23	General Operations Expenditure	Office	\$49.05
14	North Valley Family YMCA	09/26/2023	2,500 dollars to be approved to the North Valley YMCA for their Thanksgiving Day basket giveaway.	Neighborhood Purpose Grants		\$2500.00
<b>Subtotal:</b>						<b>\$5708.99</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
	<b>Subtotal:</b> Outstanding					<b>\$0.00</b>

# VONS

Store 2078 Dir William Cloonan  
Main: (818) 349-2494  
9119 Reseda Blvd.  
Northridge CA 91324



00207805000282310051226

YOUR CASHIER TODAY WAS Roser

#### GROCERY

	Price	You Pay
2113024032 SIG WTR PUR DRINKG	3.99	3.99 \$
9/25 CRV SFTDK 24PK NTX	1.20	1.20 \$

TAX 0.00  
\*\*\* BALANCE 5.19

Credit Purchase 10/05/23 12:26  
CARD # \*\*\*\*\*9590  
REF: 132640495900 AUTH: 00091528

PAYMENT AMOUNT 5.19

#### AL MASTERCARD

AID A0000000041010  
TVR 0000008000  
TSI E800

Mastercard 5.19  
CHANGE 0.00

#### YOUR REWARDS

Points Towards Next Reward 16 of 100

TOTAL NUMBER OF ITEMS SOLD = 2  
10/05/23 12:26 2078 50 28 6880

Thank you for shopping Vans!  
For VONS FOR U questions call  
877-276-9637 or Vans.com/foru

Graphics & Printing Center

0130 B Reseda Blvd

Northridge, CA 91325

Tel: (818) 775-0255

Email: [order@nccprint.com](mailto:order@nccprint.com)

NAME: \_\_\_\_\_

NAME: ( )

DATE::

DUE DATE:

TEL:

EMAIL:

1389

Description	Quantity	Rate	Amount
2 side Moulded stamped		7d	\$4.00
5 stamped		15¢	15.00
Total:			\$18.40

ATTACHED:

- ☐ FLASH DRIVE
- ☐ DISK
- ☐ ORIGINAL
- ☐ EMAIL

Person in charge: \_\_\_\_\_

Tax:

Paid:

Balance:

THANK YOU FOR YOUR BUSINESS.

Due Balance: \$ 1.8.40

## Take Out

Jersey Mike's Subs 20038  
18131 Chatsworth Street  
Granada Hills, California 91344-5610  
Phone: (818) 923-5080

Ticket: 01-000412-01-514522

Server: Joel 10/02/23 1:26 PM

Giant #14	33.10
2 @ 16.55	
Giant #6	56.85
3 @ 18.95	
Giant #6	56.85
3 @ 18.95	
Giant #5	17.55
Regular #7	10.25
Regular CHIP	29.25
15 @ 1.95	

Sub Total	\$203.85
Taxable	\$0.00
Tax	\$0.00
Total	\$203.85

Paid Mastercard 3062 \$203.85

Items sold: 25

DUPLICATE

Northridge Graphics & Printing Center

9130 B Reseda Blvd

Northridge, CA 91325

Tel: (818) 775-0255

Email: [order@necprint.com](mailto:order@necprint.com)

NAME: Colleen B. Hilt

TEL: Granada Hills

EMAIL: South NC

DATE: 10/31/2003

DUE DATE: \_\_\_\_\_

1325

EMAIL: \_\_\_\_\_

Description

Quantity Rate Amount

Printing \_\_\_\_\_ 44.80

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Total: \$ 44.80

ATTACHED:

☐ FLASH DRIVE

☐ DISK

☐ ORIGINAL

☐ EMAIL

Person in charge: \_\_\_\_\_

Tax:

\$ 4.25

Paid:

\$ 44.05

Balance:

\$ \_\_\_\_\_

Due Balance: \$ \_\_\_\_\_

*Paid*

THANK YOU FOR YOUR BUSINESS.



# Invoice

Invoice number: 4819404587

Google LLC

1600 Amphitheatre Pkwy

Mountain View, CA 94043

United States

Federal Tax ID: 77-0493581

## Bill to

Aaron DeVandry

Granada Hills South Neighborhood Council

18403 W Vogel Ave

Waddell, AZ 85355

United States

## Details

Invoice number .....4819404587

Invoice date .....Sep 30, 2023

Billing ID .....9930-5897-7673

Domain name .....ghsnc.org

## Google Workspace

Total in USD **\$125.80**

## Summary for Sep 1, 2023 - Sep 30, 2023

Subtotal in USD \$115.20

State sales tax (5.6%) \$6.45

Local sales tax (3.6%) \$4.15

Total in USD \$125.80

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Usage	Sep 1 - Sep 3	16	11.52
Google Workspace Business Starter	Usage	Sep 4 - Sep 30	16	103.68
Subtotal in USD				\$115.20
State sales tax (5.6%)				\$6.45
Local sales tax (3.6%)				\$4.15
Total in USD				<b>\$125.80</b>

Need help understanding the charges on your invoice? [Click here for detailed explanations](#)

<https://support.google.com/a?p=gsuite-bills-and-charges>



Abbey Ronquillo <aronquillo@ghsnc.org>

---

## Fw: Your AutoPay confirmation

1 message

---

**colleen toumayangroup.com** <colleen@toumayangroup.com>

To: Abbey Ronquillo <aronquillo@ghsnc.org>

Cc: Mark Morris <mmorris@ghsnc.org>

Tue, Oct 3, 2023 at 1:11 PM

---

**From:** Public Storage <DoNotReply@Publicstorage.com>

**Sent:** Tuesday, October 3, 2023 11:21 AM

**To:** colleen [toumayangroup.com](mailto:colleen@toumayangroup.com) <colleen@toumayangroup.com>

**Subject:** Your AutoPay confirmation

Have questions? Ask our [virtual assistant](#) 



Thanks for your AutoPay payment!

Hi Colleen,

We're confirming that a payment in the amount of \$415.00 was made on 10/02/2023 from your Master Card CreditCard account ending in 3062 and entry type is manual.

Your confirmation number for this transaction is 018667.

## Your Account Details [Log In](#)

### COLLEEN TOUMAYAN

**ACCOUNT**

**NUMBER:** 54851594

**PHONE:** (818) 800-8836

**EMAIL:** colleen@toumayangroup.com

## Payment Details

**STORAGE** 18175 Chatsworth Ave  
**LOCATION:** Granada Hills, CA 91344  
(818) 296-9184

**SPACE NUMBER:** C221

**SPACE SIZE:** 10x10

# PAYMENT AMOUNT:

## \$415.00

	PAST DUE/DUE NOW	DUE NEXT 11/01/2023
RENT	\$0.00	\$400.00
INSURANCE	\$0.00	\$15.00
TOTAL	\$0.00	\$415.00

Glad to have you with us,  
**Your Public Storage Team**

**Public Storage**

CONNECT:       **BLOG**

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**PARTNERS IN DIVERSITY, INC.**  
A Small Business, Women Owned Enterprise

**Remit to: Partners In Diversity, Inc.**

P.O. Box 654

South Pasadena, CA 91031-0654

# INVOICE

**Invoice Amount**

**\$73.26**

**Payment Terms**

Due On Receipt

**Invoice Date**

10/02/2023

**Invoice No.**

41102

**Customer No.**

1352

Neighborhood Council/G.H. South

Attn to: Accounts Payable

11024 Balboa Blvd

Granada Hills, CA 91344

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/G.H. South	Corporate	1352	Due On Receipt

Description	Type	Units	Rate	Amount
<b>Week ending: 09/24/2023</b>				
Levin, David Minute Taker	Reg	3.00	\$24.42	\$73.26
<b>Total This Week ending:</b>				<b>\$73.26</b>

**Reg: 3 OT: 0 DT: 0**

**Total - This Invoice:**

**\$73.26**

Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

EmployeeName	CustomerName	DepartmentName	ApprovedDate	ApprovedTime	ApprovedBy	WeekEndDate	TransactionType	AssignmentID	DateWorked	DayLabel	StartTime	BreakOut	BreakIn	EndTime	BillUnit
Levin, David	Neighborhood Council/G.H. South	Corporate	10/2/2023 18:33	18:33:00	Mark Morris	9/24/2023	Reg	4857	9/23/2023	Saturday	10:00:00			13:00:00	3

PARTNERS IN DIVERSITY  
690 E GREEN ST STE 101  
PASADENA, CA 91101-2190  
626-793-0020

PARTNERS IN DIVERSITY

Date: 10/05/2023 03:51:24 PM

CREDIT CARD SALE

MASTERCARD  
CARD NUMBER: \*\*\*\*\*3062 K

TOTAL AMOUNT: \$73.26

APPROVAL CD: 063455  
RECORD #: 000  
CLERK ID: Officeassist1  
CUST CODE: 1352  
INVOICE #: 41102

Customer Copy



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**Remit to: Partners In Diversity, Inc.**

P.O. Box 654

South Pasadena, CA 91031-0654

# INVOICE

**Invoice Amount**

**\$170.94**

**Payment Terms**

Due On Receipt

**Invoice Date**

10/09/2023

**Invoice No.**

41176

**Customer No.**

1352

Neighborhood Council/G.H. South

Attn to: Accounts Payable

11024 Balboa Blvd

Granada Hills, CA 91344

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/G.H. South	Corporate	1352	Due On Receipt

Description	Type	Units	Rate	Amount
<b>Week ending: 10/08/2023</b>				
Levin, David Minute Taker	Reg	7.00	\$24.42	\$170.94
<b>Total This Week ending:</b>				<b>\$170.94</b>

<b>Reg: 7 OT: 0 DT: 0</b>	<b>Total - This Invoice:</b>	<b>\$170.94</b>
---------------------------	------------------------------	-----------------

Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

EmployeeName	CustomerName	DepartmentName	ApprovedDate	ApprovedBy	WeekEndDate	TransactionType	DateWorked	DayLabel	StartTime	BreakOut	BreakIn	EndTime	BillUnit	PayUnit	BreakHours
Levin, David	Neighborhood Council/G.H. South	Corporate	10/10/2023 1:45	Mark Morris	10/8/2023	Reg	10/7/2023	Saturday	10:00:00	11:30:00	12:30:00	16:00:00	5	5	1
Levin, David	Neighborhood Council/G.H. South	Corporate	10/10/2023 1:45	Mark Morris	10/8/2023	Reg	10/5/2023	Thursday	18:30:00			20:30:00	2	2	0

PARTNERS IN DIVERSITY  
690 E GREEN ST STE 101  
PASADENA, CA 91101-2190  
626-793-0020

PARTNERS IN DIVERSITY

Date: 10/11/2023 03:16:00 PM

CREDIT CARD SALE

MASTERCARD  
CARD NUMBER: \*\*\*\*\*3062 K

TOTAL AMOUNT: \$170.94

APPROVAL CD: 059870  
RECORD #: 000  
CLERK ID: Officeassist1  
CUST CODE: 1352  
INVOICE #: 41176

Customer Copy

# SHOPPING CART

Thurs ~~Wed~~ 2:30pm

walkin

Apply Discount Code

Estimate Shipping and Tax

Enter your destination to get a shipping estimate.

Country

United States

State/Province

Please select a region, state or province.

Zip/Postal Code

(818) 723-8087

Sorry, no quotes are available for this order at this time

Ce

TOTAL

Subtotal

\$59.95

Order Total

\$59.95

GO TO CHECKOUT

paypal

The safer, easier way to pay

Item	Price	Qty	Subtotal
------	-------	-----	----------



24" Inch Dry Erase Prize  
Wheel

\$59.95

1

\$59.95

[Continue Shopping](#)

[CLEAR SHOPPING CART](#)

[UPDATE CART](#)

Transaction 2k9mh6ge

Merchant Information

Merchant	Discount Poker Shop	JP Commerce
----------	---------------------	-------------

Transaction Information

Type	Sale
Amount	\$65.65 USD
Transaction Date	Oct 12 2023, 02:37 PM PDT
Approval Code	097789
Status	Submitted For Settlement

Payment Information

Payment Type	Credit Card
Transaction Origin	E-Commerce
Card Type	MasterCard
Cardholder Name	michael benedetto
Credit Card Number	*****3062

Customer Information

The GHSNC approves up to \$2000 for Outreach Committee to buy giveaways .

☐ Board Member Reimbursement

**Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.**

9

Date: 10-5-23



Invoice 26052804

Page 1

101 Commerce St  
PO Box 320  
Oshkosh, WI 54901

www.4imprint.com

Toll Free: 877-446-7746

Free Fax: 800-355-5043

**Main Address**MIKE BENEDETTO  
GRANADA HILLS SOUTH NC  
16423 RINALDI ST  
GRANADA HILLS, CA 91344-3760**Invoice Address**Mike Benedetto  
Granada Hills South NC  
11024 BALBOA BLVD STE GH  
Box 767  
Granada Hills CA 91344  
USA**Shipping Address**Mike Benedetto  
Granada Hills South NC  
16465 DONMETZ ST  
GRANADA HILLS, CA 91344-3760  
USA  
Tel: 818-723-8087**Order Number:** 26052804**Date:** October 27, 2023**Account No.:** 2447365**Your Order No.:****Questions Call:**

Amber Cundy

**Phone:**

877-446-7746 Ext. 8974

**Fax:**

800-355-5043

**Email:**

acundy@4imprint.com

**Item** ECOL Pen**Colors** (Barrel,Trim): Natural, Green

Qty	Item #	Description	Unit \$	Price \$	Total \$
300	4330	ECOL Pen	1.2200	366.00	366.00
1	Set-Up Charge	Set-Up Charge	15.0000	15.00	15.00
1	Discounts	Freight Credit	-48.6000	-48.60	-48.60
1	Discounts	Free Set-Up	-15.0000	-15.00	-15.00
		Freight		60.35	60.35
				<b>Tax</b>	30.16
					407.91

**Item** Wooden Yo-Yo**Colors** (Yo-Yo,Trim): Natural, Natural

Qty	Item #	Description	Unit \$	Price \$	Total \$
109	164674	Wooden Yo-Yo	2.9900	325.91	325.91
1	Set-Up Charge	Set-Up Charge	45.0000	45.00	45.00
1	Discounts	Freight Credit	-71.7900	-71.79	-71.79
		Freight		90.10	90.10
				<b>Tax</b>	28.42
					417.64

**Item** Pisces Pocket Tote**Colors** (Tote,Trim): Green, Black

Qty	Item #	Description	Unit \$	Price \$	Total \$
200	113305	Pisces Pocket Tote	2.1300	426.00	426.00
1	Set-Up Charge	Set-Up Charge	55.0000	55.00	55.00
1	Discounts	Freight Credit	-91.1600	-91.16	-91.16
1	Discounts	Free Set-Up	-55.0000	-55.00	-55.00
		Freight		147.34	147.34
				<b>Tax</b>	31.79
					513.97

**Item** Balloon - 9" Standard Colors - 24 hr**Colors** (Balloon,Trim) : See Below

Qty	Item #	Description	Unit \$	Price \$	Total \$
1,000	28901-24HR	Balloon - 9" Standard Colors - 24 hr	0.2400	240.00	240.00
		250 - Green, Green	0.0000	0.00	0.00
		250 - Pink, Pink	0.0000	0.00	0.00
		250 - Royal Blue, Royal Blue	0.0000	0.00	0.00
		250 - Yellow, Yellow	0.0000	0.00	0.00
1	Set-Up Charge	Set-Up Charge	10.0000	10.00	10.00



101 Commerce St  
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Oshkosh, WI 54901

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Order Number: 26052804  
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Account No.: 2447365  
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Questions Call: Amber Cundy  
Phone: 877-446-7746 Ext. 8974  
Fax: 800-355-5043  
Email: acundy@4imprint.com

1	Discounts	Freight Credit	-12.3500	-12.35	-12.35
1	Discounts	Free Set-Up	-10.0000	-10.00	-10.00
1	Delivery	24 hr Rush Service	40.0000	40.00	40.00
		Freight		23.71	23.71
				<b>Tax</b>	25.44
					316.80
				<b>Grand Total</b>	1,656.32
			<b>Payment via MC 3062</b>	<b>Received</b>	1,000.00
			<b>Payment via MC 3062</b>	<b>Received</b>	677.59
				<b>Total Due</b>	-21.27

**Thank You! We appreciate your business.**  
**Any overruns you may have received are yours with our compliments.**

- To ensure proper credit to your account, please quote "26052804/2447365" on your check or remittance.
- If you are not satisfied with your order, please call 1-800-300-0764. All claims must be made within 5 days of receipt.
- Any questions regarding your invoice? Please call 1-800-982-8979. Our terms are Net 30.
- Please make checks payable to 4imprint

**4imprint Federal ID #39-1837105, GSA Contract # GS-07F-9626S.** A Late Payment Charge based on maximum annual percentage allowed by your state law will be applied to this balance owed under this invoice when the invoice becomes past due. The purchaser agrees to pay all of the company's reasonable attorney's fees and any collection agency fees incurred in the collection of any amount owed hereunder and not paid when due. Purchaser agrees to pay any sales or use tax. No credit will be issued for returned merchandise without our consent. This invoice is a conditional acceptance by the seller of the buyer's offer to purchase seller's goods. It may contain terms which differ from or add to those contained in the buyer's purchase order, and to the extent that this is the case, the seller hereby expressly conditions its acceptance of the buyer's offer on the buyer's assent to the additional or different terms. The buyer's receipt and retention of the goods covered by this invoice constitutes acceptance of any such additional or different terms. The buyer and seller agree that any contract hereby entered into has been made and is to be construed according to our State Law.

Please visit our website - [www.4imprint.com](http://www.4imprint.com)

**Please Remit to:**  
**4imprint, Inc.**  
**25303 Network Place**  
**Chicago, IL 60673-1253**

The GHSNC approves up to \$2000 for Outreach Committee to buy giveaways .

☐ Board Member Reimbursement

**Recused Board Members must leave the room prior to any discussion and may not return to the room until after the vote is complete.**

Board Member's First and Last Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Mike Benedetto	Vice-President	X					
Launa Bogartz	Member				X		
Carol Hart	Member	X					
John Horn	Member		X				
George Karam	Member	X					
Michael Koch	Member				X		
Sally Kolstad	Member			X			
Mark Morris	President	X					
Ashley Pena	Member	X					
Rox Poon	Member				X		
Abbey Ronquillo	Treasurer	X					
Brad Smith	Member				X		
Colleen Toumayan	Secretary	X					
Michelle Waldenmeyer	Member	X					
Linda Williamson	Member				X		
Angela Yang	Member			X			
<b>Board Quorum:</b> 9	<b>Total:</b>	8	1	2	5	0	0

We, the authorized signers of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Date: 10-5-23

Date: 10-5-23



Invoice 26052804

Page 1

101 Commerce St  
PO Box 320  
Oshkosh, WI 54901

www.4imprint.com

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**Phone:**

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acundy@4imprint.com

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Date: October 27, 2023  
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Your Order No.:

Questions Call: Amber Cundy  
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Please visit our website - [www.4imprint.com](http://www.4imprint.com)

**Please Remit to:**  
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**25303 Network Place**  
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The GHSNC approves up to \$2000 for Outreach Committee to buy giveaways .

☐ Board Member Reimbursement

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9

Date: 10-5-23

Receipt  
Tavern Service Company  
18228 Parthenia Street  
Northridge, CA 91325  
(818)349-0287

Order Id: 11616 JESSE

10-17-23 14:44 Till: 100

55CF HELIUM REFILL \$218.00  
2.0 @ \$109.00

Item Count:2 Subtotal: \$218.00  
Sales Tax Total: \$20.71

Total: \$238.71

Receipt: 11616

Master Card:\$238.71

Thank you!  
ALL BEER SALE FINAL-NO REFUND

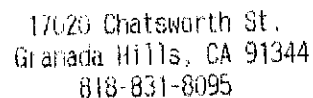
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9

Date: 10-5-23



Store: 480      Register: 1  
Date: 10/21/25      Time: 9:33 AM  
Transaction: 78695      Cashier: 2043107

```

MASTERCARD          USD$6.56
Card No. : XXXXXXXXXXXX3052 [T]
Contactless
Auth No. : 000289
Mode.: Issuer
AID.: A0000000041010
TVR.: 0000000001
IAD.: 0110A00001220000000200000000000000F
FSL.:
ARC : 3010

```

Valid in Staples U.S. stores only on UPS Express shipping services. Excludes courier/delivery fees. Limit one coupon per customer, nontransferable. Offer is subject to change or cancellation any time. Each item purchased can only be discounted by one coupon, applied by cashier. Coupon not valid if purchased or sold and must be presented to associate at time of checkout. Not valid on prior purchases or purchases made with Staples

The GHSNC approves up to \$2000 for Outreach Committee to buy giveaways .

☐ Board Member Reimbursement

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9

Date: 10-5-23

# Neighborhood Council Funding Program

## APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Granada Hills South Neighborhood Council

### SECTION I - APPLICANT INFORMATION

- 1a) North Valley Family YMCA 95-1644052 CA 1/2/88  
*Organization Name Federal I.D. # (EIN#) State of Incorporation Date of 501(c)(3) Status (if applicable)*
- 1b) 11336 Corbin Ave. Porter Ranch CA 91326  
*Organization Mailing Address City State Zip Code*
- 1c) \_\_\_\_\_  
*Business Address (If different) City State Zip Code*
- 1d) **PRIMARY CONTACT INFORMATION:**  
David Hartmire 818-271-5053 davidhartmire@ymcala.org  
*Name Phone Email*
- 2) **Type of Organization- Please select one:**  
☐ Public School *(not to include private schools)* or ☒ 501(c)(3) Non-Profit *(other than religious institutions)*  
**Attach Signed letter on School Letterhead Attach IRS Determination Letter**
- 3) \_\_\_\_\_  
*Name / Address of Affiliated Organization (if applicable) City State Zip Code*

### SECTION II - PROJECT DESCRIPTION

- 4) Please describe the purpose and intent of the grant.

The YMCA conducts an annual Thanksgiving Baskets distribution to needy families in the north San Fernando Valley area. We collect funds and food items to distribute to 3600 low-income families during the third week of November. Families are identified by the School Principals and non-profit agencies we work with through our YMCA and childcare programs. Funding support from the Granada Hills South Neighborhood Council would help buy the turkeys, canned goods, and side dishes that are included in the meal baskets distributed to families at schools from the area including Tulsa St, Granada Elem., and Granada Hills Charter schools.

- 5) **How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)**

As noted above, funding will be used to support our annual YMCA Thanksgiving baskets program, to purchase needed food items to distribute meals to low-income families and individuals in our community, helping them to have a holiday meal for Thanksgiving. Each meal provided to families contains a Happy Thanksgiving flyer listing generous supporters who make this program possible. At the \$2,500 support level, we would include the Granada Hills South Neighborhood Council's name on the flyer, on the Recognition Wall located in the YMCA lobby, in our e-blasts, and in press releases sent to local media. We appreciate this support, which will reflect the spirit of our community to so man

**SECTION III - PROJECT BUDGET OUTLINE**

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	<b>Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
	N/A	\$	\$
		\$	\$
		\$	\$

6b)	<b>Non-Personnel Related Expenses</b>	<b>Requested of NC</b>	<b>Total Projected Cost</b>
	Food Items	\$ 2,500	\$ 50,000
	Truck Rental	\$	\$ 5,000
	Bags, Supplies, Storage	\$	\$ 5,000

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☐ No

☒ Yes

If Yes, please list names of NCs: Northridge South, Granada Hills North, Northridge West, Chatsworth, Northridge East & Porter Ranch.

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) ☐ No ☒ Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
Individual & Corporate Donations	\$ 60,000	\$ 60,000
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 2,500

10a) Start date: 8 / 1 / 23 10b) Date Funds Required: 11 / 10 / 23 10c) Expected Completion Date: 11 / 13 / 23  
(After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?

☒ No

☐ Yes

If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?

☐ Yes

☒ No

\*(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

**SECTION V - DECLARATION AND SIGNATURE**

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED\*

David Hartmire

Executive Director

  
Signature

8/1/23

PRINT Name

Title

Signature

Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED\*

Maihtili Patil

Committee Chair & Board Member

  
Signature

8/1/23

PRINT Name

Title

Signature

Date

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or [clerk.ncfunding@lacity.org](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form

☐ Board Member Reimbursement

# Monthly Expenditure Report



Reporting Month: November 2023      Budget Fiscal Year: 2023-2024

NC Name: Granada Hills South  
Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$24332.35	\$760.82	\$23571.53	\$0.00	\$0.00	\$23571.53

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$17310.00	\$760.82	\$8582.50	\$0.00	\$8582.50
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$2000.00	\$0.00	\$2000.00	\$0.00	\$2000.00
Neighborhood Purpose Grants	\$12690.00	\$0.00	\$10190.00	\$0.00	\$10190.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$10466.68	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	GOOGLE GSUITE_GHSNC.O	11/01/2023	Receipt for google suite providing emails for our board members.	General Operations Expenditure	Office	\$131.88
2	RALPHS #0704	11/02/2023	water for the board meeting held 11/2/23.	General Operations Expenditure	Office	\$6.89
3	PUBLIC STORAGE 67676	11/03/2023	Storage for outreach supplies	General Operations Expenditure	Office	\$415.00
4	JERSEY MIKES 20038 QPS	11/04/2023	Food receipt from the board meeting held on 11/2/23	General Operations Expenditure	Office	\$207.05
<b>Subtotal:</b>						<b>\$760.82</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
<b>Subtotal: Outstanding</b>						<b>\$0.00</b>



FRESH  
FOR  
EVERYONE<sup>SM</sup>

16940 Devonshire St.

(818) 363-3173

Your cashier was CHEC 512

SC

Fuel Points 5.49 F  
PURE LIFE WIR 28PK 1.40 F  
CA REDEN VAL \*\*\*\*\*4433

RALPHS rewards CUSTOMER  
TAX 0.00  
6.89

\*\*\*\* BALANCE

Granada Hills CA 91344

MASTERCARD Purchase

\*\*\*\*\*9590 - C

REF#: 068428 TOTAL: 6.89

AID: A0000000041010

IC: 987441888FDB15F

MASTERCARD

CHANGE

TOTAL NUMBER OF ITEMS SOLD = 2

11/02/23 06:10pm 704 512 167 999999512

\*\*\*\*\*

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# Take Out

Jersey Mike's Subs 20038  
18131 Chatsworth Street  
Granada Hills, California 91344-5610  
Phone: (818) 923-5080

Ticket: 01-000412-01-520207

Server: Joel 11/01/23 3:43 PM

SubsByBox 85.00

1 Giant #14  
1 Giant #6  
1 Giant #5  
1 Giant #3

SubsByBox 85.00

1 Giant #13  
1 Giant #13  
1 Giant #3  
1 Giant #6

Regular CHIP 37.05  
19 @ 1.95

Sub Total \$207.05  
Taxable \$0.00  
Tax \$0.00  
Total \$207.05

Paid Mastercard 3062 \$207.05

Items sold: 21

DUPLICATE



# Invoice

Invoice number: 4835270228

Google LLC

1600 Amphitheatre Pkwy

Mountain View, CA 94043

United States

Federal Tax ID: 77-0493581

## Bill to

Aaron DeVandry

Granada Hills South Neighborhood Council

18403 W Vogel Ave

Waddell, AZ 85355

United States

## Details

Invoice number .....4835270228

Invoice date .....Oct 31, 2023

Billing ID .....9930-5897-7673

Domain name .....ghsnc.org

## Google Workspace

Total in USD **\$131.88**

## Summary for Oct 1, 2023 - Oct 31, 2023

Subtotal in USD \$120.77

State sales tax (5.6%) \$6.76

Local sales tax (3.6%) \$4.35

Total in USD \$131.88

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(\$)
Google Workspace Business Starter	Usage	Oct 1 - Oct 7	16	26.01
Google Workspace Business Starter	Usage	Oct 8 - Oct 31	17	94.76
Subtotal in USD				\$120.77
State sales tax (5.6%)				\$6.76
Local sales tax (3.6%)				\$4.35
Total in USD				<b>\$131.88</b>

Need help understanding the charges on your invoice? [Click here for detailed explanations](#)

<https://support.google.com/a?p=gsuite-bills-and-charges>

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## Fw: Your AutoPay confirmation

1 message

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**colleen toumayangroup.com** <colleen@toumayangroup.com>  
To: Abbey Ronquillo <aronquillo@ghsnc.org>

Mon, Nov 27, 2023 at 2:46 PM

---

**From:** colleen [toumayangroup.com](mailto:colleen@toumayangroup.com) <colleen@toumayangroup.com>  
**Sent:** Monday, November 27, 2023 2:45 PM  
**To:** Abbey Ronquillo <[abbeyronquillo@outlook.com](mailto:abbeyronquillo@outlook.com)>  
**Subject:** Fw: Your AutoPay confirmation

---

**From:** Public Storage <DoNotReply@Publicstorage.com>  
**Sent:** Friday, November 3, 2023 11:39 AM  
**To:** colleen [toumayangroup.com](mailto:colleen@toumayangroup.com) <colleen@toumayangroup.com>  
**Subject:** Your AutoPay confirmation

Have questions? Ask our [virtual assistant](#) 



Thanks for your AutoPay payment!

Hi Colleen,

We're confirming that a payment in the amount of \$415.00 was made on 11/02/2023 from your Master Card CreditCard account ending in 3062 and entry type is manual.

Your confirmation number for this transaction is 027501.

Your Account Details [Log In](#)

**COLLEEN TOUMAYAN**

**ACCOUNT**

**NUMBER:** 54851594

**PHONE:** (818) 800-8836

**EMAIL:** colleen@toumayangroup.com

## Payment Details

**STORAGE** 18175 Chatsworth Ave  
**LOCATION:** Granada Hills, CA 91344  
(818) 296-9184

**SPACE NUMBER:** C221

**SPACE SIZE:** 10x10

**PAYMENT AMOUNT:**  
**\$415.00**

	<b>PAST DUE/DUE NOW</b>	<b>DUE NEXT 12/01/2023</b>
<b>RENT</b>	\$0.00	\$400.00
<b>INSURANCE</b>	\$0.00	\$15.00
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$415.00</b>

Glad to have you with us,  
**Your Public Storage Team**



CONNECT:       **BLOG**

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OFFICE OF ZONING ADMINISTRATION  
200 N. SPRING STREET, ROOM 763  
LOS ANGELES, CA 90012-4801  
(213) 978-1318

ESTINEH MAILIAN  
CHIEF ZONING ADMINISTRATOR

**ASSOCIATE ZONING ADMINISTRATORS**

JACK CHIANG  
HENRY CHU  
TIM FARGO  
JONATHAN A. HERSHEY, AICP  
PHYLLIS NATHANSON  
CHARLES J. RAUSCH JR.  
CHRISTINE SAPONARA  
COURTNEY SHUM  
CHRISTINA TOY LEE  
JORDANN TURNER

**CITY OF LOS ANGELES  
CALIFORNIA**



KAREN BASS  
MAYOR

**LOS ANGELES DEPARTMENT  
OF CITY PLANNING  
EXECUTIVE OFFICES**

VINCENT P. BERTONI, AICP  
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DEPUTY DIRECTOR

ARTHI L. VARMA, AICP  
DEPUTY DIRECTOR

LISA M. WEBBER, AICP  
DEPUTY DIRECTOR  
planning.lacity.org

November 15, 2023

Appeal Period Ends: November 30, 2023

Gohar Vardanyan (A)  
16300 Bermuda Street  
Granada Hills, CA 91344

Hamlet Tadvosyan (O)  
16300 Bermuda Street  
Granada Hills, CA 91344

Sevana Mailian-Medzoyan (R)  
Mailian & Associates  
4447 Sunset Avenue  
Montrose, CA 91020

CASE NO. ZA-2023-3912-CU  
CONDITIONAL USE  
17345 West Chatsworth Street  
Granada Hills – Knollwood Community  
Plan Area  
Zone : RD1.5-1  
D. M. : 207B129 432  
C. D. : 12 – John Lee  
CEQA : ENV-2023-3913-CE  
Legal Description: FR 313 and FR 312,  
TR 9668

Pursuant to California Environmental Quality Act, I hereby DETERMINE:

based on the whole of the administrative record, that the Project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines, Section 15301, Class 1 and Section 15303, Class 3 and there is no substantial evidence demonstrating that any exceptions contained in Section 15300.2 of the State CEQA Guidelines regarding location, cumulative impacts, significant effects or unusual circumstances, scenic highways, or hazardous waste sites, or historical resources applies.

Pursuant to Los Angeles Municipal Code Section 12.24 W.51, I hereby APPROVE:

a Conditional Use to permit the conversion and expansion of an existing single-family house into a child care facility for a maximum of 60 children, in the RD 1.5-1 Zone.

Upon the following additional terms and conditions:

1. All other use, height and area regulations of the Municipal Code and all other applicable government/regulatory agencies shall be strictly complied with in the development and use of the property, except as such regulations are herein specifically varied or required.
2. The use and development of the property shall be in substantial conformance with the plans submitted with the application and marked Exhibit "A", except as may be revised as a result of this action.
3. The authorized use shall be conducted at all times with due regard for the character of the surrounding district, and the right is reserved to the Zoning Administrator to impose additional corrective Conditions, if, in the Administrator's opinion, such Conditions are proven necessary for the protection of persons in the neighborhood or occupants of adjacent property.
4. All graffiti on the site shall be removed or painted over to match the color of the surface to which it is applied within 24 hours of its occurrence.
5. A copy of the first page of this grant and all Conditions and/or any subsequent appeal of this grant and its resultant Conditions and/or letters of clarification shall be printed on the building plans submitted to the Development Services Center and the Department of Building and Safety for purposes of having a building permit issued.
6. Prior to the effectuation of this grant, a covenant acknowledging and agreeing to comply with all the terms and conditions established herein shall be recorded in the County Recorder's Office. The agreement (standard master covenant and agreement form CP-6770) shall run with the land and shall be binding on any subsequent owners, heirs or assigns. The agreement with the conditions attached must be submitted to the Department of City Planning for approval before being recorded. After recordation, a certified copy bearing the Recorder's number and date shall be provided for inclusion in case file.
7. Authorization. Approved herein is the conversion and expansion of an existing 1,749 square-foot single family house for the use and operation of a new 3,425 square-foot child care facility in the RD-1.5-1 Zone, upon the following:
  - a. Children up to 6 years of age, as permitted by the California Department of Social Services, are allowed to be accommodated.
  - b. The child care facility shall not have an enrollment exceeding 60 children.
  - c. Hours of operation shall be limited from 8:00 a.m. to 6:00 p.m., Monday through Friday.
8. **Complaint Log.** Prior to the utilization of this grant, a telephone number and email address shall be provided for complaints or concerns from the community regarding the operation. The phone number and email address shall be posted at

the entrance, visible to pedestrians. Complaints shall be responded to within 24-hours. The applicant shall maintain a log of all calls and emails, detailing: (1) date complaint received; (2) nature of complaint, and (3) the manner in which the complaint was resolved.

9. There shall be no speakers or amplified sound permitted in the outdoor area.
10. Any music, sound or noise which is under control of the applicant shall not violate Sections 112.01, 115.02, or 116.01 of the Los Angeles Municipal Code (Citywide Noise Ordinance). At any time, a City representative may visit the site during operating hours to measure the noise levels. If, upon inspection, it is found that the noise level exceeds those allowed by the citywide noise regulation, the owner/operator will be notified and will be required to modify or eliminate the source of the noise or retain an acoustical engineer to recommend, design and implement noise control measures within property such as, noise barriers, sound absorbers or buffer zones.
11. The applicant/business operator/manager shall be responsible for mitigating the potential negative impacts of its operation on surrounding uses, especially noise derived from outdoor use.
12. No variance from parking requirements have been granted herein. Parking shall be subject to the determination of the Department of Building and Safety.
13. Within 120 days of the effective date of this grant, the applicant shall submit a pick-up and drop-off plan that has been reviewed and approved by the Department of Transportation. The plan shall be structured such that it has a minimal impact on vehicular traffic along both Stanford Avenue and 28th Street during peak traffic times.
14. Conditions of this grant shall be retained at all times on the premises and shall be made immediately available upon request by the LAPD, Building and Safety, or City Planning. The applicant/business operator/manager and all employees shall be knowledgeable of the conditions herein.
15. The applicant/business operator/manager of the premise permitted by this action shall maintain on the premise, and present upon request to any law enforcement officer, a copy of the business permit and insurance information.
16. At least one on-duty manager with authority over the activities within the facility shall be on the premises during business hours. The on-duty manager's responsibilities shall include the monitoring of the premises to ensure compliance with all applicable State laws, Municipal Code requirements, and the conditional use herein.
17. Should there be a change in the ownership and/or the operator of the business, the property owner and/or the business owner or operator shall provide the prospective new property owner and the business owner/operator with a copy of the conditions of this action prior to the legal acquisition of the property and/or the

business. Evidence that a copy of this determination including the conditions required herewith has been provided to the prospective owner/operator shall be submitted to the Development Services Center, Department of City Planning in a letter from the new operator indicating the date that the new operator/management began and attesting to the receipt of this approval and its conditions. The new operator shall submit this letter to the Development Services Center, Department of City Planning, within 30 days of the beginning day of his/her new operation of the establishment along with any proposed modifications to the existing the floor plan, occupancy, or hours of operation of the new operation.

18. Should there be a change in the ownership and/or the operator of the business, the Zoning Administrator reserves the right to require that the new owner or operator file a Plan Approval application if it is determined that the new operation is not in substantial conformance with the approved floor plan, or the operation has changed in mode or character from the original approval. The application, in association with the appropriate fees, shall be submitted to the Development Services Center, Department of City Planning, within 30 days of the date of legal acquisition by the new owner or operator. The purpose of the plan approval will be to review the operation of the premise and establish conditions applicable to the use as conducted by the new owner or operator, consistent with the intent of the Conditions of this grant. Upon this review, the Zoning Administrator may modify, add or delete conditions, and if warranted, reserves the right to conduct a public hearing, that may also be conducted for nuisance abatement/revocation purposes.
19. At any time during the period of validity of this grant, should documented evidence be submitted showing continued violation of any condition of this grant, resulting in an unreasonable level of disruption or interference with the peaceful enjoyment of the adjoining and neighboring properties, the Zoning Administrator (upon their own initiative or upon written request by LAPD) reserves the right to call for a public hearing, the purpose of which will be to review the applicant's compliance with and the effectiveness of these conditions. The applicant shall file for a plan approval application together with associated fees, prepare a radius map, and cause notification to be mailed to all owners and occupants of properties within a 500-foot radius of the property, the Council Office, the Los Angeles Police Department's corresponding division, and the local Neighborhood Council. The applicant shall also submit a summary and any supporting documentation of how compliance with each condition of this grant has been attained. Upon this review, the Zoning Administrator may modify, add or delete conditions, and reserves the right to conduct this public hearing for nuisance abatement/revocation purposes.
20. The applicant shall obtain Department of Transportation approval for a five-minute Loading/Unloading zone accommodating up to three vehicles designated at the front of the property facing Chatsworth Street.
21. The applicant shall prepare a **Neighborhood Impact Plan** to address daily operations and any special events, including holiday events and graduation, and provide measures to implement at the minimum the following:

- a. Drop-off and pick-up coordination facilitate by an employee to promote safety;
- b. Scheduling and staggering of drop-off and pick-up of children;
- c. Valet and carpooling, as needed;
- d. Provision of incentives for employees utilizing alternative modes of transportation;
- e. Identification of off-site parking (during any special events).

A copy of the plan shall be submitted to the Department of City Planning to be kept as part of the case file.

- 22. The operator shall assign a traffic coordinator to supervise the children drop-off and pick-up activity by the parents/guardians throughout the day. The school shall implement a drop-off and pick-up plan, with a staggered schedule, utilizing the front loading zone area (approved by the Department of Transportation) and the rear parking area, to be used during two separate periods in the morning and two separate periods in the afternoon in order to avoid concentrated vehicular traffic and parking activities on- and off-site.
- 23. The applicant shall post a sign prohibiting drivers from honking their horns during drop-off and pick-up times.
- 24. The operator shall instruct all parents/guardians in the facility enrollment agreement that the rear alley shall not be used for parking for the purposes of dropping off or picking up. All drivers accessing the facility parking lot to drop off or pickup children shall properly park the vehicles in parking spaces to avoid blocking and encroachment into the rear alley.
- 25. **Expedited Processing Section.** Prior to the clearance of any conditions, the applicant shall show proof that all fees have been paid to the Department of City Planning, Expedited Processing Section.
- 26. **INDEMNIFICATION AND REIMBURSEMENT OF LITIGATION COSTS.**

Applicant shall do all of the following:

- a. Defend, indemnify and hold harmless the City from any and all actions against the City relating to or arising out of, in whole or in part, the City's processing and approval of this entitlement, including but not limited to, an action to attack, challenge, set aside, void or otherwise modify or annul the approval of the entitlement, the environmental review of the entitlement, or the approval of subsequent permit decisions or to claim personal property damage, including from inverse condemnation or any other constitutional claim.
- b. Reimburse the City for any and all costs incurred in defense of an action related to or arising out of, in whole or in part, the City's processing and approval of the entitlement, including but not limited to payment of all court costs and attorney's fees, costs of any judgments or awards against the City (including an award of attorney's fees), damages and/or settlement costs.

- c. Submit an initial deposit for the City's litigation costs to the City within 10 days' notice of the City tendering defense to the Applicant and requesting a deposit. The initial deposit shall be in an amount set by the City Attorney's Office, in its sole discretion, based on the nature and scope of action, but in no event shall the initial deposit be less than \$50,000. The City's failure to notice or collect the deposit does not relieve the Applicant from responsibility to reimburse the City pursuant to the requirement in paragraph (b).
- d. Submit supplemental deposits upon notice by the City. Supplemental deposits may be required in an increased amount from the initial deposit if found necessary by the City to protect the City's interests. The City's failure to notice or collect the deposit does not relieve the Applicant from responsibility to reimburse the City pursuant to the requirement (b).
- e. If the City determines it necessary to protect the City's interests, execute an indemnity and reimbursement agreement with the City under terms consistent with the requirements of this condition.

The City shall notify the applicant within a reasonable period of time of its receipt of any action and the City shall cooperate in the defense. If the City fails to notify the applicant of any claim, action or proceeding in a reasonable time, or if the City fails to reasonably cooperate in the defense, the applicant shall not thereafter be responsible to defend, indemnify or hold harmless the City.

The City shall have the sole right to choose its counsel, including the City Attorney's office or outside counsel. At its sole discretion, the City may participate at its own expense in the defense of any action, but such participation shall not relieve the applicant of any obligation imposed by this condition. In the event the Applicant fails to comply with this condition, in whole or in part, the City may withdraw its defense of the action, void its approval of the entitlement, or take any other action. The City retains the right to make all decisions with respect to its representations in any legal proceeding, including its inherent right to abandon or settle litigation.

For purposes of this condition, the following definitions apply:

"City" shall be defined to include the City, its agents, officers, boards, commission, committees, employees and volunteers.

"Action" shall be defined to include suits, proceedings (including those held under alternative dispute resolution procedures), claims or lawsuits. Actions includes actions, as defined herein, alleging failure to comply with any federal, state or local law.

Nothing in the definitions included in this paragraph are intended to limit the rights of the City or the obligations of the Applicant otherwise created by this condition.

### **OBSERVANCE OF CONDITIONS - TIME LIMIT - LAPSE OF PRIVILEGES**

All terms and conditions of the approval shall be fulfilled before the use may be established. The instant authorization is further conditional upon the privileges being utilized within three years after the effective date of approval and, if such privileges are not utilized or substantial physical construction work is not begun within said time and carried on diligently to completion, the authorization shall terminate and become void.

### **TRANSFERABILITY**

This authorization runs with the land. In the event the property is to be sold, leased, rented or occupied by any person or corporation other than yourself, it is incumbent upon you to advise them regarding the conditions of this grant.

### **VIOLATIONS OF THESE CONDITIONS, A MISDEMEANOR**

Section 12.29 of the Los Angeles Municipal Code provides:

“A variance, conditional use, adjustment, public benefit or other quasi-judicial approval, or any conditional approval granted by the Director, pursuant to the authority of this chapter shall become effective upon utilization of any portion of the privilege, and the owner and applicant shall immediately comply with its Conditions. The violation of any valid Condition imposed by the Director, Zoning Administrator, Area Planning Commission, City Planning Commission or City Council in connection with the granting of any action taken pursuant to the authority of this chapter, shall constitute a violation of this chapter and shall be subject to the same penalties as any other violation of this Code.”

Every violation of this determination is punishable as a misdemeanor and shall be punishable by a fine of not more than \$2,500 or by imprisonment in the county jail for a period of not more than six months, or by both such fine and imprisonment.

### **NOTICE**

The applicant is further advised that all subsequent contact with this office regarding this determination must be with the Zoning Administrator who acted on the case. This would include clarification, verification of condition compliance and plans or building permit applications, etc., and shall be accomplished **BY APPOINTMENT ONLY**, in order to assure that you receive service with a minimum amount of waiting. You should advise any consultant representing you of this requirement as well.

### **FINDINGS OF FACT**

After thorough consideration of the statements contained in the application, the statements made at the public hearing of September 19 2023, all of which are by reference made a part hereof, as well as the plans submitted therewith, as well as knowledge of the property and surrounding district, I find that the requirements for authorizing a Conditional Use Permit under the provisions of Section 12.24 W.51 have been established by the following facts:

## **BACKGROUND**

The subject property is comprised of two rectangular lots totaling 10,271 square feet with a frontage of approximately 75 feet along West Chatsworth Street and a depth of 137 feet. The subject site is currently developed with a single-family house and garage structure.

The site is zoned RD1.5-1 with a land use designation of Low Medium II Residential within the Granada Hills – Knollwood Community Plan. The site is located within the Granada Hills Specific Plan (Sector C), Housing Element Inventory of Sites, Urban and Built-Up Land, Urban Agriculture Incentive Zone, and High Wind Velocity Area. The site is also within 3.16 kilometers from the Northridge Fault.

The applicant is requesting a Conditional Use to permit the conversion and expansion of an existing 1,749 square-foot single-family house and 331 square-foot garage structure into a 3,353 square-foot child care facility. The project will include a 1,273 square foot addition which will expand and connect the existing single-family house with the garage structure, and interior improvements resulting in four classrooms, an office, a play room, waiting room, storage room, and bathrooms. At the rear of the project site will be a 1,245 square-foot open space area and landscaping. Children will be allowed play in the open space area. The child care facility will operate from the hours of 8:00 a.m. to 6:00 p.m., Monday – Friday. The child care facility will accommodate a maximum of 60 children, ranging from the age of 36 months to six years, and will be supervised by two teachers per classroom and three administrative staff.

The project will provide a total of four (4) vehicular parking spaces located within the rear yard accessible from the northern adjacent alley. Pick-up and drop-off of children will take place from either the front or rear yard areas, with morning loading/unloading taking place between 8:00 a.m. to 10:00 a.m. and afternoon loading/unloading taking place between 3:00 p.m. and 6:00 p.m.

## **Surrounding Properties**

The surrounding area is characterized by residential uses. Properties to the north, south, east, and west are developed with low-rise single family houses, duplexes, and multi-family residential buildings. The project site fronts West Chatworth Street which provides east-west travel through the community. Along the corridor are residential and commercial developments.

## **Streets, Circulation, and Public Transit**

West Chatsworth Street, adjoining the subject property to the south, is designated as an Avenue I, dedicated to a right-of-way width of 100 feet, a roadway width of 70 feet, and improved with asphalt roadway, curb, gutter, and concrete sidewalks.

Alley, adjoining the subject property to the north, is a 20-foot alley improved with asphalt roadway. The alley is accessible from North Andasol Avenue to the west and reaches a dead end approximately 125 feet to the east.

Approximately 400 feet east of the project site is a public transit stop for Metro Local Line 237. Metro Local Line 237 provides public transit riders access to job centers, commercial amenities, and essential services between North Hollywood and Encino.

**Previous Cases, Affidavits, and Orders on the Subject Property:**

Case No. DIR-2003-1361-DRB-SPP – On March 5, 2003, the Director of Planning approved a Design Review and Project Permit Compliance Review for the construction of a three-story, two-unit, 5,476 square-foot apartment building with a building height of 25.5 feet. The project was not constructed and remained improved with a single-family house.

**Previous Cases, Affidavits, and Orders on the Surrounding Properties:**

Relevant cases, affidavits, and orders within 1000 feet of the subject property and filed within the past 10 years were searched for using the City's Zone Information and Map Access System (ZIMAS). No relevant cases, affidavits, or orders were found.

**Public Communication**

On August 25, 2023, Planning Staff received a phone call from a community resident, Sherry Mann, in opposition to the project. Ms. Mann believes that the project will adversely impact traffic along Chatsworth Street, the project should provide a greater front setback from the street, and the project will exacerbate the lack of parking in the neighborhood due to nearby apartment buildings.

- A letter from Herman Zayon, dated September 18, 2023, was submitted expressing opposition to the request.
- A petition of support for the project dated November 3, 2023, was received. The letter included 18 names.

**Public Hearing**

A public hearing was held on Tuesday, September 19, 2023 at 9:30 a.m. The hearing was attended by the applicant's representative, Sevana Mailian-Medrozyan, the applicant, members of the community, and a representative from the council office.

Ms. Sevana Mailian-Medrozyan made the following statements:

- The hours will be Monday through Friday, 8:00 a.m. to 6:00 p.m.
- This is for children one and a half to six years old.
- The site is on Chatsworth Street and the immediately surrounded by commercial and multifamily residential uses. There are many businesses located on Chatsworth street, including nearby medical offices, restaurants, insurance office, and coffee shops.
- We looked at the Community and General Plan to see how the project meets the intent and objectives. A child care facility is an essential part of every well-established community. The Granada Hills Specific Plan was recently adopted in 2015, and speaks directly of this use.

- There is a need for such uses. The Community Plan states there is a need for more community service uses in Granada Hills. Under Policies page 3-38, LU-12.2 states activity generating uses encourage additional uses in existing commercial shopping centers such as restaurant, entertainment, child care facilities, public meeting rooms, recreation and open spaces. There is a high need for commercial uses that are more community-serving, and this could not be a better fit in this location and the community plan directly speaks to that.
- The project meets the Code. The existing garage will move to give the correct setback from the neighbors. The single-family house will be upgraded.
- Drop-off and pick-up is a concern from community members. So we reached out to the community, the council office, and made attempts to reach out to the neighborhood council. We never heard back from the neighborhood council. The neighborhood council stated they never received our mailing package.
- The child care center will have four classrooms. While we are requesting 60, it does not mean we're going to get 60. We may get 40 kids but it will depend on the demand.
- Each classroom is envisioned to have 15 kids. Since our location has the front and rear areas for loading and unloading, drop off will be staggered so not everything is on Chatsworth.
- There will be a dividing of groups, (Groups A, B, C and D) between 8 a.m. to 10 a.m. that will allow for staggering.
- The site has a very high multifamily area so some people who are located nearby may even walk to the facility.
- There are still some single family homes like the one on this site that faces Chatsworth. If you go further west, heavier commercial uses start. There is an apartment building next to this site.
- The site plan does not change by that much after the project. The general look is being maintained. An addition is proposed but the building will remain one-story. The existing garage was very close to the property line and we thought it would be better to give the proper setback which is 5 feet so the garage has been pushed further to allow for the setback.
- Parking is put in the rear for spaces for loading and unloading.
- The front is where a walkway is proposed for the entrance to the house.
- The floor plans show the classrooms and play area. There will also be a kitchen and an office.

During the public comment portion of the public hearing, seven people provided public testimony.

The first speaker, David Rosales of Council Office (CD12), stated the applicant's representative did reach out to the council office and had had done their due diligence early. Attempts were made to reach out to the neighborhood council. The neighborhood council did not have a land use chair for a while, but now do have one up and running. He requested the record be kept open to go over the design. There is an alley in the back that ends in a hammerhead. He stated he would like the question of alley access addressed since there is a wooden fence back there. Since children will be playing in the back, council office wanted to see this area addressed.

The second caller, Veronica, a resident of Granada Hills, stated she is a neighbor, and stated she used to live in North Hills and was transferred to Granada Hills. She goes to acupuncture in this neighborhood and saw the sign. She thanked the owners for pursuing this opportunity because child care is needed in her neighborhood. She has been living in the neighborhood since 1996 and does not see large child cares in operation where she lives. This is within walking distance of where her acupuncture where she can walk and drop off her child. She has a five year old and hopes by the time this is open, she can enroll her child.

The third caller, Candy, state she lives right around the corner on Andasol Street. She stated a daycare with 60 children with a Chatsworth and an alley drop off is extremely dangerous. She is concerned for the children. She has worked at a daycare for over 35 years. She stated you cannot make a U turn in the alley, and there are six homes on that alley. Chatsworth Street is an extremely busy street, so other than blocking the driveway she doesn't see any way that there's room for the parents to drop off. She also stated that 60 children is a lot and it concerns her that there is full access to those parking spaces wide open in the alley. Recently, there was a party in the alley with a couple of hundred students from Granada Hills High School partying. It doesn't seem like a safe location.

The fourth caller, Susannah Margarian, stated she wanted to support the project for a few reasons. A child care is missing in the neighborhood. This would bring opportunities for working parents, and this is family-oriented. She puts high priority in education of children from young age so, having her kids go to a good school helps her solve a lot of her problems. She is expecting another child and this location is ideal. This will help her organize by dropping off her child and shop for groceries in the area. With regard to loading and unloading, this is not the same as a public school because every day there are hundreds being dropped off as opposed to 50 or 60 children.

The fifth caller, Chip Messmore, stated he lives in the area. He stated concerns of having up to 60 students with the school having four designated parking times. He asked where will the teachers park? If they park on Anderson or Los Alamos, this will impact parking in the area. This daycare center will impact the neighborhood with cars being parked at all different hours of the day and affect where homeowners would park. He asked if there would be special events like Mother's Day, Father's Day, Christmas, Thanksgiving, New Year's and any other holidays that these preschools celebrate. If they're up to 60 children, then what about their families? Where will they park? Chatsworth is already impacted with apartments. If traveling on Chatsworth west of Anderson, there are a lot of businesses there. This neighborhood is already impacted. People park there to go visit shops. Employees park in these neighborhoods. The project is not well thought out. How will they mitigate traffic and parking in the area?

The sixth caller, a resident on Chatsworth Street, stated she did not see an agenda online. She stated this is a quiet and peaceful community with neighbors helping and respecting each other. She stated previous callers do not live in the area. Her husband is 93 years old, and spend his time exercising in the yard. She is semi-retired, and working mostly from home. With the potential 60 kids at the daycare and two entrances, the peace and quiet neighborhood will disappear. It will lead

to a busy street and alley. Her driveway faces the alley, which is narrow and only 20 feet wide. When cars face each other, one car has to stop to let the other pass by. There are a total of six houses and two apartments located on either side of the alley. You can't make a U turn in the alley. There are commercial garbage trucks coming in a few times a week, and now this project with 40 to 60 cars. Is there a traffic study on the alley? It was mentioned the applicant's representative did not anticipate a lot of traffic. You should see what goes on here from 8 to 10 am and from 3 to 6 p.m. The daycare is here to make a profit, while we live here and look for peace and quiet. If there's no harmony in the community how can a business prosper.

The seventh speaker, Herman, stated he is the owner of the apartment building near the alley on the same side of the street at the corner of Andasol and Chatsworth. He submitted a three page objection letter with his comments.

Ms. Mailian-Medrozyan responded to the comments by stating the following:

- She does want to hear from the community to be a good neighbor. The applicant is not here just to make money, and solutions need to be made.
- The Community Plan calls out the use. There are not services like this in the community.
- It was stated that Chatsworth is a quiet street. There are coffee shops, restaurants, and businesses running every day. It's understandable that quiet streets are wanted, but this is not a Hillside where it's all residential uses.
- This use is allowed through a conditional use that is needed in the community, and listed in my documents.
- During special events like holiday events and graduation, we can look into securing a parking lot in the area. Valet service can also be considered.
- Parking drop-off and pick-up would be a one to two minute drop off. If there is a staff person at the front of the property, they can assist in the drop off. With three children, she's experienced a 30 to 50 second drop-off. Drop-off and pick-up will be staggered to minimize any impacts.
- The number of students would be up to 60 children. There could be carpools or siblings together in one car.

At the conclusion of the hearing, the Zoning Administrator stated he would keep the record open to allow for the applicant to make a presentation to the Neighborhood Council.

### **BASIS FOR CONDITIONAL USE PERMITS**

A particular type of development is subject to the conditional use process because it has been determined that such use of property should not be permitted by right in a particular zone. All uses requiring a conditional use permit from the Zoning Administrator are located within Section 12.24 of the Los Angeles Municipal Code. In order for the operation of a child care facility within the RD1.5-1 Zone be authorized, certain designated findings have to be made. In these cases, there are additional findings in lieu of the standard findings for most other conditional use categories.

## **CONDITIONAL USE AND ZONING ADMINISTRATOR'S DETERMINATION FINDINGS**

Following (highlighted) is a delineation of the findings and the application of the relevant facts of the case to same:

1. **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.**

The subject property is comprised of two rectangular lots totaling 10,271 square feet with a frontage of approximately 75 feet along West Chatsworth Street and a depth of 137 feet. The subject site is currently developed with a single-family house and garage structure. The project will convert and expand the existing 1,749 square-foot single-family house and 331 square-foot garage structure into a 3,353 square-foot child care facility. The project will include a 1,273 square-foot addition which will expand and connect the existing single-family house with the garage structure, now allowing the garage to provide a five-foot side yard setback, and interior improvements resulting in four classrooms, an office, a play room, waiting room, storage room, and bathroom. With the applicant's instant request, the child care facility will provide a beneficial service for families in the community. It enables families' child care needs to be met, allowing parents to work at their jobs, while their children are taken care of during those work hours.

The site is zoned RD1.5-1 with a land use designation of Low Medium II Residential within the Granada Hills - Knollwood Community Plan. The site is located within the Granada Hills Specific Plan (Sector C), Housing Element Inventory of Sites, Urban and Built-Up Land, Urban Agriculture Incentive Zone, and High Wind Velocity Area. The site is also within 3.16 kilometers from the Northridge Fault. child care facilities are permitted in the RD1.5 Zone, therefore the Project is consistent with the zoning and land use designation of the project site.

Properties to the north, south, east, and west are developed with low-rise single family houses, duplexes, and multi-family residential buildings. The project site fronts West Chatworth Street which provides east-west travel through the community. Further east and west from the project site along the corridor are commercial businesses which also provide beneficial and essential services for residents.

The instant Conditional Use will permit a child care facility through the conversion and expansion of an existing single-family house in the RD1.5-1 Zone. The child care facility will accommodate a maximum of 60 children, up to the age of six years, and will operate between 8:00 a.m. to 6:00 p.m., Monday through Friday. The child care facility will be facilitated by two teachers per classroom and three administrative staff. Parking and pick-up/drop-off will take place at the front and rear yards of the project site fronting West Chatsworth Street to the south and an alley to the north, respectively. The proposed project will be compatible with the surrounding neighborhood as it will be located nearby numerous single- and multi-family housing developments and will provide a beneficial service for families with young children.

The Granada Hills – Knollwood community is largely composed of residential land uses, as depicted in the Community Plan. Therefore, community amenities such as child care and daycare services are beneficial for families providing a service that enables the care of children while parents are working. The project site is conveniently located along West Chatsworth Street which contains bus stops for Metro Local Line 237, and is within one-half mile from neighborhood commercial centers. The project will provide four (4) vehicular parking spaces at the rear of the project site to reduce traffic congestion along Chatsworth Street. Additionally, the project will increase employment and foster economic activity in the area. As such, project will function as and provide a beneficial service to the community.

2. **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.**

The proposed project will allow for a child care use through the conversion and expansion of an existing 1,749 square-foot single-family house and 331 square-foot garage structure into a 3,353 square-foot child care facility with interior improvements and four vehicular parking spaces located within the front and rear yards. A 1,273 square-foot addition will expand and connect the single-family house and garage structure, and when fully-improved will result in four classrooms, an office, a play room, waiting room, storage room, and bathroom. The child care facility will be capable of accommodating a maximum of 60 children, ranging between the ages of 18 months through 6 years.

Given the project's location, size, height, and operations, the project will be compatible with and will not adversely affect the surrounding neighborhood. The project will expand the existing single-family house by 1,255 square feet for the use and operation of a child care facility. The project will utilize a portion of the rear yard to expand and connect the single-family residential structure with the garage structure. Upon completion of the improvements, the child care facility will encompass 3,425 square feet and will be 14 feet and 8 inches, consistent with RD1.5-1 zoning of the site. The project site is located in a neighborhood predominately comprised of low-rise, single- and multi-family housing developments, and therefore will provide a beneficial service for families with young children. Parents and caretakers can enroll their children in a session from Monday through Friday. The project site will provide two pick-up and drop-off areas located at the front and rear yards accessible from West Chatsworth Street and the adjoining alley, respectively. Morning loading/unloading will take place from 8:00 a.m. to 10:00 a.m. and afternoon loading/unloading will take place from 3:00 a.m. to 6:00 p.m. The applicant will divide the enrolled students into four groups, where their respective pick up and drop off times will be divided into two separate times in the morning for the front, through a loading area approved by the Department of Transportation, and rear (within the parking area) and two separate times in the afternoon for the front and rear. The availability of two pick-up and drop-off points, as well as loading and unloading time intervals for parents and guardians, will assist in traffic flow and circulation in the neighborhood.

The proposed child care facility will be supervised by two teachers per classroom and up to three administrative staff. With a total of four classrooms a maximum of eight (8) teachers will tend to the children. A central playroom and a 1,245 square-foot open area will be shared between the enrolled children and monitored by staff. Landscaping, concrete walls, and gates will be installed along the project site to address user safety and to reduce potential noise or nuisance-related activities from affecting neighboring properties. The child care facility will operate from 8:00 a.m. to 6:00 p.m., Monday through Friday. The applicant stated in correspondence dated October 25, 2023, that a sliding gate for the four parking spaces at the rear property would be installed. The sliding gate would be left open from 7 a.m. to 10 a.m. and from 3 p.m. to 6 p.m., Monday through Friday, when the child care facility operates, to enable cars to enter and back up during pick-up and drop-off smoothly without having to have cars make U-turns in the alley.

In addition, the Zoning Administrator has considered the context of the area, including the neighboring uses, the abutting alley, and the frontage along Chatsworth Street. Conditions have been imposed to promote the applicant's proposal of staggering drop-off and pick-up of children. Use of the alley for parking during drop-off and pick off times have been prohibited. The applicant has been required to prepare a Neighborhood Improvement Plan to address some operational characteristics related to transportation during normal operating days and during special events. The plan will allow the operator to operate in a compatible manner and to prepare for special events by having a site in mind in the event off-site spaces are needed. In addition, the applicant will be required to obtain approval from the Department of Transportation for a five minute loading zone for three spaces on Chatsworth Street to facilitate drop-off and pick-up. Additional conditions, such as the prohibition of outdoor speakers were imposed to ensure the operation will not be a disturbance to neighboring uses.

As discussed above, the project's location, size, height, operations, and other significant features will be compatible with and will not adversely affect or further degrade the surrounding neighborhood. Approval of the Conditional Use will support the use and operation of the proposed child care facility as a beneficial service to the community.

3. **The project is in substantial conformance with the purpose, intent and provisions of the General Plan, the applicable community plan and any applicable specific plan.**

The elements of the General Plan establish policies that provide for the regulatory environment in managing the City and for addressing concerns and issues. The majority of the policies derived from these Elements are in the form of code requirements of the Los Angeles Municipal Code (LAMC). Except for the entitlement described herein to permit the conversion and expansion of an existing single-family house into a child care facility, the project does not propose to deviate from any of the requirements of the LAMC.

The Land Use Element of the City's General Plan divides the City into 35 Community Plan areas. The subject property is located within the Granada Hills –

Knollwood Community Plan Area and is designated for Low Medium II Residential land uses with corresponding zones of RD1.5 and RD2. The subject property is zoned RD1.5-1 and is consistent with the range of zones associated with the site's land use designation.

The Project site is located within one of two Neighborhood Commercial Districts identified in the Community Plan. The district is considered a community gateway and heart of the area's central business district, containing small-scale commercial uses surrounded by multi-family housing and adjacent to community centers. The Project will be consistent with the goals and policies of the Community Plan, as shown below:

*Goal LU20: Healthy and attractive commercial centers that serve as centers of civic, cultural, and economic life for the adjoining neighborhoods and communities, provide needed goods, services and jobs in a pedestrian-friendly environment.*

LU20.4      *Community Amenities. Incorporate uses and space for community amenities into private developments and public facilities, such as plazas, open space, libraries, child care facilities, community meeting rooms, senior centers, police sub-stations, and other appropriate human services.*

The proposed project will include a 1,273 square-foot addition that will expand and connect the existing single-family house with the garage structure and interior improvements that will result in a 3,353 square-foot child care facility that will accommodate a maximum of 60 children between the ages of 36 months and six years. The child care facility will operate between 8:00 a.m. to 6:00 p.m., Monday – Friday. Each classroom will be supervised by two teachers and facility will also be managed by three administrative staff. Parking and pick-up/drop-off will take place within the designated parking areas located in the front and rear yards adjacent to West Chatsworth Street and an alley, respectively. The requested Conditional Use will not conflict with the objectives and policies of the Community Plan as the project will provide beneficial child care services for families in the neighborhood. The proposed child care facility will support the established Neighborhood Commercial District of which the Project site is located within and will promote economic and pedestrian activity.

The project site is located in the Granada Hills Specific Plan. The proposed project is not defined as a "Project" based on the Specific Plan as it does not involve any multi-family residential buildings or structures. As such, the proposed project is not subject to the standards and regulations outlined in the Specific Plan.

As such, the proposed action will be in substantial conformance with the various elements and objectives of the General Plan.

#### **FLOOD HAZARD FINDING**

4. The National Flood Insurance Program rate maps, which are a part of the Flood

Hazard Management Specific Plan adopted by the City Council by Ordinance No. 172,081, have been reviewed and it has been determined that this project is located outside a flood zone.

### **APPEAL PERIOD - EFFECTIVE DATE**

This grant is not a permit or license and any permits and/or licenses required by law must be obtained from the proper public agency. If any Condition of this grant is violated or not complied with, then the applicant or their successor in interest may be prosecuted for violating these Conditions the same as for any violation of the requirements contained in the Los Angeles Municipal Code (LAMC).

This determination will become effective after the end of appeal period date on the first page of this document, unless an appeal is filed with the Department of City Planning. An appeal application must be submitted and paid for before 4:30 PM (PST) on the final day to appeal the determination. Should the final day fall on a weekend or legal City holiday, the time for filing an appeal shall be extended to 4:30 PM (PST) on the next succeeding working day. Appeals should be filed early to ensure the Development Services Center (DSC) staff has adequate time to review and accept the documents, and to allow appellants time to submit payment.

An appeal may be filed utilizing the following options:

**Online Application System (OAS):** The OAS (<https://planning.lacity.org/oas>) allows entitlement appeals to be submitted entirely electronically by allowing an appellant to fill out and submit an appeal application online directly to City Planning's DSC, and submit fee payment by credit card or e-check.

**Drop off at DSC.** Appeals of this determination can be submitted in-person at the Metro or Van Nuys DSC locations, and payment can be made by credit card or check. City Planning has established drop-off areas at the DSCs with physical boxes where appellants can drop off appeal applications; alternatively, appeal applications can be filed with staff at DSC public counters. Appeal applications must be on the prescribed forms, and accompanied by the required fee and a copy of the determination letter. Appeal applications shall be received by the DSC public counter and paid for on or before the above date or the appeal will not be accepted.

Forms are available online at <http://planning.lacity.org/development-services/forms>.  
Public offices are located at:

Metro DSC  
(213) 482-7077  
201 N. Figueroa Street  
Los Angeles, CA 90012  
[planning.figcounter@lacity.org](mailto:planning.figcounter@lacity.org)

Van Nuys DSC  
(818) 374-5050  
6262 Van Nuys Boulevard  
Van Nuys, CA 91401  
[planning.mbc2@lacity.org](mailto:planning.mbc2@lacity.org)

West Los Angeles DSC  
(CURRENTLY CLOSED)  
(310) 231-2901  
1828 Sawtelle Boulevard  
West Los Angeles, CA 90025  
[planning.westla@lacity.org](mailto:planning.westla@lacity.org)

City Planning staff may follow up with the appellant via email and/or phone if there are any questions or missing materials in the appeal submission, to ensure that the appeal package is complete and meets the applicable LAMC provisions.

If you seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5, the petition for writ of mandate pursuant to that section must be filed no later than the 90th day following the date on which the City's decision became final pursuant to California Code of Civil Procedure Section 1094.6. There may be other time limits which also affect your ability to seek judicial review.

Verification of condition compliance with building plans and/or building permit applications are done at the City Planning Metro or Valley DSC locations. An in-person or virtual appointment for Condition Clearance can be made through the City's [BuildLA](https://appointments.lacity.org) portal ([appointments.lacity.org](https://appointments.lacity.org)). The applicant is further advised to notify any consultant representing you of this requirement as well.



QR Code to  
Online Appeal  
Filing

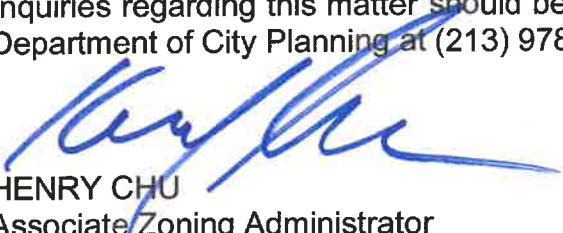


QR Code to Forms for In-  
Person Appeal Filing



QR Code to BuildLA Appointment  
Portal for Condition Clearance

Inquiries regarding this matter should be directed to David Woon, Planning Staff for the Department of City Planning at (213) 978-1368 or [David.Woon@lacity.org](mailto:David.Woon@lacity.org).

  
HENRY CHU  
Associate Zoning Administrator

HC:SK:DW:ss

cc: Councilmember John Lee  
Twelve District  
Adjoining Property Owners

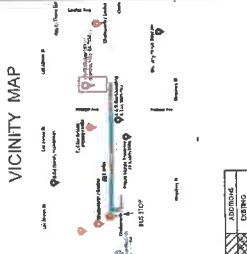
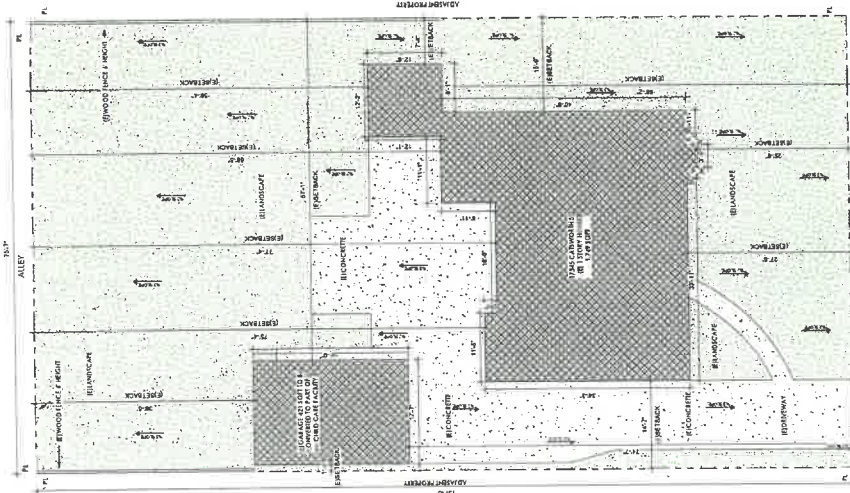
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EXHIBIT A  
Page No. 7 of 39  
Case No. 14-0023-79

Page No. -  
Case No. -

⑤



WALL LEGEND		
SECTION VIEW	FLOOR PLAN VIEW	NAME OF WALL
		(6") 6" WALL
		DEMO WALL
		(12") 12" WALL - FIRE WALL
		(16") 16" WALL
		(20") 20" WALL



# PLAN SYMBOL LEGEND

LEVEL ELEVATION SYMBOL:  
 1. FINISHED FLOOR  
 2. FINISHED GRADE  
 3. FINISHED ROOF  
 4. FINISHED BASEMENT

SECTION SYMBOL:  
 1. FINISHED FLOOR  
 2. FINISHED GRADE  
 3. FINISHED ROOF  
 4. FINISHED BASEMENT

EXTERIOR ELEVATION SYMBOL:  
 1. FINISHED FLOOR  
 2. FINISHED GRADE  
 3. FINISHED ROOF  
 4. FINISHED BASEMENT

DETAIL CALLOUT SYMBOL:  
 1. FINISHED FLOOR  
 2. FINISHED GRADE  
 3. FINISHED ROOF  
 4. FINISHED BASEMENT

PROPERTY LINE TAG:  
 1. FINISHED FLOOR  
 2. FINISHED GRADE  
 3. FINISHED ROOF  
 4. FINISHED BASEMENT

WINDOW TAG, SEE SPECIFICATION  
 1. FINISHED FLOOR  
 2. FINISHED GRADE  
 3. FINISHED ROOF  
 4. FINISHED BASEMENT

DOOR TAG, SEE SPECIFICATION  
 1. FINISHED FLOOR  
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 3. FINISHED ROOF  
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WALL TAG, SEE SPECIFICATION  
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ROOF TAG, SEE SPECIFICATION  
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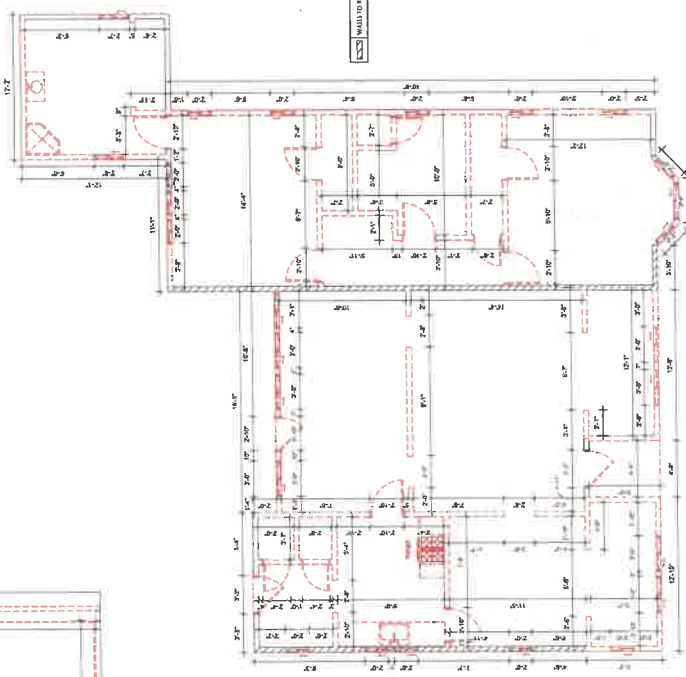
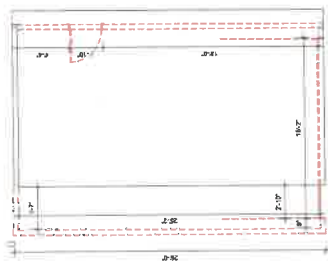
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DOOR TAG, SEE SPECIFICATION  
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 3. FINISHED ROOF  
 4. FINISHED BASEMENT



DEMOLITION PLAN  
 1/4" = 1'-0"

Project Name: 17345 CHATSWORTH OAKLAND HILLS 91344  
 Project Address: 17345 CHATSWORTH OAKLAND HILLS 91344  
 Project Owner: 17345 CHATSWORTH OAKLAND HILLS 91344

Project Name: 17345 CHATSWORTH OAKLAND HILLS 91344  
 Project Address: 17345 CHATSWORTH OAKLAND HILLS 91344  
 Project Owner: 17345 CHATSWORTH OAKLAND HILLS 91344

Project Name: 17345 CHATSWORTH OAKLAND HILLS 91344  
 Project Address: 17345 CHATSWORTH OAKLAND HILLS 91344  
 Project Owner: 17345 CHATSWORTH OAKLAND HILLS 91344

Project Name: 17345 CHATSWORTH OAKLAND HILLS 91344  
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 Project Owner: 17345 CHATSWORTH OAKLAND HILLS 91344

Project Name: 17345 CHATSWORTH OAKLAND HILLS 91344  
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 Project Owner: 17345 CHATSWORTH OAKLAND HILLS 91344

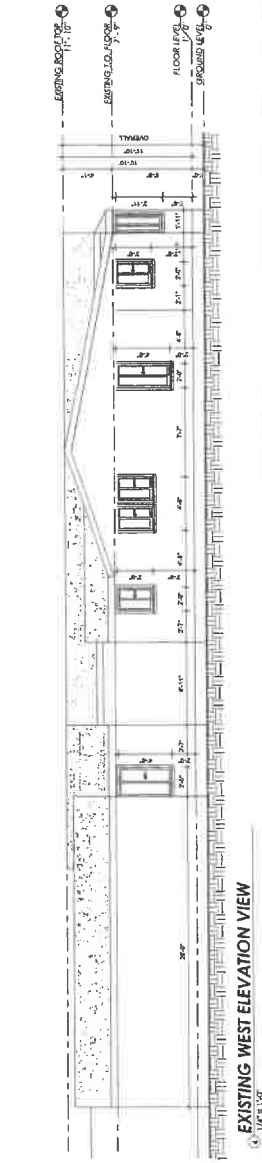
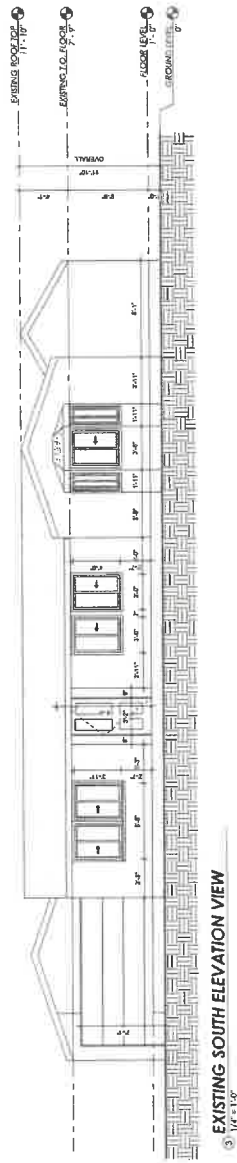
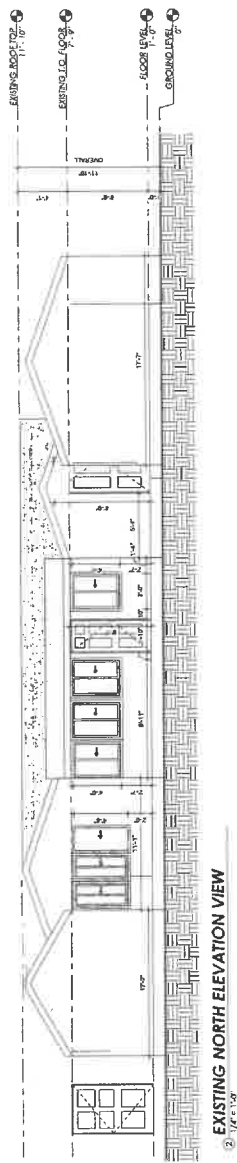
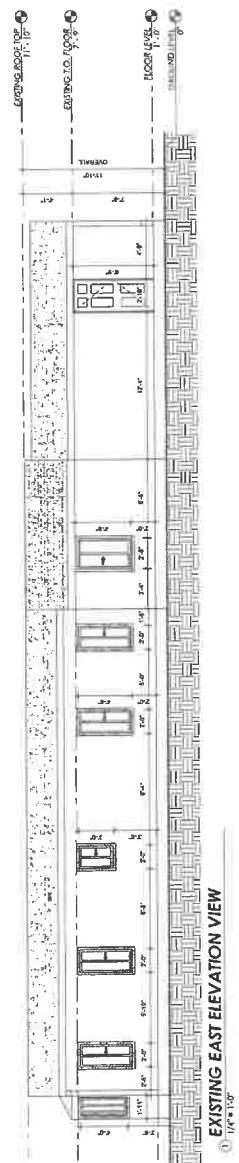
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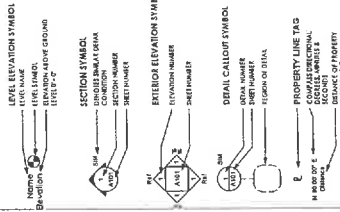
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 Project Owner: 17345 CHATSWORTH OAKLAND HILLS 91344










Page No. 13 of 6  
 Case No. 18-0003-0412-04

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# PLAN SYMBOL LEGEND



WALL LEGEND		
SECTION VIEW	FLOOR PLAN VIEW	NAME OF WALL
		{E} 6" WALL
		DEMO WALL
		{N} 5" WALL - IN FIREWALL
		{N} 6" EFFS WALL
		{N} 6" WALL

Architectural drawings showing the proposed elevations of a building. The drawings include:

- PROPOSED EAST ELEVATION VIEW** (Scale: 1/4" = 1'-0")
- PROPOSED NORTH ELEVATION VIEW** (Scale: 1/4" = 1'-0")
- PROPOSED SOUTH ELEVATION VIEW** (Scale: 1/4" = 1'-0")

The drawings show a long, low building with a series of windows and doors. The east elevation shows a series of windows and a central entrance. The north elevation shows a series of windows and a central entrance. The south elevation shows a series of windows and a central entrance. The drawings are labeled with dimensions and notes.

OFFICE OF ZONING ADMINISTRATION  
200 N. SPRING STREET, ROOM 763  
LOS ANGELES, CA 90012-4801  
(213) 978-1318

ESTINEH MAILIAN  
CHIEF ZONING ADMINISTRATOR

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December 4, 2023

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CASE NO. ZA-2023-3912-CU  
CONDITIONAL USE  
17345 West Chatsworth Street  
Granada Hills – Knollwood Community  
Plan Area  
Zone : RD1.5-1  
D. M. : 207B129 432  
C. D. : 12 – John Lee  
CEQA : ENV-2023-3913-CE  
Legal Description: FR 313 and FR 312,  
TR 9668

**CORRECTION LETTER**

On November 15, 2023, pursuant to Los Angeles Municipal Code Section 12.24 W.51, the Zoning Administrator approved a Conditional Use to permit the conversion and expansion of an existing single-family house into a child care facility for a maximum of 60 children, in the RD 1.5-1 Zone. It was brought to the attention of the Zoning Administrator that Condition No. 13 included an inadvertent error in identifying the public rights-of way as part of a required pick-up and drop-off plan. The public rights-of-way should have identified the frontage of Chatsworth Street and the rear public alley abutting the subject site.

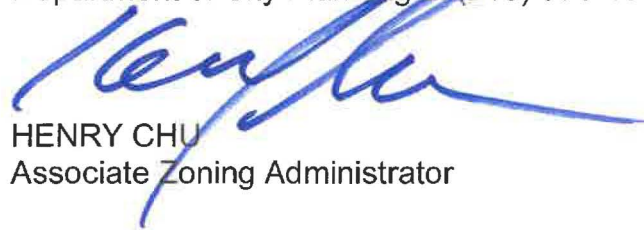
Therefore, Condition No. 13 should be CORRECTED as follows:

13. **MODIFIED.** Within 120 days of the effective date of this grant, the applicant shall submit a pick-up and drop-off plan that has been reviewed and approved by the Department of Transportation. The plan shall be structured such that it has a minimal impact on vehicular traffic along both Stanford Avenue Chatsworth Street and 28th Street the rear alley during peak traffic times.

CASE NO. ZA-2023-3912-CU  
CORRECTION LETTER

All other conditions remain unchanged.

Inquiries regarding this matter should be directed to David Woon, Planning Staff for the Department of City Planning at (213) 978-1368 or David.Woon@lacity.org.



HENRY CHU  
Associate Zoning Administrator

HC:SK:DW:ss

cc: Councilmember John Lee  
Twelve District  
Adjoining Property Owners