



CITY PLANNING APPLICATION

THIS BOX FOR CITY PLANNING STAFF USE ONLY

ED1 Eligible

AB 2097 Eligible

Case Number:

AA-2024-318-DPS

Env. Case Number:

ENV-2024-319-CE

Application Type:

Deemed Approved Private Street

Case Filed With (Print Name):

Ryan Ly

Date Filed:

1/16/24

Application includes letter requesting:

Waived Hearing

Concurrent hearing

Hearing not to be scheduled on a specific date (e.g. vacation hold)

Related Case Number(s):

THIS SECTION TO BE COMPLETED BY THE APPLICANT

Provide all information requested. Missing, incomplete or inconsistent information will cause delays.

All terms in this document are applicable to the singular as well as the plural forms of such terms.

Refer to the City Planning Application Filing Instructions ([CP-7810](#)) for more information.

1. PROJECT LOCATION

Street Address<sup>1</sup>: 8326 Kyle Street, Sunland CA 91040

Unit/Space Number:

Legal Description<sup>2</sup> (Lot, Block, Tract): Tract: Montevista, Lot: FR32, Block: None

Assessor Parcel Number: 2555-011-007

Total Lot Area: 11,032.3 SF

2. PROJECT DESCRIPTION

Present Use: Single Family Dwelling

Proposed Use: ADU addition to an existing dwelling unit on the property.

Project Name (if applicable): Kyle Street ADU Addition

<sup>1</sup> Street Addresses must include all addresses on the subject/application site (as identified in ZIMAS—<http://zimas.lacity.org>).

<sup>2</sup> Legal Description must include all contiguously owned properties (even if they are not a part of the proposed project site).

**Describe in detail the characteristics, scope and/or operation of the proposed project:**

~~The ADU will be 2 stories, 3 Bedrooms, and 3 Baths.~~

Additional Information Attached:

YES  NO

**EXISTING SITE CONDITIONS**

**Complete and check all that apply:**

- Site is undeveloped or unimproved (i.e., vacant)
- Site has existing buildings (provide copies of building permits)
- Site is/was developed with uses that could release hazardous materials on soil and/or groundwater (e.g., dry cleaning, gas station, auto repair, industrial)
- Site is located within 500 feet of a freeway or railroad
- Site is located within 500 feet of a sensitive use (e.g., school, park)
- Site has special designation (e.g., National Historic Register, Survey LA)

**PROPOSED PROJECT INFORMATION**

**Check all that apply or could apply:**

- Demolition of existing buildings/structures
- Relocation of existing buildings/structures
- Removal of any on-site tree
- Removal of any street tree
- Removal of protected trees onsite/in public right-of-way
- Grading
- Haul Route
- New construction: 1,200 square feet
- Additions to existing buildings
- Interior tenant improvement
- Exterior renovation or alteration
- Change of use and/or hours of operation
- Uses or structures in public right-of-way
- Phased project

**HOUSING COMPONENT INFORMATION**

Number of Residential Units: Existing 1 - Demolish(ed)<sup>3</sup> 0 + Adding 1 = Total 2

Number of Affordable Units<sup>4</sup>: Existing \_\_\_\_\_ - Demolish(ed) \_\_\_\_\_ + Adding \_\_\_\_\_ = Total 0

Number of Market Rate Units: Existing \_\_\_\_\_ - Demolish(ed) \_\_\_\_\_ + Adding \_\_\_\_\_ = Total 0

Mixed Use Projects, Amount of Non-Residential Floor Area: 0 square feet

<sup>3</sup> Number of units to be demolished and/or which have been demolished within the last five years.

<sup>4</sup> As determined by the Los Angeles Housing Department.

## PARKING INFORMATION

Is the project utilizing AB 2097?

YES  NO

If Yes, provide a date-stamped ZIMAS Parcel Profile Report including AB 2097 Eligibility information.

Provided # of Parking Spaces: \_\_\_\_\_ Required # of Parking Spaces: \_\_\_\_\_

### Parking Minimum Checklist

The following checklist will determine if parking minimums can be imposed on a Project under AB 2097. Parking minimums cannot be imposed if the proposed project meets any of the following criteria.

Check all that apply:

- Include a minimum of 20 percent of the total dwelling units for Very Low, Low, or Moderate-Income households, students, the elderly, or persons with disabilities
- Contain fewer than 20 dwelling units
- Are subject to parking reductions of any other applicable law (by satisfying the applicable eligibility requirements)

## PUBLIC RIGHT-OF-WAY INFORMATION

Have you submitted the [Planning Case Referral Form](#) to BOE? (if required)

YES  NO

Is the project required to dedicate land to the public right-of-way?

YES  NO

If so, what is/are the dedication requirement(s)? \_\_\_\_\_ feet

If dedications are required on multiple streets, identify as such: \_\_\_\_\_

## 3. ACTION(S) REQUESTED

Provide the Los Angeles Municipal Code (LAMC) Section that authorizes the request and (if applicable) the LAMC Section or the Specific Plan/Overlay Section from which relief is sought, and follow with a description of the requested action.

Does the project include Multiple Approval Requests per LAMC Section 12.36?

YES  NO

Authorizing Code Section: LAMC Section 18.00 C

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

Action Requested: Deemed Approval Private Street

**Authorizing Code Section:** \_\_\_\_\_

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

**Action Requested:** \_\_\_\_\_

Additional Requests Attached:  YES  NO

#### 4. RELATED CITY PLANNING CASES

Are there previous or pending cases/decisions/environmental clearances on the project site?  YES  NO

If YES, list all case number(s): \_\_\_\_\_

If the application/project is directly related to one of the above cases, list the pertinent case numbers below and complete/check all that apply (provide copy).

Case No.: \_\_\_\_\_ Ordinance No.: \_\_\_\_\_

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

For purposes of environmental (CEQA) analysis, is there intent to develop a larger project?  YES  NO

Have you filed, or is there intent to file, a Subdivision with this project?  YES  NO

If YES, to either of the above, describe the other parts of the projects or the larger project below, whether or not currently filed with the City:

#### 5. RELATED DOCUMENTS / REFERRALS

To help assigned staff coordinate with other Departments that may have a role in the proposed project, provide a copy of any applicable form and reference number if known.

Are there any recorded Covenants, affidavits or easements on this property?

YES (provide copy)  NO

## 6. PROJECT TEAM INFORMATION (COMPLETE ALL APPLICABLE FIELDS)

### APPLICANT

Applicant<sup>5</sup> Name: Ben Manesh

Company/Firm: BMI Engineering

Address: 17337 Ventura Blvd. Unit/Space Number: 310

City: Encino State: CA Zip Code: 91316

Telephone: 818-901-8009 E-mail: bmicalifornia@gmail.com

Are you in escrow to purchase the subject property?:  YES  NO

**PROPERTY OWNER OF RECORD**  Same as applicant  Different from applicant

Name (if different from applicant): Payam Sooferi

Address: 8326 Kyle Street Unit/Space Number: \_\_\_\_\_

City: Sunland State: CA Zip Code: 91040

Telephone: \_\_\_\_\_ E-mail: progaurdhealth@gmail.com

**AGENT / REPRESENTATIVE NAME:** Ben Manesh

Company/Firm: BMI Engineering

Address: 17337 Ventura Blvd. Unit/Space Number: 310

City: Encino State: CA Zip Code: 91316

Telephone: 818-901-8009 E-mail: bmicalifornia@gmail.com

<sup>5</sup> An applicant is a person with a lasting interest in the completed project such as the property owner or a lessee/user of a project. An agent/representative is someone filing an application on behalf of a client.

**OTHER (E.G. ARCHITECT, ENGINEER, CEQA CONSULTANT):** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Company/Firm:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Unit/Space Number:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Primary Contact for Project Information<sup>6</sup>**

**(Select only one. Email address and phone number required.)**

Owner    Applicant    Agent/Representative    Other: \_\_\_\_\_

To ensure notification of any public hearing as well as decisions on the project, make sure to include an individual mailing label for each member of the project team in both the Property Owners List and the Abutting Property Owners List.


<sup>6</sup> As of June 8, 2022, the Primary Contact for Project is required to have an Angeleno Account and register with the Ethics Commission for Significant Project Entitlements, as defined in LAMC Section [49.7.37\(A\)\(6\)](#). An email address and phone number shall be required on the DCP Application Form, and the email address provided shall match the email address used to create the Angeleno Account.

## PROPERTY OWNER AFFIDAVIT

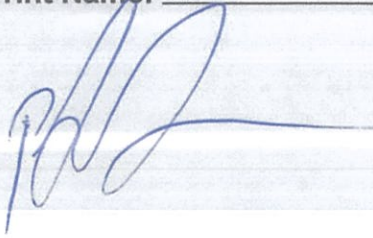
Before the application can be accepted, the owner of each property involved must provide a notarized signature to verify the application is being filed with their knowledge. Staff will confirm ownership based on the records of the City Engineer or County Assessor. In the case of partnerships, corporations, LLCs or trusts an officer of the ownership entity so authorized may sign as stipulated below.

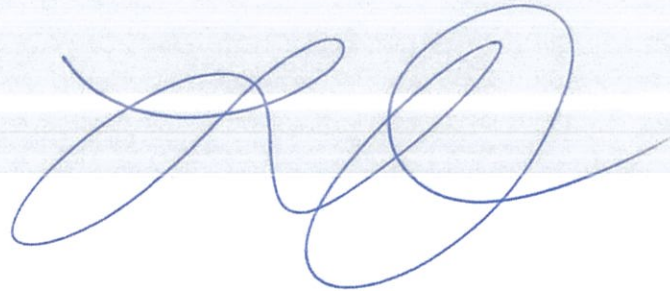
- **Ownership Disclosure.** If the property is owned by a partnership, corporation, LLC or trust, a disclosure identifying an officer of the ownership entity must be submitted. The disclosure must list the names and addresses of the principal owners (25% interest or greater). The signatory must appear in this list of names. A letter of authorization, as described below, may be submitted provided the signatory of the letter is included in the Ownership Disclosure. Include a copy of the current partnership agreement, corporate articles, or trust document as applicable.
- **Letter of Authorization (LOA).** An LOA from a property owner granting someone else permission to sign the application form may be provided if the property is owned by a partnership, corporation, LLC or trust or in rare circumstances when an individual property owner is unable to sign the application form. To be considered for acceptance, the LOA must indicate the name of the person being authorized the file, their relationship to the owner or project, the site address, a general description of the type of application being filed and must also include the language in items A-D below. In the case of partnerships, corporations, LLCs or trusts the LOA must be signed and notarized by the authorized signatory as shown on the Ownership Disclosure or in the case of private ownership by the property owner. Proof of Ownership for the signatory of the LOA must be submitted with said letter.
- **Grant Deed.** Provide a Copy of the Grant Deed If the ownership of the property does not match City Records and/or if the application is for a Coastal Development Permit. The Deed must correspond exactly with the ownership listed on the application.
- **Multiple Owners.** If the property is owned by more than one individual (e.g. John and Jane Doe or Mary Smith and Mark Jones) notarized signatures are required of all owners.
  - a. I hereby certify that I am the owner of record of the herein previously described property located in the City of Los Angeles which is involved in this application or have been empowered to sign as the owner on behalf of a partnership, corporation, LLC or trust as evidenced by the documents attached hereto.
  - b. I hereby consent to the filing of this application on my property for processing by the Department of City Planning.
  - c. I understand if the application is approved, as a part of the process the City will apply conditions of approval which may be my responsibility to satisfy including, but not limited to, recording the decision and all conditions in the County Deed Records for the property.
  - d. By my signature below, I declare under penalty of perjury under the laws of the State of California that the foregoing statements are true and correct.

Property Owner's signatures must be signed/notarized in the presence of a Notary Public.  
The City requires an original signature from the property owner with the "wet" notary stamp.  
A Notary Acknowledgement is available for your convenience on following page.

Signature:  \_\_\_\_\_ Date: 12/10/23  
Print Name: Poyaw Soofeni \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: \_\_\_\_\_

 12/19/23



Leonel Edgardo Orellana  
(notary public)

See notarized  
Attachment



**SPACE BELOW FOR NOTARY'S USE**

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT**

**CIVIL CODE '1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

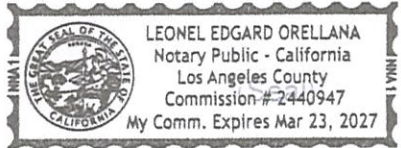
County of Los Angeles

On 12/14/2023 before me, Leonel Edgard Orellana (Notary publ.)  
(Insert Name of Notary Public and Title)

personally appeared Payam Sofer:, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf on which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.  
  
\_\_\_\_\_  
Signature



## APPLICANT DECLARATION

A separate signature from the applicant, whether they are the property owner or not, attesting to the following, is required before the application can be accepted.

- a. I hereby certify that the information provided in this application, including plans and other attachments, is accurate and correct to the best of my knowledge. Furthermore, should the stated information be found false or insufficient to fulfill the requirements of the Department of City Planning, I agree to revise the information as appropriate.
- b. I hereby certify that I have fully informed the City of the nature of the project for purposes of the California Environmental Quality Act (CEQA) and have not submitted this application with the intention of segmenting a larger project in violation of CEQA. I understand that should the City determine that the project is part of a larger project for purposes of CEQA, the City may revoke any approvals and/or stay any subsequent entitlements or permits (including certificates of occupancy) until a full and complete CEQA analysis is reviewed and appropriate CEQA clearance is adopted or certified.
- c. I understand that the environmental review associated with this application is preliminary, and that after further evaluation, additional reports, studies, applications and/or fees may be required.
- d. I understand and agree that any report, study, map or other information submitted to the City in furtherance of this application will be treated by the City as public records which may be reviewed by any person and if requested, that a copy will be provided by the City to any person upon the payment of its direct costs of duplication.
- e. I understand that the burden of proof to substantiate the request is the responsibility of the applicant. Additionally, I understand that planning staff are not permitted to assist the applicant or opponents of the project in preparing arguments for or against a request.
- f. I understand that there is no guarantee, expressed or implied, that any permit or application will be granted. I understand that each matter must be carefully evaluated and that the resulting recommendation or decision may be contrary to a position taken or implied in any preliminary discussions.
- g. I understand that if this application is denied, there is no refund of fees paid.
- h. I understand and agree to defend, indemnify, and hold harmless, the City, its officers, agents, employees, and volunteers (collectively "City"), from any and all legal actions, claims, or proceedings (including administrative or alternative dispute resolution (collectively "actions")), arising out of any City process or approval prompted by this Action, either in whole or in part. Such actions include but are not limited to: actions to attack, set aside, void, or otherwise modify, an entitlement approval, environmental review, or subsequent permit decision; actions for personal or property damage; actions based on an allegation of an unlawful pattern and practice; inverse condemnation actions; and civil rights or an action based on the protected status of the petitioner or claimant under state or federal law (e.g. ADA or Unruh Act). I understand and agree to reimburse the City for any and all costs incurred in defense of such actions. This includes, but is not limited to, the payment of all court costs and attorneys' fees, all judgments or awards, damages, and settlement costs. The indemnity language in this



## NEIGHBORHOOD CONTACT SHEET (OPTIONAL)

### 7. SIGNATURES

Signatures of adjoining or neighboring property owners in support of the request are not required but are helpful, especially for projects in single-family residential areas. Signatures may be provided below (attach additional sheets if necessary).

NAME (Print)	SIGNATURE	ADDRESS	KEY # ON MAP

**REVIEW** of the project by the applicable Neighborhood Council is not required but is helpful. If applicable, describe, below or separately, any contact you have had with the Neighborhood Council or other community groups, business associations and/or officials in the area surrounding the project site (attach additional sheets if necessary).

COUNTY CLERK'S USE

**CITY OF LOS ANGELES**  
OFFICE OF THE CITY CLERK  
200 NORTH SPRING STREET, ROOM 395  
LOS ANGELES, CALIFORNIA 90012  
**CALIFORNIA ENVIRONMENTAL QUALITY ACT**  
**NOTICE OF EXEMPTION**  
(PRC Section 21152; CEQA Guidelines Section 15062)

Pursuant to Public Resources Code § 21152(b) and CEQA Guidelines § 15062, the notice should be posted with the County Clerk by mailing the form and posting fee payment to the following address: Los Angeles County Clerk/Recorder, Environmental Notices, P.O. Box 1208, Norwalk, CA 90650. Pursuant to Public Resources Code § 21167 (d), the posting of this notice starts a 35-day statute of limitations on court challenges to reliance on an exemption for the project. Failure to file this notice as provided above, results in the statute of limitations being extended to 180 days.

PARENT CASE NUMBER(S) / REQUESTED ENTITLEMENTS  
AA-2024-318-DPS

LEAD CITY AGENCY <b>City of Los Angeles (Department of City Planning)</b>	CASE NUMBER ENV- 2024-319-CE
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PROJECT TITLE 8326 W. KYLE ST.	COUNCIL DISTRICT 7
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PROJECT LOCATION (Street Address and Cross Streets and/or Attached Map) 8326 W. KYLE ST.	<input type="checkbox"/> Map attached.
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PROJECT DESCRIPTION: DEEMED TO BE APPROVED PRIVATE STREET	<input type="checkbox"/> Additional page(s) attached.
--	---

NAME OF APPLICANT / OWNER:  
PAYAM SOOFERI

CONTACT PERSON (If different from Applicant/Owner above) BEN MANESH	(AREA CODE) TELEPHONE NUMBER (818) 901-8009	EXT.
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EXEMPT STATUS: (Check all boxes, and include all exemptions, that apply and provide relevant citations.)

STATE CEQA STATUTE & GUIDELINES

- STATUTORY EXEMPTION(S)  
Public Resources Code Section(s) \_\_\_\_\_
- CATEGORICAL EXEMPTION(S) (State CEQA Guidelines Sec. 15301-15333 / Class 1-Class 33)  
CEQA Guideline Section(s) / Class(es) \_\_\_\_\_
- OTHER BASIS FOR EXEMPTION (E.g., CEQA Guidelines Section 15061(b)(3) or (b)(4) or Section 15378(b) )  
\_\_\_\_\_

JUSTIFICATION FOR PROJECT EXEMPTION:	<input type="checkbox"/> Additional page(s) attached
--------------------------------------	--

None of the exceptions in CEQA Guidelines Section 15300.2 to the categorical exemption(s) apply to the Project.  
 The project is identified in one or more of the list of activities in the City of Los Angeles CEQA Guidelines as cited in the justification.  
IF FILED BY APPLICANT, ATTACH CERTIFIED DOCUMENT ISSUED BY THE CITY PLANNING DEPARTMENT STATING THAT THE DEPARTMENT HAS FOUND THE PROJECT TO BE EXEMPT.  
If different from the applicant, the identity of the person undertaking the project.

**CITY STAFF USE ONLY:**

CITY STAFF NAME AND SIGNATURE	STAFF TITLE
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ENTITLEMENTS APPROVED



**THIS BOX FOR CITY PLANNING STAFF USE ONLY**

ED1 Eligible       AB 2097 Eligible

Case Number: \_\_\_\_\_

Env. Case Number: \_\_\_\_\_

Application Type: \_\_\_\_\_

Case Filed With (Print Name): \_\_\_\_\_ Date Filed: \_\_\_\_\_

Application includes letter requesting:

Waived Hearing     Concurrent hearing     Hearing not to be scheduled on a specific date (e.g. vacation hold)

Related Case Number(s): \_\_\_\_\_

**THIS SECTION TO BE COMPLETED BY THE APPLICANT**

Provide all information requested. Missing, incomplete or inconsistent information will cause delays. All terms in this document are applicable to the singular as well as the plural forms of such terms. Refer to the City Planning Application Filing Instructions ([CP-7810](#)) for more information.

**1. PROJECT LOCATION**

Street Address<sup>1</sup>: 8326 Kyle Street, Sunland CA 91040      Unit/Space Number: \_\_\_\_\_

Legal Description<sup>2</sup> (Lot, Block, Tract): Tract: Montevista, Lot: FR32, Block: None

Assessor Parcel Number: 2555-011-007      Total Lot Area: 11,032.3 SF

**2. PROJECT DESCRIPTION**

Present Use: Single Family Dwelling

Proposed Use: ADU addition to an existing dwelling unit on the property.

Project Name (if applicable): Kyle Street ADU Addition

<sup>1</sup> Street Addresses must include all addresses on the subject/application site (as identified in ZIMAS—<http://zimas.lacity.org>).

<sup>2</sup> Legal Description must include all contiguously owned properties (even if they are not a part of the proposed project site).

**Describe in detail the characteristics, scope and/or operation of the proposed project:**

**The ADU will be 2 stories, 3 Bedrooms, and 3 Baths.**

Additional Information Attached:

YES  NO

## EXISTING SITE CONDITIONS

**Complete and check all that apply:**

- |   |   |
|---|---|
| <input type="checkbox"/> Site is undeveloped or unimproved (i.e., vacant)   | <input type="checkbox"/> Site is located within 500 feet of a freeway or railroad                   |
| <input checked="" type="checkbox"/> Site has existing buildings (provide copies of building permits)  | <input type="checkbox"/> Site is located within 500 feet of a sensitive use (e.g., school, park)    |
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## PROPOSED PROJECT INFORMATION

**Check all that apply or could apply:**

- |   |  |
|---|--|
| <input type="checkbox"/> Demolition of existing buildings/structures              | <input checked="" type="checkbox"/> New construction: <u>1,200</u> square feet |
| <input type="checkbox"/> Relocation of existing buildings/structures              | <input type="checkbox"/> Additions to existing buildings                       |
| <input type="checkbox"/> Removal of any on-site tree                              | <input type="checkbox"/> Interior tenant improvement                           |
| <input type="checkbox"/> Removal of any street tree                               | <input type="checkbox"/> Exterior renovation or alteration                     |
| <input type="checkbox"/> Removal of protected trees onsite/in public right-of-way | <input type="checkbox"/> Change of use and/or hours of operation               |
| <input type="checkbox"/> Grading  | <input type="checkbox"/> Uses or structures in public right-of-way             |
| <input type="checkbox"/> Haul Route   | <input type="checkbox"/> Phased project  |

## HOUSING COMPONENT INFORMATION

Number of Residential Units: Existing 1 - Demolish(ed)<sup>3</sup> 0 + Adding 1 = Total 2

Number of Affordable Units<sup>4</sup>: Existing \_\_\_\_\_ - Demolish(ed) \_\_\_\_\_ + Adding \_\_\_\_\_ = Total 0

Number of Market Rate Units: Existing \_\_\_\_\_ - Demolish(ed) \_\_\_\_\_ + Adding \_\_\_\_\_ = Total 0

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YES  NO

If Yes, provide a date-stamped ZIMAS Parcel Profile Report including AB 2097 Eligibility information.

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- Contain fewer than 20 dwelling units
- Are subject to parking reductions of any other applicable law (by satisfying the applicable eligibility requirements)

## PUBLIC RIGHT-OF-WAY INFORMATION

Have you submitted the [Planning Case Referral Form](#) to BOE? (if required)

YES  NO

Is the project required to dedicate land to the public right-of-way?

YES  NO

If so, what is/are the dedication requirement(s)? \_\_\_\_\_ feet

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YES  NO

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Action Requested: Deemed Approval Private Street



**Authorizing Code Section:** \_\_\_\_\_

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City: Sunland State: CA Zip Code: 91040

Telephone: \_\_\_\_\_ E-mail: progaurdhealth@gmail.com

**AGENT / REPRESENTATIVE NAME:** Ben Manesh

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Telephone: 818-901-8009 E-mail: bmicalifornia@gmail.com

<sup>5</sup> An applicant is a person with a lasting interest in the completed project such as the property owner or a lessee/user of a project. An agent/representative is someone filing an application on behalf of a client.

**OTHER (E.G. ARCHITECT, ENGINEER, CEQA CONSULTANT):** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Company/Firm:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Unit/Space Number:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Primary Contact for Project Information<sup>6</sup>**

**(Select only one. Email address and phone number required.)**

Owner  Applicant  Agent/Representative  Other: \_\_\_\_\_

To ensure notification of any public hearing as well as decisions on the project, make sure to include an individual mailing label for each member of the project team in both the Property Owners List and the Abutting Property Owners List.

<sup>6</sup> As of June 8, 2022, the Primary Contact for Project is required to have an Angeleno Account and register with the Ethics Commission for Significant Project Entitlements, as defined in LAMC Section [49.7.37\(A\)\(6\)](#). An email address and phone number shall be required on the DCP Application Form, and the email address provided shall match the email address used to create the Angeleno Account.

## PROPERTY OWNER AFFIDAVIT

Before the application can be accepted, the owner of each property involved must provide a notarized signature to verify the application is being filed with their knowledge. Staff will confirm ownership based on the records of the City Engineer or County Assessor. In the case of partnerships, corporations, LLCs or trusts an officer of the ownership entity so authorized may sign as stipulated below.

- **Ownership Disclosure.** If the property is owned by a partnership, corporation, LLC or trust, a disclosure identifying an officer of the ownership entity must be submitted. The disclosure must list the names and addresses of the principal owners (25% interest or greater). The signatory must appear in this list of names. A letter of authorization, as described below, may be submitted provided the signatory of the letter is included in the Ownership Disclosure. Include a copy of the current partnership agreement, corporate articles, or trust document as applicable.
- **Letter of Authorization (LOA).** An LOA from a property owner granting someone else permission to sign the application form may be provided if the property is owned by a partnership, corporation, LLC or trust or in rare circumstances when an individual property owner is unable to sign the application form. To be considered for acceptance, the LOA must indicate the name of the person being authorized to file, their relationship to the owner or project, the site address, a general description of the type of application being filed and must also include the language in items A-D below. In the case of partnerships, corporations, LLCs or trusts the LOA must be signed and notarized by the authorized signatory as shown on the Ownership Disclosure or in the case of private ownership by the property owner. Proof of Ownership for the signatory of the LOA must be submitted with said letter.
- **Grant Deed.** Provide a Copy of the Grant Deed If the ownership of the property does not match City Records and/or if the application is for a Coastal Development Permit. The Deed must correspond exactly with the ownership listed on the application.
- **Multiple Owners.** If the property is owned by more than one individual (e.g. John and Jane Doe or Mary Smith and Mark Jones) notarized signatures are required of all owners.
  - a. I hereby certify that I am the owner of record of the herein previously described property located in the City of Los Angeles which is involved in this application or have been empowered to sign as the owner on behalf of a partnership, corporation, LLC or trust as evidenced by the documents attached hereto.
  - b. I hereby consent to the filing of this application on my property for processing by the Department of City Planning.
  - c. I understand if the application is approved, as a part of the process the City will apply conditions of approval which may be my responsibility to satisfy including, but not limited to, recording the decision and all conditions in the County Deed Records for the property.
  - d. By my signature below, I declare under penalty of perjury under the laws of the State of California that the foregoing statements are true and correct.

Property Owner's signatures must be signed/notarized in the presence of a Notary Public.  
The City requires an original signature from the property owner with the "wet" notary stamp.  
A Notary Acknowledgement is available for your convenience on following page.

Signature:  \_\_\_\_\_

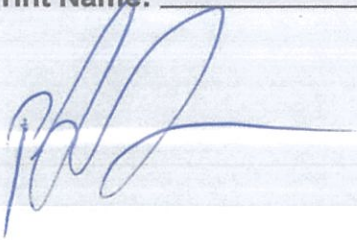
Date: 12/10/23

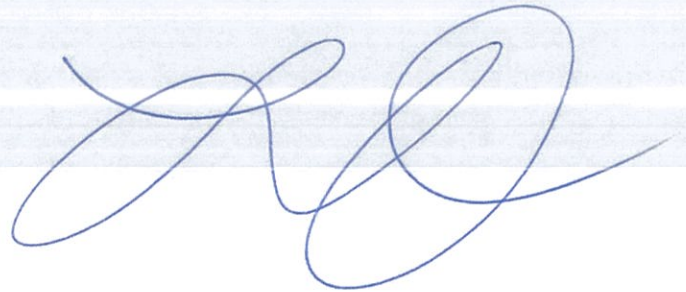
Print Name: Payam Soofeni

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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

 12/19/23



Leonel Edgardo Orellana  
(notary public)

See notarized  
Attachment

**SPACE BELOW FOR NOTARY'S USE**

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT**

**CIVIL CODE '1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Los Angeles

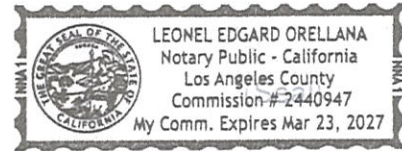
On 12/14/2023 before me, Leonel Edgard Orellana (Notary public)  
(Insert Name of Notary Public and Title)

personally appeared Payam Sofer, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf on which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[Handwritten Signature]  
Signature



## APPLICANT DECLARATION

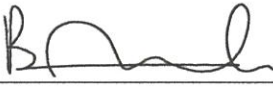
A separate signature from the applicant, whether they are the property owner or not, attesting to the following, is required before the application can be accepted.

- a. I hereby certify that the information provided in this application, including plans and other attachments, is accurate and correct to the best of my knowledge. Furthermore, should the stated information be found false or insufficient to fulfill the requirements of the Department of City Planning, I agree to revise the information as appropriate.
- b. I hereby certify that I have fully informed the City of the nature of the project for purposes of the California Environmental Quality Act (CEQA) and have not submitted this application with the intention of segmenting a larger project in violation of CEQA. I understand that should the City determine that the project is part of a larger project for purposes of CEQA, the City may revoke any approvals and/or stay any subsequent entitlements or permits (including certificates of occupancy) until a full and complete CEQA analysis is reviewed and appropriate CEQA clearance is adopted or certified.
- c. I understand that the environmental review associated with this application is preliminary, and that after further evaluation, additional reports, studies, applications and/or fees may be required.
- d. I understand and agree that any report, study, map or other information submitted to the City in furtherance of this application will be treated by the City as public records which may be reviewed by any person and if requested, that a copy will be provided by the City to any person upon the payment of its direct costs of duplication.
- e. I understand that the burden of proof to substantiate the request is the responsibility of the applicant. Additionally, I understand that planning staff are not permitted to assist the applicant or opponents of the project in preparing arguments for or against a request.
- f. I understand that there is no guarantee, expressed or implied, that any permit or application will be granted. I understand that each matter must be carefully evaluated and that the resulting recommendation or decision may be contrary to a position taken or implied in any preliminary discussions.
- g. I understand that if this application is denied, there is no refund of fees paid.
- h. I understand and agree to defend, indemnify, and hold harmless, the City, its officers, agents, employees, and volunteers (collectively "City"), from any and all legal actions, claims, or proceedings (including administrative or alternative dispute resolution (collectively "actions")), arising out of any City process or approval prompted by this Action, either in whole or in part. Such actions include but are not limited to: actions to attack, set aside, void, or otherwise modify, an entitlement approval, environmental review, or subsequent permit decision; actions for personal or property damage; actions based on an allegation of an unlawful pattern and practice; inverse condemnation actions; and civil rights or an action based on the protected status of the petitioner or claimant under state or federal law (e.g. ADA or Unruh Act). I understand and agree to reimburse the City for any and all costs incurred in defense of such actions. This includes, but is not limited to, the payment of all court costs and attorneys' fees, all judgments or awards, damages, and settlement costs. The indemnity language in this

paragraph is intended to be interpreted to the broadest extent permitted by law and shall be in addition to any other indemnification language agreed to by the applicant.

- i. I understand that the City is protected by numerous statutory immunities from liability for damages that may be caused by its land use regulatory actions, as set forth in Government Code, section 818, et seq. For instance, the City cannot be held liable for personal or property injuries or damages allegedly caused by its approval and issuance of any discretionary permit, entitlement or approval (Gov. Code § 818.4), or its failure to inspect or its negligence in inspecting a property for the purpose of determining whether the property complies with or violates any permit, entitlement or approval or contains or constitutes a hazard to health or safety (Gov. Code § 818.6).
- j. By my signature below, I declare under penalty of perjury, under the laws of the State of California, that all statements contained in this application and any accompanying documents are true and correct, with full knowledge that all statements made in this application are subject to investigation and that any false or dishonest answer to any question may be grounds for denial or subsequent revocation of license or permit.

*The City requires an original signature from the applicant. The applicant's signature below does not need to be notarized.*

**Signature:** 

**Date:** 01/03/2023

**Print Name:** Ben Manesh



## NEIGHBORHOOD CONTACT SHEET (OPTIONAL)

### 7. SIGNATURES

Signatures of adjoining or neighboring property owners in support of the request are not required but are helpful, especially for projects in single-family residential areas. Signatures may be provided below (attach additional sheets if necessary).

NAME (Print)	SIGNATURE	ADDRESS	KEY # ON MAP

**REVIEW** of the project by the applicable Neighborhood Council is not required but is helpful. If applicable, describe, below or separately, any contact you have had with the Neighborhood Council or other community groups, business associations and/or officials in the area surrounding the project site (attach additional sheets if necessary).

8326 W Kyle St



Permit #:
Plan Check #:
Event Code:

03010 - 20000 - 00352

Printed: 02/12/03 10:14 AM

Bldg-New
1 or 2 Family Dwelling
Plan Check at Counter
No Submit Plan Check
City of Los Angeles - Department of Building and Safety
APPLICATION FOR BUILDING PERMIT AND CERTIFICATE OF OCCUPANCY
Last Status: Ready to Issue
Status Date: 02/12/2003

Table with 4 columns: 1. TRACT, BLOCK, LOT(s), ARB, COUNTY MAP REF #, PARCEL ID # (PIN #), 2. ASSESSOR PARCEL #. Row 1: MONTEVISTA, 32, 7 M R 6-324/325, 207B189 500, 2555 - 011 - 007

3. PARCEL INFORMATION
Area Planning Commission - North Valley
BAS Branch Office - VN
Council District - 2
Community Plan Area - Sunland-La Tuna Cyn-Lakevw 1
Census Tract - 1031.020
District Map - 207B189
Environmentally Sensitive Area - YES
Energy Zone - 9
Fire District - FBZ
Hillside Grading Area - YES
High Wind Area - YES
Earthquake-Induced Liquefaction Area - YES
Lot Cut Date - 08/07/1947
Near Source Zone Distance - 0.0
Thomas Brothers Map Grid - 503-G2
ZONE(S): R1-1/

4. DOCUMENTS

Z1 - Z1-1802

5. CHECKLIST ITEMS

Combine Elec - Wrk. per 91.107.2.1.1.1

6. PROPERTY OWNER, TENANT, APPLICANT INFORMATION

Owner(s): Mampusti, Nanette S 8326 Kyle St SUNLAND CA 91040
Tenant: Applicant: (Relationship: Agent for Owner) Nanette Mampusti - (818) 415-5919

7. EXISTING USE

PROPOSED USE

(07) Carport

8. DESCRIPTION OF WORK

NEW 18'X18' DETACHED CARPORT PER THE L.A. CITY STANDARD PLAN.

2. # Bldgs on Site & Use: 1) SFD

10. APPLICATION PROCESSING INFORMATION

BLDG. PC By: Jason Healey DAS PC By:
OK for Cashier: Jason Healey Coord. OK:
Signature: Date:

For information and/or inspection requests originating within LA County,

Call toll-free (888) LA4BUILD

Outside LA County, call (213)-977-6941. (LA4BUILD = 524-2845)

For Cashier's Use Only

W/O #: 31000352

LA Department of Building and Safety
VN 16 27 042216 02/12/03 10:28AM

11. PROJECT VALUATION & FEE INFORMATION Final Fee Period

Table with 2 columns: Description, Amount. Rows include Permit/Valuation: \$4,500, PC-Valuation, FINAL TOTAL Bldg-New 194.00, Permit Fee Subtotal Bldg-New 143.60, Energy Surcharge, Electrical 27.53, Plan Check Subtotal Bldg-New 0.00, Fire Hydrant Refuse-To-Pav 0.00, E.O. Instrumentation 0.50, O.S. Surcharge 3.42, Sys. Surcharge 10.26, Planning Surcharge 4.29, Planning Surcharge Misc Fee 5.00, School District Residential Level 2 0.00, Permit Issuing Fee 0.00, Sewer Cap ID, Total Bond(s) Due:

Table with 2 columns: Description, Amount. Rows include BUILDING PERMIT-RES \$143.00, ELECTRICAL PERMIT RES \$27.53, EI RESIDENTIAL \$0.50, ONE STOP SURCH \$3.42, SYSTEMS DEVT FEE \$10.26, CITY PLANNING SURCH \$4.29, MISCELLANEOUS \$5.00

Total Due: \$194.00
Carry Over TO Tran# 042217: \$194.00

03VN 24549

12. ATTACHMENTS

Plot Plan 42-100437



\*P030102000000352FN\*

13. STRUCTURE INVENTORY

03010 - 20000 - 00352

(P) Floor Area (ZC) 324 Sqft  
 (P) Height (ZC) 9 Feet  
 (P) Length 18 Feet  
 (P) Stories 1 Levels  
 (P) Width 18 Feet  
 (P) U) Occupancy 324 Sqft Max Occ.  
 (P) Provided Compact Parking 1 Stalls  
 (P) Provided Standard Parking 1 Stalls  
 (P) Type V-N Construction  
 (P) Foundation - Spread (Pad) Footing  
 (P) Roof Construction - Wood Frame/Sheathing  
 (P) Foundation - Continuous Footing

14. APPLICATION COMMENTS

PRIVATE STREET PER B.O.E. HILLSIDE REFERAL FORM DATED 1-29-03. MODIFICATION TO ALLOW A REDUCED BUILDING SEPARATION OF 8' IN LIEU OF 10' REQUIRED BETWEEN THE PROPOSED DETACHED CARPORT AND PROPOSED ADDITION WAS APPROVED BY DOUG NAKATANI ON 2 - 03- 03. POSTING WAS COMPLETED ON 1-30-03. GPI WAS WAIVED BY BOB BISHOP ON 1-29-03.

In the event that any box (i.e. 1-16) is filled to capacity, it is possible that additional information has been captured electronically and could not be printed due to space restrictions. Nevertheless, the information printed exceeds that required by Section 19825 of the Health and Safety Code of the State of California.

15. Building Relocated From:

16. CONTRACTOR, ARCHITECT, & ENGINEER NAME ADDRESS

(O) , Owner-Builder

CLASS LICENSE# PHONE#

0

PERMIT EXPIRATION

This permit expires two years after the date of the permit issuance. This permit will also expire if no construction work is performed for a continuous period of 180 days (Sec. 98.0602 LAMC). Claims for refund of fees paid must be filed within one year from the date of expiration for permits granted by the Dept. of Building & Safety (Sec. 22.12 & 22.13 LAMC)

17. OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractors' State License Law for the following reason (Section 7031.5, Business and Professions Code: Any city or county which requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the applicant for such permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractors License Law (Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code) or that he or she is exempt therefrom and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500).):

I, as the owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Sec. 7044, Business & Professions Code: The Contractors License Law does not apply to an owner of property who builds or improves thereon, and who does such work himself or herself or through his or her own employees, provided that such improvements are not intended or offered for sale. If, however, the building or improvement is sold within one year from completion, the owner-builder will have the burden of proving that he or she did not build or improve for the purpose of sale).

OR

I, as the owner of the property, am exclusively contracting with licensed contractors to construct the project (Sec. 7044, Business & Professions Code: The Contractors License Law does not apply to an owner of property who builds or improves thereon, and who contracts for such projects with a contractor(s) licensed pursuant to the Contractors License Law.)

18. WORKERS' COMPENSATION DECLARATION

I hereby affirm, under penalty of perjury, one of the following declarations:

I have and will maintain a certificate of consent to self insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are:

Carrier: \_\_\_\_\_ Policy Number: \_\_\_\_\_

I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

WARNING: FAILURE TO SECURE WORKERS' COMPENSATION COVERAGE IS UNLAWFUL, AND SHALL SUBJECT AN EMPLOYER TO CRIMINAL PENALTIES AND CIVIL FINES UP TO ONE HUNDRED THOUSAND DOLLARS (\$100,000), IN ADDITION TO THE COST OF COMPENSATION, DAMAGES AS PROVIDED FOR IN SECTION 3706 OF THE LABOR CODE, INTEREST, AND ATTORNEY'S FEES.

19. ASBESTOS REMOVAL DECLARATION

I certify that notification of asbestos removal is either not applicable or was sent to the AQMD or EPA as per section 19827.5 of the Health and Safety Code.

20. FINAL DECLARATION

I certify that I have read this application INCLUDING THE ABOVE DECLARATIONS and state that the above information INCLUDING THE ABOVE DECLARATIONS is correct. I agree to comply with all city and county ordinances and state laws relating to building construction, and hereby authorize representatives of this city to enter upon the above-mentioned property for inspection purposes. I realize that this permit is an application for inspection and that it does not approve or authorize the work specified herein, and it does not authorize or permit any violation or failure to comply with any applicable law. Furthermore, neither the City of Los Angeles nor any board, department officer, or employee thereof, make any warranty, nor shall be responsible for the performance or results of any work described herein, nor the condition of the property nor the soil upon which such work is performed. I further affirm under penalty of perjury, that the proposed work will not destroy or unreasonably interfere with any access or utility easement belonging to others and located on my property, but in the event such work does destroy or unreasonably interfere with such easement, a substitute easement(s) satisfactory to the holder(s) of the easement will be provided (Sec. 91.0106.4.3.4 LAMC).

By signing below, I certify that:

- (1) I accept all the declarations above namely the Owner-Builder Declaration, Workers' Compensation Declaration, Asbestos Removal Declaration and Final Declaration; and
- (2) This permit is being obtained with the consent of the legal owner of the property.

Print Name: NANETTE MANGUSTI Sign: Nanette Mangusti Date: 2-12-03  Owner  Authorized Agent

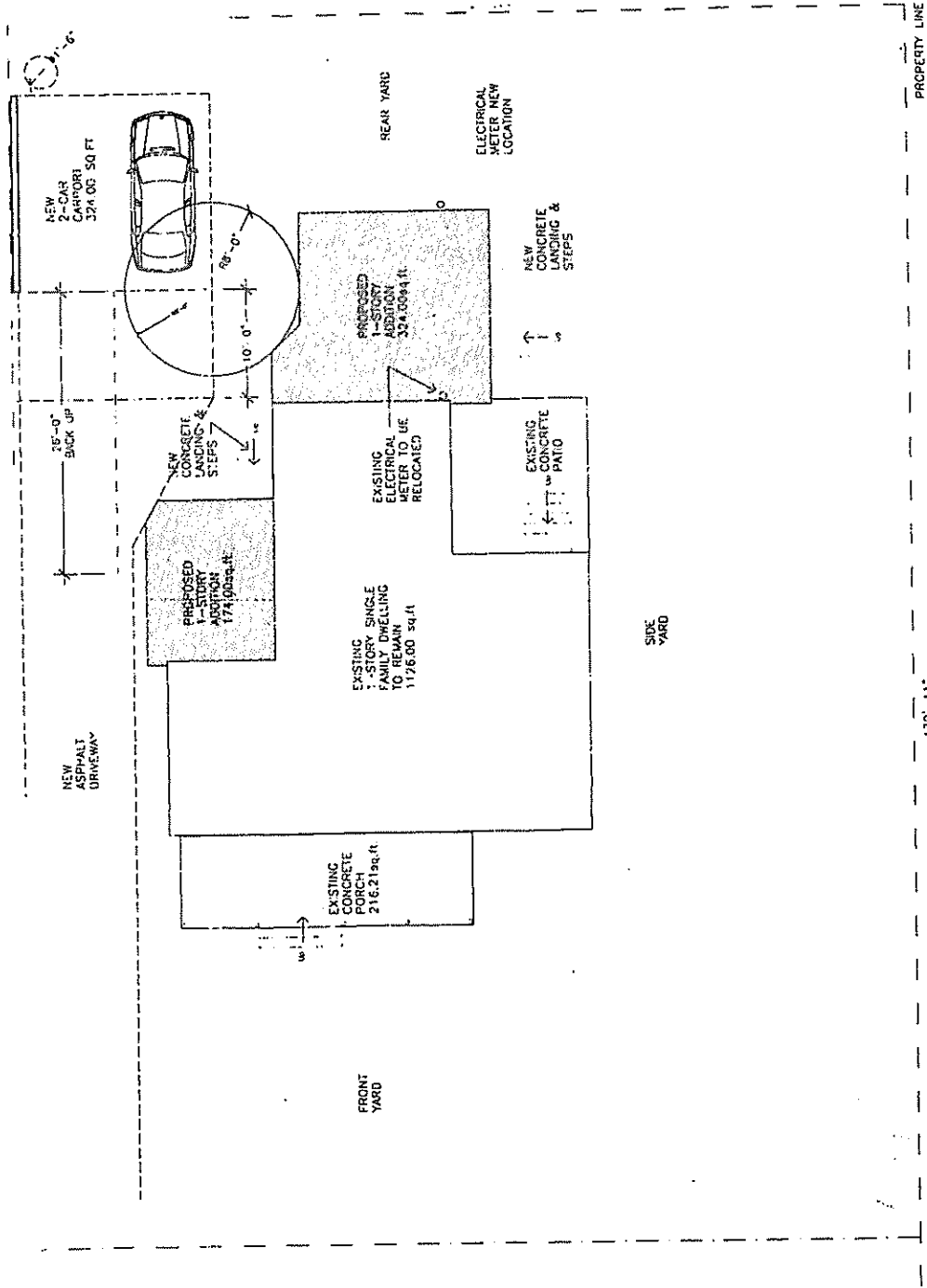
Bldg-New  
1 or 2 Family Dwelling  
No Submit Plan Check

City of Los Angeles - Department of Building and Safety

Plan Check #:  
Initiating Office: VAN NUYS  
Printed on: 02/03/03 12:13:45

### PLOT PLAN ATTACHMENT

(DO NOT DRAW, WRITE, OR PASTE ATTACHMENTS OUTSIDE BORDER)



NOTE: ALL DIMENSIONS SHALL BE VERIFIED BY THE PERMITTEE

132'-11"



**EXHIBIT A**  
**LEGAL DESCRIPTION**

THE LAND REFERRED TO HEREIN IS SITUATED IN THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

THE WESTERLY 83 FEET OF THE EASTERLY 369.50 FEET, MEASURED ALONG THE NORTH LINE THEREOF OF THE FOLLOWING DESCRIBED PRPOERY.

THOSE PORTIONS OF LOT 32 OF MONTEVISTA, IN THE CITY OF LOS ANGELES, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 6 PAGES 324 AND 325 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

**PARCEL 1:**

BEGINNING AT THE NORTHWEST CORNER OF TRACT NO. 5263, AS PER MAP RECORDED IN BOOK 54 PAGE 73 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY; THENCE EASTERLY ALONG THE NORTHERLY LINE OF SAID TRACT, A DISTANCE OF 635.42 FEET, MORE OR LESS, TO THE NORTHEASTERLY CORNER OF SAID TRACT NO. 5263; THENCE NORTHERLY 132.95 FEET, MORE OR LESS, ALONG A STRAIGHT LINE, THE NORTHERLY PROLONGATION OF WHICH INTERSECTS THE SOUTHEASTERLY CORNER OF TRACT NO. 6991, AS PER MAP RECORDED IN BOOK 76 PAGES 78 AND 79 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DISTANT THEREON 132.95 FEET SOUTHERLY FROM THE SOUTHEASTERLY CORNER OF SAID TRACT, THENCE WESTERLY 635.20 FEET, MORE OR LESS, IN A DIRECT LINE TO A POINT IN THE WESTERLY LINE OF SAID LOT 32, DISTANT THEREON 132.95 FEET SOUTHERLY FROM THE SOUTHWEST CORNER OF SAID TRACT NO. 6991, THENCE SOUTHERLY ALONG SAID WESTERLY LINE, 132.95 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

**PARCEL 2:**

A NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS AND ALL ROAD PURPOSES OVER A STRIP OF LAND 20 FEET WIDE, EXTENDING EASTERLY FROM THE WESTERLY LINE OF SAID LOT 32 TO THE NORTHERLY PROLONGATION OF THE EASTERLY LINE OF THE LAND DESCRIBED IN PARCEL NO. 1. THE SOUTHERLY LINE OF SAID 20 FEET STRIP BEGIN THE NORTHERLY LINE OF THE LAND DESCRIBED IN PARCEL NO. 1.

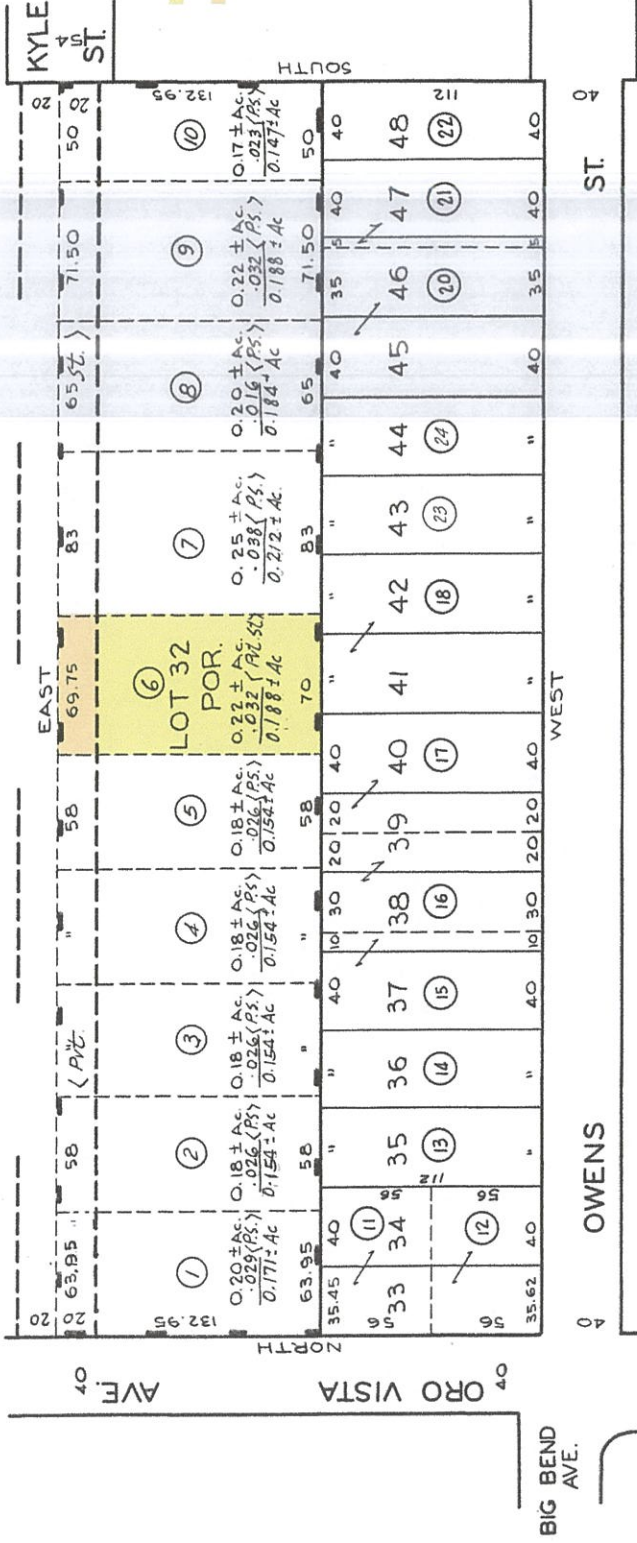
ASSESSOR'S PARCEL NUMBER: 2555-011-007



REVISED  
2-27-56  
680223

ASSESSOR MAP

2555 11  
SCALE 1" = 60'



MONTEVISTA  
M.R. 6-324-325  
TRACT NO. 5263  
M.B. 54-73

CODE  
13

Street lines per M.R. 6-324-325 are considered the lot lines in this tract, although the Divisions of some lots are measured from the center lines of the streets.

FOR PREV. ASSM'T. SEE: 1184 - 11

ASSESSOR'S MAP  
COUNTY OF LOS ANGELES, CALIF.

EXHIBIT "B"

SUMMARY

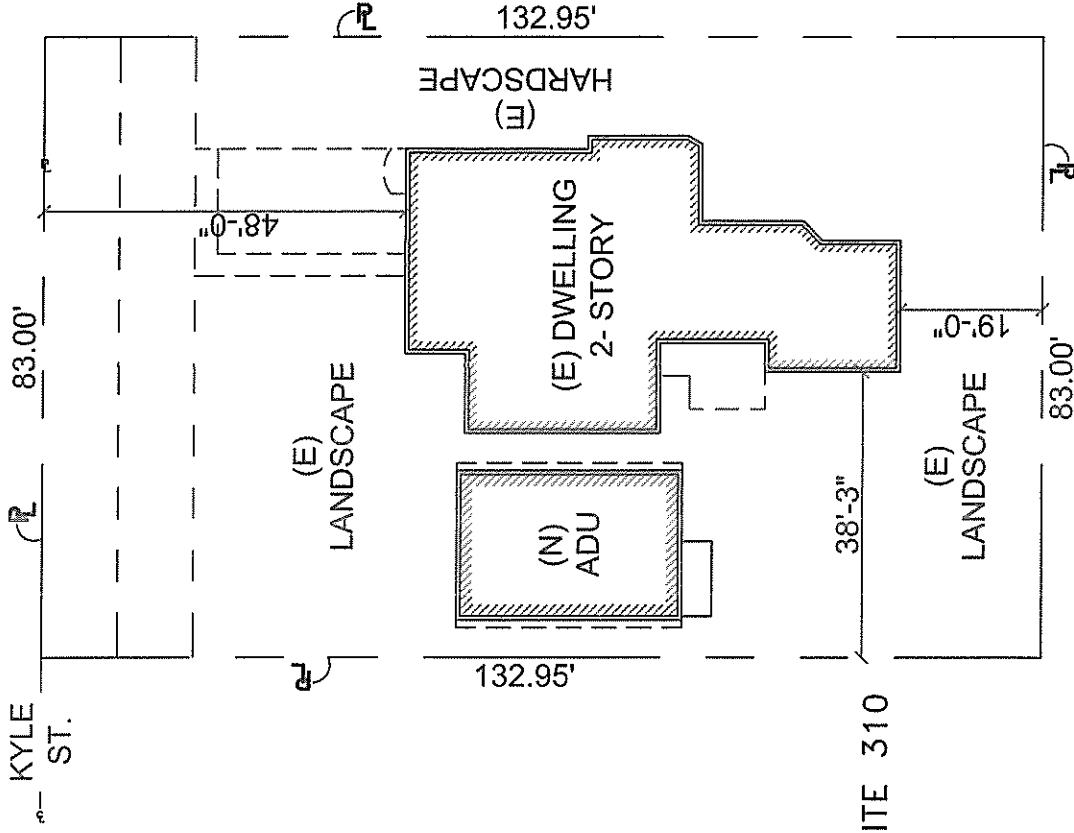
AREA OF PARCEL: 11,302.3 S.F.  
PARCEL ZONING: R1-1-RFA  
PROPERTY ADDRESS: 8326 KYLE STREET  
SUNLAND, CA 91040

OWNER INFORMATION

NAME: PAYAM SOOFERI  
EMAIL: progaurdhealth@gmail.com  
PHONE: 818-901-8009  
PROPERTY ADDRESS: 8326 KYLE STREET  
SUNLAND, CA 91040

ENGINEER INFORMATION

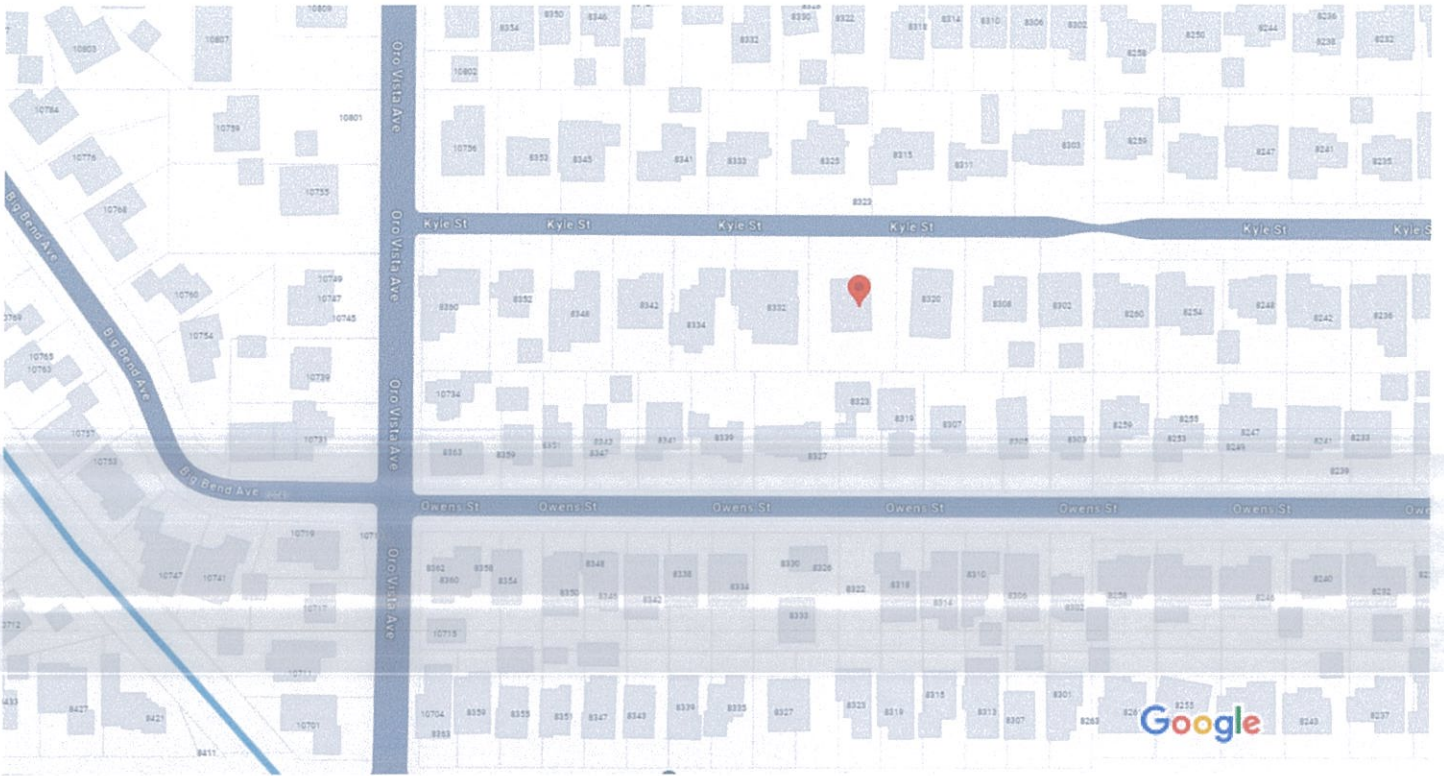
NAME: BEN MANESH  
EMAIL: bmicalifornia@gmail.com  
PHONE: 818-901-8009  
PROPERTY ADDRESS: 17337 VENTURA BLVD., SUITE 310  
ENCINO, CA 91316



PRIVATE STREET MAP  
SCALE: 1" = 40'-0"



# VICINITY MAP



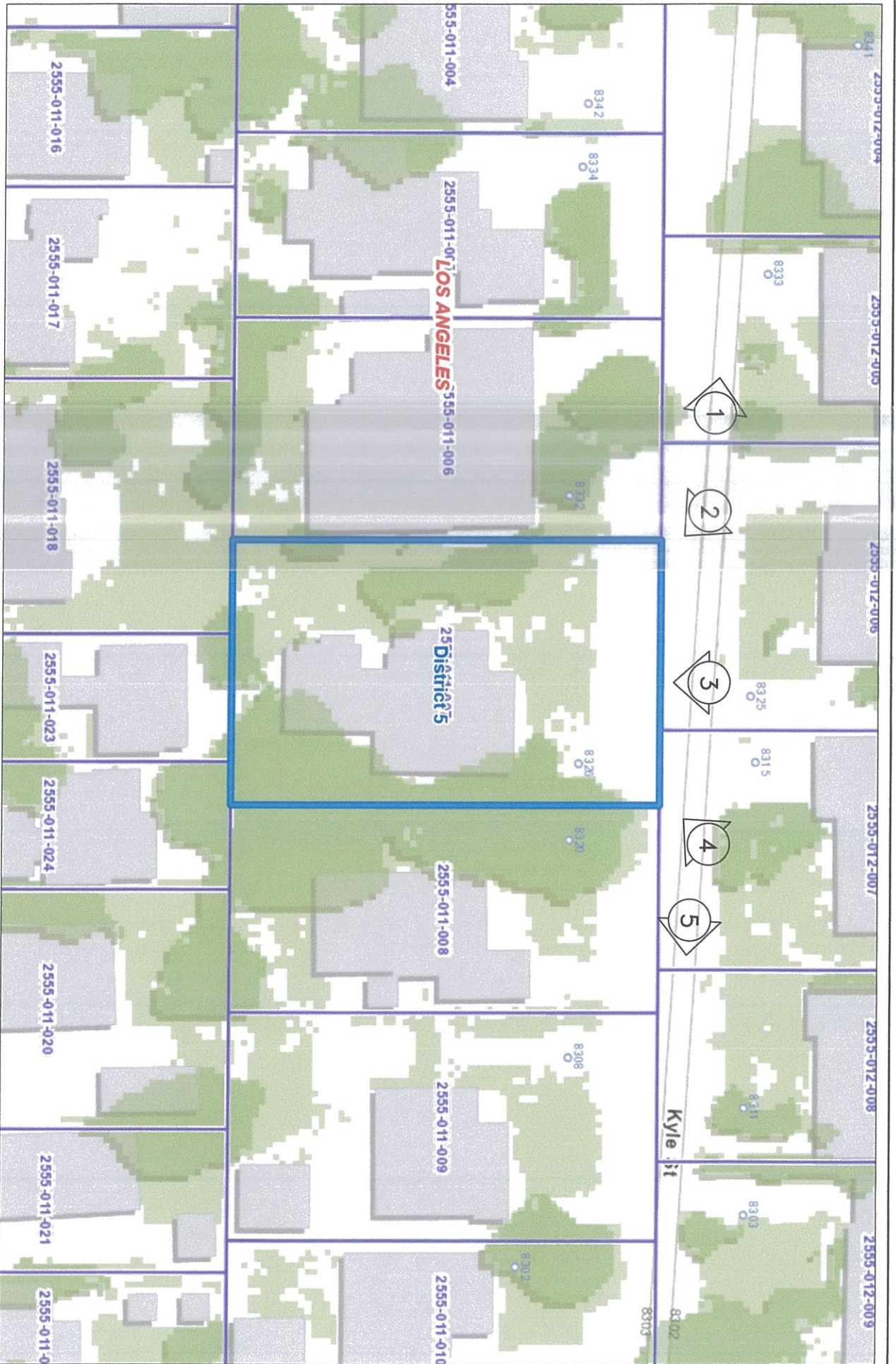
Map data ©2023 Google 50 ft



## 8326 Kyle St Building

- Directions
- Save
- Nearby
- Send to phone
- Share

8326 Kyle St, Sunland, CA 91040

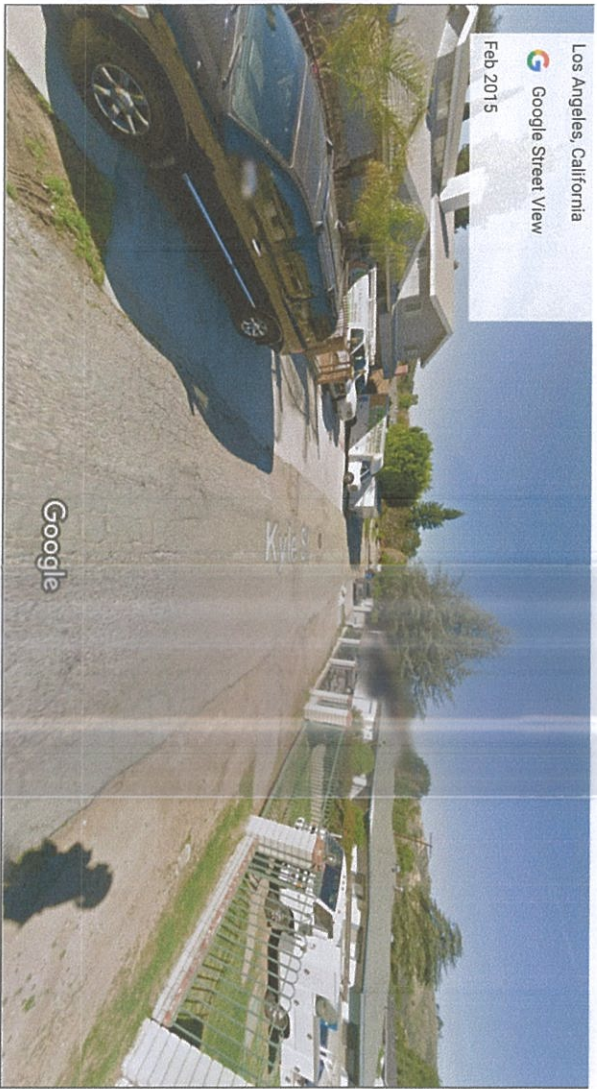


Created in GIS-NET Public

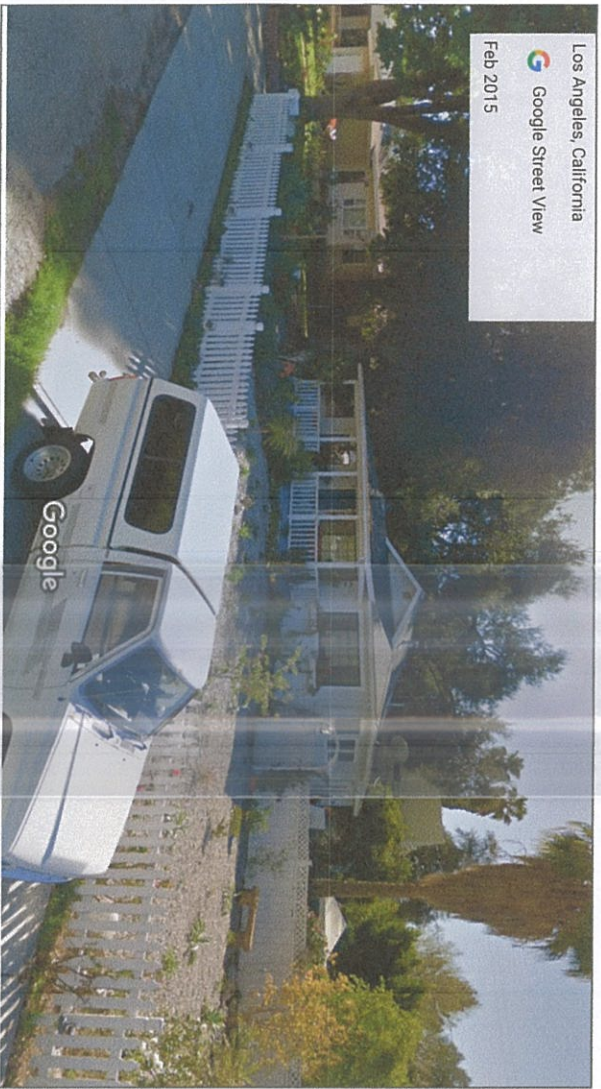
Disclaimer: This map represents a quick representation of spatial imagery or vector layers using GIS-NET. The map should be interpreted in accordance with the GIS-NET Public disclaimer statement. Printed with permission from the Los Angeles County Dept. of Regional Planning. All rights reserved.

Printed: 12/8/23

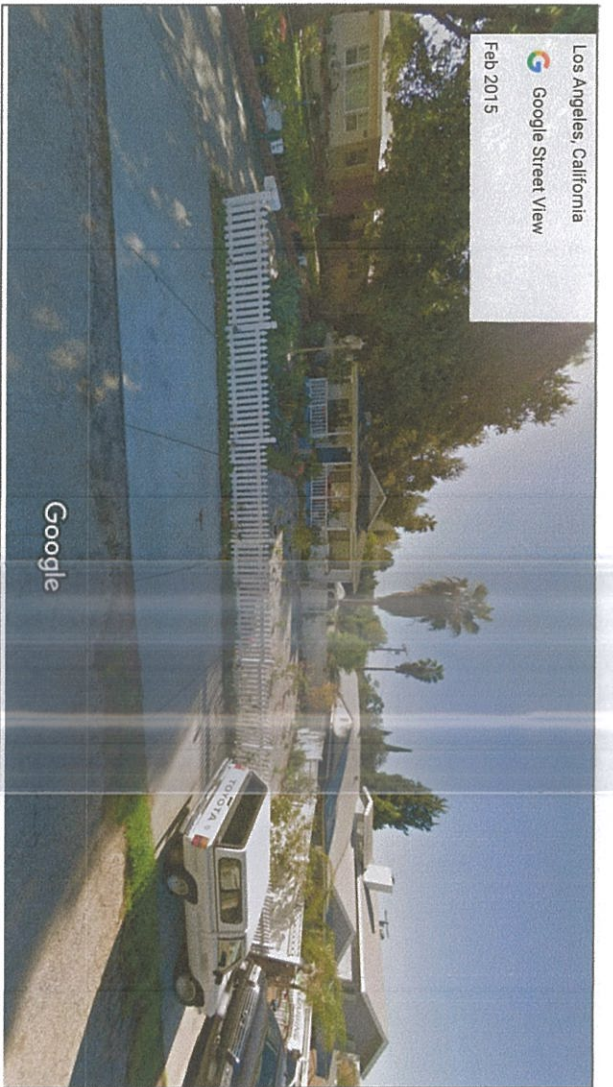




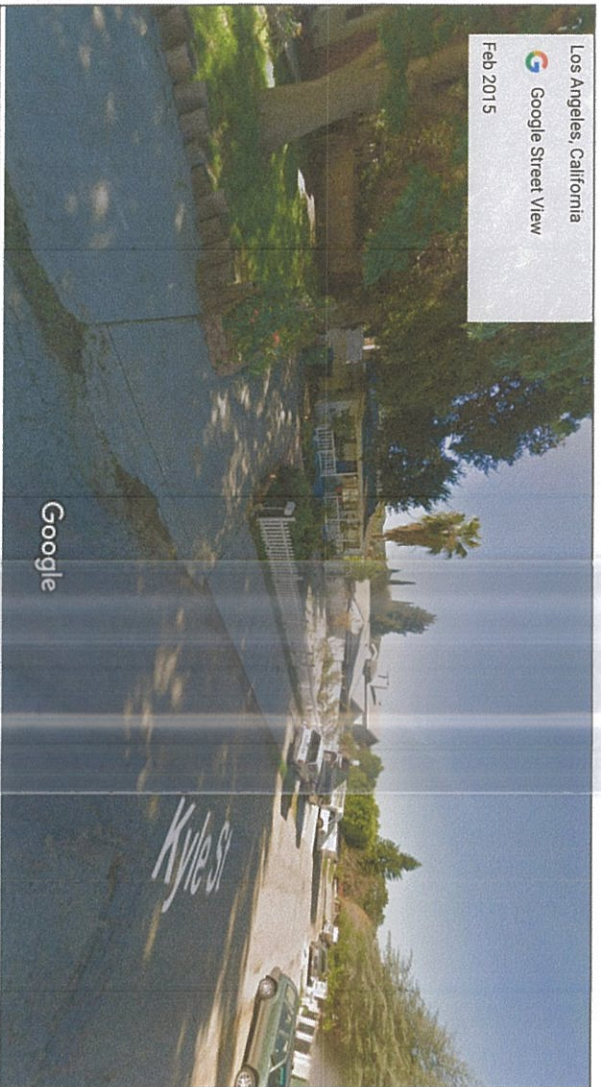
PICTURE VIEW 1



PICTURE VIEW 2



PICTURE VIEW 3



PICTURE VIEW 4



Los Angeles, California  
Google Street View  
Feb 2015

PICTURE VIEW 5