

# Los Angeles Department of City Planning

## RECOMMENDATION REPORT

**CULTURAL HERITAGE COMMISSION**

**CASE NO.: CHC-2016-3581-HCM  
ENV-2016-3582-CE**

**HEARING DATE:** November 17, 2016  
**TIME:** 9:00 AM  
**PLACE:** City Hall, Room 1010  
200 N. Spring Street  
Los Angeles, CA 90012

Location: 10350 Moorpark Street; 10302 Moorpark Street; 10324 Moorpark Street  
Council District: 4  
Community Plan Area: Sherman Oaks - Studio City - Toluca Lake – Cahuenga Pass  
Area Planning Commission: South Valley  
Neighborhood Council: Greater Toluca Lake  
Legal Description: Lankershim Ranch Land and Water Co. Tract, Lot FR 217, 5-8

**EXPIRATION DATE: November 30, 2016**

**PROJECT:** Historic-Cultural Monument Application for the BOB AND DOLORES HOPE ESTATE

**REQUEST:** Declare the property a Historic-Cultural Monument

**OWNER(S):** Dolores Hope Decd Trust  
Hope, Linda COTR  
10346 Moorpark Street  
Toluca Lake, CA 91602

**APPLICANT:** Los Angeles City Council, District 4  
200 North Spring Street  
Los Angeles, CA 90012

**PREPARER:** City of Los Angeles Planning Department  
Office of Historic Resources  
200 North Spring Street, Room 559  
Los Angeles, CA 90012

**RECOMMENDATION That the Cultural Heritage Commission:**

1. **Declare the subject property** a Historic-Cultural Monument per Los Angeles Administrative Code Chapter 9, Division 22, Article 1, Section 22.171.7.
2. **Adopt** the staff report and findings.

VINCENT P. BERTONI, AICP  
Director of Planning

**[SIGNED ORIGINAL IN FILE]**

\_\_\_\_\_  
Ken Bernstein, AICP, Manager  
Office of Historic Resources

**[SIGNED ORIGINAL IN FILE]**

\_\_\_\_\_  
Melissa Jones, Planning Assistant  
Office of Historic Resources

**[SIGNED ORIGINAL IN FILE]**

\_\_\_\_\_  
Lambert M. Giessinger, Preservation Architect  
Office of Historic Resources

Attachments: Historic-Cultural Monument Application  
City Council Motion 16-1049

## **FINDINGS**

- The Bob and Dolores Hope Estate “is identified with historic personages or with important events in the main currents of national, State or local history” for its association with internationally known American entertainer Bob Hope.

## **CRITERIA**

The criterion is the Cultural Heritage Ordinance which defines a historical or cultural monument as any site (including significant trees or other plant life located thereon) building or structure of particular historic or cultural significance to the City of Los Angeles, such as historic structures or sites in which the broad cultural, economic, or social history of the nation, State or community is reflected or exemplified, or which are identified with historic personages or with important events in the main currents of national, State or local history or which embody the distinguishing characteristics of an architectural type specimen, inherently valuable for a study of a period style or method of construction, or a notable work of a master builder, designer or architect whose individual genius influenced his age.

## **SUMMARY**

The Bob and Dolores Hope Estate is located at 10350 Moorpark Street in the Toluca Lake neighborhood of Los Angeles and was originally constructed in 1939. The property was designed by noted local Hollywood architect Robert Finkelhor in the French Revival style with Tudor Revival influences for Lester Townes Hope, more commonly known as Bob Hope, and his wife Dolores. Throughout the 1950s and 1960s a series of remodels and expansions were completed on the subject property, some of which were designed by noted architect John Elgin Woolf.

Spanning over five acres, the Bob and Dolores Hope Estate consists of a two-story single-family dwelling measuring nearly 15,000 square feet; a two-bedroom guest house; two-bedroom staff quarters; detached four-car garage; par-three one hole golf course and putting green; indoor and outdoor swimming pools; and landscaped grounds. Irregular in plan, the main dwelling features stucco siding, a combination cross-hipped and mansard roof with composite shingles, dormer, and a massive brick chimney on the front façade. Also on the front façade, the fenestration pattern is mixed and includes divided-lite casement, single-lite casement, fixed, and bay windows. The rear façade exhibits aluminum ribbon windows, French doors with single-glazed lites, aluminum glass sliders, a trellis with glass insets covering the porch on the first floor, and a covered deck on the second floor.

Robert Finkelhor (1899-1957) designed and renovated numerous homes for the Hollywood icons of his day, including MGM executive Hunt Stromberg, MGM writer Irving Brecher, Barbara Stanwyck, Harpo and Zeppo Marx, and Norma Talmadge. Finkelhor favored Period Revival styles and commonly incorporated motifs such as stone veneer walls, false half timbering, multiple gabled rooflines and wood shake roofs. John Elgin Woolf (1908-1980) was known for his Hollywood-Regency style and focused primarily on residential designs. Clientele included Errol Flynn, Mae West, Greta Garbo, Katherine Hepburn, and Cary Grant. Elgin Woolf's works, which included both new construction and remodels of existing residences, were characterized by their glamorous yet functional designs, which often included mansard roofs and over-scaled front doors.

Bob Hope (1903-2003) was an internationally known American entertainer whose career spanned nearly 80 years and every medium, appearing in over 70 films and shorts, countless television specials, radio broadcasts and theatrical productions. In 1934, Bob Hope married Dolores DeFina and the couple later adopted four children. In 1938, after signing with Paramount Pictures, Hope moved with his family to Hollywood from New York and shortly thereafter purchased the plot of land at 10350 Moorpark Street.

By the mid-1940s, due to both his popularity in radio and film, Hope had become one of the most popular and successful performers in America, a distinction he would hold for the majority of his career. He was proclaimed as the "Entertainer of the 20<sup>th</sup> Century" by multiple polls conducted by ABC-TV Network News, A&E Biography Viewers and several newspapers and magazines in 1999. Throughout his life, Hope was awarded over two thousand honors and awards, including 54 honorary doctorates and five honorary Oscars. In addition to his radio, film and television career, Hope made more than 57 tours, spanning 50 years providing entertainment for active service American military personnel for the United Service Organization (USO). Moreover, Hope served as the USO's Entertainment Coordinator from 1941-2001, retiring at the age of 98.

Alterations to the Bob and Dolores Hope Estate over the years include the addition of a two-story garage and studio building as well as a separate studio and watchman building in 1948; the addition of staff quarters, music room, breakfast room, and porch on first floor and addition of three bedrooms, nurse's room, work room, bath facilities, and deck on the second floor of the main dwelling, as well as a swimming pool in 1950; the enlargement of several bedrooms, the living room, library, and dining room, and the extension of the second floor deck on the main dwelling in 1951; the addition of a cabana building in 1956; the addition of a greenhouse building (not extant) in 1963; the addition of two studio rooms, a receiving room, and a record vault in 1968; addition of an elevator in 1997; and an interior remodel of the family room, master bathroom, powder room, billiard room, and hallway, as well the enclosing of the rear patio of the main dwelling and addition of a swimming pool and spa in 2000.

The citywide historic resources survey, SurveyLA, identified the Bob and Dolores Hope Estate as individually eligible for listing or designation at the national, state and local levels as the home of American entertainer Bob Hope.

## **DISCUSSION**

The Bob and Dolores Hope Estate successfully meets one of the Historic-Cultural Monument criteria as being "identified with historic personages or with important events in the main currents of national, state, or local history" for its association with internationally known American entertainer Bob Hope. The property was custom built for Bob and his wife Dolores and was Bob Hope's primary residence for the entirety of his Hollywood career. Over the six decades that the Hope occupied the property, it underwent a series of alterations to fit the continuously evolving needs and lifestyles of him and his family. These alterations included the addition of large trees for privacy, par-three one hole golf course and putting green for both Bob and Dolores, avid golfers, to practice, and a 4,000-square-foot office building for the staff that managed the Hopes' successful radio, television, film and real estate business. Dolores Hope conceived many of the additions to the main dwelling throughout the years, eventually doubling its original 7,700 square feet footprint to nearly 15,000 square feet. Additionally, the couple acquired adjacent parcels of land, expanding the original two acres to over five. Both Bob and Dolores Hope continued to reside at the 10350 Moorpark Street property until they passed away in 2003 and 2011, respectively.

### **CALIFORNIA ENVIRONMENTAL QUALITY ACT (“CEQA”) FINDINGS**

State of California CEQA Guidelines, Article 19, Section 15308, Class 8 “*consists of actions taken by regulatory agencies, as authorized by state or local ordinance, to assure the maintenance, restoration, enhancement, or protection of the environment where the regulatory process involves procedures for protection of the environment.*”

State of California CEQA Guidelines Article 19, Section 15331, Class 31 “*consists of projects limited to maintenance, repair, stabilization, rehabilitation, restoration, preservation, conservation or reconstruction of historical resources in a manner consistent with the Secretary of the Interior’s Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic buildings.*”

The designation of the Bob and Dolores Hope Estate as a Historic-Cultural Monument in accordance with Chapter 9, Article 1, of The City of Los Angeles Administrative Code (“LAAC”) will ensure that future construction activities involving the subject property are regulated in accordance with Section 22.171.14 of the LAAC. The purpose of the designation is to prevent significant impacts to a Historic-Cultural Monument through the application of the standards set forth in the LAAC. Without the regulation imposed by way of the pending designation, the historic significance and integrity of the subject property could be lost through incompatible alterations and new construction and the demolition of an irreplaceable historic site/open space. The Secretary of the Interior’s Standards for Rehabilitation are expressly incorporated into the LAAC and provide standards concerning the historically appropriate construction activities which will ensure the continued preservation of the subject property.

The use of Categorical Exemption Class 8 in connection with the proposed designation is consistent with the goals of maintaining, restoring, enhancing, and protecting the environment through the imposition of regulations designed to prevent the degradation of Historic-Cultural Monuments.

The use of Categorical Exemption Class 31 in connection with the proposed designation is consistent with the goals relating to the preservation, rehabilitation, restoration and reconstruction of historic buildings and sites in a manner consistent with the Secretary of the Interior’s Standards for the Treatment of Historic Properties.

Categorical Exemption ENV-2016-3582-CE was prepared on October 31, 2016.

### **BACKGROUND**

On September 16, 2016 the City Council initiated consideration of the subject property as an Historic-Cultural Monument worthy of preservation. On November 3, 2016, a subcommittee of the Cultural Heritage Commission consisting of Commissioners Barron and Milofsky visited the property, accompanied by staff members from the Office of Historic Resources.



**CITY OF LOS ANGELES**  
 OFFICE OF THE CITY CLERK  
 200 NORTH SPRING STREET, ROOM 360  
 LOS ANGELES, CALIFORNIA 90012  
**CALIFORNIA ENVIRONMENTAL QUALITY ACT**  
**NOTICE OF EXEMPTION**  
 (California Environmental Quality Act Section 15062)

Filing of this form is optional. If filed, the form shall be filed with the County Clerk, 12400 E. Imperial Highway, Norwalk, CA 90650, pursuant to Public Resources Code Section 21152 (b). Pursuant to Public Resources Code Section 21167 (d), the filing of this notice starts a 35-day statute of limitations on court challenges to the approval of the project. Failure to file this notice with the County Clerk results in the statute of limitations being extended to 180 days.

LEAD CITY AGENCY <b>City of Los Angeles Department of City Planning</b>	COUNCIL DISTRICT 4
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PROJECT TITLE Bob and Dolores Hope Estate	LOG REFERENCE ENV-2016-3582-CE CHC-2016-3581-HCM
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PROJECT LOCATION  
10350 Moorpark Street, Toluca Lake, CA 91602

DESCRIPTION OF NATURE, PURPOSE, AND BENEFICIARIES OF PROJECT:  
Designation of the Bob and Dolores Hope Estate as an Historic-Cultural Monument.

NAME OF PERSON OR AGENCY CARRYING OUT PROJECT, IF OTHER THAN LEAD CITY AGENCY:

CONTACT PERSON Melissa Jones	AREA CODE 213	TELEPHONE NUMBER 978-1192	EXT.
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EXEMPT STATUS: (Check One)

	STATE CEQA GUIDELINES	CITY CEQA GUIDELINES
MINISTERIAL	Sec. 15268	Art. II, Sec. 2b
DECLARED EMERGENCY	Sec. 15269	Art. II, Sec. 2a (1)
EMERGENCY PROJECT	Sec. 15269 (b) & (c)	Art. II, Sec. 2a (2) & (3)
<input checked="" type="checkbox"/> CATEGORICAL EXEMPTION	Sec. 15300 <i>et seq.</i>	Art. III, Sec. 1
Class <u>8 &amp; 31</u> Category _____ (City CEQA Guidelines)		
OTHER (See Public Resources Code Sec. 21080 (b) and set forth state and City guideline provision.)		

JUSTIFICATION FOR PROJECT EXEMPTION: Article 19, Section 15308, Class 8 of the State's Guidelines applies to where project's consists of "actions taken by regulatory agencies, as authorized by state or local ordinance, to assure the maintenance, restoration, enhancement, or protection of the environment where the regulatory process involves procedures for protection of the environment." Class 31 applies "to maintenance, repair, stabilization, rehabilitation, restoration, preservation, or reconstruction of historical resources in a manner consistent with the Secretary of Interior's Standards for the Treatment of Historic Buildings." Designation of the **Bob and Dolores Hope Estate** as an Historic-Cultural Monument will assure the protection of the environment by the enactment of project review regulations based on the Secretary of Interior's Standards to maintain and preserve the historic site.

IF FILED BY APPLICANT, ATTACH CERTIFIED DOCUMENT ISSUED BY THE CITY PLANNING DEPARTMENT STATING THAT THE DEPARTMENT HAS FOUND THE PROJECT TO BE EXEMPT.

SIGNATURE [SIGNED COPY IN FILE]	TITLE Planning Assistant	DATE October 31, 2016
FEE:	RECEIPT NO.	REC'D. BY
		DATE

DISTRIBUTION: (1) County Clerk, (2) City Clerk, (3) Agency Record

IF FILED BY THE APPLICANT:

NAME (PRINTED) \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

HOLLY L. WOLCOTT  
CITY CLERK

SHANNON D. HOPPE  
EXECUTIVE OFFICER

When making inquiries relative to  
this matter, please refer to the  
Council File No.: [16-1049](#)

City of Los Angeles  
CALIFORNIA



ERIC GARCETTI  
MAYOR

OFFICE OF THE  
CITY CLERK

**Council and Public Services Division**

200 N. SPRING STREET, ROOM 395  
LOS ANGELES, CA 90012  
GENERAL INFORMATION - (213) 978-1133  
FAX: (213) 978-1040

BRIAN E. WALTERS  
DIVISION CHIEF

[CLERK.LACITY.ORG](http://CLERK.LACITY.ORG)

## OFFICIAL ACTION OF THE LOS ANGELES CITY COUNCIL

September 16, 2016

**Council File No.:** [16-1049](#)

**Council Meeting Date:** September 16, 2016

**Agenda Item No.:** Special 1

**Agenda Description:** MOTION (RYU - WESSON) relative to an instruction to the Department of City Planning to initiate Historic-Cultural Monument designation proceedings for the Hope Estate located at 10350 West Moorpark Street, Toluca Lake, CA 91602

**Council Action:** MOTION (RYU - WESSON) ADOPTED FORTHWITH

<b>Council Vote:</b>	YES	BOB BLUMENFIELD
	YES	MIKE BONIN
	YES	JOE BUSCAINO
	YES	GILBERT A. CEDILLO
	YES	MITCHELL ENGLANDER
	ABSENT	MARQUEECE HARRIS-DAWSON
	ABSENT	JOSE HUIZAR
	YES	PAUL KORETZ
	YES	PAUL KREKORIAN
	YES	NURY MARTINEZ
	YES	MITCH O'FARRELL
	YES	CURREN D. PRICE
	YES	DAVID RYU
	YES	HERB WESSON

HOLLY L. WOLCOTT  
CITY CLERK

MOTION

SPECIAL

Section 22.171.10 of the Administrative Code provides that the Council, Cultural Heritage Commission, or Director of Planning may initiate consideration of a proposed site, building, or structure as a Historic-Cultural Monument. After reviewing and investigating any such Council-initiated designation, the Cultural Heritage Commission shall approve or disapprove in whole or in part the proposed inclusion and submit a report upon such action to Council.

Council District 4's Toluca Lake neighborhood includes many buildings that are architecturally rich and worthy of preservation. One such historic treasure is the Hope Estate, located at 10350 West Moorpark Street, Toluca Lake, CA, 91602. The estate, approximately 15,000 square feet in size and set on a 5.2-acre site, was built in 1939 for Bob and Dolores Hope. The English traditional-style home was designed by architect Richard Finkelhor, who designed and renovated homes for numerous other Hollywood icons. In the mid-1950s, architect John Elgin Woolf, known for his Hollywood Regency-style, was commissioned to remodel and update the Hope Estate. The home was known to be a place for large gatherings and intimate visits from celebrity neighbors like Bing Crosby and Frank Sinatra.

In a report published in January 2013 for the Sherman Oaks-Studio City-Toluca Lake-Cahuenga Pass Community Plan Area, SurveyLA—the City's Historic Resources Survey—has identified the Hope Estate as an example embodying the theme of a residence of an important person in the entertainment industry, 1908-1980. Bob Hope had a prolific career as a comic actor, singer and dancer. He won five honorary Academy Awards and one humanitarian award.

It is imperative that the City's historic-cultural resources are celebrated and its historic architecture preserved for future generations. The Hope Estate, located on Toluca Lake's Moorpark Street, is an architectural treasure and integral to theme and context of the Toluca Lake neighborhood, as identified in SurveyLA.

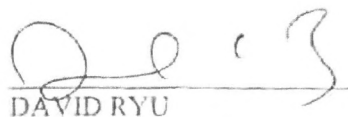
I THEREFORE MOVE that the Council determine, as provided in Section 54954.2(b)(2) of the Government Code, and pursuant to **Rule 23** of the Rules of the City Council, that there is a need to take immediate action on this matter AND that the need for action came to the attention of the City Council subsequent to the posting of the agenda for today's Council meeting.

I FURTHER MOVE that the Council initiate consideration of the Hope Estate, located at 10350 West Moorpark Street, Toluca Lake, CA, 91602, as a City Historic-Cultural Monument under the procedures of Section 22.171.10 of the Administrative Code, and instruct the Planning Department to prepare the Historic-Cultural Monument application for review and consideration by the Cultural Heritage Commission.

I FURTHER MOVE that after reviewing the application, the Cultural Heritage Commission submit its report and recommendations to the Council regarding the inclusion of the Hope Estate in the City's list of Historic-Cultural Monuments.

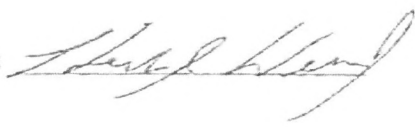
SEP 16 2016

PRESENTED BY:



DAVID RYU  
Councilmember, 4<sup>th</sup> District

SECONDED BY:





# HISTORIC-CULTURAL MONUMENT NOMINATION FORM

## 1. PROPERTY IDENTIFICATION

Proposed Monument Name: <b>Bob and Dolores Hope Estate</b>		Former residence of notable person(s)	
Other Associated Names:			
Street Address: <b>10350 W. Moorpark Street</b>		Zip: <b>91602</b>	Council District: <b>4</b>
Range of Addresses on Property:		Community Name: <b>Toluca Lake</b>	
Assessor Parcel Number: <b>2424021001</b>	Tract:	Block: <b>None</b>	Lot: <b>FR 217</b>
Identification cont'd: <b>Lankershim Ranch Land and Water Co. Tract</b>			
Proposed Monument Property Type:	<input checked="" type="radio"/> Building	<input type="radio"/> Structure	<input type="radio"/> Object
		<input type="radio"/> Site/Open Space	<input type="radio"/> Natural Feature
Describe any additional resources located on the property to be included in the nomination, here: <b>Single-family dwelling; guest house; staff quarters; garage; golf course; swimming pools and landscaped grounds.</b>			

## 2. CONSTRUCTION HISTORY & CURRENT STATUS

Year built: <b>1939</b>	<input checked="" type="radio"/> Factual	<input type="radio"/> Estimated	Threatened? <b>Private Development</b>
Architect/Designer: <b>Robert Finkelhor</b>		Contractor: <b>Robert Finkelhor</b>	
Original Use: <b>Residence</b>		Present Use: <b>Residence</b>	
Is the Proposed Monument on its Original Site?	<input checked="" type="radio"/> Yes	<input type="radio"/> No (explain in section 7)	<input type="radio"/> Unknown (explain in section 7)

## 3. STYLE & MATERIALS

Architectural Style: <b>French Norman Revival</b>		Stories: <b>2</b>	Plan Shape: <b>Irregular</b>
FEATURE	PRIMARY	SECONDARY	
CONSTRUCTION	Type: <b>Wood</b>	Type: <b>Unknown</b>	
CLADDING	Material: <b>Stucco, smooth</b>	Material: <b>Brick</b>	
ROOF	Type: <b>Combination</b>	Type: <b>Flat</b>	
	Material: <b>Unknown</b>	Material: <b>Rolled asphalt</b>	
WINDOWS	Type: <b>Casement</b>	Type: <b>Floor-to-Ceiling</b>	
	Material: <b>Steel</b>	Material: <b>Aluminum</b>	
ENTRY	Style: <b>Off-center</b>	Style: <b>Recessed</b>	
DOOR	Type: <b>Double</b>	Type: <b>Paneled, glazed</b>	





# HISTORIC-CULTURAL MONUMENT NOMINATION FORM

## 4. ALTERATION HISTORY

List date and write a brief description of any major alterations or additions. This section may also be completed on a separate document. Include copies of permits in the nomination packet. Make sure to list any major alterations for which there are no permits, as well.

1939	Original building construction date and interior tile work
1940	Addition of shed
1948	Addition of garage, studio, and watchman bldg
1950	Addition of staff qtrs, music rm, breakfast rm, first flr porch, three bedrms
1950	Addition of nurse's rm, work rm, ba facilities, second flr deck
1951	Enlargement of several bedrms, living rm, library, and dining rm
1951	Extension of the second floor deck on the main dwelling
	Continued in separate document

## 5. EXISTING HISTORIC RESOURCE IDENTIFICATION (if known)

Listed in the National Register of Historic Places	
Listed in the California Register of Historical Resources	
Formally determined eligible for the National and/or California Registers	
Located in an Historic Preservation Overlay Zone (HPOZ)	Contributing feature Non-contributing feature
<input checked="" type="checkbox"/> Determined eligible for national, state, or local landmark status by an historic resources survey(s)	Survey Name(s): SurveyLA
Other historical or cultural resource designations:	

## 6. APPLICABLE HISTORIC-CULTURAL MONUMENT CRITERIA

The proposed monument exemplifies the following Cultural Heritage Ordinance Criteria (Section 22.171.7):	
	Reflects the broad cultural, economic, or social history of the nation, state, or community
<input checked="" type="checkbox"/>	Is identified with historic personages or with important events in the main currents of national, state, or local history
	Embodies the distinguishing characteristics of an architectural-type specimen, inherently valuable for study of a period, style, or method of construction
	A notable work of a master builder, designer, or architect whose individual genius influenced his or her age





# HISTORIC-CULTURAL MONUMENT NOMINATION FORM

## 7. WRITTEN STATEMENTS

*This section allows you to discuss at length the significance of the proposed monument and why it should be designated an Historic-Cultural Monument. Type your response on separate documents and attach them to this form.*

**A. Proposed Monument Description** - Describe the proposed monument's physical characteristics and relationship to its surrounding environment. Expand on sections 2 and 3 with a more detailed description of the site. Expand on section 4 and discuss the construction/alteration history in detail if that is necessary to explain the proposed monument's current form. Identify and describe any character-defining elements, structures, interior spaces, or landscape features.

**B. Statement of Significance** - Address the proposed monument's historic, cultural, and/or architectural significance by discussing how it satisfies the HCM criteria you selected in Section 6. You must support your argument with substantial evidence and analysis. The Statement of Significance is your main argument for designation so it is important to substantiate any claims you make with supporting documentation and research.

## 8. CONTACT INFORMATION

### Applicant

Name: City of Los Angeles		Company: City of Los Angeles	
Street Address: 200 N. Spring Street		City: Los Angeles	State: CA
Zip: 90012	Phone Number: (213) 978-1192	Email: melissa.jones@lacity.org	

### Property Owner

Is the owner in support of the nomination? Yes  No  Unknown

Name: Linda Hope COTR Dolores Hope DECD Trust		Company:	
Street Address: 10346 Moorpark Street		City: Toluca Lake	State: CA
Zip: 91602	Phone Number:	Email:	

### Nomination Preparer/Applicant's Representative

Name: City of Los Angeles		Company: City of Los Angeles	
Street Address: 200 N. Spring Street		City: Los Angeles	State: CA
Zip: 90012	Phone Number: (213) 978-1192	Email: melissa.jones@lacity.org	



# HISTORIC-CULTURAL MONUMENT NOMINATION FORM

## 9. SUBMITTAL

When you have completed preparing your nomination, compile all materials in the order specified below. Although the entire packet must not exceed 100 pages, you may send additional material on a CD or flash drive.

### APPLICATION CHECKLIST

- |   |   |
|---|---|
| 1. ✓ Nomination Form  | 5. ✓ Copies of Primary/Secondary Documentation  |
| 2. ✓ Written Statements A and B   | 6. ✓ Copies of Building Permits for Major Alterations<br>(include first construction permits) |
| 3. ✓ Bibliography   | 7. ✓ Additional, Contemporary Photos  |
| 4. ✓ Two Primary Photos of Exterior/Main Facade<br>(8x10, the main photo of the proposed monument. Also<br>email a digital copy of the main photo to:<br>planning.ohr@lacity.org) | 8. ✓ Historical Photos  |
|   | 9. ✓ Zimas Parcel Report for all Nominated Parcels<br>(including map)                         |

## 10. RELEASE

Please read each statement and check the corresponding boxes to indicate that you agree with the statement, then sign below in the provided space. Either the applicant or preparer may sign.

- I acknowledge that all documents submitted will become public records under the California Public Records Act, and understand that the documents will be made available upon request to members of the public for inspection and copying.
- I acknowledge that all photographs and images submitted as part of this application will become the property of the City of Los Angeles, and understand that permission is granted for use of the photographs and images by the City without any expectation of compensation.
- I acknowledge that I have the right to submit or have obtained the appropriate permission to submit all information contained in this application.

Melissa Jones  
Name:

11/11/2014  
Date:

Signature:

Mail your Historic-Cultural Monument Submittal to the Office of Historic Resources.

Office of Historic Resources  
Department of City Planning  
200 N. Spring Street, Room 620  
Los Angeles, CA 90012  
Phone: 213-978-1200  
Website: [preservation.lacity.org](http://preservation.lacity.org)