



## OFFICE OF ZONING ADMINISTRATION

City Hall • 200 N. Spring Street, Room 763 Los Angeles, CA 90012



### OFFICE OF ZONING ADMINISTRATION

#### MEMORANDUM

ZA MEMORANDUM NO. 131

December 18, 2013

TO: Office of Zoning Administration  
Public Counters  
Interested Parties

FROM: Linn K. Wyatt  
Chief Zoning Administrator

SUBJECT: **EXPIRATION AND TIME EXTENSIONS FOR SUBDIVISIONS AND RELATED ENTITLEMENTS – MULTIPLE APPROVALS ORDINANCE (ORD. NO. 182,106) AND AB 116**

This Zoning Administrator Memorandum explains procedures to document time extensions addressed in the Multiple Approvals Ordinance (MAO) and the AB 116 provisions signed into law, effective July 11, 2013. This memorandum supersedes the procedures identified in Zoning Administrator Memorandum No. 127 and the memorandum titled "Re: Extensions of Time for Tentative Tract and Preliminary Parcel Maps" dated May 24, 2012.

#### Background

In recent years, the State Legislature has adopted a series of bills that add time extensions to the life of subdivision map approvals. The City codified all of these bills, except AB 116, into the Multiple Approvals Ordinance (Ord. No. 182,106), effective May 20, 2012. With the adoption of the Multiple Approvals Ordinance (MAO), the life spans of multiple discretionary entitlements associated with a particular project have been synchronized to coincide with the life of the longest running entitlement, thus allowing for projects with multiple approvals to benefit from the longest life span. The MAO categorically establishes a three year "life" for stand-alone quasi-judicial grants for cases issued determinations on or after May 20, 2012, and more importantly, expands the scope of applicability to all discretionary approvals even if they are not related to a subdivision map approval.

#### AB 116

On July 11, 2013, AB 116 became effective. This act provides an automatic 24-month extension for certain unexpired subdivision maps approved after January 1, 2000, and establishes an extension process for earlier-approved maps. While the Legislature has extended unexpired subdivision maps several times before, the process established under AB 116 is more comprehensive than previous extensions.

Under the new law, subdivision maps approved after January 1, 2000, and unexpired as of July 11, 2013, are automatically extended by 24 months. For earlier-approved maps, cities have the option to approve, conditionally approve or deny a 24-month extension, depending on whether the map is consistent with the applicable zoning and General Plan.

**Extensions of Subdivision Map Approvals**

The following table shows the maximum life for subdivision map approvals inclusive of all available extensions of time under the MAO provisions as well as AB 116. The sequencing of any previous time extensions issued for entitlements will determine whether the project qualifies for certain State extensions.

Authority	Length of time and extension for Tentative Tract and Preliminary Parcel Maps
LAMC Sections 17.07-A,1 and 17.56-A,1	3 years (for initial approval)
LAMC Sections 17.07-A,2 and 17.56-A,2	6 years (by application)
SB 1185 State Extension	1 year (if map is valid on 07/15/08 and expires before 01/01/11)
AB 333 State Extension	2 years (if map is valid on 07/15/09 and expires before 01/01/12)
AB 208 State Extension	2 years (if map is valid on 07/15/11 and expires before 01/01/14)
AB 116 State Extension	2 years (if map is approved after 01/01/00 and has not expired on or before 07/11/13)*

\* If the map was approved on or before 12/31/1999, an application (Time Extension per Chapter 1 of LAMC, form CP-7746) may be filed with the City to determine if the map is consistent with the applicable zoning and general plan requirements in effect at the time of filing pursuant to California Government Code Section 66452.24 (b)

**Extensions of Discretionary Approvals (Other Than Subdivision Map Approvals)**

The following table shows the maximum life for discretionary approvals inclusive of all available extensions of time under the MAO. Pursuant to AB 116 and consistent with the MAO provisions, any discretionary entitlement *that is related to a subdivision that qualifies for the AB 116 State Extension*, can also receive an additional 24-month extension.

Discretionary Entitlement	New life of entitlements for approvals with an EFFECTIVE DATE between				
	07/15/05 – 12/31/07	01/01/08 – 12/31/08	01/01/09 – 12/31/10	01/01/11 – 05/19-2012	05/20/2012 and on...
Zone Variance, Conditional Use Permit, Zoning Administrator's Adjustment, Coastal Development Permit, Specific Plan Project Permit and other entitlements approved by the Director, Zoning Administrator, or Area/City Planning Commission	7 <sup>†§</sup>	6 <sup>†§</sup>	4 <sup>†§</sup>	2 <sup>†§</sup>	3 <sup>§</sup>
Zone/Height District changes, and other Legislative approvals	11 <sup>§</sup>	10 <sup>§</sup>	8 <sup>§</sup>	6 <sup>§</sup>	6 <sup>§</sup>
Site Plan Review	8 <sup>§</sup>	7 <sup>§</sup>	5 <sup>§</sup>	3 <sup>§</sup>	3 <sup>§</sup>

<sup>†</sup> Eligible for an additional discretionary 1-year time extension per LAMC

<sup>§</sup> Eligible for an additional 2-year time extension if the approved discretionary entitlement is related to a subdivision benefiting from the time extension given by AB 116.

**Procedures to Effectuate By-Right Extensions**

While the additional time extensions for eligible entitlements are automatically granted, applicants eligible for such entitlements must complete the form titled "Time Extensions per Ordinance No. 182,106" (CP-7746.1), and submit it to the Planning Department Development Services Center along with a copy of the CEQA determination for the project. Authorized Planning Department staff will review the documentation and significant aspects of the CEQA determination for adequacy. If it is adequate, then staff will sign and stamp the form; if not, the applicant will be advised on how to proceed. This form must be completed for expiration date tracking and verification purposes. Staff will place a copy of the form in all relevant case files; scan it into the Planning Document Information System (PDIS), and return a copy to the applicant.

**Fees**

The Time Extension fee is \$199 (not including general surcharges) as of the date of this memorandum.

The Time Extension per Chapter 1 of LAMC is \$708 (not including general surcharges) for any time extension other than maps, and \$793 (not including general surcharges) for maps, as of the date of this memorandum.

Questions should be directed to Tom Rothmann at 213-978-1891 or [tom.rothmann@lacity.org](mailto:tom.rothmann@lacity.org) or Daniel Ahadian at 213-482-0376 or [daniel.ahadian@lacity.org](mailto:daniel.ahadian@lacity.org)

LKW:TR:DA:Imc

DEPARTMENT OF  
CITY PLANNING  
200 N SPRING STREET, ROOM 525  
LOS ANGELES, CA 90012-4801

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DECISION DATE: May 12, 2006

Norman Rest (O)  
15245 Greenleaf Street  
Sherman Oaks, CA 91403

Case No. AA-2002-6538-PMLA  
**EXTENSION OF TIME**  
15245 Greenleaf Street  
Sherman Oaks-Studio City-Toluca Lake  
Planning Area  
Zone : R11-1  
D. M. : 166.5 145  
C. D. : 5  
CEQA : ENV-2002-6539-CE  
Legal Description: Lot 490, TR 5822

On May 8, 2003, the Advisory Agency conditionally approved this Parcel Map. In accordance with the provisions of Section 66452.6(e), Article 2, Chapter 3 of the Government Code, and Section 17. 56 A of the Los Angeles Municipal Code, the Advisory Agency hereby grants a 5-year extension, totaling 8 years, from the decision date for the recording of the final map of Parcel Map No. AA-2002-6538-PMLA located at 15245 Greenleaf Street in the Sherman Oaks-Studio City-Toluca Lake Community Plan.

Therefore, the new expiration date for the subject Parcel Map is May 8, 2011 and no further extension of time to record a final map can be granted.

Categorical Exemption No. ENV-2002-6539-CE has been filed with the County Clerk for this preliminary parcel map and was certified by the Advisory Agency as required by the provisions of the California Environmental Quality Act of 1970.

S. Gail Goldberg  
Advisory Agency

EMILY GABEL - LUDDY  
Deputy Advisory Agency

SGG:EGL:LH:SJP

CP-6751

NOTE: IF THERE IS A (T) OR (Q) ZONE ASSOCIATED WITH YOUR PARCEL MAP, THE PARCEL MAP EXTENSION WILL NOT EXTEND THE ZONE CHANGE APPROVAL. AN EXTENSION OF THE ZONE CHANGE OR THE (T) OR (Q) ARE SEPARATE REQUESTS FROM THE PLANNING COMMISSION.



CITY OF LOS ANGELES  
CALIFORNIA



JAMES K. HAHN  
MAYOR

DEPARTMENT OF  
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[www.lacity.org/PLN](http://www.lacity.org/PLN)

DECISION DATE: MAY 08 2003

Norman Rest  
15245 Greenleaf Street  
Sherman Oaks, CA 91403

Tom Iacobellis (R)  
Iacobellis & Associates  
11145 Tampa Avenue  
Northridge, CA 91326

Re: P.M. No.: AA-2002-6538-PMLA  
ZONE: RE11-1  
PLAN AREA: Sherman Oaks-Studio City-  
Toluca Lake-Cahuenga Pass  
COUNCIL DISTRICT: 5  
APC: South Valley  
CE No.: ENV-2002-6539-CE  
FISH AND GAME: EXEMPT

On April 24, 2002, the Deputy Advisory Agency, per Section 17.53 of the Los Angeles Municipal Code, approved preliminary Parcel Map No. AA-2002-6538-PMLA, at 15245 Greenleaf Street for two single-family parcels. However, the approved density for the site should be verified with the Department of Building and Safety. The approval is subject to:

1. The existing trees on Greenleaf Street along the parcel map be trimmed and hedged and any required street tree removal, replacement, new street tree planting and tree well installation together with tree well covers along the property be completed satisfactory to the City Engineer and the Street Tree Division of the Bureau of Street Services.
2. Prior to final map recordation, suitable arrangements be made with the Fire Department with respect to the following: (Room 920, City Hall East)
  - a. Submit plot plans for Fire Department review and approval.
3. A clearance be obtained from the Department of Building and Safety, Zoning Engineer regarding the items on a December 16, 2002 report to the Deputy Advisory Agency showing that no violations of the Building or Zoning Codes are created. (4th Floor, 201 North Figueroa Street and Room 763, 200 North Spring Street)

4. Prior to recordation of the final map, a Covenant and Agreement be recorded to the satisfaction of the Department of Transportation stating that a parking and driveway plan be submitted to the Citywide Planning Coordination Section of the Department of Transportation for approval prior to submittal of building plans for plan check by the Department of Building and Safety, or that a Covenant and Agreement be recorded agreeing to do the same. Transportation approvals are conducted at 201 N. Figueroa Street Suite 300, Station 23.
  - a. A minimum 20-foot reservoir space between any security gate(s) and the property line..
5. The applicant submit a request for calculation of recreation and park fees for one single-family parcel to the Deputy Advisory Agency, to be paid to or be guaranteed to be paid in a manner satisfactory to the Department of Recreation and Parks, as provided by Section 17.12-A of the Los Angeles Municipal Code, within one year after City Council approves the final map. (Room 763, 200 North Spring Street and Room 709, City Hall East)
6. Prior to recordation of the final map, a Covenant and Agreement to the satisfaction of the Deputy Advisory Agency be recorded as follows : (Room 763, 200 North Spring Street)
  - a. That when the existing dwelling on parcel A is demolished, the required Recreation and Park fees will be paid.
7. Prior to recordation of the final map obtain a variance to be processed separately from this action from the Office of Zoning Administration for the following: Midpoint lot width calculation, reduced lot size for Parcel "B".
8. A covenant and agreement be recorded satisfactory to the Deputy Advisory Agency stating as follows: (Room 763, 200 North Spring Street)
  - a. During construction, exposed earth surfaces will be sprayed with water at least twice a day by the contractor to minimize dust generation.
  - b. The owner or contractor will keep the construction area sufficiently dampened to control dust caused by grading and hauling, and at all times provide reasonable control of dust caused by wind.
  - c. Hauling and grading equipment will be kept in good operating condition and muffled as required by law.
  - d. All loads will be secured by trimming, watering or other appropriate means to prevent spillage and dust.
  - e. One flag person will be required at the job site to assist the trucks in and out of the project area. Flag person and warning signs shall be in compliance with the 1996 Edition of "Work Area Traffic Control Handbook".

- f. All clearing, grading, earth moving, or excavation activities will be discontinued during periods of high winds (i.e., greater than 15 mph), so as to prevent excessive amounts of dust.
- g. All materials transported off-site will be either sufficiently watered or securely covered to prevent excessive amount of dust.
- h. General contractors will maintain and operate construction equipment so as to minimize exhaust emissions.
- i. The project will comply with the City of Los Angeles Noise Ordinances No. 144,331 and 161,574, and any subsequent ordinances, which prohibit the emission or creation of noise beyond certain levels at adjacent uses unless technically infeasible.
- j. Construction will be restricted to the hours of 7:00 a.m. to 6:00 p.m. Monday through Friday, and 8:00 a.m. to 6:00 p.m. on Saturday.
- k. Construction activities will be scheduled so as to avoid operating several pieces of equipment simultaneously, which causes high noise levels.
- l. The project contractor will use power construction equipment with state-of-the-art noise shielding and muffling devices.
- m. The project sponsor must comply with the Noise Insulation Standards of Title 24 of the California Code Regulations, which insure an acceptable interior noise environment.

### **FINDINGS:**

The site is not located in a designated flood hazard area of the Flood Hazard Management Specific Plan.

In connection with the approval of Parcel Map No. AA-2002-6538-PMLA, the Advisory Agency, (pursuant to Section 66411.1 of the State of California Government Code the Subdivision Map Act), makes the prescribed findings with regard to the required improvements prior to recordation of the final map as follows:

“The required improvements are necessary for reasons of public health and safety and are a necessary prerequisite to the orderly development of the surrounding area and neighborhood.”

**THE DESIGN AND IMPROVEMENT OF THE PROPOSED SUBDIVISION ARE CONSISTENT WITH APPLICABLE GENERAL AND SPECIFIC PLANS.**

The adopted Sherman Oaks-Studio City-Toluca Lake-Cahuenga Pass Community Plan designates the subject property for very low density with corresponding zones of RE20, RA, RE15, and RE11. The .494 acre property is zoned RE11-1. The adopted Plan zone allows for the proposed subdivision.

THE DESIGN OF THE SUBDIVISION AND THE PROPOSED IMPROVEMENTS ARE NOT LIKELY TO CAUSE SUBSTANTIAL ENVIRONMENTAL DAMAGE OR SUBSTANTIALLY AND AVOIDABLY INJURE FISH OR WILDLIFE OR THEIR HABITAT.

The Environmental Review Section of the Planning Department, on November 13, 2002, determined that the City of Los Angeles Guidelines for the Implementation of the California Environmental Quality Act of 1970 designates the subject project as categorically exempt under Article VII, Section 1, Class 15.

In light of the above, the project qualifies for the De Minimis Exception for Fish and Game fees (AB 3158).

**NOTES:**

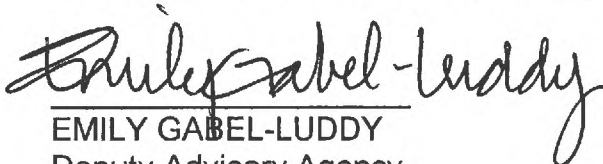
THE FOLLOWING NOTES ARE FOR INFORMATIONAL PURPOSES AND ARE NOT CONDITIONS OF APPROVAL OF THIS PARCEL MAP:

As part of the construction of your project, you may wish to make arrangements, with the Telecommunications Bureau regarding the cable television franchise holder for this area, by calling (213) 847-2775.

The above action will become effective upon the mailing of this letter, unless an appeal to the Appeal Board has been submitted within 15 calendar days of the mailing of said letter. Such appeal must be submitted and receipted in person on Form CP-7769 before 5:00 p.m. MAY 23 2003.

No sale of separate parcels is permitted prior to recordation of the final parcel map. The owner is advised that the above action must record within 36 months of the date of approval, unless an extension of time has been requested in person before 5:00 p.m. MAY 08 2006.

No requests for time extensions or appeals received by mail will be accepted.



EMILY GABEL-LUDDY  
Deputy Advisory Agency

CH:EGL:ML:TR

cc: Bureau of Engineering - 4  
Valley District Planning  
Office & 1 Map  
D.M. 166.5 A 145, 147  
Bureau of Street Lighting  
Street Tree Division & 1 Map

Dept. of Building & Safety, Zoning & 2 Maps  
Department of Building & Safety, Grading  
Department of Fire  
Department of Recreation & Parks & 1 Map  
Department of Transportation, CPC Section  
Room 600, 221 N. Figueroa Street



CITY OF LOS ANGELES  
INTER-DEPARTMENTAL CORRESPONDENCE

Date: January 24, 2003

To: Mr. Con Howe, Director  
Department of City Planning  
City Hall, Suite 763  
Attention: Deputy Advisory Agency

From: *Edmond Yew*  
Edmond Yew, Manager  
Land Development Group  
201 N. Figueroa Street, Suite 200  
Bureau of Engineering

Subject: Preliminary Parcel Map L.A. No. 2002-6538 - Transmittal  
of Map

Transmitted is a print of the Preliminary Parcel Map L.A. No. 2002-6538 lying along the northerly side of Greenleaf Street (Local Street) and easterly of Saugus Avenue in Council District No. 5.

This map has been filed for a 2-lot single-family subdivision over a parcel of land in the existing RE11-1 zone. The subdivision layout is generally satisfactory as submitted, except for Parcel "B" which does not meet the minimum lot area requirement for the RE11 zone.

There is an existing 8-inch sanitary sewer available in Greenleaf Street adjacent to the subdivision with two sewer house connections extended to the property line serving each proposed parcel.

In the event you approve Preliminary Parcel Map L.A. No. 2002-6538, the following conditions should be included as part of your action:

1. That the following improvements be either constructed prior to recordation of the final map or that the construction be suitably guaranteed (Valley Engineering District):
  - a) Improve Greenleaf Street adjoining the subdivision by constructing a 5-foot sidewalk adjacent to the property line in a 15-foot parkway area.
  - b) Construct two concrete curb ramps at the intersection of Greenleaf Street and Saugus Avenue as required by provisions of the "Americans with Disabilities Act" and the City Engineer.
2. That the existing trees on Greenleaf Street along the parcel map be trimmed and hedged and any required street tree removal, replacement, new street tree planting and tree well installation together with tree well covers along the property be completed satisfactory to the City Engineer and the Street Tree Division of the Bureau of Street Services.

Mr. Howe

2

Any questions regarding this report should be directed to Mr. Ray Saidi of the Land Development Group, located at 201 North Figueroa Street, Suite 200, or by calling (213) 977-7097.

EY/GRS/gt

H:Ldg\gtWP532

Enc.

cc: Valley Engineering District Office

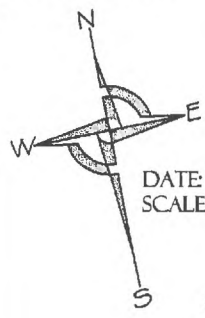
M. Schneider  
c/o Tom Iacobellis  
Fax: (818) 366-4813

THIS MAP HAS BEEN FOUND TO BE SUFFICIENT FOR ISSUANCE OF CITY PLANNING DEPARTMENT RECEIPT

PRELIMINARY PARCEL MAP NO. NOV 18 2002 02-6538

PREPARED UNDER THE DIRECTION OF:

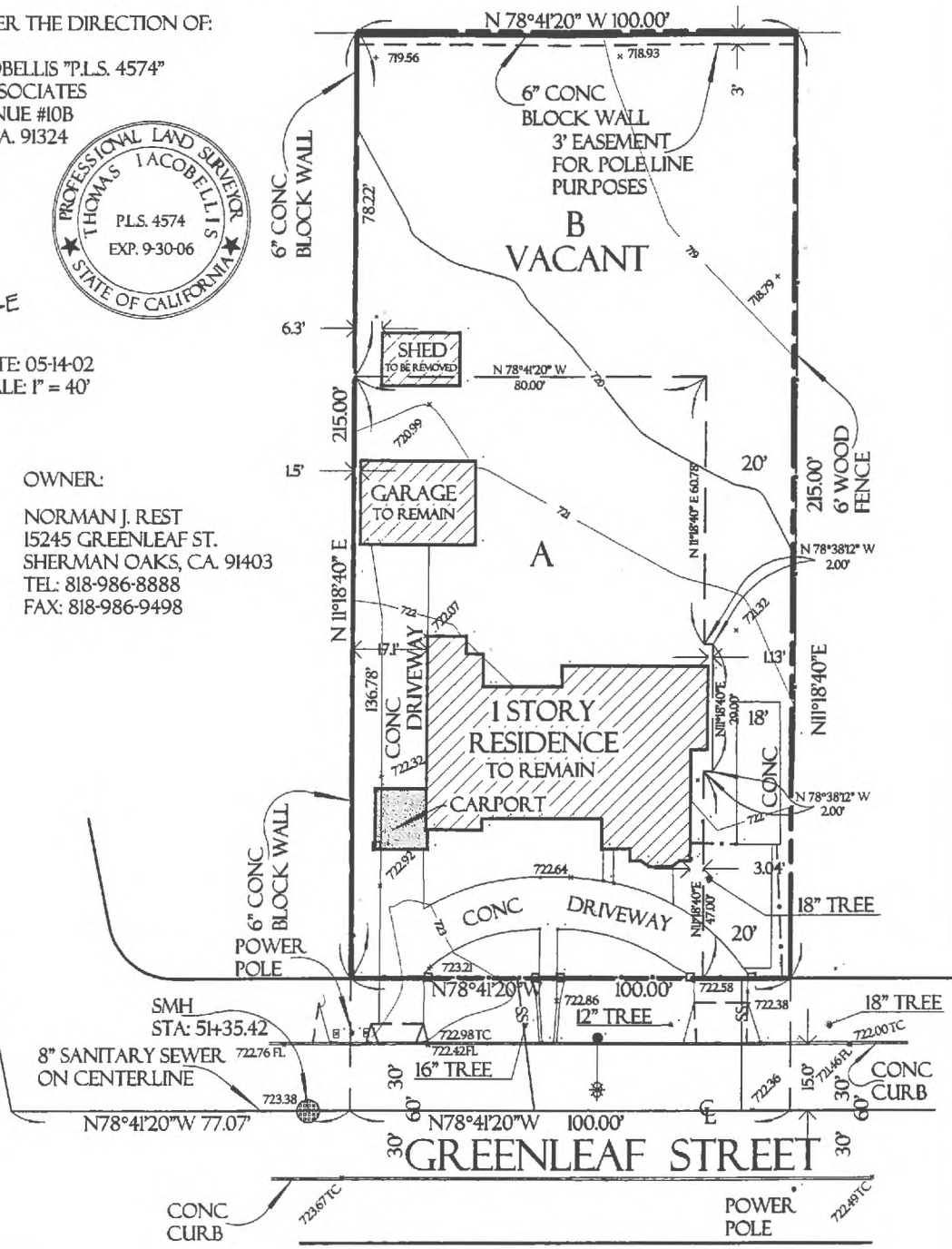
THOMAS D. IACOBELLIS "P.L.S. 4574"  
 IACOBELLIS & ASSOCIATES  
 1145 TAMPA AVENUE #10B  
 NORTHRIDGE, CA. 91324  
 TEL: 818-366-9222  
 FAX: 818-366-4813



DATE: 05-14-02  
 SCALE: 1" = 40'

OWNER:  
 NORMAN J. REST  
 15245 GREENLEAF ST.  
 SHERMAN OAKS, CA. 91403  
 TEL: 818-986-8888  
 FAX: 818-986-9498

SAUGUS AVENUE



FH

SURVEYOR'S NOTES:

1. AREAS:  
 PARCEL A: 11,000.40 SQ.FT. OR 0.2525 ACRES  
 PARCEL B: 10,499.60 SQ.FT. OR 0.2410 ACRES
2. ZONING: RE-1H
3. THERE ARE NO OAK TREES ON SITE
4. ALL TREES ON SITE TO REMAIN.
5. SITE ADDRESS: 15245 GREENLEAF STREET
6. SUBJECT PROPERTY IS IN THE HILLSIDE AREA.
7. SUBJECT PROPERTY IS NOT IN THE MOUNTAIN & FIRE DISTRICT.

LEGAL DESCRIPTION:

LOT 490 OF TRACT 5822, IN THE CITY OF LOS ANGELES, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 66, PAGES 64 - 65 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.