

SUBJECT: NOTICES OF COMPLETION, 1343 N. LAUREL AVENUE  
ROOF REPLACEMENT AND MOTHBALLING PROJECTS  
(CIP # 55-13/14-02 AND # 55-13/14-03)

INITIATED BY: CITY MANAGER'S DEPARTMENT  
(Paul Arevalo, City Manager)  
(Sam C. Baxter, Assistant City Manager)  
(Jeffrey Huffer, Strategic Initiatives Manager)

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STATEMENT ON THE SUBJECT:

The City Council will consider accepting the improvements completed by ATK Enterprise Industries, Inc. and authorizing the filing of two (2) Notices of Completion for the improvements at 1343 N. Laurel Avenue (one for the Roof Replacement and one for the Stabilization and Mothballing efforts) both performed by the same General Contractor.

RECOMMENDATION:

It is recommended that the City Council accept the improvements and authorize the following:

- 1) Filing two Notices of Completion with the Los Angeles County Recorder related to the projects.
- 2) Final payments to contractor at the end of the 35 day lien period.
- 3) Release the Performance Bonds on the date of recordation of the Notice of Completion.
- 4) Release the Payment Bonds 35 days after the date of recordation of the Notice of Completion provided that Stop Notices are not submitted on the projects.

BACKGROUND ANALYSIS:

On January 22, 2013, the City Council authorized the implementation of a historic property stabilization plan designed to protect the historic structures located on the city-owned property at 1343 N. Laurel Avenue. The City hired a team of experts coordinated by Heery International including historic preservation consultants (HRG), engineers (Insight, Design West Engineering) and an arborist (Carlberg Associates) to evaluate the property and determine what must be done to protect the site. This team found a number of building conditions that needed to be addressed.

The team thoroughly inspected the site and produced a detailed report of existing conditions and recommendations. A majority of those recommendations were based on “mothballing” or the steps required to safely "de-activate" a property for an extended period of time. The term “mothballing” refers to preservation of an historic site, without providing for full rehabilitation or renovation of the resource. The idea is to do the work necessary to secure, repair, and maintain the site, without predetermining or precluding future uses. The intent of this type of project is not necessarily to provide for a permanent fix for a situation, if that fix would result in hindering a future use.

To accomplish this work, two separate Notices Inviting Sealed Bids were released by the City; one for roof replacement and one for the mothballing activities. In both instances the low bidder was ATK Enterprise Industries, Inc.

[Roof Replacement] At its regular meeting of September 16, 2013, the City Council accepted the bid dated August 29, 2013 and approved an Agreement with ATK Enterprise Industries, Inc. for the 1343 N. Laurel Avenue Stabilization Phase I – Roof Replacement CIP 55-13/14-02 in the amount of \$134,995 plus a 15% contingency of \$20,249.25, for unforeseen issues that may arise. Total authorized expenditures were \$155,244.25 and within the approved expenditure amount. A Change Order was issued for \$4,511.39 for unforeseen framing re-work on the garages. The total for the re-roofing project was \$139,506, within the approved expenditure amount.

[Mothballing] At its regular meeting of October 21, 2013, the City Council accepted the bid dated October 8, 2013 and approved an Agreement with ATK Enterprise Industries, Inc. for the 1343 N. Laurel Avenue Stabilization Phase I – Mothballing CIP 55-13/14-03 project. Accepted Bid Alternate 2 as part of the award for a total amount of \$186,470 for the base bid and \$12,720 for the Bid Alternate 2 for a total contract amount of \$199,190 plus a 20% contingency of \$39,840. Total authorized expenditures were \$239,030. A Change Order was issued for \$20,526 for additional improvements to HVAC systems and other miscellaneous unforeseen conditions. The total for the mothballing project was \$219,715.93, within the approved expenditure amount.

The Contractor has satisfactorily completed the assigned scope of work for the projects and it is ready for acceptance by the City Council. Upon recordation of the Notices of Completion with the Los Angeles County Recorder, all subcontractors and material suppliers will have a 35-day period in which a claim or lien may be filed against the work.

#### CONFORMANCE WITH VISION 2020 AND GENERAL PLAN 2035:

This item is consistent with the Primary Strategic Goal of **Move forward on city parks and library and expand and enhance the city’s green and public spaces** and Ongoing Strategic Program of **Upgrade Existing Buildings and Infrastructure**.

Item is consistent with the following goals of the West Hollywood General Plan:

**Goal HP-2:** Continue to identify and evaluate cultural resources.

**Goal HP-2:** Protect cultural resources from demolition and inappropriate alterations.

**Goal PR-1:** Improve, enhance, and expand parks throughout the City.

**Goal PR-3:** Provide high quality, functional, safe, and well-maintained parks, open space, and recreation facilities.

EVALUATION:

This construction project was completed on-time and within budget and allowed for modifications and upgrades to insure protection of the City's asset. The contractor worked closely with City staff to minimize community disruption at the park and was responsive. This was accomplished by daily monitoring of the construction progress by the City's contracted Construction Management Contractor, Heery International, regular meetings with Contractor and City staff to update the construction schedule, close review of the project budget, and quick attention to resolve questions which may arise during performance of the work.

ENVIRONMENTAL SUSTAINABILITY AND HEALTH:

The Project design incorporated many environmental considerations into the repair and mothballing of the main house, garages, and chauffeur's quarters. Due to the historical nature of the building only minimally invasive repairs were performed replacing only framing members that were structurally unstable and reusing as much existing structure possible. All paint materials were low VOC water based products. Demolished materials were covered and stored to prevent debris from leaving the site. Planting material and trees around the construction activities were maintained, protected, and left in healthy condition.

OFFICE OF PRIMARY RESPONSIBILITY:

City Manager's Department – Strategic Initiatives Division

FISCAL IMPACT:

City Council on January 22, 2013 allocated \$1,500,000 to account 100-4-08-55-702112 Laurel Avenue Capital Improvements. Subsequent authorizations by Council as outlined in this report approved the contracts which were funded from that line item and are finalized within previous-approved contract authorization amounts.

RECORDING REQUESTED BY:

OFFICE OF THE CITY CLERK  
CITY OF WEST HOLLYWOOD

WHEN RECORDED MAIL TO:

**Office of the City Clerk  
City of West Hollywood  
8300 Santa Monica Blvd.  
West Hollywood, CA 90069**

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SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

NOTICE OF COMPLETION

1343 N. Laurel Avenue Stabilization Phase I – Roof Replacement  
(CIP 55-13/14-02)

IN THE CITY OF WEST HOLLYWOOD

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**NOTICE OF COMPLETION**

Notice pursuant to Civil Code Section 9303, must be filed within 10 days after completion.

Notice is hereby given that:

- 1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- 2. The full name of the owner is the **City of West Hollywood**.
- 3. The full address of the owner is **8300 Santa Monica Blvd., West Hollywood, CA 90069**.

- 4. The nature of the interest or estate of the owner is In Fee:

**\$139,506.00**

- 5. The full names and full address of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

Names	Addresses
City of West Hollywood	8300 Santa Monica Blvd. West Hollywood, CA 90069

- 6. A work of improvement on the property hereinafter described was completed on March 26, 2014. The work consisted of the following:

Furnishing all labor, materials, tools, equipment, and appurtenances to remove and replace the existing roof of all structures on the property (main house, care taker’s cottage and parking garage) with a material matching the historic characteristics as approved by Consultant.

The contractor for the work was ATK Enterprise Industries, Inc.

The name of the contract for such work of improvement was:

**1343 N. Laurel Avenue Stabilization Phase I – Roof Replacement  
CIP 55-13/14-02**

The property on which said work of improvement was completed is in the City of West Hollywood, County of Los Angeles, State of California, and is described as the following addresses **1343 N. Laurel Avenue**.

7. Detailed plans and specifications showing the improvements of said project are on file in the Office of the City Manager at the West Hollywood City Hall.

VERIFICATION

I, Jeffrey Huffer for the City of West Hollywood, hereby certify under penalty of perjury that the foregoing Notice of Completion is true and correct to the best of my knowledge.

Witness my hand this \_\_\_\_\_ day of April, 2014 at West Hollywood, California.

\_\_\_\_\_  
Jeffrey Huffer  
Strategic Initiatives Manager, City of West Hollywood

\_\_\_\_\_  
Paul Arevalo,  
City Manager, City of West Hollywood

STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES    )       ss  
CITY OF WEST HOLLYWOOD    )

On \_\_\_\_\_, before me, YVONNE QUARKER, CITY CLERK OF THE CITY OF WEST HOLLYWOOD, personally appeared PAUL AREVALO known to me to be the CITY MANAGER and JEFFREY HUFFER known to me to be the STRATEGIC INITIATIVES MANAGER, of the CITY OF WEST HOLLYWOOD, A MUNICIPAL CORPORATION, and acknowledged to me that the Municipal Corporation executed the same.

Witness my hand and official seal

\_\_\_\_\_

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NOTICE OF COMPLETION

1343 N. Laurel Avenue Stabilization Phase I – Mothballing  
(CIP 55-13/14-03)

IN THE CITY OF WEST HOLLYWOOD

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## NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 9303, must be filed within 10 days after completion.

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1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2. The full name of the owner is the **City of West Hollywood**.
3. The full address of the owner is **8300 Santa Monica Blvd., West Hollywood, CA 90069**.
4. The nature of the interest or estate of the owner is In Fee:  
  
**\$219,715.93**
5. The full names and full address of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

Names

Addresses

City of West Hollywood

8300 Santa Monica Blvd.  
West Hollywood, CA 90069

6. A work of improvement on the property hereinafter described was completed on March 26, 2014. The work consisted of the following:

Furnishing all labor, materials, tools, equipment, and appurtenances to stabilize and mothball all existing structures on the property (main house, care taker's cottage and parking garage) in accordance with the Department of Interiors Preservation Brief 31: Mothballing Historic Buildings and the Construction Documents.

The contractor for the work was ATK Enterprise Industries, Inc.

The name of the contract for such work of improvement was:

**1343 N. Laurel Avenue Stabilization Phase I – Mothballing  
CIP 55-13/14-03**

The property on which said work of improvement was completed is in the City of West Hollywood, County of Los Angeles, State of California, and is described as the following addresses **1343 N. Laurel Avenue**.



7. Detailed plans and specifications showing the improvements of said project are on file in the Office of the City Manager at the West Hollywood City Hall.

VERIFICATION

I, Jeffrey Huffer for the City of West Hollywood, hereby certify under penalty of perjury that the foregoing Notice of Completion is true and correct to the best of my knowledge.

Witness my hand this \_\_\_\_\_ day of April, 2014 at West Hollywood, California.

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Jeffrey Huffer  
Strategic Initiatives Manager, City of West Hollywood

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Paul Arevalo,  
City Manager, City of West Hollywood

STATE OF CALIFORNIA        )  
COUNTY OF LOS ANGELES    )        ss  
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Witness my hand and official seal






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# Community Visioning Activity for 1343 N. Laurel Avenue










## 1. Which of the following best describes you? (Check all that apply)

		Response Percent	Response Count
I am a resident of West Hollywood		84.6%	22
I work in West Hollywood		19.2%	5
I am a local business owner		7.7%	2
I live near the property		57.7%	15
I represent a local community organization		0.0%	0
I am considering moving to West Hollywood		0.0%	0
I am a City Official (City Council, City Commission or Board Member)		0.0%	0
Other (please specify)		3.8%	1
		<b>answered question</b>	<b>26</b>
		<b>skipped question</b>	<b>0</b>











## 2. Which feature of the historical context is most important to you to preserve? (Select one)

		Response Percent	Response Count
The landscape		12.0%	3
The exterior of the primary building		20.0%	5
The interior of the primary building		0.0%	0
All of the accessory structures		0.0%	0
<b>All of the above</b>		<b>68.0%</b>	<b>17</b>
None of the above		0.0%	0
<b>answered question</b>			<b>25</b>
<b>skipped question</b>			<b>1</b>




**3. Which of the following best describes your reasons for visiting the park? (Select all the apply)**

		Response Percent	Response Count
Business meeting		0.0%	0
<b>Cultural resource</b>		<b>56.0%</b>	<b>14</b>
Personal or group exercise		32.0%	8
Pet exercise		32.0%	8
Picnic		28.0%	7
Social gathering		32.0%	8
Youth activity		0.0%	0
I do not use the park		4.0%	1
Other (please specify)		24.0%	6
		<b>answered question</b>	<b>25</b>
		<b>skipped question</b>	<b>1</b>

**4. Which of these considerations are most important to you? (You are not obligated to select 5 options, but are welcome to choose any number of them from 1 to 5)**

		Response Percent	Response Count
Accessibility for the community		64.0%	16
<b>Community needs and vision</b>		<b>76.0%</b>	<b>19</b>
Funding sources		20.0%	5
Impacts on historic content		72.0%	18
Implementation cost		12.0%	3
Maintenance cost		28.0%	7
Noise levels		28.0%	7
Parking needs		4.0%	1
Traffic congestion impacts		28.0%	7
Other (please specify)		16.0%	4
		<b>answered question</b>	<b>25</b>
		<b>skipped question</b>	<b>1</b>

**5. Imagine yourself five years from now. You are describing 1343 N. Laurel Avenue to a friend. What are three words or phrases you would use to describe it?**

		Response Percent	Response Count
1.		100.0%	19
2.		94.7%	18
3.		94.7%	18
answered question			19
skipped question			7

**6. What are your future use ideas for the property? Please describe the main components of your vision for the future of the property. We encourage you to be creative and to think outside the box. All ideas are welcome!**

	Response Count
	22
answered question	22
skipped question	4

**7. Do you have any additional comments about the 1343 N. Laurel Avenue property?**

	Response Count
	12
answered question	12
skipped question	14

**8. Would you like to receive project updates? Please share your email address below:**

	<b>Response Count</b>
	15
<b>answered question</b>	<b>15</b>
<b>skipped question</b>	<b>11</b>



**Page 2, Q1. Which of the following best describes you? (Check all that apply)**

1	Test	Oct 13, 2013 8:38 AM
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**Page 4, Q3. Which of the following best describes your reasons for visiting the park? (Select all the apply)**

1	Just to see it	Mar 31, 2014 12:23 AM
2	natural surrounding, the trees!	Mar 16, 2014 1:05 AM
3	I go there to read and to take photographs	Oct 21, 2013 10:29 AM
4	serenity walk	Oct 17, 2013 11:05 AM
5	Serene escape	Oct 14, 2013 4:13 PM
6	I go there to read and to trake photographs	Oct 11, 2013 10:56 PM

**Page 5, Q4. Which of these considerations are most important to you? (You are not obligated to select 5 options but are welcome to choose any number of them from 1 to 5)**

1	dog park	Mar 26, 2014 2:55 PM
2	the need for a SMALL dog off leash fenced area	Mar 17, 2014 12:27 PM
3	Place for art	Oct 17, 2013 9:44 PM
4	Sensitivity to neighbors	Oct 14, 2013 4:14 PM



**Page 6, Q5. Imagine yourself five years from now. You are describing 1343 N. Laurel Avenue to a friend. What are three words or phrases you would use to describe it?**

1.

1	soothing	Apr 21, 2014 1:06 PM
2	Beautiful	Apr 20, 2014 3:13 PM
3	Historical	Mar 31, 2014 12:24 AM
4	dog park	Mar 26, 2014 2:55 PM
5	local green space	Mar 20, 2014 2:21 PM
6	local green space park for hanging out	Mar 17, 2014 12:29 PM
7	I know a quiet place for a picnic	Mar 16, 2014 1:08 AM
8	oasis	Mar 8, 2014 5:50 PM
9	Community resource	Jan 28, 2014 7:05 AM
10	Relaxing	Jan 20, 2014 2:59 PM
11	tranquil	Jan 15, 2014 5:28 PM
12	local historically significant building	Dec 19, 2013 10:44 AM
13	Historic landmark	Nov 8, 2013 7:19 PM
14	Tranquil	Nov 2, 2013 11:51 PM
15	zen	Oct 22, 2013 1:20 PM
16	Artsy	Oct 17, 2013 9:45 PM
17	Tara	Oct 17, 2013 11:06 AM
18	a place to bring the kids, the dog and meet friends & neighbors	Oct 17, 2013 12:14 AM
19	An unexpected oasis	Oct 14, 2013 4:17 PM

2.

1	beautiful	Apr 21, 2014 1:06 PM
2	Peaceful	Apr 20, 2014 3:13 PM
3	Park like grounds	Mar 31, 2014 12:24 AM
5	great place to walk/exercise your dog	Mar 20, 2014 2:21 PM
6	historic preservation of a 1914 house and grounds	Mar 17, 2014 12:29 PM
7	Let's go to a music recital inside the main house today!	Mar 16, 2014 1:08 AM

**Page 6, Q5. Imagine yourself five years from now. You are describing 1343 N. Laurel Avenue to a friend. What are three words or phrases you would use to describe it?**

8	hidden jewel	Mar 8, 2014 5:50 PM
9	Historically preserved	Jan 28, 2014 7:05 AM
10	Shaded	Jan 20, 2014 2:59 PM
11	hidden treasure	Jan 15, 2014 5:28 PM
12	good place to relax in the busy city	Dec 19, 2013 10:44 AM
13	Cultural resource	Nov 8, 2013 7:19 PM
14	Charming	Nov 2, 2013 11:51 PM
15	water feature	Oct 22, 2013 1:20 PM
16	Engaging	Oct 17, 2013 9:45 PM
17	Park	Oct 17, 2013 11:06 AM
18	100 year old mansion surrounded by trees & greenery	Oct 17, 2013 12:14 AM
19	Beautiful little park	Oct 14, 2013 4:17 PM
3.		
1	unique	Apr 21, 2014 1:06 PM
2	Dog friendly	Apr 20, 2014 3:13 PM
3	Perfect event space	Mar 31, 2014 12:24 AM
5	great place to relax and hang out	Mar 20, 2014 2:21 PM
6	agreat place to take my small dog for off leash exercise	Mar 17, 2014 12:29 PM
7	There's an art exhibition in the house at Laurel Park, let's go.	Mar 16, 2014 1:08 AM
8	great	Mar 8, 2014 5:50 PM
9	Filled with period detail	Jan 28, 2014 7:05 AM
10	Safe	Jan 20, 2014 2:59 PM
11	community retreat	Jan 15, 2014 5:28 PM
12	great resource	Dec 19, 2013 10:44 AM
13	Museum	Nov 8, 2013 7:19 PM
14	Unique	Nov 2, 2013 11:51 PM
15	no dog smell	Oct 22, 2013 1:20 PM

**Page 6, Q5. Imagine yourself five years from now. You are describing 1343 N. Laurel Avenue to a friend. What are three words or phrases you would use to describe it?**

16	Cultural	Oct 17, 2013 9:45 PM
17	Serene	Oct 17, 2013 11:06 AM
18	Let's gather for music, poetry, socializing and relaxing	Oct 17, 2013 12:14 AM
19	Incredibly well managed	Oct 14, 2013 4:17 PM



**Page 7, Q6. What are your future use ideas for the property? Please describe the main components of your vision for the future of the property. We encourage you to be creative and to think outside the box. All ideas are welcome!**

1	Dog Park Community Garden	Apr 21, 2014 1:06 PM
2	I would love to see that area on the south side of the house be designated as an off leash park for small dogs.	Apr 20, 2014 3:14 PM
3	Keep the property intact, do not build anymore buildings, use it as a park and for events, like Wattles mansion in Hollywood.	Mar 31, 2014 12:25 AM
4	The fencing is there -- why not make the area on the south side of the house a dog park!	Mar 26, 2014 2:56 PM
5	The house could be used as a community resource for scheduling such things as neighborhood watch meetings, AA meetings, adult education classes, special events and parties, etc. The garages could be used to store maintenance equipment and supplies. The grounds can remain as a park to be enjoyed by people and pets alike. In fact, the fenced section in the southwest corner of the grounds would be a perfect location for a small dog off-leash exercise area; the infrastructure is already in place for the most part: surrounded by a fence with a gate, there is a water source for drinking water within the area and there is already a station for dog waste bags and disposal (which could be moved closer or inside the fenced area). Perhaps, would chips could be placed on the ground and a sign installed to indicate that this is for small dogs only, with a size guideline Larger dog owners could be referred to the larger Thomas Hart park on De Longre, which is within walking distance	Mar 20, 2014 2:30 PM
6	The south west section of the grounds is already enclosed by a fence. That would be PERFECT for use as a SMALL dog off leash exercise area. The other local dog park on DeLongpre is monopolized by large dogs, and the smaller dogs often get trampled. There is no other place in the area for small dogs (and there a LOT of small dogs who live in the area). There is already a "dog station" in place with bags and disposal container. A sign with a height requirement (i.e., not dogs over a certain height may use the park) could be installed to assist local residents in determining if their dogs meet the requirements for the small dog area (much like the small dog park in Century City). Owners of larger dogs could just simply take their dogs to the larger park on DeLongpre.	Mar 17, 2014 12:37 PM
7	have a room for live music at least once a week. Violin players, piano recitals, sing a longs. Use the rear garage spaces for creating lounge spaces and reading rooms. Show local artist's paintings and drawings in specific rooms of the house. Let people reserve a room of the house for a wedding ceremony!	Mar 16, 2014 1:11 AM
8	Community garden Dog park Community center	Mar 8, 2014 5:52 PM
9	Ability to use the existing structure for meetings, parties, events, etc. Similar to Kings Road Park that we are using now as a wonderfully extended neighborhood "yard".	Jan 28, 2014 7:07 AM
10	Use interior of building for community meetings and rentals (example: weddings, yoga, WeHo interest groups). Have volunteer-based facility and landscaping maintenance.	Jan 20, 2014 3:03 PM

**Page 7, Q6. What are your future use ideas for the property? Please describe the main components of your vision for the future of the property. We encourage you to be creative and to think outside the box. All ideas are welcome!**

11	What uses would you like to see on the property? Accessibility as a Community Center - Who will use the property? West Hollywood residents – free or minimal charge. Others market rate charge - How would you use the property? Social gatherings	Jan 15, 2014 5:32 PM
12	Would be great to "rent" out the inside space for local business meetings - which could help cover some of the operating and maintenance expenses. Also maybe an occasional guided tour by a local conservancy group to get people interested and interacting with the property.	Dec 19, 2013 10:52 AM
13	I'd like to see it used as a museum for the early entertainment industry in Los Angeles/ Hollywood (appropriate, given Adolph Linick's background); for the early German emigre community in Los Angeles, who would once meet at this house; for Adolph Linick himself, whose life is representative of all people who come to this country from other lands with only a dream and determination, and who turn that into great success and are able to make a real difference; and for the history of West Hollywood itself.	Nov 8, 2013 7:32 PM
14	The main house would make a nice community center for group meetings and also renting out areas for private events. It would also be nice if either a part of the main building or the garages in back could be an arts and crafts area. I am imagining something like a hobby shop where people could work on personal projects or maybe take classes. If the back garages could not be used for something like that, it would be equally nice to convert the out building back to green space.	Nov 3, 2013 12:00 AM
15	weddings, art exhibit, authors/speakers, no dog park--smell is toxic	Oct 22, 2013 1:22 PM
16	a cultural center for weho. with a serious curator and changing exhibits. ground floor cafeteria with inside and outside seating. also community rooms for art related activities and children's art classes. the curator would find ways to integrate the place with the content.	Oct 21, 2013 5:03 PM
17	a space for community events.	Oct 21, 2013 10:30 AM
18	I would love to see an art gallery space, an artist-in-residence program, art studios similar to Angel's Gate in San Pedro, temporary offices for non-profit arts groups/city arts programs/art workshop rooms and a small performance area. I think maintaining the exterior historic architecture is important and having something that informs people of the history. If there's room, a community garden would be great too.	Oct 17, 2013 9:52 PM
19	An idyllic setting for quiet amidst our busy city. Walden Pond of West Hollywood.	Oct 17, 2013 11:08 AM
20	I'd like to see the house used as office space for arts/non profit groups maybe in residence for periods of time, the grant basically of space and wifi. I'd like to see it used in the context of keeping the park quiet and serene. Meditation space? It would be hard to have classes or events because the parking is so tough on our street, and that would be noisy. I'd love to see some community service, something productive.	Oct 14, 2013 5:02 PM



**Page 7, Q6. What are your future use ideas for the property? Please describe the main components of your vision for the future of the property. We encourage you to be creative and to think outside the box. All ideas are welcome!**

21	a space for community events.	Oct 11, 2013 11:04 PM
22	a cultural center for weho. with a serious curator and changing exhibits. ground floor cafeteria with inside and outside seating. also community rooms for art related activities and children's art classes. the curator would find ways to integrate the place with the content.	Oct 11, 2013 9:04 PM



**Page 9, Q7. Do you have any additional comments about the 1343 N. Laurel Avenue property?**

1	Just leave it alone and maintain it.	Mar 31, 2014 12:26 AM
2	A small dog off-leash exercise area is badly needed by the local community. The southwest fenced area of the Laurel Pocket Park would be perfect for this purpose. There are a lot of dogs in the neighborhood. The Thomas Hart park is usually dominated by larger dogs, who can be rough with the little ones and trample them. There have been instances of small dogs getting injured. So, the need is there and so is the solution.	Mar 20, 2014 2:35 PM
3	I am very happy to have this green space in my neighborhood to be used by local residents and their dogs. It is also encouraging that this 1914 house and the grounds are being maintained by the city for its historical relevance.	Mar 17, 2014 12:39 PM
4	Abbe Land and John Heilman wanted it turned into a housing development. We will NEVER forget how they tried to destroy Laurel Park and prevent it from being what Mrs Weisman wished it to be. Go away, Heilman and Land.	Mar 16, 2014 1:13 AM
5	Is there a email sign up for updates? If not, please create one.	Jan 28, 2014 7:08 AM
6	The city has an irreplaceable historic gem here, with deep roots in this community. It's important to restore it and allow it to tell all of the stories that it embodies -- both for local residents, as well as for visitors to our community. This could become a real landmark in West Hollywood -- not because of what is done to it, but because of what it already is: a dignified, stately structure with ties to the early history of our region.	Nov 8, 2013 7:44 PM
7	not a dog park!	Oct 22, 2013 1:23 PM
8	preserve the exterior and old growth trees	Oct 21, 2013 5:03 PM
9	This is a great local resource that can be so great for the community. Whatever happens it should have areas open to the public. Artists studios with a gallery space and regular open houses would be great.	Oct 17, 2013 9:55 PM
10	No Smoking!	Oct 17, 2013 11:09 AM
11	It's right across from my building, so one thing I know is that speeding on the street is bad. If there are going to be people, something should really be done about the speed at which cars travel between fountain and sunset.	Oct 14, 2013 5:04 PM
12	preserve the exterior and old growth trees	Oct 11, 2013 9:05 PM

concept 2

# Recreation and Healthy Living Center

a place to exercise and live healthily

this is my favorite vision concept!

*Community Priorities Established through the Visioning Process:*

- Preserve historic status of the primary building
- Preserve mature healthy trees, landscaping, and picnic benches
- Allow for public access to most, if not all, of the property

potential outdoor uses

community garden

additional picnic tables and benches

food swap

outdoor area for exercise

barbecue pit

bocce court

dog park

playground

potential indoor uses

group exercise

private fitness studios (dance, yoga, pilates, martial arts)

fitness/athletic-oriented retail

bike repair shop

community kitchen/healthy cooking classes

nutrition classes

juice & specialty health food cafe

Potential uses included here are based on feedback provided by community members during the community visioning workshop and online activities.



# Community Open House for 1343 N Laurel Ave

An opportunity for the community  
to guide future uses of this important  
property...

**Please join us!**  
**Review Preliminary  
Vision Concepts and  
Provide Your Input**  
**Saturday, May 17, 2014**  
**10:00AM – 2:00PM**

**On the property site at  
1343 N. Laurel Avenue**

**All ages welcome! Food and  
refreshments provided!**



## House and Property Tours

Tours of the main house interior and property will be offered every half hour from 10:30 AM – 1:30 PM. **FREE** round-trip shuttle service from Plummer Park before and after the workshop.

## Participate online

Can't make this meeting? Provide your input and learn more about the process and property at

**[www.1343NLaurelAve.org](http://www.1343NLaurelAve.org)**

Questions or comments? Contact the City of West Hollywood at  
(323) 848-6378 or email [info@1343NLaurelAve.org](mailto:info@1343NLaurelAve.org)

# Summary of the Community Visioning Phase for 1343 North Laurel Avenue

## Introduction

The City of West Hollywood hosted a community workshop for the project on October 12, 2013, between 10:00 AM and 12:00 PM at the Plummer Park Community Center in West Hollywood. Participants were invited to walk the grounds of the property at 1343 North Laurel Avenue prior to the workshop and ask questions of the project team. Approximately 45 people attended the workshop.



An online activity was available on the project's website between October 12, 2013, and April 14, 2014. The purpose of the online activity was to provide an opportunity for community members who could not attend the workshop on October 12 to participate in the community visioning process. The online activity reflected the workshop activities. Approximately 23 people completed the online activity.



This document provides a brief summary of the community visioning workshop and online activity for 1343 North Laurel Avenue. A photo documentation of the workshop can be found on the project website at <http://1343nlaurelave.org/>.



## Purpose

### Purpose of the Workshop and Online Activity

The open house provided an opportunity for participants to:

- Provide input on issues and opportunities on the property
- Identify desired potential future uses
- Engage in the planning process for the future of 1343 North Laurel Avenue



## Community Workshop

### Presentations

The workshop kicked off at 10:00 AM at the community center, where Mayor Abbe Land welcomed participants, introduced the project team, and gave a brief project overview. Mayor pro tem John D'Amico

also welcomed participants and thanked them for their participation. The consultant team highlighted goals for the visioning workshop.

The consultant team guided participants through a virtual tour of 1343 North Laurel Avenue using current and historic photos. This was followed by a brief overview of the history of the property, preliminary historic significance research, and key findings of the opportunities and constraints assessment of 1343 North Laurel Avenue.



### Live Polling Activity

The consultant team facilitated a live polling exercise to gain an understanding of participants' views on the 1343 North Laurel Avenue property and its future use. The participants were asked whether they agreed or disagreed with a number of key findings based on the preliminary opportunities and constraints research conducted to date. Key ideas identified during this activity include:

1. Top 3 Responses to Importance of Preserving Historic Context
  - 60% of the participants want to preserve all historic elements of the property, including the exterior and interior of the main building, the accessory structures, and the landscape
  - 18% of the participants want to preserve the exterior of the primary building
  - 10% of the participants did not want to preserve any of the features
2. Current Use of the Park
  - Nearly 90% of participants visit the park
3. Top 3 Reasons Participants Visit the Park
  - Social gathering
  - The property is a cultural resource
  - Personal or group exercise
  - "Other" which may include such activities as reading
4. Top 3 Considerations for Future Use of the Property
  - Community needs and vision
  - Accessibility for the community
  - Impacts on historic content
5. Top 3 Supported Potential Future Uses for the Property
  - Park/open space use



- Cultural use
- Community/social service use

6. Top 3 Unsupported Potential Future Uses for the Property

- Residential use
- Private use
- Parking



**Vision Wall Activity**

Participants brainstormed three vision words that represent how they view the future of 1343 North Laurel Avenue. Participants wrote down vision words on a sticky note and placed it on the vision wall. These were then sorted and grouped by the following common themes (the numbers in parentheses represent the number of sticky notes placed on the vision wall with a word relating to that particular theme):



- Historic Resources (26)
- Community Gathering/Events (24)
- Arts and Culture (19)
- Green/Nature (16)
- Park (15)
- Oasis/Place of Tranquility (15)
- Senior Housing/Artists live-work space (6)



**Creative Brainstorm of Potential Future Uses**

In small groups, participants were given a piece of colored construction paper that served as an abstract base map of the 1343 North Laurel Avenue property. A large table at the back of the room was filled with a number of materials for participants to select from and construct and/or convey their 3-D vision diagram of how the 1343 North Laurel Avenue property should be used. Emphasis was placed on thinking about future "uses" and "users" rather than specific property design attributes. Each person shared their future vision with their small group. The table facilitator led a discussion during which participants discussed the elements of each vision. The facilitator recorded key discussion topics, points of agreement, and points of disagreement on a worksheet. After the small group discussions, each table facilitator reported back to the larger group the key themes from their small table's discussion.



Common elements of the diagrams that were generally supported include:





- Arts and cultural uses (e.g., gallery, weddings, arts and cultural center, concerts, performance, artist work space)
- Passive park uses (e.g., greenery, nature, oasis, reading)
- Community gathering places (e.g., community center, afternoon tea, community meetings)
- Historic resources (e.g., preserve house)



Less common elements of the diagrams that garnered less agreement by the larger group include:

- Active park uses (e.g., dog park, exercise, recreation)
- Senior housing (e.g., assisted living for seniors)



The consultant team briefly discussed next steps, encouraged participants to complete their comment cards before leaving, and invited participants to continue to stay involved online and at future meetings.

### **Children's Activity**

Coloring books, construction paper, glue sticks, crayons, and markers were available for children to play with during the presentation portion of the meeting. Children were welcome to participate in all other visioning activities described above.

### **Online Activity**

The community visioning online activity questions reflected the workshop live polling, vision wall, and creative brainstorm of potential uses exercises. Key ideas identified during this activity reflect the workshop results and include:

1. Top 3 Responses to Importance of Preserving Historic Context
  - 65% of the participants want to preserve all historic elements of the property, including the exterior and interior of the main building, the accessory structures, and the landscape
  - 22% of the participants want to preserve the exterior of the primary building
  - 13% of the participants want to preserve the landscape
2. Current Use of the Park
  - Nearly 96% of participants visit the park
3. Top 3 Reasons Participants Visit the Park

- The property is a cultural resource
- Social gathering
- Personal or group exercise
- Pet exercise
- Picnic
- “Other” which may include such activities as reading, taking photographs, and to experience the property

#### 4. Top 3 Considerations for Future Use of the Property

- Community needs and vision
- Impacts on historic content
- Accessibility for the community

### Vision for the Property

Online participants brainstormed three vision words that represent how they view the future of 1343 North Laurel Avenue. Responses were grouped by the following common themes (the numbers in parentheses represent the number of participants who shared a word relating to that particular theme):

- Oasis/Place of Tranquility (14)
- Historic Resources (8)
- Community Gathering/Events (7)
- Arts and Culture (7)
- Green/Nature (3)
- Park (7)

### Creative Brainstorm of Potential Future Uses

Online participants were asked to share their future ideas for the property. Common elements of the responses that were generally supported include:

- Arts and cultural uses (e.g., gallery, weddings, arts and cultural center, concerts, performance, artist work space, authors and speakers, yoga classes)
- Community gathering places (e.g., community center, community meetings, reading rooms)
- Active park uses (e.g., dog park, community garden)
- Passive park uses (e.g., greenery, nature, oasis)

# 1343 N. Laurel Avenue

## Draft Vision Concepts

### 1. Arts & Cultural Center - a place for art, artists and creativity

#### Potential Indoor Uses:

- a) Art gallery
- b) Crafts retail shops
- c) Craftsperson work studios
- d) Live/work spaces for artists
- e) Specialized classes – drama, art, music
- f) Temporary, rotating retail shops
- g) Entertainment industry museum/Cultural museum
- h) Live theater
- i) Florist
- j) Coffee shop
- k) Wine bar

#### Potential Outdoor Uses

- a) Public art / sculpture Garden
- b) Outdoor amphitheater
- c) Vendor carts/kiosks
- d) Interactive/interpretive art playground
- e) Historic self-guided walking tour

#### *Community Priorities Established through the Visioning Process:*

- Preserve historic status of the primary building
- Preserve mature healthy trees, landscaping, and picnic benches
- Allow for public access to most, if not all, of the property

Potential uses included here are based on feedback provided by community members during the community visioning workshop and online activities.

## 2. Recreation and Healthy Living Center - a place to exercise and live healthily

### Potential Indoor Uses:

- a) Group exercise
- b) Fitness studios - yoga, pilates, martial arts, gymnastics, dance
- c) Bike repair shop
- d) Nutrition classes
- e) Community kitchen / healthy cooking classes
- f) Juice café
- g) Athletic-oriented retail

### Potential Outdoor Uses:

- a) Dog park
- b) Playground/tot lot
- c) Bocce court
- d) BBQ pit
- e) Additional picnic tables and benches
- f) Outdoor area for exercise/tai chi/yoga
- g) Community garden
- h) Food swap

### *Community Priorities Established through the Visioning Process:*

- Preserve Historic Status of the Primary Building
- Preserve mature healthy trees, landscaping, and picnic benches
- Allow for public access to most, if not all, of the property

Potential uses included here are based on feedback provided by community members during the community visioning workshop and online activities.

### 3. Community Services, Employment & Educational Center - a place to go for learning, enrichment and networking

#### Potential Indoor Uses:

- a) Library
- b) Technology lab
- c) Specialized classes – computers, language, other skills, etc.
- d) Shared office space for small businesses
- e) Business incubator
- f) Non-profit office space
- g) Public health services/clinic
- h) LGBT services
- i) Rehabilitation services
- j) Adult education center
- k) Youth center
- l) Job training center
- m) Assisted senior living
- n) Senior center
- o) Community group meeting space

#### *Community Priorities Established through the Visioning Process:*

- Preserve Historic Status of the Primary Building
- Preserve mature healthy trees, landscaping , and picnic benches
- Allow for public access to most, if not all, of the property

#### Potential Outdoor Uses:

- a) Quiet area for reading
- b) Informal meeting space, i.e. tables and chairs
- c) Chess/game tables
- d) Afternoon tea garden

Potential uses included here are based on feedback provided by community members during the community visioning workshop and online activities.

#### 4. Community Events Center - a place to go for special events and community gathering

Potential Indoor Uses:

- a) Banquet facility
- b) Wedding venue
- c) Meeting /conference rooms for rent
- d) Community events venue (plays, dances, speakers)

Potential Outdoor Uses:

- a) Water feature / fountain
- b) Farmer's market
- c) Festivals and fairs
- d) Outdoor movie theater
- e) Demonstration garden

Potential uses included here are based on feedback provided by community members during the community visioning workshop and online activities.

*Community Priorities  
Established through the  
Visioning Process:*

- Preserve Historic Status of the Primary Building
- Preserve mature healthy trees, landscaping , and picnic benches
- Allow for public access to most, if not all, of the property

# Community Visioning for 1343 North Laurel Avenue

## Vision Concepts Committee Meeting #1 April 30, 2014





# Welcome!





# Call to Order

Pledge of Allegiance

Roll Call

Oath of Office



# Public Comment



# New Business



# Purpose of Today's Meeting

- Provide an overview of the project process and progress
- Review the purpose and role of the Committee
- Share community input gathered to-date
- Gather input from Committee members on Open House approach

# Meeting Agenda

- Call to Order
- Public Comments
- New Business
- Schedule
- Upcoming Agenda Items
- Additional Public Comment
- Vision Concept Committee Comments
- Staff Comments
- Adjourn to next meeting (May 29, 2014)

# Overview of the Brown Act

- Brown Act (Gov't Code Sec. 54950)
  - Meetings of public bodies must be "open and public," actions may not be secret, and action taken in violation of open meeting laws may be voided.
  - A "meeting" is any gathering of a majority of the members of a covered board to hear, discuss, or deliberate on matters within the agency's or board's jurisdiction.
  - Applies to: Local agencies, legislative bodies, standing committees (including this one)

# 1343 N. Laurel Ave Vision Concepts Committee

- Further refine community input into clear and concise recommendations to City Council
- Deeper understanding of site feasibility
- Broad understanding of community needs

# Committee Expectations

Participate in three evening meetings

- May 29, 6:00 – 9:00 PM
  - Working session to review open house results
- June 30, 6:30 – 8:30 PM
  - Draft final recommendations to City Council



# Project Overview

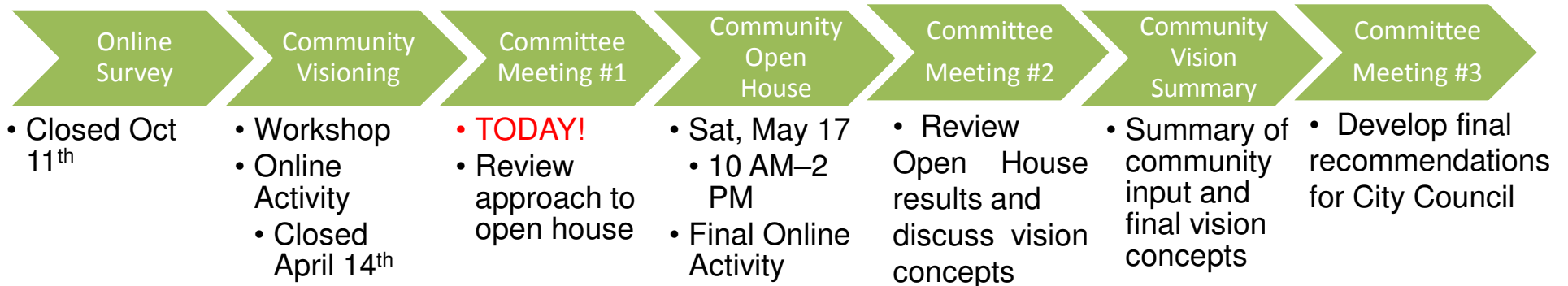


# Community Visioning Process

## PHASE 1

## PHASE 2

## PHASE 3



# Other Property Improvements

- City contracted with a team of experts coordinated by Heery International including historic preservation consultants, engineers, and an arborist determine what work needed be done to protect the site.
- Moth-balling completed, work conducted to secure, repair, and maintain the site, without predetermining or precluding future uses
- Replaced the existing roof, secured the existing structures, installed temporary ADA access to the main building's threshold, and made improvements to the HVAC system for climate control

# Summary of Outreach Activities and Key Findings

30 minutes



# Online Survey Results

- 248 participants
- September 11 – October 12, 2013
- Key Findings:
  - Most survey participants are residents living near 1343 N. Laurel Avenue.

# Online Survey Results

- Most survey participants are not frequent users of the existing park.
- 1343 N. Laurel Avenue is already used in a variety of ways and serves several community groups.
- Most survey participants are aware of the historical nature of 1343 N. Laurel Avenue.

# Online Survey Results

- Most survey participants will consider the property's historical characteristics when proposing a future use for the property.
- The four most repeated words are: historic, beautiful, community, peaceful.
- Most survey participants are interested in seeing more parks, cultural resources, and community gathering spaces in West Hollywood.

# Online Survey Results

- Most survey participants would like to see the property meet the identified needs: park, recreation area, cultural use.
- Most survey participants would be opposed to private, office, commercial or parking uses.
- Most survey participants are concerned about protecting the existing landscapes and historic structures.



# Visioning Workshop

- October 12, 2013
- 45 participants
- The workshop provided an opportunity for participants to:
  - Provide input on issues and opportunities on the property
  - Identify desired potential future uses
  - Engage in the planning process for the future of 1343 North Laurel Avenue

# Visioning Workshop



# Visioning Workshop

- Preserving Historic Context
  - 60% of the participants want to preserve all historic elements of the property, including the exterior and interior of the main building, the accessory structures, and the landscape
  - 18% of the participants want to preserve the exterior of the primary building
  - 10% of the participants did not want to preserve any of the features
- Current Use of the Park
  - Nearly 90% of participants visit the park

# Visioning Workshop

- Top Reasons Participants Visit the Park
  - Social gathering
  - The property is a cultural resource
  - Personal or group exercise
  - “Other” which may include such activities as reading
- Top 3 Considerations for Future Use of the Property
  - Community needs and vision
  - Accessibility for the community
  - Impacts on historic content

# Visioning Workshop

- Top 3 Supported Potential Future Uses for the Property
  - Park/open space use
  - Cultural use
  - Community/social service use
- Top 3 Unsupported Potential Future Uses for the Property
  - Residential use
  - Private use
  - Parking

# Visioning Workshop

- Common Vision Words:
  - Historic Resources (26)
  - Community Gathering/Events (24)
  - Arts and Culture (19)
  - Green/Nature (16)
  - Park (15)
  - Oasis/Place of Tranquility (15)
  - Senior Housing/Artists live-work space (6)

# Visioning Workshop

- Common ideas for future use:
  - Arts and cultural uses (e.g., gallery, weddings, arts and cultural center, concerts, performance, artist work space)
  - Passive park uses (e.g., greenery, nature, oasis, reading)
  - Community gathering places (e.g., community center, afternoon tea, community meetings)
  - Historic resources (e.g., preserve house)

# Visioning Activities Online

- Similar to in-person activities
- 23 participants
- Importance of Preserving Historic Context:
  - 65% of the participants want to preserve all historic elements of the property
  - 22% of the participants want to preserve the exterior of the primary building
  - 13% of the participants want to preserve the landscape



# Visioning Activities Online

- Current Use of the Park
  - Nearly 96% of participants visit the park
- Top Reasons Participants Visit the Park
  - The property is a cultural resource
  - Social gathering
  - Personal or group exercise
  - Pet exercise

# Visioning Activities Online

- Top 3 Considerations for Future Use of the Property:
  - Community needs and vision
  - Impacts on historic content
  - Accessibility for the community
- Most Common Vision Words:
  - Oasis/Place of Tranquility (14)
  - Historic Resources (8)
  - Community Gathering/Events (7)
  - Arts and Culture (7)
  - Green/Nature (3)
  - Park (7)

# Visioning Activities Online

- Common ideas for future use:
  - Arts and cultural uses  
*(e.g., gallery, weddings, arts and cultural center, concerts, performance, artist work space, authors and speakers, yoga classes)*
  - Community gathering places  
*(e.g., community center, community meetings, reading rooms)*
  - Active park uses  
*(e.g., dog park, community garden)*
  - Passive park uses  
*(e.g., greenery, nature, oasis)*

# Open House Approach



# Four Vision Concepts

- **Arts & Cultural Center**
  - A place for art, artists and creativity
- **Recreation and Healthy Living Center**
  - A place to exercise and live healthily
- **Community Services, Employment & Educational Center**
  - A place to go for learning, enrichment and networking
- **Community Events Center**
  - A place to go for special events and community gathering

# Example Vision Concept

## concept 2

### Recreation and Healthy Living Center a place to exercise and live healthily

this is my favorite vision concept!

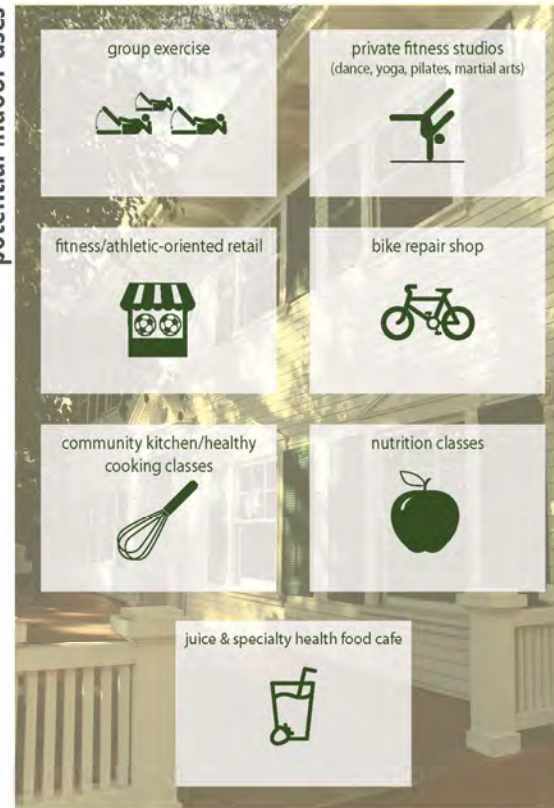
#### Community Priorities Established through the Visioning Process:

- Preserve historic status of the primary building
- Preserve mature healthy trees, landscaping, and picnic benches
- Allow for public access to most, if not all, of the property

potential outdoor uses



potential indoor uses



Potential uses included here are based on feedback provided by community members during the community visioning workshop and online activities.

# Example Vision Concept

- Eight votes across all vision concepts
- One vote for overall favorite
- Easel with paper for adding comments
  - PMC and City staff will facilitate at each station

# Other Activities

- Kids coloring table
- Tours of main building interior
- Refreshments and food



# Committee Input

- Will this approach get us the information we need?
- Are the instructions and process clear?
- Is it fun and engaging?
- What else would enhance this event?

# Schedule



# Community Open House

- **Saturday, May 17** from 10:00AM – 2:00PM
- Tours of the interior of the building
- Free round-trip shuttle service provided from Community Center before and after the event
- Kids welcome!

# Vision Concepts Committee Meetings

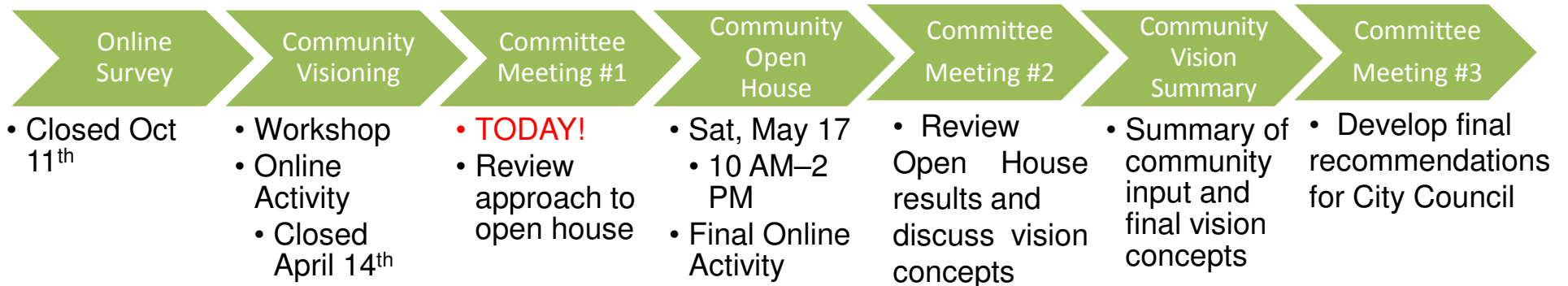
- **Committee Meeting #2**
  - May 29, 6:00 – 9:00 PM
  - Working session to review open house results
- **Committee Meeting #3**
  - June 30, 6:30 – 8:30 PM
  - Draft final recommendations to City Council

# Community Visioning Process

## PHASE 1

## PHASE 2

## PHASE 3



# Additional Public Comment



# Vision Concepts Committee Comments



# Staff Comments





# Adjourn to Next Meeting

May 29, 2014

6:30-9:30PM



Thank you for your  
time and input!

Stay connected at:

**[www.1343NLaurelAve.org](http://www.1343NLaurelAve.org)**

Questions or additional comments can be directed to:

**[info@1343NLaurelAve.org](mailto:info@1343NLaurelAve.org)**