



PLANNING COMMISSION MINUTES
Regular Meeting
September 1, 2016

West Hollywood Park Public Meeting Room – Council Chambers
625 N. San Vicente Boulevard, West Hollywood, California 90069

THE CITY OF WEST HOLLYWOOD HAS ADOPTED SUMMARY AND ACTION MEETING MINUTES; WHICH PROVIDE A SUMMARY OF THE ACTIONS TAKEN AND POINTS OF DISCUSSION ONLY. ADDITIONAL COMMENTS OR DISCUSSION REGARDING ANY ITEM SUMMARIZED IN THESE MINUTES MAY BE OBTAINED BY VIEWING THE ARCHIVED VIDEOS OF THE PLANNING COMMISSION MEETINGS AT www.weho.org/weho-tv/other-city-meetings

1. **CALL TO ORDER:** Acting Chair Buckner called the meeting of the Planning Commission to order at 6:30 P.M.
2. **PLEDGE OF ALLEGIANCE:** Stephanie Harker led the Pledge of Allegiance.
3. **ROLL CALL:**
Commissioners Present: Altschul, Buckner, DeLuccio, Huebner, Jones, Lightfoot, Acting Chair Buckner.

Commissioners Absent: Chair Aghaei.

Staff Present: Antonio Castillo, Associate Planner, Laurie Yelton, Associate Planner, David DeGrazia, Current and Historic Preservation Planning Manager, Lauren Langer, Acting Assistant City Attorney and David Gillig, Commission Secretary.
4. **APPROVAL OF AGENDA.**
Acting Chair Buckner stated for the record Item 11.A. – Draft Commercial Historic Survey has been requested to be continued to a date uncertain by staff.

ACTION: Approve the Planning Commission Agenda of Thursday, September 1, 2016 as amended. **Moved by Commissioner Altschul, seconded by Commissioner DeLuccio and passes, noting Chair Aghaei absent.**
5. **APPROVAL OF MINUTES.**

A. **August 4, 2016**

ACTION: Approve the Planning Commission regular meeting minutes of Thursday, August 4, 2016 as presented. **Moved by Commissioner Lightfoot, seconded by Commissioner Jones and passes, noting Chair Aghaei absent.**
6. **PUBLIC COMMENT.**
WILL DOEBLER, WEST HOLLYWOOD, Chair, Transportation Commission, stated the City of West Hollywood’s Transportation Commission meetings are held at 6:30 p.m. on the third Wednesday of every month at City Hall.

He provided an update and subscription information regarding the recently launched WeHo Pedals Bicycle Program and encouraged public participation.

JON PONDER, WEST HOLLYWOOD, board member of the West Hollywood Preservation Alliance, spoke regarding the citywide Commercial Historic Resources Survey.

STEPHANIE HARKER, WEST HOLLYWOOD spoke regarding the citywide Commercial Historic Resources Survey.

MARC YEBER, WEST HOLLYWOOD spoke and encouraged participation for the upcoming APA California Planning Conference, October 22-25, 2016, Pasadena, California.

7. DIRECTOR'S REPORT.

Stephanie DeWolfe, Assistant City Manager/ Community Development Director presented the Director's Report.

She stated on Sunday, October 23, 2016, the APA California Planning Conference will hold a special session for planning commissioners, which will be hosted by the Pasadena Planning Commission. There will also be a session hosted by West Hollywood staff regarding billboards, and a tour of the Sunset Strip.

City Council Meeting - Monday, August 15, 2016:

She provided a summary of the Seismic Strengthening Ordinance which was presented to City Council.

8. ITEMS FROM COMMISSIONERS.

Commissioner Altschul had concerns with the neighborhood outreach for the draft Commercial Historic Resources Survey.

David DeGrazia, Current and Historic Preservation Planning Manager stated letters will be sent out after the survey has been adopted of those who have been identified as potential historic.

Commissioner Altschul stated outreach from the beginning would be beneficial and informative, and all parties impacted should be informed and included.

David DeGrazia, Current and Historic Preservation Planning Manager stated there have been nine public meetings that have been noticed, and subcommittee meetings on this item. He clarified this is not a designation of any properties at this time.

Commissioner Altschul questioned how the meetings have been noticed.

Antonio Castillo, Associate Planner reiterated there have been nine public meetings during the past eleven months. A postcard was sent to all commercial property owners and tenants for the initial workshop in January 2016.

Commissioner Altschul stated as this item proceeds, the owners and tenants should be notified, advised and included in the process as soon as possible by the consultants and staff.

Commissioner Huebner thanked Commissioner Altschul for his year of leadership and service as Chair. He congratulated incoming Chair Aghaei and Vice-Chair Buckner.

9. CONSENT CALENDAR. None.

10. PUBLIC HEARINGS.

A. 545-547 N. Sweetzer Avenue:

Laurie Yelton, Associate Planner provided a verbal and visual presentation and background information as presented in the staff report dated Thursday, September 1, 2016.

She stated the applicant is requesting to demolish two single-family dwelling units on adjacent parcels and construct a new three-story, nine-unit multi-family apartment building over subterranean parking.

She provided a history of the property and location, stating the site is approximately 11,000 square-feet and is zoned R3B (Multi-Family Medium-Density Residential).

A neighborhood meeting was held in August 2015 to discuss the project that was initially submitted. There were concerns that the original building was too massive, the size of the units should be reduced, and the building design should have more modulation in order to reduce the overall massing of the building. She stated since the neighborhood meeting, the project has been revised multiple times and has addressed these concerns.

The project was reviewed by the Design Review Subcommittee in February 2016. The applicant was requested to revise the design to be more properly scaled and better designed for a project on a residential street.

A revised project returned to the Subcommittee in May 2016. The Design Review Subcommittee made very positive comments regarding the revised project and were impressed with how much the project had improved since the previous meeting.

The Subcommittee believed that the building was better designed with a clear visual concept with the colors, materials and details. The building was no longer a large box and incorporated quite a bit of modulation. They were very supportive of the revised design.

There are nine units total with three units on each floor, all two-bedroom units, ranging in size from 1,096-square-feet to 1,423-square-feet for an average unit size of 1,304 square-feet. All nine units are market rate units and the applicant has elected to pay the in-lieu affordable housing fee into the City's Housing Trust Fund.

There are a total of twenty parking spaces, eighteen required for each of the nine units, and two additional guest parking spaces.

The applicant has opted to use green building points instead of LEED silver certification. There are a total of 64 green building points for this project. Both West Hollywood's Green Building Program and LEED offer green building design paths that lead to more sustainable outcomes or products (such as energy efficiency and drought tolerant landscaping) than buildings that do not pursue these systems. Each allow for the different strategies to be used to achieve a certain number of points.

Given that this is a comparison of LEED Silver versus 64 points earned in the Green Building Point System, the variance in what is gained from using one rating system over the other is negligible. As such, the project is conditioned to meet the green building point standards and will be confirmed prior to issuance of building permits.

She stated the multi-family dwelling complies with the standards for residential districts, multi-family dwellings, and general development standards. The design is consistent with the massing of the neighboring buildings and those in the surrounding neighborhood. Overall, the proposed project is well-suited for the subject site, is thoughtfully designed, is complementary to the context of the neighborhood, and meets the development standards.

Staff recommends approval of this project.

Acting Chair Buckner opened the public hearing for Item 10.A.:

AMIT APEL, WOODLAND HILLS, applicant, presented the applicant's report. A video presentation was provided of the project and site.

Commissioner DeLuccio had concerns with the site posting.

Laurie Yelton, Associate Planner stated the site has been posted for 28 days. The signage was posted in the middle of both properties.

Commissioner DeLuccio stated if a project contains two lots, perhaps there could be signage for both lots to alleviate any concerns.

Commissioner Altschul clarified there is nothing requested outside of the required standards.

Laurie Yelton, Associate Planner stated the proposed project meets all current development standards. There are no variances or modifications requested.

Commissioner Huebner presented the design review subcommittee report. He commented on the original plans submitted and neighborhood compatibility. He stated the second time it came before the subcommittee it was greatly improved. He spoke on the finishes, and set backs

AMANDA HYDE, WEST HOLLYWOOD has concerns regarding this item. She spoke regarding construction mitigation and the impacts it will have on the neighborhood.

PENNY COLLINS, WEST HOLLYWOOD has concerns regarding this item. She spoke regarding size and massing, public noticing and neighborhood compatibility.

AMIT APEL, WOODLAND HILLS, applicant, presented the applicant's rebuttal. He spoke regarding neighborhood noticing, affordable housing units, size and massing.

Acting Chair Buckner requested clarification regarding construction mitigation.

AMIT APEL, WOODLAND HILLS, applicant, stated there is a construction mitigation plan that needs to be signed off by staff before permits can be issued.

Commissioner Huebner questioned if there have been any code enforcement issues regarding the property.

Laurie Yelton, Associate Planner stated there are currently no open cases against the property. She confirmed there are currently two occupied single-family dwellings on the properties.

The commission had no official disclosures for this project.

Commissioner DeLuccio requested clarification regarding the Green Building Point System.

Commissioner Lightfoot questioned if the elevator lift is ADA compliant, and how many tenants will be Ellissed.

Laurie Yelton, Associate Planner commented staff originally requested the applicant incorporate a lift or continue the elevator to the roof level. The lift is ADA compliant. She stated Ellissing will be in effect; since these are single-family residences with two tenants total.

ACTION: Close public hearing for Item 10.A. **Motion carried by consensus of the Commission.**

Commissioner DeLuccio reiterated there are no affordable housing units in this project; therefore the inclusionary housing fees will go into an affordable housing fund. The developer has chosen not to request any variances or modifications. He stated the neighborhood will acquire more housing and the project is compatible with the neighborhood. He stated his support of the project.

Commissioner Altschul moved to: 1) adopt staff's recommendation of approval as presented.

Seconded by Commissioner Huebner.

Commissioner Lightfoot commended the developers on the redesigned changes from the first iteration. She stated this is a much nicer building and hopes this sets an example for other buildings. She reiterated this project is exactly by-the-code, and stated the developers are not taking advantage of the full build-out they could have actually done. She stated her support of the project.

ACTION: 1) Approve the application; 2) Adopt Resolution No. PC 15-1177 as presented: "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, CONDITIONALLY APPROVING A DEMOLITION PERMIT AND A DEVELOPMENT PERMIT FOR THE DEMOLITION OF TWO SINGLE-STORY, SINGLE-FAMILY DWELLING UNITS AND THE CONSTRUCTION OF A THREE-STORY, NINE-UNIT APARTMENT BUILDING OVER SUBTERRANEAN PARKING, LOCATED AT 545-547 N. SWEETZER AVENUE, WEST HOLLYWOOD, CALIFORNIA;" and 3) Close Public Hearing Item 10.A. **Moved by Commissioner Altschul, seconded by Commissioner Huebner, and passes, noting Chair Aghaei absent.**

Commission Secretary Gillig officially read into the record the appeal procedure for 545-547 N. Sweetzer Avenue, West Hollywood, California:

The Resolution the Planning Commission just approved memorializes the Commission's final action on this matter. This action is subject to appeal to the City Council. Appeals must be submitted within ten calendar days from this date, to the City Clerk's office. Appeals must be in writing and accompanied by the required fees. The City Clerk's office can provide appeal forms and information about waiver of fees.

11. NEW BUSINESS.

A. Draft Commercial Historic Survey.

The Planning Commission will receive the final draft Commercial Historic Survey, with an overview of the historic context statement and a list of designated and potential cultural resources for all commercial and non-residential buildings throughout the city of West Hollywood, California

Staff recommends this item be continued to a date uncertain to address additional analysis on surveyed properties.

ACTION: Continue this item to a date uncertain. **Moved by Commissioner Altschul, seconded by Commissioner DeLuccio and passes as part of the amended agenda, noting Chair Aghaei absent.**

12. UNFINISHED BUSINESS. None.

13. EXCLUDED CONSENT CALENDAR. None.

14. ITEMS FROM STAFF.

A. Planning Manager's Update.

David DeGrazia, Current & Historic Preservation Planning Manager stated on Saturday October 29, 2016, will be the Annual Congress of Commissions and Boards from 10:00 a.m. – 2:00 p.m. in the Council Chambers.

On Saturday, November 12, 2016, will be AB 1234 Ethics Training from 10:00 a.m. – 12:00 p.m. in the West Hollywood Library Community Meeting Room.

15. PUBLIC COMMENT. None.

16. ITEMS FROM COMMISSIONERS. None.

17. ADJOURNMENT: The Planning Commission adjourned at 7:30 P.M. to a regularly scheduled meeting on Thursday, September 15, 2016 beginning at 6:30 P.M. until completion at West Hollywood Park Public Meeting Room – Council Chambers, 625 N. San Vicente Boulevard, West Hollywood, California. **Motion carried by consensus of the Commission.**

PASSED, APPROVED AND ADOPTED by the Planning Commission of the City of West Hollywood at a regular meeting held this 15th day of September 2016 by the following vote:

AYES: Commissioner: Altschul, DeLuccio, Huebner, Jones, Lightfoot, Vice-Chair Buckner.

NOES: Commissioner: None.

ABSENT: Commissioner: None.

ABSTAIN: Commissioner: Chair Aghaei.



DAVID AGHAEI, CHAIRPERSON

ATTEST:



DAVID K. GILLIG, COMMISSION SECRETARY