



## HISTORIC PRESERVATION COMMISSION MEETING AGENDA

**Monday, March 24, 2008 – 7:00 P.M.**

West Hollywood, City Hall 1<sup>st</sup> Floor

8300 Santa Monica Blvd, West Hollywood, California 90069

To comply with the Americans with Disabilities Act of 1990, Assistive Listening Devices (ALD) will be available for checkout at the meeting. If you require special assistance to attend (e.g., transportation) or to participate in this meeting (e.g., a signer for the hearing impaired), **you must call or submit your request in writing to the Department of Community Development at (323) 848-6417 at least 48 hours prior to the meeting.** The City TDB line for the hearing impaired is (323) 848-6496.

**NOTE: Any agenda item which has not been initiated by 10:30 P.M. may be continued to a subsequent Historic Preservation Commission Agenda.**

This agenda was posted at: City Hall, the Community Development Department Public Counter, the West Hollywood Library on San Vicente Boulevard, Plummer Park, and the West Hollywood Sheriff's Station.

Reminder: please speak clearly into microphones and turn off all cellular phones and pagers. For additional information on any item listed below, please contact David DeGrazia, Historic Preservation Commission Staff Liaison at (323) 848-6475.

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVAL OF AGENDA:**

*The Historic Preservation Commission is requested to approve the Agenda.*

**Recommendation:** Approve the Agenda of Monday, March 24, 2008 as presented.

**4. APPROVAL OF MINUTES:**

*The Historic Preservation Commission is requested to approve the minutes of prior Historic Preservation Commission meetings.*

**Recommendation:** Approve the minutes of:

**A. January 28, 2008**

**5. PUBLIC COMMENT:**

*This time has been set aside for members of the public to address the Historic Preservation Commission on any item on the agenda, except those set for public hearing. The public may also address items of general interest within the subject matter jurisdiction of the Historic Preservation Commission. Although the Historic Preservation Commission values your comments, pursuant to the Brown Act, it generally cannot take any action on items not listed on the posted agenda.*

**6. CONSENT CALENDAR: None.**

**7. EXCLUDED CONSENT CALENDAR: None.**

**8. COMMISSION CONSIDERATION: None.**

**9. PUBLIC HEARINGS:**

**A. 819-825 ½ N. Sweetzer Avenue**

This item is a request for a Mills Act Contract and a Rehabilitation Incentive for a change of use from Multi-family Residential to Bed and Breakfast.

**Applicant:** Boutique Homes, LLC

**Locations:** 819-825 ½ N. Sweetzer Avenue

**Planner:** Jennifer Alkire, Associate Planner

**Recommendation:** Staff recommends that the commission hold a public hearing, consider all pertinent testimony, approve the project, and adopt the attached resolution approving the Rehabilitation Incentive for conversion of the property into a Bed & Breakfast and recommending City Council approval of the Mills Act Contract.

**10. NEW BUSINESS:**

**A. Arts and Cultural Affairs Commission:** Appointment to the Sunset Boulevard Museum Committee. (*Andrew Campbell*)

**B. Historic Preservation Month (Discussion)**

**C. Nomination Process for Historic Designation.** (Discussion)

**D. Contextual Courtyards.** (Discussion)

**E. Protocols for External Communications.** (Discussion)

**11. UNFINISHED BUSINESS:**

**A. Inventory Update.**

**Planner:** Francisco Contreras

**12. ITEMS FROM STAFF:**

**A. UPCOMING PROJECTS:**

*Staff will update the Historic Preservation Commission on projects that have been submitted to the Planning Division that may require action by the Commission at a future date.*

**13. HISTORIC PRESERVATION COMMISSIONER COMMENTS:**

*The Historic Preservation Commissioners are given this opportunity to make any general comment, ask questions or make requests of staff.*

**14. PUBLIC COMMENT:**

*This time is set aside for the public to address the Historic Preservation Commission on any item of interest within the subject matter jurisdiction of the Commission that could not be heard under Item 5 at the beginning of the meeting.*

**ADJOURNMENT:** *The Historic Preservation Commission will adjourn to a Specially Scheduled meeting of the Historic Preservation Commission on **Monday, April 14, 2008 at 7:00 PM** at Plummer Park, 7377 Santa Monica Blvd., West Hollywood, CA 90069, Room #6*

**HISTORIC PRESERVATION COMMISSION**

Danny Castro, Chair

Richard Azar, Vice Chair  
Timothy Felchlin, Commissioner  
Edward Levin, Commissioner

Bruce Kaye, Commissioner  
Victoria Joyce, Commissioner  
Catherine Hahn, Commissioner

David DeGrazia, Staff Liaison

Sharita Houston, Commission Secretary

**AGENDA POLICIES**

The Historic Preservation Commission considers a range of requests for certificates of appropriateness, cultural resource designations and historic preservation policy matters, and conducts public hearings on many of its agenda items. Due to the number, complexity and public interest associated with many agenda items, meetings of the Historic Preservation Commission are generally lengthy. The Historic Preservation Commission makes every effort to proceed as expeditiously as possible; your patience and understanding is appreciated.

**REQUEST TO SPEAK** on an item must be submitted on a Speakers Request Form and submitted to the Historic Preservation Commission Secretary. All requests to address the Historic Preservation Commission on Public Hearings items must be submitted prior to the Historic Preservation Commission's consideration of the item.

**CONSENT CALENDAR** items will be acted upon by the Historic Preservation Commission at one time without discussion, unless a Historic Preservation Commissioner pulls a specific item for discussion.

**PUBLIC HEARINGS PROCEDURES** on each Public Hearing item include presentation of a staff report; Historic Preservation Commission questions directed to staff; a ten (10) minute presentation by the project applicant or applicant's representative or team, if any; Historic Preservation Commission questions directed to the applicant; three (3) minutes (in order to facilitate the meeting, the Chair may lengthen or shorten the three (3) minute period for all speakers on a particular agenda item based on the number of persons in attendance wishing to speak or the complexity of the matter under consideration) for each member of the public wishing to speak to the item; five (5) minutes for the project applicant to respond to the public or clarify issues raised by the public; Historic Preservation Commission deliberations and decisions.

**PRESENTATIONS BY MEMBERS OF THE PUBLIC** should begin with the speaker stating his or her name and city of residence, followed by a statement regarding the item under consideration. Please speak to the Historic Preservation Commission as a whole.

**PROFESSIONALS APPEARING BEFORE THE HISTORIC PRESERVATION COMMISSION** should clearly identify their status, such as “attorney”, “paralegal”, “architect”, “designer”, or “landscape architect”. Instances of misrepresentation of professional status may be referred to the City Attorney for possible prosecution.

**LETTERS OR WRITTEN MATERIALS** regarding agenda items may be submitted to the City Planning Division staff prior to or at the Historic Preservation Commission meeting; written materials submitted at least eight (8) days in advance of the meeting will be included in the Historic Preservation Commission’s meeting packet. Materials submitted after the deadline may be difficult for the Historic Preservation Commission to adequately review.

**ASSIGNING OF TIME** is not permitted.

**ACTION OF THE HISTORIC PRESERVATION COMMISSION** on most matters occurs with the affirmative votes of at least four (4) Historic Preservation Commissioners.

**APPEAL PROCEDURES**

Any final determination by the Historic Preservation Commission may be appealed, and such appeal must be filed within ten (10) calendar days after the Historic Preservation Commission action. This appeal shall be made in written form to the City Clerks Office, accompanied by an appeal fee or required number of signatures.

The City Clerk, upon filing of said appeal, will set petition for a public hearing before the City Council (or Planning Commission as appropriate) at the earliest date.

If you challenge any City of West Hollywood decision in court, you may be limited to raising only those issues you or someone else raised at the public hearing described on this agenda, or in a written correspondence delivered to the Historic Preservation Commission at, or prior to, the public hearing.

AFFIDAVIT OF POSTING  
State of California )  
County of Los Angeles )  
City of West Hollywood )

I declare under penalty of perjury that I am employed by the City of West Hollywood in the Administrative Services Department in the Office of the City Clerk and that I posted this agenda on:  
Date:

Signature: \_\_\_\_\_  
**Deputy Clerk**