

**CITY OF WEST HOLLYWOOD
BUSINESS LICENSE COMMISSION
STUDY SESSION**

TUESDAY, OCTOBER 3, 2017

6:00 P.M.

**PLUMMER PARK
7377 SANTA MONICA BOULEVARD- ROOMS 5 & 6
WEST HOLLYWOOD, CA**

To comply with the Americans with Disabilities Act of 1990, Assistive Listening Devices (ALD) will be available for check out 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 submit your request in writing or call the Department of Public Works at 323-848-6375 at least 48 hours prior to the meeting. The City TDD line for the hearing impaired is 323.848.6496.

Special meeting related accommodations (e.g. transportation) may be provided upon request to the Department of Public Works at 323-848-6375 at least 48 hours prior to the meeting. For information on public transportation, call Bus & Rail Transit Information: 323.GO.METRO (323.466.3876) or go to www.metro.net.

1. CALL TO ORDER
2. ROLL CALL.
3. PUBLIC COMMENT- This time has been set aside for members of the public to address the Business License Commission on items of general interest within their subject matter jurisdiction. Although they value your comments, pursuant to the Brown Act members cannot take any action on items not listed on the posted agenda.
4. NEW BUSINESS:
 - A. COMMISSIONER TRAINING

The City Clerks' office will provide a brief Brown Act and Rosenberg's Rules of Order Training for the Commission.
5. ADJOURNMENT – The Business License Commission will adjourn to its Special Meeting scheduled for Tuesday, October 3, 2017 at 7:00 p.m. in Plummer Park, 7377 Santa Monica Blvd.,- Rooms 5 & 6.

**CITY OF WEST HOLLYWOOD
BUSINESS LICENSE COMMISSION
SPECIAL MEETING AGENDA**

TUESDAY, OCTOBER 3, 2017

7:00 PM

**Plummer Park – Rooms 5 & 6
7377 Santa Monica Boulevard
West Hollywood, CA 90046**

To comply with the Americans with Disabilities Act of 1990, Assistive Listening Devices (ALD) will be available for check out 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 submit your request in writing or call the Department of Public Works at (323) 848-6375 at least 48 hours prior to the meeting.** The City TDD line for the hearing impaired is 323) 848-6496.

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Written materials distributed to the Business License Commission within 72 hours of the Business License Commission meeting are available for public inspection immediately upon distribution at the West Hollywood Department of Public Works, at 8300 Santa Monica Boulevard, West Hollywood, California, during normal business hours. They will also be available for inspection during the Business License Commission meeting at the staff liaison table.

If you would like additional information on any item appearing on this agenda, please contact Yessica Benitez at (323) 848-6437.

1. CALL TO ORDER

- A. Pledge of Allegiance.**
- B. Roll Call.**

2. APPROVAL OF THE AGENDA

- A. Approve the agenda of October 3, 2017.**

3. APPROVAL OF THE MINUTES

- A. Approve the minutes of September 6, 2017.**

4. PUBLIC COMMENT

This time has been set aside for members of the public to address the Business License Commission on agenda items or items of general interest with the subject matter jurisdiction of the Business License Commission. Although the Commission values your comments, pursuant to the Brown Act, it cannot take action on items not listed on the posted agenda. This comment period shall be limited to no more than 20 minutes, with three minutes assigned for each speaker. Another period has been reserved for general public comment later in the meeting for those that were not heard during this time. Testimony for public hearings will only be taken at the time of the hearing.

5. PUBLIC HEARINGS

None.

6. UNFINISHED BUSINESS

None.

7. NEW BUSINESS

- A.** The Business License Commission will consider an amendment to Sections 5.08.010, Businesses Required to be Licensed, Chapter 5.70, Medical Marijuana Collectives of Title 5 Business Licenses, Regulations,, and Permits, Article 2 Specific Businesses Regulated, and Section 19.90.020 Definitions of Specialized Terms and Phrases in Chapter 19 of Title 19 of the West Hollywood Municipal Code to adopt new regulations on Cannabis Use in the City of West Hollywood.

The municipal code amendments are being processed concurrently with changes to Title 19 of the West Hollywood Municipal Code related to changes to the zoning ordinance for cannabis related businesses.

RECOMMENDATION:

Staff recommends that the Business License Commission accept public comment on the proposed ordinance and provide comments and a recommendation of approval of the draft ordinance (Exhibit A) to the City Council.

- B.** Consideration of a proposed ordinance of the City of West Hollywood requiring licensure of home sharing by adding chapter 5.66 (home sharing) to title 5 (business licenses, regulations and permits) of the West Hollywood municipal code; and amending section 5.08.010 (businesses required to be licensed) to include "home sharing".

RECOMMENDATION: Approve recommendations of Staff's proposed ordinance.

- C.** CONSIDERATION OF A PROPOSED ORDINANCE OF THE CITY OF WEST HOLLYWOOD AMENDING THE REQUIREMENTS FOR A LICENSED MANAGER IN CHAPTER 5.04.050 (BUSINESS TAX CERTIFICATES AND BUSINESS LICENSES REQUIRED); CHAPTER 5.08.010 (BUSINESSES REQUIRED TO BE LICENSED); CHAPTER 5.08.040 (APPLICATIONS); CHAPTER 5.08.140 (BUSINESS LICENSE TRANSFERS AND CHANGES); CHAPTER 5.16.030 (OPERATING REQUIREMENTS); CHAPTER 5.36.020 (GENERAL REQUIREMENTS); CHAPTER 5.40.030 (OPERATING REQUIREMENTS); CHAPTER 5.44.030 (OPERATING REQUIREMENTS); CHAPTER 5.48.040 (OPERATING REQUIREMENTS); CHAPTER 5.52.030 (OPERATING

REQUIREMENTS); CHAPTER 5.60.030 (MINIMUM CRITERIA FOR ISSUANCE OF A LICENSE); CHAPTER 5.72.050 (OPERATION REQUIREMENTS – MASSAGE PARLORS AND OFF-PREMISES MASSAGE BUSINESSES); CHAPTER 5.76.040 (OPERATING REQUIREMENTS); CHAPTER 5.96.030 (OPERATING REQUIREMENTS); AND CHAPTER 5.104.030 (OPERATING REQUIREMENTS).

RECOMMENDATION:

Approve recommendations of Staff's proposed ordinance.

8. ITEMS FROM STAFF

A. Business License Commission - Scheduled Meeting time.

9. PUBLIC COMMENT

This time is set aside for the public to address the Commission on any item of interest within the subject matter jurisdiction of the Commission that could not be heard under item 4 at the beginning of the meeting.

10. ITEMS FROM COMMISSIONERS

This time has been set aside for the general comments, announcements, requests, and/or other items of concern from members of the Business License Commission.

11. ADJOURNMENT

The Business License Commission will adjourn to the next required meeting of this body, to be determined by the Director.

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 Office of the City Clerk and that I posted this agenda on:

Date: September 20, 2017
Signature: Alyssa T. Pohlman