



**PLANNING COMMISSION  
SUMMARY ACTION MINUTES  
Regular Meeting  
August 1, 2019**

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

*THE CITY OF WEST HOLLYWOOD HAS ADOPTED BRIEF 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](http://www.weho.org/weho-tv/other-city-meetings)*

1. **CALL TO ORDER:** Chair Jones called the meeting of the Planning Commission to order at 6:30 p.m.
2. **PLEDGE OF ALLEGIANCE:** Bianca Siegl led the Pledge of Allegiance.
3. **SPECIAL ORDER OF BUSINESS:**
  - A. **ELECTION OF CHAIR.**

The Planning Commission will elect a Chair to the Planning Commission, for a term through June 30, 2020.

**ACTION:** Continue to Thursday, August 15, 2019. **Motion carried by consensus of the Commission.**
  - B. **ELECTION OF VICE-CHAIR.**

The Planning Commission will elect a Vice-Chair to the Planning Commission, for a term through June 30, 2020.

**ACTION:** Continue to Thursday, August 15, 2019. **Motion carried by consensus of the Commission.**
4. **ROLL CALL:**

Commissioners Present: Altschul, Bass, Buckner, Hoopingarner, Vice-Chair Carvalheiro, Chair Jones.

Commissioners Absent: Erickson.

Staff Present: Doug Vu, Senior Planner, David Fenn, Associate Planner, Capital and Special Projects, Joanna Hankamer, Principal Planner, David DeGrazia, Current and Historic Preservation Planning Manager, Bianca Siegl, Long Range Planning Manager, Lauren Langer, Assistant City Attorney and David Gillig, Commission Secretary.

**5. APPROVAL OF AGENDA.**

**ACTION:** Approve the Planning Commission Agenda of Thursday, August 1, 2019 as presented. **Moved by Commissioner Buckner, seconded by Commissioner Hoopingarner and passes, noting Commissioner Erickson absent.**

**6. APPROVAL OF MINUTES.**

David Gillig, Commission Secretary read into the record an additional comment made by Commissioner Bass to be added on page 14 of 15 under Commissioner Comments: *“Commissioner Bass commented on transparency for the public, and stated when the Planning Commission takes a vote and forwards it to the City Council, that should be what is presented to the City Council, even if staff disagrees and differs on the recommendation.”*

**A. July 18, 2019**

**ACTION:** 1) Approve the Planning Commission regular meeting minutes of Thursday, July 18, 2019 as amended. **Moved by Commissioner Buckner, seconded by Commissioner Bass and passes, noting Commissioner Erickson absent.**

**7. PUBLIC COMMENT.** None.

**8. DIRECTOR’S REPORT.**

John Keho, Director, Planning and Development Services Department, stated the following items will be on the August 19, 2019 City Council agenda: 1) amendments to the Sunset Specific Plan regarding Sunset Boulevard; 2) an update on the Excellence Committee, which will oversee the evaluation of the billboard competition process ; 3) zone text amendments: a) dwelling units, and b) Director review of mixed-use projects less than 10,000 square-feet, and c) allowing deviation in setbacks under certain circumstances.

He officially stated David DeGrazia, Current and Historic Preservation Manager, and Bianca Siegl, Long Range Planning Manager, will be leaving the City of West Hollywood. They have both accepted Deputy Director positions with the Los Angeles County Regional Planning Department.

**9. ITEMS FROM COMMISSIONERS.**

**A. Commissioner Comments.** None.

**B. Subcommittee Management.**

Commissioner Altschul stated he will be absent from Design Review Subcommittee meeting on August 22, 2019.

## 10. CONSENT CALENDAR.

### A. 637-641 N. La Peer Drive.

Planning Commission directed staff to return with an amended resolution of approval to demolish two existing commercial buildings and construct a new three-story commercial building over three basement levels.

Doug Vu, Senior Planner, read into the record two additional changes to draft Resolution No. PC 19-1332:

1) Page 1 of 27 corrected typographical errors: SECTION 3. On July 18, 2019, the Planning Commission conducted a public hearing on Demolition Permit 19-0004, Development Permit 19-0004, Modification Permit 19-0002, Modification Permit 19-0003, and Administrative Permit 19-0011, closed the hearing and directed staff to return with an amended resolution to reflect their decision for approval by consent on August 1, 2019.” and

2) Page 8 of 27: Condition 2.3) shall read as follows: “Prior to the issuance of building permits, the applicant shall revise the plans date stamped May 28, 2019, which are those plans reviewed by the Planning Commission at its meeting of July 18, 2019, to increase the backup area for the loading spaces to a safe and adequate length as determined by the Director of Transportation and Public Works without widening the driveway opening or altering the façade of the building. A copy of said revised plans shall be submitted by the applicant for review and approval by the Planning and Development Services Director, and maintained in the files of the City’s Current and Historic Planning Division. The project shall be developed and maintained in substantial conformance with said revised and approved plans, except as otherwise specified in these conditions of approval.”

**ACTION:** 1) **Adopt Resolution No. PC 19-1332 as amended:** a) SECTION 3. On July 18, 2019, the Planning Commission conducted a public hearing on Demolition Permit 19-0004, Development Permit 19-0004, Modification Permit 19-0002, Modification Permit 19-0003, and Administrative Permit 19-0011, closed the hearing and directed staff to return with an amended resolution to reflect their decision for approval by consent on August 1, 2019.”; and b) Condition 2.3) shall read as follows: “Prior to the issuance of building permits, the applicant shall revise the plans date stamped May 28, 2019, which are those plans reviewed by the Planning Commission at its meeting of July 18, 2019, to increase the backup area for the loading spaces to a safe and adequate length as determined by the Director of Transportation and Public Works without widening the driveway opening or altering the façade of the building. A copy of said revised plans shall be submitted by the applicant for review and approval by the Planning and Development Services Director, and maintained in the files of the City’s Current and Historic Planning Division. The project shall be developed and maintained in substantial conformance

*with said revised and approved plans, except as otherwise specified in these conditions of approval.*” **“A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, CONDITIONALLY APPROVING A DEMOLITION PERMIT, AND ADMINISTRATIVE PERMIT TO DEMOLISH TWO EXISTING COMMERCIAL BUILDINGS AND CONSTRUCT A NEW THREE-STORY BUILDING CONTAINING ADDITIONAL COMMERCIAL SPACE AND 95 PARKING SPACES, FOR THE PROPERTIES LOCATED AT 637-641 N. LA PEER DRIVE, WEST HOLLYWOOD, CALIFORNIA.” Moved by Commissioner Bass, seconded by Commissioner Buckner and passes, noting Commissioner Erickson absent.**

**B. Zone Text Amendments**

**Director review of mixed-use projects less than 10,000 square-feet, and allowing deviation in setbacks under certain circumstances.**

The Planning Commission directed staff to return with two resolutions to: 1) allow Director review of mixed-use projects less than 10,000 square-feet that do not utilize any density bonuses or incentives; and 2) allow a deviation from the setbacks when life safety access requirements would conflict with the City’s adopted goals and policies.

**ACTION:** 1) **Adopt Resolution No. PC 19-1334 as presented:** A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, RECOMMENDING TO THE CITY COUNCIL APPROVAL OF AMENDMENTS TO TITLE 19, WEST HOLLYWOOD ZONING ORDINANCE, TO ALLOW DIRECTOR REVIEW OF MIXED-USE PROJECTS LESS THAN 10,000 SQUARE-FEET AND REMOVAL OF REDUNDANT LANGUAGE IN THE DEVELOPMENT REVIEW AUTHORITY CHART ON REVIEW OF RESIDENTIAL CONDOMINIUMS, WEST HOLLYWOOD, CALIFORNIA.” and 2) **Adopt Resolution No. PC 19-1336 as presented:** A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, RECOMMENDING TO THE CITY COUNCIL APPROVAL OF AMENDMENTS TO TITLE 19, WEST HOLLYWOOD ZONING ORDINANCE, TO ALLOW A DEVIATION IN SETBACKS UNDER CERTAIN CIRCUMSTANCES, WEST HOLLYWOOD, CALIFORNIA.” **Moved by Commissioner Bass, seconded by Commissioner Buckner and passes, noting Commissioner Erickson absent.**

**11. PUBLIC HEARINGS.** None.

**12. NEW BUSINESS.**

**A. Metro Rail Update.**

David Fenn, Associate Planner, Capital and Special Projects, and Joanna Hankamer, Principal Planner, presented an update on the Northern Extension of the Metro Crenshaw/LAX Line.

They spoke and detailed the projects in planning and construction, project overview, current light rail transit in Los Angeles, study area, percentage of zero- car ownership households, alternative alignments, feasibility study performance measures, advance alternatives study schedule, and Los Angeles Metro timelines.

They encouraged participation and involvement in this process.

The commission questioned and requested further clarification regarding the possible integration of the current bus yard on Santa Monica Boulevard, and if this will actually become a reality.

**13. UNFINISHED BUSINESS.** None.

**14. EXCLUDED CONSENT CALENDAR.** None.

**15. ITEMS FROM STAFF.**

**A. Planning Manager's Update.** None.

**16. PUBLIC COMMENT.** None.

**17. ITEMS FROM COMMISSIONERS.**

Commissioner Hoopingarner respectively requested the meeting be adjourned in memory of architect César Pelli, who designed the Pacific Design Center.

The commission thanked David DeGrazia and Bianca Siegl for their promotions and wished them well.

**18. ADJOURNMENT:** The Planning Commission adjourned in memory of César Pelli at 7:00 p.m. to a regularly scheduled meeting on Thursday, August 15, 2019 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 15<sup>th</sup> day of August, 2019 by the following vote:

AYES:	Commissioner:	Altschul, Bass, Buckner, Hoopingarner, Vice-Chair Carvalheiro, Chair Jones.
NOES:	Commissioner:	None.
ABSENT:	Commissioner:	None.
ABSTAIN:	Commissioner:	Erickson.

  
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STACEY E. JONES, CHAIRPERSON

ATTEST:

  
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DAVID K. GILLIG, COMMISSION SECRETARY