

ya
7/15/19

CITY COUNCIL
PUBLIC HEARING

JULY 15, 2019

SUBJECT: MUNICIPAL CODE AMENDMENT: PARKWAY STANDARDS

INITIATED BY: **DEPARTMENT OF PUBLIC WORKS**
 (Jackie Rocco, Public Works Director) *JR*
 (Danny Rivas, Code Compliance Manager) *DR*
 (Hany Demetri, City Engineer)
 (John Gilmour, Principal Engineer) *JG*
 (Daniel Mick, Code Compliance Supervisor) *DM*

PLANNING AND DEVELOPMENT SERVICES
 (John Keho, AICP, Director)
 (Bianca Siegl, Long Range Planning Manager)
 (Rachel Dimond, AICP, Senior Planner)

STATEMENT ON THE SUBJECT:

The City Council will consider adopting an ordinance that establishes new parkway standards in Chapter 11.46, amends Title 19 to reference those standards within the West Hollywood Municipal Code and amends Title 1 to add violations of the new chapter to the list of Municipal Code chapters and sections that are subject to the administrative penalty procedures. A fee resolution will also be considered adopting a fee for violations of the new chapter. The purpose of these new standards is to provide clear standards to promote sustainability, public safety, and neighborhood beautification.

RECOMMENDATION:

Staff recommends the City Council introduce on first reading Ordinance 19-_____: **AN ORDINANCE OF THE CITY OF WEST HOLLYWOOD ESTABLISHING PARKWAY STANDARDS BY ADDING CHAPTER 11.46 TO TITLE 11 (STREETS, SIDEWALKS, PUBLIC PLACES AND INFRASTRUCTURE) OF THE WEST HOLLYWOOD MUNICIPAL CODE, MODIFYING THE ZONING ORDINANCE TO ADD REFERENCES TO THE NEW PARKWAY STANDARDS IN TITLE 11 AND ADDING VIOLATIONS OF THE NEW PARKWAY STANDARDS TO THE LIST OF CODE VIOLATIONS SUBJECT TO THE ADMINISTRATIVE PENALTY PROCEDURES.**

BACKGROUND / ANALYSIS:

On April 2, 2018, the City Council directed staff to draft an ordinance to set requirements for parkway design in order to promote sustainability, public safety, and neighborhood beautification. The parkway is the strip of land between the street and the walkway portion of the overall sidewalk. This was the result of difficulty in managing changes to public parkways by adjacent private property owners.

Parkways are important to individual property owners and the City as a whole for the following reasons:

- Parkway provide soil volume that street trees need to grow into healthy, mature trees that provide shade, utilize storm water, consume carbon and provide other environmental and health benefits.
- Parkway can collect and treat storm water and irrigation runoff.
- Parkway provide a buffer between pedestrians and cars.
- Parkway improve the curb appeal of homes.
- Parkway enhance the visual quality of the city.

In West Hollywood, the adjacent property owner is responsible for maintaining all of the parkway except the street trees, which are maintained by the City. While the West Hollywood Municipal Code currently has limited existing requirements related to the design and maintenance of the parkway, the proposed ordinance posits a much more clear and complete regulatory framework for parkways.

The difficulty with parkways arises from the lack of specific code language that instructs the purpose, definition, and requirements of public parkways, as well as a clearly defined process in which transformations or modifications of the parkway by adjacent private property owners shall be conducted. This has led to hazardous conditions in many parkways around the City, including installation of plants with thorns and spikes, large boulders or other such physical objects, valuable artist objects that create liability issues, tall and thick hedges and other types of screening plantings that obstructs views and limit access, and hazardous, slippery paving materials.

In 2010, the City conducted an extensive study of parkway management and adopted the *Parkway Design Guide* that is available to the public to use when contemplating the transformation or modification of the public parkway in front of their private property. However, this document is a reference guide for how the City recommends the parkways to be designed and maintained and does not have the full force and effect of an ordinance adding Municipal Code sections. Therefore, currently, staff does not have clear and direct authority to properly enforce and regulate the state of these parkways.

Commission Review

On February 13, 2019, the Public Facilities Commission held a meeting to discuss the draft parkway standards. The Commission voted unanimously to establish an ad hoc committee to review the standards and report back at the next meeting. On March 12, 2019, staff met with the ad hoc committee and reviewed many of the concerns brought forth by the committee members. After a thorough discussion, the ad hoc committee was satisfied with some of the changes that staff made since the initial commission meeting. On March 13, 2019, the Public Facilities Commission heard the item again and unanimously recommended that City Council adopt the Parkway Standards Ordinance with the following changes:

1. Change the 42" path recommendation to a 24" path in the Parkway Design Guidelines.
2. Allow the use of rocks that are 3/4" to 1" for ground cover in the Parkway Design Guidelines.

3. Discourage the use of concrete in the 18" convenience strip in the Parkway Design Guidelines.

On May 16, 2019, the Planning Commission heard an item regarding the proposed amendments to the Zoning Code which would be required in order to implement the proposed Parkway Standards. The Commission requested clarification regarding the maintenance of parkways, parkway design standards, poisonous landscaping, and inquired about the Public Facilities Commission meeting. Staff acknowledged that the term "poisonous" would be clarified when the item was brought to the City Council.

The Planning Commission voted 5-1 to recommend that the City Council adopt the Zone Text Amendments that reference the proposed Parkway Standards.

Proposed Standards

The proposed parkway standards are based on the *Parkway Design Guide* but have been updated to reflect changes in local and State laws. The proposed ordinance does not instruct property owners on how to design their parkways, but instead contains general guidelines and specific parkway designs/features that are prohibited. Thus, property owners will still have the freedom to design parkways in a manner that represents their own personal preferences. However, the following work done in the parkway will require the property owner to obtain an encroachment permit from the City:

- Demolishing, removing, adding to, or otherwise altering the sidewalk or parkway
- Removing or installing any tree within the parkway
- Installing any hardscape paving material or non-vegetative ground cover within the parkway
- Installing fences, planters, stones, monuments, statues, benches, lighting fixtures, irrigation systems, above ground sprinkler heads, art work, rails and any other objects.

The maintenance of existing plantings and non-vegetative groundcover or the regular and routine maintenance of existing irrigation systems or objects in the parkway compliant with the provisions of this chapter within the limits of the existing parkway, shall not require an encroachment permit.

Applicability

Not all provisions of the proposed ordinance are applicable to all parkways. Section 11.46.050 (Parkway Design) will only apply to residential properties undergoing new construction, major remodel, or where fifty percent (50%) or more of the parkway is being changed or disturbed. Section 11.46.040 (Encroachment Permit Required) is applicable to all parkways as are Sections 11.46.060 (Non-Vegetation Parkway Object) and 11.46.070 (Parkway Maintenance).

Closing

The proposed ordinance provides rules to the public on what can and cannot be placed or planted in the parkway. The ordinance will also instruct the public on the permitting process to change or alter the public parkway. The proposed ordinance will provide Code Compliance with the necessary municipal code language allowing them to enforce

rules on the management of the public parkways.

Staff recommends that the City Council adopt the proposed Parkway Standards Ordinance and the related amendments to the Zoning Code. Doing so will bring clarity to the Municipal Code by establishing standards by which all newly constructed parkways must adhere, rather than just providing suggested guidelines for the public to rely on. If this item is adopted by the City Council, staff will return at a later date with an updated Parkway Design Guide reflecting the new changes to the Municipal Code and providing additional visual representations of plants and materials that the public are encouraged to use.

CONFORMANCE WITH VISION 2020 AND THE GOALS OF THE WEST HOLLYWOOD GENERAL PLAN:

This item is consistent with the Primary Strategic Goal(s) (PSG) and/or Ongoing Strategic Program(s) (OSP) of:

- PSG-1: Maintain the City's Unique Urban Balance with Emphasis on Residential Neighborhood Livability.
- PSG-5: Move forward on City Parks and Library and Expand and Enhance the City's Green and Public Spaces.

In addition, this item is compliant with the following goal(s) of the West Hollywood General Plan:

- LU-4: Provide for an urban environment oriented and scaled to the pedestrian.
- LU-6: Create a network of pedestrian-oriented, human-scale and well-landscaped streets and civic spaces.

EVALUATION PROCESSES:

The City will continue to evaluate the state of existing parkways and will work with property owners to comply with new regulations as applicable.

ENVIRONMENTAL SUSTAINABILITY AND HEALTH:

The ordinance is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061 of the CEQA Guidelines. Section 15061 states that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. In this case, the proposed zone text amendment and associated municipal code amendment will create new standards for parkways which will have positive impacts on environmental factors. These standards will promote permeable landscape area with water efficient irrigation in the right of way adjacent to development projects. These new standards will ensure any modification to these parkways will maintain a safe and accessible space that will not impede pedestrian and vehicular flow

COMMUNITY ENGAGEMENT:

There were three meetings held, one with the Planning Commission, and two with the Public Facilities Commission, that were noticed as required. These meetings provided three public forums for the public to provide comment.

OFFICE OF PRIMARY RESPONSIBILITY:

DEPARTMENT OF PUBLIC WORKS / CODE COMPLIANCE DIVISION

FISCAL IMPACT:

None at this time.

ATTACHMENTS:

- A. Ordinance 19-XXXX
- B. Fee Resolution
- C. Public Facilities Commission staff report dated...
- D. PC Adopted Resolution
- E. PC Staff Report

ORDINANCE NO. 19-_____

AN ORDINANCE OF THE CITY OF WEST HOLLYWOOD ESTABLISHING PARKWAY STANDARDS BY ADDING CHAPTER 11.46 TO TITLE 11 (STREETS, SIDEWALKS, PUBLIC PLACES AND INFRASTRUCTURE) OF THE WEST HOLLYWOOD MUNICIPAL CODE, MODIFYING THE ZONING ORDINANCE TO ADD REFERENCES TO THE NEW PARKWAY STANDARDS IN TITLE 11 AND ADDING VIOLATIONS OF THE NEW PARKWAY STANDARDS TO THE LIST OF CODE VIOLATIONS SUBJECT TO THE ADMINISTRATIVE PENALTY PROCEDURES.

THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Parkways are the strip of land between the street and the walkway portion of the sidewalk. There have been a number of changes to parkways by adjacent property owners that have created hazards. New parkway standards in Title 11 will provide detailed requirements for the treatment of parkways along the city's sidewalks. The proposed Zone Text Amendment would provide reference in the Zoning Ordinance, Title 19, to those standards in Title 11.

SECTION 2. On March 13, 2019, the Public Facilities Commission held a meeting and unanimously recommended that the City Council adopt the parkway standards ordinance with a few design recommendations.

SECTION 3. A public hearing was duly noticed for the Planning Commission meeting of May 16, 2019 by publication in the Beverly Press newspaper, the West Hollywood Independent Newspaper, and the City website and by announcement on City Channel 6 by May 2, 2019. The Planning Commission voted 5-1-0 to recommend approval of the proposed amendments to Title 19.

SECTION 4. A public hearing was duly noticed for the City Council meeting of July 15, 2019 by publication in the Beverly Press newspaper, the West Hollywood Independent Newspaper, and the City website and by announcement on City Channel 6 by July 4, 2019.

SECTION 5. The ordinance is Categorical Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061 of the CEQA Guidelines. Section 15061 states that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. In this case, the proposed zone text

amendment and associated municipal code amendment will create new standards for parkways which will have positive impacts on environmental factors. These standards will promote permeable landscape area with water efficient irrigation in the right of way adjacent to development projects. These new standards will ensure any modification to these parkways will maintain a safe and accessible space that will not impede pedestrian and vehicular flow.

SECTION 6. The City Council of the City of West Hollywood hereby finds that the proposed Municipal Code Amendments are consistent with the Goals and Policies of the General Plan, specifically Goal IRC-1, which calls for the city to provide functional, safe, and well maintained circulation and public infrastructure throughout the City. The ZTA and associated municipal code amendment also comply with Goal IRC-3, to reduce water use and ensure a long-term water supply, as the parkways standards will encourage water efficient irrigation. The parkway standards and improvements set forth in this ordinance are consistent with the City's overall goals and policies for functional, safe, and well maintained parkways and nothing in this ordinance will impede the City's ability to meet its General Plan Goals and policies.

SECTION 7: A new Chapter 11.46, entitled "Parkway Standards" and containing Sections 11.46.010 through 11.46.080, is added to Title 11 of the West Hollywood Municipal Code (the "Code") to read as follows:

Chapter 11.46

PARKWAY STANDARDS

Sections:

- 11.46.010 Purpose**
- 11.46.020 Applicability**
- 11.46.030 Definitions**
- 11.46.040 Encroachment Permit Required**
- 11.46.050 Parkway Design**
- 11.46.060 Non-Vegetation Parkway Objects**
- 11.46.070 Parkway Maintenance**
- 11.46.080 Violations**

Chapter 11.46 – Parkway Standards

11.46.010 - Purpose

The purpose of these standards is to provide standards for the design and maintenance of parkways in the City. Parkway are important to individual property owners and the City as a whole for reason that include, but are not limited to the following:

- a) Parkway provide soil volume that street trees need to grow into healthy, mature trees that provide shade, collect stormwater, consume carbon and provide other environmental and health benefits.
- b) Parkway can collect and treat stormwater and irrigation runoff and return it to the groundwater table.
- c) Parkway provide a buffer between sidewalks and streets.
- d) Parkway improve the curb appeal and value of homes.
- e) Parkway enhance the visual quality of the city.

11.46.020 – Applicability

This chapter shall apply to all Parkway in the City, as that term is defined in Title 19 of this Code. The Parkway Design Standards in Section 11.46.050 shall apply to all newly constructed parkways adjacent to residential properties, parkways for residential properties that are undergoing a Major Remodel (as that term is defined in Title 19) and parkways for residential properties that are disturbing, improving or changing 50% or more the area of the parkway adjacent to the property. Notwithstanding, Parkway that are subject to an Streetscape Master Plan adopted by the City Council shall comply with the provisions in the adopted Streetscape Master Plan in lieu of compliance with the design standards in 11.46.050.

11.46.030 - Definitions

- a. "Access path" shall mean a means of access across the parkway, from the curb to the sidewalk.
- b. "Convenience strip" shall mean a walkable surface provided for passengers to enter and exit vehicles parked at the curb. Convenience strips are a minimum 18" wide path made of hardscape paving material that is the same finished elevation as the curb and sloped 2% towards the curb, and runs parallel to, and along, the back of the curb.
- c. "Hardscape paving material" shall mean set-in or stable landscaping paving material including, but not limited to, concrete, bricks, pavers, paving stones, and stabilized decomposed granite.
- d. "Invasive Plant" shall mean any plant that is non-native to the ecosystem and whose introduction causes or is likely to cause economic or environmental harm, or harm to human health.

- e. "Non-vegetative ground cover" shall mean any material that conceals the bare ground and protects the topsoil from erosion or drought. Allowable non-vegetative ground cover materials include, but are not limited to, bark chips, long-term mulch product, and stone that is no smaller than ¾" and no larger than 1" in diameter.
- f. "Parkway" shall mean the same thing as defined in section 19.90.020 of the municipal code.
- g. "Public Right-of-Way" shall mean the area of land granting access and conveyance to the public, typically consisting of a roadway for vehicular and bicycle travel, a curb and gutter, a parkway for plantings and groundcover vegetative landscaping, and a sidewalk for pedestrian travel.
- h. "Sidewalk" shall mean that portion of the public right-of-way located between the street curb and the adjacent property line that is paved and intended for use by pedestrians.
- i. "Walkable plant" shall mean any natural turf or groundcover plant which has a low or flat growth habit without large clumps or woody branches, and has a high degree of tolerance to frequent foot traffic.
- j. "Walkable surface" shall mean a firm, uniform, level walking surface that is slip-free in most weather conditions.

11.46.040 – ENCROACHMENT PERMIT REQUIRED.

- a) An encroachment permit shall be obtained from the City Engineer, pursuant to Chapter 11.18 of this code, prior to:
 - 1. Demolishing, removing, adding to, or otherwise altering the sidewalk or parkway
 - 2. Removing or installing any tree within the parkway
 - 3. Installing any hardscape paving material or non-vegetative ground cover within the parkway
 - 4. Installing fences, planters, stones, monuments, statues, benches, lighting fixtures, irrigation systems, above ground sprinkler heads, art work, rails and any other objects.
- b) Exemption. Notwithstanding any other provisions of this code, the maintenance of existing plantings or non-vegetative groundcover, or the regular and routine maintenance of existing irrigation systems or objects in the parkway compliant with the provisions of this chapter within the limits of the existing parkway, shall not require an encroachment permit.

11.46.050 – Parkway Design

Parkways shall be constructed according to the following requirements:

- a) No more than 25% of the parkway area shall contain hardscape paving materials. If the requirements of curbside access paving described in subsections (g) and (h), by themselves cause exceedance of this standard, this standard shall be waived and no further paving allowed.
- b) No less than 50% of the parkway area shall be covered with planting materials. Planting materials shall be selected from those plants listed in the Parkway Design Guide, or materials that are approved by the City Engineer and comply with the following:
 1. Do not require mowing more frequently than once every few months
 2. Are drought tolerant and can survive with irrigation only occasionally from November through March, once a week April through June, and twice a week July through October.
 3. Do not exceed a height of 24 inches at full maturity, as measured from the surface of the parkway.
 4. Do not have thorns or sharp edges.
 5. Are not poisonous, noxious, or toxic when ingested or touched by persons of ordinary sensitivity.
 6. Is not an invasive plant or listed as prohibited in the Parkway Design Guide.
 7. Do not form a continuous hedge or screen at full maturity.
- c) Only walkable surfaces and plants shall be installed within 12" of a fire hydrant, water meter, utility pole, street light, or similar utility structure or equipment. If the utility owner requires a greater clearance, then that greater setback shall apply. Walkable Plantings shall not obscure the visibility of the structures.
- d) Within the parkway, non-vegetative ground cover materials may be installed above firm, stable soil material and at a thickness of no more than 2 inches.
 1. Artificial (synthetic) turf shall not be installed in the parkway.
- e) If decomposed granite is installed in the parkways, the decomposed granite shall be 4 inches thick, composed of 3/8" maximum gradation, and be blended with a stabilizing compound at a rate of 12 pounds per ton.
- f) All irrigation systems installed in the parkway shall be designed in a manner that results in no overspray onto the sidewalk, access walks, or street and be consistent with the applicable sections of Chapter 19.26 Landscaping Standards

and State's Model Water-Efficient Landscape Ordinance. Irrigation systems shall be buried or installed in a manner that does not create a tripping hazard.

- g) A convenience strip consisting of a minimum 18" wide path made of hardscape paving material that is the same finished elevation as the curb and sloped 2% towards the curb, and runs parallel to, and along, the back of the curb shall be provided on all parkways that do not provide a minimum 18" walkable surface along the curb.
- h) All parkways that are not made of walkable surfaces or walkable plants shall also provide an access path consisting of a up to 24" wide hardscape paving material access path at the same finished elevation as the adjacent curb and sidewalk and sloped 2% toward the curb at the following locations:
 - 1. Where there are metered curbside parking spaces, at the meter locations;
 - 2. Where there are unmetered, striped curbside parking spaces, located every two spaces at the point where the two spaces share a border;
 - 3. Where there are unmetered, unstriped curbside parking spaces, located every 50' so as to be every two spaces at the point where the two spaces share a border; and
 - 4. Where there are no curbside parking spaces, located every 50'.
- i) All areas of the parkway consisting of hardscape paving material shall not contain any abrupt change in elevation greater than 1/4".
- j) Paving, walkable plantings, and non-vegetative ground cover shall be installed within the parkway such that the surface elevation (the top of material) shall be installed with a slope of no more than 2% in the direction from the sidewalk to the curb. The parkway running grade (direction parallel to the street) shall match that of the street.
- k) Paving, walkable plantings, and non-vegetative ground cover shall be installed within the parkway such that the surface elevation (the top of material) of the parkway shall be flush with (provides a smooth vertical transition from one side to the other side) the adjacent street curb, walks, and sidewalks.

11.46.060 – Parkway Maintenance

- a) With the exception of street trees, the adjacent property owner shall be responsible for maintaining all elements of the parkway in front of the property.
- b) Parkway plantings shall be kept in a neat manner away from adjacent paved surfaces at all times and shall not obstruct or infringe upon the areas of curbs, walks, sidewalks, or driveways. Planting that are not neat and obstruct or

infringe upon the areas of curbs, walks, sidewalks, or driveways shall be trimmed to create a neat appearance.

- c) The adjacent property owner shall maintain all plantings within the parkway in a healthy manner by providing sufficient watering consistent with the State Model Water Efficient Landscape Ordinance and pursuant to a method approved by the City Engineer, so as to ensure the viability and sustainability of the parkway plantings. Dead or dying plantings shall be replaced.
- d) The adjacent property owner shall maintain the proper amount of, and orderly composition of, any ground cover materials, so as to ensure compliance with this chapter's surface elevations and slope requirements. The property owner shall not allow the ground cover materials to deposit outside of the parkway limits.
- e) All irrigation systems within the parkway shall be maintained by the adjacent property owner in a functioning and sufficient manner to ensure the viability and sustainability of the parkway plantings. Irrigation systems shall be kept free of leaks.
- f) The adjacent property owner shall maintain the parkway in a manner that is free of rubbish, debris, weeds, dead foliage, animal waste, and spent flowers.
- g) Walkable plants shall not be allowed to grow taller than 6 inches.

11.46.070 – Violations

A violation of this chapter is subject to the administrative penalty provisions of Sections 1.08.030 through 1.08.070 of this code. Where the violation is of a continuing nature, each day or portion thereof wherein the violation continues constitutes a separate and distinct violation. It is a violation of this chapter to knowingly make a false statement in any application for a license or permit or in any report required under this chapter.

SECTION 8: Section 19.20.160 of Chapter 19.20 of Title 19 is amended to read as follows:

19.20.160 Sidewalks.

Combined sidewalk and parkways in all zoning districts shall be a minimum of ten feet, except as otherwise provided by the Sunset Specific Plan, or when determined infeasible or undesirable by the Director of Public Works. See also Section 19.26.040(C)(1) and Chapter 11.46 for parkway requirements.

SECTION 9: Subsection 19.26.040(C)(1) of Section 19.26.040 of Chapter 19.26 of Title 19 is amended to read as follows:

19.26.040 Areas of Required Landscaping.

C. *Landscaping Requirements for Residential Uses* (In addition to subsection (A), above).

1. Parkway. Proposed residential developments shall provide for the installation and maintenance of a parkway landscaping strip with a minimum width of three feet along the entire street frontage of the site between the sidewalk and the street curb, except when determined infeasible or undesirable by the Director of Public Works. See also Section 19.20.160 for sidewalk requirements and Chapter 11.46 for parkway requirements.

SECTION 10: Subsection G-26.120 (A) of Section G-26.120 of Chapter G-26 of Article 19-3 of Title 19 is amended to read as follows:

G-26.120 Landscape Guidelines for Specific Areas.

A. Parkway areas. The following guidelines supplement the parkway requirements of this Code.-Parkways are as defined in this Title and as also may be designated in the city's Streetscape Master Plans adopted by the City Council.

1. Parkway should be thought of as an integral part of the overall site development rather than as an extra or afterthought, and should relate to both neighboring properties and the other landscape and structures on the site. Pedestrians walking on the sidewalk should have the experience of walking through a landscape that is separated by a path, as opposed to walking past two separate landscapes that happen to be on either side of the path.

2. Where parking or loading is permitted next to the curb, parkway planting should allow passengers to exit easily and safely from the passenger door side of vehicles by providing limited areas of turf, grasscrete and/or areas of hardscape such as decomposed granite, decorative gravel, concrete pavers or brick.

3. Parkway are encouraged to incorporate the following where appropriate:

a. Street trees, varieties as specified by the city's Streetscape Master Plan.

b. Drought-resistant ground cover, vines, small shrubs and small perennials.

- c. Lighting that complements and supplements any lighting supplied by the street lights.
- d. Benches positioned so that they do not obstruct pedestrian access to automobiles (Note: Installation of lighting or benches requires an Encroachment Permit from the City Engineer.)

SECTION 11: Subsection 19.30.030(J)(1) of Section 19.30.030 of Chapter 19.30 of Title 19 is amended as follows:

19.30.030 Specific Violations.

J. *Non-Maintenance of Landscape and Hardscape.*

1. A violation of Municipal Code Sections 11.16.060 (Obligation to Maintain), 11.16.070 (Cleaning of Sidewalks), Chapter 11.46 (Parkway Standards), 19.36.280(B)(5) (Front Yard Paving), 19.36.320(C) (Front Yard Paving), Chapter 19.26 (Landscaping Standards), and Chapter 19.28 (Off-Street Parking and Loading Standards), or any other Zoning Ordinance provisions or permit conditions pertaining to the installation and upkeep of landscaped or hardscaped areas located on private property or abutting parkways.

SECTION 12: Section 19.90.020 of Chapter 19.90 of Title 19 is amended to amend the definition of the term “parkway” in the alphabetical list of definition to read as follows:

Parkway. The portion of the public right-of-way located between the street curb and the sidewalk.

SECTION 13: The list in Section 1.08.010(d) of municipal code chapters and sections that are subject to the Administrative Penalty Procedures in Section 1.08.030 through 1.08.070 in Section 1.08.010 in Chapter 1.08 of Title 1 of the West Hollywood Municipal Code is amended to add “Chapter 11.46, Parkway Standards” to the list in numeric order and the remainder of the list is to remain unchanged.

SECTION 14: Effective Date. This ordinance shall take effect thirty days after its passage and adoption pursuant to California Government Code section 36937.

SECTION 15: Certification. The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of West Hollywood’s book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

PASSED, APPROVED, AND ADOPTED THIS ____ day of _____, 2019.

AYES: Councilmember:
NOES: Councilmember:
ABSENT: Councilmember:
ABSTAIN: Councilmember:

John D'Amico, Mayor

ATTEST:

Yvonne Quarker, City Clerk

RESOLUTION NO. 19-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD AMENDING THE MASTER FEE RESOLUTION (RESOLUTION NO. 19-5166) BY INCLUDING CHAPTER 11.46 (PARKWAY STANDARDS) IN SCHEDULE C OF THE ADMINISTRATIVE CITATION FEE SCHEDULE.

THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council adopted Resolution 19-5166 establishing fees and charges for certain services provided by the City of West Hollywood on April 15, 2019.”

SECTION 2. Section 10 of Resolution 19-5166, which incorporates the Schedules of Fees and Charges for the Code Compliance Division for FY 19-20 is hereby amended as shown in EXHIBIT A, which labels fees and charges exclusive to the Administrative Citation Program, attached hereto, and incorporated herein by reference. The provisions of this Resolution shall become effective on the same date as Ordinance 19-____ becomes operative.

SECTION 3. The City Clerk shall certify to the adoption of this resolution and shall cause this resolution and its certification into the Book of Resolutions of the Council of this City

PASSED, APPROVED AND ADOPTED THIS ____ day of _____, 20__.

John D’Amico, Mayor

ATTEST:

Yvonne Quarker, City Clerk

ATTACHMENT B

| MUNICIPAL CODE VIOLATIONS - Schedule C | | | |
|---|----------------------------------|------|---------------------------------|
| <i>Fee based on payment within 21 Days - For Late Penalties see below</i> | | | |
| <i>Schedule G Violations</i> | | | |
| <i>Fees and Late Penalties are adopted annually by the City Council at a Public hearing</i> | | | |
| <i>and are charged uniformly to ensure fairness.</i> | | | |
| | BASE FEE FY 19-20 | | NEW FEE FY 19-20 |
| Administrative Fees | \$50 | same | \$50 |
| First Offense | \$200 | same | \$200 |
| Second Offense | \$400 | same | \$400 |
| Third Offense | \$800 | same | \$800 |
| <u>Schedule C Violations</u> | | | |
| Chapter 3.36 BUSINESS LICENSE TAX ORDINANCE | | | |
| Title 5 BUSINESS LICENSE REGULATIONS AND PERMITS | | | |
| [except: Section 5.70.070 (Charged as a misdemeanor)] | | | |
| [except: Section 5.92.050(1)(j) (Charged as a misdemeanor)] | | | |
| [except: Section 5.92.050(2)(d) (Charged as a misdemeanor)] | | | |
| [except: Section 5.108.040(a) (Charged as an infraction or misdemeanor)] | | | |
| [except: Section 5.108.040(h) (Charged as an infraction or misdemeanor)] | | | |
| [except: Section 5.108.110(a) (Charged as an infraction or misdemeanor)] | | | |
| Chapter 7.08 SMOKING ORDINANCE | | | |
| Section 9.48.020 ANIMAL CONTROL REGULATIONS - Violation-Penalty (Violations of 10.20.030, 10.20.038, 10.20.185, 10.20.220, 10.20.230, 10.20.350, 10.28.061, 10.28.100, 10.40.060 of Title 10 of the Los Angeles County Code) | | | |
| Section 9.48.030 ANIMAL CONTROL REGULATIONS - Amendments (10.32.010 and 10.84.010 of Title 10 of the LA County Code) | | | |
| Chapter 9.50 RETAIL SALE OF DOGS AND CATS | | | |
| Chapter 9.51 SALE OF FUR PRODUCTS | | | |
| Chapter 9.52 DISPLAY OR PERFORMANCE OF WILD OR EXOTIC ANIMALS | | | |
| Chapter 9.54 PYGMY GOATS AND CHICKENS | | | |
| Chapter 11.30 SHARED ON DEMAND PERSONAL MOBILITY DEVICES | | | |
| Chapter 11.46 PARKWAY STANDARDS | | | |
| Sections 15.20.010, 15.20.020, 15.20.030, 15.20.050, 15.20.060, 15.20.070 SOLID WASTE - Collector General Requirements | | | |
| Sections 15.24.010, 15.24.020, 15.24.030, 15.24.040, 15.24.050 SOLID WASTE - Permits | | | |
| Sections 15.28.010, 15.28.020, 15.28.030, 15.28.040, 15.28.060, 15.28.070, 15.28.080 SOLID WASTE - Collection | | | |
| Sections 15.32.010, 15.32.020, 15.32.040, 15.32.050 SOLID WASTE - Vehicles | | | |
| Chapter 15.36 SOLID WASTE - Containers | | | |

NEW

EXHIBIT A

Chapter 15.52 ENVIRONMENTAL PROTECTION - Water

Conservation Plan

Section 15.56.060(a) POLLUTION CONTROL - Illicit Discharges and Connections

Section 15.56.060(b) POLLUTION CONTROL - Littering

Section 15.56.060(c) POLLUTION CONTROL - Disposal of Landscape Debris

Chapter 15.72 Plastic Carryout Shopping Bags

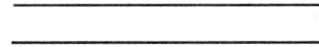
Title 19 ZONING ORDINANCE

[except: Section 19.34.080 (Schedule G)]

[except: Section 19.34.090(B)(6) (Schedule D)]

[except: Section 19.36.300(C) (Schedule A)]

[except: Section 19.55.020 (Schedule D)]



**PUBLIC FACILITIES COMMISSION
CITY OF WEST HOLLYWOOD
MINUTES
WEDNESDAY, MARCH 13, 2019
WEST HOLLYWOOD CITY HALL – COMMUNITY ROOM (EOC)
8300 SANTA MONICA BLVD
WEST HOLLYWOOD, CA 90069

6:30 P.M. – REGULAR MEETING**

1. **CALL TO ORDER** – Chair Torres called the meeting to order at 6:34 P.M.
 - A. **ROLL CALL**

PRESENT: Chair Torres; Vice Chair Millan; Commissioner Block; Commissioner Rodriguez; Commissioner Isaacs; and Commissioner Sunnanon (arrived at 6:43p.m.).

ABSENT: None.

ALSO PRESENT: Helen Collins, Facilities and Field Services Manager; John Gilmour, Principal Planner; Dan Mick, Code Compliance Supervisor; Erin Hamant, Senior Administrative Analyst; and Debbie Gonzalez, Administrative Coordinator.
 - B. **PLEDGE OF ALLEGIANCE:** Commissioner Rodriguez led the Pledge of Allegiance.

2. **APPROVAL OF AGENDA**

ACTION: Approve the March 13, 2019 Agenda.

Motion by Commissioner Block, seconded by Vice Chair Millan, and approved unanimously.

3. **APPROVAL OF MINUTES**

ACTION: Approve the minutes, dated February 13, 2019, of the prior Public Facilities Commission meeting.

Motion by Commissioner Block, seconded by Commissioner Isaacs, and approved unanimously.

4. **PUBLIC COMMENT** – None.

5. **COMMISSIONER COMMENTS**

Vice Chair Millan thanked members of the public for attending the Public Facilities Commission meeting.

6. **CONSENT CALENDAR** – None.

7. **PUBLIC HEARINGS** – None.

8. **UNFINISHED BUSINESS**

A. PARKWAY STANDARDS ORDINANCE

SUBJECT: The Public Facilities Commission received a presentation from the Parkway Standards Ordinance Ad Hoc Committee with their input on the draft Parkway Standards Ordinance.

PUBLIC COMMENT:

RICHARD GIESBRET, WEST HOLLYWOOD, spoke in favor of having parkways in the City of West Hollywood. He provided comments on the proposed Parkway Standards Ordinance. He e-mailed a letter prior to the meeting outlining his comments. A copy of the letter was distributed to the Commission.

Commissioner Block spoke about having parking delineators to prevent cars from double parking. He also spoke in regard to the depression in the parkway surface.

Staff provided clarity on the design criteria of the ground cover and depression on the parkway surface.

Commissioner Sunnanon asked for clarification on the ordinance violation.

Vice Chair Millan inquired if minimizing the 42" access strip path to 24" will pose an ADA non-compliance issue. Staff commented that the curbside parking does not fall under the purview of ADA Law.

ACTIONS: Received input and comments from the Parkway Standards Ordinance Ad Hoc Committee with a recommendation to the City Council to adopt the Parkway Standards Ordinance with the following changes:

- 1) Change the 42" path recommendation to a 24" path in the Parkway Design Guidelines.
- 2) Allow the use of rocks that are ¾" to 1" for ground cover in the Parkway Design Guidelines.
- 3) Discourage the use of concrete in the 18" convenience strip in the Parkway Design Guidelines.

Motion by Commissioner Rodriguez, seconded by Commissioner Sunnanon.

Roll Call Vote:
Commissioner Block – Yes
Commissioner Isaacs – Yes
Commissioner Sunnanon – Yes
Chair Torres – Yes
Vice Chair Millan– Yes
Commissioner Rodriguez- Yes

B. 2019 ARBOR DAY & ANNUAL TOUR

SUBJECT: The Public Facilities Commission was provided the proposed schedule for the Arbor Day Celebration and the Annual Tour locations.

ACTION: Approve the proposed schedule for the Arbor Day Celebration and the Annual Tour locations.

Motion by Vice Chair Millan, seconded by Commissioner Block, and approved unanimously.

9. NEW BUSINESS

A. FACILITIES AND FIELD SERVICES DIVISION CAPITAL IMPROVEMENT PROGRAM PROJECT UPDATE

SUBJECT: The Public Facilities Commission received an update on the existing and upcoming proposed Capital Improvement Program projects under the control of the Facilities and Field Services Division.

Staff presented the item and took questions from the Commission. Chair Torres inquired about the budgeting for the City Hall renovations. Commissioner Sunnanon asked if there are not-to-exceed limits for the projects. Commissioner Block inquired about funding for the Kings Road Park playground improvements. Staff further explained funding for each project.

ACTION: Receive and File.

10. EXCLUDED CONSENT CALENDAR – None.

11. PUBLIC COMMENTS – None.

12. ITEMS FROM STAFF – None.

13. ITEMS FROM COMMISSIONERS & SUBCOMMITTEE REPORTS

Commissioner Block requested that the meeting be adjourned in the name of Jim Chud. He thanked Commissioner Rodriguez for his work and bade him farewell.

Commissioner Sunnanon thanked the Parkway Standards Ordinance Ad Hoc Committee for their work and recommendations that were brought forth to the Commission. He informed the Commission that he will be absent beginning in April until June while he attends Officer Training with the United States Air Force. He wished Commissioner Rodriguez well.

Commissioner Rodriguez spoke about his time as a Commissioner and thanked the Commissioners and Staff for their hard work.

Vice Chair Millan thanked the Parkway Standards Ordinance Ad Hoc Committee for their work and dedication. He wished Commissioner Sunnanon well on his training. He thanked Commissioner Rodriguez for his hard work while serving in the Commission.

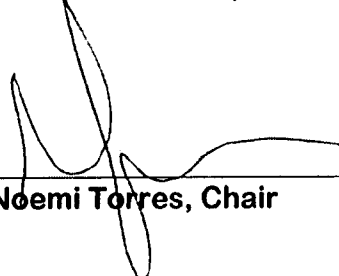
Chair Torres shared sentiments about Commissioner Rodriguez and wished him well. She wished Commissioner Sunnanon best of luck on his training. She wished everyone a happy Women's History month.

14. **ADJOURNMENT**

The Public Facilities Commission meeting adjourned in memory of Jim Chud at 8:03 P.M. to its next special meeting, which is scheduled to be on April 27, 2019 at 8:00 A.M. at West Hollywood City Hall – Community Room (EOC), 8300 Santa Monica Blvd., West Hollywood, CA 90069.



Debbie Gonzalez, Recording Secretary



Noemi Torres, Chair

ATTACHMENT D

RESOLUTION NO. PC 19-1324

**A RESOLUTION OF THE PLANNING COMMISSION
OF THE CITY OF WEST HOLLYWOOD
RECOMMENDING APPROVAL TO THE CITY
COUNCIL OF A ZONE TEXT AMENDMENT TO
MODIFY THE ZONING ORDINANCE TO ADD
REFERENCES TO NEW PARKWAY STANDARDS
IN TITLE 11, WEST HOLLYWOOD, CALIFORNIA.**

The Planning Commission of the City of West Hollywood hereby finds, resolves, and orders as follows:

SECTION 1. The City is considering a Municipal Code Amendment to create a new chapter in Title 11 for parkway standards. The parkway standards will provide detailed requirements for the treatment of parkways along the city's sidewalks. The proposed Zone Text Amendment would provide reference in the Zoning Ordinance, Title 19, to those standards in Title 11.

SECTION 2. A public hearing was duly noticed for the Planning Commission meeting of May 16, 2019 by publication in the Beverly Press newspaper, the West Hollywood Independent Newspaper, and the City website and by announcement on City Channel 6 by May 2, 2019.

SECTION 3. The zone text changes are Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061 of the CEQA Guidelines. Section 15061 states that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. In this case, the proposed zone text amendment and associated municipal code amendment will create new standards for parkways which will have positive impacts on environmental factors. These standards will promote permeable landscape area with water efficient irrigation in the right of way adjacent to development projects. These new standards will ensure any modification to these parkways will maintain a safe and accessible space that will not impede pedestrian and vehicular flow..

SECTION 4. The Planning Commission of the City of West Hollywood hereby finds that the proposed Zone Text Amendment is consistent with the Goals and Policies of the General Plan, specifically Goal IRC-1, which calls for the city to provide functional, safe, and well maintained circulation and public infrastructure throughout the City. The ZTA and associated municipal code amendment also comply with Goal IRC-3, to reduce water use and ensure a long-term water supply, as the parkways standards will encourage water efficient irrigation. The parkway standards and improvements set forth in this ordinance are consistent with the City's overall goals and policies for functional, safe, and well maintained parkways and nothing in this ordinance will impede the City's ability to meet its General Plan Goals and policies. .

SECTION 5. Based on the foregoing, the Planning Commission of the City of West Hollywood hereby recommends approval to the City Council of Zone Text Amendment 19-1324 which is attached hereto as Attachment A.

DRAFT

PASSED, APPROVED AND ADOPTED by the Planning Commission of the City of West Hollywood at a regular meeting held this 16th day of May, 2019 by the following vote:

AYES: Commissioner:

NOES: Commissioner:

ABSENT: Commissioner:

ABSTAIN: Commissioner:

STACEY E. JONES, CHAIRPERSON

ATTEST:

BIANCA SIEGL, LONG RANGE PLANNING MANAGER

Decisions of the Planning Commission are subject to appeal in accordance with the procedures set forth in West Hollywood Municipal Code Chapter 19.76. Any action to challenge the final decision of the City of West Hollywood made as a result of the public hearing on this application must be filed within the time limits set forth in Code of Civil Procedure Section §1094.6.

Attachment A

ZONE TEXT AMENDMENT 19-XXXX WEST HOLLYWOOD MUNICIPAL CODE SECTIONS TO BE MODIFIED

(New text indicated with underline, deleted text with ~~striketrough~~.)

Section 1. Section 19.20.160 of Chapter 19.20 of Title 19 is amended to read as follows:

19.20.160 Sidewalks.

Combined sidewalk and parkways in all zoning districts shall be a minimum of ten feet, except as otherwise provided by the Sunset Specific Plan, or when determined infeasible or undesirable by the Director of Public Works. See also Section 19.26.040(C)(1) and Chapter 11.46 for parkway requirements.

Section 2. Subsection 19.26.040(C)(1) of Section 19.26.040 of Chapter 19.26 of Title 19 is amended to read as follows:

19.26.040 Areas of Required Landscaping.

C. *Landscaping Requirements for Residential Uses* (In addition to subsection (A), above).

1. Parkway. Proposed residential developments shall provide for the installation and maintenance of a parkway landscaping strip with a minimum width of three feet along the entire street frontage of the site between the sidewalk and the street curb, except when determined infeasible or undesirable by the Director of Public Works. See also Section 19.20.160 for sidewalk requirements and Chapter 11.46 for parkway requirements.

Section 3. Subsection G-26.120 (A) of Section G-26.120 of Chapter G-26 of Article 19-3 of Title 19 is amended to read as follows:

G-26.120 Landscape Guidelines for Specific Areas.

A. Parkway areas. The following guidelines supplement the parkway requirements of this Code ~~of the Zoning Ordinance~~. Parkways are as defined in this Title and as also may be designated in the city's Streetscape Master Plans adopted by the City Council. ~~A parkway is the area between the sidewalk and the curb that is not intended for pedestrian passage. See Chapter 11.46 and 19.26.040(C)(1) for parking requirements.~~

1. Parkway should be thought of as an integral part of the overall site development rather than as an extra or afterthought, and should relate to both neighboring properties and the other landscape and structures on the site. Pedestrians walking on the sidewalk should have the experience of walking through a landscape that is separated by a path, as opposed to walking past two separate landscapes that happen to be on either side of the path.
2. Where parking or loading is permitted next to the curb, parkway planting should allow passengers to exit easily and safely from the passenger door side of vehicles by providing limited areas of turf, grasscrete and/or areas of hardscape such as decomposed granite, decorative gravel, concrete pavers or brick.
3. Parkway are encouraged to incorporate the following where appropriate:
 - a. Street trees, varieties as specified by the city's Streetscape Master Plan.
 - b. Drought-resistant ground cover, vines, small shrubs and small perennials.
 - c. Lighting that complements and supplements any lighting supplied by the street lights.
 - d. Benches positioned so that they do not obstruct pedestrian access to automobiles (Note: Installation of lighting or benches requires an Encroachment Permit from the City Engineer.)

Section 4. Subsection 19.30.030(J)(1) of Section 19.30.030 of Chapter 19.30 of Title 19 is amended as follows:

19.30.030 Specific Violations.

J. *Non-Maintenance of Landscape and Hardscape.*

1. A violation of Municipal Code Sections 11.16.060 (Obligation to Maintain), 11.16.070 (Cleaning of Sidewalks), Chapter 11.46 (Parkway Standards), 19.36.280(B)(5) (Front Yard Paving), 19.36.320(C) (Front Yard Paving), Chapter 19.26 (Landscaping Standards), and Chapter 19.28 (Off-Street Parking and Loading Standards), or any other Zoning Ordinance provisions or permit conditions pertaining to the installation and upkeep of landscaped or hardscaped areas located on private property or abutting parkways.

Section 5. Section 19.90.020 of Chapter 19.90 of Title 19 is amended to amend the definition of the term "parkway" in the alphabetical list of definition to read as follows:

Parkway. The portion of the public right-of-way located between the street curb and the sidewalk. An unpaved area between a sidewalk and the street curb used to provide a landscaping strip.

DRAFT

ATTACHMENT E

PLANNING COMMISSION
PUBLIC HEARING

MAY 16, 2019

SUBJECT: ZONE TEXT AMENDMENT: PARKWAY STANDARDS
REFERENCE

INITIATED BY: DEPARTMENT OF PUBLIC WORKS
 (Hany Demitri, City Engineer)
 (John Gilmour, Principal Civil Engineer)
 (Daniel Mick, Code Compliance Supervisor)

PLANNING & DEVELOPMENT SERVICES DEPARTMENT
(Bianca Siegl, Long Range Planning Manager)
(Rachel Dimond, AICP, Senior Planner)

STATEMENT ON THE SUBJECT

The Planning Commission will consider an amendment to the Zoning Ordinance to reference the City's Parkway Standards found in Title 11, West Hollywood Municipal Code. The purpose of this hearing is for the Planning Commission to provide a recommendation to the City Council on the subject Zone Text Amendment.

RECOMMENDATION

Staff recommends that the Planning Commission hold the public hearing, consider all pertinent testimony, and recommend approval to the City Council by adopting the following:

- 1) Draft Resolution No. PC 19-1324: **“A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD RECOMMENDING APPROVAL TO THE CITY COUNCIL OF A ZONE TEXT AMENDMENT TO MODIFY THE ZONING ORDINANCE, TITLE 19, TO ADD REFERENCES TO NEW PARKWAY STANDARDS IN TITLE 11, WEST HOLLYWOOD, CALIFORNIA.”** (EXHIBIT A)

BACKGROUND

The Planning Commission is asked to consider an amendment to the Zoning Ordinance to add references to the City's proposed new Parkway Standards in Title 11 of the Municipal Code. The changes to the Zoning Ordinance are minimal, but this report provides additional context related to the purpose of the Parkway Standards for reference. The changes to Title 11 and 19 will be reviewed by the City Council.

Public parkways are the portion of the public right-of-way located between the public street curb and the public sidewalk. Parkway areas are typically planted areas that may contain irrigation and street trees. Parkways are important public assets to the City as

they provide the necessary soil and irrigation to allow street trees to grow, provide a buffer between pedestrians on the sidewalk and vehicles in the roadway, and enhance the visual quality and land value of adjacent private parcels and the city in general.

Staff has encountered difficulty in managing changes to public parkways by adjacent private property owners. The difficulty arises from the lack of specific ordinance language that instructs the purpose, definition, and requirements of public parkways, as well as a clearly defined process in which transformations by adjacent private parcel owners shall be conducted. This has led to hazardous conditions in many parkways around the city, including the following:

- 1) Installation of thorny and spikey plantings
- 2) Installation of large boulders or other such physical objects
- 3) Installation of valuable artist objects in the parkways that when damaged, the property owners have sought reparations from the city.
- 4) Installation of tall and thick hedges and other types of screening plantings that limit the ability for pedestrians to cross the sidewalk and obscures the sidewalk from public view.
- 5) Installation of hazardous paving materials in the parkway area that pose tripping hazard.

In 2010, the City conducted an extensive exercise to study parkway management and ultimately produced the *Parkway Design Guide* that is available to the public to use when contemplating the transformation of the public parkway in front of their private parcels. This document is a reference guide for how the city recommends the parkways to be designed and maintained. However, this design guide is merely a guiding document and was not adopted as a municipal code ordinance requiring adherence. Therefore, currently, staff does not have the municipal code provisions to properly enforce and regulate the state of these parkways.

The proposed parkway ordinance design standards will apply to all residential properties undergoing new construction, major remodel, or where fifty percent (50%) or more of the parkway is being changed or disturbed. The proposed ordinance provides rules to the public on what can and cannot be placed or planted in the parkway. The ordinance will also instruct the public on the permitting process to change or alter the public parkway. The proposed ordinance will provide Code Compliance with the necessary municipal code language allowing them to enforce rules on the management of the public parkways. In order to adopt these regulations in Chapter 11.46, there needs to be updated references to this chapter within the Zoning Ordinance.

Proposed Changes to the Zoning Code

There are multiple changes to the Zoning Ordinance that are needed to bring clarity and consistency to the Municipal Code with regards to parkways.

1. 19.20.160 – Sidewalks: This section mandates the minimum combined width of parkways and sidewalks and references other codes that provide parkway standards. This amendment adds a reference to the proposed parkway chapter (11.46).
2. G-26.120 – Landscape Guidelines for Specific Areas: This section provides landscape guidelines for a variety of specific areas. The proposed amendment adds references to the proposed parkway chapter (11.46) and the existing residential landscaping requirements (19.26.040).
3. 19.26.040 – Areas of Required Landscaping: This section mandates the areas where landscaping is required. This amendment adds a reference to the proposed parkway standards (11.46).
4. 19.36.030 – Property Maintenance Standards: Subsection J of 19.30.030 makes it a violation to fail to maintain the landscape and hardscape and makes references to several other codes which should be referred to. This amendment adds a reference to the proposed parkway chapter (11.46).

PUBLIC OUTREACH

The Public Facilities Commission had an ad hoc committee that met and discussed how to establish appropriate regulations for parkway standards.

ENVIRONMENTAL REVIEW

The proposed zone text amendment is Categorical Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061 of the CEQA Guidelines. Section 15061 states that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The facilitation of parkway standards and providing reference to those standards will not impact the environment.

EXHIBITS

- A. Draft Resolution No. PC 19-1324
- B. Proposed Changes to Title 11 of the Municipal Code

Memo

To: Mayor, City Councilmembers, City Manager, and City Attorney
From: Alyssa T. Poblador, Administrative Specialist IV *AP*
CC: J. ROCCO, D. RIVAS, H. DEMITRI, J. GILMOUR, D. MICK, J. KEHO, B. SIEGL, R. DIMOND
Date: July 12, 2019
Re: Memo Concerning Item 3.B. on the 7/15/19 Agenda

Attached please find a **Memo** from Jackie Rocco, Director of Public Works, relating to Item 3.B. on the July 15, 2019 Council Agenda.

3.B. MUNICIPAL CODE AMENDMENT: PARKWAY STANDARDS

Memo

To: City Council

From: Jackie Rocco

Date: 7/12/2019

Re: Item 3.B. – Municipal Code Amendment: Parkway Standards

Attached please find a supplemental report clarifying the Applicability and Parkway Design sections of the proposed Parkway Standards Ordinance.

SUBJECT: SUPPLEMENTAL REPORT: MUNICIPAL CODE AMENDMENT:
PARKWAY STANDARDS

INITIATED BY: **DEPARTMENT OF PUBLIC WORKS**
(Jackie Rocco, Public Works Director)
(Danny Rivas, Code Compliance Manager)
(Hany Demitri, City Engineer)
(John Gilmour, Principal Engineer)
(Daniel Mick, Code Compliance Supervisor)

PLANNING AND DEVELOPMENT SERVICES
(John Keho, AICP, Director)
(Bianca Siegl, Long Range Planning Manager)
(Rachel Dimond, AICP, Senior Planner)

STATEMENT ON THE SUBJECT:

The City Council will consider adopting an ordinance that establishes new parkway standards in Chapter 11.46, amends Title 19 to reference those standards within the West Hollywood Municipal Code and amends Title 1 to add violations of the new chapter to the list of Municipal Code chapters and sections that are subject to the administrative penalty procedures. A fee resolution will also be considered adopting a fee for violations of the new chapter. The purpose of these new standards is to provide clear standards to promote sustainability, public safety, and neighborhood beautification.

The purpose of this supplemental report is to provide an updated ordinance with the following changes:

1. Clarifies the Applicability Section 11.46.020 to include any commercial properties that are not governed by a Streetscape Master Plan by fixing ambiguity in the previous language.
2. Expands the Applicability Section 11.46.020 to require any new plants meet the requirements for plantings in Section 11.46.050 Parkway Design.
3. Reorganizes Section 11.46.050 Parkway Design to separate new planting requirements.

ATTACHMENTS:

A. Ordinance 19-XXXX

ORDINANCE NO. 19-_____

AN ORDINANCE OF THE CITY OF WEST HOLLYWOOD ESTABLISHING PARKWAY STANDARDS BY ADDING CHAPTER 11.46 TO TITLE 11 (STREETS, SIDEWALKS, PUBLIC PLACES AND INFRASTRUCTURE) OF THE WEST HOLLYWOOD MUNICIPAL CODE, MODIFYING THE ZONING ORDINANCE TO ADD REFERENCES TO THE NEW PARKWAY STANDARDS IN TITLE 11 AND ADDING VIOLATIONS OF THE NEW PARKWAY STANDARDS TO THE LIST OF CODE VIOLATIONS SUBJECT TO THE ADMINISTRATIVE PENALTY PROCEDURES.

THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Parkways are the strip of land between the street and the walkway portion of the sidewalk. There have been a number of changes to parkways by adjacent property owners that have created hazards. New parkway standards in Title 11 will provide detailed requirements for the treatment of parkways along the city's sidewalks. The proposed Zone Text Amendment would provide reference in the Zoning Ordinance, Title 19, to those standards in Title 11.

SECTION 2. On March 13, 2019, the Public Facilities Commission held a meeting and unanimously recommended that the City Council adopt the parkway standards ordinance with a few design recommendations.

SECTION 3. A public hearing was duly noticed for the Planning Commission meeting of May 16, 2019 by publication in the Beverly Press newspaper, the West Hollywood Independent Newspaper, and the City website and by announcement on City Channel 6 by May 2, 2019. The Planning Commission voted 5-1-0 to recommend approval of the proposed amendments to Title 19.

SECTION 4. A public hearing was duly noticed for the City Council meeting of July 15, 2019 by publication in the Beverly Press newspaper, the West Hollywood Independent Newspaper, and the City website and by announcement on City Channel 6 by July 4, 2019.

SECTION 5. The ordinance is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061 of the CEQA Guidelines. Section 15061 states that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. In this case, the proposed zone text

amendment and associated municipal code amendment will create new standards for parkways which will have positive impacts on environmental factors. These standards will promote permeable landscape area with water efficient irrigation in the right of way adjacent to development projects. These new standards will ensure any modification to these parkways will maintain a safe and accessible space that will not impede pedestrian and vehicular flow.

SECTION 6. The City Council of the City of West Hollywood hereby finds that the proposed Municipal Code Amendments are consistent with the Goals and Policies of the General Plan, specifically Goal IRC-1, which calls for the city to provide functional, safe, and well maintained circulation and public infrastructure throughout the City. The ZTA and associated municipal code amendment also comply with Goal IRC-3, to reduce water use and ensure a long-term water supply, as the parkways standards will encourage water efficient irrigation. The parkway standards and improvements set forth in this ordinance are consistent with the City's overall goals and policies for functional, safe, and well maintained parkways and nothing in this ordinance will impede the City's ability to meet its General Plan Goals and policies.

SECTION 7: A new Chapter 11.46, entitled "Parkway Standards" and containing Sections 11.46.010 through 11.46.080, is added to Title 11 of the West Hollywood Municipal Code (the "Code") to read as follows:

Chapter 11.46
PARKWAY STANDARDS

Sections:

- 11.46.010 Purpose**
- 11.46.020 Applicability**
- 11.46.030 Definitions**
- 11.46.040 Encroachment Permit Required**
- 11.46.050 Parkway Design**
- 11.46.060 Non-Vegetation Parkway Objects**
- 11.46.070 Parkway Maintenance**
- 11.46.080 Violations**

Chapter 11.46 – Parkway Standards

11.46.010 - Purpose

The purpose of these standards is to provide standards for the design and maintenance of parkways in the City. Parkway are important to individual property owners and the City as a whole for reason that include, but are not limited to the following:

- a) Parkway provide soil volume that street trees need to grow into healthy, mature trees that provide shade, collect stormwater, consume carbon and provide other environmental and health benefits.
- b) Parkway can collect and treat stormwater and irrigation runoff and return it to the groundwater table.
- c) Parkway provide a buffer between sidewalks and streets.
- d) Parkway improve the curb appeal and value of homes.
- e) Parkway enhance the visual quality of the city.

11.46.020 – Applicability

This chapter shall apply to all Parkway in the City, as that term is defined in Title 19 of this Code. The Parkway Design Standards in Section 11.46.050 shall apply to all newly constructed parkways **adjacent to residential properties**, parkways for **residential** properties that are undergoing a Major Remodel (as that term is defined in Title 19) and parkways for **residential** properties that are disturbing, improving or changing 50% or more the area of the parkway adjacent to the property. Notwithstanding, Parkway that are subject to an Streetscape Master Plan adopted by the City Council shall comply with the provisions in the adopted Streetscape Master Plan in lieu of compliance with the design standards in 11.46.050. **All newly installed plants shall comply with Chapter 11.46.050(C).**

11.46.030 - Definitions

- a. "Access path" shall mean a means of access across the parkway, from the curb to the sidewalk.
- b. "Convenience strip" shall mean a walkable surface provided for passengers to enter and exit vehicles parked at the curb. Convenience strips are a minimum 18" wide path made of hardscape paving material that is the same finished elevation as the curb and sloped 2% towards the curb, and runs parallel to, and along, the back of the curb.
- c. "Hardscape paving material" shall mean set-in or stable landscaping paving material including, but not limited to, concrete, bricks, pavers, paving stones, and stabilized decomposed granite.
- d. "Invasive Plant" shall mean any plant that is non-native to the ecosystem and whose introduction causes or is likely to cause economic or environmental harm, or harm to human health.

- e. "Non-vegetative ground cover" shall mean any material that conceals the bare ground and protects the topsoil from erosion or drought. Allowable non-vegetative ground cover materials include, but are not limited to, bark chips, long-term mulch product, and stone that is no smaller than ¾" and no larger than 1" in diameter.
- f. "Parkway" shall mean the same thing as defined in section 19.90.020 of the municipal code.
- g. "Public Right-of-Way" shall mean the area of land granting access and conveyance to the public, typically consisting of a roadway for vehicular and bicycle travel, a curb and gutter, a parkway for plantings and groundcover vegetative landscaping, and a sidewalk for pedestrian travel.
- h. "Sidewalk" shall mean that portion of the public right-of-way located between the street curb and the adjacent property line that is paved and intended for use by pedestrians.
- i. "Walkable plant" shall mean any natural turf or groundcover plant which has a low or flat growth habit without large clumps or woody branches, and has a high degree of tolerance to frequent foot traffic.
- j. "Walkable surface" shall mean a firm, uniform, level walking surface that is slip-free in most weather conditions.

11.46.040 – ENCROACHMENT PERMIT REQUIRED.

- a) An encroachment permit shall be obtained from the City Engineer, pursuant to Chapter 11.18 of this code, prior to:
 - 1. Demolishing, removing, adding to, or otherwise altering the sidewalk or parkway
 - 2. Removing or installing any tree within the parkway
 - 3. Installing any hardscape paving material or non-vegetative ground cover within the parkway
 - 4. Installing fences, planters, stones, monuments, statues, benches, lighting fixtures, irrigation systems, above ground sprinkler heads, art work, rails and any other objects.
- b) Exemption. Notwithstanding any other provisions of this code, the maintenance of existing plantings or non-vegetative groundcover, or the regular and routine maintenance of existing irrigation systems or objects in the parkway compliant with the provisions of this chapter within the limits of the existing parkway, shall not require an encroachment permit.

11.46.050 – Parkway Design

Parkways shall be constructed according to the following requirements:

- a) No more than 25% of the parkway area shall contain hardscape paving materials. If the requirements of curbside access paving described in subsections (h) and (i), by themselves cause exceedance of this standard, this standard shall be waived and no further paving allowed.
- b) No less than 50% of the parkway area shall be covered with planting materials.
- c) Planting materials, excluding approved street trees, shall be selected from those plants listed in the Parkway Design Guide, or materials that are approved by the City Engineer and shall comply with the following:
 1. Do not require mowing more frequently than once every few months
 2. Are drought tolerant and can survive with irrigation only occasionally from November through March, once a week April through June, and twice a week July through October.
 3. Do not exceed a height of 24 inches at full maturity, as measured from the surface of the parkway.
 4. Do not have thorns or sharp edges.
 5. Are not poisonous, noxious, or toxic when ingested or touched by persons of ordinary sensitivity.
 6. Is not an invasive plant or listed as prohibited in the Parkway Design Guide.
 7. Do not form a continuous hedge or screen at full maturity.
 8. Are not artificial plants, including synthetic turf.
- d) Only walkable surfaces and plants shall be installed within 12" of a fire hydrant, water meter, utility pole, street light, or similar utility structure or equipment. If the utility owner requires a greater clearance, then that greater setback shall apply. Walkable Plantings shall not obscure the visibility of the above structures or equipment.
- e) Within the parkway, non-vegetative ground cover materials may be installed above firm, stable soil material and at a thickness of no more than 2 inches.
- f) If decomposed granite is installed in the parkways, the decomposed granite shall be 4 inches thick, composed of 3/8" maximum gradation, and be blended with a stabilizing compound at a rate of 12 pounds per ton.

- g) All irrigation systems installed in the parkway shall be designed in a manner that results in no overspray onto the sidewalk, access walks, or street and be consistent with the applicable sections of Chapter 19.26 Landscaping Standards and State's Model Water-Efficient Landscape Ordinance. Irrigation systems shall be buried or installed in a manner that does not create a tripping hazard.
- h) A convenience strip consisting of a minimum 18" wide path made of hardscape paving material that is the same finished elevation as the curb and sloped 2% towards the curb, and runs parallel to, and along, the back of the curb shall be provided on all parkways that do not provide a minimum 18" walkable surface along the curb.
- i) All parkways that are not made of walkable surfaces or walkable plants shall also provide an access path consisting of a up to 24" wide hardscape paving material access path at the same finished elevation as the adjacent curb and sidewalk and sloped 2% toward the curb at the following locations:
 - 1. Where there are metered curbside parking spaces, at the meter locations;
 - 2. Where there are unmetered, striped curbside parking spaces, located every two spaces at the point where the two spaces share a border;
 - 3. Where there are unmetered, unstriped curbside parking spaces, located every 50' so as to be every two spaces at the point where the two spaces share a border; and
 - 4. Where there are no curbside parking spaces, located every 50'.
- j) All areas of the parkway consisting of hardscape paving material shall not contain any abrupt change in elevation greater than 1/4".
- k) Paving, walkable plantings, and non-vegetative ground cover shall be installed within the parkway such that the surface elevation (the top of material) shall be installed with a slope of no more than 2% in the direction from the sidewalk to the curb. The parkway running grade (direction parallel to the street) shall match that of the street.
- l) Paving, walkable plantings, and non-vegetative ground cover shall be installed within the parkway such that the surface elevation (the top of material) of the parkway shall be flush with (provides a smooth vertical transition from one side to the other side) the adjacent street curb, walks, and sidewalks.

11.46.060 – Parkway Maintenance

- a) With the exception of street trees, the adjacent property owner shall be responsible for maintaining all elements of the parkway in front of the property.

- b) Parkway plantings shall be kept in a neat manner away from adjacent paved surfaces at all times and shall not obstruct or infringe upon the areas of curbs, walks, sidewalks, or driveways. Planting that are not neat and obstruct or infringe upon the areas of curbs, walks, sidewalks, or driveways shall be trimmed to create a neat appearance.
- c) The adjacent property owner shall maintain all plantings within the parkway in a healthy manner by providing sufficient watering consistent with the State Model Water Efficient Landscape Ordinance and pursuant to a method approved by the City Engineer, so as to ensure the viability and sustainability of the parkway plantings. Dead or dying plantings shall be replaced.
- d) The adjacent property owner shall maintain the proper amount of, and orderly composition of, any ground cover materials, so as to ensure compliance with this chapter's surface elevations and slope requirements. The property owner shall not allow the ground cover materials to deposit outside of the parkway limits.
- e) All irrigation systems within the parkway shall be maintained by the adjacent property owner in a functioning and sufficient manner to ensure the viability and sustainability of the parkway plantings. Irrigation systems shall be kept free of leaks.
- f) The adjacent property owner shall maintain the parkway in a manner that is free of rubbish, debris, weeds, dead foliage, animal waste, and spent flowers.
- g) Walkable plants shall not be allowed to grow taller than 6 inches.

11.46.070 – Violations

A violation of this chapter is subject to the administrative penalty provisions of Sections 1.08.030 through 1.08.070 of this code. Where the violation is of a continuing nature, each day or portion thereof wherein the violation continues constitutes a separate and distinct violation. It is a violation of this chapter to knowingly make a false statement in any application for a license or permit or in any report required under this chapter.

SECTION 8: Section 19.20.160 of Chapter 19.20 of Title 19 is amended to read as follows:

19.20.160 Sidewalks.

Combined sidewalk and parkways in all zoning districts shall be a minimum of ten feet, except as otherwise provided by the Sunset Specific Plan, or when determined infeasible or undesirable by the Director of Public Works. See also Section 19.26.040(C)(1) and Chapter 11.46 for parkway requirements.

SECTION 9: Subsection 19.26.040(C)(1) of Section 19.26.040 of Chapter 19.26 of Title 19 is amended to read as follows:

19.26.040 Areas of Required Landscaping.

C. *Landscaping Requirements for Residential Uses* (In addition to subsection (A), above).

1. Parkway. Proposed residential developments shall provide for the installation and maintenance of a parkway landscaping strip with a minimum width of three feet along the entire street frontage of the site between the sidewalk and the street curb, except when determined infeasible or undesirable by the Director of Public Works. See also Section 19.20.160 for sidewalk requirements and Chapter 11.46 for parkway requirements.

SECTION 10: Subsection G-26.120 (A) of Section G-26.120 of Chapter G-26 of Article 19-3 of Title 19 is amended to read as follows:

G-26.120 Landscape Guidelines for Specific Areas.

A. Parkway areas. The following guidelines supplement the parkway requirements of this Code.-Parkways are as defined in this Title and as also may be designated in the city's Streetscape Master Plans adopted by the City Council.

1. Parkway should be thought of as an integral part of the overall site development rather than as an extra or afterthought, and should relate to both neighboring properties and the other landscape and structures on the site. Pedestrians walking on the sidewalk should have the experience of walking through a landscape that is separated by a path, as opposed to walking past two separate landscapes that happen to be on either side of the path.

2. Where parking or loading is permitted next to the curb, parkway planting should allow passengers to exit easily and safely from the passenger door side of vehicles by providing limited areas of turf, grasscrete and/or areas of hardscape such as decomposed granite, decorative gravel, concrete pavers or brick.

3. Parkway are encouraged to incorporate the following where appropriate:

a. Street trees, varieties as specified by the city's Streetscape Master Plan.

- b. Drought-resistant ground cover, vines, small shrubs and small perennials.
- c. Lighting that complements and supplements any lighting supplied by the street lights.
- d. Benches positioned so that they do not obstruct pedestrian access to automobiles (Note: Installation of lighting or benches requires an Encroachment Permit from the City Engineer.)

SECTION 11: Subsection 19.30.030(J)(1) of Section 19.30.030 of Chapter 19.30 of Title 19 is amended as follows:

19.30.030 Specific Violations.

J. *Non-Maintenance of Landscape and Hardscape.*

1. A violation of Municipal Code Sections 11.16.060 (Obligation to Maintain), 11.16.070 (Cleaning of Sidewalks), Chapter 11.46 (Parkway Standards), 19.36.280(B)(5) (Front Yard Paving), 19.36.320(C) (Front Yard Paving), Chapter 19.26 (Landscaping Standards), and Chapter 19.28 (Off-Street Parking and Loading Standards), or any other Zoning Ordinance provisions or permit conditions pertaining to the installation and upkeep of landscaped or hardscaped areas located on private property or abutting parkways.

SECTION 12: Section 19.90.020 of Chapter 19.90 of Title 19 is amended to amend the definition of the term "parkway" in the alphabetical list of definition to read as follows:

Parkway. The portion of the public right-of-way located between the street curb and the sidewalk.

SECTION 13: The list in Section 1.08.010(d) of municipal code chapters and sections that are subject to the Administrative Penalty Procedures in Section 1.08.030 through 1.08.070 in Section 1.08.010 in Chapter 1.08 of Title 1 of the West Hollywood Municipal Code is amended to add "Chapter 11.46, Parkway Standards" to the list in numeric order and the remainder of the list is to remain unchanged.

SECTION 14: Effective Date. This ordinance shall take effect thirty days after its passage and adoption pursuant to California Government Code section 36937.

SECTION 15: Certification. The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of West Hollywood's book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

PASSED, APPROVED, AND ADOPTED THIS ____ day of _____, 2019.

AYES: Councilmember:
NOES: Councilmember:
ABSENT: Councilmember:
ABSTAIN: Councilmember:

John D'Amico, Mayor

ATTEST:

Yvonne Quarker, City Clerk

Memo

To: Mayor, City Councilmembers, City Manager, and City Attorney
From: Alyssa T. Poblador, Administrative Specialist IV *ATP*
CC: J. ROCCO, D. RIVAS, H. DEMITRI, J. GILMOUR, D. MICK, J. KEHO, B. SIEGL, R. DIMOND
Date: July 15, 2019
Re: Correspondence Concerning Item 3.B. on the 7/15/19 Agenda

Attached please find correspondence received relating to Item 3.B. on the July 15, 2019 Council Agenda.

3.B. MUNICIPAL CODE AMENDMENT: PARKWAY STANDARDS

Alyssa Poblador

From: John Leonard
Sent: Monday, July 15, 2019 9:58 AM
To: Yvonne Quarker; Alyssa Poblador
Cc: Andi Lovano; Jasmine Duckworth
Subject: FW: Item 3B - July 15, 2019 Council Mtg. Agenda

Correspondence for 3B

John Leonard
City of West Hollywood
P: 323.848.6446 | E: jleonard@weho.org

From: carleton cronin [<mailto:crobar33@gmail.com>]
Sent: Monday, July 15, 2019 9:55 AM
To: City Council Web Email Address
Subject: Item 3B - July 15, 2019 Council Mtg. Agenda

CAUTION - EXTERNAL SENDER. Please do not click links or open attachments unless you recognize the source of this email and know the content is safe.

Getting more difficult to drag my wrinkled old carcass to meeting, thus: New rules will require expenses to homeowners or other managers of the parkways which may not be easily met in quick time. I suggest a system by which we are advised of inappropriate use of the parkway by our design of embellishment (plants, stones, etc, not meeting new rules) and given some further advice of how to meet the requirements rather than be given a summons and a demand to "fix it or else".

And... in many areas (west side is all I know) thye sidewalks are much too narrow for even two abreast. Parkway should be decreased by half.

Carleton Cronin - 8700 Dorrington Ave. West Hollywood - 310-652-2921

--

Carl Cronin
crobar33@gmail.com

Memo

To: Mayor, City Councilmembers, City Manager, and City Attorney
From: Alyssa T. Poblador, Administrative Specialist IV
CC: J. ROCCO, D. RIVAS, H. DEMITRI, J. GILMOUR, D. MICK, J. KEHO, B. SIEGL, R. DIMOND
Date: July 15, 2019
Re: Correspondence Concerning Item 3.B. on the 7/15/19 Agenda

Attached please find correspondence received relating to Item 3.B. on the July 15, 2019 Council Agenda.

3.B. MUNICIPAL CODE AMENDMENT: PARKWAY STANDARDS

Alyssa Poblador

Subject: FW: CC Meeting 07/15/2019

From: Michael Carter [mailto:mikecarter2011@gmail.com]
Sent: Monday, July 15, 2019 2:22 PM
To: City Council Web Email Address
Cc: Ogden Watch; Yvonne Quarker
Subject: CC Meeting 07/15/2019

CAUTION - EXTERNAL SENDER. Please do not click links or open attachments unless you recognize the source of this email and know the content is safe.

Greetings City Council Members and Staff:

3.A. I support new and more extensive Green Building requirements **but** I believe that the incentive for doing so lies in having produced a greener structure. I see the word "incentive" mentioned six times in the Staff Report and **I do not believe that the practice of constructing a green building should be incentivized.**

3.B. I support item 3.B. This was a concern Ogden Owls brought to the table last year and we are glad to see it on the agenda. Thank you Council and Staff. There should be specific code language that instructs the purpose, definition, and requirements of public parkways, as well as a clearly defined process in which transformations or modifications of the parkway by adjacent private property owners shall be conducted.

3.C. I support item 3.C. The proposed ordinance provides clarity to the encroachment permit process. Providing clarity to the encroachment permit process will raise the level of customer service to the community and give Code Compliance a specific code to reference when non-compliance is found.

4.A. For our health, welfare and to curb the impact that second smoke has on us, let's improve our record with the American Lung Association. Please explore a West Hollywood Smoke-Free Program.

Please make my input part of the record for tonight's CC meeting, 07/15/2019.

Best,
Mike Carter

Memo

To: Mayor, City Councilmembers, City Manager, and City Attorney
From: Alyssa T. Poblador, Administrative Specialist IV *ATP*
CC: J. ROCCO, D. RIVAS, H. DEMITRI, J. GILMOUR, D. MICK, J. KEHO, B. SIEGL, R. DIMOND
Date: July 16, 2019
Re: Correspondence Concerning Item 3.B. on the 7/15/19 Agenda

Attached please find correspondence received yesterday evening relating to Item 3.B. on the July 15, 2019 Council Agenda.

3.B. MUNICIPAL CODE AMENDMENT: PARKWAY STANDARDS

Alyssa Poblador

From: Yvonne Quarker
Sent: Tuesday, July 16, 2019 7:19 AM
To: Alyssa Poblador
Subject: FW: Item 3B

-----Original Message-----

From: Jen [<mailto:jennykriendler@gmail.com>]
Sent: Monday, July 15, 2019 5:17 PM
To: City Council Web Email Address; Yvonne Quarker
Subject: Item 3B

CAUTION - EXTERNAL SENDER. Please do not click links or open attachments unless you recognize the source of this email and know the content is safe.

Parkways are our possibility for a little slice of beauty on our streets. Please support and pass Item 3B.

Ms. Quarker- Please place on public record.

Thank you!
Jenny Kriendler of N. Ogden Dr.

Sent from my iPhone