



**CITY OF WEST HOLLYWOOD
PLANNING COMMISSION AGENDA
Thursday, May 21, 2020**

TELECONFERENCE MEETING AT 6:30 P.M.

IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS), THIS PUBLIC MEETING IS HELD PURSUANT TO EXECUTIVE ORDER N-29-20 ISSUED BY CALIFORNIA GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020. THE GOVERNOR OF CALIFORNIA HAS ORDERED ALL CALIFORNIANS TO STAY HOME AND AUTHORIZED PUBLIC MEETINGS TO TAKE PLACE VIA TELECONFERENCE.

TO VIEW THE PLANNING COMMISSION MEETING:

You may view the Planning Commission meetings from your computer, tablet or smartphone. **Planning Commission meetings are broadcast live on WeHoTV on Spectrum Ch. 10 in West Hollywood and AT&T U-verse Ch. 99 in Southern California, and are streamed live on the City's website at www.weho.org/wehotv and on YouTube at www.youtube.com/wehotv. WeHoTV programming is also available on multiple streaming platforms, including Android TV, Apple TV, Fire TV, and Roku. Digital streaming platform viewers can easily find programming by searching for "WeHoTV" within the search functions of these services.**

TO PARTICIPATE BY PROVIDING AN E-COMMENT:

To better facilitate the remote meeting, members of the public who wish to comment on matters before the Planning Commission are strongly encouraged to submit an E-Comment using the form located at <https://www.weho.org/city-government/boards-commissions/commissions/planning-commission> no later than 4:00 p.m. on the Planning Commission meeting day.

Note: E-Comments received by 4:00 p.m. will be forwarded to the Planning Commission and posted on the City's website as part of the official meeting record.

TO PARTICIPATE BY PROVIDING PUBLIC COMMENT BY TELEPHONE:

This option is to provide public comment via phone ONLY. To view the meeting, please see information on how to view the meeting provided above.

1. **You are strongly encouraged to Email dgilliq@weho.org in advance of the Planning Commission meeting, to be added to the Public Speaker List for the meeting. Please include your name, the phone number from which you will be calling, and which item you would like to speak on.**
2. **Dial-in 10 minutes prior to the start of the meeting (*the meeting begins at 6:30 p.m.*) You will be placed on HOLD in the Virtual Waiting Room until it is your turn to speak.**

**Dial-in: (669) 900-6833
Meeting I.D.: 934 9285 6127, then #**

3. **PLEASE MUTE YOUR PHONE UNTIL YOU ARE CALLED TO SPEAK.** Comments from the public are limited to 3 minutes per speaker.

To comply with the American with Disabilities Act of 1990, Assistive Listening Devices (ALD) will be available for checkout at the meeting. If you require special assistance to participate in this meeting (e.g., a signer for the hearing impaired), you must call, or submit your request in writing to the Office of the City Clerk at (323) 848-6409 at least 48 hours prior to the meeting. The City TDD line for the hearing impaired is (323) 848-6496.

Special meeting related accommodations (e.g., transportation) may be provided upon written request to the Office of the City Clerk at least 48 hours prior to the meeting. For information on public transportation, call 1-323-GO-METRO (323/466-3876) or go to www.metro.net

Written materials distributed to the Planning Commission within 72 hours of the Planning Commission meeting are available for public inspection immediately upon distribution in the Planning and Development Services Department at 8300 Santa Monica Boulevard, West Hollywood, California, during normal business hours. They will also be available for inspection during the Planning Commission meeting at the staff liaison's table.

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

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

Reminder: please speak clearly into microphones and turn off all cellular phones and pagers.

For additional information on any item listed below, please contact Jennifer Alkire, AICP, Current and Historic Preservation Planning Manager (jalkire@weho.org) (323) 848-6487 or Robyn Eason, AICP, Acting Long Range Planning Manager (reason@weho.org) (323) 848-6558.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

I pledge Allegiance to the flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with Liberty and Justice for all.

3. ROLL CALL

4. APPROVAL OF THE AGENDA

SUBJECT: The Planning Commission is requested to approve the Agenda.

RECOMMENDATION: 1) Approve the Agenda of Thursday, May 21, 2020.

5. APPROVAL OF MINUTES

SUBJECT: The Planning Commission is requested to approve the minutes of prior Planning Commission meetings.

RECOMMENDATION: Approve the minutes of:

A. April 16, 2020

6. PUBLIC COMMENT

This time, limited to a maximum of twenty (20) minutes, has been set aside for the public to address the Planning Commission on any item that is not set for public hearing or any item that is not on tonight's agenda. In accordance with the Brown Act, public comment relating to business not appearing on the agenda cannot be acted upon or discussed by the Commission during the meeting, but may be referred to staff for report on a future agenda, ordered received and filed, or referred to the proper department for administrative resolution. Staff requests that all persons wishing to address the Commission fill out a Speaker's Slip and give it to the Commission Secretary prior to speaking. The Commission requests that when you begin speaking you state your name and the name of the city where you reside. Individuals may address the Commission for up to three (3) minutes each, unless the Commission determines a different time limit.

7. DIRECTOR'S REPORT

8. ITEMS FROM COMMISSIONERS

9. CONSENT CALENDAR. None.

10. PUBLIC HEARINGS.

A. 852 WEST KNOLL DRIVE:

SUBJECT: The Planning Commission will hold a public hearing to consider a request for the subdivision of a four-story, six-unit multi-family building with 14 subterranean parking spaces into a common interest development, for the property located at 852 West Knoll Drive, West Hollywood, California.

Applicant: Cyrus Raoufpur

Planner: Jarrod Coleman, Associate Planner

Recommendation: 1) Approve the application; 2) Adopt draft Resolution No. PC 20-1362 approving a tentative tract map (Major Land Division No. 77113), for the for the property located at 852 West Knoll Drive, West Hollywood, California.

11. NEW BUSINESS. None.

12. UNFINISHED BUSINESS. None.

13. EXCLUDED CONSENT CALENDAR. None.

14. ITEMS FROM STAFF

A. Planning Manager's Update.

15. PUBLIC COMMENT

This time has been set aside for members of the public who were unable to address the Commission during the twenty-minute public comment period provided in Agenda Item No. 6. The same rules set forth under Agenda Item No. 6 apply.

16. ITEMS FROM COMMISSIONERS

A. Commissioner Comments.

B. Subcommittee Management.

SUBJECT: This time has been set aside for commissioners serving on standing subcommittees to report any scheduled absences or conflicts of interest that would prevent them from being present at an upcoming subcommittee meeting. If more than two subcommittee members cannot be present at a meeting, the Chair may reschedule the time or date of the meeting or change the composition of the subcommittee to ensure a quorum can be present.

17. **ADJOURNMENT.** Noting the cancellation of the Planning Commission meeting on Thursday, June 4, 2020, the Planning Commission will adjourn to a regularly scheduled meeting on **Thursday, June 18, 2020** beginning at 6:30 P.M. until completion. Given the local, state and nation state of emergency, this meeting will be a teleconferenced meeting (with detailed instructions for participation included on the posted agenda).

AFFIDAVIT OF POSTING

State of California)
County of Los Angeles)
City of West Hollywood)

I declare under penalty of perjury that I am employed
by the City of West Hollywood in the Office of the
City Clerk, and that this document was posted on:

Date: May 12, 2020
Signature: \Alyssa T. Poblador\
Office of the City Clerk

UPCOMING MEETING SCHEDULE 2020				
Date	Day	Time	Meeting Type	Location
June 4	Thursday	6:30 PM	Cancelled	--
June 18	Thursday	6:30 PM	Regular Meeting	Via Teleconference
July 2	Thursday	6:30 PM	Cancelled	--
July 16	Thursday	6:30 PM	Regular Meeting	Via Teleconference

PLANNING COMMISSION MEMBERS

*To contact Planning Commissioners, please forward your request to:
David Gillig, Planning Commission Secretary at dgillig@weho.org*

Rogério Carvalheiro, Chair
Adam G. Bass, Vice-Chair

John Altschul, Commissioner
Sue Buckner, Commissioner
John Erickson, Commissioner
Lynn Hoopingarner, Commissioner
Stacey E. Jones, Commissioner

STAFF

John Keho, AICP, Director, Planning & Development Services Department
Jennifer Alkire, AICP, Current and Historic Preservation Planning Manager (CHPP)
Robyn Eason, Acting Long Range Planning Manager (LRP)
Lauren Langer, Assistant City Attorney
David Gillig, Commission Secretary

City of West Hollywood, Planning & Development Services Department
8300 Santa Monica Boulevard, West Hollywood, CA 90069-4314
323.848.6475 (main) Δ 323.848.6569 (fax)

AGENDA POLICIES

The Planning Commission considers a range of requests for development permits, appeals, and planning policy matters, and conducts public hearings on many of its agenda items. Due to the number, complexity and public interest associated with many agenda items, meetings of the Planning Commission are generally lengthy. The Planning Commission makes every effort to proceed as expeditiously as possible; your patience and understanding is appreciated.

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

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

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

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

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

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

ASSIGNING OF TIME is not permitted.

ACTION OF THE PLANNING COMMISSION on most matters occurs with the affirmative votes of at least four (4) Planning Commissioners.

APPEAL PROCEDURES

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

The City Clerk, upon filing of said appeal, will set petition for a public hearing before the City of West Hollywood's City Council at the earliest date.

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

The current Planning Commission Agenda and Staff Reports
are available on-line and are tablet supported

www.weho.org