



**PLANNING COMMISSION
SUMMARY ACTION MINUTES
Regular Teleconference Meeting
May 21, 2020**

West Hollywood, California 90069

THE CITY OF WEST HOLLYWOOD HAS ADOPTED BRIEF SUMMARY AND ACTION MEETING MINUTES; WHICH PROVIDE A SUMMARY OF THE ACTIONS TAKEN AND POINTS OF DISCUSSION ONLY. ADDITIONAL COMMENTS OR DISCUSSION REGARDING ANY ITEM SUMMARIZED IN THESE MINUTES MAY BE OBTAINED BY VIEWING THE ARCHIVED VIDEOS OF THE PLANNING COMMISSION MEETINGS AT www.weho.org/weho-tv/other-city-meetings

1. **CALL TO ORDER:** Chair Carvalho called the meeting of the Planning Commission to order at 6:33 p.m.

2. **PLEDGE OF ALLEGIANCE:** Commissioner Buckner led the Pledge of Allegiance.

3. **ROLL CALL:**

Commissioners Present: *Altschul, Buckner, Erickson, Hoopingarner, Jones, Vice-Chair Bass, Chair Carvalho.

Commissioners Absent: None.

Staff Present: Jarrod Coleman, Associate Planner, Jennifer Alkire, Current and Historic Preservation Planning Manager, Lauren Langer, Assistant City Attorney and David Gillig, Commission Secretary.

4. **APPROVAL OF AGENDA.**

ACTION: Approve the Planning Commission Agenda of Thursday, May 21, 2020 as presented. **Moved by Commissioner Buckner, seconded by Commissioner Hoopingarner and passes, noting Commissioner Altschul not present.**

5. **APPROVAL OF MINUTES.**

Commissioner Hoopingarner corrected a spelling error in her statement on page 1 of 6. *“Commissioner Hoopingarner disclosed for the record, stating one of the letters she received by the Planning Commission was written by one of her ~~companies~~ company’s employees. She consulted with the City’s legal counsel, and was advised since she paid the employee, and not vice-versa, there was no conflict.”*

A. April 16, 2020

ACTION: 1) Approve the Planning Commission regular meeting minutes of Thursday, April 16, 2020 as amended. **Moved by Commissioner Buckner, seconded by Vice-Chair Bass and passes, noting Commissioner Altschul not present.**

6. PUBLIC COMMENT. None.

7. DIRECTOR'S REPORT.

John Keho, Director, Planning and Development Services Department stated the City Manager signed several Executive Orders that will go before the City Council on Monday, April 20, 2020. The ones pertaining to Planning and Development are: 1) reducing allowed construction hours, 8:00 a.m. to ~~7:00 p.m.~~ 5:00 p.m.; 2) conditions regarding neighborhood meetings required for certain developments/projects under the West Hollywood Municipal Code (W.H.M.C.); and 3) identifying several streets as "Slow Streets".

Commissioner Erickson requested an update on the LA Metro Crenshaw Northern Extension project.

**Commissioner Altschul officially joined the teleconferenced meeting at this time.*

8. ITEMS FROM COMMISSIONERS.

Commissioner Erickson extended his congratulations to newly appointed Mayor Horvath and Mayor Pro Tempore Heilman. He thanked outgoing Mayor D'Amico for his service and leadership.

Chair Carvalheiro congratulated Commissioner Erickson on his upcoming City Council campaign.

9. CONSENT CALENDAR. None.

10. PUBLIC HEARINGS.

A. 852 West Knoll Drive:

Jarrod Coleman, Associate Planner provided a verbal presentation and background information, as presented in the staff report dated Thursday, May 21, 2020.

He stated the request is a tentative tract map for the subdivision of a previously approved, but not-yet-constructed four-story, six-unit multi-family building with 14 subterranean parking spaces into a common interest development.

The entitlements for the six-unit multi-family building were approved by staff on January 14, 2020, pursuant to Section §19.40.020 of the W.H.M.C.

He clarified the radius mapping did incorporate the angles of the property for the 500-radius noticing.

Vice-Chair Bass moved to: 1) approve staff's recommendation of approval.

Seconded by Commissioner Hoopingarner.

ACTION: 1) Approve staff's recommendation of approval; 2) **Adopt Resolution No. PC 20-1362 as presented:** "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, APPROVING A TENTATIVE TRACT MAP (MAJOR LAND DIVISION NO. 77113) FOR THE SUBDIVISION OF A FOUR-STORY, SIX-UNIT MULTI-FAMILY BUILDING WITH 14 SUBTERRANEAN PARKING SPACES INTO A COMMON INTEREST DEVELOPMENT, LOCATED AT 852 WEST KNOLL DRIVE, WEST HOLLYWOOD CALIFORNIA;" and 3) Close the Public Hearing for Item 10.A. **Moved by Vice-Chair Bass, seconded by Commissioner Hoopingarner and unanimously passes.**

The Resolution the Planning Commission just approved memorializes the Commission's final action on this matter. This action is subject to appeal to the City Council. Appeals must be submitted within ten calendar days from this date, to the City Clerk's office. Appeals must be in writing and accompanied by the required fees. The City Clerk's office can provide appeal forms and information about waiver of fees.

11. NEW BUSINESS. None.

12. UNFINISHED BUSINESS. None.

13. EXCLUDED CONSENT CALENDAR. None.

14. ITEMS FROM STAFF.

A. Planning Manager's Update.

Jenifer Alkire, Current and Historic Preservation Planning Manager stated the next regularly scheduled meeting of the Planning Commission on Thursday, June 4, 2020 has been cancelled.

15. PUBLIC COMMENT. None.

16. ITEMS FROM COMMISSIONERS.

A. Commissioner Comments.

Commissioner Buckner extended her congratulations to newly appointed Mayor Horvath and Mayor Pro Tempore Heilman.

Vice-Chair Bass thanked staff for their hard work and dedication.

B. Subcommittee Management.

The following projects are tentatively scheduled for Design Review Subcommittee: 1) July 9, 2020 – 923 N. Palm Avenue, senior congregate care facility; and 2) July 23, 2020 – 8850 Sunset Boulevard, mixed-use hotel development project.

17. ADJOURNMENT: Noting the cancellation of the Planning Commission meeting on Thursday, June 4, 2020, the Planning Commission adjourned at 7:00 p.m. to a regularly scheduled meeting on Thursday, June 18, 2020 beginning at 6:30 p.m. 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). **Motion carried by consensus of the Commission.**

PASSED, APPROVED AND ADOPTED by the Planning Commission of the City of West Hollywood at a regular meeting held this 18th day of June, 2020 by the following vote:

AYES: Commissioner: Altschul, Buckner, Erickson, Hoopingarner, Jones, Vice-Chair Bass, Chair Carvalho.

NOES: Commissioner: None.

ABSENT: Commissioner: None.

ABSTAIN: Commissioner: None.



ROGERIO CARVALHEIRO, CHAIRPERSON

ATTEST:



DAVID K. GILLIG, COMMISSION SECRETARY