



**PLANNING COMMISSION  
SUMMARY ACTION MINUTES  
Regular Teleconference Meeting  
February 18, 2021**

West Hollywood, California

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

1. **CALL TO ORDER:** Chair Bass called the meeting of the Planning Commission to order at 6:32 p.m.
2. **PLEDGE OF ALLEGIANCE:** Commissioner Vinson led the Pledge of Allegiance.
3. **ROLL CALL:**  
Commissioners Present: Buckner, Carvalheiro, Jones, Vinson, Vice-Chair Hoopingarner, Chair Bass.  
  
Commissioners Absent: Thomas.  
  
Staff Present: Rachel Dimond, Acting Long Range Planning Manager, Jennifer Alkire, Current and Historic Preservation Planning Manager, Lauren Langer, Assistant City Attorney, and David Gillig, Commission Secretary.
4. **APPROVAL OF AGENDA.**  
Move Consent Calendar item 9.A. – 8920 Sunset Boulevard to Excluded Consent Calendar as Item 13.A. for discussion. Approve the Planning Commission agenda of Thursday, February 18, 2021 as amended. **Moved by Vice-Chair Hoopingarner, seconded by Commissioner Jones and passes, noting Commissioner Thomas absent.**
5. **APPROVAL OF MINUTES.**
  - A. **November 19, 2020** (verbatim transcription)  
Secretary Gillig read into the record the following correction: 1) page 6, line 13: Adam ~~Kroll~~ Kroll  
  
**ACTION:** Approve the minutes of Thursday, November 19, 2020 as amended. **Moved by Commissioner Buckner, seconded by Vice-Chair Hoopingarner and passes, noting Commissioner Vinson abstained and Commissioner Thomas absent.**

**B. December 3, 2020**

**ACTION:** Approve the minutes of Thursday, December 3, 2020 as presented. **Moved by Vice-Chair Hoopingarner, seconded by Commissioner Buckner and passes, noting Commissioner Vinson abstained and Commissioner Thomas absent.**

**C. January 21, 2021**

**ACTION:** Approve the minutes of Thursday, January 21, 2021 as presented. **Moved by Commissioner Buckner, seconded by Commissioner Carvalheiro and passes, noting Commissioner Thomas absent.**

**6. PUBLIC COMMENT.** None.

**7. DIRECTOR'S REPORT.**

John Keho, Director, Planning and Development Services Department stated the following items will be presented at the next City Council meeting on Monday, March 1, 2021. Bicycle and mobility plan update, and an update on the Melrose Triangle development.

**8. ITEMS FROM COMMISSIONERS.**

Commissioner Jones congratulated Commissioner Carvalheiro on his official reappointment to the Planning Commission. She requested the meeting be adjourned in memory of Commissioner Thomas' stepfather and grandmother, James Hightower and Barbara Bisserup.

The commission extended their condolences to Commissioner Thomas.

**9. CONSENT CALENDAR.**

**A. 8920 Sunset Boulevard.**

The Planning Commission will receive and update on a minor amendment approved by the Planning and Development Services Director to the previously approved The Arts Club Project.

**ACTION:** Moved to Excluded Consent Calendar as Item 13.A. for discussion. **Moved by Vice-Chair Hoopingarner, seconded by Commissioner Jones and passes, noting Commissioner Thomas absent.**

## 10. PUBLIC HEARINGS.

### A. Zone Text Amendment

#### **On-Site Alcoholic Beverage Service in R3C-C Zone:**

Rachel Dimond, Acting Long Range Planning Projects Manager provided a verbal presentation and background information, as presented in the staff report dated Thursday, February 18, 2021.

She provided background history of the request. She stated staff is returning with a streamlined zone text amendment to allow the sale of alcohol for on-site consumption only in the R3C-C District with a minor conditional use permit. This type of permit is reviewed by the Director at a Director's Hearing.

She stated the goals of this amendment are to allow for small-scale neighborhood serving commercial on the ground floor that is successful during and after the Covid-19 pandemic;

Allow existing and future restaurant uses in the R3C-C zone districts to have alcoholic beverage service, a use prior to rezoning in 2017; and

Expand land uses in R3C-C zone district to allow on-site beer, wine, and liquor service.

She spoke about the current and past land uses in this area and clarified the history of the R3C-C zone district stating the R3C-C properties were previously designated as CN1 District, and all commercial uses allowed in R3C-C are the same as CN1, with the added limitation of a maximum of 1,200 square feet for restaurants. Prior to 2018 when the R3C-C district became effective, on-site alcoholic beverage sales were a minor conditional use permit and off-site sales were a conditional use permit. This restores ability for businesses in this district to have alcohol as part of their operation.

Both the R3C-C and R4B-C Districts allow certain neighborhood serving commercial uses on the first floor, including art galleries, general retail stores, restaurants less than 1,200 square feet, and restaurant outdoor dining of less than 250 square feet. Additionally, Covid-19 emergency provisions allow for additional outdoor dining as needed to accommodate allowable occupancy and social distancing. Alcohol service has also been expanded through Covid-19 emergency provisions, but this only applies to businesses with existing liquor licensing.

The commission requested clarification regarding the ability of combining parcel lots on Fairfax Avenue with lots on Orange Grove Avenue, the original intention of the live/work zoning district, future land use regarding alcohol licenses and noise mitigations.

Chair Bass opened the public hearing for Item 10.A.

DANIEL CONSTANT, WEST HOLLYWOOD has concerns regarding this item. He spoke regarding destination retail, street widening, noise control, outside dining, hours of operation, parking concerns, and neighborhood compatibility.

BEN NAYBERG, WEST HOLLYWOOD has concerns regarding this item. He spoke regarding parking, noise, crime, alcohol service, and trash concerns.

DENNIS NELSON, WEST HOLLYWOOD, CEO Grain Traders, has concerns regarding this item. He spoke regarding neighborhood compatibility, and spoke in support of beer and wine service,

SHELDON DONIG, WEST HOLLYWOOD spoke in support of staff's recommendation to City Council to allow beer and wine sales in the R3C-C zone district.

Commission Secretary Gillig read into the record the following public comments:

ANCHAL CHAND, CHATSWORTH is in support of staff's recommendation to City Council to allow beer and wine sales in the R3C-C zone district.

REUBEN MOURAD, WEST HOLLYWOOD is in support of staff's recommendation to City Council to allow beer and wine sales in the R3C-C zone district.

SHANTEL ZORRILLA, WEST HOLLYWOOD is in support of staff's recommendation to City Council to allow beer and wine sales in the R3C-C zone district.

AARON LUTHER, VENICE BEACH is in support of staff's recommendation to City Council to allow beer and wine sales in the R3C-C zone district.

UNKNOWN, LOS ANGELES is in support of staff's recommendation to City Council to allow beer and wine sales in the R3C-C zone district.

ALE, WEST HOLLYWOOD is in support of staff's recommendation to City Council to allow beer and wine sales in the R3C-C zone district.

JULIE NGUYEN, VENICE is in support of staff's recommendation to City Council to allow beer and wine sales in the R3C-C zone district.

**ACTION:** Close public hearing for Item 10.A. **Motion carried by consensus of the Commission.**

Chair Bass disclosed for the record he is a month-to-month renter in this neighborhood and has no financial interests.

The commission questioned and had concerns regarding the original zoning of CN1, R3C-C residential zoning, the possibility of changing the original zoning back to CN1, lot ties, live/work units, alcohol licenses, issues about setting precedent, restrictions, and guidelines.

Commissioner Jones suggested a possible condition stating you cannot combine lots if you want to serve alcohol.

Commissioner Carvalheiro suggested a possible condition that projects come before the Planning Commission or approval if they want to combine lots and want to serve alcohol.

Discussion was held regarding conditional use permits regarding lot ties, success of small businesses in the area, alcohol service in major commercial districts, beer and wine service versus full alcohol service, and hours of operation.

**Commissioner Jones moved to: 1) approve staff's recommendation to City Council with the following conditions: a) if someone wants to cross zones and combine lots, they cannot apply for an alcohol license; and b) if someone does apply for a alcohol license, it will need to come before the full Planning Commission as a public hearing.**

**Seconded by Commissioner Carvalheiro.**

**Commissioner Buckner requested an amendment: a) to separate, alcohol, and beer and wine, which could be served in those spaces.**

Lauren Langer, Acting City Attorney stated for the record the minor conditional use permit references will be changed to conditional use permits for both beer and wine and hard liquor in Table 2-2.

Rachel Dimond, Acting Long Range Planning Manager read into the record, Note 11 shall read: "Conditional use permits for alcoholic beverage service are not permitted on properties that combine R3C-C lots facing Fairfax Avenue with R3C-C lots on Orange Grove Avenue."

**ACTION:** 1) **Adopt Resolution No. PC 20-1386 as amended:** a) *Section 1. Table 2-2, strike references with Minor Conditional Use Permits and replace with Conditional Use Permits;* b) *Note (11) shall read as follows: “Conditional use permits for alcoholic beverage service are not permitted on properties that combine R3C-C lots facing Fairfax Avenue with R3C-C lots on Orange Grove Avenue.”* “A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, RECOMMENDING TO THE CITY COUNCIL APPROVAL OF ZONE TEXT AMENDMENT TO ALLOW ON-SITE ALCOHOLIC BEVERAGE SERVICE FOR BEER, WINE AND LIQUOR, AT RESTAURANTS IN THE R3C-C ZONE DISTRICT, WEST HOLLYWOOD, CALIFORNIA; and 3) Close the Public Hearing for Item 10.A. **Moved by Commissioner Jones, seconded by Commissioner Carvalho and passes, noting Commissioner Thomas absent.**

**THE COMMISSION TOOK A TEN (10) MINUTE RECESS AT 8:12 P.M. AND RECONVENED AT 8:22 P.M.**

**B. Zone Text Amendment**

**Driveway Grade Standards for Solid Waste:**

Rachel Dimond, Acting Long Range Planning Projects Manager provided a verbal presentation and background information, as presented in the staff report dated Thursday, February 18, 2021.

She provided background history of the request. She stated the Zoning Ordinance allows multi-family buildings to have a driveway grade up to 20% in Chapter 19.28, Off-Street Parking and Loading Standards, West Hollywood Municipal Code. However, the standards for solid waste storage, as found in Chapter 19.20.180, Solid Waste and Recyclable Material Storage, West Hollywood Municipal Code, cap driveway grade at 15% before a lift or other means to access the trash storage are utilized.

Staff consulted with Athens, the City’s trash hauler to address this issue. The City’s trash hauler can access trash from a garage with a 20% driveway grade without needing a lift and is supportive of this amendment.

The proposed zone text amendment will reconcile this code issue and will reduce the need for additional mechanical lifts or outdoor trash storage.

There were no public speakers on this item.

**Vice-Chair Hoopingartner moved to: 1) approve staff’s recommendation to City Council.**

**Seconded by Commissioner Buckner.**

**ACTION:** 1) **Adopt Resolution No. PC 20-1387 as presented:** “A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, RECOMMENDING TO THE CITY COUNCIL APPROVAL OF ZONE TEXT AMENDMENT TO MODIFY DRIVEWAY GRADE REQUIREMENTS FOR ACCESS TO SOLID WASTE STORAGE LOCATIONS FROM 15% TO 20%, AS ALREADY PERMITTED BY OFF STREET PARKING AND LOADING STANDARDS, CITYWIDE, WEST HOLLYWOOD, CALIFORNIA; and 2) Close the Public Hearing for Item 10.B. **Moved by Vice-Chair Hoopingarner, seconded by Commissioner Buckner and passes, noting Commissioner Thomas absent.**

**C. Zone Text Amendment**

**No Net Loss of Housing in R2 Districts:**

Rachel Dimond, Acting Long Range Planning Projects Manager provided a verbal presentation and background information, as presented in the staff report dated Thursday, February 18, 2021.

She provided background history of the request. She stated this item is an amendment to the West Hollywood Zoning Ordinance to add clarification that there shall be no net loss of housing units in the R2 Zoning District. This change is being added to both remove ambiguity within state law and align the R2 zone with the City’s R3 and R4 residential zoning districts, which have identical language as is proposed.

The commission requested clarification and had concerns the state has not officially made this change.

Staff stated there is currently a no net loss of housing units in the R3 and R4 districts. This addition simply clarifies it will now be allowed in the R2 residential districts.

There were no public speakers on this item.

**Vice-Chair Hoopingarner moved to: 1) approve staff’s recommendation to City Council.**

**Seconded by Commissioner Buckner.**

**ACTION:** 1) **Adopt Resolution No. PC 20-1384 as presented:** “A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, RECOMMENDING TO THE CITY COUNCIL APPROVAL OF ZONE TEXT AMENDMENT TO AFFIRM THERE SHALL BE NO NET LOSS OF HOUSING UNITS IN THE R2 ZONE, WEST HOLLYWOOD, CALIFORNIA; and 2) Close the Public Hearing for Item 10.C. **Moved by Vice-Chair Hoopingarner, seconded by Commissioner Buckner and passes, noting Commissioner Thomas absent.**

**11. NEW BUSINESS.**

**A. Extend the Sunset Arts and Advertising Project Subcommittee Meeting Dates.**

**ACTION:** 1) Extend the special meeting dates of the Sunset Arts and Advertising Subcommittee to the following dates: a) Thursday, April 8, 2021, May 13, 2021, and June 10, 2021; and 2) cancel the regularly scheduled meetings of the Design Review Subcommittee on those dates that an agenda is legally posted for the Sunset Arts and Advertising Subcommittee. **Moved by Commissioner Jones, seconded by Chair Bass and passes, noting Commissioner Thomas absent.**

**12. UNFINISHED BUSINESS.** None.

*The following item was moved from the Consent Calendar for discussion as part of the amended agenda.*

**13. EXCLUDED CONSENT CALENDAR.**

**A. 8920 Sunset Boulevard.**

The Planning Commission will receive and update on a minor amendment approved by the Planning and Development Services Director to the previously approved The Arts Club Project.

Vice-Chair Hoopingarner stated this project was originally presented and approved with a six tier, fully automated parking system, and it is now being proposed to be modified and replaced with an automated tandem parking system that is only four stories with a full valet system. She had concerns and questioned how this modification will work, and the effects it will have on traffic. She stated this does not seem to be a minor change, but appears to be a major change and requested clarification why it would not come back to the Planning Commission for approval. She brought up concerns regarding noticing and transparency.



Commissioner Jones had concerns regarding the parking and wanted to make sure the public would have a chance to respond to these changes.

Jennifer Alkire, Current and Historic Preservation Planning Manager provided procedural insight regarding minor and major modifications.

Doug Vu, Senior Planner clarified and explained how the amendments were considered minor in scope. He stated if the commission feels that the item should have been brought back before the commission, they have the right to request a future hearing on the item(s) in question. He spoke regarding peak traffic hour demands, findings and the valet function of the parking garage.

**ACTION:** Receive and file. **Moved by Chair Bass, seconded by Commissioner Buckner and passes, noting Commissioner Thomas absent.**

**14. ITEMS FROM STAFF.**

**A. Planning Manager's Update.**

Jennifer Alkire, Current and Historic Preservation Planning Manger provided an update of tentative items scheduled for upcoming Planning Commission meetings.

**15. PUBLIC COMMENT.** None.

**16. ITEMS FROM COMMISSIONERS.**

**A. Commissioner Comments.**

Commissioner Carvalheiro thanked Councilmember Erickson for his reappointment, and thanked Mayor Horvath and past councilmember Duran.

**B. Subcommittee Management.**

Jennifer Alkire, Current and Historic Preservation Planning Manger provided an update on tentative upcoming projects for the Design Review Subcommittee and the Sunset Arts and Advertising Subcommittee.

**17. ADJOURNMENT.** The Planning Commission adjourned in memory of James Hightower and Barbara Bisserup at 9:00 p.m. to a regularly scheduled meeting on Thursday, March 4, 2021 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 4<sup>th</sup> day of March 2021 by the following vote:

AYES:           Commissioner:     Buckner, Carvalheiro, Jones, Vinson, Vice-Chair Hoopingarner, Chair Bass.

NOES:           Commissioner:     None.

ABSENT:        Commissioner:     None.

ABSTAIN:       Commissioner:     Thomas.

  
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ADAM G. BASS, CHAIRPERSON

ATTEST:

  
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DAVID K. GILLIG, COMMISSION SECRETARY