



**PLANNING COMMISSION
SUMMARY ACTION MINUTES
Special Teleconference Meeting
July 29, 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

1. **CALL TO ORDER:** Chair Hoopingarner called the meeting of the Planning Commission to order at 6:30 p.m.
2. **PLEDGE OF ALLEGIANCE:** Lauren Langer led the Pledge of Allegiance.
3. **ROLL CALL:**
Commissioners Present: Carvalho, Dutta, Lombardi, Vice-Chair Jones, Chair Hoopingarner.

Commissioners Absent: Thomas, Vinson.

Staff Present: Rachel Dimond, Senior Planner, Bryan Eck, Senior Planner, Alisen Bartle, Project Development Administrator, Veronica Tam and Associates, Rincon Consultants, Inc. Robyn Eason, Long Range Planning Manager, Ric Abramson, Urban Design and Architecture Studio Manager, Lauren Langer, City Attorney, and David Gillig, Commission Secretary.
4. **APPROVAL OF AGENDA.**
Approve the Planning Commission special meeting agenda of Thursday, July 29, 2021, as presented. **Moved by Vice-Chair Jones, seconded by Commissioner Carvalho and passes, noting Commissioner Thomas and Commissioner Vinson absent.**
5. **APPROVAL OF MINUTES.**
 - A. **July 15, 2021**

ACTION: Approve the minutes of Thursday, July 15, 2021 as presented. **Moved by Vice-Chair Jones, seconded by Commissioner Carvalho and passes, noting Commissioner Dutta abstaining, and Commissioner Thomas and Commissioner Vinson absent.**
6. **PUBLIC COMMENT.** None.
7. **DIRECTOR'S REPORT.**
John Keho, Director, Planning and Development Services Department stated at the last City Council meeting on Monday, July 19, 2021, a digital billboard was approved at 9157 Sunset Boulevard.

The next regularly scheduled City Council meeting will take place on Monday, August 2, 2021. On the agenda will be a static billboard located at 8752 Sunset Boulevard, zone text amendment for the Urban Arts Program, and the post pandemic action items.

Vice-Chair Jones questioned the timeline for in-person meetings.

John Keho, Director, Planning and Development Services Department stated due to the current situation, there is no official date for return to in-person meetings.

8. ITEMS FROM COMMISSIONERS.

Commissioner Lombardi stated he attended and provided an update regarding the Environmental Impact Scoping meeting for 9160-9176 Sunset Boulevard. He also attended the Racial Justice Conversation with Dr. Robin DiAngelo.

Vice-Chair Jones stated she also attended the Racial Justice Conversation with Dr. Robin DiAngelo. She thanked staff members Yvonne Quarker, Robyn Eason, and Erin Hamant for their participation.

Chair Hoopingarner stated she also attended the Racial Justice Conversation with Dr. Robin DiAngelo. She thanked staff.

9. CONSENT CALENDAR. None.

10. PUBLIC HEARINGS. None.

11. NEW BUSINESS. None.

12. UNFINISHED BUSINESS.

A. Housing Element Update: Draft Element

Rachel Dimond, Senior Planner provided a verbal presentation and background information, as presented in the staff report dated Thursday, July 29, 2021.

She stated the purpose of this meeting is to provide the Planning Commission with a draft of the Housing Element Update and Technical Background Report. While this is not a final recommendation of the Housing Element, staff requests feedback from Planning Commission to City Council to move forward with this process, which includes a review by Housing and Community Development (HCD) before final review by Planning Commission and City Council prior to the February 2022 deadline. Staff continues to seek input on these items from the Planning Commission and the public as part of the public engagement process, with the draft report available for public review for the next 60 days.

She provided current timelines, steps completed and detailed the Chapter structure which includes: statutory requirements, relationship to other General Plan Elements, contexts and strategies, goals and policies, housing programs, and the technical background report. She clarified the changing housing needs, ageing housing stock, and existing affordable housing.

The commission commented on soft weak open face structures and suggested there could be more information and description available.

The commission requested clarification on the number of housing units, vouchers, and number of lost housing units.

Rachel Dimond, Senior Planner continued the presentation. She spoke and detailed individually the goals, objectives, policies, and programs.

Goals and Policies included: Goal H-1 – providing affordable housing; Goal H-2 – maintain and enhance the quality of the housing stock and residential neighborhoods; Goal H-3 – encourage a diverse housing stock to address the needs of all socioeconomic segments of the community; Goal H-4 – provide adequate opportunities for new construction of housing; Goal H-5 – provide a government environment that facilitates housing development and preservation; and Goal H-6 – affirmatively furthering housing for all.

The commission requested to hear the comments made from the Task Force. They questioned and commented on naturally occurring affordable housing, age of, and maintenance of existing buildings. Discussion was held if the goals have developed what the city wants; i.e., development along the commercial corridors. They had concerns some of the goals and policies were not definitive or adequately described

Rachel Dimond, Senior Planner spoke and detailed the Housing Programs. 1) preservation of existing housing; 2) preservation of affordability; 3) production of housing; 4) removal of government constraints; and 5) affirmatively affirming fair housing.

Veronica Tam, Veronica Tam and Associates, Housing Advisory Lead, spoke and summarized the quantified objectives – units to be constructed, units to be rehabilitated, and units to be preserved (all affordable units).

Rachel Dimond, Senior Planner continued and detailed the Housing Programs - Preservation of Affordability: 1) Rent Stabilization Ordinance; 2) housing choice vouchers; 3) preservation of publicly assisted housing; and 4) residential referral list.

Housing Programs – Production of Housing: 1) adequate sites for RHNA and monitoring of no net loss; 2) replacement housing; 3) accessory dwelling units; 4) inclusionary housing ordinance; 5) affordable housing development through partnerships of non-profits; 6) community land trusts; 7) work force housing, missing middle, family housing and ownership housing opportunities; 8) commercial development impact fees; and 9) green building.

Housing Programs – Removal of Government Constraints: 1) residential development standards and process; 2) Zoning Ordinance amendments; 3) streamlined processing; and 4) fee waivers for affordable housing.

Veronica Tam, Veronica Tam and Associates, Housing Advisory Lead, spoke Housing Programs – Affirmatively Furthering Fair Housing: 1) fair housing outreach and enforcement; 2) tenant/landlord mediation; 3) tenant eviction protection; 4) services for special needs population; 5) enhanced management; 6) business assistant and relocation support; 7) community engagement; and 8) housing related urban programming, wellness, and walkability.

The commission requested clarification regarding forgivable loans for low income housing.

THE COMMISSION TOOK A FIVE (5) MINUTE RECESS AT 8:00 P.M. AND RECONVENED AT 8:05 P.M.

There were no public comments on this item.

The commission requested clarification and provided staff feedback on objective design standards – actual design standards, replacing second floor setbacks requirements, existing green building requirements, individual metering for water and energy consumption – this could fall under green building, revised threshold for planning commission review to reduce time delay and uncertainty for housing development projects, pre-application meetings, Housing Accountability Act and state guidelines and limitations, planning commission review and utilizing the density bonus, ageing housing stock, public outreach and education, percentage of residents who work in the city, live-work housing specifications, floor area ratio clarifications, type of housing to be encouraged, segregating single-family homes from multi-family buildings, feasibility for low income units on certain sites with additional clarifications, the probability and encouragement for micro-units, future look for the City of West Hollywood, parking requirements and car share options, identify transit and transit points, maximum square-footage in commercial zones, preserving existing inventories, existing units that are not handicapped accessible, residential zone densities to align with LA County prior to cityhood, and approved and pending projects.

Rachel Dimond, Senior Planner outlined the next steps and various meeting dates.

13. EXCLUDED CONSENT CALENDAR. None.

14. ITEMS FROM STAFF.

A. Planning Manager's Update.

Robyn Eason, Long Range 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.

Chair Hoopingarner requested clarification regarding the new state guidelines dictating the number of meetings allowed.

Lauren Langer, City Attorney stated this will be brought forward as part of a training update as soon as the state provides clarification for the proposed requirements.

B. Subcommittee Management.

Commissioner Lombardi confirmed he will be able to make the Design Review Subcommittee meeting on Thursday, August 26, 2021.

Chair Hoopingarner commented on possible alternates for subcommittee meetings.

17. ADJOURNMENT. The Planning Commission adjourned at 9:30 p.m. to a regularly scheduled meeting on Thursday, August 5, 2021, beginning at 6:30 p.m. 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 2nd day of September, 2021 by the following vote:

AYES: Commissioner: Carvalho, Dutta, Thomas, Vinson, Chair Hoopingarner.

NOES: Commissioner: None.

ABSENT: Commissioner: Lombardi, Vice-Chair Jones.

ABSTAIN: Commissioner: None.


LYNN M. HOOPINGARNER, CHAIRPERSON

ATTEST:


DAVID K. GILLIG, COMMISSION SECRETARY