



**PLANNING COMMISSION  
SUMMARY ACTION MINUTES  
Regular Teleconference Meeting  
June 17, 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 Hoopingarner called the meeting of the Planning Commission to order at 6:32 p.m.
2. **PLEDGE OF ALLEGIANCE:** Commissioner Thomas led the Pledge of Allegiance.
3. **ROLL CALL:**  
Commissioners Present: Carvalheiro, Dutta, Lombardi, Thomas, Vinson, Vice-Chair Jones, Chair Hoopingarner.  
  
Commissioners Absent: None.  
  
Staff Present: Robyn Eason, Long Range Planning Manager, Lauren Langer, City Attorney, and David Gillig, Commission Secretary.
4. **APPROVAL OF AGENDA.**  
Approve the Planning Commission agenda of Thursday, June 17, 2021, as presented. **Moved by Vice-Chair Jones, seconded by Commissioner Carvalheiro and unanimously passes.**
5. **APPROVAL OF MINUTES.**  
Secretary Gillig read into the record the following amendment regarding 9157 Sunset Boulevard: 1) add the following paragraph to page 6 of 13: *“The Commission expressed concerns that the media company logo was not included in the plans presented to Historic Preservation Commission and if it were to be included, the project would need to be sent back to Historic Preservation Commission for review.”*  
  
Amendment to the Urban Art Program Guidelines: 2) add to the following sentence to the paragraph on page 8 of 13: *“Discussion was held regarding the cost basis to developers, bringing art to people who would normally not be able to access it, priorities, incentives, integration, and the art approval process. They commented on and detailed how art is fundamental to the core of West Hollywood*
  - A. **May 20, 2021**  
  
**ACTION:** Approve the minutes of Thursday, May 20, 2021 as amended. **Moved by Chair Hoopingarner, seconded by Vice-Chair Jones and unanimously passes.**

**B. June 3, 2021**

**ACTION:** Continue to Thursday, July 1, 2021. **Moved by Vice-Chair Jones, seconded by Commissioner Carvalho and unanimously passes as part of the approved agenda.**

**6. PUBLIC COMMENT.** None.

**7. DIRECTOR'S REPORT.**

John Keho, Director, Planning and Development Services Department stated there were technical issues which caused the City Council meeting on Monday, June 7, 2021 to adjourn early. Several items will be continued to subsequent City Council meetings. The Housing Element will be continued to Monday, June 21, 2021. 9157 Sunset Boulevard will be continued to Monday, July 19, 2021. Zone Text Amendment Urban Art Program Guidelines will be continued to Monday, August 2, 2021.

He congratulated Antonio Castillo, Senior Planner on his confirmation as a member of the Board of Trustees on the California Preservation Committee.

**8. ITEMS FROM COMMISSIONERS.**

Chair Hoopingarner congratulated Antonio Castillo on his confirmation.

Commissioner Carvalho commented on a current apartment building under construction located at 825-829 Larrabee Street. He stated he has received several complaints from residents being harassed daily by the construction crews. He questioned staff if the construction mitigation guidelines included language that would prohibit this type of activity, and if future language could be added relating to this type of behavior.

John Keho, Director, Planning and Development Services Department stated there is nothing that currently addresses these concerns in the conditions. Staff has communicated with the Code Compliance Division and is conferring with the City Attorney's office regarding this issue.

Chair Hoopingarner stated she recently reported what appeared to be construction vehicles parked in front of a current construction site. She explained this is not permitted and encouraged the public to report these infractions to Code Compliance.

## 9. CONSENT CALENDAR.

### A. Capital Improvements Plan 2022-2026:

Government Code Section §65401 requires that the City's Planning Commission examine the Capital Improvements Plan for consistency with the General Plan. The Capital Improvements Plan is a list of the proposed public projects recommended for planning, initiation, or construction during the next five fiscal years. A finding of consistency is required for the City Council to be able to adopt the Capital Improvements Plan as part of the City Budget.

Commissioner Thomas questioned why supportive services for those experiencing homelessness was not on this current list.

Chair Hoopingarner commented on the inclusion of key elements of climate action and the elements. She would like to see a more proactive approach.

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

**Seconded by Commissioner Thomas.**

**ACTION:** 1) Approve staff's recommendation to City Council; 2) **Adopt Resolution No. PC 21-1406 as presented:** "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD FINDING, PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION §65401, THAT THE CITY'S CAPITAL IMPROVEMENTS PLAN (CIP) FOR FISCAL YEARS 2022-2026 IS CONSISTENT WITH THE GENERAL PLAN." **Moved by Vice-Chair Jones, seconded by Commissioner Thomas and unanimously passes.**

## 10. PUBLIC HEARINGS. None.

## 11. NEW BUSINESS.

### A. Schedule a Special Meeting of the Planning Commission on Thursday, July 29, 2021. A special meeting date was scheduled to accommodate further discussion of the Housing Element, and any other items that may require attention.

Commissioner Thomas announced she will be absent from this meeting date.

Commissioner Vinson announced she will be absent from this meeting date.

**ACTION:** 1) Schedule a special meeting of the Planning Commission on Thursday, July 29, 2021 at 6:30 p.m. **Moved by Commissioner Thomas, seconded by Commissioner Dutta and unanimously passes.**

**12. UNFINISHED BUSINESS.** None.

**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, Design Review Subcommittee, Long Range Planning Projects Subcommittee, and the Sunset Arts & Advertising Subcommittee meetings.

**15. PUBLIC COMMENT.** None.

**16. ITEMS FROM COMMISSIONERS.**

**A. Commissioner Comments.**

Commissioner Dutta announced he will be absent from the Planning Commission meeting on Thursday, July 15, 2021.

Commissioner Carvalheiro questioned the return to City Council Chambers for future meetings.

**B. Subcommittee Management.**

Vice-Chair Jones stated she will be absent from the Sunset Arts and Advertising Subcommittee meeting on Thursday, July 8, 2021.

Commissioner Dutta stated he will be absent from the Long Range Planning Projects Subcommittee meeting on Thursday, July 15, 2021.

**17. ADJOURNMENT.** The Planning Commission adjourned at 7:00 p.m. to a regularly scheduled meeting on Thursday, July 1, 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 1<sup>st</sup> day of July, 2021 by the following vote:

AYES: Commissioner: Carvalheiro, Dutta, Lombardi, Thomas, Vinson,  
Vice-Chair Jones, Chair Hoopingarner.

NOES: Commissioner: None.

ABSENT: Commissioner: None.

ABSTAIN: Commissioner: None.

  
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LYNN M. HOOPINGARNER, CHAIRPERSON

ATTEST:

  
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DAVID K. GILLIG, COMMISSION SECRETARY