



**PLANNING COMMISSION
SUMMARY ACTION MINUTES
Regular Teleconference Meeting
July 21, 2022**

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 Jones called the meeting of the Planning Commission to order at 6:33 p.m.
2. **PLEDGE OF ALLEGIANCE:** Commissioner Lombardi led the Pledge of Allegiance.
3. **ADMINISTER THE OATH OF OFFICE TO NEWLY APPOINTED PLANNING COMMISSION MEMBER KIMBERLY COPELAND.**

ACTION: Tabled to Thursday, August 18, 2022. **Motion carried by consensus of the Commission.**

4. **SPECIAL ORDER OF BUSINESS:**

A. **ELECTION OF CHAIR.**

ACTION: Elect Chair Jones as Chair of the Planning Commission for a full term through June 30, 2023. **Nominated by Commissioner Carvalho. Moved by Commissioner Carvalho, seconded by Commissioner Gregoire and unanimously passes on a Roll Call vote:**

AYES: Carvalho, Gregoire, Lombardi, Vice-Chair Thomas, Chair Jones.

NAYES: None.

B. **ELECTION OF VICE-CHAIR.**

ACTION: Elect Vice-Chair Thomas as Vice-Chair of the Planning Commission for a full term through June 30, 2023. **Nominated by Chair Jones. Moved by Chair Jones, seconded by Commissioner Gregoire and unanimously passes on a Roll Call vote:**

AYES: Carvalho, Gregoire, Lombardi, Vice-Chair Thomas, Chair Jones.

NAYES: None.

5. ROLL CALL:

Commissioners Present: Carvalho, Gregoire, Lombardi, Vice-Chair Thomas, Chair Jones.

Commissioners Absent: None.

Staff Present: Dereck Purificacion, Associate Planner, Laurie Yelton, Associate Planner, Roger Rath, Associate Planner, Jennifer Alkire, Current and Historic Preservation Planning Manager, Isaac Rosen, Acting City Attorney, and David Gillig, Commission Secretary.

6. APPROVAL OF AGENDA.

ACTION: Approve the Planning Commission agenda of Thursday, July 21, 2022 as presented. **Moved by Commissioner Gregoire, seconded by Commissioner Carvalho and unanimously passes.**

7. APPROVAL OF MINUTES.

A. June 2, 2022

ACTION: Approve the minutes of Thursday, June 2, 2022 as presented. **Moved by Commissioner Gregoire, seconded by Chair Jones and unanimously passes.**

MICHAEL WOJTKIELEWICZ, WEST HOLLYWOOD commented on being allowed public participation on any item per the Brown Act, lack of detailed comments by the public, and questioned his defamation of character by sitting members of a commission.

B. June 16, 2022

ACTION: Approve the minutes of Thursday, June 16, 2022 as presented. **Moved by Commissioner Gregoire, seconded by Commissioner Carvalho, noting Chair Jones abstained.**

8. PUBLIC COMMENT.

MAYOR PRO TEMPORE SHYNE, WEST HOLLYWOOD congratulated the commission on their elections, thanked the commission for their service and welcomed everyone back.

MICHAEL WOJTKIELEWICZ, WEST HOLLYWOOD commented on the community listening session regarding social justice held at Fiesta Hall. He spoke regarding individual public participation and the issues which brought forward.

CHRISTOPHER JIMENEZ, WEST HOLLYWOOD thanked the city for the community gardens on Detroit Street. He had concerns about the possibility of the gardens being replaced by development.

ZEKIAH WRIGHT, WEST HOLLYWOOD introduced herself as the liaison from the Rent Stabilization Commission to the Planning Commission.

LYNN RUSSELL, WEST HOLLYWOOD commented on future affordable housing projects, and referenced 1201-1207 N. Detroit Street housing project.

9. DIRECTOR'S REPORT.

John Keho, Director, Planning and Development Services Department welcomed everyone back to Council Chambers and congratulated Chair Jones and Vice-Chair Thomas on their nominations. He provided an update from the last City Council meeting regarding the zone text amendments to streamline approvals for restaurants regarding alcoholic beverage sales and parking for outdoor dining.

The Robertson Lane Hotel project will be heard at the City Council meeting on Monday, August 15, 2022.

He announced Francisco Contreras has been selected to be the next Long Range Planning Manager. He will start September, 2022. Ann McIntosh, Interim Long Range Planning Manager will be with us until August 31, 2022.

10. ITEMS FROM COMMISSIONERS.

Commissioner Lombardi congratulated Chair Jones and Vice-Chair Thomas on their nominations. He thanked Mayor Pro Tempore Shyne for her participation tonight and wished Kimberly Copeland a speedy recovery. He commented on the proceedings from the last Planning Commission meeting, clarifying the confusing public process and presentation of the zone text amendments.

Chair Jones thanked Mayor Pro Tempore Shyne for her participation tonight, staff, and the public for their participation.

11. CONSENT CALENDAR. None.

12. PUBLIC HEARINGS.

A. 955 N. HANCOCK AVENUE:

Dereck Purificacion, Associate Planner provided a verbal presentation and background information, as presented in the staff report dated Thursday, July 21, 2022.

He stated the request is a tentative parcel map for the subdivision of a two-story, three-unit residential building that was administratively approved on December 3, 2020 into a common interest development.

He confirmed the project is currently under plan check review and the project qualifies as CEQA exempt project under Section §15332, In-Fill Development Projects.

Staff is requesting approval of the tentative parcel map.

There were no public speakers for this item.

ACTION: Close the public hearing for Item 12.A. **Motion carried by consensus of the Commission.**

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

Seconded by Commissioner Carvalho.

ACTION: 1) Approve staff's recommendation of approval; 2) **Adopt Resolution No. PC 22-1471 as presented:** "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, ADOPTING A CATEGORICAL EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION §15332 (IN-FILL DEVELOPMENT PROJECTS) AND CONDITIONALLY APPROVING A TENTATIVE PARCEL MAP (MINOR LAND DIVISION NO. 83073) FOR THE SUBDIVISION OF A TWO-STORY, THREE-UNIT RESIDENTIAL BUILDING INTO A COMMON INTEREST DEVELOPMENT LOCATED AT 955 HANCOCK AVENUE, WEST HOLLYWOOD, CALIFORNIA;" and 3) Close the Public Hearing for Item 12.A. **Moved by Vice-Chair Thomas, seconded by Commissioner Carvalho and unanimously passes.**

The Resolution the Planning Commission just approved for the property located at **955 N. Hancock Avenue** 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.

B. 1159 N. FORMOSA AVENUE:

Laurie Yelton, Associate Planner provided a verbal presentation and background information, as presented in the staff report dated Thursday, July 21, 2022.

She stated the request is a tentative tract map for the subdivision of a two-story with mezzanine, five-unit residential building that was approved by the Planning Commission on November 5, 2015 into a common interest development. The tentative tract map that was previously approved by the Planning Commission on November 5, 2015 under Resolution No. PC 15-1151 expired on November 5, 2018.

The building is currently under construction. Per the applicant, the project is slated to be completed by the end of the 2022, or early 2023.

The project was designed and approved to comply with requirements of dwellings within the R3B Zoning District and all other applicable provisions of the City's Zoning Ordinance. The subdivision of this building will not be detrimental to the public welfare and will not impede implementation of the General Plan, nor the purpose and intent of the provisions of the Zoning Ordinance.

Staff recommends approval of the subdivision permit.

There were no public speakers for this item.

ACTION: Close the public hearing for Item 12.B. **Motion carried by consensus of the Commission.**

Commissioner Carvalho moved to: 1) approve staff's recommendation of approval.

Seconded by Commissioner Gregoire.

ACTION: 1) Approve staff's recommendation of approval; 2) **Adopt Resolution No. PC 22-1473 as presented:** "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, ADOPTING A CATEGORICAL EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION §15332 (IN-FILL DEVELOPMENT PROJECTS) AND CONDITIONALLY APPROVING TENTATIVE TRACT MAP (MINOR LAND USE NO. 73415), FOR THE SUBDIVISION OF A TWO-STORY WITH MEZZANINE, FIVE-UNIT RESIDENTIAL BUILDING INTO A COMMON INTEREST DEVELOPMENT LOCATED AT 1159 NORTH FORMOSA AVENUE, WEST HOLLYWOOD, CALIFORNIA;" and 3) Close the Public Hearing for Item 12.B. **Moved by Commissioner Carvalho, seconded by Commissioner Gregoire and unanimously passes.**

The Resolution the Planning Commission just approved for the property located at **1159 N. Formosa Avenue** 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.

C. 909 N. OGDEN DRIVE:

Laurie Yelton, Associate Planner provided a verbal presentation and background information, as presented in the staff report dated Thursday, July 21, 2022.

She stated the request is to approve a tract map for a previously approved, 6-unit, multi-family residential building that was approved by the Director of Planning and Development Services in 2020 as rental units. The property is currently vacant, and the project has recently been approved by the Building and Safety Division. Construction is expected to start shortly.

The project was designed and approved to comply with requirements of dwellings within the R3B Zoning District and all other applicable provisions of the City's Zoning Ordinance. The subdivision of this building will not be detrimental to the public welfare and will not impede implementation of the General Plan, nor the purpose and intent of the provisions of the Zoning Ordinance.

Staff recommends approval of the subdivision permit.

The commissioner had concerns and requested clarification how long the lot has been vacant and questioned the process to make sure the project is developed in a reasonable time frame.

ANDREA KELLER, AKA Architects, applicant's representative stated construction has been prepared, temporary fencing has been erected and they are prepared to start immediately.

There were no public speakers for this item.

ACTION: Close the public hearing for Item 12.C. **Motion carried by consensus of the Commission.**

Commissioner Gregoire moved to: 1) approve staff's recommendation of approval.

Seconded by Chair Jones.

ACTION: 1) Approve staff's recommendation of approval; 2) **Adopt Resolution No. PC 22-1474 as presented:** "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, ADOPTING A CATEGORICAL EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION §15332 (IN-FILL DEVELOPMENT PROJECTS) AND CONDITIONALLY APPROVING TENTATIVE TRACT MAP (MINOR LAND DIVISION NO. 83536), FOR THE SUBDIVISION OF A THREE-STORY, SIX-UNIT RESIDENTIAL BUILDING INTO A COMMON INTEREST DEVELOPMENT LOCATED AT NORTH 909 OGDEN DRIVE, WEST HOLLYWOOD, CALIFORNIA;" and 3) Close the Public Hearing for Item 12.C. **Moved by Commissioner Gregoire, seconded by Chair Jones and unanimously passes.**

The Resolution the Planning Commission just approved for the property located at **909 N. Ogden Drive** 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.

D. 8275 SANTA MONICA BOULEVARD (MONICA'S HOUSE):

Roger Rath, Associate Planner provided a verbal presentation and background information, as presented in the staff report dated Thursday, July 21, 2022.

He stated the proposal is a request for a conditional use permit for a new bar (dba "Monica's House") including the sales, service, and on-site consumption of beer, wine, and distilled spirits (ABC License Type 48) in an existing 1,600-square-foot commercial tenant space, previously occupied by a restaurant. The project also includes minor interior tenant improvements, but no exterior improvements or additional square footage are proposed.

The scope of work is limited to the interior only and a new bar. There will be no physical improvement to the façade. The floor plan includes the main room containing booths, seating at the bar counter, and a few two-seat tables. Behind the main room is a restroom with four individual stalls, and the rear of the tenant space is an enclosed lounge area, that does not provide access to the property's rear yard. This area is utilized for the bar use only. The four-stall restroom will be shared with the adjacent tenant in the building, a retail cannabis and edibles consumption lounge that will restrict entry onto its premises to persons 21 years of age and over.

He stated there are five establishments in this area with an active license to sell beer, wine, and distilled spirits (type 47) for on-site consumption as an accessory use to a restaurant. There are no bars within the general vicinity.

He clarified the applicant is not proposing any exterior changes. This is a change of use from a restaurant (with no previous alcohol service) to a bar with no intensification of use. The proposed hours of operation are from 11:00 a.m. to 2:00 a.m., with the sales and service ending at 1:30 a.m. The entire use is contained within the interior of the building with no live entertainment or dance floor.

He confirmed the project has been conditioned to minimize impacts to the surrounding neighborhood and meets all West Hollywood Zoning Ordinance requirements.

Staff recommends approval of the project.

The commission requested clarification regarding access to the rear of property, mitigation efforts to the surrounding neighborhood regarding noise, questioned if the bathrooms are ADA compliant, and requested clarification of the parking credit(s) program.

They questioned if an alcoholic beverage is ordered, if that beverage could be taken to the cannabis lounge next door.

Roger Rath, Associate Planner stated cannabis has very restrictive requirements between crossover uses between alcohol and cannabis. This establishment met with the Business License Commission, and they imposed conditions to prevent crossover.

The commission requested clarification regarding the layout of the studio and seating area in the rear. They questioned and requested clarification how the number of restroom facilities are calculated amongst the two (shared) businesses and questioned the total occupancy for this space.

Chair Jones opened the public hearing for Item 12.D.

JAY HANDEL, LOS ANGELES, applicant, presented the applicants report. He provided a history of the current properties and spoke regarding the concerns of going from one establishment to the other. He clarified these are two separate businesses, which California law prohibits any crossover between a cannabis lounge and an establishment serving alcohol. He confirmed there will be a security guard posted that will not allow patrons to go-between either establishment. He clarified the separate HVAC systems and the current plans. He spoke on the shared bathroom locations, square-footage, and trash location> He requested approval .

The commission requested clarification regarding the division of the outdoor patio space, shared restrooms, and trash location.

There were no public speakers for this item.

ACTION: Close the public hearing for Item 12.D. **Motion carried by consensus of the Commission.**

There were no official disclosures.

The commission stated their support of the business and the positive impacts it will provide to the community, and discussed the potential cultural resource of this property, parking credits, and future possible change of use.

Commissioner Carvalho moved to: 1) approve staff's recommendation of approval.

Seconded by Vice-Chair Thomas.

ACTION: 1) Approve staff's recommendation of approval; 2) **Adopt Resolution No. PC 22-1472 as presented:** "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, ADOPTING A CATEGORICAL EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION §15303 (NEW CONSTRUCTION OR CONVERSION OF SMALL STRUCTURES) AND APPROVING A CONDITIONAL USE PERMIT FOR A NEW BAR IN AN EXISTING TENANT SPACE, LOCATED AT 8275 SANTA MONICA BOULEVARD, WEST HOLLYWOOD, CALIFORNIA (MONICA'S HOUSE.;" and 3) Close the Public Hearing for Item 12.D. **Moved by Commissioner Carvalho, seconded by Vice-Chair Thomas and unanimously passes.**

The Resolution the Planning Commission just approved for the property located at **8275 Santa Monica Boulevard** 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.

- 13. **NEW BUSINESS.** None.
- 14. **UNFINISHED BUSINESS.** None.
- 15. **EXCLUDED CONSENT CALENDAR.** None.
- 16. **ITEMS FROM STAFF.**

A. Planning Manager's Update.

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

There was discussion regarding in-person or teleconference meetings for the Planning Commission. Due to the recent LA County numbers regarding Covid, the Planning Commission chose to be virtual going forward.

ACTION: 1) Planning Commission meetings shall remain virtual on the Zoom platform; and 2) future in-person meetings will be revisited, based on LA County Covid numbers. **Motion carried by consensus of the Commission.**

- 17. **PUBLIC COMMENT.** None.

18. ITEMS FROM COMMISSIONERS.

A. Commissioner Comments.

Commissioner Gregoire stated he will be absent from the meeting on Thursday, August 18, 2022.

Vice-Chair Thomas wished Kimberly Copeland a speedy recovery and encouraged participation at the 39th Anniversary of National Night Out, to be held on Tuesday, August 2, 2022.

Chair Jones stated she will be absent from the meeting on Thursday, October 6, 2022.

B. Subcommittee Management.

Jennifer Alkire, Current and Historic Preservation Planning Manager provided an update of tentative items scheduled for Design Review Subcommittee, Long Range Planning Projects Subcommittee, and Sunset Arts and Advertising Subcommittee meetings.

There was discussion regarding in-person or teleconference meetings regarding Design Review subcommittee, Long Range Planning Projects subcommittee and the Sunset Arts & Advertising subcommittee.

ACTION: 1) Design Review subcommittee meetings shall remain virtual on the Zoom platform indefinitely, unless the commission deems a larger pivotal project should be reviewed in-person; 2) Long Range Planning Projects subcommittee shall remain virtual on the Zoom platform, until such time the Planning Commission returns to in-person meetings; and 3) Sunset Arts and Advertising subcommittee shall remain virtual indefinitely. **Motion carried by consensus of the Commission.**

Jennifer Alkire, Current and Historic Preservation Planning Manager, requested a special date calendared for the Long Range Planning Projects subcommittee on Thursday, August 4, 2022 at 5:30 p.m.

ACTION: 1) Schedule a special teleconference meeting of the Long Range Planning Projects subcommittee for Thursday, August 4, 2022 at 5:30 p.m. **Motion carried by consensus of the Commission.**

Jennifer Alkire, Current and Historic Preservation Planning Manager, requested a special date calendared for the Sunset Arts and Advertising subcommittee on Thursday, September 8, 2022 at 6:00 p.m.

ACTION: 1) Schedule a special teleconference meeting of the Sunset Arts and Advertising subcommittee for Thursday, September 8, 2022 at 6:00 p.m. **Motion carried by consensus of the Commission.**

She stated the regularly scheduled Design Review subcommittee for Thursday, August 11, 2022 has been cancelled.

ADJOURNMENT. Noting the cancellation of the Planning Commission meeting on Thursday, August 4, 2022, the Planning Commission adjourned at 8:30 p.m. to a regularly scheduled meeting on Thursday, August 18, 2022 beginning at 6:30 p.m. until completion. 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 August, 2022 by the following vote:

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

NOES: Commissioner: None.

ABSENT: Commissioner: Gregoire.

ABSTAIN: Commissioner: Copeland.



STACEY E. JONES, CHAIRPERSON

ATTEST:



DAVID K. GILLIG, COMMISSION SECRETARY