

**MINUTES
CITY OF WEST HOLLYWOOD
PUBLIC FACILITIES COMMISSION**

**WEDNESDAY, OCTOBER 12, 2022
PLUMMER PARK COMMUNITY CENTER, ROOMS 5 & 6
7377 SANTA MONICA BLVD.
WEST HOLLYWOOD, CA 90046**

6:30 P.M. – REGULAR MEETING

***IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19 (NOVEL CORONAVIRUS), AB 361 HAS AUTHORIZED PUBLIC MEETINGS TO TAKE PLACE VIA TELECONFERENCE WHEN STATE AND LOCAL OFFICIALS ARE RECOMMENDING MEASURES TO PROMOTE SOCIAL DISTANCING.**

1. CALL TO ORDER – Chair Mason called the meeting to order at 6:34 p.m.

A. LAND ACKNOWLEDGEMENT – Read by Chair Mason.

B. ROLL CALL

PRESENT: Commissioner Isaacs (she/her);
Commissioner Karliss (he/him);
Commissioner Larry (he/him);
Commissioner Polachek (she/her);
Vice Chair Solomon (he/him; Arrived at
6:37 p.m.); and
Chair Mason (he/him).

ABSENT: Commissioner Torres (she/her).

ALSO PRESENT: Helen Collins (she/her), Facilities and Field
Services Division Manager; Erin Hamant
(she/her), Senior Administrative Analyst;
Ben Galan (he/him), Building & Safety
Manager; Francisco Contreras (he/him),
Long Range Planning Manager; Ric.
Abramson (Ric.), Urban Design and
Architecture Studio Manager; Garen Yolles
(he/him), Architectural and Urban
Designer; and John Keho (he/him),
Planning and Development Services
Director.

C. PLEDGE OF ALLEGIANCE – Led by Commissioner Karliss.

2. **APPROVAL OF AGENDA**

ACTION: Approve the October 12, 2022, Agenda.

Motion by Polachek, seconded by Isaacs, and approved unanimously.

Roll Call Vote:

Commissioner Isaacs – Y

Commissioner Karliss – Y

Commissioner Larry – Y

Commissioner Polachek – Y

Chair Mason – Y

3. **APPROVAL OF MINUTES**

ACTION: Approve the minutes of the prior Public Facilities Commission meeting dated September 14, 2022.

PUBLIC COMMENT

Victor Omelczenko, WEST HOLLYWOOD, commended the Commission and staff on the minutes, particularly on the Holloway Motel Focus Group.

Motion by Polachek, seconded by Larry, and approved. One abstention by Commissioner Karliss.

Roll Call Vote:

Commissioner Isaacs – Y

Commissioner Karliss – Abstained

Commissioner Larry – Y

Commissioner Polachek – Y

Chair Mason – Y

4. **PUBLIC COMMENTS**

Cathy Blaivas, WEST HOLLYWOOD, expressed their desire for City Advisory Boards and Commissions to be allowed to hold both in-person and virtual meetings. COVID-19 transformed the City’s and the world’s general communication and engagement practices. They also thanked staff for including a link to the Commission’s webpage on the City calendar event.

Stephanie Harker, WEST HOLLYWOOD, spoke on the importance of publically accessible public meetings and that exclusively in-person meetings are tough on people with busy schedules and people with disabilities. They also expressed their desire for staff to post all public meetings on the City’s YouTube channel.

5. **COMMISSIONER COMMENTS**

Commissioner Larry and Commissioner Isaacs thanked the members of the

public for joining the Commission this evening.

Commissioner Polachek shared her disappointment that the Commission's public meetings have been mandated to be in-person only because it decreases public participation. She was also disappointed that the Commission lost one member, Commissioner Torres, due to the requirement. She hopes the City Clerk will reconsider this mandate.

Commissioner Karliss concurred with Commissioner Polachek's comments.

Vice Chair Solomon concurred with fellow Commissioner's comments and thanked outgoing Commissioner Torres for her assistance on-boarding him and her welcoming spirit.

Staff read a message by Commissioner Torres. She shared her pleasure to have served before the Commission throughout the years and her decision to resign.

Chair Mason concurred that hybrid meetings are more accessible and result in greater participation than in-person only meetings and thanked Commissioner Torres for her service. He also mentioned that parking in West Hollywood Park is limited and had concerns that valet parking services should not be used in the public parking structure(s). Staff will follow up with the Parking Services Division on the valet parking services.

6. CONSENT CALENDAR – None.

7. PUBLIC HEARINGS – None.

8. UNFINISHED BUSINESS – None.

9. NEW BUSINESS

A. **MULTI-STALL GENDER-NEUTRAL RESTROOM FACILITIES**

SUBJECT: The Commission will provide input on a proposed zone text amendment to amend Chapter 19.20 (General Property Development and Use Standards) to require multi-stall gender-neutral restroom facilities in all new commercial developments and major remodels.

Staff provided a presentation and background on the design standards for restroom facilities in the California Plumbing Code, and recommendations as a result of Senate Bill 1194. The bill would allow local governments to require new or renovated public toilet facilities within its jurisdiction to be designed, constructed, and identified for

use by all genders instead of the design standards for separate facilities for men and women.

Commissioner Polachek clarified that staff seeks input on the design standards for private property restroom facilities and not on City parks or public restroom facilities. She expressed cleanliness concerns for water closets without a urinal that is shared by all genders. Staff explained that property owners would have design flexibility to either place urinals in the water closet or outside the water closet in a separate compartment. The code requirement that calculates urinal number requirements would not change.

Vice Chair Solomon asked about the definition of a substantial remodel and what triggers the new design standards for restroom facilities. He also asked what a new commercial lease would require. Staff explained the definition is found in the City's zoning ordinance. For new commercial tenants/leases, staff will review this section because currently a tenant improvement may not trigger the same requirements as a substantial remodel.

Commissioner Larry asked about the open floor plan design for multi-stall gender-neutral restroom facilities and expressed privacy concerns. Staff explained that the open floor plan addresses concerns related to visibility and safety.

Commissioner Polachek asked if the design standards require sink placements. Staff explained that property owners would have design flexibility to either place sinks in the water closet or outside the water closet in the open floor plan.

Chair Mason asked if the new design standards will impact the City's public restroom facilities in the future. Staff explained that this is a future discussion for their team to decide.

Vice Chair Solomon asked which City Boards and Commissions will receive this presentation. Staff answered this question.

PUBLIC COMMENT

Cathy Blaivas, WEST HOLLYWOOD, expressed their top concern related to public restrooms is public safety and they provided examples of restroom configurations that they have either experienced or seen. They also spoke on the societal shift that is going to take place for gender-neutral restrooms to become ordinary.

Stephanie Harker, WEST HOLLYWOOD, recalled earlier discussions

held at previous Commission meetings. They pointed out that restrooms designed with floor to ceiling closures are most problematic for public safety and security issues. They mentioned that the floor to ceiling doors would be a problem, and that staff should consider the type of door at the Plummer Park Tennis Pro Shop with an opening at the top and bottom of the doors and a mesh covering.

Steve Martin, WEST HOLLYWOOD, provided examples of public restroom experiences and was against floor to ceiling restroom designs. They suggested to look at public safety reports about restroom designs. They also suggested staff to provide specialized outreach on the new restroom standards to all the City's destination locations.

Victor Omelczenko, WEST HOLLYWOOD, discussed the City's legislative activities in 2022 and expressed their interest to learn how the public restrooms will be designed at the playhouse, log cabin, and other undeveloped City-owned properties.

Chair Mason thanked the Commission and the public for their comments.

ACTION: Review the proposed amendment and provide input.

B. UPDATE ON PERMENENT OUTDOOR DINING EFFORTS

SUBJECT: The Commission will receive a briefing on the City's new permanent outdoor dining efforts and share proposed design standards to ensure appropriate and inclusive access while also promoting economic enhancements for businesses in the public way. These standards will be used as the City lifts the urgency regulations that allowed restaurants to expand outdoors during the COVID-19 pandemic.

Staff provided a presentation and background on the proposed design standards for the conversion of temporary outdoor dining areas to become permanent on the public right-of-way, referred to as OUTZones. The public right-of-way varies in widths and allowable sizes for private-use conversion, while still accommodating other essential infrastructure traditionally placed in the public right-of-way like waste cans, fire hydrants, electricity poles, etc. Accessibility (ADA requirements) must also be maintained.

Staff proposed three design frameworks based on existing sidewalk sizes: narrow sidewalk condition (typically 10-foot wide), moderate

sidewalk condition (typically 15-foot wide), and wide sidewalk condition (typically 20-foot wide).

Public parklets are different than OUTZones, and they may be permitted as a part of the City's parklet program, with the primary difference being that parklets are not for privatized uses.

Staff propose as next steps: 1) Prepare a design standards manual that will include accessibility/ADA requirements, buffers, rails, planters, footprints that may encroach on-street parking, vertical and overhead elements, curb extension area locations and platform/base criteria, site criteria eligibility (cannot block a driveway, cannot remove trees, deconflict infrastructure impediments, etc.), red and blue curb zone eligibility, and lighting/sound. 2) Revise the municipal code to update minimum pedestrian clearances based on sidewalk sizes and reference the design standards manual for outdoor dining on an existing on-street parking space.

Commissioner Karliss asked why the City is interested to retain the temporary outdoor dining areas which expanded because of the COVID-19 pandemic. He asked how the application process will work and if every business that applies be granted an outdoor dining area. He also asked if the City will have enough parking if every business opts to permit for an outdoor dining area. Staff explained that the City is working to accommodate businesses which have expressed an interest to retain the areas while the City addresses its needs to update pedestrian clearances and to get the areas to look and function better. Staff described how the program will be codified in the City's municipal code, including eligibility and site criteria requirements, and each application would be reviewed by the City's encroachment permit process. Staff clarified that the on-street parking sites would only be allowed for a narrow sidewalk condition. In these instances, the business would be required to pay a one-time parking site use fee and build a permanent curb extension. Staff are currently analyzing if a maximum number of parking spaces makes sense as part of the site criteria requirements.

Commissioner Isaacs asked about aesthetics and shared her concerns that they look like permanent construction sites. Staff agreed and the aesthetics would be addressed in the design standards manual with examples and diagrams.

Commissioner Polachek shared her support for the economic survivability of local businesses but also her observations that these businesses are becoming bigger because their capacity has been

allowed to expand into the public right-of-way, which was not the original intention of the temporary allowance. She reflected on maintenance activities which should also be considered like street sweeping, storm drains, tree trimming, and sidewalk cleaning and repairs. She shared safety concerns because k-rails are safer barriers than planters. She agreed that loss of parking could become a future issue. She also asked staff to consider scenarios where multiple businesses may be eligible to apply for on-street parking sites and that the process does not create unfairness because a neighboring business expanded into their eligible area.

Vice Chair Solomon asked about purview and if any Commission would oversee the OUTZones application process. He also asked about the loss of on-street parking if a business closes or leaves the location. Staff explained that land use is under the purview of the Planning Commission and that public right-of-way falls under the purview of the Public Facilities Commission. The application and approvals process would be overseen at the staff level. A public hearing could be triggered if any location wants to serve alcohol. Regarding use of an on-street parking site, each business would be required to renew their outdoor dining permit annually and any changes to the public right-of-way could be removed with bond fees as required.

Chair Mason asked about businesses that use their private parking lot for dining. Staff confirmed the design standards would not affect a business' use of their private parking lot and the municipal code already has a separate section related to parking lot requirements and use. Staff also confirmed that businesses currently have the option to purchase use of on-street parking sites for valet services.

PUBLIC COMMENT

Victor Omelczenko, WEST HOLLYWOOD, shared their concerns for public right-of-way encroachment, the aesthetics of these locations, safety, protection from automobiles/auto accidents, sufficient sidewalk space for pedestrians, and that temporary COVID-19 safety measures could become permanent.

Commissioner Karliss asked staff what will happen to the existing OUTZones and how corrections will take place. Staff confirmed that once the permanent program is approved, the requirements will be applied to all existing locations and new locations. For existing locations, permit holders will be provided a timeline to make corrections and bring their location into compliance.

ACTION: Receive update and provide feedback.

10. **EXCLUDED CONSENT CALENDAR** – None.

11. **PUBLIC COMMENTS**

Steve Martin, WEST HOLLYWOOD, spoke on the Holloway Motel project and suggested the Commission to visit the Ascencia location in Glendale. They also concurred that parking is hard to find at West Hollywood Park.

Victor Omelczenko, WEST HOLLYWOOD, rallied for the Laurel House Project to reserve a section in the building dedicated to West Hollywood history/museum and they presented various renaming options.

12. **ITEMS FROM STAFF**

Staff shared the Plummer Park Master Plan & Comprehensive Improvement Project will kick off soon. The City Playhouse Project and the Plummer Park Off-Leash Dog Park Project will go to City Council for approval soon as well.

A. **LOOK AHEAD CALENDAR FOR AGENDA PREP & COMMISSION ITEMS TRACKER**

The Commission added by consensus the West Hollywood Park Courts Windscreen to the items tracker.

B. **TREE GIVEAWAY PROGRAM UPDATE**

Staff provided an update on the tree giveaway which is set to launch soon before the end of the year.

13. **ITEMS FROM COMMISSIONERS & SUBCOMMITTEE REPORTS**

Commissioner Larry, Commissioner Isaacs, and Commissioner Polachek thanked everyone for their participation and for the public comment received this evening.

Commissioner Karliss asked about the rules and enforcement for off-leash dogs and status on the landscape design standards for traffic circles.

Vice Chair Solomon asked for a website update from the Recreation Division.

Chair Mason concurred with Commissioner Karliss about needing greater enforcement of off-leash dog rules.

14. ADJOURNMENT

The Public Facilities Commission meeting adjourned at 8:39 p.m. to its next regular meeting* on Wednesday, November 9, 2022, at 6:30 p.m. at Plummer Park Community Center, Rooms 5 and 6, 7377 Santa Monica Blvd., West Hollywood, CA 90046.

DocuSigned by:

Erin Hamant

42914B2510A6477...

Erin Hamant, Acting Recording Secretary

DocuSigned by:

Jake Mason

8B6760C0DDD147E...

Jake Mason, Chair