

# BUSINESS LICENSE COMMISSION

## Minutes

Tuesday, February 3, 2004

City of West Hollywood

### I. CALL TO ORDER

Commissioner Kazakos called the meeting to order at 6:30 P.M.

A. *ROLL CALL:*  
*PRESENT:*

Commissioners James Kazakos, Neill Murchison, Pat Rogers, and Sibyl Zaden.

*STAFF PRESENT:*

Tom Benedetti, Code Compliance Manager; Bruce Robertson, Administrative Staff Assistant.

*OTHERS PRESENT:*

B. *THE PLEDGE OF ALLEGIANCE:* Commissioner Zaden led the pledge.

C. *SWEARING OF NEW COMMISSIONERS*

Code Compliance Manager Tom Benedetti led Anne Marie Isleib and Gary Reichard in the oath of office swearing them in as newly appointed members of the Business License Commission.

### II. APPROVAL OF AGENDA

A. *Approval of the Agenda.*

**A motion was made by Commissioner Zaden to approve the agenda. This motion was seconded by Commissioner Rogers and carried unanimously.**

III. CONSENT CALENDAR

A. *Approval of the Minutes from November 4<sup>th</sup>, 2003.*

**Commissioner Zaden moved to approve the minutes of November 4<sup>th</sup>, 2003. The motion was seconded by Commissioner Roger's and carried unanimously.**

IV. PUBLIC COMMENTS- None

V. PUBLIC HEARING – None

VI. NEW BUSINESS

A. *Pet Grooming Standards*

Code Compliance Manager, Tom Benedetti presented a staff report outlining the City's desire/need to regulate pet grooming, for the benefit and protection of pets and their guardians.

Mr. Benedetti directed the commissioners to a draft ordinance, included in their packets, which was researched and developed by city planner, Francie Stefan. He informed the Commission that the draft outlined licensing and grooming standards in Orange County and other similar jurisdictions and was presented as a guide to them, to assist them in developing a similar ordinance in West Hollywood, while being able to see how other jurisdictions regulated this type of business.

In his report, Mr. Benedetti stated that adoption of this ordinance would give the City the ability to regulate pet grooming and would ensure pet guardians that grooming establishments meet certain important grooming standard both in training, experience and safety.

Staff presented two recommendations. The first option recommended creating a sub-committee which would meet and develop wording and standards for the proposed ordinance. Upon completing their proposals the Sub-committee would present their recommendations to the entire commission for its review and approval.

Once approved, by the Commission, a public hearing would be agendized, on this matter, where members of the public would have an opportunity to express their opinions/concerns, prior to the Commission making their final recommendation to the City Council.

The other recommendation, should the Commission desire, would be to have the Commission simply pass this matter on to the City Council for their review and recommendation.

#### Public Testimony

- A. **Gay Carter, West Hollywood**, expressed concerns regarding the draft ordinance and vehemently spoke out against video surveillance of pet groomers. Ms. Carter described herself as a pet lover who has been in the business of pet grooming since the mid 70's. She feels that additional regulation, of her business, would be an infringement of her rights, as a caregiver and lover of pets, and an independent business owner within the City.
- B. **Karen Dotson, Laurel Pet Hospital**, asked whether currently established businesses would be considered grandfathered in the ordinance and therefore not required to obtain any licensing or regulatory compliance? Ms. Dotson also expressed concern over possible fees required for business licensing of this type of business.
- C. **Tige Allison, Sylmar, CA**, stated that his experience in grooming did not come from schools or certifications but rather from the extensive experience he has acquire over the years, (a sort of apprenticeship). He expressed concern over the assumption that obtaining licensing or schooling makes one capable of performing a skill but rather suggested that other criteria, such as experience, should be taken into account in determining one's ability to perform any skill or task.
- D. **Hillary Selvin, WH Chamber**, asked that input from current grooming establishments or other interested parties, in the city, be invited to attend any sub-committee meeting and have the opportunity to express their views on this matter. Ms. Selvin also emphasized that input from veterinarians would be important in this process. Finally she asked the Commission if the ordinance would differentiate between groomers and facilities which allow pet owners to visit their businesses to clean and groom their pets on-site.

#### Commission Discussion

Staff began by answering one public speakers question about grandfathering clarifying that businesses would not be grandfathered under this new ordinance but that all groomers/grooming businesses would be required to bring their operations into compliance of the new ordinance, once standards are defined.

Staff also encouraged the Commission to consider, what one speaker addressed, previous grooming experience expertise and not require blanket training or certification, prior to receiving whatever city licenses the Commission and Council finally determine to be necessary for this type of business.

Finally staff asked commissioners to address the fee structure of this new license as the standard \$300 fee might negatively impact smaller businesses/groomers.

Commissioner Kazakos expressed that the current draft ordinance seems somewhat restrictive and recommended careful review of the entire draft ordinance, prior to its approval.

Commissioner Zaden asked about licensing frequency.

Staff responded that this process would likely fall into the same category as other business types regulated by the City. These businesses are required to pay an initial application fee of \$300 with annual reviews (checking accuracy of licensee information, which is strictly administrative) thereafter costing businesses \$200 each year, after the initial application process is approved.

Commissioner Kazakos asked for any information that might be available from surrounding cities regarding the regulation of this type of business.

Staff assured the Commission that staff would research this matter and forward any available information to the sub-committee for their review.

Commissioner Rogers asked about licensing and regulation of mobile groomers.

Staff responded that this type of groomer would be considered a peddler and additionally pet groomers and that the City currently has mechanisms in place to inspect and monitor these businesses as well.

Commissioner Ponder asked about licensing and license regulation both from the City of West Hollywood and from the County questioning if one body would supercede the other.

Staff responded that each governing body would remain a sole entity each requiring compliance and regulation of its own licensing requirements and standards. Staff further clarified that one body's action would not nullify or negate an action of the other.

**A motion was made by Commissioner Rogers to create a sub-committee which would review and create a draft ordinance for the regulation of pet groomers and pet grooming businesses. Once approved at the sub-committee level this draft ordinance would be presented to the entire Commission for their review and approval. The motion was seconded by Commissioner Kazakos and carried unanimously.**

The following commissioners volunteered to participate on the sub-committee:

Commissioner Zaden  
Commissioner Isleib  
Commissioner Rogers.

*B. Commission Elections*

1. Chair Elections

Commissioner Ponder nominated Commissioner Kazakos as the commission's new chair. There were no further nominations.

Commissioner Kazakos was elected as the Business License Commission chair unanimously.

2. Vice-Chair Elections

Chair Kazakos nominated Commissioner Murchison to be vice-chair. There were no further nominations.

Commissioner Murchison was elected as vice-chair unanimously.

V. UNFINISHED BUSINESS - None

VI. ITEMS FROM STAFF

PUBLIC COMMENTS /ITEMS FROM CITIZENS

VII. COMMISSION CHAIRS REPORT/ITEMS FROM COMMISSIONERS

XI. ADJOURNMENT

A motion was made to adjourn to the next scheduled meeting of the Business License Commission to be held on Tuesday, April 13<sup>th</sup>, 2004, from 6:30 PM until completion at West Hollywood Park Auditorium, 647 No. San Vicente Blvd., West Hollywood. Motion carried.

Meeting adjourned.

PASSED, APPROVED AND ADOPTED THIS DAY OF 4/13/04.

CHAIRPERSON: James Kazakos

**ATTEST:**  
**BUSINESS LICENSE OFFICER:**



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