



**WEST HOLLYWOOD  
PLANNING COMMISSION AGENDA  
Thursday, September 1, 2016**

**Regular Meeting at 6:30 PM  
West Hollywood Park Public Meeting Room – Council Chambers  
625 N. San Vicente Boulevard, West Hollywood, California**

To comply with the American with Disabilities Act of 1990, Assistive Listening Devices (ALD) will be available for checkout at the meeting. If you require special assistance to participate in this meeting (e.g., a signer for the hearing impaired), you must call, or submit your request in writing to the Office of the City Clerk at (323) 848-6409 at least 48 hours prior to the meeting. The City TDD line for the hearing impaired is (323) 848-6496.

Special meeting related accommodations (e.g., transportation) may be provided upon written request to the Office of the City Clerk at least 48 hours prior to the meeting. For information on public transportation, call 1-323-GO-METRO (323/466-3876) or go to [www.metro.net](http://www.metro.net)

Written materials distributed to the Planning Commission within 72 hours of the Planning Commission meeting are available for public inspection immediately upon distribution in the Community Development Department at 8300 Santa Monica Boulevard, West Hollywood, California, during normal business hours. They will also be available for inspection during the Planning Commission meeting at the staff liaison's table.

This agenda was posted at: City Hall, the Community Development Department Public Counter, West Hollywood Library on San Vicente Boulevard, Plummer Park, and the West Hollywood Sheriff's Station.

**NOTE:** Any agenda item which has not been initiated by 10:30 P.M. may be continued to a subsequent Planning Commission Agenda.

Reminder: please speak clearly into microphones and turn off all cellular phones and pagers.

For additional information on any item listed below, please contact David J. DeGrazia, Current and Historic Preservation Planning Manager at (323) 848-6844 or Bianca Siegl, Long Range and Mobility Planning Manager at (323) 848-6853.

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. APPROVAL OF THE AGENDA**

*SUBJECT: The Planning Commission is requested to approve the Agenda.*

**RECOMMENDATION:** Approve the Agenda of Thursday, September 1, 2016.

**5. APPROVAL OF MINUTES**

*SUBJECT: The Planning Commission is requested to approve the minutes of prior Planning Commission meetings.*

**RECOMMENDATION:** Approve the minutes of:

**A. August 4, 2016**

**6. PUBLIC COMMENT**

This time, limited to a maximum of twenty (20) minutes, has been set aside for the public to address the Planning Commission on any item that is not set for public hearing or any item that is not on tonight's agenda. In accordance with the Brown Act, public comment relating to business not appearing on the agenda cannot be acted upon or discussed by the Commission during the meeting, but may be referred to staff for report on a future agenda, ordered received and filed, or referred to the proper department for administrative resolution. Staff requests that all persons wishing to address the Commission fill out a Speaker's Slip and give it to the Commission Secretary prior to speaking. The Commission requests that when you begin speaking you state your name and the name of the city where you reside. Individuals may address the Commission for up to three (3) minutes each, unless the Commission determines a different time limit.

**7. DIRECTOR'S REPORT**

**8. ITEMS FROM COMMISSIONERS**

**9. CONSENT CALENDAR. None.**

**10. PUBLIC HEARINGS.**

**A. 545 - 547 N. Sweetzer Avenue:**

*SUBJECT: The Planning Commission will hold a public hearing to consider a request to demolish two existing single-story, single-family residences and construct a new three-story, nine-unit apartment building over subterranean parking, for the properties located at 545 - 547 N. Sweetzer Avenue, West Hollywood, California.*

**Applicant:** Amit Apel Design, Inc.

**Planner:** Laurie Yelton, Associate Planner

**Recommendation:** 1) Approve the application; 2) Adopt draft Resolution No. PC 16-1177, conditionally approving a demolition permit and a development permit for the properties located at 545 - 547 N. Sweetzer Avenue, West Hollywood, California.

**11. NEW BUSINESS.**

**A. Draft Commercial Survey:**

*SUBJECT: The Planning Commission will receive the final draft Commercial Historic Survey, with an overview of the historic context statement and a list of designated and potential cultural resources for all commercial and non-residential buildings throughout the City of West Hollywood, West Hollywood, California.*

**Recommendation:** 1) Receive and file.

**12. UNFINISHED BUSINESS. None.**

**13. EXCLUDED CONSENT CALENDAR. None.**

**14. ITEMS FROM STAFF**

**A. Planning Manager's Update.**

**15. PUBLIC COMMENT**

This time has been set aside for members of the public who were unable to address the Commission during the twenty minute public comment period provided in Agenda Item No. 6. The same rules set forth under Agenda Item No. 6 apply.

**16. ITEMS FROM COMMISSIONERS**

- 17. ADJOURNMENT.** The Planning Commission will adjourn to a regularly scheduled meeting on **Thursday, September 15, 2016** beginning at 6:30 P.M. until completion at West Hollywood Park Public Meeting Room – Council Chambers, 625 N. San Vicente Boulevard, West Hollywood, California.

<b>UPCOMING MEETING SCHEDULE 2016</b>				
<b>Date</b>	<b>Day</b>	<b>Time</b>	<b>Meeting Type</b>	<b>Location</b>
September 15	Thursday	6:30 PM	Regular Meeting	Council Chambers
October 6	Thursday	6:30 PM	Regular Meeting	Council Chambers
October 20	Thursday	6:30 PM	Regular Meeting	Council Chambers
November 3	Thursday	6:30 PM	Regular Meeting	Council Chambers

## **PLANNING COMMISSION MEMBERS**

*To contact Planning Commissioners, please forward your request to:  
David Gillig, Planning Commission Secretary at [dgillig@weho.org](mailto:dgillig@weho.org)*

**David Aghaei, Chair**  
**Sue Buckner, Vice-Chair**

**John Altschul, Commissioner**  
**Donald DeLuccio, Commissioner**  
**Roy Huebner, Commissioner**  
**Stacey Jones, Commissioner**  
**Sheila Lightfoot, Commissioner**

### **STAFF**

**Stephanie DeWolfe, AICP, Community Development Director**  
**John Keho, AICP, Assistant Community Development Director**  
**David DeGrazia, Current and Historic Preservation Planning Manager (CHPP)**  
**Bianca Siegl, Long Range and Mobility Planning Manager (LRMP)**  
**Christi Hogin, Assistant City Attorney**  
**David Gillig, Commission Secretary**

### **MAILING ADDRESS**

City of West Hollywood  
Community Development Department  
8300 Santa Monica Boulevard  
West Hollywood, CA 90069-4314

323.848.6475 (main)  
323.848.6569 (fax)

## **AGENDA POLICIES**

The Planning Commission considers a range of requests for development permits, appeals, and planning policy matters, and conducts public hearings on many of its agenda items. Due to the number, complexity and public interest associated with many agenda items, meetings of the Planning Commission are generally lengthy. The Planning Commission makes every effort to proceed as expeditiously as possible; your patience and understanding is appreciated.

**REQUEST TO SPEAK** on an item must be submitted on a Speakers Request Form and submitted to the Planning Commission Secretary. All requests to address the Planning Commission on Public Hearings items must be submitted prior to the Planning Commission's consideration of the item.

**CONSENT CALENDAR** items will be acted upon by the Planning Commission at one time without discussion, unless a Planning Commissioner pulls a specific item for discussion.

**PUBLIC HEARINGS PROCEDURES** on each Public Hearing item include presentation of a staff report; Planning Commission questions of staff; a five (5) minute presentation by the project applicant or applicant's representative or team, if any; Planning Commission questions of the applicant; two (2) minutes for each member of the public wishing to speak to the item; two (2) minutes for the project applicant to respond to the public or clarify issues raised by the public; Planning Commission deliberations and decisions. In order to facilitate a fair and proper hearing the Chair or Commission may lengthen or shorten the time allotted per speaker on a particular agenda item based on the number of persons in attendance wishing to speak or the complexity of the matter under consideration.

**PRESENTATIONS BY MEMBERS OF THE PUBLIC** should begin with the speaker stating his or her name and city of residence, followed by a statement regarding the item under consideration. Please speak to the Planning Commission as a whole.

**PROFESSIONALS APPEARING BEFORE THE PLANNING COMMISSION** should clearly identify their status, such as "attorney", "paralegal", "architect", "designer", or "landscape architect". Instances of misrepresentation of professional status may be referred to the City Attorney for possible prosecution.

**LETTERS OR WRITTEN MATERIALS** regarding agenda items may be submitted to the City Planning Division staff prior to or at the Planning Commission meeting; written materials submitted at least eight (8) days in advance of the meeting will be included in the Planning Commission's meeting packet. Materials submitted after the deadline may be difficult for the Planning Commission to adequately review.

**ASSIGNING OF TIME** is not permitted.

**ACTION OF THE PLANNING COMMISSION** on most matters occurs with the affirmative votes of at least four (4) Planning Commissioners.

The current Planning Commission Agenda and Staff Reports are available on-line and are tablet supported at

[www.weho.org](http://www.weho.org)

### APPEAL PROCEDURES

Any final determination by the Planning Commission may be appealed, and such appeal must be filed within ten (10) calendar days after the Planning Commission action. This appeal shall be made in written form to the City Clerk's Office, accompanied by an appeal fee or required number of signatures.

The City Clerk, upon filing of said appeal, will set petition for a public hearing before the City of West Hollywood's City Council at the earliest date.

If you challenge any City of West Hollywood decision in court, you may be limited to raising only those issues you or someone else raised at the public hearing described on this agenda, or in a written correspondence delivered to the Planning Commission at, or prior to, the public hearing.

#### AFFIDAVIT OF POSTING

State of California       )  
County of Los Angeles    )  
City of West Hollywood   )

I declare under penalty of perjury that I am employed by the City of West Hollywood in the Office of the City Clerk and that I posted this agenda on:

Date: AUGUST 27 2016

Signature: [Handwritten Signature]