



**PLANNING COMMISSION  
SUMMARY ACTION MINUTES  
Regular Meeting  
December 6, 2018**

West Hollywood Park Public Meeting Room – Council Chambers  
625 N. San Vicente Boulevard, West Hollywood, California 90069

*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 Jones called the meeting of the Planning Commission to order at 6:30 p.m.
2. **PLEDGE OF ALLEGIANCE:** Todd Elliott led the Pledge of Allegiance.
3. **ROLL CALL:**  
Commissioners Present: Altschul, Bass, Buckner, Erickson, Hoopingarner, Vice-Chair Carvalho, Chair Jones.  
  
Commissioners Absent: None.  
  
Staff Present: Dereck Purificacion, Associate Planner, Antonio Castillo, Associate Planner, David DeGrazia, Current and Historic Preservation Planning Manager, Patrick Donegan, Acting Assistant City Attorney and David Gillig, Commission Secretary.
4. **APPROVAL OF AGENDA.**  
Chair Jones stated agenda Item 10.D. – 8439 Sunset Boulevard, will be continued to a date uncertain; and agenda Item 10.E. – Zone Text Amendment Dwelling Unit and Hotel Clarifying Definitions, will be continued to Thursday, January 17, 2019.  
  
**ACTION:** Approve the Planning Commission Agenda of Thursday, December 6, 2018 as amended. **Moved by Commissioner Hoopingarner, seconded by Chair Jones and unanimously passes.**
5. **APPROVAL OF MINUTES.**  
  
A. **November 15, 2018**  
  
**ACTION:** Continue to Thursday, January 17, 2019. **Motion carried by consensus of the Commission.**
6. **PUBLIC COMMENT.** None.

**7. DIRECTOR'S REPORT.**

John Keho, Interim Director, Planning and Development Services Department stated City Council approved a zone text amendment at their last meeting on Monday, December 3, 2018: 1) streamlining review of commercial projects under 30,000 square-feet.

At the upcoming City Council meeting on Monday, December 17, 2018, the council will hear two items: 1) commercial building height calculations; and 2) a zone text amendment regarding water regulations, bicycle parking requirements, and changes to names in the zoning ordinance.

Commissioner Hoopingarner requested an update on the survey regarding the 500' radius regarding commissioner's residences.

**8. ITEMS FROM COMMISSIONERS.**

Commissioner Erickson thanked staff for a successful Sunset Streetscapes Pilot Project event on Tuesday, December 4, 2108. He acknowledged Chair Jones and staff regarding the Annual Congress of Boards and Commissions.

Chair Jones spoke regarding the recent Annual Congress of Boards and Commissions.

**9. CONSENT CALENDAR. None.**

**10. PUBLIC HEARINGS.**

**A. 528 N. Flores Street:**

Dereck Purificacion, Associate Planner, provided a verbal presentation and background information, as presented in the staff report dated Thursday, December 6, 2018.

He stated the proposal is a tentative parcel map requesting the subdivision of a three-story, four-unit, multi-family building over at-grade parking into a common interest development.

The project was designed to comply with requirements of the Multi-Family Dwellings (Section §19.36.280) and all other applicable provisions of 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,

He stated the following condition shall be amended to read as follows:

Condition 5.2) Prior to issuance of the Certificate of Occupancy, the applicant shall record on the final Map a dedicated easement for public street and sidewalk purposes, necessary to ensure a combined minimum width of ten feet for sidewalk and parkway along the project frontage of ~~Genesee Avenue~~ Flores Street.

There were no public speakers.

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

**Seconded by Commissioner Erickson.**

**ACTION:** 1) Approve the application; 2) **Adopt Resolution No. PC 18-1301 as amended:** a) *Condition 5.2) Prior to issuance of the Certificate of Occupancy, the applicant shall record on the final Map a dedicated easement for public street and sidewalk purposes, necessary to ensure a combined minimum width of ten feet for sidewalk and parkway along the project frontage of ~~Genesee Avenue~~ Flores Street.* "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, APPROVING A TENTATIVE PARCEL MAP (MAJOR LAND DIVISION NO. 82370) FOR THE SUBDIVISION OF A THREE-STORY, FOUR-UNIT, MULTI-FAMILY BUILDING INTO A COMMON INTEREST DEVELOPMENT LOCATED AT 528 N. FLORES STREET, WEST HOLLYWOOD, CALIFORNIA"; and 3) Close the Public Hearing for Item 10.A. **Moved by Commissioner Bass, seconded by Commissioner Erickson and unanimously passes.**

**B. 1155 N. Fuller Avenue:**

Dereck Purificacion, Associate Planner, provided a verbal presentation and background information, as presented in the staff report dated Thursday, December 6, 2018.

He stated the proposal is a tentative tract map requesting the subdivision of a four-story, seven-unit, multi-family building over subterranean parking into a common interest development. The building was approved by the Planning Commission on July 31, 2014.

The project was designed to comply with requirements of the Multi-Family Dwellings (Section §19.36.280) and all other applicable provisions of 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,

Condition 5.2) Prior to issuance of the Certificate of Occupancy, the applicant shall record on the final Map a dedicated easement for public street and sidewalk purposes, necessary to ensure a combined minimum width of ten feet for sidewalk and parkway along the project frontage of ~~Genesee Avenue~~ Fuller Avenue.

Chair Jones opened public comment for Item 10.B.:

MIKE OBOSEAN, WEST LOS ANGLEES, applicant's representative presented the staff report. He stated he supports staff's changes and recommendation of approval.

**ACTION:** Close public hearing for Item 10.B. **Motion carried by consensus of the Commission.**

**Chair Jones moved to: 1) approve staff's recommendation of approval.**

**Seconded by Vice-Chair Carvalho.**

**ACTION:** 1) Approve the application; 2) **Adopt Resolution No. PC 18-1302 as amended:** a) *Condition 5.2) Prior to issuance of the Certificate of Occupancy, the applicant shall record on the final Map a dedicated easement for public street and sidewalk purposes, necessary to ensure a combined minimum width of ten feet for sidewalk and parkway along the project frontage of ~~Genesee Avenue~~ Fuller Avenue.* "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, APPROVING A TENTATIVE PARCEL MAP (MAJOR LAND DIVISION NO. 82360) FOR THE SUBDIVISION OF A FOUR-STORY, SEVEN-UNIT, MULTI-FAMILY BUILDING INTO A COMMON INTEREST DEVELOPMENT LOCATED AT 1155 N. FULLER AVENUE, WEST HOLLYWOOD, CALIFORNIA"; and 3) Close the Public Hearing for Item 10.B. **Moved by Chair Jones, seconded by Vice-Chair Carvalho and unanimously passes.**

**C. 8553 West Knoll Drive:**

Antonio Castillo, Associate Planner, provided a verbal presentation and background information, as presented in the staff report dated Thursday, December 6, 2018.

He stated the request is to demolish a single-family dwelling and construct an approximately 9,762 square-foot, three-story, five-unit townhouse condominium development over one level of parking.

The project is designed to be a high-achieving Green Building, exceeding 90 points under the City's Green Building Point System.

Due to the topography of the site, the applicant is requesting two variances to deviate from development standards, including the requirement to provide a front-facing private entry and the aggregated maximum average unit size allowed.

He spoke and detailed neighborhood compatibility, unit size, site topography, massing and scale, design and front façade, exemplary design, and common and private open space.

He stated the applicant is requesting two variances: 1) variance request for average unit size; and 2) variance request for street-facing entry door.

It is staff's assessment that there are exceptional or extraordinary circumstances applicable to this property which does not generally apply to the surrounding properties in the same zone.

Staff also assesses that the exceptional or extraordinary circumstance applicable to this property which does not generally apply to the surrounding properties in the same zone justifies a need for a variance to waive the requirement.

Staff recommends approval.

Draft Resolution No. PC 18-1299 was revised to eliminate Condition 6.10 (g) Worker Parking, renewed monthly.

Commissioner Altschul, Buckner, Bass, Erickson, Hoopingarner, Vice-Chair Carvalho, and Chair Jones disclosed for the record they made a site visit, and/or spoke to the applicant's representative and discussed matters contained in the staff report

Chair Jones opened public comment for Item 10.C.:

EDWARD LEVIN, WEST HOLLYWOOD applicant's representative, provided the applicant's report. He provided a history of the property and spoke regarding the exceptional site topography, massing, façade design, common access driveway, landscaping, roof terraces, unit sizes, base density, and setbacks. He detailed the two requested variances.

IRENE OPPENHEIM, WEST HOLLYWOOD has concerns regarding this item. She spoke regarding the loss of trees on the property, and the lack of disabled access.

TED GREEN, WEST HOLLYWOOD spoke in support of staff's recommendation of approval.

EDWARD LEVIN, WEST HOLLYWOOD applicant's representative, provided the applicant's rebuttal. He spoke and detailed the topography, landscaping, setbacks, and ADA requirements and accessibility.

**ACTION:** Close public hearing for Item 10.C. **Motion carried by consensus of the Commission.**

The commission spoke in support of the exemplary design and articulation, and commended the architect on the presentation.

The commission had concerns and discussed the landscaping, aging in place, requested variances, ADA accessibility, design, roof top decks and noise, construction timelines, limited availability of street parking, and the proposed variances.

**Commissioner Hoopingarner moved to: 1) approve staff's recommendation of approval; with the following amendments: a) eliminate Condition 6.10 (g) Worker Parking, renewed monthly; b) all square-footages shall be reflective of what is indicated on the plans and should be consistent throughout the document; c) unit sizes should reflect 1,920 square-feet; d) maximum density shall be eight units, e) the smallest units should reflect 1,920 square-feet and the largest units should reflect 1,932 square-feet; and d) Condition 5: the nature of the slope should be "specified".**

**Seconded by Commissioner Buckner.**

Antonio Castillo, Associate Planner confirmed all these changes have been incorporated into the revised draft resolution.

**ACTION:** 1) Approve the application; 2) **Adopt Resolution No. PC 18-1299 as amended:** *a) eliminate Condition 6.10 (g) Worker Parking, renewed monthly; b) all square-footages shall be reflective of what is indicated on the plans and should be consistent throughout the document; c) unit sizes should reflect 1,920 square-feet; d) maximum density shall be eight (8) units, e) the smallest units should reflect 1,920 square-feet and the largest units should reflect 1,932 square-feet; and d) Condition 5: the nature of the slope should be "specified":* "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, APPROVING A DEMOLITION PERMIT, DEVELOPMENT PERMIT, MODIFICATION, AND VARIANCES FOR THE DEMOLITION OF A SINGLE-FAMILY RESIDENCE AND CONSTRUCTION OF A FIVE-UNIT TOWNHOUSE BUILDING OVER SUBTERRANEAN PARKING GARAGES, LOCATED AT 8553 WEST KNOLL DRIVE, WEST HOLLYWOOD, CALIFORNIA; 3) **Adopt Resolution No. PC 18-1300 as presented:** "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, APPROVING A VESTING TENTATIVE TRACT MAP (MAJOR LAND DIVISION NO. 80293) FOR THE PROPERTY LOCATED AT 8553 WEST KNOLL DRIVE, HOLLYWOOD, CALIFORNIA;" and 4) Close the Public Hearing for Item 10.C. **Moved by Commissioner Hoopingarner, seconded by Commissioner Buckner and unanimously passes.**

**D. 8439 Sunset Boulevard (Piazza del Sol):**

Request for a change of use of building from offices to a 34-room hotel, including rooftop lounge and pool deck, fourth level hotel restaurant, and rehabilitation of the designated cultural resource building exterior.

Staff requested a continuance to a date uncertain to respond to last minute correspondence received.

**ACTION:** 1) Continue to a date uncertain. **Moved by Commissioner Hoopingarner, seconded by Chair Jones and unanimously passes as part of the amended agenda.**

**E. Zone Text Amendment Dwelling Unit and Hotel Clarifying Definitions:**

Consider amendments to the West Hollywood Zoning Ordinance to clarify definitions of dwelling unit, hotel and other related terms, citywide.

**ACTION:** 1) Continue to Thursday, January 17, 2019. **Moved by Commissioner Hoopingarner, seconded by Chair Jones and unanimously passes as part of the amended agenda.**

**11. NEW BUSINESS.**

**A. Approval of Planning Commission and Design Review Subcommittee Meeting Dates for Calendar Year 2019/20.**

**ACTION:** 1) Adopt the Planning Commission meeting calendar for 2019 with the following meetings officially cancelled: a) Thursday, July 4, 2019, Thursday, December 19, 2019, and Thursday, January 2, 2020; and 2) Adopt the Design Review Subcommittee meeting calendar for 2019 with the following meetings officially cancelled: a) Thursday, November 28, 2019 and Thursday, December 26, 2019. **Moved by Commissioner Hoopingarner, seconded by Commissioner Erickson and unanimously passes.**

**12. UNFINISHED BUSINESS.** None.

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

**14. ITEMS FROM STAFF.**

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

David DeGrazia, Current and Historic Preservation Planning Manager stated the meetings of Thursday, December 20, 2018 and Thursday, January 3, 2019 are cancelled.

**15. PUBLIC COMMENT.** None.

**16. ITEMS FROM COMMISSIONERS.**

Chair Jones introduced Acting Assistant City Attorney Patrick Donegan,

Commissioner Bass stated he would like to see some incentives to protect the rental market by building more apartments, and keeping them apartments.

Commissioner Altschul provided an update on Jeanne Dobrin.

The commission wished everyone a good holiday season.

- 17. ADJOURNMENT:** Noting the cancellations of the regularly scheduled meetings on Thursday, December 20, 2018 and Thursday, January 3, 2019, the Planning Commission adjourned at 7:40 p.m. to a regularly scheduled meeting on Thursday, January 17, 2019 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. **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 17<sup>th</sup> day of January, 2019 by the following vote:

AYES: Commissioner: Altschul, Bass, Buckner, Erickson,  
Hoopingarner, Vice-Chair Carvalheiro, Chair  
Jones.

NOES: Commissioner: None.

ABSENT: Commissioner: None.

ABSTAIN: Commissioner: None.

  
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STACEY E. JONES, CHAIRPERSON

ATTEST:

  
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DAVID K. GILLIG, COMMISSION SECRETARY