



**PLANNING COMMISSION
SUMMARY ACTION MINUTES
Regular Meeting
April 18, 2019**

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

1. **CALL TO ORDER:** Chair Jones called the meeting of the Planning Commission to order at 6:31 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 Carvalheiro, Chair Jones.

Commissioners Absent: None.

Staff Present: Adrian Gallo, Associate Planner, Gwynne Pugh, Urban Designer, David DeGrazia, Current and Historic Preservation Planning Manager, John Keho, Director, Planning and Development Services Department, Lauren Langer, Assistant City Attorney and David Gillig, Commission Secretary.
4. **APPROVAL OF AGENDA.**
ACTION: Approve the Planning Commission Agenda of Thursday, April 18, 2019 as presented. **Moved by Commissioner Erickson, seconded by Commissioner Hoopingarner and unanimously passes.**
5. **APPROVAL OF MINUTES.**
A. April 4, 2019
ACTION: 1) Approve the Planning Commission regular meeting minutes of Thursday, April 4, 2019 as presented. **Moved by Commissioner Bass, seconded by Commissioner Erickson and unanimously passes, noting Commissioner Altschul and Commissioner Buckner present, but officially recused from the public hearing item regarding the Sunset Specific Plan Amendment, Modify Rear Setback Requirements.**
6. **PUBLIC COMMENT.** None.

7. DIRECTOR'S REPORT.

John Keho, Director, Planning and Development Services Department stated the project approved by the Planning Commission at 1257 N. Sweetzer Avenue will be heard on appeal at the next City Council meeting on Monday, May 6, 2019.

Also on the agenda is the Sunset Specific Plan Amendment regarding rear setback requirements, a discussion regarding dwelling units, and an evaluation regarding billboards located outside of the Sunset Boulevard area.

ITEMS FROM COMMISSIONERS. None.

9. CONSENT CALENDAR. None.

10. PUBLIC HEARINGS.

A. 7424 and 7426 Santa Monica Boulevard.

Adrian Gallo, Associate Planner provided a verbal presentation and background information, as presented in the staff report dated Thursday, April 18, 2019.

He stated the proposal is a request to demolish an existing commercial building and construct an approximately 33,445-square-foot, five-story, 31-unit mixed-use building with 47 parking spaces distributed between the ground floor and a subterranean level. The commercial consist of 2,000 square feet of retail space. The project also includes a vesting tentative tract mAP that would combine the two lots at 7424 and 7426 Santa Monica Boulevard into one property, and subdivide the 31 units into condominiums. The proposed project utilizes a density bonus by providing affordable housing on-site and a mixed-use bonus.

He provided a history of the property and current zoning, and spoke regarding height bonuses, density bonus, and concessions. He stated the CC1 Zoning District establishes a 35 foot height limit, and the Mixed-Use Incentive Overlay Zone permits a height bonus of 10 feet. In addition, because the project provides 5 affordable dwelling units, the project is eligible for a 35% density bonus and two concessions.

The project is seeking to allow one additional story that is 11'-6" in height, and exclusion of the enclosed common stair area in the FAR calculation. The affordable housing income distribution for this project is three very low income units and two moderate income units. The affordable units being provided are one and two-bedroom units and exceed the minimum size requirement of 650 sq. ft.

Gwynne Pugh, Urban Designer presented the Design Review Subcommittee report. He stated the project was reviewed by the Design Review Subcommittee on January 10, 2019, which included discussion of the proposed exterior finishes. The applicant was asked to return with a materials sample board for further review. On February 28, 2019, the applicant returned to the Design Review Subcommittee and upon continued discussion, overall support for the project's design and architecture was expressed by the subcommittee.

Adrian Gallo, Associate Planner reiterated the proposed project will develop a five-story mixed-use building that is in compliance with the goals and provisions of the General Plan in that the project provides a mixed-use housing project with on-site affordable housing; both of which the City incentivizes and encourages.

The concessions and incentives are granted for providing a mixed-use project with affordable housing. Staff recommends approval of the application.

Staff proposes to amend the following conditions in draft resolution No. PC 19-1316; Conditions 3.8, 4.1, 4.2, 4.3, 12.4 and eliminate Condition 4.11 (deleted text is indicated with a ~~strike-through~~, and new text is indicated with underlining)

3.8) ~~Inclusionary affordable units shall be occupied by households from City's Inclusionary Housing Waiting List. The Owner of the affordable/inclusionary unit shall notify the City in writing of a vacancy and the City shall provide the Owner of the affordable/inclusionary unit a list of households who meet the income eligibility requirements. (RSHD)~~

Rental, sale and resale shall be in accordance with the requirements in WHMC 19.22.090 as it existed on November 19, 2018, the date the project was deemed complete. (RSHD)

4.1) Prior to the issuance of demolition/building permits, the applicant shall pay Environmental Services Plan Check Fees. This includes, but may not be limited to, fee for the review storm water pollution prevention plans and recycling plans for construction/demolition. ~~In the event the fee schedule is revised by the City Council, all fees shall be recalculated so that they are based on the revised fee schedule in effect at the time building permits are obtained. If permits are issued after July 1, 2019, then the fee schedule shall be based on the fee schedule adopted April 15, 2019. (Environmental Services)~~

- 4.2) Prior to the issuance of building permits, the applicant shall pay Engineering Plan Check Fees. This includes, but may not be limited to, fee for the review of off-site grading plans, street improvement plans, construction mitigation, landscaping plans, street improvement plans, and parcel, tentative, and final tract maps. ~~In the event the fee schedule is revised by the City Council, all fees shall be recalculated so that they are based on the revised fee schedule in effect at time building permits are obtained. If permits are issued after July 1, 2019, then the fee schedule shall be based on the fee schedule adopted April 15, 2019.~~ (Engineering)
- 4.3) Prior to the issuance of building permits, the applicant shall pay Facilities & Field Services Plan Check Fees. This includes, but may not be limited to, fee for review of all street tree and landscape work within the public right-of-way shown on the Street and Parkway Improvement Plan. ~~In the event the fee schedule is revised by the City Council, all fees shall be recalculated so that they are based on the revised fee schedule in effect at the time building permits are obtained. If permits are issued after July 1, 2019, then the fee schedule shall be based on the fee schedule adopted April 15, 2019.~~ (____ Landscape Division)
- 12.4) There shall be no ~~wired~~ amplified music on the balconies or rooftop terraces. (CHPP)
- ~~4.11) In the event the fee schedule is revised by the City Council, all development fees and exaction fees shall be recalculated so that they are based on the revised fee schedule in effect at the time building permits are obtained. (CHPP)~~

Lauren Langer, Assistant City Attorney, clarified Condition 4.11 is also in the tentative tract map draft resolution as Condition 3.4. She confirmed both shall be deleted.

The commission requested clarification regarding green points, incentives, and common open space.

Commissioner Buckner disclosed for the record she spoke with the applicant's representative, and discussed matters contained in the staff report.

Commissioner Bass disclosed for the record he spoke with the applicant's representative, and discussed matters contained in the staff report.

Commissioner Altschul disclosed for the record he spoke with the applicant's representative, and discussed matters contained in the staff report.

Chair Jones disclosed for the record she spoke with the applicant's representative, and discussed matters contained in the staff report.

Vice-Chair Carvalheiro disclosed for the record he spoke with the applicant's representative, and discussed matters contained in the staff report.

Commissioner Erickson disclosed for the record he met with applicant's representative, made a site visit and spoke to neighbors. They discussed matters contained in the staff report.

Commissioner Hoopingarner disclosed for the record she made a site visit.

Chair Jones opened the public hearing for Item 10.A.

TODD ELLIOTT, TRUMAN & ELLIOTT, applicant's representative, presented the applicant's report. He provided a history of the project, and introduced the design team.

KIP DICKSON, WHITTIER, architect, continued the applicants report. He detailed and spoke regarding neighborhood compatibility, pedestrian accessibility, building façade, massing, open space, landscaping, parking, commercial space, floor plans, unit sizes, setbacks, façade material and color palette.

AMY KORN, PASADENA, landscape architect, continued the applicant's report. She detailed the landscape design, and confirmed the proposed trees and plants for the project.

ANSON SNYDER, WEST HOLLYWOOD, spoke in support of staff's recommendation of approval.

JASON WONG, INGLEWOOD has concerns regarding this item. He spoke regarding parking ingress and egress.

TODD ELLIOTT, TRUMAN & ELLIOTT, applicant's representative, presented the applicant's rebuttal. He spoke regarding parking concerns, utilization of the alley, neighborhood compatibility; first time home buyer incentives, concessions, height and massing, and enclosed stairways.

The commission requested further clarification regarding the 90 green building points, concessions, and incentives.

THE COMMISSION TOOK A FIVE (5) MINUTE RECESS TO VIEW THE MASSING MODEL AT 7:15 P.M. AND RECONVENED AT 7:20 P.M.

The commission requested further clarification regarding concessions, affordable housing, unit design, and additional parking. They stated their support of the project, and further discussed green building points, construction mitigation for existing restaurant dining hours, existing parking concerns, affordable housing and first time home buyers, landscaping, mass transit, massing and height, neighborhood compatibility, and current design component.

Commissioner Hoopingarner suggested adding a condition that reflects the importance of the design and green building points. She stated if any modification should be made to the canopy of the design, or any requests or incentives are made to alter the green building points, it shall return to the commission.

Chair Jones stated her support of Commissioner Hoopingarner's recommendations, and clarified the requested condition regarding green building points, should read as follows: *"The available green building incentives would alter the design of the project significantly enough that it would constitute a major amendment and require the project come back to the Planning Commission."*

Commissioner Hoopingarner moved to: 1) approve staff's recommendation of approval; with the following conditions added: a) if the design elements identified by the Urban Designer, specifically the castellation and canopy are altered in any way, it shall return to the Planning Commission; and b) any requests or incentives made to alter the green building points, shall return the commission.

Seconded by Commissioner Erickson.

Lauren Langer, Assistant City Attorney clarified the motion: Condition 9.11) - add a sub-division f) any changes to the articulation, castellation or the canopy on the front of the building shall be reviewed by the Planning Commission.

She added additional language to the end of Condition 9.7) – The available green building incentives would significantly change the design of the building and any subsequent requested incentives would need to be approved by the Planning Commission.

Discussion was held regarding construction mitigation and construction hours that could minimize the impact of restaurant operations.

David DeGrazia, Current and Historic Preservation Planning Manager stated staff has heard the concerns regarding possible impacts to the local businesses and confirmed the current construction mitigation plan would allow additional mitigation measures if needed.

ACTION: 1) Approve the application; 2) **Adopt Resolution No. PC 19-1316 as amended:** a) add to Condition 9.11) subsection f) “any changes to the articulation, castellation or the canopy on the front of the building shall be reviewed by the Planning Commission;” b) add to the end of Condition 9.7) “The available green building incentives would significantly change the design of the building and any subsequent requested incentives would need to be approved by the Planning Commission;” c) ~~remove Section 3.8) Inclusionary affordable units shall be occupied by households from City’s Inclusionary Housing Waiting List. The Owner of the affordable/inclusionary unit shall notify the City in writing of a vacancy and the City shall provide the Owner of the affordable/inclusionary unit a list of households who meet the income eligibility requirements. (RSHD) and replace with~~ “Rental, sale and resale shall be in accordance with the requirements in WHMC 19.22.090 as it existed on November 19, 2018, the date the project was deemed complete. (RSHD);” d) amend Condition 4.1) as follows: “Prior to the issuance of demolition/building permits, the applicant shall pay Environmental Services Plan Check Fees. This includes, but may not be limited to, fee for the review storm water pollution prevention plans and recycling plans for construction/demolition.” ~~In the event the fee schedule is revised by the City Council, all fees shall be recalculated so that they are based on the revised fee schedule in effect at the time building permits are obtained. “If permits are issued after July 1, 2019, then the fee schedule shall be based on the fee schedule adopted April 15, 2019. (Environmental Services);”~~ e) amend 4.2) as follows: “Prior to the issuance of building permits, the applicant shall pay Engineering Plan Check Fees. This includes, but may not be limited to, fee for the review of off-site grading plans, street improvement plans, construction mitigation, landscaping plans, street improvement plans, and parcel, tentative, and final tract maps. ~~In the event the fee schedule is revised by the City Council, all fees shall be recalculated so that they are based on the revised fee schedule in effect at time building permits are obtained. If permits are issued after July 1, 2019, then the fee schedule shall be based on the fee schedule adopted April 15, 2019. (Engineering);”~~ f) amend 4.3) as follows: “Prior to the issuance of building permits, the applicant shall pay Facilities & Field Services Plan Check Fees. This includes, but may not be limited to, fee for review of all street tree and landscape work within the public right-of-way shown on the Street and Parkway Improvement Plan. ~~In the event the fee schedule is revised by the City Council, all fees shall be recalculated so that they are based on the revised fee schedule in effect at the time building permits are obtained. If permits are issued after July 1, 2019, then the fee schedule shall be based on the fee schedule adopted April 15, 2019. (Landscape Division);”~~ g) add Condition 12.4) “There shall be no ~~wired~~ amplified music on the balconies or rooftop terraces. (CHPP);” h) ~~remove Condition 4.11) In the event the fee schedule is revised by the City Council, all development fees and exaction fees shall be recalculated so that they are based on the revised fee schedule in effect at the time building permits are obtained. (CHPP):~~

“A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, CONDITIONALLY APPROVING A DEMOLITION PERMIT AND DEVELOPMENT PERMIT TO DEMOLISH AN EXISTING COMMERCIAL BUILDING AND CONSTRUCT A NEW FIVE-STORY, MIXED-USE BUILDING CONTAINING APPROXIMATELY 2,000 SQUARE FEET OF COMMERCIAL SPACE AND 31 RESIDENTIAL (INCLUDING FIVE AFFORDABLE) UNITS WITH PARKING DISTRIBUTED BETWEEN THE GROUND FLOOR AND A SUBTERRANEAN LEVEL, FOR THE PROPERTIES LOCATED AT 7424 AND 7426 SANTA MONICA BOULEVARD, WEST HOLLYWOOD, CALIFORNIA;” 3) **Adopt Resolution No. 19-1317 as amended:** *a) remove Condition 3.4) In the event the fee schedule is revised by the City Council, all development fees and exaction fees shall be recalculated so that they are based on the revised fee schedule in effect at the time building permits are obtained. (CHPP)* “A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, CONDITIONALLY APPROVING A VESTING TENTATIVE TRACT MAP (MAJOR LAND DIVISION NO 82119), FOR THE PROPERTIES LOCATED AT 7424 AND 7426 SANTA MONICA BOULEVARD, WEST HOLLYWOOD, CALIFORNIA;” and 3) Close the Public Hearing for Item 10.A. **Moved by Commissioner Hoopingarner, seconded by Commissioner Erickson and unanimously passes.**

Commission Secretary Gillig officially read into the record the appeal procedure for 7424 and 7426 Santa Monica Boulevard, West Hollywood, California.

The Resolution the Planning Commission just approved 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. General Plan Amendment, Hazard Mitigation Plan.

Request to consider a General Plan Amendment to add the West Hollywood Hazard Mitigation Plan as an Appendix to the Safety and Noise Element of the West Hollywood General Plan 2035.

ACTION: 1) **Adopt Resolution No. PC 19-1322 as presented:** “A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, RECOMMENDING TO THE CITY COUNCIL APPROVAL OF AN AMENDMENT TO THE GENERAL PLAN TO INCLUDE THE HAZARD MITIGATION PLAN AS AN APPENDIX;” and 2) Close the Public Hearing for Item 10.B. **Moved by Commissioner Erickson, seconded by Commissioner Bass and unanimously passes.**

11. **NEW BUSINESS.** None.
12. **UNFINISHED BUSINESS.** None.
13. **EXCLUDED CONSENT CALENDAR.** None.
14. **ITEMS FROM STAFF.**
 - A. **Planning Manager's Update.** None.
15. **PUBLIC COMMENT.** None.
16. **ITEMS FROM COMMISSIONERS.** None.
17. **ADJOURNMENT:** The Planning Commission adjourned at 7:50 p.m. to a regularly scheduled meeting on Thursday, May 2, 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.**

