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**CITY OF WEST HOLLYWOOD  
HISTORIC PRESERVATION COMMISSION  
TELECONFERENCE MEETING AGENDA  
MONDAY, AUGUST 23, 2021 – 7:00 PM**

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IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS), THE GOVERNOR HAS AUTHORIZED PUBLIC MEETINGS TO TAKE PLACE VIA TELECONFERENCE.

**To Participate by Providing An E-Comment:**

To better facilitate the remote meeting, members of the public who wish to comment on matters before the Historic Preservation Commission are strongly encouraged to submit an Email to [shouston@weho.org](mailto:shouston@weho.org) no later than 2:00 p.m. on the Historic Preservation Commission meeting day.

*Note: E-Comments received by 2:00 p.m. will be forwarded to the Historic Preservation Commission and posted on the City's website as part of the official meeting record.*

**To Participate by Providing Public Comment by Telephone:**

*This option is to provide public comment via **Phone ONLY**.*

1. **You are strongly encouraged to Email [shouston@weho.org](mailto:shouston@weho.org) in advance of the Historic Preservation Commission meeting to be added to the Public Speaker List for the meeting.**

**Please include your name, the phone number from which you will be calling, and which item you would like to speak on.**

2. **Dial-in 10 minutes prior to the start of the meeting (the meeting begins at 7:00pm)  
You will be placed on HOLD in the Virtual Waiting Room until it is your turn to speak.**

**Dial-In: 669-900-6833  
Meeting ID: 974 0092 8911 #**

3. **Please Mute Your Phone Until You Are Called to Speak. Comments from the public are limited to 3 minutes per speaker.**

4. **You May Participate and View the Meeting Via the Zoom Platform:**

When you enter the meeting, please make sure to **turn off your video and mute your audio.**

If you wish to make a public comment, please use the 'raised hand' feature in the Zoom application. You will be called at the appropriate time. Please turn on your video and audio to make your public comment. Please join the Zoom meeting here:

- [HPC Zoom Teleconference Link](#)

To comply with the American with Disabilities Act of 1990 If special assistance to participate in this meeting is required, (e.g., an American Sign Language interpreter for people who are Deaf or hard of hearing), 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 TTY line is (323) 848-6496.

Written materials distributed to the Historic Preservation Commission within 72 hours of the Historic Preservation Commission meeting are available for public inspection immediately upon distribution in the Planning and Development Services Department, please submit electronic requests to [planning@weho.org](mailto:planning@weho.org) during normal business hours or contact HPC Secretary, Sharita Houston at [shouston@weho.org](mailto:shouston@weho.org).

This agenda was posted at: City Hall, Plummer Park, and the West Hollywood Sheriff's Station.

For additional information on an item listed below, please contact Doug Vu, HPC Liaison at ([dvu@weho.org](mailto:dvu@weho.org)) (323) 848-3120.

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE:**

*I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.*

**3. ROLL CALL**

**4. APPROVAL OF THE AGENDA:**

*The Historic Preservation Commission is requested to approve the agenda.*

**Recommendation:** Approve the August 23, 2021 meeting agenda as presented.

**5. APPROVAL OF MINUTES:**

*The Historic Preservation Commission is requested to approve the minutes of prior Historic Preservation Commission meetings.*

**Recommendation:** Approve the June 28, 2021 and July 26, 2021 meeting minutes as presented.

**A. June 28, 2021**

**B. July 26, 2021**

**6. PUBLIC COMMENT:**

*This time, limited to a maximum of twenty (20) minutes, has been set aside for the public to address the Historic Preservation 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. CONSENT CALENDAR: None**

**8. EXCLUDED CONSENT CALENDAR: None**

**9. PUBLIC HEARINGS: None**

**10. NEW BUSINESS:**

**A. 8730 SUNSET BOULEVARD:** Review the impact of a proposed new two-sided digital billboard and substantial remodel of existing commercial building located at 8730 Sunset Boulevard on designated or potential cultural resources on adjacent properties.

**Applicant:** Porter24, LLC (Rep. Mark Lehman)  
**Staff:** Jennifer Davis, Senior Contract Planner  
**Recommendation:** 1) Review the proposal and 2) provide comments regarding its potential effect on adjacent cultural resources including those located in the eligible Sunset Plaza Historic District to the Planning Commission and City Council.

**B. HOUSING ELEMENT UPDATE:** Draft Housing Element Update.  
**Staff:** Rachel Dimond, Senior Planner  
**Recommendation:** Staff recommends that the Historic Preservation Commission 1) consider the staff presentation, ask any pertinent questions, and 2) provide feedback on the draft Housing Element Update and Technical Background Report.

**11. UNFINISHED BUSINESS:**

**A. HISTORIC PRESERVATION COMMISSION TRAINING – RESOURCE DESIGNATION:** Nels Youngborg, LEED AP, Senior Associate with Chattel, Inc. will provide training on the designation of resources at the local level.

**12. ITEMS FROM STAFF:**

**A. UPCOMING PROJECTS**  
*Staff will update the Historic Preservation Commission on projects that have been submitted to the Current and Historic Preservation Planning Division that may require action by the Commission at a future date.*

**13. PUBLIC COMMENT:**  
*This time is set aside for the public to address the Historic Preservation Commission on any item of interest within the subject matter jurisdiction of the Commission that could not be heard under Item 6 at the beginning of the meeting.*

**14. ITEMS FROM COMMISSIONERS:**  
*The Historic Preservation Commissioners are given this opportunity to make general comments, ask questions or submit requests of Staff.*

**15. ADJOURNMENT:**  
The Historic Preservation Commission meeting is adjourned to its next teleconference, regular meeting on **Monday, September 27, 2021** beginning at **7:00 P.M.**

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 this document was posted on:

Date: August 17, 2021  
Signature: \\Alyssa T. Poblador\  
Office of the City Clerk

## **HISTORIC PRESERVATION COMMISSION**

### **Michael King, Chair**

Edward S. Levin, Commissioner

Matt Dubin, Commissioner

Andrew Campbell, Commissioner

### **Jacob Sotsky, Vice-Chair**

Gail Ostergren, Commissioner

Lola Davidson, Commissioner

## **CITY OF WEST HOLLYWOOD STAFF**

Doug Vu, HPC Liaison

Vacant - HPC Intern

Sharita Houston, HPC Secretary

### **AGENDA POLICIES**

The Historic Preservation Commission considers a range of requests for certificates of appropriateness, cultural resource designations and historic preservation 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 Historic Preservation Commission are generally lengthy. The Historic Preservation Commission makes every effort to proceed as expeditiously as possible; your patience and understanding is appreciated.

**REQUEST TO SPEAK** Please Email the Commission Secretary in advance of the Historic Preservation Commission meeting to be added to the Public Speaker List for the teleconference meeting.

Please include your name, the phone number from which you will be calling, and which item you would like to speak on. All requests to address the Historic Preservation Commission on Public Hearings Items must be submitted prior to the Historic Preservation Commission's consideration of the item.

**CONSENT CALENDAR** items will be acted upon by the Historic Preservation Commission at one time without discussion, unless a Historic Preservation Commissioner pulls a specific item for discussion, which will be moved to the Excluded Consent Calendar.

**PUBLIC HEARINGS PROCEDURES** on each Public Hearing item include presentation of a staff report; Historic Preservation Commission questions directed to staff; a ten (10) minute presentation by the project applicant or applicant's representative or team, if any; Historic Preservation Commission questions directed to the applicant; three (3) minutes (in order to facilitate the meeting, the Chair may lengthen or shorten the three (3) minute period for all speakers on a particular agenda item based on the number of persons in attendance wishing to speak or the complexity of the matter under consideration) for each member of the public wishing to speak to the item; five (5) minutes for the project applicant to respond to the public or clarify issues raised by the public; Historic Preservation Commission deliberations and decisions.

**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 Historic Preservation Commission as a whole.

**PROFESSIONALS APPEARING BEFORE THE HISTORIC PRESERVATION 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 Historic Preservation Commission meeting; written materials submitted at least eight (8) days in advance of the meeting will be included in the Historic Preservation Commission’s meeting packet. Materials submitted after the deadline may be difficult for the Historic Preservation Commission to adequately review.

**ASSIGNING OF TIME** is not permitted.

**ACTION OF THE HISTORIC PRESERVATION COMMISSION** on most matters occurs with the affirmative votes of at least four (4) Historic Preservation Commissioners.

**APPEAL PROCEDURES**

Any final determination by the Historic Preservation Commission may be appealed, and such appeal must be filed within ten (10) calendar days after the Historic Preservation 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 (or Historic Preservation Commission as appropriate) 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 Historic Preservation Commission at, or prior to, the public hearing.