



**PLANNING COMMISSION
SUMMARY ACTION MINUTES
Regular Teleconference Meeting
July 15, 2021**

West Hollywood, California

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 Hoopingarner called the meeting of the Planning Commission to order at 6:30 p.m.
2. **PLEDGE OF ALLEGIANCE:** Dereck Purificacion led the Pledge of Allegiance.
3. **ROLL CALL:**
Commissioners Present: Carvalho, Lombardi, Vinson, Vice-Chair Jones, Chair Hoopingarner.

Commissioners Absent: Dutta, Thomas.

Staff Present: Dereck Purificacion, Associate Planner, Jennifer Alkire, Current and Historic Preservation Planning Manager, Ric Abramson, Urban Design and Architecture Studio Manager, Lauren Langer, City Attorney, and David Gillig, Commission Secretary.
4. **APPROVAL OF AGENDA.**
Approve the Planning Commission agenda of Thursday, July 15, 2021, as presented. **Moved by Commissioner Lombardi, seconded by Vice-Chair Jones and passes, noting Commissioner Dutta and Commissioner Thomas absent.**
5. **APPROVAL OF MINUTES.**
 - A. **July 1, 2021**
ACTION: Approve the minutes of Thursday, July 1, 2021 as presented. **Moved by Commissioner Carvalho, seconded by Vice-Chair Jones and passes, noting Commissioner Dutta and Commissioner Thomas absent.**
6. **PUBLIC COMMENT.** None.
7. **DIRECTOR'S REPORT.**
John Keho, Director, Planning and Development Services Department stated a regularly scheduled City Council meeting will take place on Monday, July 19, 2021. On the agenda will be a billboard project located at 9157 Sunset Boulevard. The billboard project located at 8752 Sunset Boulevard will be continued.

A specially scheduled meeting will take place on Wednesday, July 21, 2021, which will be a test hybrid meeting consisting of the public allowed to attend in the Council Chambers and on the Zoom platform. He stated on the agenda will be an item regarding how staff should address the Out Zones, parking, and restaurant seating in the public right-of-way when activities return to normal. An update on the Robertson Lane Project will be presented.

He stated at this time there are no plans for in-person meetings of the Planning Commission to resume at Council Chambers. The hybrid City Council meeting will dictate when we will be able to return.

He reminded the commission there is a mandatory meeting for all city officials to attend a webinar; Racial Justice Conversation with Dr. Robin Diangelo on Wednesday, July 28, 2021, 6:00 p.m. – 7:30 p.m.

8. ITEMS FROM COMMISSIONERS.

Commissioner Vinson reminded and encouraged attendance for the webinar Racial Justice Conversation with Dr. Robin Diangelo.

9. CONSENT CALENDAR. None.

10. PUBLIC HEARINGS.

A. 8760 Shoreham Drive:

Dereck Purificacion, Associate Planner provided a verbal presentation and background information, as presented in the staff report dated Thursday, July 15, 2021.

He stated this project was originally heard by the Planning Commission on Thursday, July 16, 2020 and continued to a date uncertain. The proposal is a request to demolish an existing two-story commercial building to construct a new three-story, approximately 18,638 square-foot, 11-unit multi-family residential apartment building over subterranean parking.

He provided a history of the project, stating the commission was generally supportive of the design; but chose to continue the project to a future hearing to allow the applicant to address two concerns: 1) the parking garage layout should be redesigned to: improve maneuverability throughout the garage as the Commission felt that the proposed layout was tight and problematic for residents and guests to back out of parking spaces, including ADA accessible parking spaces; and 2) the Commission was not able to find a hardship on the property to grant a modification that would allow the project to exceed the maximum allowable average unit size of 1,200 square feet.

The layout to the subterranean garage containing 23 parking spaces has been revised to address concerns with maneuverability by: removing most tandem parking spaces except for spaces 10 and 11; relocating the ADA accessible parking spaces; and revising the drive aisle width to vary from 24 to 26 feet, depending on the parking stall width. Parking stalls are designed to have a width between 8'-6" and 9'-6" where a reduced drive aisle is proposed to enhance maneuverability. Parking spaces were adjusted by providing an additional six-inches of parking space in width to accommodate for every one-foot of reduced back-up space.

He detailed the average unit sizes on each floor, rooftop open space, and the mezzanine level. He stated they removed the modification request to exceed the allowable maximum average unit size by reducing the average unit size from 1,276 square feet to 1,200 square feet. The applicant was able to reduce the floor area of the units by: enlarging the corridors on every floor, enlarging balconies to units 203, 302, 303, and 401, and adding a mechanical/storage room on the third floor.

Staff recommends approval of the project.

The commission questioned if there were any reviews given by the Historic Preservation Commission and asked for clarification regarding possible exemptions from the Rent Stabilization Ordinance. They questioned housing density, how the maximum height is calculated for a building on a hill, if the mezzanine needs to fall within the total allowable height, how parking spaces are allowed to project into the drive path, and requested further clarification regarding the layout and functionality, permeability, and compatibility of structures (steel beams) in the setback.

There were no official disclosures.

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

JOHN MEBASSER, LOS ANGELES, architect, presented the applicants report. He provided a history of the property and spoke regarding the revisions to the parking and average unit sizes. He detailed the height calculations and measurement of the building, massing, roof top open spaces, modifications, balconies, mezzanine, open landscape areas, and permeable surfaces.

The commission questioned the square-footage open space for unit 101, asked if the square-footage for unit 204 could be increased, and requested clarification regarding the calculation of the building envelope for the 2:1 slope, maneuverability of parking space number 12, green points calculations, concrete usage, narrow floor plates, canopy tree planter, and mechanical rooms.

WHITNEY SPRINGER, WEST HOLLYWOOD has concerns regarding this item. He spoke regarding height, massing, density, parking, construction mitigation, and flaws in public noticing.

THOMAS MONDRAGON, WEST HOLLYWOOD has concerns regarding this item. He spoke regarding parking, traffic circulation, and quality of life issues.

RICHARD GITTERMAN, WEST HOLLYWOOD has concerns regarding this item. He spoke regarding flaws in public noticing, density, parking, and construction parking.

DEBORAH CALLAHAN, WEST HOLLYWOOD opposes staff's recommendation of approval.

BARRY SCOTT, WEST HOLLYWOOD has concerns regarding this item. He spoke regarding density, height and massing, and mezzanine and balcony projections.

LYNN RUSSELL, WEST HOLLYWOOD has concerns regarding this item. She spoke regarding the aesthetics of the building.

SUE BUCKNER, WEST HOLLYWOOD has concerns regarding this item. She spoke regarding flaws in public noticing, exemplary design standards, findings and modifications, height and massing, parking, and stated this is not compatible with the neighborhood.

FJ DENNY, WEST HOLLYWOOD has concerns regarding this item. He spoke regarding flaws in public noticing, light and shading, traffic circulation, parking, density, and increase heat from lack of foliage.

The commission clarified for the public construction worker parking, neighborhood parking passes, and allowable zoning height and density.

Discussion and legal clarification were held regarding the public hearing noticing process and requirements.

NIKKI CARLSON, LOS ANGELS, applicant's representative, presented the applicant's rebuttal. She spoke regarding the exemplary design, revisions to the parking, street parking, density, construction mitigation and parking, current zoning, and stated the project is consistent with the zoning code.

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

The commission had concerns and addressed the public regarding the legalities about the public noticing concerns.

Lauren Langer, City Attorney, stated the City was obligated to legally process and put the notices into the United States Postal Service for delivery. This was confirmed. She further stated that persons who had interest in this property had the opportunity to voice their concerns or support by attending the public hearing. This was confirmed tonight by neighbors who did show up. Even though some may not have received an actual notice, they are still aware the public hearing was taking place to voice their concerns.

The commission stated this project is code compliant, as it meets all the standards of the residential multi-family development standards. They stated the parking concerns from the earlier iteration seems to have been met, as well as the unit sizes.

The commission has concerns and discussed what appears to be structures in the setbacks, which are within three feet of the sidewalk, i.e., three large steel beams. Additional concerns included the size of the mechanical rooms on the north side of the building which project into the setbacks, lack of landscaping, visual massing, lack of permeability, parking schematics and encroachment into the drive path, and location of the trash room.

Discussion was held regarding interpretations of projections and setbacks, improvement to the landscaping, resizing the mechanical rooms, cantilevering the balconies, support structures, permeability, relocating the trash room, balconies vs. mezzanine, parking spaces and turning radiuses, and distinctions between balconies and decks.

Vice-Chair Jones moved to: 1) approve staff's recommendation of approval as presented.

Seconded by Commissioner Carvalho.

ACTION: 1) Approve staff's recommendation of approval; 2) **Adopt Resolution No. PC 21-1409 as presented** "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD CONDITIONALLY APPROVING A DEMOLITION PERMIT, DEVELOPMENT PERMIT AND PARKING MODIFICATION FOR THE DEMOLITION OF AN EXISTING TWO-STORY COMMERCIAL BUILDING AND THE CONSTRUCTION OF A THREE-STORY, 11-UNIT MULTI-FAMILY BUILDING OVER SUBTERRANEAN PARKING, LOCATED AT 8760 SHOREHAM DRIVE, WEST HOLLYWOOD, CALIFORNIA"; and 3) Close the Public Hearing for Item 10.A. **Moved by Vice-Chair Jones, seconded by Commissioner Carvalho and passes, noting Commissioner Dutta and Commissioner Thomas absent.**

*The Resolution the Planning Commission just approved for the property located at **8760 Shoreham Drive, West Hollywood, California** 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.*

11. NEW BUSINESS.

A. Planning Commission Subcommittee Appointments.

Chair Hoopingarner made the following appointments:

- **Design Review Subcommittee:**
ACTION: Appoint 1) Lynn Hoopingarner, Chair, 2) Rogerio Carvalheiro, and 3) Michael A. Lombardi for a term through June 30, 2022.
- **Long Range Planning Projects Subcommittee:**
ACTION: Appoint 1) Stacey Jones, Chair 2) Tushar R. Dutta, and 3) Katrinia Vinson for a term through June 30, 2022.
- **Sunset Arts and Advertising Subcommittee:**
ACTION: Appoints 1) Stacey Jones, Chair 2) Michael A. Lombardi, and 3) Lynn Hoopingarner for a term through December 9, 2021.
- **1343 N. Laurel Avenue Visions Concept Committee:**
ACTION: Appoint 1) Rogerio Carvalheiro, 2) Tushar R. Dutta, and 3) Commissioner Thomas for a term through June 30, 2022.
- **Climate Action and Adaptation Plan (CAAP):**
ACTION: Appoint 1) Marquita Thomas, and 2) Lynn Hoopingarner, Alternate for a term through June 30, 2022.
- **Census 2020 Complete Count Committee:**
ACTION: 1) Officially disband.

12. UNFINISHED BUSINESS. None.

13. EXCLUDED CONSENT CALENDAR. None.

14. ITEMS FROM STAFF.

A. Planning Manager's Update.

Jennifer Alkire, Current and Historic Preservation Planning Manger provided an update of tentative items scheduled for upcoming Planning Commission meetings.

She confirmed there will be a special meeting of the Planning Commission to be held on Thursday, July 29, 2021 at 6:30 p.m.

15. PUBLIC COMMENT. None.

16. ITEMS FROM COMMISSIONERS.

A. Commissioner Comments.

Commissioner Vinson stated she will be out of state August 16 – 30, 2021.

Chair Hoopingarner confirmed she will be absent from the Planning Commission meeting on Thursday, August 19, 2021. Vice-Chair Jones shall be Acting Chair.

B. Subcommittee Management.

Jennifer Alkire, Current and Historic Preservation Planning Manger provided an update of tentative items scheduled for upcoming Design Review Subcommittee, Long Range Planning Projects Subcommittee, and the Sunset Arts & Advertising Subcommittee meetings.

Chair Hoopingarner stated she will need to recuse herself from the proposed project at 8615 West Knoll Drive, scheduled for Design Review Subcommittee meeting on Thursday, August 26, 2021. She is within 500' of the proposed project.

Commissioner Lombardi stated he may be absent from the Design Review Subcommittee meeting on Thursday, August 26, 2021 due to a work conflict.

Commissioner Lombardi stated he will confirm with staff, at such time staff will investigate alternate scheduling if needed.

17. ADJOURNMENT. The Planning Commission adjourned at 9:25 p.m. to a specially scheduled meeting on Thursday, July 29, 2021, beginning at 6:30 p.m. This meeting will be a teleconferenced meeting (with detailed instructions for participation included on the posted agenda). **Motion carried by consensus of the Commission.**

PASSED, APPROVED AND ADOPTED by the Planning Commission of the City of West Hollywood at a special meeting held this 29th day of July, 2021 by the following vote:

AYES: Commissioner: Carvalheiro, Lombardi, Vice-Chair Jones, Chair Hoopingarner.

NOES: Commissioner: None.

ABSENT: Commissioner: Thomas, Vinson.

ABSTAIN: Commissioner: Dutta.


LYNN M. HOOPINGARNER, CHAIRPERSON

ATTEST:


DAVID K. GILLIG, COMMISSION SECRETARY