



**PLANNING COMMISSION  
SUMMARY ACTION MINUTES  
Regular Meeting  
December 1, 2022**

West Hollywood Park Public Meeting Room – Council Chambers  
625 N. San Vicente Boulevard, 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](http://www.weho.org/weho-tv/other-city-meetings)

Land Acknowledgment: “The West Hollywood Planning Commission acknowledges that the land on which we gather and that is currently known as the City of West Hollywood is the occupied, unceded, seized territory of the Gabrieleño Tongva and Gabrieleño Kizh peoples.”

1. **CALL TO ORDER:** Chair Jones called the meeting of the Planning Commission to order at 6:30 p.m.
2. **PLEDGE OF ALLEGIANCE:** Chair Jones led the Pledge of Allegiance.

Chair Jones requested the meeting be adjourned in memory of Edward Levin. She recited a summary of his life and acknowledged he will be missed.

3. **ROLL CALL:**  
Commissioners Present: Copeland, Gregoire, Lombardi, Matos, Vice-Chair Thomas, Chair Jones.  
  
Commissioners Absent: Carvalheiro.  
  
Staff Present: Antonio Castillo, Senior Planner, Isaac Rosen, Assistant City Attorney, and David Gillig, Commission Secretary.

4. **APPROVAL OF AGENDA.**  
Chair Jones stated the following public hearing items will not be heard and will be officially continued: Item 10.A. – 8465 Santa Monica Boulevard, continued to Thursday, December 15, 2022; Item 10.B. – 8497-8499 Sunset Boulevard, continued to Thursday, January 19, 2023; Item 10.D. – 8527-8555 Santa Monica Boulevard, and 8532-8552 N. West Knoll Drive, continued to Thursday, January 19, 2023; and Item 10.E. – Zone Text Amendment, West Hollywood West Neighborhood Overlay District Design Standards, continued to Thursday, December 15, 2022.

Commissioner Gregoire stated he will recuse from this vote, since he lives within 500' of the proposed project located at 8527-8555 Santa Monica Boulevard, and 8532-8552 N. West Knoll Drive.

**ACTION:** Approve the Planning Commission agenda of Thursday, December 1, 2022 as amended. **Moved by Vice-Chair Thomas, seconded by Commissioner Matos and passes, noting Commissioner Gregoire recused and Commissioner Carvalho absent.**

**5. APPROVAL OF MINUTES.**

**A. November 17, 2022**

Staff is requesting a continuance to allow time for the meeting minutes to be transcribed as a legal court transcription.

**ACTION:** Continue to Thursday, December 15, 2022. **Motion carried by consensus of the Commission.**

**6. PUBLIC COMMENT.**

LYNN RUSSELL, WEST HOLLYWOOD commented on the proposed development located at 1317 N. Crescent Heights Boulevard. She stated this project should have been brought to the Historic Preservation Commission first for review.

LYNN HOOPINGARNER, WEST HOLLYWOOD thanked Chair Jones for her thoughts and comments regarding Ed Levin and noted he will be missed.

**7. DIRECTOR'S REPORT.**

John Keho, Director, Planning and Development Services Department stated at the last City Council meeting on Monday, November 21, 2022, they heard an item regarding potential bike lanes on Fountain Avenue. Staff was directed to implement a pilot program for protected bike lanes.

At the upcoming meeting on Monday, December 19, 2022 he stated the zone text amendment regarding gender neutral restrooms will be heard.

He congratulated Chair Jones on her recent marriage and affirmed his condolences for Ed Levin.

**8. ITEMS FROM COMMISSIONERS.**

Commissioner Copeland suggested staff investigate the possibility of temporarily placing Planning Commission meetings back onto the Zoom platform, indicating the rise in Covid cases.

Vice-Chair Thomas stated December 1, 2022 is World AIDS Day, an international day dedicated to raising awareness of the AIDS pandemic. She encouraged everyone to familiarize themselves with the City's HIV Zero Plan. She wished the City of West Hollywood a Happy 38<sup>th</sup> Birthday, and congratulated staff on a successful celebration.

Commissioner Lombardi offered his condolences to Ed Levins family and business partner. He thanked Chair Jones for her 7 ½ years of service on the Planning Commission and stated he is hopeful to be able to continue to work with her in the coming year.

Chair Jones stated she will be absent from the next meeting on Thursday, December 19, 2022 and is prepared to return in 2023. She clarified there will be three councilmembers sworn in on December 19, 2022. There is a possibility this could be her last meeting based upon timing of City Council direct appointments to commissions. She acknowledged it has been a pleasure to serve as a planning commissioner and thanked everyone for their support. She hopes to see everyone in 2023.

9. **CONSENT CALENDAR.** None.

10. **PUBLIC HEARINGS.**

**A. 8465 SANTA MONICA BOULEVARD:**

On October 6, 2022, the Planning Commission continued the item to December 1, 2022. The proposal is (1) a determination of general plan consistency for both the acquisition of the real property located at 8465 Santa Monica Boulevard (Holloway Motel or Property) by the City for the future purpose of converting the former motel building to transitional housing with supportive services; and approval of the replacement of the existing onesided static billboard with a new two-sided static billboard; and (2) consideration of a development agreement with Seaview Palms & Company for the access, operation and maintenance of the replacement billboard; and (3) recommendation to the City Council on a zone map amendment to place the property in the Development Agreement Overlay Zone.

Staff is finalizing the terms of the development agreement with the seller, Seaview Palms & Company, and therefore recommending that this item be continued to December 15, 2022.

**ACTION:** 1) Continue to Thursday, December 15, 2022. **Moved by Vice-Chair Thomas, seconded by Commissioner Matos and passes as part of the amended agenda, noting Commissioner Gregoire abstaining and Commissioner Carvalho absent.**

**B. 8497-8499 SUNSET BOULEVARD:**

Request to replace a previously approved static billboard with a new digital off-site advertising billboard.

This item was originally scheduled for December 1, 2022, but due to technological difficulties during a recent Planning Commission meeting, this item was continued to December 15, 2022.

Staff is requesting a new continuation date to January 19, 2023.

**ACTION:** 1) Continue to Thursday, January 19, 2023. **Moved by Vice-Chair Thomas, seconded by Commissioner Matos and passes as part of the amended agenda, noting Commissioner Gregoire abstaining and Commissioner Carvalho absent.**

**C. 1008, 1016 AND 1020 N. OGDEN DRIVE, AND 1013 N. GENESEE AVENUE:**

Antonio Castillo, Senior Planner provided a verbal presentation and background information, as presented in the staff report dated Thursday, December 1, 2022.

He provided background information on the project site and stated the request of to approve four tentative tract maps to subdivide four contiguous parcels into common interest developments, or condominiums. Each parcel is under common ownership, and each tentative tract map has findings contained within its own resolution.

In September 2015, the three Ogden Drive parcels were approved by the Planning Commission following a similar consolidated public hearing, and the fourth parcel along Genesee Avenue was approved separately that same year (February 2015). He stated each of the maps has since expired, resulting in the applicant returning with a new application for each site.

He clarified three of the four contiguous sites are located on the east side of Ogden Drive between Santa Monica Boulevard to the north and Romaine Street to the south. The fourth contiguous site (1013 Genesee Avenue) is located on the west side of Genesee Avenue sharing a rear property line with 1008 Ogden Drive.

All four subdivisions are for new residential developments that are currently under construction under previously approved entitlements. Each includes a four-story, seven-unit residential building over a single-level subterranean parking garage – and each development will include one affordable housing unit.

The sites are each approximately 6,500 square feet in size and measure approximately 50 feet wide and 130 feet deep. The immediate vicinity is developed mostly with two- and three-story, multi-family developments in a variety of architectural styles within this R3B zoning district.

He confirmed the developments currently under construction comply with the density for dwellings within the R3B Zoning District and all applicable property development standards under the Zoning Ordinance.

As previously affirmed by the Planning Commission in its adoption of the final Resolutions in 2015, the subdivision of the buildings 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.

Therefore, staff recommends approval of the subdivision permits.

The commission requested a detailed history of all four projects and questioned if these projects were originally for apartments or condominiums.

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

LYNN HOOPINGARNER, WEST HOLLYWOOD commented on the discrepancies of the dates in the resolutions regarding construction, affordable housing units, and the tract map.

The commission questioned the number of affordable housing units, prolonged construction timelines and why the subdivision permits were allowed to expire.

DOVI LEVIN, LOS ANGELES, applicant's representative, clarified there will be one affordable one-bedroom housing unit in each project. He provided construction timelines and stated he is unsure why the subdivisions were allowed to expire.

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

The commission requested clarification of the affordability and inclusionary housing units, and the discrepancy of the dates regarding construction and tract map approval.

Staff clarified the timelines for construction and the subdivisions.

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

**Seconded by Chair Jones.**

**ACTION:** 1) Approve staff's recommendation of approval; and 2) **Adopt Resolution No. PC 22-1492 as presented:** "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, ADOPTING A CATEGORICAL EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION §15332 (IN-FILL DEVELOPMENT PROJECTS) AND APPROVING A TENTATIVE TRACT MAP (MINOR LAND DIVISION NO. 72881) FOR THE SUBDIVISION OF A FOUR-STORY, SEVEN-UNIT RESIDENTIAL DEVELOPMENT INTO A COMMON INTEREST

DEVELOPMENT ON A PROJECT SITE LOCATED AT 1013 NORTH GENESEE AVENUE, WEST HOLLYWOOD, CALIFORNIA;” 3) **Adopt Resolution No. PC 22-1499:** “A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, ADOPTING A CATEGORICAL EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION §15332 (IN-FILL DEVELOPMENT PROJECTS) AND APPROVING A TENTATIVE TRACT MAP (MINOR LAND DIVISION NO. 72977) FOR THE SUBDIVISION OF A FOUR-STORY, SEVEN-UNIT RESIDENTIAL DEVELOPMENT INTO A COMMON INTEREST DEVELOPMENT ON A PROJECT SITE LOCATED AT 1008 NORTH OGDEN DRIVE, WEST HOLLYWOOD, CALIFORNIA;” 4) **Adopt Resolution No. PC 22-1500:** “A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, ADOPTING A CATEGORICAL EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION §15332 (IN-FILL DEVELOPMENT PROJECTS) AND APPROVING A TENTATIVE TRACT MAP (MINOR LAND DIVISION NO. 72978) FOR THE SUBDIVISION OF A FOUR-STORY, SEVEN-UNIT RESIDENTIAL DEVELOPMENT INTO A COMMON INTEREST DEVELOPMENT ON A PROJECT SITE LOCATED AT 1016 NORTH OGDEN DRIVE, WEST HOLLYWOOD, CALIFORNIA;” 4) **Adopt Resolution No. PC 22-1501:** “A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, ADOPTING A CATEGORICAL EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION §15332 (IN-FILL DEVELOPMENT PROJECTS) AND APPROVING A TENTATIVE TRACT MAP (MINOR LAND DIVISION NO. 72979) FOR THE SUBDIVISION OF A FOUR-STORY, SEVEN-UNIT RESIDENTIAL DEVELOPMENT INTO A COMMON INTEREST DEVELOPMENT ON A PROJECT SITE LOCATED AT 1020 NORTH OGDEN DRIVE, WEST HOLLYWOOD, CALIFORNIA;” and 5) Close the Public Hearing for Item 10.C. **Moved by Commissioner Gregoire, seconded by Chair Jones and passes, noting Commissioner Carvalho absent.**

The Resolutions the Planning Commission just approved for the properties located at **1008, 1016 and 1020 N. Ogden Drive, and 1013 N. Genesee Avenue** 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.

**D. 8527-8555 SANTA MONICA BOULEVARD, AND 8532-85522 N. WEST KNOLL DRIVE:**

Proposed request to demolish all existing structures on six contiguous parcels in order to construct a new five story, mixed-use development.

Due to Covid-19 and unforeseen health circumstances, the applicant and staff recommend this item be continued to the regular Planning Commission meeting on January 19, 2023.

**ACTION:** 1) Continue to Thursday, January 19, 2023. **Moved by Vice-Chair Thomas, seconded by Commissioner Matos and passes as part of the amended agenda, noting Commissioner Gregoire abstaining and Commissioner Carvalho absent.**

**E. ZONE TEXT AMENDMENT  
WEST HOLLYWOOD WEST NEIGHBORHOOD OVERLAY DISTRICT  
DESIGN GUIDELINES.**

On October 6, 2022, the Planning Commission held a hearing and continued the item to a date uncertain. The Planning Commission was scheduled to return to the Commission to consider a zone text amendment to repeal the existing West Hollywood West Neighborhood Overlay District provisions and replace them with updated standards for development.

The intent is to refresh existing and introduce new objective standards to preserve the neighborhood's distinct physical scale and development patterning and to align more directly with the City's Climate Action and Adaptation Plan (CAAP) and goals for sustainability and resilience.

Staff is finalizing research and analysis, including some additional design and engineering professional outreach, and therefore recommending that this item be further continued to December 15, 2022.

**ACTION:** 1) Continue to Thursday, December 15, 2022. **Moved by Vice-Chair Thomas, seconded by Commissioner Matos and passes as part of the amended agenda, noting Commissioner Gregoire abstaining and Commissioner Carvalho absent.**

**11. NEW BUSINESS.**

**A. DISCUSSION OF PLANNING COMMISSION AND SUBCOMMITTEES  
MEETING SCHEDULE FOR CALENDAR YEAR 2023:**

The Planning Commission discussed approving the Planning Commission, Design Review Subcommittee, and Long Range Planning Projects Subcommittee regular meeting schedule for calendar year 2023, cancelling or rescheduling any meetings throughout the year that conflict with holidays.

Staff recommends maintaining the current meeting template with the Sunset Arts and Advertising Subcommittee meetings, on an as-needed basis.

Historically, the Planning Commission has cancelled the last meeting of every December and the first meeting of every January. Noting the meetings on December 21, 2023 and January 4, 2024 may be legally agendized for a regular meeting if needed.

Staff is recommending the following meeting dates cancelled: 1) cancel the following Planning Commission meetings: a) December 7, 2023 (Chanukah Observance) b) December 21, 2023 (may be agendized if needed) and c) January 4, 2024 (may be agendized if needed); 2) cancel the following Long Range Planning Projects Subcommittee meeting: 3) December 21, 2023; 4) cancel the following Design Review Subcommittee meetings: a) April 13, 2023 (Last day of Passover) b) November 23, 2023 (Thanksgiving Day) c) December 14, 2023 (Chanukah Observance) and d) December 28, 2023.

**ACTION:** 1) Approve staff's recommendations; 2) Adopt the regularly scheduled meeting dates for Planning Commission as presented for calendar year 2023; 3) Adopt the regularly scheduled meeting dates for Long Range Planning Projects subcommittee meetings as presented for calendar year 2023; 4) Adopt the regularly scheduled meeting dates for the Design Review subcommittee meetings for calendar year 2023, 5) Noting December 21, 2023 and January 4, 2024 may be agendized if needed.

**Motion carried by consensus of the Commission.**

**12. UNFINISHED BUSINESS.** None.

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

**14. ITEMS FROM STAFF.**

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

Antonio Castillo, Senior Planner provided an update of tentative items scheduled for upcoming Planning Commission meetings.

**Subcommittee Management.**

Antonio Castillo, Senior Planner provided an update of tentative items scheduled for Design Review Subcommittee, Sunset Arts and Advertising Subcommittee and Long Range Planning Projects Subcommittee meetings.

He confirmed the Design Review Subcommittee meeting on Thursday, January 12, 2023 will be cancelled and replaced with a special meeting of the Sunset Arts & Advertising Subcommittee.

**15. PUBLIC COMMENT.** None.

**16. ITEMS FROM COMMISSIONERS.**

**A. Commissioner Comments.**

Vice-Chair Thomas stated she will be absent from the next meeting on Thursday, December 15, 2022.

Chair Jones reiterated the concerns about the rise in Covid infections and questioned legal if there are other options.

Isaac Rosen, Acting City Attorney stated the Director of Planning and Development Services Department is looking into the concerns, and stated the commission is free to reach out to city councilmembers.

Commissioner Lombardi thanked Vice-Chair Thomas for her service on the Planning Commission and stated he is hopeful to be able to continue to work with her in the coming year.

Commissioner Matos asked if staff could bring forth an overview of legislative items recently enacted at the State level that will be impacting developments within the City of West Hollywood.

Commissioner Copeland asked if it is possible to get periodic updates on the Housing Element, Housing Accountability Act and RHNA numbers.

- 17. ADJOURNMENT.** The Planning Commission adjourned in memory of Edward Scott Levin (1952-2022) at 7:35 p.m. to a regularly scheduled meeting on Thursday, December 15, 2022 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.**

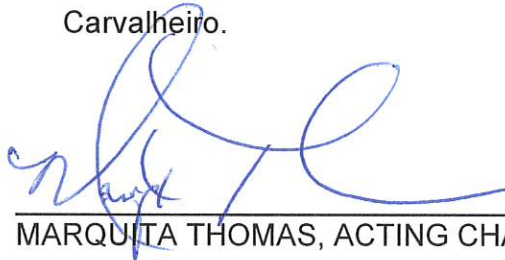
**PASSED, APPROVED AND ADOPTED** by the Planning Commission of the City of West Hollywood at a regular meeting held this 15<sup>th</sup> day of December, 2022 by the following vote:

AYES: Commissioner: Copeland, Gregoire, Lombardi, Matos, Acting Chair Thomas.

NOES: Commissioner: None.

ABSENT: Commissioner: Chair Jones

ABSTAIN: Commissioner: Carvalheiro.



MARQUITA THOMAS, ACTING CHAIRPERSON

ATTEST:



DAVID K. GILLIG, COMMISSION SECRETARY