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**CITY OF WEST HOLLYWOOD  
PLANNING COMMISSION AGENDA**

**Revised June 12, 2023**

**Thursday, June 15, 2023**

**Regular Meeting at 6:30 PM**

**West Hollywood Park Public Meeting Room – Council Chambers**

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Land Acknowledgement:

“The West Hollywood City Council 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.”

**TO PARTICIPATE IN-PERSON:**

The Planning Commission public meeting, commission members, city staff, and members of the public will participate in Council Chambers located at 625 N. San Vicente Boulevard, West Hollywood, California 90069. Members of the public have the option to participate via teleconference using the Zoom platform. The meeting may also be viewed on various platforms. Please visit [www.weho.org/wehotv](http://www.weho.org/wehotv) for all the viewing options.

**TO PARTICIPATE BY PROVIDING WRITTEN CORRESPONDENCE OR AN E-COMMENT:**

Members of the public who wish to comment on matters before the Planning Commission are strongly encouraged to submit an E-Comment using the form located at: <https://www.weho.org/city-government/wehotv> or the commission secretary via email at [dgillig@weho.org](mailto:dgillig@weho.org) no later than 4:00 p.m. on the Planning Commission meeting day.

*Note: E-Comments received by 4:00 p.m. will be forwarded to the Planning Commission and posted on the City’s website as part of the official meeting record. Your comments and information will become part of the official public record. If you do not want your personal information included in the official record, please do not include your address and/or phone number.*

**TO PARTICIPATE BY PROVIDING PUBLIC COMMENT BY TELEPHONE:**

*This option is to provide public comment via phone ONLY. To view the meeting, please see information on how to view the meeting provided above.*

1. **You are strongly encouraged to Email [dgillig@weho.org](mailto:dgillig@weho.org) in advance of the Planning 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 6:30 p.m.)**  
*Dial in Codes: \*6 = unmute. \*9 = lets the host know you want to speak on the current item*

**Dial-in: 669-900-6833  
Meeting I.D.: 826 2481 1668**

3. **YOUR PHONE WILL BE MUTED UNTIL YOU ARE CALLED TO SPEAK.** Comments from the public are limited to 3 minutes per speaker.

To comply with the American with Disabilities Act of 1990, if you require special assistance to participate in this meeting (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) 848-6800 at least 48 hours prior to the meeting. The City TDD line for the hearing impaired is (323) 848-6496.

Written materials distributed to the Planning Commission within 72 hours of the Planning Commission meeting are available for public inspection immediately upon distribution on-line at [www.weho.org](http://www.weho.org)

This agenda was posted at: City Hall, the Planning and Development Services Department Public Counter, West Hollywood Library on San Vicente Boulevard, Plummer Park, and the West Hollywood Sheriff's Station.

**NOTE: Any agenda item which has not been initiated by 10:30 P.M. may be continued to a subsequent Planning Commission Agenda.**

For additional information on any item listed below, please contact Jennifer Alkire, AICP, Current and Historic Preservation Planning Manager ([jalkire@weho.org](mailto:jalkire@weho.org)) (323) 848-6487, or Francisco Contreras, Long Range Planning Manager ([fcontreras@weho.org](mailto:fcontreras@weho.org)) 323-848-6874.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ADMINISTER THE OATH OF OFFICE TO RE-APPOINTED PLANNING COMMISSION MEMBERS KIMBERLY COPELAND, MICHAEL A. LOMBARDI AND ERICK J. MATOS.**
4. **ROLL CALL**
5. **SPECIAL ORDER OF BUSINESS:**
  - A. **ELECTION OF CHAIR.**  
*The Planning Commission will elect a Chair to the Planning Commission, for a term commencing July 1, 2023 through June 30, 2024.*
  - B. **ELECTION OF VICE-CHAIR.**  
*The Planning Commission will elect a Vice-Chair to the Planning Commission, for a term commencing July 1, 2023 through June 30, 2024.*
6. **APPROVAL OF THE AGENDA:**  
*SUBJECT: The Planning Commission is requested to approve the Agenda.*  
*RECOMMENDATION: 1) Approve the Agenda of Thursday, June 15, 2023.*
7. **APPROVAL OF MINUTES:**  
*SUBJECT: The Planning Commission is requested to approve the minutes of prior Planning Commission meetings.*  
*RECOMMENDATION: Approve the draft action minutes of:*
  - A. **May 18, 2023**

**8. PUBLIC COMMENT:**

This time, limited to a maximum of twenty (20) minutes, has been set aside for the public to address the Planning 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.

**9. DIRECTOR'S REPORT**

**10. ITEMS FROM COMMISSIONERS**

**11. CONSENT CALENDAR:**

**A. CAPITAL IMPROVEMENTS PROGRAM FY 2024-2028:**

*SUBJECT: The Planning Commission will examine the Capital Improvements Plan (CIP) for consistency with the General Plan, for fiscal years 2024-2028.*

**Recommendation:** 1) Adopt draft Resolution No. PC 23-1520, the City of West Hollywood finds, pursuant to California Government Code Section §65401, that the City's Capital Improvement Plan (CIP) for fiscal years 2024-2028 is consistent with the General Plan, West Hollywood, California.

**12. PUBLIC HEARINGS:**

**A. 1048 N. CURSON AVENUE:**

*SUBJECT: The Planning Commission will hold a public hearing to consider a request for a second time extension for the subdivision previously granted for a five-unit residential building into a common interest development, for the property located at 1048 N. Curson Avenue, West Hollywood, California.*

**Applicant:** LeonardJulian, LLC (Lawrence Lazar)

**Staff:** Chad Brown, Associate Contract Planner

**Recommendation:** 1) No action required. Application withdrawn by the applicant, pursuant to Urgency Ordinance No. 22-1192U.

**B. 1130 N. LA BREA AVENUE:**

*SUBJECT: The Planning Commission will hold a public hearing to consider a request to allow the sale of alcoholic beverages for off-site consumption and accessory on-site tastings in conjunction with a retail store, for the property located at 1130 N. La Brea Avenue, West Hollywood, California.*

**Applicant:** Steve Rawlings, Rawlings Consulting  
(Company: California Fine Wine and Spirits, LLC)

**Staff:** Roger Rath, Associate Planner

**Recommendation:** 1) Approve the application, and 2) Adopt draft Resolution No. PC 23-1517 conditionally approving a conditional use permit to allow the sale of alcoholic beverages for off-site consumption and accessory weekly on-site alcohol tasting events at a new retail store, for the property located at 1130 N. La Brea Avenue, West Hollywood, California.

**13. NEW BUSINESS:** None

**14. UNFINISHED BUSINESS:** None

**15. EXCLUDED CONSENT CALENDAR:** None

**16. ITEMS FROM STAFF:**

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

**B. Subcommittee Management.**

*SUBJECT: This time has been set aside for commissioners serving on standing subcommittees to report any scheduled absences or conflicts of interest that would prevent them from being present at an upcoming subcommittee meeting. If more than two subcommittee members cannot be present at a meeting, the Chair may reschedule the time or date of the meeting or change the composition of the subcommittee to ensure a quorum can be present.*

**17. PUBLIC COMMENT:**

This time has been set aside for members of the public who were unable to address the Commission during the twenty-minute public comment period provided in Agenda Item No. 6. The same rules set forth under Agenda Item No. 6 apply.

**18. ITEMS FROM COMMISSIONERS:**

**A. Commissioner Comments.**

**ADJOURNMENT:** The Planning Commission will adjourn to a regularly scheduled meeting on **Thursday, July 6, 2023** 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.

<b>UPCOMING MEETING SCHEDULE 2023</b> APPROVED BY CONSENSUS OF THE PLANNING COMMISSION				
<b>Date</b>	<b>Day</b>	<b>Time</b>	<b>Meeting Type</b>	<b>Location</b>
July 6	Thursday	6:30 PM	Regular Meeting	Council Chambers
July 20	Thursday	6:30 PM	Regular Meeting	Council Chambers
August 3	Thursday	6:30 PM	Regular Meeting	Council Chambers

## **PLANNING COMMISSION MEMBERS**

*To contact Planning Commissioners, please forward your request to:  
David Gillig, Planning Commission Secretary at [dgillig@weho.org](mailto:dgillig@weho.org)*

**Stacey E. Jones, Chair**  
**Vacant, Vice-Chair**

Rogério Carvalheiro, Commissioner  
Kimberly Copeland, Commissioner  
Mark R. Edwards, Commissioner  
David S. Gregoire, Commissioner  
Michael A. Lombardi, Commissioner  
Erick J. Matos, Commissioner

### **STAFF**

John Keho, AICP, Director, Planning & Development Services Department  
Jennifer Alkire, AICP, Current and Historic Preservation Planning Manager (CHPP)  
Francisco Contreras, AICP, Long Range Planning Manager (LRP)  
Lauren Langer, City Attorney  
David Gillig, Commission Secretary

City of West Hollywood, Planning & Development Services Department  
8300 Santa Monica Boulevard, West Hollywood, CA 90069-4314  
323.848.6475 (main) Δ 323.848.6569 (fax)

#### 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: June 12, 2023  
Signature: \\Catherine Ross\  
Office of the City Clerk

## AGENDA POLICIES

*The Planning Commission considers a range of requests for development permits, appeals, and planning 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 Planning Commission are generally lengthy. The Planning Commission makes every effort to proceed as expeditiously as possible; your patience and understanding is appreciated.*

**REQUEST TO SPEAK** on an item must be submitted on a Speakers Request Form and submitted to the Planning Commission Secretary. All requests to address the Planning Commission on Public Hearings items must be submitted prior to the Planning Commission's consideration of the item.

**CONSENT CALENDAR** items will be acted upon by the Planning Commission at one time without discussion unless a Planning Commissioner pulls a specific item for discussion.

**PUBLIC HEARINGS PROCEDURES** on each Public Hearing item include presentation of a staff report; Planning Commission questions of staff; a ten (10) minute presentation by the project applicant or applicant's representative or team, if any; Planning Commission questions of the applicant; three (3) minutes 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; Planning Commission deliberations and decisions. To facilitate a fair and proper hearing the Chair or Commission may lengthen or shorten the time allotted per speaker on a particular agenda item based on the number of persons in attendance wishing to speak or the complexity of the matter under consideration.

**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 Planning Commission as a whole.

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

**ASSIGNING OF TIME** is not permitted.

**ACTION OF THE PLANNING COMMISSION** on most matters occurs with the affirmative votes of at least four (4) Planning Commissioners.

## APPEAL PROCEDURES

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

The current Planning Commission Agenda and Staff Reports  
are available on-line and are tablet supported.

[www.weho.org](http://www.weho.org)