



**PLANNING COMMISSION
SUMMARY ACTION MINUTES
Regular Meeting
January 16, 2025**

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 INDIVIDUAL DISCUSSIONS 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

A.A. TELECONFERENCE MEETING ATTENDANCE REQUEST PURSUANT TO AB 2449: The Planning Commission will consider a request under AB 2449 to allow attendance via teleconference for Planning Commissioner Andrew Solomon.

ACTION: 1) Officially allow Commissioner *Solomon to participate in the Planning Commission meeting of Thursday, January 16, 2025, via teleconference, per the guidelines as outlined in AB 2449 and read into the record by Isaac Rosen, Deputy Legal Counsel. **Motion carried by consensus of the Commission.**

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 Lombardi called the meeting of the Planning Commission to order at 6:33 p.m.
2. **PLEDGE OF ALLEGIANCE.** Commissioner Hoopingarner led the Pledge of Allegiance.
3. **ROLL CALL:**
Commissioners Present: Carvalho, Hoopingarner, Matos, *Solomon, Vice-Chair Gregoire, Chair Lombardi.

Commissioners Absent: Jones.

Staff Present: Roger Rath, Associate Planner, Antonio Castillo, Acting Current and Historic Preservation Planning Manager, Rohan Sharma, Long Range and Mobility Planning Intern, Paige Portwood, Associate Planner, Francisco Contreras, Long Range and Mobility Planning Manager, Nicholas Maricich, Community Development Director, Isaac Rosen, Deputy Legal Counsel, and David Gillig, Commission Secretary.

ITEM 5.B.

4. APPROVAL OF AGENDA.

Chair Lombardi noted for the record agenda Item 5.A. Approval of Minutes, December 19, 2024, will be continued to Thursday, February 6, 2025, and Item 10.D. – Zone Text Amendment, Electric Vehicle Charging Stations Infrastructures will be continued to a date uncertain.

ACTION: Approve the Planning Commission agenda for Thursday, January 16, 2025, as presented noting the announcements of continuances. **Moved by Commissioner Hoopingarner, seconded by Vice Chair Gregoire passes, noting Commissioner Jones absent.**

5. APPROVAL OF MINUTES.

A. December 19, 2024

ACTION: Continue to Thursday, February 6, 2025. **Moved by Commissioner Hoopingarner, seconded by Vice Chair Gregoire and passes as part of the approved agenda, noting Commissioner Jones absent.**

6. PUBLIC COMMENT.

CHAD KROEGER, LOS ANGELES spoke regarding the destructive wildfires and thanked the fire fighters for their service. He proposed and encouraged two statues to be erected, holding hands to signify unity.

JT PARR, LOS ANGELES spoke about the fires and the existing housing shortage. He suggested the R1 zoned neighborhoods could be upzoned to add much needed additional density.

7. DIRECTOR'S REPORT.

Nicholas Maricich, Community Development Director, commented on the recent wildfires that have affected portions of Los Angeles. He stated the City of West Hollywood and its public safety partners are continuing to respond to local wildfire conditions and reassured the community there are currently no wildfires in West Hollywood. He thanked the first responders, and all parties involved.

He stated the City of West Hollywood is responding to regional fires across LA County and you can find additional information at the following:

City of West Hollywood: go.weho.org/fireupdates, Los Angeles County: www.lacounty.gov/emergency, lacounty.gov/relief and recovery.lacounty.gov, West Hollywood mental health services through Maple Counseling at 310.271.9999, and you can donate, volunteer and learn more at www.weho.org/wehoresponds.

Several city meetings and events have either been cancelled or postponed due to the wildfires, including the Mayoral Reorganization and Installation meeting on Monday, January 13, 2025. That meeting will now take place on Tuesday, January 21, 2025, at 6:00 p.m.

At the City Council meeting on Tuesday, January 21, 2025, staff will be presenting an item to propose speed limit reductions on various city streets.

At the City Council meeting on Monday, February 3, 2025, staff will present the Metro K Line North First and Last Mile Assessment Plan.

For the proposed project located at 1000 N. La Brea Avenue, the draft environmental impact report will be available on Thursday, January 23, 2025, for a forty-five-day public comment period. There will be two public meetings to solicit comments from the community: 1) Transportation Commission, Wednesday, February 19, 2025, at 6:30 p.m., and 2) Planning Commission, Thursday, March 6, 2025, at 6:30 p.m.

8. **CONSENT CALENDAR.** None.
9. **PUBLIC HEARINGS SECTION I:
PROJECTS SUBJECT TO THE HOUSING ACCOUNTABILITY ACT.** None.
10. **PUBLIC HEARINGS, SECTION II:
OTHER ITEMS THAT REQUIRE A PUBLIC HEARING UNDER THE LAW.**

A. 649 N. HUNTLEY DRIVE:

Roger Rath, Associate Planner, provided a verbal presentation and background information, as presented in the staff report dated Thursday, January 16, 2025.

He stated the proposal is to convert an existing two-story, three-unit apartment building into a condominium. No construction is proposed as part of this request and there are no physical changes to the building. The subdivision would allow the airspace of each unit to be converted and sold as individual units.

He confirmed this project has been thoroughly reviewed to ensure compliance with all applicable regulations under the Zoning Ordinance. The development complies with all zoning standards for multi-family residential projects. This includes private open space for each unit, off-street parking with six spaces provided, and compliance with lighting, storage, and façade design requirements.

Tenant protections have been addressed in compliance with both the California Government Code and the West Hollywood Municipal Code. The applicant has met all noticing requirements under State Law. Tenants have been notified of their right of first refusal to purchase their units at the same, or better terms than the public.

He reiterated any future evictions must adhere to the City's Rent Stabilization Ordinance and Ellis Act regulation including: a 60-day noticing period, relocation fees based on the City's relocation fee schedule, and an owner-occupancy requirement for at least one year. These safeguards are outlined in Chapter 17.52 of the West Hollywood Municipal Code and reflected in Condition 8.1 of the draft resolution.

The applicant has stated that there is no current intent to evict tenants or sell individual units. However, all protections will remain enforceable should circumstances change.

Staff recommends the Commission approve the subdivision request, subject to the findings and conditions of approval in the draft resolution.

There were no official disclosures.

Chair Lombardi opened public comments for Item 10.A.

There were no official public comments on this item.

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

The commission questioned the timeline when the city began the process of not allowing new developments to have on-street parking and asked if this building qualifies for that constraint. They further questioned if this property is in compliance with all zoning ordinances.

Antonio Castillo, Acting Current and Historic Preservation Planning Manager, stated he did not have the exact date, but believes that condition has been applied to projects since 2017/18.

The commission stated this constraint should be divulged in the Covenants, Conditions, and Restrictions (CC&Rs), as it was not listed in the draft resolution. They specified it has always been required to be disclosed in past CC&Rs; stating that any owner of those units would not be entitled to on-street parking, other than the required one-day parking permits.

Staff clarified the CC&Rs have not been officially submitted at this time and stated that a condition can always be added to the CC&Rs.

The commission suggested this condition should be listed in the resolution as well.

Roger Rath, Associate Planner, confirmed this condition is stated in the original resolution that governed the development of this project. He stated this request is in compliance with all of the applicable zoning ordinances.

However, the previous resolution covering the development is not part of this request, therefore, it would fall under the Code Compliance Division if certain conditions, property maintenance, water encroachment, tree encroachment, etc. are not being met.

Isaac Rosen, Deputy Legal Counsel, provided a legal overview of the commission's purview of this item regarding the tentative tract map.

The commission stated their overall support for the staff's recommendation of approval. Discussion was held regarding the legalities of the language regarding the on-street parking requirement. It was noted that it should also be listed in the CC&Rs.

Issac Rosen. Deputy Legal Counsel stated the following condition could be amended in draft Resolution No. PC 25-1591:

Condition 4.8) Prior to the filing of the final map, the applicant shall submit a copy of the covenants, conditions, and restrictions (CC&Rs) to the satisfaction of the Community Development Department, which must include provisions for the maintenance of the common facilities and installation of adequate lighting systems for all walkways, including any applicable obligations or restrictions with respect to on-street parking.

Commissioner Hoopingarner moved to: 1) approve staff's recommendation of approval as amended with the additional language regarding on-street parking.

Seconded by Commissioner Carvalheiro.

ACTION: 1) Adopt Resolution No. PC 25-1591 as amended: a) amend Condition 4.8) *"Prior to the filing of the final map, the applicant shall submit a copy of the covenants, conditions, and restrictions (CC&Rs) to the satisfaction of the Community Development Department, which must include provisions for the maintenance of the common facilities and installation of adequate lighting systems for all walkways, including any applicable obligations or restrictions with respect to on-street parking."* "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, ADOPTING A CATEGORICAL EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION §15301 (EXISTING FACILITIES) AND APPROVING A TENTATIVE PARCEL MAP (MINOR LAND DIVISION NO. 83955), FOR THE CONVERSION OF AN EXISTING TWO-STORY, THREE-UNIT RENTAL HOUSING DEVELOPMENT INTO A COMMON INTEREST DEVELOPMENT LOCATED AT 649 NORTH HUNTLEY DRIVE, WEST HOLLYWOOD, CALIFORNIA;" and 2) Close the Public Hearing for Item 10.A.
Moved by Commissioner Hoopingarner, seconded by Commissioner Carvalheiro and passes, noting Commissioner Jones absent.

Commission Secretary Gillig read into the record: Resolution No. PC 25-1591 approved by the Planning Commission for the property located at **649 N. Huntley Drive, West Hollywood** 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. Deadline to file an Appeal on this decision is **Monday, January 27, 2025, at 5:00 p.m.**

B. 723 N. HUNTLEY DRIVE:

Roger Rath, Associate Planner, provided a verbal presentation and background information, as presented in the staff report dated Thursday, January 16, 2025.

He stated the proposal is to convert an existing two-story, three-unit apartment building into a condominium. This property consists of 3 existing rental units constructed in 2016. Like the prior project located at 649 N. Huntley Drive, the proposal also seeks to subdivide the units into individual condominium parcels. No construction or physical changes are proposed as part of this request.

He stated that tenant protections remain a critical focus. The applicant has met the requirements under the Rent Stabilization Ordinance and California Government Code Section §66427.1. This includes providing tenants with a certified notice of their right of first refusal and adherence to relocation regulation, should any tenant displacement occur in the future. The applicant has stated that there is no current intent to evict tenants or sell individual units. All protections will remain enforceable should circumstances change.

Staff recommends the Commission approve the subdivision request, subject to the findings and conditions of approval in the draft resolution.

There were no official disclosures.

Chair Lombardi opened public comments for Item 10.B.

ROCHELLE ABRAMSON, WEST HOLLYWOOD, has concerns regarding this item. She spoke regarding water drainage from the neighboring building onto her property, causing damage to her garage and retaining wall. She also mentioned the Ficus trees are impeding onto her property, stating the roots are now damaging her retaining wall.

HAYK MARTIROSIAN, LOS ANGELES, applicants tract engineer, presented the applicant's rebuttal. He spoke on the letter received regarding [supposed] damage to the property by rainwater and the Ficus trees. He stated for the record he will inform the developer, and if at fault, corrective measures will be taken.

ACTION: Close public comment portion of the public hearing for Item 10.B.
Motion carried by consensus of the Commission.

Vice Chair Gregoire moved to: 1) approve staff's recommendation with the amendment from the previous subdivision approval containing Condition 4.8.

Seconded by Commissioner Hoopingarner.

The commission addressed the concerns stated during public comments and encouraged the neighbor to reach out to the Code Enforcement Division.

ACTION: 1) **Adopt Resolution No. PC 25-1592 as amended:** a) amend Condition 4.8) *"Prior to the filing of the final map, the applicant shall submit a copy of the covenants, conditions, and restrictions (CC&Rs) to the satisfaction of the Community Development Department, which must include provisions for the maintenance of the common facilities and installation of adequate lighting systems for all walkways, including any applicable obligations or restrictions with respect to on-street parking."* "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, ADOPTING A CATEGORICAL EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION §15301 (EXISTING FACILITIES) AND APPROVING A TENTATIVE PARCEL MAP (MINOR LAND DIVISION NO. 83956), FOR THE CONVERSION OF AN EXISTING TWO-STORY, THREE-UNIT RENTAL HOUSING DEVELOPMENT INTO A COMMON INTEREST DEVELOPMENT LOCATED AT 723 NORTH HUNTLEY DRIVE, WEST HOLLYWOOD, CALIFORNIA." and 2) Close the Public Hearing for Item 10.B.
Moved by Vice Chair Gregoire, seconded by Commissioner Hoopingarner and passes, noting Commissioner Jones absent.

Commission Secretary Gillig read into the record: Resolution No. PC 25-1592 approved by the Planning Commission for the property located at **723 N. Huntley Drive, West Hollywood** 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. Deadline to file an Appeal on this decision is **Monday, January 27, 2025, at 5:00 p.m.**

C. 1011 N. OGDEN DRIVE:

Roger Rath, Associate Planner, provided a verbal presentation and background information, as presented in the staff report dated Thursday, January 16, 2025.

He stated the proposal is for a tentative tract map for the subdivision of a three-story, five-unit, multi-family residential building into a common interest development.

He stated the Planning Commission initially approved the development of this three-story, five-unit multi-family residential building as a common interest development in March 2018. Because the final map was not recorded, the subdivision has expired, necessitating this new request.

The building is currently under construction and pending final inspections for a Certificate of Occupancy. It is currently vacant, meaning no tenants are being evicted or relocated. If rental tenants occupy the building before the subdivision conversion, the owner must comply with the rental conversion requirements outlined in the West Hollywood Municipal Code.

This project complies with the R3B Zoning District and the City's Zoning Ordinance. The proposed subdivision aligns with the General Plan and supports the City's housing goals without detriment to public welfare.

Staff recommends approval of the subdivision permit, as conditioned in Draft Resolution No. PC25-1590.

There were no official disclosures.

Chair Lombardi opened public comments for Item 10.C.

There were no public speakers for this item.

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

Commissioner Matos moved to: 1) approve the staff's recommendation of approval.

Seconded by Vice Chair Gregoire.

The commission questioned whether the same amendment could be added to this resolution regarding the CC&Rs as noted with the last two subdivision requests.

The commission brought to staff's attention Conditions 4.3 and 4.11 are the exact same, making it redundant and possibly a conflict. Noting Condition 4.3 states it is the obligation of the City Attorney, whereas Condition 4.11 states it is the obligation of the Community Development Department.

Isaac Rosen, Deputy Legal Counsel stated staff can strike Condition 4.3, and amend Condition 4.11 as follows: "Prior to the filing of the final map, the applicant shall submit a copy of the covenants, conditions, and restrictions (CC&Rs) to the satisfaction of the Community Development Department, in consultation with the City Attorney which must include provisions for the maintenance of the common facilities and installation of adequate lighting systems for all walkways, including any applicable obligations or restrictions with respect to on-street parking."

Commissioner Matos agreed to these amendments.

Vice Chair Gregoire agreed to these amendments.

ACTION: 1) Adopt Resolution No. PC 25-1590 as amended: a) strike Condition 4.3) ~~“Prior to the filing of the final map, the City Attorney shall approve the covenants, conditions and restrictions, which must include all applicable provisions in WHMC Section 19.36.100 and provisions for the maintenance of the common facilities and installation of an adequate lighting system for all walkways.”~~ b) amend Condition 4.11) ~~“Prior to the filing of the final map, the applicant shall submit a copy of the covenants, conditions, and restrictions (CC&Rs) to the satisfaction of the Community Development Department, in consultation with the City Attorney which must include provisions for the maintenance of the common facilities and installation of adequate lighting systems for all walkways, including any applicable obligations or restrictions with respect to on-street parking.”~~ “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 (MAJOR LAND DIVISION NO. 73911) FOR THE SUBDIVISION OF A THREE-STORY, FIVE-UNIT RESIDENTIAL BUILDING INTO A COMMON INTEREST DEVELOPMENT LOCATED AT 1011 NORTH OGDEN DRIVE, WEST HOLLYWOOD, CALIFORNIA.” and 2) Close the Public Hearing for Item 10.C. **Moved by Commissioner Matos, seconded by Vice Chair Gregoire and passes, noting Commissioner Jones absent.**

Commission Secretary Gillig read into the record: Resolution No. PC 25-1590 approved by the Planning Commission for the property located at **723 N. Huntley Drive, West Hollywood** 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. Deadline to file an Appeal on this decision is **Monday, January 27, 2025, at 5:00 p.m.**

D. ZONE TEXT AMENDMENT

ELECTRIC VEHICLE CHARGING STATIONS INFRASTRUCTURES:

The Planning Commission will consider a recommendation to the City Council approval of an ordinance adopting an amendment to Title 19, to the Zoning Ordinance of the West Hollywood Municipal Code to streamline electric vehicle charging sites and electric vehicle service stations as a primary use, citywide, West Hollywood, California.

Staff is requesting a continuance of the zone text amendment for EV Charging Sites and EV Service Stations to a date uncertain, to refine the proposed recommendation to support the city's greater effort to reduce barriers to affordable housing development in commercial zones.

ACTION: Continue this item to a date uncertain. **Moved by Commissioner Hoopingarner, seconded by Vice Chair Gregoire and passes as part of the approved agenda, noting Commissioner Jones absent.**

E. ZONE TEXT AMENDMENT

PUBLIC HEARING NOTICING REQUIREMENTS:

Rohan Sharma, Long Range and Mobility Planning Intern provided a verbal presentation and background information, as presented in the staff report dated Thursday, January 16, 2025.

He stated this item is a City Council initiated zone text amendment to amend the West Hollywood Municipal Code (WHMC) to require a neighborhood meeting and increase public hearing noticing requirements for new projects seeking development agreements (including stand-alone billboards).

He provided a history of the Council directive, stating on May 20, 2024, the City Council directed staff to draft a Zone Text Amendment to:

- a) Require mailed notices for all new projects seeking development agreements to be sent to property owners and occupants within a 1,000-foot radius of the project site, rather than the standard 500-foot radius currently required; and
- b) Require a neighborhood meeting for any project seeking a development agreement, including stand-alone billboards, before any City meetings are held, and require that the neighborhood meeting notice be mailed to all owners and occupants within a 1,000-foot radius of the project site.

The Council also directed staff to consider new ways to inform the community of upcoming meetings of the Planning Commission subcommittees that review development projects. These include Design Review Subcommittee and the Sunset Arts and Advertising Subcommittee.

The City Council is seeking enhanced community engagement efforts before it considers entering into a development agreement. The City Council expects for the enhanced community engagement to be undertaken prior to the City Council hearings on the development agreement and must be adopted through this ordinance.

Staff recommends amending the following sections of the WHMC: 1) Chapter 19.66 (Development Agreements) and 2) Chapter 19.74 (Public Hearings).

Staff proposes to amend Chapter 19.66 (Development Agreements) by adding Section §19.66.020(E) to require all projects that include a request for a development agreement, including stand-alone billboards, to conduct a neighborhood meeting prior to any other public meetings, to present the project and discuss identified concerns and require that the neighborhood meeting notice be mailed to all owners and occupants within a 1,000-foot radius of the project site.

The proposed amendment requires applicants to hold a neighborhood meeting not less than 60 days before the public hearing. With many pending development agreements in the pipelines and possibility that they can have broader community impacts and significance to the community, the City Council intends this zone text amendment to apply to pending applications that have not yet gone before the Planning Commission for public hearings.

Accordingly, the proposed zone text amendment includes language to make clear that this enhanced community engagement is required prior to City Council consideration of development agreement requests.

Staff also proposes to amend Chapter 19.74 (Public Hearings and Notice) by adding text in Section §19.74.020(B) to expand the public notice requirement from a 500-foot radius to a 1,000-foot radius for any project requesting a development agreement consistent with the proposed notice for a neighborhood meeting.

The proposed changes are being recommended due to the size, scale, and nature of the projects that typically request development agreements. Such projects may result in broader public impacts and increased community significance that necessitate broader community input. The proposed amendment also specifically includes stand-alone billboards with development agreements.

Francisco Contreras, Long Range and Mobility Planning Manager provided further clarifications regarding some of the public comments that were received regarding the proposed zone text amendment.

There were no official disclosures.

The commission questioned whether Specific Plans would be included, and if there was anything to preclude regular noticing for the design review subcommittee. They stated the intent of the city council seems to be to communicate with the neighbors by extending the radius. They stated their concerns regarding the language citing “encouragement” of meetings, and it is not a “requirement.”

They requested additional clarification regarding the design review handout noticing requirements and guidelines. They questioned the proposed timelines suggested for having a neighborhood meeting before the public hearings.

The commission questioned whether staff considered having the design review subcommittee and sunset arts and advertising subcommittee meetings broadcast and requested clarification regarding projects that are deemed complete.

Antonio Castillo, Acting Current and Historic Preservation Planning Manager, provided details and timelines regarding the process for deeming an application complete, and how it would correlate and impact the subcommittees.

Francisco Contreras, Long Range and Mobility Planning Manager explained the comments regarding the encouragement for design review subcommittee is not part of the zone text amendment. The text amendment only elucidates the noticing requirements for neighborhood meetings.

Chair Lombardi opened public comments for Item 10.E.

ELLEN EVANS, LOS ANGELES, representing the Doheny Sunset Plaza Neighborhood Association. She spoke in support of staff's recommendations to City Council.

ACTION: Close public comment portion of the public hearing for Item 10.E.
Motion carried by consensus of the Commission.

The commission stated their overall support of the item. They spoke regarding the additional 1,000' radius mailing and indicated the additional costs are not exorbitant. They had concerns with the recommended timelines of 60 days before a public hearing, citing it does not achieve the objective. They suggested perhaps the sequence needs to be redefined where it would make an actual impact on projects.

They specifically discussed the 1,000' noticing requirements for development agreements. Some members thought it should be applied across the board, to everything, specific plans, and developments. Some thought it should be applied only to larger developments, if warranted that don't have a development agreement attached.

Isaac Rose, Legal Counsel, stated the commission has the option to send a recommendation to the City Council to enlarge the scope of work, separate from the current direction given.

Discussion was held regarding the 60-day noticing and conferred over the sequencing timelines, stating the 60-day noticing should occur before the design review subcommittee.

A possible recommendation was stated: the neighborhood meeting should be held not less than 60-days before the design review subcommittee meeting of the Planning Commission.

The commission spoke about their purview responsibilities deliberating development agreements. It was suggested this should perhaps be deferred until after clear direction is given at the joint study session with the City Council related to development agreements.

It was noted the direction given is relative to [noticing] development agreements. Further discussion was held regarding the applicability of the deemed complete application process and comments were made regarding the design review handbook.

Nicholas Maricich, Community Development Director, clarified for the record the design review subcommittee is a standing subcommittee that was directed to be created by the City Council. However, it is not officially referenced or codified in the code as part of the design review process; in relation to projects moving through the system.

Isaac Rosen, Deputy Legal Counsel clarified the legalities of codifying the design review subcommittee and stated that it would be at the discretion of the City Council.

Further discussion was held regarding possibly amending the number of days of the noticing requirements.

Francisco Contreras, Long Range and Mobility Planning Manager, clarified for development agreements; it is required the neighborhood meeting be held no later than 60-days after the application date. He suggested this could be a substitution to Section E1, noting this would only apply to new projects submitted.

Discussion was held regarding different noticing timelines; 60-day versus 90-day noticing, amendments, discretionary approvals, additional concerns over deemed complete issues, and language clarifications.

It was suggested, and a discussion was held regarding the possibility of continuing this item to a future date to allow staff to incorporate all comments, feedback and language changes into a final document.

Vice Chair Gregoire moved to: 1) continue this item to March 6, 2025, allowing staff additional time to refine the recommendation to this body.

Seconded by Commissioner Matos.

Isaac Rosen, Deputy Legal Counsel stated for the record with the pending motion on the floor, this will not require re-noting of the zone text amendment.

The commission brought up issues and concerns regarding construction noticing and questioned if the construction noticing should be amended from 100' radius to a 500' radius.

Isaac Rosen, Deputy Legal Counsel stated the motion could include the recommendation when it goes before the City Council asking for their input on specific construction noticing requirements.

Francisco Contreras, Long Range and Mobility Planning Manager, assured the commission that when this item is returned, staff will include in the follow-up staff report a section of additional planning commission recommendations.

The commission stated they would like to see the projects that have not gone before the design review subcommittee, to have a neighborhood meeting incorporated into the process. They also suggested they would like to see how other neighboring jurisdictions are managing this.

Additional conversation was held regarding the possibility of broadcasting the design review subcommittee meetings with Zoom participation.

Isaac Rosen, Deputy Legal Counsel clarified the motion: 1) continue to March 6, 2025, with the direction provided to staff; including how to handle existing applications, what other jurisdictions do and possible recommendations to the City Council on construction noticing among other items discussed from the dais.

Vice Chair Gregoire agreed to the amended motion.

Commissioner Matos agreed to the amended motion.

ACTION: 1) continue to Thursday, March 6, 2025, with additional directions provided to staff; including how to handle existing applications, what other jurisdictions do, and possible recommendations to the City Council on construction noticing, amongst other items discussed from the dais; 2) this will serve as official legal noticing for the continuation to a date certain; and 3) Close the Public Hearing for Item 10.E. **Moved by Vice Chair Gregoire, seconded by Commissioner Matos and passes, noting Commissioner Jones absent.**

11. **NEW BUSINESS.** None.
12. **UNFINISHED BUSINESS.** None.
13. **EXCLUDED CONSENT CALENDAR.** None.

14. ITEMS FROM STAFF.

A. Planning Manager's Update.

Francisco Contreras, Long Range and Mobility Planning Manager provided an update of tentative items scheduled for upcoming Planning Commission meetings.

Subcommittee Management.

Francisco Contreras, Long Range and Mobility Planning Manager, provided an update of tentative items scheduled for Design Review Subcommittee, Sunset Arts and Advertising Subcommittee and Long-Range Planning Projects Subcommittee meetings.

Chair Lombardi noted for the record he will be absent from the design review subcommittee meeting on Thursday, March 13, 2025.

15. PUBLIC COMMENT. None.

16. ITEMS FROM COMMISSIONERS.

Chair Lombardi requested clarification on the subject matter for the upcoming Study Session with City Council on Monday, February 24, 2025.

Commissioner Hoopingarner commented on the unimaginable loss that has been experienced with the recent wildfires, as well as the number of trees that survived. She spoke regarding enforcement activities on developers who do not comply with conditions of their development agreements and resolutions, i.e. lack of neighborhood meetings and communications, construction mitigation and parking. She would like to see better ways of enforcing this in the future to make life better in the communities.

Commissioner Matos commented on the tragedy of the wildfires, the loss of lives and the ways the community has come together to help. He requested the meeting adjourned in memory of all the lives lost in the wildfires.

Commissioner Solomon spoke regarding the wildfires and stated the need for additional housing and streamlining the permitting process.

Chair Lombardi acknowledged all the people who have helped in this challenging time, including the City of West Hollywood, fire departments, and Los Angeles County.

ADJOURNMENT. The Planning Commission adjourned in memory of all the lives lost in the recent Los Angeles wildfires at 9:10 p.m. to a regularly scheduled meeting on Thursday, February 6, 2025, 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 on this 6th day of February 2025 by the following vote:

AYES: Commissioner:

NOES: Commissioner:

ABSENT: Commissioner:

ABSTAIN: Commissioner:

MICHAEL A. LOMBARDI, MIES LC LEED AP BD+C
CHAIRPERSON, PLANNING COMMISSION

ATTEST:

DAVID K. GILLIG, COMMISSION SECRETARY