



**PLANNING COMMISSION
SUMMARY ACTION MINUTES
Regular Meeting
February 20, 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

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 6:31 p.m.

2. **PLEDGE OF ALLEGIANCE.** Chair Lombardi led the Pledge of Allegiance.

3. **ROLL CALL:**

Commissioners Present: Carvalheiro, Hoopingarner, Jones, Matos, Solomon, Vice-Chair Gregoire, Chair Lombardi.

Commissioners Absent: None.

Staff Present: Roger Rath, Associate Planner, Laurie Yelton, Associate Planner, Michelle Montenegro, Associate Planner, Garen Yolles, Current and Historic Preservation Acting Planning Manager, Francisco Contreras, Long Range Planning Manager, Jennifer Alkire, Assistant Director, Community Development Department, Isaac Rosen, Deputy Legal Counsel, and David Gillig, Commission Secretary.

4. **APPROVAL OF AGENDA.**

Chair Lombardi emphasized the importance of using the electronic voting screens to ensure smooth recording of motions and votes.

Isaac Rosen, Deputy Legal Counsel, explained the purpose of Consent Calendar Item 8.A. - 910-916 Weatherly Drive. He stated this is transparency for the public's right to comment. This item does not contemplate substantive review or action by the Planning Commission currently.

He stated city staff publicly noticed a consent calendar item regarding a Community Development Director-approved minor amendment for this project, which occurred on February 13, 2025.

ITEM 5.A.

He clarified if the commission as a body should have factual or objective questions, it would be recommended to move this item to Excluded Consent Calendar, Item 13.

The City Attorney's office strongly advised commissioners against any comments, opinions or statements regarding this minor amendment, as doing so may disqualify that commissioner from being able to consider any appeal filed. The appeal period closes on Monday, February 24, 2025, at 5:00 p.m.

He stated that since this item was legally noticed as a receive and file for transparency purposes, the city did not notice this item as a public hearing that would meet due process principles.

Chair Lombardi noted for the record agenda Item 10.D. – Zone Text Amendment, Shared Housing Buildings and Shared Housing Units has been requested by staff to be continued to a date uncertain.

ACTION: Approve the Planning Commission agenda for Thursday, February 20, 2025, as presented. **Moved by Commissioner Matos, seconded by Commissioner Carvalho and passes, noting Commissioner Hoopingarner voting NO.**

5. APPROVAL OF MINUTES.

A. February 6, 2025

ACTION: Approve the Planning Commission minutes for Thursday, February 6, 2025, as presented. **Moved by Commissioner Jones, seconded by Commissioner Carvalho and unanimously passes.**

6. PUBLIC COMMENT.

ARTHUR BERNSTEIN, WEST HOLLYWOOD opposes Consent Calendar Item 8.A. – 910-916 N. Wetherly Drive, stating the approved minor amendments should be considered major changes and requested this item be moved to Excluded Consent Calendar for discussion.

SUSAN ROSENBLUTH, WEST HOLLYWOOD opposes Consent Calendar Item 8.A. – 910-916 N. Wetherly Drive, stating the approved minor amendments should be considered major changes and requested this item be moved to Excluded Consent Calendar for discussion.

MARTHA ORELLANA, WEST HOLLYWOOD opposes Consent Calendar Item 8.A. – 910-916 N. Wetherly Drive, stating the approved minor amendments should be considered major changes and requested this item be moved to Excluded Consent Calendar for discussion and noticed for a public hearing.

VICTOR OMELCZENKO, WEST HOLLYWOOD opposes Consent Calendar Item 8.A. – 910-916 N. Wetherly Drive, stating the approved minor amendments should be considered major changes and requested this item be moved to Excluded Consent Calendar for discussion. He questioned the procedure of public notice regarding staff approvals.

REBECCA DAMAVANDI, WEST HOLLYWOOD opposes Consent Calendar Item 8.A. – 910-916 N. Wetherly Drive, stating the approved minor amendments should be considered major changes and requested this item be moved to Excluded Consent Calendar for discussion.

7. DIRECTOR'S REPORT.

Nicholas Maricich, Community Development Director, stated at the City Council meeting on Tuesday, February 18, 2025, staff presented a quarterly update on major development projects, including the Melrose Triangle project and upcoming community workshops on the Zoning Improvement Program for Housing (ZIP).

He confirmed the previously approved entitlements for the Melrose Triangle project have expired, and there has been no new project proposed by the property owner at this time. The city has required the applicant to secure the necessary permits to backfill the excavated area and restore the site in a timely manner. The applicant will be hosting a pre-construction community meeting on Wednesday, February 26, 2025, at 10:00 a.m., 3:00 p.m. and 6:30 p.m. via Zoom. Additional information may be found at: www.melrose-triangle.com or email: melrosetriangle@gmail.com

The city will be hosting community workshops on the Zoning Improvement Program for Housing (ZIP) on Wednesday, March 5, 2025. 6:00 p.m. – 7:30 p.m. Plummer Park Community Center, Rooms 5 and 6, and Tuesday, March 11, 2025, 12:00 p.m. – 1:00 p.m. via Zoom platform. Additional information may be found at: www.engage.weho.org/zip

He highlighted the structure and outline for the upcoming Joint Study Session with City Council and Planning Commission on Monday, February 24, 2025, at 6:00 p.m. West Hollywood Public Meeting Room – Council Chambers, 625 N. San Vicente Boulevard, West Hollywood.

8. CONSENT CALENDAR.

A. 910-916 N. WETHERLY DRIVE:

The Planning Commission received an update on a minor amendment approval to an 89-unit, 100% affordable housing, multi-family residential building.

ACTION: 1) Receive and file. **Moved by Commissioner Matos, seconded by Commissioner Carvalho and passes as part of the approved agenda.**

**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. 1216 N. FLORES STREET:

Laurie Yelton, Associate Planner, provided a verbal presentation and background information, as presented in the staff report dated Thursday, February 20, 2025.

She provided background information and stated this is a request for a proposed subdivision of a five-story, 14-unit residential building into a common interest development.

The project was previously approved by the Planning Commission in September 2015. It was appealed to the City Council, and the Planning Commission's decision to approve the project was upheld in November 2016.

The final map process was never acted on and has since expired.

Staff recommends approval of the subdivision permit, as conditioned in the draft resolution.

She stated the building is still under construction and has not obtained a Certificate of Occupancy.

There were no official disclosures.

Chair Lombardi opened public comments for Item 10.A.

There were no public comments.

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

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

Seconded by Commissioner Matos.

ACTION: 1) Adopt Resolution No. PC 25-1594 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 VESTING TENTATIVE TRACT MAP (MINOR LAND DIVISION NO. 69443) FOR THE SUBDIVISION OF A FIVE-STORY, 14-UNIT, RESIDENTIAL BUILDING INTO A COMMON INTEREST DEVELOPMENT LOCATED AT 1216 NORTH FLORES STREET, WEST HOLLYWOOD, CALIFORNIA;” and 2) Close the Public Hearing for Item 10.A. Moved by Commissioner Jones, seconded by Commissioner Matos and unanimously passes.

Commission Secretary Gillig read into the record: Resolution No. PC 25-1596 approved by the Planning Commission for the property located at **1216 N. Flores Street, 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, March 3, 2025, at 5:00 p.m.**

B. 7748 SANTA MONICA BOULEVARD, 1054 N. GENESEE AVENUE:

Roger Rath, Associate Planner, provided a verbal presentation and background information, as presented in the staff report dated Thursday, February 20, 2025.

He stated the request is a proposed conditional use permit to allow the conversion of a mixed-use 1,062 square-foot residential unit to commercial office use.

He provided a history of the property, clarified the surrounding zoning uses, and current uses on the property. The front structure is a currently occupied 1,534 square-foot commercial space and the rear structure is a 1,062 square-foot detached residential unit. Access to the residential unit is only accessible through the public alley.

He confirmed there is no proposed construction, modifications or changes to the structures. The request is to convert the existing 1,062 square-foot residential unit into office use.

For this project, the property owner withdrew the rental unit from the market in compliance with applicable regulations, including:

1) providing written notice to the City at least 120 days prior to withdrawal, including property details, tenant names, and rent amounts; 2) recording the notice with the Los Angeles County Registrar-Recorder; and 3) issuing tenants notices of termination of tenancy that included relocation fees, tenant rights, and options for tenants aged 62 or older or disabled to extend their tenancy for up to one year.

These actions ensure compliance with state law and local regulations. The Rent Stabilization and Housing Department reviewed and approved the withdrawal of the unit on May 16, 2023, following the provisions in W.H.M.C. 17.52 and the Ellis Act.

According to the department's review, the withdrawn rental unit was owner-occupied at the time of withdrawal and has remained vacant since.

He explained California Government Code Section §65863 regarding the mandates that cities maintain sufficient housing capacity throughout the planning period. In this case, the project involves the conversion of one residential unit into office use. Although this results in the loss of one residential unit, as well as the potential for 8 residential units identified in the Housing Element's Suitable Sites Inventory, the project remains in compliance with No Net Loss requirements.

It is staff's assessment that the proposed conversion meets all required findings, does not impede the implementation of the General Plan and is consistent with the provisions of the Zoning Ordinance.

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

There were no official disclosures.

The commission questioned whether this would preclude this from becoming a live/work unit in the future, and if it could ever be reverted back into a housing unit. The commission requested clarification regarding the current rental costs of the unit.

Staff stated an application would need to be submitted to change the use to live/work and confirmed that it could be changed back to residential through the proper housing requirements.

Chair Lombardi opened public comments for Item 10.B.

VICTOR OMELCZENKO, WEST HOLLYWOOD has concerns regarding this item. He spoke and questioned why the city is allowing one rent stabilized housing unit to be removed from the market.

DIEGO TORRES-PALMA, LOS ANGELES, presented the applicant's rebuttal. He spoke and detailed the current commercial landscape and stated the issues he has encountered from having a residential unit next to a bar. He has been unable to secure a residential tenant and acknowledged this is a compromise to keep his business solvent. He requested support of the proposal.

The commission questioned the reasoning of the life/work unit and confirmed with the representative if they are aware of the conversion and extensions timelines in the conditions. They asked staff for clarification regarding the right of first refusal.

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

The commission stated their overall support of the proposal, commenting on losing a housing unit and stating the circumstances are unfortunate the current owner has had to take to make the property viable.

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

Seconded by Vice Chair Gregoire.

ACTION: 1) Adopt Resolution No. PC 25-1600 as presented: "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, ADOPTING A CATEGORICAL EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION §15301 AND APPROVING A CONDITIONAL USE PERMIT FOR THE CONVERSION OF ONE MIXED-USE RESIDENTIAL UNIT TO COMMERCIAL OFFICE USE LOCATED AT 7748 SANTA MONICA BOULEVARD, WEST HOLLYWOOD, CALIFORNIA, AND 1054 N. GENESEE AVENUE, WEST HOLLYWOOD, CALIFORNIA." and 2) Close the Public Hearing for Item 10.B. Moved by Commissioner Hoopingarner, seconded by Vice Chair Gregoire and unanimously passes.

Commission Secretary Gillig read into the record: Resolution No. PC 25-1596 approved by the Planning Commission for the properties located at **7748 Santa Monica Boulevard and 1054 N. Genesee Avenue, 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, March 3, 2025, at 5:00 p.m.**

**C. ZONE TEXT AMENDMENT
MINISTERIAL HOUSING PERMIT, NEW ENTITLEMENT:**

Michelle Montenegro, Associate Planner, provided a verbal presentation and background information, as presented in the staff report dated Thursday, February 20, 2025.

She stated the proposed zone text amendment is to establish a Ministerial Housing Permit process for streamlined housing development in compliance with state law. The state legislature continues to introduce bills that facilitate housing construction in response to the highly documented housing needs that the region, state, and nation are experiencing.

The current housing planning cycle is approximately eight years, and the city is currently in the sixth cycle, which runs from 2021 to 2029. It shows the city needs to reach 3,933 units by the end of 2029. Currently the city has 484 housing units.

She identified the housing types with required ministerial Review. She stated the State Legislature has recently introduced several bills to streamline housing production. SB 684, which is ministerial pathways of 10-units or less, housing projects and subdivisions. There are few others which include supportive housing, transitional housing and low barrier housing.

She provided examples of state law time-to-act windows, stating SB 684 is the shortest timeline to process, which would be a 60-day processing window. She clarified the differences between ministerial and discretionary processes. 1) ministerial does not rely on personal judgment, but solely on objective standards; and 2) discretionary relies on broader impacts, such as in environmental impacts, design, and community input.

She spoke and detailed the Housing Element Implementation. Currently, the City of West Hollywood has only one available ministerial entitlement for projects – a zone clearance, regulated by West Hollywood Municipal Code (W.H.M.C.) Section §19.42. Zone Clearances are reserved for small projects and are categorized as low intensity.

While zone clearance entitlements are useful for processing smaller-scale projects, entitling housing projects of more than two units through a zone clearance would not be suitable for conducting the extensive review needed to ensure compliant housing projects. The level of review afforded to zone clearances is not conducive to ensuring that these regulations are complied with.

To properly scale the ministerial review of housing development projects, staff proposes creating a new ministerial planning entitlement known as a "Ministerial Housing Permit" (MHP). As a nondiscretionary review process, projects processed as a Ministerial Housing Permit would not require specific procedures commonly conducted as part of a discretionary process. These include environmental reviews under the CEQA, public

hearings, and findings made to approve a project based on non-objective factors. Instead, projects evaluated under this new Ministerial Housing Permit are reviewed and approved at a staff level, and their review is limited to strict conformance to the applicable Government Code and the W.H.M.C.

Additionally, an amendment to the fee schedule will be processed concurrently with this zone text amendment to ensure that staff resources spent are reflected in the development review cost associated with the ministerial review of an MHP project. For this reason, site specific conditions can be applied to a project and sequel as required.

Staff recommends that the appeal pathway for a Ministerial Housing Permit be the same as any other ministerial entitlement of the City. The proposed language in Chapter 19.43 (Ministerial Housing Permits) will state that the "Ministerial Housing Permit may be appealed in compliance with Chapter 19.76 (Appeals) unless otherwise stated by its governing Government Code Section, if applicable."

Referencing W.H.M.C. Chapter 19.76 allows an appeal of the Ministerial Housing Permit provided that the grounds for the appeal are that the Director's decision has not complied with the applicable provisions of Title 19 (the Zoning Ordinance). This language implies that an error of fact has been made, or the proposed project has not complied with all the objective development standards of the Zoning Code. While the review authority of appeals in this case would be the Planning Commission, this Section also permits any decision rendered by the Planning Commission as appealable to the City Council.

She clarified the Planning Commission may move forward with an alternative recommendation to further streamline the Ministerial Housing Permit appeal process.

One option would be to remove the Planning Commission as the first appeal review authority and simply require review by the City Council.

The second alternative would be to remove the appeal process entirely for Ministerial Housing Permits. As jurisdictions move towards creating local pathways for ministerial review and approval, a common election is not to allow for appeals. Instead, if an error of fact is found, an appeal would be made on the building permit, not the entitlement, with the Building Official or a formal board created for this purpose as the review authority.

She reiterated the primary sections of this code amendment is the introduction of the ministerial housing permit Chapter 19.43 which establishes the framework.

An amendment to Section §1940 which is Application Filing and Processing. This asserts that any decision made by the Director for Ministerial Housing Permit is not then rendered a decision by the Planning Commission.

An amendment to Section §1946 Design Review asserts that those general design standards apply to discretionary projects and not ministerial housing permits, because they're not objective in nature.

An amendment to Section §1950 Demolition Permit states that there is a ministerial pathway for demolition permits, as required by state law. It can be concurrent process with the ministerial housing permit, and it does require findings.

Staff recommends adopting draft Resolution No. PC 25-1598 to introduce chapter 1943 and the three amendments to 1940 1946 to 1950.

Staff requested the following additional amendments to the draft resolution:

- 1) Section 19.50.045 - Concurrent Processing for a Ministerial Housing Permit A. An application for a ministerial demolition permit shall not be considered ~~complete~~ unless accompanied by complete applications of a Ministerial Housing Permit ~~and all other approvals necessary for the proposed new construction on the site, and excluding~~ except as provided in subsection (C), below.
- 2) Section 19.50.050 – Finding and Decisions for Discretionary Demolition Permits
- 3) Section 19.50.055 Findings and Decision of Demolition Permits for Ministerial Housing Permits. A. An Ministerial Housing Permit for the new project to be constructed on the site ~~have~~ has been approved, ~~or, alternatively, the requirements of Section 19.50.040(C) are satisfied;~~ and
- 4) Section 19.50.060 – Discretionary Demolition Permit Issuance

The commission asked for clarification regarding the appeal process and questioned why it had changed since the last meeting of the Long Range Planning Projects Subcommittee meeting. They questioned the feasibility of the 60-day timelines, which would include having a project deemed complete, a staff project determination, an appeal period to the planning commission and then another appeal period for a possible appeal to the City Council. Hypothetical questions were asked regarding various appeal procedures.

They asked for clarification regarding objective development standards, noticing and posting procedures and standards regarding staff's final decision,

Chair Lombardi opened public comments for Item 10.C.

VICTOR OMELCZENKO, WEST HOLLYWOOD has concerns regarding this item. He spoke and questioned if this could be more streamlined and less convoluted.

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

Discussion was held regarding state laws and discretionary permitting. They spoke regarding transparency, the appeal process, streamlining of the posting process, public noticing, RHNA goals, state guidelines and West Hollywood guidelines, and objective standards. They further discussed the timelines and feasibility of an appeal process. The commission stated their support of Alternative No. 1.

Commissioner Matos moved to: 1) move the zone text amendment with the recommendation to the City Council regarding appeals in line with Alternative No. 1 for a process that delineates a single appeal to the City Council, and 2) includes all changes read into the record by staff.

Seconded by Commissioner Carvalho.

Francisco Contreras, Long Range Planning Project Manager, read into the record the following:

§19.76.020 Allowed Appeals. A. General Appeals. 1. Community Development Director Decisions. Any decision on a discretionary permit rendered by the Community Development Director may be appealed to the Planning Commission, except that a decision regarding an adult business or administerial housing permit eligible under Chapter 19.43 shall be appealed directly to the Council. Any decision by the Community Development Director on a ministerial permit that does not qualify as administerial housing permit eligible under Chapter 19.43 (e.g., zone clearance, sign permit, etc.) may be appealed to the Planning Commission, provided that the only allowed grounds for appeal shall be that the Community Development Director's decision has not complied with the applicable provisions of this Zoning Ordinance.

Section 19.43.070 – Post-approval Procedures A. Appeals. The Director's decision on a Ministerial Housing Permit may be appealed to the City Council provided the only allowed grounds for appeals shall be the Director's decision has not complied with the applicable provisions of the Zoning Ordinance or the eligibility of the administerial housing permit under its governing government code section. Any filed appeal must comply with the requirements of Section 19.76.030 Filings and Processing's of Appeals. ~~in compliance with Chapter 19.76 (Appeals), unless otherwise stated by its governing Government Code Section, if applicable~~

Commissioner Matos agreed to the amendments as read into the record to be included into the original motion.

Commissioner Carvalho agreed to the amendments as read into the record to be included into the original motion.

ACTION: 1) Adopt Resolution No. PC 25-1598 as amended: a) amend Section §19.50.045 - Concurrent Processing for a Ministerial Housing Permit A. *An application for a ministerial demolition permit shall not be considered ~~complete~~ unless accompanied by complete applications of a Ministerial Housing Permit and all other approvals necessary for the proposed new construction on the site, and excluding* except as provided in subsection (C), below.;

b) amend Section §19.50.050 – *Finding and Decisions for Discretionary Demolition Permits.*

c) amend Section §19.50.055 Findings and Decision of Demolition Permits for Ministerial Housing Permits. A. *An Ministerial Housing Permit for the new project to be constructed on the site have has been approved, ~~or, alternatively, the requirements of Section 19.50.040(C) are satisfied;~~ and;*

d) amend Section §19.50.060 – *Discretionary Demolition Permit Issuance;*

e) amend Section §19.76.020 Allowed Appeals. A. *General Appeals. 1. Community Development Director Decisions. Any decision on a discretionary permit rendered by the Community Development Director may be appealed to the Planning Commission, except that a decision regarding an adult business or administerial housing permit eligible under Chapter 19.43 shall be appealed directly to the Council. Any decision by the Community Development Director on a ministerial permit that does not qualify as administerial housing permit eligible under Chapter 19.43 (e.g., zone clearance, sign permit, etc.) may be appealed to the Planning Commission, provided that the only allowed grounds for appeal shall be that the Community Development Director's decision has not complied with the applicable provisions of this Zoning Ordinance; and*

f) amend Section §19.43.070 – Post-approval Procedures A. Appeals. *The Director's decision on a Ministerial Housing Permit may be appealed to the City Council provided the only allowed grounds for appeals shall be the Director's decision has not complied with the applicable provisions of the Zoning Ordinance or the eligibility of the administerial housing permit under its governing government code section. Any filed appeal must comply with the requirements of Section 19.76.030 Filings and Processing's of Appeals. in compliance with Chapter 19.76 (Appeals), unless otherwise stated by its governing Government Code Section, if applicable;*

"A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WEST HOLLYWOOD, RECOMMENDING THAT THE CITY COUNCIL ADOPT AMENDMENTS TO TITLE 19, ZONING ORDINANCE OF THE WEST HOLLYWOOD MUNICIPAL CODE TO ESTABLISH A MINISTERIAL HOUSING PERMIT PROCESS FOR STREAMLINED HOUSING DEVELOPMENT IN COMPLIANCE WITH STATE LAW, WEST HOLLYWOOD, CALIFORNIA;" and 2) Close the Public Hearing for Item 10.C. **Moved by Commissioner Matos, seconded by Commissioner Carvalho and unanimously passes.**

D. ZONE TEXT AMENDMENT

SHARED HOUSING BUILDINGS AND SHARED HOUSING UNITS:

The Planning Commission will consider a zone text amendment to adopt new policies, regulations, design standards, and definitions for Shared Housing Buildings and Shared Housing Units.

Staff is refining the proposed recommendations to support the City's goals of encouraging diverse housing options and facilitating the development of affordable housing. Staff recommends that this item be continued to a date uncertain.

ACTION: Continue to a date uncertain. **Moved by Commissioner Matos, seconded by Commissioner Carvalho and passes as part of the approved agenda.**

11. NEW BUSINESS.

A. ZONING IMPROVEMENT PROGRAM FOR HOUSING (ZIP):

Michelle Montenegro, Associate Planner, provided a verbal presentation and background information, as presented in the staff report dated Thursday, February 20, 2025.

She provided a history of the zoning improvement program for housing, also known as ZIP. She stated the housing element for the City of West Hollywood was adopted and certified in 2023 and is the City's consolidated approach to implementing the program's objectives. It will evaluate and propose amendments to the City's zoning regulations to reduce regulatory barriers to constructing new housing units, encourage the development of new affordable units, and tailor land use strategies to promote neighborhood equity and access to community resources.

The Program incorporates an analysis of how different forms of housing development contribute to meeting housing needs and impact the urban experience of neighborhoods. Housing typologies will be evaluated through studies of existing lot configurations, and the feasibility of these typologies will be assessed as a function of current market conditions. Analysis of housing typologies will inform zoning recommendations by identifying what zoning changes are needed to allow for desired forms of residential

development and demonstrating the impacts of zoning constraints on financial feasibility and overall housing production.

The Program also responds to new opportunities for transit-oriented development (TOD) presented by the proposed extension of the Metro K-Line project into West Hollywood. As a critical element of the scope, areas surrounding the proposed stations will be studied to create a robust TOD overlay to incentivize denser development around these sites and introduce a public benefit system that prioritizes the creation of affordable housing.

While the Program will incentivize housing production, specifically affordable housing production, near transit and amenities, it will comprehensively approach this work through an equity and anti-displacement lens.

She spoke on the Guiding Principles and detailed concurrent planning initiatives, project process, baseline analyses, alternative analyses, and further engagement activities, including community engagement.

The commission questioned if this item will be coming to the Long Range Planning Projects subcommittee and asked for clarification regarding the proposed transit-oriented stops.

Chair Lombardi opened public comments for Item 11.A.

ZIYA BERIKER, WEST HOLLYWOOD, spoke in support of the ZIP Program.

VICTOR OMELCZENKO, WEST HOLLYWOOD spoke in support of the ZIP Program and had concerns regarding the RHNA numbers.

ACTION: Close public comment portion of the public hearing for Item 11.A.
Motion carried by consensus of the Commission.

ACTION: 1) Receive and file. **Moved by Commissioner Matos, seconded by Commissioner Carvalho and passes as part of the approved agenda.**

12. UNFINISHED BUSINESS. None.

13. EXCLUDED CONSENT CALENDAR. None.

14. ITEMS FROM STAFF.

A. Planning Manager's Update.

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

He reminded the commission the Joint Study Session with City Council and Planning Commission will take place on Monday, February 24, 2025, at 6:00 p.m.

Subcommittee Management.

Francisco Contreras, Long Range 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.

He stated construction will be taking place at the West Hollywood Library which will impact the regularly scheduled Design Review Subcommittee meetings through April 2025. To alleviate any problems of disturbances, the meeting time has been temporarily changed to 7:00 p.m.

15. PUBLIC COMMENT.

VICTOR OMELCZENKO, WEST HOLLYWOOD spoke regarding the Melrose Triangle Project site.

16. ITEMS FROM COMMISSIONERS.

Commissioner Jones commented on the digital voting system and suggested perhaps verbal motions at this time.

Commissioner Solomon suggested staff bring the ZIP Program back to the Long Range Planning Projects subcommittee.

Chair Lombardi spoke briefly about the legalities of a possible appeal of the Wetherly project that was on the Consent Calendar and explained why there was no discussion at this time. He suggested if staff could provide additional outreach and clarity for the Zip program, it would be appreciated.

ADJOURMENT. The Planning Commission adjourned at 9:30 p.m. to a regularly scheduled meeting on Thursday, March 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.

Additionally, there will be a Joint Study Session with the City Council and Planning Commission on Monday, February 24, 2025, beginning at 6:00 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 March 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