



**PLANNING COMMISSION
SUMMARY ACTION MINUTES
Regular Meeting
August 21, 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 Gregoire called the meeting of the Planning Commission to order at 6:33 p.m.

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

3. **ROLL CALL:**

Commissioners Present: Carvalho, Harris, Hoopingarner, Solomon, Vice Chair Jones, Chair Gregoire.

Commissioners Absent: Lombardi.

Staff Present: Roger Rath, Associate Planner, Saima Qureshy, Current and Historic Preservation Planning Manager, Francisco Contreras, Acting Community Development Director, Isaac Rosen, Deputy Legal Counsel, and David Gillig, Commission Secretary.

4. **APPROVAL OF AGENDA.**

ACTION: Approve the Planning Commission agenda for Thursday, August 21, 2025, as presented. **Moved by Commissioner Hoopingarner, seconded by Vice Chair Jones and passes, noting Commissioner Lombardi absent.**

5. **APPROVAL OF MINUTES.**

A. **August 7, 2025**

ACTION: Approve the Planning Commission minutes for Thursday, August 7, 2025, as presented. **Moved by Commissioner Hoopingarner, seconded by Commissioner Carvalho and passes, noting Commissioner Lombardi absent.**

ITEM 5.A.

6. PUBLIC COMMENT.

CHAD KROEGER, CULVER CITY provided a satirical comment about a potential recognition day in West Hollywood.

JT PARR, BURBANK voiced his concerns regarding Los Angeles City Council for voting down SB 79. He spoke regarding their leadership, affordable housing, cost of living, and homelessness.

JOSHUA SNYDER, WEST HOLLYWOOD provided a satirical comment about a potential recognition day in West Hollywood.

7. DIRECTOR'S REPORT.

Francisco Contreras, Acting Director, Community Development Department, stated the City Council on August 18, 2025, received an informational update on the Zoning Improvement Program (ZIP). He encouraged the public to participate in upcoming focus groups and community meetings. Additional information can be found at engage.weho.org/zip

City Council tabled an item regarding expanding noticing requirements for projects seeking development agreements to the meeting on October 6, 2025. They also received a quarterly update on the major commercial and mixed-use development projects.

He encouraged community members to remain engaged regarding the Fountain Avenue Streetscape Project. The next opportunity for public participation will be at the Public Facilities, Recreation and Infrastructure Commission special meeting on Tuesday, August 26, 2025, at 6:30 p.m., Plummer Park Community Center, Rooms 5 and 6.

He announced Nicholas Maricich, Director of Community Development, is scheduled to return and will attend the next Planning Commission meeting.

8. CONSENT CALENDAR.

A. 1130 N. LA BREA AVENUE:

The Planning Commission received a final twelve-month operational review of Total Wine & More located at 1130 La Brea Avenue, as required in approved Resolution No. PC 23-1521, Condition 3.15.

Vice Chair Jones moved to: 1) receive and file staff's update.

Seconded by Commissioner Carvalheiro.

ACTION: 1) Officially receive and file the final twelve-month operational review of Total Wine & More. **Moved by Vice Chair Jones, seconded by Commissioner Carvalheiro and passes, noting Commissioner Lombardi absent.**

**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.**

B. 545-547 N. SWEETZER AVENUE:

Roger Rath, Associate Planner, provided a verbal presentation and background information, as presented in the staff report dated Thursday, August 21, 2025.

He stated the request is a tentative tract map for the subdivision of a three-story, nine-unit residential building into a common interest development, or condominium.

The development permit for the project was approved on September 1, 2016. The building received its Certificate of Occupancy on April 15, 2025; however, the building has not been occupied by any tenants to date and remains vacant; therefore, no tenant is being evicted or relocated.

In the event the building is occupied by rental tenants prior to the subdivision conversion, the owner shall follow the requirements of the rental conversion process under the Ellis Act (Government Code Sections §7060 to §7060.7) and West Hollywood Municipal Code (WHMC) Sections §19.36.100(C), §19.36.290, and Chapter 17.52.

Pursuant to WHMC Section §19.40.020, subdivision applications are under the review authority of the Planning Commission.

Staff recommends approval of the requested subdivision.

There were no official disclosures.

Chair Gregoire opened public comments for Item 10.A.

There were no public speakers.

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

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

Seconded by Commissioner Solomon.

ACTION: 1) **Adopt Resolution No. PC 25-1615 as presented:** “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 TRACT MAP (MINOR LAND DIVISION NO. 84844) FOR THE SUBDIVISION OF A THREE-STORY, NINE-UNIT RESIDENTIAL BUILDING WITH 20 SUBTERRANEAN PARKING SPACES INTO A COMMON INTEREST DEVELOPMENT LOCATED AT 545-547 N. SWEETZER AVENUE WEST HOLLYWOOD, CALIFORNIA.” and 2) Close the Public Hearing for Item 10.A. **Moved by Commissioner Hoopingarner, seconded by Commissioner Solomon and passes, noting Commissioner Lombardi absent.**

Commission Secretary Gillig read into the record: Resolution No. PC 25-1615 approved by the Planning Commission for the property located at **545-547 N. Sweetzer 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 **Tuesday, September 2, 2025, at 5:00 p.m.**

11. NEW BUSINESS.

A. Planning Commission Subcommittee Appointments.

Chair Gregoire officially made the following appointments:

DESIGN REVIEW SUBCOMMITTEE.

APPOINT: 1) Lynn Hoopingarner, Chair, 2) Rogerio Carvalheiro, and 3) Stacey E. Jones for a term through June 30, 2026.

LONG RANGE PLANNING PROJECTS SUBCOMMITTEE.

APPOINT: 1) Andrew Solomon, Chair, 2) David S. Gregoire, and 3) Jesi C. Harris for a term through June 30, 2026.

SUNSET ARTS AND ADVERTISING SUBCOMMITTEE.

APPOINT: 1) Stacey E. Jones, Chair, 2) Lynn M. Hoopingarner, and 3) David S. Gregoire for a term through June 30, 2026.

12. UNFINISHED BUSINESS. None.

13. EXCLUDED CONSENT CALENDAR. None.

14. ITEMS FROM STAFF.

A. Planning Manager's Update.

Saima Qureshy, Current and Historic Preservation Planning Manager provided an update of tentative items scheduled for upcoming Planning Commission meetings.

Subcommittee Management.

Saima Qureshy, Current and Historic Preservation 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.

The Design Review Subcommittee meeting on Thursday, August 28, 2025, will be officially cancelled.

15. PUBLIC COMMENT. None.

16. ITEMS FROM COMMISSIONERS.

Commissioner Solomon stated for the record he will be absent from the meeting on Thursday, September 18, 2025.

Commissioner Harris thanked the commission and staff for welcoming her at the last meeting.

ADJOURMENT. The Planning Commission adjourned at 6:57 p.m. to a regularly scheduled meeting on Thursday, September 4, 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 4th day of September by the following vote:

AYES: Commissioner:

NOES: Commissioner:

ABSENT: Commissioner:

ABSTAIN: Commissioner:

DAVID S. GREGOIRE, CHAIRPERSON
PLANNING COMMISSION

ATTEST:

DAVID K. GILLIG, COMMISSION SECRETARY