

DRAFT - FOR APPROVAL

MINUTES – SPECIAL WHWCNC FULL BOARD MEETING

Tuesday, November 10, 2020 - 6:30 p.m.

VIRTUAL MEETING BY TELECONFERENCE

VIRTUAL MEETING TELECONFERENCING and PHONE NUMBER FOR PUBLIC PARTICIPATION

In conformity with the Governor's Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, the Woodland Hills-Warner Center Neighborhood Council meeting will be conducted entirely telephonically.

Every person wishing to address the Neighborhood Council must dial +1 669 900 6833, and enter Webinar ID # 964 9371 2127 and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting. The public is requested to dial *9, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item.

GENERAL PUBLIC COMMENT ON NON AGENDA ITEMS

PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows:

- www.whcouncil.org and go to the calendar page and click on the date, board meeting and agenda
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

AGENDA

Call to Order – *Joyce Fletcher, at 6:40pm*
Pledge of Allegiance – *Paul Lawler*

Veterans Day statement, read by Joyce Fletcher:

On November 11, we recognize the heroes among us. They are the men and women who have served in all branches of our armed forces. They are the veterans of the United States military. And for all that they have done and sacrificed for the rest of us, we are forever grateful. There's no way to thank our veterans for everything they sacrifice for our freedom, but on Veterans Day and everyday we say thank you to all our service men and women, both past and present. We also take this moment to thank our veteran board members and stakeholders for their service.

Roll Call – *Karen DiBiase, Asst Secretary*

Quorum at time of meeting called to order: 24

Aaron Quantz, Karen DiBiase, Brian Drapkin, Paul Lawler (left early 12:20am after Item#7), Sean McCarthy (left early 12:15am after Item#6), Ray Cole (late 7:30pm, voted on Item#1), Nancy McLean (left early 12:20am after Item#7), Angela Dawson, John Sandy Campbell (left early 12:20am after Item#7), Alex Farassati (left early 11:00pm after Item#4), Don Patterson (left early 12:15am after Item#6), Bill Anderson, Martin Lipkin,, Dena Weiss, Peter Fletcher, Lauren Coffman, Gilbert Yablon, Heath Kline, August Steurer, Ginny Sand, Joyce Fletcher, Houtan Hormozian (left early 12:20am after Item#7), Sheppard Kaufman, Gina Thornburg, Andrew McNeal.

Public Announcements:

Office of Councilmember Bob Blumenfield – *None*

Office of other Local and State Officials – *None*

Other Public Announcements

Public Comment Period (on items not on the agenda): (1) minute per speaker.

Per Joyce Fletcher, due to the length of Agenda, public comment period is limited to 1 minute per speaker

1. Organization, Operation, Policies, & Procedures:

Approval of Minutes: Board Meeting, October 14, 2020

[See attached support document](#)

Original Motion: Joyce Fletcher, Second: Heath Kline

Substitute Motion: Don Patterson, Second: Heath Kline

Substitute Motion: To approve Minutes with Amendments

Roll Call Vote (Substitute Motion)

PASS Yes: 18 No: 2 Abstain: 0 Ineligible: 4 Total: 24

- **YES:** Brian Drapkin, Paul Lawler, Sean McCarthy, Nancy McLean, Angela Dawson, John Sandy Campbell, Don Patterson, Bill Anderson, Martin Lipkin, Peter Fletcher, Lauren Coffman, Gilbert Yablon, Heath Kline, Ginny Sand, Joyce Fletcher, Houtan Hormozian, Sheppard Kaufman, Andrew McNeal
- **NO:** Aaron Quantz, Karen DiBiase
- **ABSTAIN:**
- **INELIGIBLE:** Alex Farassati, Dena Weiss, August Steurer, Gina Thornburg

NOTE: Review of audio recording of 10-14-2020 WHWCNC Board Meeting resulted in following amendment:

Item#4: Abstain remains as 2. No change in roll call vote, from 1:21:25-1:24:38 minutes on recording.

Item#6: No revised from 1 to 2. Choose not to vote revised from 1 to 0. No change in Pass of motion, per roll call vote from 2:21:23-2:24:25 minutes on recording.

NOTE: Sean McCarthy was recorded as “out of the room” during the voting on the Oct 14th Minutes. Per Don Patterson (at 50:24 minutes on audio recording of 11-10-20 WHWCNC Board Meeting), Sean is having problems with his audio. Sean “raised hind” and said he is voting “yes” (at 50:54 minutes on this meeting’s audio recording) prior to the Asst Secretary reporting the result of the roll call vote. Sean is therefore listed as voting “yes” for this motion.

Substitute Motion passes, no vote on original motion needed

Officer Reports:

President - Joyce Fletcher

The 2021 WHWCNC Election will be held on May 4, 2021 – Candidate Registration begins on January 2, 2021

Vice President – Sheppard Kaufman

Treasurer – Paul Lawler

Secretary – Komalpreet Batth

Parliamentarian – Don Patterson

Presentation by the Office of Councilmember Bob Blumenfield

Tim Glick, Field Deputy -Woodland Hills

Presentation related to Councilmember Bob Blumenfield's district wide homeless plan including housing and enforcement.

Tim Glick is not available to make presentation.

**Presentation by the Warner Connects (Warner Center TMO)
Julia Wean, Executive Director and Nathan Pope, TDM Coordinator**

The Warner Center Transportation Management Organization (TMO) Warner Connects is a membership-based organization focused on reducing drive-alone trips and encouraging use of alternative modes such as biking, walking, riding transit, or ridesharing.

2. Items for Board discussion and possible action:

**Item No. (1) Joyce Fletcher, President
(20-072) Community Impact Statement Request
Request from the Office of Councilmember Bob Blumenfield**

Discussion and possible action:

Motion for the board of the WHWCNC to support the Blumenfield-Buscaino-Rodriguez-Krekorian motion (CF #20-1376) to amend LAMC 41.18 and 56.11 to make them consistent with various court rulings, to allow City Council to designate specific locations near freeways, housing, storage and other facilities that serve homeless persons, where sitting, sleeping, lying and the storage of personal property that may be prohibited.

The motion in its entirety is posted on the council website with the agenda

Original Motion: Joyce Fletcher (read motion at 0:55.34 minutes on audio recording), Second: Marty Lipkin (0:57.03)

Presentation by Bob Blumenfield (0:57 thru 1:15)

Followed by Public Comments and Board Member Comments (1:17 thru 1:58)

Substitute Motion: Heath Kline (1:58:55), Second: John Sandy Campbell (1:59:42)

Substitute Motion: To table Item#1 and refer this topic to the Homelessness Committee to give this topic proper consideration, vetting, public input and develop an appropriate CIS, if that is the decision of the committee (1:59:58, 2:08:22 and 2:25:30)

Followed by Public Comments and Board Member Comments (2:00:00 thru 2:25:07)

Roll Call Vote (Substitute Motion)

PASS Yes: 9 No: 9 Abstain: 2 (Yes) Ineligible: 5 Total: 25

- YES: Aaron Quanty, Brian Drapkin, John Sandy Campbell, Don Patterson, Bill Anderson, Lauren Coffman, Heath Kline, Ginny Sand, Sheppard Kaufman
- NO: Karen DiBiase, Paul Lawler, Sean McCarthy, Angela Dawson, Martin Lipkin, Peter Fletcher, Gilbert Yablon, Joyce Fletcher, Houtan Hormozian
- ABSTAIN: Nancy McLean, Andrew McNeal
- INELIGIBLE: Alex Farassati, Dena Weiss, August Steurer, Gina Thornburg

NOTE: Per Bylaws, Article V, Section 3: A simple majority vote by the board members present and voting, including abstentions, which act as a “yes” vote, shall be required to pass motions.

NOTE: Per Bylaws, Article VIII, Section 4: The Board may reconsider a motion previously brought to a vote. A motion may be made only from a member who voted for the prevailing side. The motion can only be brought at the meeting in which the motion was made or at the following meeting. The motion cannot be tabled.

Reconsider Substitute Motion: Nancy McLean voted abstain on substitute motion and requested a reconsideration of this substitute motion.

Reconsider Substitute Motion: Nancy McLean (2:36:47), Second: Peter Fletcher (2:37:21)

Followed by Public Comments and Board Member Comments (2:44:29 thru 2:57:26)

Roll Call Vote (Reconsider Substitute Motion)

PASS Yes: 11 No: 9 Abstain: 0 Ineligible: 5 Total: 25

- *YES: Karen DiBiase, Paul Lawler, Sean McCarthy, Nancy McLean, Angela Dawson, Martin Lipkin, Peter Fletcher, Gilbert Yablon, Ginny Sand, Joyce Fletcher, Houtan Hormozian*
- *NO: Aaron, Quantz, Brian Drapkin, John Sandy Campbell, Don Patterson, Bill Anderson, Lauren Coffman, Heath Kline, Sheppard Kaufman, Andrew McNeal*
- *ABSTAIN:*
- *INELIGIBLE: Ray Cole, Alex Farassati, Dena Weiss, August Steurer, Gina Thornburg*

Substitute Motion: *Heath Kline (1:58:55), Second: John Sandy Campbell (1:59:42)*

Substitute Motion: *To table Item#1 and refer this topic to the Homelessness Committee to give this topic proper consideration, vetting, public input and develop an appropriate CIS, if that is the decision of the committee (1:59:58, 2:08:22 and 2:25:30)*

Roll Call Vote (Re-vote on Substitute Motion)

FAIL Yes: 8 No: 11 Abstain: 1 Ineligible: 5 Total: 25

- *YES: Aaron Quantz, Brian Drapkin, John Sandy Campbell, Don Patterson, Bill Anderson, Lauren Coffman, Heath Kline, Andrew McNeal*
- *NO: Karen DiBiase, Paul Lawler, Sean McCarthy, Nancy McLean, Angela Dawson, Martin Lipkin, Peter Fletcher, Gilbert Yablon, Ginny Sand, Joyce Fletcher, Houtan Hormozian*
- *ABSTAIN: Sheppard Kaufman*
- *INELIGIBLE: Ray Cole, Alex Farassati, Dena Weiss, August Steurer, Gina Thornburg*

Original Motion: *Joyce Fletcher (0:55:34), Second: Marty Lipkin (0:57:03)*

Roll Call Vote (Original Motion)

PASS Yes: 12 No: 7 Abstain: 1 Ineligible: 5 Total: 25

- *YES: Karen DiBiase, Paul Lawler, Sean McCarthy, Nancy McLean, Martin Lipkin, Peter Fletcher, Lauren Coffman, Gilbert Yablon, Ginny Sand, Joyce Fletcher, Houtan Hormozian, Sheppard Kaufman*
- *NO: Aaron, Quantz, Brian Drapkin, John Sandy Campbell, Don Patterson, Bill Anderson, Heath Kline, Andrew McNeal*
- *ABSTAIN: Angela Dawson*
- *INELIGIBLE: Ray Cole, Alex Farassati, Dena Weiss, August Steurer, Gina Thornburg*

Item No. (2) Joyce Fletcher, President **(20-073) SCAG Planning Grant for the Warner Center Area** **Request from the Office of Councilmember Bob Blumenfield**

Discussion and possible action:

Motion for the board to submit a support letter for the City's application for a Southern California Association of Governments (SCAG) Sustainable Communities Program Planning Grant for an Active Transportation Plan for the Warner Center Area.

In September 2020, the City of Los Angeles submitted an application to the State of California's Active Transportation Program (ATP) for a \$500K planning grant to develop an active transportation plan for the Warner Center area. SCAG recently announced a similar funding opportunity, and the City plans to resubmit that application for up to \$500K in funding to SCAG. The planning grant would be used to conduct robust community outreach and engage in technical analysis to develop plans to make it easier and safer for people to walk, bike and take transit to/from various destinations, including the DeSoto and Canoga Orange Line Stations, the Orange Line Path, the LA River Path, large office and residential complexes, shopping centers, Pierce College and others.

A LADOT report (Council File #20-1430) is at https://clkrep.lacity.org/onlinedocs/2020/20-1430_rpt_DOT_10-28-2020.pdf.

Document posted on the Council website with the agenda

Original Motion: Joyce Fletcher, Second: Heath Kline

Substitute Motion: John Sandy Campbell, Second: Aaron Quantz

Substitute Motion: To send Item#2 to Public Safety Committee to properly vet and discuss

Roll Call Vote (Substitute Motion)

FAIL Yes: 2 No: 18 Abstain: 0 Ineligible: 5 Total: 25

- YES: John Sandy Campbell, Andrew McNeal
- NO: Aaron, Quantz, Karen DiBiase, Brian Drapkin, Paul Lawler, Dena McCarthy, Nancy McLean, Angela Dawson, Don Patterson, Bill Anderson, Martin Lipkin, Peter Fletcher, Lauren Coffman, Gilbert Yablon, Heath Kline, Ginny Sand, Joyce Fletcher, Houtan Hormozian, Sheppard Kaufman
- ABSTAIN:
- INELIGIBLE: Ray Cole, Alex Farassati, Dena Weiss, August Steurer, Gina Thornburg

Original Motion: Joyce Fletcher, Second: Heath Kline

Roll Call Vote (Original Motion)

PASS Yes: 10 No: 8 Abstain: 2 Ineligible: 5 Total: 25

- YES: Don Patterson, Martin Lipkin, Peter Fletcher, Lauren Coffman, Gilbert Yablon, Heath Kline, Ginny Sand, Joyce Fletcher, Houtan Hormoaian, Sheppard Kaufman
- NO: Aaron, Quantz, Karen DiBiase, Brian Drapkin, Sean McCarthy, Nancy McLean, Angela Dawson, John Sandy Campbell, Bill Anderson
- ABSTAIN: Paul Lawler, Andrew McNeal
- INELIGIBLE: Ray Cole, Alex Farassati, Dena Weiss, August Steurer, Gina Thornburg

Item No. (3) Treasurer - Paul Lawler

(20-074) Board Ratification of Treasurer payment to the City Clerk

Discussion and possible action:

Motion for the board to ratify that Paul Lawler has provided a check payment of \$22.85 to the City Clerk to reimburse a charge made by mistake on the NC credit card.

Document posted on the Council website with the agenda

Motion: Paul Lawler, Second: Joyce Fletcher

Roll Call Vote

PASS Yes: 18 No: 0 Abstain: 1 Ineligible: 6 Total: 25

- YES: Aaron Quantz, Karen DiBiase, Brian Drapkin, Sean McCarthy, Nancy McLean, Angela Dawson, John Sandy Campbell, Don Patterson, Bill Anderson, Martin Lipkin, Peter Fletcher, Lauren Coffman, Gilbert Yablon, Heath Kline, Ginny Sand, Joyce Fletcher, Houtan Hormozian, Sheppard Kaufman
- NO:
- ABSTAIN: Paul Lawler
- INELIGIBLE: Ray Cole, Alex Farassati, Dena Weiss, August Steurer, Gina Thornburg, Andrew McNeal

Per Bylaws, Article V, Section 1: The Youth Board Member shall be precluded from voting on matters regarding the expenditure of funds, contracts, or recommendations on age restricted issued. However, the Youth member shall be allowed to speak on such matters.

Item No. (4) President, Joyce Fletcher

(20-075) 2021 NC Election Information Worksheet

Discussion and possible action:

Motion to approve the 2021 NC Election Information Worksheet.

Document is posted on the Council website with the agenda

Motion: Joyce Fletcher, Second: Heath Kline

Roll Call Vote

PASS Yes: 18 No: 2 Abstain: 0 Ineligible: 5 Total: 25

- YES: Karen DiBiase, Brian Drapkin, Paul Lawler, Sean McCarthy, Nancy McLean, Angela Dawson, Don Patterson, Bill Anderson, Martin Lipkin, Peter Fletcher, Lauren Coffman, Gilbert Yablon, Heath Kline, Ginny Sand, Joyce Fletcher, Houtan Hormozian, Sheppard Kaufman, Andrew McNeal
- NO: Aaron Quantz, John Sandy Campbell
- ABSTAIN:
- INELIGIBLE: Ray Cole, Alex Farassati, Dena Weiss, August Steurer, Gina Thornburg

Item No. (5) Public Safety Committee, Sheppard Kaufman - Chair **(20-076) Funding Request – West Valley Food Pantry**

Discussion and possible action:

NPC Funding for West Valley Food Pantry

Whereas the financial hardships due to the impacts of the Covid-19 Pandemic have increased the requests for food assistance at the West Valley Food Pantry (WVFP) from approximately 3,500 people a month in February to about 14,000 per month currently –including about 345 “first time” families per month, many from Woodland Hills; and,

Whereas almost all food pantries in California, including the WVFP and LA Regional Food Bank, were recently notified of the elimination of dairy and meat deliveries from the U.S. Department of Agriculture; and,

Whereas food security is an essential part of individual and family health, safety and security and the WVFP is the primary food resource for those in need in Woodland Hills and the West Valley;

Therefore, it is requested that the Woodland Hills-Warner Center NC approve up to \$3,000 for the West Valley Food Pantry to support the purchase of food for holiday meals for those in need.

Documents are posted on the Council website with the agenda

Motion: Sheppard Kaufman, Second: Joyce Fletcher

Roll Call Vote

PASS Yes: 18 No: 1 Abstain: 0 Ineligible: 4 Total: 23

- YES: Aaron Quantz, Karen DiBiase, Brian Drapkin, Paul Lawler, Sean McCarthy, Nancy McLean, John Sandy Campbell, Don Patterson, Bill Anderson, Martin Lipkin, Peter Fletcher, Lauren Coffman, Gilbert Yablon, Heath Kline, Ginny Sand, Joyce Fletcher, Houtan Hormozian, Sheppard Kaufman
- NO: Angela Dawson
- ABSTAIN:
- INELIGIBLE: Dena Weiss, August Steurer, Gina Thornburg, Andrew McNeal

Per Bylaws, Article V, Section 1: The Youth Board Member shall be precluded from voting on matters regarding the expenditure of funds, contracts, or recommendations on age restricted issued. However, the Youth member shall be allowed to speak on such matters.

NOTE: Ray Cole left the meeting at 11:00pm, returning at 11:45pm. Did not vote on Item#4 only.

NOTE: Alex Farassati left the meeting at 11pm. Did not vote on Item#4.

Item No. (6) PLUM Committee – Lauren Coffman, Chair
(20-077) Case No. ZA-2019-5326-CU-SPP-SP In N Out Burger Restaurant
22503-22527 Ventura Blvd, Woodland Hills, CA 91364

Discussion and possible action:

Pursuant to LAMC section 12.24-W17, a request for a conditional use to permit a drive-thru fast food establishment located in the C4 Zone within 500 feet of an R Zone.

Pursuant to LAMC section 12.24-W27, a request for conditional use to allow deviations from LAMC section 12.22-A23 commercial corner development to allow hours of operation Sunday through Thursday from 10:30 AM to 1:00 AM and Friday through Saturday from 10:30 AM to 1:30 AM

A request to allow 14% window transparency deviation on the exterior walls and doors fronting Capistrano Boulevard avenue pursuant to LAMC Section 11.5.7C, Specific Plan compliance with the Ventura Cahuenga Boulevard Corridor Specific Plan pursuant to LAMC Section 16.05,

A request for a change of use to allow a drive-through fast food establishment resulting in more than 1,000 daily trips as determined by the department of transportation.

Motion:

As pertains to Case ZA-2019-5326-CU-SPP-SP, having held seven public meetings (five virtual) for the application filed by Michelle Bennett of In-N-Out Burger, Inc. regarding a development in the Ventura-Cahuenga Boulevard Corridor Specific Plan area of Woodland Hills, the Planning, Land Use and Mobility Committee hereby finds that:

WHEREAS, the Applicant has requested a conditional use to permit a drive-thru fast food establishment located in the C4 Zone within 500 feet of an R Zone. Pursuant to LAMC section 12.24-W27, and

WHEREAS, the applicant is requesting a conditional use to allow deviations from LAMC section 12.22-A23 commercial corner development to (1) allow hours of operation Sunday through Thursday from 10:30 AM to 1:00 AM and Friday through Saturday from 10:30 AM to 1:30 AM, and (2) allow 14% window transparency on the exterior walls and doors fronting Capistrano Boulevard avenue pursuant to LAMC Section 11.5.7C; and

WHEREAS, the applicant is requesting a site plan review for a change of use to drive-through fast food establishment resulting in more than 1,000 daily trips as determined by the department of transportation; and

WHEREAS, the PLUM committee believes that the vehicular ingress/egress and internal circulation reviewed and approved by the Department of Transportation (LADOT) will create internal cross-traffic conflicts without unidirectional flow; and

WHEREAS, the adjacent neighborhood has responded emphatically against the drive-thru due to traffic impacts caused by the drive through exiting, increase in noise coming across the alley due to service operations, extended late night hours and dramatic increase in additional traffic through the neighboring community, and

WHEREAS, though continuously requested by the PLUM committee, with photo examples of other In-N-Out establishments that successfully address these requests, the applicant has not provided any requested upgrades to the blank wall along Capistrano such as a shaded patio or an art installation in lieu of the Ventura -Cahuenga Boulevard Corridor Specific Plan Commercial Corner development requirement of 50% transparency of doors and windows on Ventura Blvd and Capistrano Avenue, and

WHEREAS, the applicant has not provided an 18" landscaping buffer at street level along Ventura Blvd and Capistrano Ave as required by the Ventura –Cahuenga Boulevard Corridor Specific Plan Commercial Corner development requirements, which greatly would improve the pedestrian experience along Ventura Boulevard and Capistrano Avenue, and

WHEREAS, the applicant has made minimal attempts to address the PLUM committee requests for a better designed outdoor dining patio and building site development which would provide an enhanced community interface and dine-in experience, with such elements as a large patio shade element, evening lighting at the patio, design of the blank wall along Capistrano Avenue, better access for pedestrians from Ventura Boulevard, safer access for pedestrians walking from the parking lot and crossing the driveway fast food service lane, and more landscaping at the public / sidewalk interface, and

WHEREAS, the Plum committee would reconsider to support the restaurant if the drive through operation was deleted and the project served all customers from inside the restaurant, which would not require a conditional use,

THEREFORE, IT IS HEREBY RESOLVED that the Planning, Land Use and Mobility Committee, for the findings stated herein, finds that the submitted application submitted by the applicant Michelle Bennett of In-N-Out Burger, Inc, for:

- *The conditional use to permit a drive-thru fast food establishment located in the C4 Zone within 500 feet of an R Zone, and
- *The conditional use to allow deviations from LAMC section 12.22-A23 commercial corner development to allow hours of operation Sunday through Thursday from 10:30 AM to 1:00 AM and Friday through Saturday from 10:30 AM to 1:30 AM, and
- *allow 14% window transparency on the exterior walls and doors fronting Capistrano Boulevard avenue, and,
- *the change of use to drive-through fast food establishment resulting in more than 1,000 daily trips as determined by the department of transportation

The project **will not receive the support** of the Board of the Woodland Hills Warner Center Neighborhood Council for the requested actions. The Planning, Land Use and Mobility Committee recommends that the Board of the Woodland Hills Warner Center Neighborhood Council advise the City of Los Angeles Planning Department and Council District 3 Council member Bob Blumenfield of its findings, and its subsequent supporting recommendation to **not support this application as presented on November 10, 2020.**

Motion: Lauren Coffman, Second: Joyce Fletcher

Roll Call Vote

PASS Yes: 17 No: 2 Abstain: 1 Ineligible: 3 Out of the Room: 1 Total: 24

- YES: Aaron Quantz, Karen DiBiase, Paul Lawler, Ray Cole, Nancy McLean, Angela Dawson, Bill Anderson, Martin Lipkin, Peter Fletcher, Lauren Coffman, Gilbert Yablon, Heath Kline, Ginny Sand, Joyce Fletcher, Houtan Hormozian, Sheppard Kaufman, Andrew McNeal
- NO: John Sandy Campbell, Don Patterson
- ABSTAIN: Sean McCarthy
- INELIGIBLE: Dena Weiss, August Steurer, Gina Thornburg
- OUT OF THE ROOM FOR VOTE: Brian Drapkin

NOTE: Brian Drapkin is out of the room for voting on Item#6. Ray Cole (Alternate) will vote in his place.

Item No. (7) Homelessness Committee – Ray Cole, Chair **(20-078) Board Recommendation – Vital-Documents Envelopes for Unhoused Persons**

Discussion and possible action:

To: Councilman Bob Blumenfield
Re: Vital-Documents Envelopes for Unhoused Persons

WHEREAS, clean-up operations conducted by the City of Los Angeles often remove and discard important identifying documents belonging to unhoused individuals; and

WHEREAS, these documents include driver licenses, birth certificates, Permanent Resident Cards, naturalization certificates, Social Security cards, paycheck stubs, and other vital documents; and

WHEREAS, unhoused individuals typically face extraordinary hurdles and barriers to replace these documents lost during sanctioned City clean-up operations and activities; and

WHEREAS, these hurdles and barriers include a lack of funds or administrative or technical resources and assistance to re-apply for these vital documents, as well as lengthy application processes; and

WHEREAS, unhoused individuals need these vital documents when seeking housing of any type, such that their loss results in a prolongation of their periods of homelessness; and

WHEREAS, the loss of vital documents during clean-up activities has revealed a great need for a way to protect important and valuable documents of the unhoused community from City-mandated and -sponsored sweeps; and

WHEREAS, an effective approach toward protecting these documents is to provide, free of charge to the unhoused person, a durable, City-protected, resealable envelope that is easily identifiable by all City personnel or City-funded personnel working as part of LAHSA Homeless Engagement Teams; Mobile Hygiene Services; Cleaning and Rapid Engagement Teams (CARE and CARE+); and the LAPD's HOPE teams; and

WHEREAS, such an envelope would be transparent and stamped with the City of Los Angeles official seal so that when a clean-up is being conducted, City employees and officials can easily identify it as a Vital-Documents Envelope and handle it with special care, recognizing that it contains important documents; and

WHEREAS, City personnel conducting clean-ups will be notified by their respective departments that the envelopes are legally protected from being seized and discarded during clean-up operations and are to be returned to the owner if they are inadvertently taken during the clean-up; and

WHEREAS, if, due to circumstances beyond the control of the clean-up teams, Vital-Documents Envelopes end up in their possession, a notice will be posted at the clean-up site with contact details as to how an unhoused person may retrieve their Vital-Documents Envelope; these details include the name of a human being to call and email, the address of the physical location where the Vital-Documents Envelope will be kept safe, a phone number, an email address, and a URL containing all of these details; and

WHEREAS, the use of a Vital-Documents Envelope will reduce the risk of losing important documents, which are needed to support unhoused individuals' efforts to leave their dire situations; and

WHEREAS, having clean-up-proof documents will quicken the process of finding housing; and

WHEREAS, durable, sealable and waterproof envelopes will help protect documents from being damaged by weather or other external forces; keeping documents clean and undamaged benefits the office personnel at homeless-services agencies and organizations in the Continuum of Care because office workers will encounter better-organized and cleaner documents rather than soiled, torn, and faded ones; and

WHEREAS, these Vital-Documents Envelopes should be offered to each unhoused person who makes contact with a homeless-services agency or organization or a lead agency operating in the City under the umbrella of the Mayor's Unified Homelessness Response Center (UHRC) and/or the Los Angeles Homeless Services Authority (LAHSA); and

WHEREAS, outreach workers from any homeless-services agency or organization or lead agency should offer these Vital-Documents Envelopes to unhoused individuals with a clear explanation of how these envelopes will protect their documents from being seized and discarded during City clean-up activities; and

WHEREAS, these Vital-Documents Envelopes should be purchased by the City of Los Angeles from its list of approved vendors and provided to every homeless-services agency and organization and lead agency conducting outreach to unhoused people;

THEREFORE BE IT RESOLVED:

The Homelessness Committee of the WHWCNC ADVISES the board of the Woodland Hills–Warner Center Neighborhood Council to SUPPORT City implementation of this proposal for Vital-Documents Envelopes and to URGE Councilmember Bob Blumenfield and his colleagues on the Los Angeles City Council to immediately and urgently devise a cost-sharing arrangement with the County of Los Angeles to realize the purchase, allocation, and distribution of Vital-Documents Envelopes to all homeless-services agencies and organizations operating under the umbrella of the UHRC and/or LAHSA for the purpose of distribution to each unhoused Angeleno who comes into contact with these agencies and organizations.

Motion: Ray Cole, Second: Sheppard Kaufman

Roll Call Vote

PASS Yes: 17 No: 2 Abstain: 0 Ineligible: 2 Out of the Room: 1 Total: 22

- YES: Aaron Quantz, Karen DiBiase, Paul Lawler, Ray Cole, John Sandy Campbell, Bill Anderson, Martin Lipkin, Dena Weiss, Peter Fletcher, Lauren Coffman, Gilbert Yablon, Heath Kline, Ginny Sand, Joyce Fletcher, Houtan Hormozian, Sheppard Kaufman, Andrew McNeal

- *NO: Nancy McLean, Angela Dawson*
- *ABSTAIN:*
- *INELIGIBLE: August Steurer, Gina Thornburg*
- *OUT OF THE ROOM FOR VOTE: Brian Drapkin*

NOTE: Brian Drapkin is out of the room for voting on Item#7. Ray Cole (Alternate) will vote in his place.

NOTE: Sean McCarthy left the meeting at 12:15pm. Dena Weiss (Alternate) will vote in his place.

NOTE: Don Patterson left the meeting at 12:15pm. Did not vote on Item#7.

Item No. (8) PLUM Committee – Lauren Coffman, Chair – Martin Lipkin
(20-079) Case No. ZA-2020-4646-CUB – New Development – The Variel Senior Housing Facility
26233-6279 Variel Avenue, Woodland Hills, CA 91367

Discussion and possible action:

Motion pertaining to The Variel(Senior Housing Facility) in the College Zone of Warner Center, at 6233-6279 Variel Avenue, Woodland Hills, CA 91364

As pertaining to Case **ZA-2020-4646-CUB**, having held one virtual public PLUM meeting (accessible on Zoom) for issuance of a Conditional Use Permit (CUB) allowing for a full line of alcohol on-site consumption in a 413,111-square foot, 8-story Senior Housing Facility with 336 resident and guest units and providing approximately 570 indoor seats and 86 outdoor seats in areas where alcohol will be primarily served. The proposed hours of alcohol service and sales will be from 7 AM to 12 AM, 7 days a week, and will allow alcohol sales and consumption with food availability to residents and their guests during service hours, but alcohol will not be available to the general public.

The applicant attests that the following is true:

WHEREAS, The facility access is limited to residents, their guests and staff, and all alcohol sales and consumption will occur on-site, fully within the project and associated outdoor terraces, and will be offered with food service in designated areas within the facility; and,

WHEREAS, the establishment has not been the subject of nuisance abatement; and,

WHEREAS, the applicant has agreed that at all times, food service will be offered with alcohol service and will amend his filed applications with the City of LA and State ABC to conform with that agreed-to change; and,

WHEREAS, the establishment will have a total of 656 available indoor and outdoor seats in areas for serving and consumption of alcohol with food availability, and the facility is not available to the general public unless as a guest of a resident or staff; and,

WHEREAS, the daily hours of operation for alcohol service and sales are limited to the hours between **7 AM to 12 AM daily**, other than for routine clean-up and maintenance; and,

WHEREAS, all alcoholic beverages will be served by employees who are at least 18 years of age and who have taken and passed the required State alcohol beverage training; and,

WHEREAS the property does not abut an A or R zone nor and A or R zone across the alley; and,

WHEREAS, the listed conditions follow the proposed requirements for the Restaurant Beverage Program;

THEREFORE, IT IS HEREBY RESOLVED that the Planning, Land Use and Mobility Committee, for the statements and conditions stated herein, recommends that this PLUM Motion regarding the Conditional Use Beverage Permit application and plans submitted on behalf of “The Variel” Senior Housing Facility receive the SUPPORT of the Board of the Woodland Hills-Warner Center Neighborhood Council for the requested actions contingent upon the following conditions:

CONDITIONS FOR ZA-2020-4646-CUB
“The Variel” Senior Living Facility
6233 Variel Ave., Woodland Hills, CA 91367
(19 CONDITIONS)

- 1)** There will be no Adult Entertainment pursuant to LAMC Section 12.70.
- 2)** The facility does not organize or participate in events where participants or customers pre-purchase tickets or tokens to be exchanged for alcoholic beverages.
- 3)** The facility does not sell distilled spirits by the bottle, or wine or champagne bottles that exceed 750 milliliters.
- 4)** No employee, while working, is allowed to solicit or accept any alcoholic or non-alcoholic beverage from any customer while on the premises.
- 5)** Entertainment in conjunction with the areas where alcohol is being served is limited to indoor ambient music to complement the dining experience, and is limited to a low volume that is not audible outside of the facility.
- 6)** Any music, sound or noise under control of the facility will not violate Sections 112.06 or 116.01 of the Los Angeles Municipal Code (citywide noise regulations).
- 7)** All portions of the facility are subject to all the provisions and hours of operation stated herein.
- 8)** Any complaints shall be responded to within 24 hours by the management of the facility. They shall maintain a log of all calls and emails, detailing the date the complaint was received, the nature of the complaint, and the manner in which the complaint was resolved. This log shall be made available to the Department of City Planning upon request. Within the facility, the interiors shall be adequately illuminated so as to make discernible all objects and persons, or have a minimum average surface illumination of 2.0 foot-candles (21.5 lx).
- 9)** The facility shall be responsible for maintaining the premises and adjoining rights-of-way free of debris and litter.
- 10)** The facility shall be responsible for monitoring resident, guest and staffs conduct on the premises and within the parking areas under its control to prevent behavior that adversely affects or detracts from the quality of life for adjoining residents, property owners, and businesses.
- 11)** The facility shall take all reasonable steps to ensure the conditions and activities on the premises and parking areas under its control do not adversely affect or detract from the quality of life for adjoining properties, property owners, and businesses.
- 12)** Within 24 hours of its occurrence, all graffiti on the property under the facility's control shall be removed or painted over to match the original color and surface.
- 13)** All trash and recycling bins under control of the facility shall be kept closed and locked at all times when they are not in use, and shall be maintained such that they do not overflow.
- 14)** The facility shall comply with California Labor Code 6404.5 which prohibits the smoking of tobacco or any non-tobacco substance, including from electronic smoking devices or hookah pipes, within any enclosed place of employment
- 15)** A minimum of one on-duty manager with authority over the activities within each alcohol service area shall be on the premises at all times that area is open. The on-duty manager's responsibilities shall include the monitoring of the premises to ensure compliance with all applicable State laws, Municipal Code requirements and the conditions imposed by the Department of Alcoholic Beverage Control (ABC). The facility shall be responsible for discouraging illegal and criminal activity on the subject premises and any exterior area under its control.
- 16)** Within the first six months of operation with an alcohol license, all employees involved with the sale of alcohol shall enroll in the Los Angeles Police Department "Standardized Training for Alcohol Retailers" (STAR) or Department of Alcoholic Beverage Control "Licensee Education on Alcohol and Drugs" (LEAD) training program or the Responsible Beverage Service (RBS) Training Program. Upon completion of such training, the restaurant shall request the Police Department or Department of Alcoholic Beverage Control to issue a letter identifying which employees completed the training. Said letter shall be maintained on the premises and shall be made available to the City upon request. STAR or LEAD or RBS training shall be conducted for all new hires within three months of their employment.
- 17)** The City shall have the authority to conduct inspections to verify compliance with any and all of these requirements.

18) A copy of the approval requirements from City Planning shall be retained on the premises at all times and produced upon request by the Police Department, the Department of Building and Safety, the Department of City Planning, or the California Department of Alcoholic Beverage Control.

19) Prior to the Conditional Use Permit final approval, the owner and operator shall execute and record a covenant and agreement satisfactory to the Director of Planning, acknowledging that they shall agree to comply with each of the provisions set forth in the determination letter. A certified copy bearing the Recorder's number and date shall be provided to the Department of City Planning. The agreement shall run with the land and shall be binding on any subsequent owners, heirs or assigns. The agreement with the requirements attached must be submitted to the Department of City Planning for approval before being recorded.

FURTHERMORE, The Planning, Land Use and Mobility Committee recommends that the Board of the Woodland Hills-Warner Center Neighborhood Council advise the City of Los Angeles Planning Department and Council District 3 Councilmember Bob Blumenfield of its findings, and its subsequent supporting recommendation to approve this application as presented on November 10, 2020

Motion: Lauren Coffman, Second: Peter Fletcher

Roll Call Vote

PASS Yes: 12 No: 1 Abstain: 0 Ineligible: 3 Recused: 1 Out of Room: 1 Total: 18

- YES: Aaron Quantz, Ray Cole, Bill Anderson, Martin Lipkin, Dena Weiss, Peter Fletcher, Lauren Coffman, Gilbert Yablon, Heath Kline, Ginny Sand, Joyce Fletcher, Sheppard Kaufman
- NO: Angela Dawson
- ABSTAIN:
- INELIGIBLE: August Steurer, Gina Thornburg, Andrew McNeal
- OUT OF THE ROOM: Brian Drapkin
- RECUSED: Karen DiBiase

NOTE: Karen DiBiase, Asst Secretary, is recused on Item#8 due to husband has a business relation with the applicant.

NOTE: Minutes for Item#8 taken by Joyce Fletcher

NOTE: Paul Lawler, Nancy McLean, John Sandy Campbell and Houtan Hormozian left the meeting at 12:20pm. Did not vote on Item#8.

Item No. (9) Education Committee – Bill Anderson, Chair **(20-080) NPC Funding Request – Pierce College Brahma Food Pantry**

Discussion and possible action:

Neighborhood Purposes Grant Request for the Foundation for Pierce College earmarked for the sole purpose of supporting the Brahma Pantry

MOTION: Over the past year the Education Committee has explored ways to support the work of the Brahma Pantry, a food pantry on the campus of Los Angeles Pierce College. The Brahma Pantry serves students by helping them meet their basic needs, but the pandemic-related campus closure has made it difficult to help alleviate food insecurity among the student population. Meeting food costs was difficult for many students before the pandemic and has become increasingly difficult because of employment loss and the looming threat of evictions. The committee's fact-finding activities include several conversations between committee members and the pantry manager, as well as a visit to the pantry; a tour of the pantry last fall by three committee members; research on the plight of California community college students by the committee; and a Q&A with the pantry manager, D'arcy Corwin, at the August 2020 Education Committee meeting. Therefore, the Education Committee finds that:

WHEREAS a recent research article in Ed Source (<https://edsources.org/2020/community-colleges-struggle-with-students-food-needs-as-pandemic-increases-demand/634155>) reports that 26 of 46 California community-college campuses responding to an EdSource survey continue to distribute food to needy students despite campus closures, while 21 reported an increase of applications for food and/or an increase in the amount of food being requested; and

WHEREAS rolled-over funds in the Brahma Pantry account are not being replenished by the state after Governor Newsom removed \$11.4 million for food pantries from the California Community Colleges 2020–21 budget (<https://www.google.com/search?q=California+Community+Colleges+may+revision+budget&oq=California+Community+Colleges+may+revision+budget&aqs=chrome..69i57j33.12646j0j7&sourceid=chrome&ie=UTF-8#>); and

WHEREAS LA Pierce College is the sole community college in the Woodland Hills–Warner Center Neighborhood Council district; and,

WHEREAS members of the WHWCNC Education Committee have conducted due diligence in understanding the need for monetary donations to support the hunger-alleviation work of the Brahma Pantry; and

WHEREAS the Foundation for Pierce College is the fiscal agent responsible for receiving and paying out donations to the on-campus Brahma Pantry;

THEREFORE, BE IT RESOLVED that the WHWCNC Education Committee recommends that the board of the Woodland Hills–Warner Center Neighborhood Council APPROVE the following Neighborhood Purposes Grant:

According to the Office of the City Clerk Neighborhood Council Funding Program, issue a Neighborhood Purposes Grant in the amount of \$2,500 to the Foundation for Pierce College, earmarked solely for the purpose of supporting the Brahma Pantry’s hunger-relief activities, including grocery-store gift cards for students during the pandemic and/or the purchase of food items for the physical pantry once the campus is reopened.

Documents are posted on the Council website with the agenda

Motion: Bill Anderson, Second: Aaron Quantz

Roll Call Vote

PASS Yes: 14 No: 1 Abstain: 0 Ineligible: 3 Total: 18

- YES: Aaron Quantz, Karen DiBiase, Brian Drapkin, Ray Cole, Bill Anderson, Martin Lipkin, Dena Weiss, Peter Fletcher, Lauren Coffman, Gilbert Yablon, Heath Kline, Ginny Sand, Joyce Fletcher, Sheppard Kaufman
- NO: Angela Dawson
- ABSTAIN:
- INELIGIBLE: August Steurer, Gina Thornburg, Andrew McNeal

Per Bylaws, Article V, Section 1: The Youth Board Member shall be precluded from voting on matters regarding the expenditure of funds, contracts, or recommendations on age restricted issued. However, the Youth member shall be allowed to speak on such matters.

Item No. (10) PLUM Committee – Lauren Coffman, Chair
(20-081) Case No. ZA-2020-5945-TLT / ENV-2020-5949-CE Approval for a Drive In Movie Screen
5490, 5500, 5600 N. Canoga Drive, Woodland Hills, CA 91367

Description:

Motion for the board to approve a Long Term Temporary outdoor entertainment space or Pop-Up Cinema

Motion:

As pertaining to case ZA-2020-5945-TLT and ENV-2020-5949-CE, having held one public PLUM meetings for the application filed by the applicant James Samson of Kilburn Live, concerning the new construction of a Long Term Temporary Entertainment Venue, a Pop-Up Cinema located at 5490, 5500 and 5600 N. Canoga Avenue, Woodland Hills, 91367, the Planning, Land Use and Mobility committee hereby finds that:

WHEREAS, the project, is a long term temporary entertainment venue with a maximum duration of one year; And

WHEREAS, the proposed location is currently vacant and, as per the project design layout, appears to function for the proposed use; And

WHEREAS, there will be no audible sound from the cinema showing; And

WHEREAS, there will be no light bleeding from the screen into the neighborhood; And

WHEREAS, there will be no alcoholic beverages sold or allowed on site; And WHEREAS, there will be staff dedicated to the directing of the attendees in their cars; And

WHEREAS, there will be a sign posted onsite, easily visible to the community, with event information and 24 hour Contact Information for the community to report concerns; And

WHEREAS, the applicant has agreed to consider community sensibilities in the selection of the content of the material they select to screen at the site.

THEREFORE, IT IS HEREBY RESOLVED, that the Planning, Land Use and Mobility committee, for the findings stated herein, finds that the submitted application submitted by the applicant James Samson of Kilburn Media for the temporary use for the construction, use and maintenance of a cinema pop-up **receive the support** of the Board of the Woodland Hills Warner Center Neighborhood Council for the requested action.

The Planning, Land Use and Mobility Committee recommends that the Board of the Woodland Hills Warner Center Neighborhood Council advise the City of Los Angeles Planning Department and Council District 3 Council member Bob Blumenfield of its findings, and its subsequent supporting recommendation to **support** this application as presented on November 10, 2020

Motion: Lauren Coffman, Second: Martin Lipkin

Roll Call Vote

PASS Yes: 16 No: 0 Abstain: 0 Ineligible: 2 Total: 18

- YES: Aaron Quantz, Karen DiBiase, Brian Drapkin, Ray Cole, Angela Dawson, Bill Anderson, Martin Lipkin, Dena Weiss, Peter Fletcher, Lauren Coffman, Gilbert Yablon, Heath Kline, Ginny Sand, Joyce Fletcher, Sheppard Kaufman, Andrew McNeal
- NO:
- ABSTAIN:
- INELIGIBLE: August Steurer, Gina Thornburg

Item No. (11) Education Committee – Bill Anderson, Chair (20-082) NPG Funding Request – West Valley Occupational Center

Discussion and possible action:

Neighborhood Purposes Grant for Hi-SET Exams for Students of the West Valley Occupational Center

WHEREAS, the West Valley Occupational Center (WVOC) in Woodland Hills is part of the Los Angeles Unified School District's Division of Adult and Career Education, preparing students for academic advancement and an array of careers, and

WHEREAS, the HiSET exam is a critical milestone for WVOC students to graduate from their respective High School Diploma or High School Equivalency programs, and

WHEREAS, WVOC students in career tracks must also have a high school diploma or its equivalent to qualify for future employment, and

WHEREAS, the HiSET exam costs \$185 per student, and

WHEREAS, the LAUSD does not have the funding to cover the cost of the exam, leaving this cost to the students, and

WHEREAS, not all WVOC students can afford the cost of the exam, and

WHEREAS, approximately 200 WVOC students take the HiSET exam annually, and

WHEREAS, the community of Woodland Hills benefits when its stakeholders are better prepared academically and technically for future careers,

THEREFORE, BE IT RESOLVED that the WHWCNC Education Committee recommends that the board of the Woodland Hills–Warner Center Neighborhood Council APPROVE the following Neighborhood Purposes Grant:

According to the Office of the City Clerk Neighborhood Council Funding Program, issue a Neighborhood Purposes Grant in the amount of \$925.00 to the West Valley Occupational Center for the purpose of defraying the cost of more than five or paying for the total cost of five HiSET exams for enrolled WVOC students in the 2020–2021 academic school year. The number of students to benefit from this grant shall be determined at the discretion of the administration of the WVOC.

[Document posted on the Council website with the agenda](#)

Motion: Bill Anderson, Second: Aaron Quantz

Roll Call Vote

PASS Yes: 15 No: 0 Abstain: 0 Ineligible: 3 Total: 18

- YES: Aaron Quantz, Karen DiBiase, Brian Drapkin, Ray Cole, Angela Dawson, Bill Anderson, Martin Lipkin, Dena Weiss, Peter Fletcher, Lauren Coffman, Gilbert Yablon, Heath Kline, Ginny Sand, Joyce Fletcher, Sheppard Kaufman
- NO:
- ABSTAIN:
- INELIGIBLE: August Steurer, Gina Thornburg, Andrew McNeal

Per Bylaws, Article V, Section 1: The Youth Board Member shall be precluded from voting on matters regarding the expenditure of funds, contracts, or recommendations on age restricted issued. However, the Youth member shall be allowed to speak on such matters.

Item No. (12) PLUM Committee – Lauren Coffman, Chair **(20-083) Case No. ZA-2020-1639 Rib Ranch Barbecue Restaurant** **54923 Topanga Canyon Blvd., Woodland Hills, CA 91364**

Discussion and Possible action: WITHDRAWN & TABLED TO DECEMBER 9, 2020 MEETING

As pertaining to Case ZA-2020-1639, having held four public PLUM teleconference meetings for the application to renew the Conditional Use Permit to serve beer and wine on-site, request 2 variances regarding parking issues, change of use of a portion of the interior space from retail to restaurant use, and expand the building at the rear by approximately 5.5 feet to enlarge the prep. area and add a new storage and refrigeration room in an existing bone fide restaurant located at 4923 Topanga Canyon Boulevard. Woodland Hills, the Planning, Land Use and Mobility Committee hereby finds that:

WHEREAS, the restaurant has been serving beer and wine for on-site consumption in accordance with approved CUBs for at least 10 years, with no reported related negative incidents; and,

WHEREAS, the applicant has agreed to continue to comply with the conditions stated in the current CUB ZA-2014-2731-CUB, with additional operating hours to include breakfast daily from 8:00 am. to 11:30 am., which can result in some additional traffic and street parking during those times; and,

WHEREAS, the applicant is requesting to reclassify the rear dining room portion of the building from a long existing retail designation to restaurant designation to be consistent with current use. This maintains not only the needed balance between interior restaurant floor area and the floor area of the exterior patio, but also triggers the requirement to provide more on-site parking spaces than are currently available. The restaurant is unlikely to survive without the use designation change; and,

WHEREAS, the applicant is proposing to extend the rear of the building by approximately 5.5 feet adding 251.7 sq ft new area to the existing unapproved 180 sqft. to accommodate an enlarged prep. area and a new storage and refrigeration room. An on-site review revealed the need for the additional space for more efficient and safer operation of the restaurant, and that there will be no impact to the parking area; and,

WHEREAS, at the conclusion of the changes to the building and space reclassification, the seating capacity of the interior rear dining area and the remaining patio will be unchanged. However 4 dining spaces will be removed from the interior front dining area which will be converted to a reception area, and the small front patio will be converted to a waiting area with limited seats and no dining; and,

WHEREAS, the applicant plans to make adjustments to the facility for ADA compliance and to add one handicapped parking space for ADA compliance, leaving an additional 2 tandem spaces plus 4 bicycle spaces (equal to 1 auto space); and,

WHEREAS, the applicant, unable to find suitable alternatives to long existing insufficient on-site parking spaces and alternatives to vehicles backing from the parking lot on to a public street, is requesting variances for those items; and,

WHEREAS, the applicant has agreed to continue conducting all barbeque cooking activities inside the facility and to add a scrubber to the exhaust to minimize the amount of contaminants exiting to the outside; and,

WHEREAS, applicant surveys of surrounding neighbors confirmed, by signed letters, support for the planned changes to the facility and restaurant operation.

THEREFORE, IT IS HEREBY RESOLVED, that for the findings and conditions stated herein:

The PLUM Committee **supports** renewal of the existing CUB for serving beer and wine on-site with increase in hours of operation for breakfast; and,

The PLUM Committee **supports** changing the former retail designated portion of the building to restaurant use, including variances for insufficient on-site parking spaces and vehicles backing onto a public street; and,

The PLUM Committee **does not support** enlarging the unapproved 180 sq ft. prep. area, adding a storage and refrigeration room, for a total of 431.7 sq ft. additional space for restaurant use.

Conditions:

- 1) All plans presented on November 10, 2020 at the Board Meeting of the Woodland Hills –Warner Center Neighborhood Council (WHWCNC) shall be dated as such and re-submitted to Planning as an (updated) project application submittal.
- 2) The applicant will not submit any significant, further plans without first presenting them to the WHWCNC for support.
- 3) Any further modifications to the site plan, elevation(s) and architecture will be presented to the WHWCNC for support before submitting them to City Planning.

FURTHERMORE, The Planning, Land Use and Mobility Committee recommends that the Board of the Woodland Hills-Warner Center Neighborhood Council advise the City of Los Angeles Planning Department and Council District 3 Councilmember Bob Blumenfield of its findings, and its subsequent recommendation to receive only partial support for this application as presented on November 10, 2020.

NOTE: Per Joyce Fletcher, Item#12 to be continued on next WHWCNC Board Meeting.

Item No. (13) PLUM Committee – Lauren Coffman, Chair
(20-084) Case No. ZA-2017-84 New home construction
4798 N. Abargo, Woodland Hills, CA 91364

Discussion and Possible action: [WITHDRAWN & TABLED TO DECEMBER 9, 2020 MEETING](#)

MOTION:

As pertaining to **ZA-2017-841 4798** N. Abargo Street Woodland Hills, CA 91364, having held Five (5) public meetings for the application filed by the property applicant Carol Chan, concerning the new construction, use & maintenance of a proposed one family dwelling, 1,300 SF, with one covered parking space

Whereas, the property is a substandard lot of only 2,500 SF in the Girard Tract and fronts on the unvacated part of Abargo Street; and

Whereas, the project applicant is requesting a Zoning Administrator's Determination for:

- 1) The construction of a SFR to abut an existing roadway of less than 20 feet;
- 2) The construction of a SFR on a roadway of less than 20 feet which will not be improved by the applicant;
- 3) Relief from the BHO requirement of a minimum 5' front yard setback in exchange for a zero front yard setback and
- 4) Approval of compliance with the Girard Tract Specific Plan even though not complying with the parking requirement; and

Whereas, the 1,300 SF single family residence proposed is requesting the following **Variiances**:

- 5) Relief from the BHO requirement of 24 ft in height within the first 20 feet measured from the centerline of the roadway, and instead allow a height of 45 feet, which in this case, would be measured from the non-vacated portion of Abargo;
- 6) Relief from the BHO limitation of the envelope Height of 33 feet and stepped back massing shape determined by the Projecting Plane, and Relief from the BHO limitation of an overall building height of 33 feet measured from the lowest finished or natural grade;
- 7) Relief from the Girard Tract Specific Plan requirement of a minimum of two covered on-site parking spaces in exchange for one onsite covered parking space and one tandem driveway space; and

Whereas, the ONLY pedestrian access from the garage to the entry deck is via the main entry stair located in the city owned non-vacated portion of Arable Street and whose construction will require a revocable permit from Public Works, and

Whereas, the proposed structure is located on the rear portion of the property and the second story does not step back from the first story and therefore overlooks the east neighbor's back yard,

Therefore the PLUM committee, with respect to the **Zoning Administrator's Determination** items, **supports in part** the applicants request for relief for items 1, 2, and 4, and **denies in part** the applicant's request of item 3 which is relief from a minimum 5' front yard setback in exchange for a zero front yard setback.

And, the PLUM committee, with respect to the **Variance** items, **supports in part** the applicants request for relief for item 7, one covered on-site parking space, and **denies in part** the applicant's request of relief for items 5 and 6, which address the limitation of building height in a hillside area.

Conditions:

- 1) The PLUM committee strongly encourages the applicant to have the Abargo Street vacated or the main front entry stair redesigned to not be located in the non-vacated area of Abargo Street. The PLUM committee does not support the requirement of a revocable permit for the main entry into the residence.

- 2) All plans presented on at the Board Meeting of the Woodland Hills –Warner Center Neighborhood Council (WHWCNC) on October 15, 2020 shall be dated as such and resubmitted to Planning as an (updated) project application submittal.
- 3) Additionally, all conditions herein shall be printed on the Project Summary page as a commitment to and acceptance of these conditions.
- 4) The applicant and owner will not submit any significant further updated plans or changes without first presenting them to the WHWCNC for support.
- 5) The Applicant shall provide traffic control and flaggers and post signs whenever there are materials deliveries or when hauling dirt, pouring concrete or conducting work that will disrupt traffic flow for more than 5 minutes. All equipment remaining on-site shall be stored in the onsite parking area.
- 6) The applicant will submit a drainage plan for the site detailing how they are going to collect roof drainage on the property and specify if they have LID planters

Therefore, it is hereby resolved that the Planning, Land Use and Mobility Committee for the findings stated herein, recommends that the Board of the Woodland Hills -Warner Center Neighborhood Council advise the Los Angeles Department of City Planning and Council District 3 Councilmember Bob Blumenfield that the project has **received support in part and denial in part** on the above specified items from the Board of the Woodland Hills -Warner Center Neighborhood Council for the requested action at the Full Board meeting on November 10, 2020. Applicant Carol Chan commented on the motion. Public Comment was received from 1 stakeholder who opposed the project.

NOTE: Per Joyce Fletcher, Item#13 to be continued on next WHWCNC Board Meeting.

3. Area Reports - None

At-Large – Sheppard Kaufman, Gina Thornburg
 Area 1 - Aaron Quantz, Karen DiBiase, Komalpreet Kaur Batth, Tamara Johnson
 Area 2 – Brian Drapkin, Paul Lawler, Sean McCarthy, Ray Cole
 Area 3 – Nancy McLean, Angela Dawson, John Sandy Campbell, Alex Farassati
 Area 4 – Don Patterson, Bill Anderson, Martin Lipkin, Dena Weiss
 Area 5 – Peter Fletcher
 Area 6 – Gilbert Yablon, Heath Kline, Lauren Coffman, August Steurer
 Area 7 – Ginny Sand, Joyce Fletcher, Houton Hormozian, Tim Root
 Youth Member – Andrew McNeal

4. Committee Reports - None

Budget Committee – Paul Lawler and Joyce Fletcher, Co-Chairs
 Community Outreach Committee – Peter Fletcher, Chair
 Community Services Committee – Joyce Fletcher, Chair
 Education Committee – Bill Anderson, Chair
 Environmental Committee – Karen DiBiase, Chair
 Governance Committee – Don Patterson, Chair
 Homelessness Committee – Ray Cole, Chair
 PLUM Committee – Lauren Coffman, Chair
 Public Safety and Transportation Committee – Sheppard Kaufman, Chair
 WHIP Committee – Heath Kline, Chair
 Ad-hoc - Westfield Promenade 2035 Project – Joyce Fletcher
 Ad Hoc Committee – Measure A. Parks Program - Peter Fletcher
 Ad Hoc Committee – Arts Fees and Cultural Amenities - Lauren Coffman

Announcements: The next Regular Board meeting will be held on December 9, 2020 by teleconference. Please visit the website calendar page at whcouncil.org for the date and time. The Woodland Hills-Warner Center

Neighborhood Council may hold a teleconference Special Meeting if needed. Please visit the website calendar page to see if there is a Special Meeting posted.

Meeting dates for or the upcoming 2020 -2021 year; the proposed Board meeting are usually held the second Wednesday of every month at 6:30pm.

Due to COVID 19 ALL in person meetings have been moved to virtual teleconference.

HOWEVER, please check the www.whcouncil.org website calendar page for any changes that may occur.

Adjournment of meeting: 1:14 am

Minutes submitted by Karen DiBiase, Asst Secretary

Minutes submitted by Joyce Fletcher, President, for Item#8 only

***THE AMERICAN WITH DISABILITIES ACT** - As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting Joyce Fletcher, at (818-340-6554 or email j.fletcher@whcouncil.org or the Department of Neighborhood Empowerment at (213) 978-1551 EmpowerLa@LACity.org

***PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website:

www.whcouncil.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Joyce Fletcher at (818) 340-6554 or email j.fletcher@whcouncil.org

***PUBLIC POSTING OF AGENDAS** – agendas are posted for public review as follows:

- www.whcouncil.org – go to the website Calendar page and click on the date – Board meetings are held on the second Wednesday of each month. Check the calendar for any change of meeting date.

- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

***RECONSIDERATION AND GRIEVANCE PROCESS** - For information on the WHWCNC process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the WHWCNC Bylaws. The Bylaws are available at our website at www.whcouncil.org