



## AGENDA – WHWCNC FULL BOARD MEETING

Wednesday, August 12, 2020 - 6:30 p.m. to 10:00 pm

## 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

**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 the Department of Neighborhood Empowerment by email: [NCSupport@lacity.org](mailto:NCSupport@lacity.org) or phone: (213) 978-1551.

**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 on our website at : [www.whcouncil.org](http://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) 639-9444 or email: [j.fletcher@whcouncil.org](mailto:j.fletcher@whcouncil.org)

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested 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. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to two minutes per speaker, unless adjusted by the presiding officer of the Board.

**SERVICIOS DE TRADUCCIÓN** - Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Joyce Fletcher de la Mesa Directiva, al [j.fletcher@whcouncil.org](mailto:j.fletcher@whcouncil.org) o por correo electrónico avisar al Concejo Vecinal.

**Notice to Paid Representatives** - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

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- [www.whcouncil.org](http://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  
Pledge of Allegiance  
Roll Call

### Public Announcements:

Office of Councilmember Bob Blumenfield – if available  
Office of other Local and State Officials – if available  
Other Public Announcements

**Public Comment Period (on items not on the agenda): (2) minutes per speaker**

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## 1. Organization, Operation, Policies, & Procedures:

**Approval of Minutes: Board Meeting, July 8, 2020**

See attached support document

ROLL CALL VOTE

### Officer Reports:

**President** - Joyce Fletcher

**Vice President** – Sheppard Kaufman

WHWCNC Election will be held on Tuesday, May 11, 2021 using mail in ballots only.

**Treasurer** – Paul Lawler

A Budget Meeting will be held to reallocate the 2020-2021 WHWCNC Budget

**Secretary** – Komalpreet Kaur Batth

**Parliamentarian** – Don Patterson

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## 2. Items for Board discussion and possible action:

### Item No. (1) Treasurer - Paul Lawler

#### (20-040) Monthly Expense Report (MER) – June 2020

Discussion and possible action:

Motion to approve the WHWCNC Budget/Fiscal Year 2019-2020 Monthly Expense Reconciliation [MER] for June 2020.

See support document for June 2020 MER

ROLL CALL VOTE

### Item No. (2) Treasurer - Paul Lawler

#### (20-041) Rollover funds - \$10,000.00

Discussion and possible action:

Motion to approve the addition of \$10,000.00 in rollover funds to the 2020-2021 WHWCNC Budget, General Outreach.

ROLL CALL VOTE

**Item No. (3) Community Outreach Committee - Peter Fletcher, Chair**  
**(20-042) Funding for Logo Branded Tent**

Discussion and possible action:

Motion for the board to approve up to \$1,000 for a WHWCNC logo branded tent to be used at outreach events.

ROLL CALL VOTE

**Item No. (4) Community Outreach Committee - Peter Fletcher, Chair**  
**(20-043) Funding for Logo Branded Items**

Discussion and possible action:

Motion for the board to approve up to \$500 for WHWCNC logo Keychain/Flashlights to be used in WHWCNC Outreach events.

ROLL CALL VOTE

**Item No. (5) Community Outreach Committee - Peter Fletcher, Chair**  
**(20-044) Funding for Door Hangers**

Discussion and possible action:

Motion for the board to approve up to \$300 for WHWCNC Door Hangers to be used by the PLUM Committee to notify stakeholders of development project agenda items in their area.

ROLL CALL VOTE

**Item No. (6) Community Outreach Committee - Peter Fletcher, Chair**  
**(20-045) Funding for Webmaster**

Discussion and possible action:

Motion for the board to approve \$1,200 for a webmaster to update the website monthly or as needed.

ROLL CALL VOTE

**Item No. (7) Governance Committee - Don Patterson, Chair**  
**(20-046 ) Bylaws Article V, Section 6**

Discussion and possible action:

Motion to support removal of Pat Patton in accordance with Woodland Hills Warner Center Neighborhood Council Bylaws Article V, Section 6.

Pat Patton has missed more than three consecutive meetings. If approved by a majority of the Board, Pat Patton will be served notice of intent to remove at the September Board meeting. The vote to remove will require two-thirds vote of the Board.

ROLL CALL VOTE

**Item No. (8) Governance Committee - Don Patterson, Chair**  
**(20-047) Bylaws Article V, Section 6**

Discussion and possible action:

Motion to support removal of Jason Green in accordance with Woodland Hills Warner Center Neighborhood Council Bylaws Article V, Section 6.

Jason Green has missed more than three consecutive meetings. If approved by a majority of the Board, Jason Green will be served notice of intent to remove at the September Board meeting. The vote to remove will require two-thirds vote of the Board.

**ROLL CALL VOTE**

**Item No. (9) Safety and Transportation Committee - Sheppard Kaufman, Chair**  
**(20-048) NC Sponsorship of Slow Streets Program near Calvert Elementary School**

Discussion and possible action:

**WHWCNC Sponsorship of Slow Streets Program near Calvert Elementary School**

Whereas the Mayor's Office and LADOT have created the temporary Slow Streets program to allow residents more, and safer, access to their streets by reducing cut-through traffic and street speeds; and

Whereas residents of the street segments below, bordering Calvert St. Elementary School, have requested that the WHWC NC serve as the sponsoring organization while neighborhood volunteers will provide the day-to-day street monitoring; therefore,

The WHWC NC Public Safety & Transportation Committee recommends that the Board of the Woodland Hills-Warner Center Neighborhood Council approve the sponsorship request and authorize a member of the WHWC NC Public Safety Committee to submit the application along with the stakeholder group.

Slow Streets Submission - LADOT Mapping - Central Intersection:

DELANO ST at OAKDALE AVE

Street Segments:

DELANO ST: JUMILLA AV to OAKDALE AV - 91367

DELANO ST: OAKDALE AV to LUBAO AV - 91367

JUMILLA AV: TOPHAM ST to DELANO ST - 91367

JUMILLA AV: DELANO ST to CALVERT ST - 91367

LUBAO AV: TOPHAM ST to DELANO ST - 91367

OAKDALE AV: TOPHAM ST to DELANO ST - 91367

Number of Intersections Impacted: 7

Council District: 3

Neighborhood Council District: WOODLAND HILLS-WARNER CENTER NC

Total Street Mileage: 0.72 Miles

Additional Information:

Application Link: <https://ladot.lacity.org/coronavirus/apply-slow-street-your-neighborhood>

Mapping Tool: <https://navigatela.lacity.org/slowstreets/>

(Supporting PDF attached)

ROLL CALL VOTE

**Item No. (10) Safety and Transportation Committee - Sheppard Kaufman, Chair**  
**(20-049) Funding for Food Drive/Disaster Preparation & Kit Handout**

Discussion and possible action:

Whereas the WHWC NC Public Safety & Transportation Committee has approved the staging of a food & resource drive even it to benefit local non-profits including the West Valley Food Pantry and the Canoga Park Senior Center – while also, in light of recent earthquakes and the upcoming fire season, providing participating stakeholders with disaster preparation resources; and,

Whereas the event is planned to be staged in late September 2020 with the participation of other NC committees, as well as Councilmember Blumenfield’s office and other organizations, and will require advance funding approval from the City Clerk’s office; therefore,

The WHWC NC Public Safety & Transportation Committee requests that the Board of the Woodland Hills-Warner Center Neighborhood Council approve funding of up to \$1,000 for the staging of the above event. The estimated preliminary costs include:

\$200 Banners & Advertising  
\$300 Equipment/vehicle rentals  
\$200 Food for Volunteers  
\$300 Facility Rental Fees

It is requested that the event funding be approved and set aside to allow the Committee/Board to have enough time to confirm that the event, and its funding, will be allowed by City Staff. In the event that the staging of the event is not feasible, no funds will be expended.

ROLL CALL VOTE

**Item No. (11) PLUM Committee, Lauren Coffman, Chair**  
**(20-050) AA-2019-6661-PMLA**  
**23349 - 23355 W. Collins St, WH 91367 - Lot Split in Walnut Acres**

Discussion and possible action:

Pursuant to LAMC 17.50 C, an application for a parcel map to consolidate 2 arbitrarily cut parcels into one parcel to subdivide into 2 legal parcels (flag lot) to build a SFD on each lot.

**Motion** - As pertaining to Case AA-2019-6661, having held 2 public PLUM meetings for the application to permit combining two lots and then subdivision of the resulting parcel, at 23349-23355 Collins St. Woodland Hills, into two lots, creating a flag lot in the rear, in an RA-1 zone, the Planning, Land Use and Mobility Committee hereby finds that:

WHEREAS, review of the property records reveals that the 90 ft. wide lot at 23349 Collins St., and the 30 ft. wide lot at 23355 Collins St. are not legally tied together; and,

WHEREAS, the large lot resulting from the consolidation of the two existing

lots would conform to all applicable code requirements for an RA-1 zone; and,

WHEREAS, based on the Preliminary Parcel Map provided by the applicant, dated 10/15/2019, the proposed lot split does not involve a parcel landlocked by topography; and,

WHEREAS, the Preliminary Parcel Map, dated 10/15/19, provided by the applicant includes a rear flag lot that does not conform to the lot width requirement of minimum 70 feet at the midpoint for RA-1 zoned parcels as defined by Los Angeles Municipal Code (LAMC) Article 2, Sections 12.03 and 12.07.c.4; and,

WHEREAS, the proposed lot split and subsequent development will impinge on the animal keeping privileges of adjoining property owners authorized by the RA-1 zoning regulations; and,

WHEREAS, the proposed lot split will result in a nonconforming flag lot increasing the density, in a very low density residential community as designated by the General Plan; and,

WHEREAS, the proposed lot split and nonconforming flag lot will potentially create privacy issues and conflicts with adjoining residents; and,

WHEREAS, flag lots change the character of the Walnut Acres community and has the potential to destroy the character and semi-rural atmosphere of the entire RA-1 zoned Walnut Acres community; and,

WHEREAS, the CD3 Council Office and the South Valley Area Planning Commission have opposed lot splits in the Walnut Acres neighborhood in the past, and there have been no new lot splits approved in Walnut Acres since 2006; and,

WHEREAS, most existing flag lots in the Walnut Acres community pre-date the current regulations, and according to City Planning may not be developable because they cannot meet current fire regulations.

THEREFORE, IT IS HEREBY RESOLVED, that the Planning, Land Use and Mobility Committee, for the findings and conditions stated herein above, finds that the submitted application for the consolidation of two lots and then subdivision the resulting RA zoned parcel into two lots creating a flag lot, **not receive** the support of the Board of the Woodland Hills-Warner Center Neighborhood Council.

AND FURTHERMORE, the Planning, Land Use and Mobility Committee strongly 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 not support this application as presented on August 12, 2020.

### ROLL CALL VOTE

**Item No. (12) PLUM Committee, Lauren Coffman, Chair**  
**(20-051) DIR-2019-4861-DRB-SPP-MSP**  
**22552 W. Uhea Road Woodland Hills, 91364**

Discussion and possible action:

### **Project Description**

Mulholland Scenic Parkway Specific Plan Project Permit compliance (major SFR, outer corridor) pursuant to LAMC Section 11.5.7, and design review, pursuant to LAMC section 16.50, for a new 3,290 SF single family residence with grading, on a vacant lot in the R1-1 zone

**Motion** - As pertaining to case DIR-2019-4861-DRB-SPP-MSP, having held three public PLUM meetings for the application filed by the property applicant Javanshir Rad, concerning the new construction of a three story, 3,200 sq. ft. single family residence and a 477.9 SF 3 car garage, on a 18,240.47 sq. ft. downslope lot at 22552 W. Uhea Road Woodland Hills, 91364, the Planning, Land Use and Mobility committee hereby finds that:

WHEREAS, the proposed project substantially conforms with the Baseline Hillside Ordinance with respect to Building Envelope Height and Side Yard Setbacks, and the Mulholland Scenic Parkway Specific Plan / Outer Corridor with respect to building envelope colors and materials, AND

WHEREAS, the applicant has provided a construction phase parking plan and construction material storage plan, as requested by the PLUM committee, and has agreed to follow the *Good Neighbor Construction Practices requirements*, section 91.106.4.8 of the L.A.M.C., which will minimize the negative impact of construction projects on the surrounding community, AND

WHEREAS, the applicant has revised the exterior building colors to conform with the Santa Monica Mountain color wheel, AND

WHEREAS, the applicant has added a small degree of storm water management with LID planters and minimal vegetation swales to slow down the existing drainage pattern of sheet flow,

*THEREFORE IT IS HEREBY RESOLVED*, that the Planning, Land Use and Mobility committee, for the findings and conditions stated herein, finds that the submitted application submitted by the applicant Javanshir Rad, for the new construction of a three story, 3,290 sq. ft. single family dwelling and a 477.9 SF 3 car garage, on a 18,240.47 sq. ft. *downslope* lot *receive* the support of the Board of the Woodland Hills Warner Center Neighborhood Council for the requested action contingent upon the following conditions:

**Conditions:**

1. All exterior lighting will face downward and be designed for path lighting only, as required by the Mulholland Scenic Parkway Specific Plan.
2. The applicant will continue to work on a terrace grading plan with the Mulholland DRB and City of Los Angeles Grading division to create mitigation for the existing sheet flow of storm water, which currently will not support irrigation of the proposed planting.
3. The applicant will verify that the Overall Building Height, as defined in this report and the LAMC, is equal to or less than 45 feet by indicating the overall height on the same Overall Envelope Height drawing included in this report.
4. All plans presented on August 12, 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.
5. Additionally, all conditions herein shall be printed on the Project Summary page as a commitment to and acceptance of these conditions.
6. The applicant and owner will not submit any significant further updated plans or changes without first presenting them to the WHWCNC for support.

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 these findings, and its subsequent recommendation to *support* this application as presented on August 12, 2020.

**3. Committee Reports**

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 and Beautification 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



#### **4. Area Reports**

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 – Jason Green, Peter Fletcher

Area 6 – Pat Patton, Gilbert Yablon, Heath Kline, Lauren Coffman

Area 7 – Ginny Sand, Joyce Fletcher, Houton Hormozian, Tim Root

Youth Member – Vacant

**Announcements: The next Regular Board meeting will be held on September 9, 2020 by teleconference. Please visit the website calendar page at [whcouncil.org](http://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](http://www.whcouncil.org) website calendar page for any changes that may occur.**

#### **Adjournment of meeting:**

\*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](mailto:j.fletcher@whcouncil.org) or the Department of Neighborhood Empowerment at (213) 978-1551 [EmpowerLa@LACity.org](mailto:EmpowerLa@LACity.org)

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\*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](http://www.whcouncil.org)